

CLERK'S OFFICE

APPROVED

Date: 6-25-02

Submitted by: Chair of the Assembly  
at the request of the Mayor  
Prepared by: Finance Department  
For Reading: June 11, 2002

ANCHORAGE, ALASKA  
AR 2002 - 195

1 A RESOLUTION OF THE MUNICIPALITY OF ANCHORAGE APPROPRIATING TWO  
2 HUNDRED FORTY THOUSAND DOLLARS (\$240,000) AS THE FINAL PORTION OF THE  
3 CLOSING ESCROW FUNDS ASSOCIATED WITH THE NEW CITY HALL LEASE TO BE USED  
4 FOR THE PURPOSE OF TENANT IMPROVEMENTS WITHIN CITY HALL TO THE AREAWIDE  
5 FUND (101)

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8 THE ANCHORAGE ASSEMBLY RESOLVES:

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10 Section 1. That TWO HUNDRED FORTY THOUSAND DOLLARS (\$240,000)  
11 from the final portion of the closing escrow funds associated with the New City Hall Lease is  
12 hereby appropriated for the purpose of 2002 tenant improvements within City Hall to the Areawide  
13 Fund (101).

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15 Section 2. This resolution shall take effect immediately upon passage and  
16 approval by the Anchorage Municipal Assembly.

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18 PASSED AND APPROVED by the Anchorage Municipal the Assembly this 25<sup>th</sup> day of  
19 June, 2002.

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Chair

ATTEST:

  
Municipal Clerk

Departmental Appropriation:

Finance: \$180,000  
Assembly: \$ 60,000



# MUNICIPALITY OF ANCHORAGE

## ASSEMBLY MEMORANDUM

AM / <sup>543</sup>-2002

Meeting Date: June 11, 2002

**FROM:** Mayor

**SUBJECT:** Appropriating \$240,000 final portion of the closing escrow funds associated with the new City Hall lease to be used for the purpose of tenant improvements within City Hall to the Areawide Fund (101)

The Administration requests approval of the attached Assembly Resolution, AR 2002-195, to appropriate the \$240,000 final portion of the closing funds derived at the time of closing the new City Hall lease for tenant improvements within City Hall to the Areawide Fund (101).

Per AR 2002-173, an initial appropriation of \$100,000 was made to allow the low-bid contractor to proceed with initial construction-related work for the Finance Department project. As described in AR 2002-173, additional funds were expected to be brought forward to the Assembly in June 2002 to fund the remainder of the Finance Department project (\$180,000) and to fund tenant improvements associated with the Municipal Assembly/Clerk's office (\$60,000). Note: the Finance Department project includes physical consolidation of the Assessor and Treasury Divisions to the 3<sup>rd</sup> floor, as well as relocation of Cultural & Rec Admin and Internal Audit.

Overall, space usage within City Hall will be much more efficiently used than it is currently. Both the Assessor and Treasury divisions work very closely together throughout the year and proposed building improvements are expected to improve operational efficiency and effectiveness by locating these two inter-related divisions together on the 3<sup>rd</sup> floor. In addition, the Finance project will establish a single Customer Service area for appraisal/billing questions and for receipting payment of all types of taxes, municipal utility bills, and municipal fines and fees. This Customer Service Counter is designed to allow more open space for traffic flow as well as more opportunity for self-serve computer stations to look up real property parcel and account information. The general cost categories for the Finance project include: design, construction, project management, computer jacks/outlets, and moving costs associated with combining the Assessor and Treasury divisions and relocating Cultural & Rec. admin and Internal Audit. The old area of the 6<sup>th</sup> floor currently occupied by Assessor admin and residential property appraisal staff will be occupied in the future by Cultural & Rec. admin and Internal Audit.

This \$240,000 appropriation will be fully expensed in 2002. The Finance project has been fully designed and bid. Project completion for the Finance project is expected to take eight weeks (i.e., approximately August 10).

1 The accounting detail is as follows:

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3	Revenues	101-1311-9499	Reimbursable Cost	\$180,000
4		101-1010-9499	Reimbursable Cost	\$60,000
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7	Expenditures:	101-1311-3101	Professional Services	\$180,000
8		101-1010-3101	Professional Services	\$60,000
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12 The Administration recommends approval of AR 2002- 195 appropriating the \$240,000 final  
13 portion of the escrow funds received during closing of the new City Hall lease, for 2002  
14 tenant improvements within City Hall to the Areawide Fund (101).

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16 Concurred:

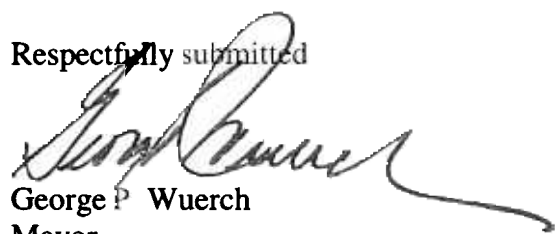
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21 Harry J. Kieling, Jr.  
22 Municipal Manager  
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Fund Certification:

101-1311-9499 \$180,000  
101-1010-9499 \$ 60,000

  
Kate Giard  
Chief Fiscal Officer

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25 Respectfully submitted

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29 George P. Wuerch  
30 Mayor

Municipality of Anchorage  
MUNICIPAL CLERK'S OFFICE  
**Agenda Document Control Sheet**

(SEE REVERSE SIDE FOR FURTHER INFORMATION)

*Ar 2002 - 195*

<b>1</b>	SUBJECT OF AGENDA DOCUMENT Resolution <del>accepting and</del> appropriating final \$240,000 portion of the closing escrow funds of the new City Hall lease for tenant improvements	DATE PREPARED May 28, 2002
		Indicate Documents Attached <input type="checkbox"/> AO <input checked="" type="checkbox"/> AR <input checked="" type="checkbox"/> AM <input type="checkbox"/> AIM
<b>2</b>	DEPARTMENT NAME Finance Department	DIRECTOR'S NAME Kate Giard
<b>3</b>	THE PERSON THE DOCUMENT WAS ACTUALLY PREPARED BY Kate Giard	HIS/HER PHONE NUMBER 343-6610
<b>4</b>	<b>COORDINATED WITH AND REVIEWED BY</b>	<b>INITIALS</b>
X	<b>Mayor</b>	
	Heritage Land Bank	
	Merrill Field Airport	
	Municipal Light & Power	
	Port of Anchorage	
	Solid Waste Services	
	Water & Wastewater Utility	
X	<b>Municipal Manager</b>	<i>AM</i>
	Cultural & Recreational Services	
	Employee Relations	
X	Finance, Chief Fiscal Officer	<i>[Signature]</i>
	Fire	
	Health & Human Services	
X	Office of Management and Budget	<i>GF</i>
	Management Information Services	
	Police	
	Planning, Development & Public Works	
	Development Services	
	Facility Management	
	Planning	
	Project Management & Engineering	
	Street Maintenance	
	Traffic	
	Public Transportation Department	
	Purchasing	
	<b>Municipal Attorney</b>	
	<b>Municipal Clerk</b>	
	<b>Other</b>	
<b>5</b>	<b>Special Instructions/Comments</b>	
	<i>Addendum</i>	
	<i>for education</i>	
<b>6</b>	ASSEMBLY HEARING DATE REQUESTED June 11, 2002	<b>7</b>
		PUBLIC HEARING DATE REQUESTED June 25, 2002

M.O.A.  
 2002 JUN -5 PM 4:32  
 CLERK'S OFFICE