



KENAI PENINSULA BOROUGH

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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Craig Chapman, Director of Finance *C Chapman*

DATE: April 5, 2012

SUBJECT: Ordinance 2011-19-84, appropriating \$40,000 from the General Government Capital Project Fund, fund balance to provide additional funding for remodeling of the legal and finance departments and \$40,000 for ADA upgrades at the borough administration building

As part of the FY2010 capital budget \$375,000 was appropriated to remodel various departments at the borough to address functionality, of which \$241,966 was spent on remodeling the clerk's office and the risk management department.

The cost of remodeling the legal and finance departments to address functionality is estimated to be \$186,105. Including a transfer of funds from a completed project of \$16,463, there is currently \$149,497 available for this project, a shortage of \$36,608. The General Government Capital Project Fund fund balance has \$40,000 that is available to support this project.

The restrooms at the borough's administration building do not comply with ADA standards. The administration is proposing that the restrooms near the assembly chambers be upgraded this summer; this will require an appropriation prior to year end. The remaining restroom upgrades would be included in the FY2013 budget. The administration is requesting that \$40,000 also be appropriated from the General Government Capital Project Fund, fund balance for this project.

Shortened hearing is being requested as this will allow the project to be completed this summer.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>407.27910 RB</u>
Amount	<u>\$80,000.00</u>
By:	<u>CIBW</u> Date: <u>4/5/12</u>