

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Borough Mayor *AM*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Sarah Hostetter, Payroll Accountant *SH*

DATE: August 14, 2023

RE: Budget Revisions – July 2023

Attached is a budget revision listing for July 2023. The attached list contains budget revisions between major expenditure categories (i.e., maintenance & operations and capital outlay). Other minor transfers were processed between object codes within major expenditure categories.

JULY 2023

INCREASE

DECREASE

ASSESSING - ADMINISTRATION

Mass mailing quotes came in higher than expected.

| | | |
|---|-------------|-------------|
| 100-11510-00000-48120 (Office Machines) | | \$10,000.00 |
| 100-11510-00000-43011 (Contract Services) | \$10,000.00 | |

CLERK'S OFFICE - ASSEMBLY

To replace the broken microphone at station 7.

| | | |
|--|------------|------------|
| 100-11110-00000-43215 (Travel Out of State) | | \$2,750.00 |
| 100-11110-00000-48710 (Minor Office Equipment) | \$2,750.00 | |

CLERK'S OFFICE - ELECTIONS

To replace a failed UPS for the election server rack.

| | | |
|--|------------|------------|
| 100-11130-00000-43410 (Printing) | | \$1,300.00 |
| 100-11130-00000-48710 (Minor Office Equipment) | \$1,300.00 | |

RISK MANAGEMENT

To temporarily use work comp reserve funds to cover additional insurance premiums in FY24. Other over budgeted premiums will be used to offset the deficit.

| | | |
|--|--------------|--------------|
| 700-11236-00000-43530 (Disability Insurance) | | \$747.00 |
| 700-11238-00000-43529 (Other Misc Coverage) | | \$5,676.99 |
| 700-11236-00000-43999 (Work Comp Claim Reserve) | | \$324,947.67 |
| 700-11238-00000-43528 (Aviation Liability) | | \$2,466.05 |
| 700-11237-00000-43511 (Fire & Extended Coverage) | \$295,371.54 | |
| 700-11238-00000-43515 (CGL Excess Liability) | \$25,445.59 | |
| 700-11236-00000-43508 (Workmen's Compensation) | \$13,020.58 | |

SOLID WASTE - HOMER TRANSFER

Moving funds for repairs on the F250 truck.

| | | |
|---|------------|------------|
| 290-32310-00000-42360 (Motor Vehicle Repair Supplies) | | \$4,100.00 |
| 290-32310-00000-43750 (Vehicle Maintenance) | \$4,100.00 | |

SOLID WASTE - LANDFILL

Moving funds to cover FY24 Vehicle Maintenance.

| | | |
|---|------------|------------|
| 290-32122-00000-42360 (Motor Vehicle Repair Supplies) | | \$5,000.00 |
| 290-32122-00000-43750 (Vehicle Maintenance) | \$5,000.00 | |