

Kenai Peninsula Borough

Finance Department

MEMORANDUM

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

THRU: Charlie Pierce, Mayor *CP*
Jed Painter, Acting Roads Director *JP*

FROM: Brandi Harbaugh, Finance Director *BH*

DATE: August 11, 2022

SUBJECT: Ordinance 2022-40, Amending KPB 14.31.130 Relating to Notice of Assessments for Road Improvement Special Assessment Districts to Ensure Code Compatibility with Software Constraints (Mayor)

Current Kenai Peninsula Borough Code (KPB) 14.31.130(A) provides that within 15 days after the adoption of an ordinance under KPB 14.31.130 levying a special assessment, the finance director shall mail a statement to the owner of record of each property assessed.

Due to software constraints in calculating the levy related to the special assessment, the system is not able to auto-generate the required statement to property owners within 15 days of the enactment. As a result, the Finance Department must manually input necessary levy information to mail the required statement to the owner of record of each property assessed.

This ordinance will amend KPB code to provide that the required statement will be mailed on the first day of the month following enactment of the ordinance of assessment for a newly formed road improvement special assessment district.

Your consideration of the ordinance is appreciated.