

## MEMORANDUM

To: Ron Long, Assembly President  
Kenai Peninsula Borough Assembly Members

Thru: John J Williams, Borough Mayor

From: Craig Chapman, Finance Director

Date: November 8, 2006

Subject: Resolution 2006-099 transferring funds between accounts to pay for the cost of area-wide board member training

The administration has identified a need to provide training to those Borough residents who serve on the borough boards and commissions. This group includes service area board members, commission members, and others who serve in this oversight capacity.

The administration has estimated the cost of providing the training to cost approximately \$12,000 and has identified within the non-departmental budget that could be transferred to cover the cost of providing this training.

This resolution would transfer \$12,000 from non-departmental transfer to debt service, account number 100.94910.00000.50308 to non-departmental contract services, account number 100.94910.00000.43011, to cover the cost of providing this training.

The administration has received a proposal from ClerkWorks Alaska (Linda Murphy) to conduct this training. The administration believes this company is uniquely qualified to provide the services being sought.