

Kenai Peninsula Borough
Seldovia Recreational Service Area
Sea Otter Community Center

MEMORANDUM

TO: Brent Hibbert, Assembly President Pro Tem
Members, Kenai Peninsula Borough Assembly

THRU: Willy Dunne, Assembly Member *JB*
Marcus Mueller, Land Manager *[Signature]*
John Hedges, Purchasing & Contracting Director *JH*
Brandi Harbaugh, Finance Director *BH*

FROM: Mark Janes, Seldovia Recreational Service Area President
Lisa Stanish, Seldovia Recreational Service Area Facility Coordinator

DATE: October 29, 2020

SUBJECT: Ordinance 2020-19-13, Appropriating Funds from the Seldovia Recreational Service Area Fund Balance for the Cost of a Small Onsite Storage Building (Dunne)

During the COVID-19 situation, the Sea Otter Community Center ("SOCC") has been closed to the public. The facility coordinator has been working in the center using this time as an opportunity to improve the infrastructure to better support the needs of our diverse community for the day we are finally post-COVID-19. Without the need to support daily programming, the facility coordinator has been researching and purchasing larger items which will help SOCC to become a better community center. These were not items that are outside of the budgeted funds from the Seldovia Recreational Service Area ("SRSA") until the shed project came back into discussion with the SRSA Board.

For many years, the SOCC coordinators and the SRSA Board have discussed the need for extra storage at the center. We are now looking to build an 8'x12', exterior shed on borough property adjacent to the SOCC. Several steps have been completed to be compliant with borough contracted projects, through discussions with the SRCA Board, Land Management and the Purchasing and Contracting Department.

Currently the SRSA has a fund balance of \$115,773. With the closure of the SOCC last spring, and the vacancy of the coordinator position for several months last fiscal year, approximately \$31,000 was lapsed to fund balance making funds available for this purchase.

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RE: O2020-19-13

The SRSA Board is requesting the appropriation of \$4,500 from the SRSA Fund Balance to complete the project.

Your consideration of this Ordinance is appreciated.

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| FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED | |
| Acct. No. | <u>227-27910</u> |
| Amount: | <u>\$4,500</u> |
| By: <u>PP</u> | Date: <u>10/28/2020</u> |