



Kenai Peninsula Borough


Finance Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Borough Mayor 

THRU: Brandi Harbaugh, Finance Director 

FROM: Tyra Rivera, Payroll Accountant 

DATE: April 3, 2025

RE: Budget Revisions – March 2025

Attached is a budget revision listing for March 2025. 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.

MARCH 2025**INCREASE****DECREASE****CLERK'S OFFICE - ASSEMBLY**

Move funds to replace current HDMI to USB converter.

100-11110-00000-43026 (Software Licensing)		\$2,700.00
100-11110-00000-48710 (Minor Office Equipment)	\$2,700.00	

HUMAN RESOURCES - PRINT SHOP

Move funds for the purchase of Affinity software.

100-11233-00000-43026 (Software Licensing)		\$140.00
100-11233-00000-42120 (Computer Software)	\$140.00	

FINANCE - PROPERTY TAX & CASH MANAGEMENT

Move funds for communication charges for remainder of FY25.

100-11440-00000-40110 (Regular Wages)		\$1,000.00
100-11440-00000-43110 (Communications)	\$1,000.00	

FINANCE - PROPERTY TAX & CASH MANAGEMENT

Move funds to purchase a battery backup for check scanning station.

100-11440-00000-40110 (Regular Wages)		\$450.00
100-11440-00000-42410 (Small Tools and Minor Equipment)	\$450.00	

FINANCE - ADMINISTRATION

Move funds for Controller's leadership academy training.

100-11430-00000-43260 (Training)		\$329.00
100-11410-00000-43260 (Training)	\$329.00	

NIKISKI FIRE SERVICE AREA

Move funds for Atlas ALS manikin.

206-51110-00000-42220 (Medical Supplies)		\$9,708.92
206-51110-00000-48515 (Medical Equipment)	\$9,708.92	

SOLID WASTE - LANDFILL

Move funds for rental expenses at CPL.

290-32122-00000-42230 (Fuels, Oils and Lubricants)		\$22,000.00
290-32122-00000-43810 (Rents and Operating Leases)	\$22,000.00	

SOLID WASTE - HOMER TRANSFER

Move funds to purchase radios for staff communications.

290-32310-00000-42210 (Operating Supplies)		\$2,700.00
290-32310-00000-48710 (Minor Office Equipment)	\$2,700.00	