

Kenai Peninsula Borough
Finance Department

MEMORANDUM

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

THRU: Charlie Pierce, Borough Mayor *CP*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Sarah Hostetter, Payroll Accountant *SH*

DATE: July 28, 2022

RE: Budget Revisions – June 2022

Attached is a budget revision listing for June 2022. 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.

JUNE 2022**INCREASE DECREASE****CENTRAL EMERGENCY SERVICES**

To purchase software for the Fire Marshal's computer.

211-51610-00000-43019 (Software Licensing)		\$217.60
211-51610-00000-42120 (Computer Software)	\$217.60	

CLERK'S OFFICE - ADMINISTRATION

To cover advertising needs through the end of the fiscal year.

100-11120-00000-43260 (Training)		\$700.00
100-11120-00000-43210 (Transportation & Subsistence)		\$620.00
100-11120-00000-48710 (Minor Office Equipment)		\$500.00
100-11120-00000-43310 (Advertising)	\$1,820.00	

CLERK'S OFFICE - ADMINISTRATION

To restock first aid kits.

100-11120-00000-43140 (Postage & Freight)		\$14.29
100-11120-00000-42210 (Operating Supplies)	\$14.29	

CLERK'S OFFICE - ADMINISTRATION

To cover the final newspaper public notices for the fiscal year.

100-11120-00000-40130 (Overtime)		\$1,350.00
100-11120-00000-43310 (Advertising)	\$1,350.00	

CLERK'S OFFICE - ASSEMBLY

To replace the Assembly conference room computer that is no longer working.

100-11110-00000-43215 (Travel Out Of State)		\$1,000.00
100-11110-00000-48710 (Minor Office Equipment)	\$1,000.00	

CLERK'S OFFICE - RECORDS MANAGEMENT

To cover electricity costs for the rest of the fiscal year.

100-11140-00000-40110 (Regular Wages)		\$2,000.00
100-11140-00000-43610 (Public Utilities)	\$2,000.00	

FINANCE - ADMIN & FINANCIAL SERVICES

To clean up negative personnel balance.

100-11430-00000-40110 (Regular Wages)		\$18,000.00
100-11410-00000-40110 (Regular Wages)	\$18,000.00	

JUNE 2022 CONTINUED**INCREASE DECREASE****MAINTENANCE DEPARTMENT**

To purchase Mega Press and a Key Machine.

241-41010-00000-43764 (Snow Removal)		\$25,000.00
241-41010-00000-48311 (Machinery & Equipment)	\$25,000.00	

MAINTENANCE DEPARTMENT

To purchase fire alarm testing tools, and other repair/maintenance supplies.

241-41010-00000-43764 (Snow Removal)		\$33,779.95
241-41010-00000-43780 (Building & Grounds Maintenance)		\$23,459.49
241-41010-00000-48740 (Minor Machines & Equipment)	\$6,000.00	
241-41010-00000-42310 (Repair & Maintenance Supplies)	\$25,000.00	
241-41010-00000-42410 (Small Tools & Minor Equipment)	\$26,239.44	

PURCHASING DEPARTMENT

To purchase a new TV and computer monitor for the Director's office.

100-11227-00000-42210 (Operating Supplies)		\$1,000.00
100-11227-00000-48710 (Minor Office Equipment)	\$1,000.00	

SELDOVIA RECREATION

To cover Amazon Prime membership.

227-61210-00000-48755 (Minor Recreational Equipment)		\$54.12
227-61210-00000-43920 (Dues & Subscriptions)	\$54.12	

SOLID WASTE - HOMER TRANSFER

To purchase a welder and a CVC recovery unit.

290-32310-00000-43011 (Contract Services)		\$6,100.00
290-32310-00000-48740 (Minor Machines & Equipment)	\$6,100.00	

SOLID WASTE - HOMER TRANSFER

To purchase temporary fencing and hand held radios.

290-32310-00000-43011 (Contract Services)		\$10,110.00
290-32310-00000-48740 (Minor Machines & Equipment)	\$10.00	
290-32310-00000-48710 (Minor Office Equipment)	\$3,100.00	
290-32310-00000-48630 (Improvements Other Than Buildings)	\$7,000.00	

SOLID WASTE - HOMER TRANSFER

To purchase gas modine heater for the maintenance shop.

290-32310-00000-43011 (Contract Services)		\$7,000.00
290-32310-00000-48630 (Improvements Other Than Buildings)	\$7,000.00	

JUNE 2022 CONTINUED

INCREASE DECREASE

SOLID WASTE - HOMER TRANSFER

To cover additional costs for the gas modine heater.

290-32310-00000-43011 (Contract Services)		\$650.00
290-32310-00000-48630 (Improvements Other Than Buildings)	\$650.00	

SOLID WASTE - HOMER TRANSFER

To purchase a sander to prepare for winter.

290-32310-00000-43011 (Contract Services)		\$7,646.92
290-32310-00000-48311 (Machinery & Equipment)	\$7,646.92	

SOLID WASTE - HOMER TRANSFER

To purchase a safety cabinet for the maintenance shop.

290-32310-00000-43011 (Contract Services)		\$1,509.19
290-32310-00000-48740 (Minor Machines & Equipment)	\$1,509.19	

SOLID WASTE - HOMER TRANSFER

To rebuild the 953C Track Loader.

290-32310-00000-40110 (Regular Wages)		\$20,000.00
290-32310-00000-43011 (Contract Services)		\$8,000.00
290-32310-00000-43750 (Vehicle Maintenance)	\$28,000.00	

SOLID WASTE - HOMER TRANSFER

To cover fuel costs.

290-32010-00000-43210 (Transportation & Subsistence)		\$2,027.54
290-32010-00000-42230 (Fuel, Oils & Lubricants)	\$2,027.54	

SOLID WASTE - LANDFILL

To cover increased cost of fuel for the rest of the fiscal year.

290-32122-00000-43011 (Contract Services)		\$15,000.00
290-32122-00000-42230 (Fuels, Oils & Lubricants)	\$15,000.00	

SOLID WASTE - LANDFILL

To cover additional fuel purchases and utility costs.

290-32122-00000-43011 (Contract Services)		\$62,000.00
290-32122-00000-42230 (Fuel, Oils & Lubricants)	\$12,000.00	
290-32122-00000-43610 (Public Utilities)	\$50,000.00	