

Introduced by: Policy and
Procedures Committee
Date: 3/03/92
Postponed to: 3/17/92
Substituted: 3/17/92
Action: Adopted
Vote: Unanimous

KENAI PENINSULA BOROUGH
RESOLUTION 92-28

A RESOLUTION TRANSFERRING FUNDS FOR THE CLERK'S OFFICE

- WHEREAS,** an increase in monthly sales tax filings has significantly impacted the microfilming workload in the Records Management Division of the Clerk's Office; and
- WHEREAS,** Records Management is in need of a temporary employee to assist in microfilming for ten weeks; and
- WHEREAS,** the advertising budget for FY 91-92 in the Clerk's Office is not adequate to cover increases in publication size and rising advertising costs; and
- WHEREAS,** the Borough Clerk is requesting funds for the purchase of software designed for the creation and management of the borough code and supplements; and
- WHEREAS,** the State of Alaska Division of Elections no longer provides personal computers for use in the counting of ballots for municipal elections, thus creating the need for the Borough Clerk's Office to provide computers for each of the counting centers within the borough; and
- WHEREAS,** the FY 91-92 budget for office supplies in the Clerk's Office has proven to be inadequate to cover the cost of supplies required for equipment such as a laser printer and fax machine; and
- WHEREAS,** the Clerk's Office is striving to preserve legal historical documents through the purchase of archival paper, minute, resolution, and ordinance books, thus producing an additional strain on the budget for office supplies for FY 91-92; and
- WHEREAS,** the FY 91-92 budgets for training, transportation and subsistence for the Clerk's Office were developed prior to the hiring of the new Borough Clerk; and
- WHEREAS,** the new Borough Clerk is a member of the Alaska Municipal League Legislative Committee, the Alaska Association of Municipal Clerks, and the International Institute of Municipal Clerks with responsibilities which necessitate travel not previously budgeted;

NOW THEREFORE BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

Section 1. That \$23,176 be transferred from Assembly Special Elections, 100.111035.43011, Contract Services (\$14,400) and 100.111035.43410, Printing (\$8,776) to be distributed to the following accounts:

100.111040.40120, Clerk Records Management, Temporary Wages, for a temporary employee for 10 weeks -- \$3,200

100.111040.40210, Clerk Records Management, FICA, for temporary employee -- \$216

100.111020.43310, Assembly Clerk, Advertising, to cover advertising costs for the remainder of FY 91-92 -- \$9,000

100.111020.48120, Assembly Clerk, Office Machines, for the purchase of one Dell 486D/33 computer and related cables, hard drive, etc. for file server in Clerk's Office Novelle network system -- \$5,500

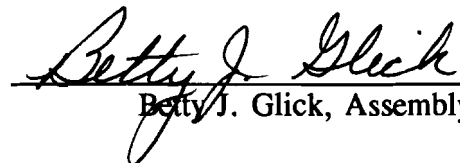
100.111020.42110, Assembly Clerk, Office Supplies, to cover the purchase of office supplies for the remainder of FY 91-92 -- \$1,000

100.111020.43210, Assembly Clerk, Transportation/Subsistence, to cover travel expenses for the Borough Clerk and Deputy Clerk for conferences, committee meetings and training classes for the remainder of FY 91-92 -- \$2,970

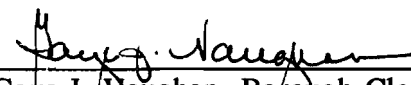
100.111020.43260, Assembly Clerk, Training, for registration fees for conferences and classes -- \$990

100.111010.42110, Assembly Administration, Office Supplies, for office supplies and coffee for the remainder of the year -- \$300

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH ON THIS 17th DAY OF MARCH, 1992.


Betty J. Glick, Assembly President

ATTEST:


Gaye J. Vaughan, Borough Clerk