



## KENAI PENINSULA BOROUGH

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MIKE NAVARRE  
BOROUGH MAYOR

### MEMORANDUM

**TO:** Dale Bagley, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Mike Navarre, Mayor *MN*

**FROM:** Craig Chapman, Finance Director *C Chapman*  
Brenda Ahlberg, Community and Fiscal Projects Manager *B Ahlberg*

**COPY:** Wayne Ogle, Assembly Member

**DATE:** August 20, 2015

**SUBJECT:** Ordinance 2015-19- 11, An Ordinance Appropriating \$30,000 from the Nikiski Senior Service Area Fund for External Accounting Services

The Nikiski Senior Citizens, Inc. (NSC), a private nonprofit corporation, provides services and programs to seniors in the Nikiski area. The Nikiski Senior Service Area (NSSA) provides funding to NSC through a Service and Operating Agreement (Operating Agreement).

Due to recent turnover of staff including the executive director and bookkeeper, NSC is unable to provide financial reports for FY2015 to the borough as required by the Operating Agreement. A new NSC board of directors is working to resolve outstanding administrative and financial issues.

The administration believes it is in best interest of the borough and NSSA to hire an accounting firm to review the financial records of NSC to ensure ongoing compliance with the Operating Agreement and make recommendations based upon that review. This ordinance appropriates \$30,000 for that purpose.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No. <u>280.27910</u>	
Amount <u>\$30,000</u>	
By: <u>pp</u>	Date: <u>8/20/15</u>