

Kenai Peninsula Borough

Planning Department – River Center

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*
Robert Ruffner, Planning Director *RR*
Brandi Harbaugh, Finance Director *BH*

FROM: Samantha Lopez, River Center Manager *SL*
Tammy Goggia-Cockrell, 911 Emergency Communications Coordinator *TGc*

DATE: December 1, 2022

RE: Ordinance 2022-19-37, Appropriating \$13,078.54 from the River Center Building Maintenance Reserve Fund and \$6,625.18 from the 911 Communications Fund for Unexpected Repairs to the River Center Building (Mayor)

In 2005 a shared services agreement was signed by the occupants of the Donald E. Gilman River Center which require that funds be set aside annually by tenants and the Borough to fund major maintenance and repairs of the facility. As of November 10, 2022, \$84,930 is available for appropriation from this reserve fund for repairs.

Recently, the River Center was made aware of three unforeseen repairs that must be made to maintain operations at the River Center:

1. Finishing the FY2022 project, migrating from Siemens to Desigo Control Systems (\$3,013.36)

In FY2022, \$9,083.15 was appropriated from this fund, but a portion of the work was not completed. \$3,013.36 has already been appropriated from our Building/Grounds Maintenance account. This appropriation will replenish that.

2. Replacing two failing heat pumps (\$2,070.00 and \$1,370.00)

Pump #1 was found to be leaking, corroded, and in need of replacement. Cost of inventory replacement is \$2,070.00. Pump #2 has already been replaced from Maintenance's inventory, cost to replace is \$1,370.00.

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3. Replacing the Automatic Transfer Switch (ATS) for the backup generator (\$6,625.18)


Using CARES funds in 2020, a backup emergency 911 response center was installed at the River Center. Part of this project included the installation of a backup generator that used an ATS to provide power to the building in the event of a power outage. Recently, the ATS was found to be incorrectly installed, and must be replaced.

The 911 Dispatch Center (911) became a tenant of the River Center in 2020-2021 in order to house a secondary location and backup for the center. Since 911 had not contributed to the Major Maintenance Fund, it is providing half of the cost to replace and repair the ATS, as this is critical to its operations.

The KPB Maintenance Department estimates the total cost of the ATS replacement to be \$23,000, spread over FY2023 and FY2024. Because the ATS supports functions of the River Center and backup E911 center, project costs will be shared between the E911 and River Center departments. The River Center's portion of FY2023 costs are expected to be \$6,625.18.

This ordinance appropriates supplemental funding from the River Center Building Major Maintenance and Repair Reserve Fund in the amount of \$13,078.54 and \$6,625.18 from the 911 Communications Fund to complete these projects.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Account: <u>100.27930</u>	Amount: <u>\$13,078.54</u>
Account: <u>264.27910</u>	Amount: <u>\$ 6,625.18</u>
By: <u></u>	Date: <u>11/28/2022</u>