

Kenai Peninsula Borough

Road Service Area

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*

FROM: Scott Griebel, Roads Director *SG*

COPY: John Hedges, Purchasing and Contracting Director

DATE: August 22, 2024

RE: Ordinance 2024-19- 08 , Appropriating Funds from the Road Service Area Operating Fund Balance to the Engineer’s Estimate Fund to Support RSA Board Approved RIAD Projects in Process and to Prepare the Fund for Proposed Fiscal Year 2025 Projects (Mayor)

Traditionally, the RSA has allocated \$12,000 annually to provide for engineering estimates associated with the Road Improvement Assessment District (RIAD) project process. There is currently a historically high number of RIAD projects in the queue, so the Engineer’s Estimate Fund (Fund 237) allocation for FY25 was increased to \$22,550 through the budget process.

Five RIAD projects, approved by the RSA Board, have simultaneously reached the engineering estimated phase and have been competitively bid as a group. The final bid for the group of projects is \$30,000. Additionally, there are two (2) separate RIAD projects currently approaching the engineering estimated phase.

In order to determine the estimated cost of a RIAD project an engineering report must be completed that includes a site review, geotechnical investigation, utility locates, and any other observed site-specific requirements to complete the project.

Due to the number of RIAD projects the total cost of engineering services has exceeded the allocated budget and it is necessary to appropriate additional funds to complete the necessary engineering report prior to adverse winter conditions.

Therefore, this Ordinance will appropriate \$50,000 from the RSA operating fund balance to Fund 237, in order to support approved projects in process and other proposed FY25 Projects.

Your consideration is appreciated.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.:	<u>236.27910</u> Amount: \$ <u>50,000</u>
By: <u>BH</u>	Date: <u>8/19/2024</u>