

Kenai Peninsula Borough

Human Resources

MEMORANDUM

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

THRU: Peter A. Micciche, Mayor *PAM*
Brandi Harbaugh, Finance Director *BH*
John Hedges, Purchasing and Contracting Director *JH*

FROM: Justen Huff, Director of Human Resources *JH*

DATE: May 25, 2023

RE: Ordinance 2022-19-76, Reappropriating FY2023 Funds for a Comprehensive Compensation Study (Mayor)

The FY2023 comprehensive compensation study did not commence until June of 2023. Milliman, Inc. has agreed to a contracted compensation study that will last a maximum of 120 days. This will place the completion of the contracted study into FY2024. The funds for the contract will need to be re-appropriated to continue the efforts on completing the study without a delay in the process.

The current contract completion timeline is 120 days and will not be completed within FY2023, therefore it is being requested that the FY2023 balance of the contract associated with the study up to \$39,600 be reappropriated for use in FY2024 to continue work on the comprehensive compensation study.

The balance associated with Human Resources Contractual Services were appropriated in the annual FY2023 budget as annual operating funds and therefore will expire at year-end if unused.

Your consideration is appreciated.

FINANCE DEPARTMENT
ACCOUNT / FUNDS VERIFIED

Acct: No. 100.11230.00000.43011

Amount \$39,600

By: *CH* Date: 5/24/2023