



KENAI PENINSULA BOROUGH
Planning Department • Land Management Division
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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Blaine Gilman, Assembly President
Kenai Peninsula Borough Assembly Members

THRU: Mike Navarre, Mayor *MN*
Craig C. Chapman, Finance Director *C Chapman*
Max Best, Planning Director *mb*
Marcus Mueller, Land Management Officer *mb for MN*

FROM: Julie Denison, Land Management Technician *JD*

CC: Bill Williamson, Chair, Seward Bear Creek Flood Service Area Board

DATE: June 9, 2016

SUBJECT: Resolution 2016-~~031~~⁰³⁷, A Resolution Authorizing the Borough to Enter Into a One-Year Lease Agreement with Four One-Year Renewal Options with SeaView Community Services for the Occupancy of the Seward Bear Creek Flood Service Area in Seward (Mayor)

The Seward Bear Creek Flood Service Area (SBCFSA) has leased office space in the SeaView Plaza building on Railway Avenue in Seward since 2004 for the purpose of providing flood protection services for the service area. The current lease at the SeaView Plaza Building expires June 30, 2016.

The borough competitively requested quotes for office space in the Seward area. Two quotes were received and considered responsive. SeaView Community Services was the successful respondent with a proposal to lease the same facility that the SBCFSA currently occupies for \$828.58/month for 440 square feet of office space, subject to a four percent increase in years three and five.

The attached resolution would authorize the Kenai Peninsula Borough, on behalf of the SBCFSA, to enter into a one-year lease agreement, with automatic renewals for up to four additional one-year periods, with SeaView Community Services. The administration respectfully requests your consideration of this resolution.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.:	259.21212.00000.43810
Amount:	\$9,942.96
By:	<i>pp</i> Date: <i>6/6/16</i>

*subject to
Assembly
approval of
FY17 budget.*