

SUBJECT: AN ORDINANCE AND RESOLUTION OF THE MATANUSKA-SUSITNA BOROUGH ASSEMBLY TO ACCEPT, APPROPRIATE, AND APPROVE THE SCOPE OF WORK AND BUDGET FOR THE MATANUSKA-SUSITNA BOROUGH SCHOOL DISTRICT FUNDS TOTALING \$450,000.00 FOR THE BIRCHTREE CHARTER SCHOOL PROJECT.

AGENDA OF: November 19, 2024

ASSEMBLY ACTION:

AGENDA ACTION REQUESTED: Introduce and set for public hearing.

Route To	Signatures
Originator	11/5/2024 X <u>Donald Jourdian</u> <small>Signed by: Donald R. Jourdian</small>
Division Manager	11/5/2024 X <u>Cole Branham</u> <small>Signed by: Cole Branham</small>
Department Director	11/6/2024 X <u>Tom Adams, P.E.</u> <small>Signed by: Tom Adams</small>
Finance Director	11/6/2024 X <u>Cheyenne Heindel</u> <small>Signed by: Cheyenne Heindel</small>
Borough Attorney	11/6/2024 X <u>Nicholas Spiropoulos</u> <small>Signed by: Nicholas Spiropoulos</small>
Borough Manager	11/6/2024 X <u>Michael Brown</u> <small>Signed by: Mike Brown</small>
Borough Clerk	11/8/2024 X <u>Brenda J. Henry for</u> <small>Signed by: Brenda Henry</small>

ATTACHMENT (S): Ordinance Serial No. 24-114 (2 pp)
 Resolution Serial No. 24-122 (2 pp)
 MSBSD Memorandum (1 p)

SUMMARY STATEMENT: Birchtree Charter School is a public school within the Matanuska-Susitna Borough School District (MSBSD). The school requires a permanent facility to support its Waldorf model of education. The current leased facility is being sold, which will require Birchtree to relocate. To support this transition,

the MSBSD is allocating \$450,000 to the Matanuska-Susitna Borough (MSB) to support the design of a new Birchtree Charter School facility. These funds will be used to initiate the design process, including site investigations, studies, educational specifications, and schematic design.

RECOMMENDATION OF ADMINISTRATION: Accept and appropriate \$450,000 and approve the scope of work and budget for Project No. 40006, Fund 400, from the Matanuska-Susitna Borough School District, to support the design of a new Birchtree Charter School facility.

MATANUSKA-SUSITNA BOROUGH

FISCAL NOTE

Agenda Date: November 19, 2024

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FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$450,000	FUNDING SOURCE School District
FROM ACCOUNT #	PROJECT
TO ACCOUNT: 400.000.000 3xx.xxx	PROJECT # 40006
VERIFIED BY: X <u>Liese l W eiland</u> 11/6/2024 Signed by: Liese l W eiland	

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY2024	FY2025	FY2026	FY2027	FY2028	FY2029
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL						
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REVENUE						
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FUNDING: (Thousands of Dollars)

General Fund						
State/Federal Funds						
Other		450.0				
TOTAL		450.0				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

APPROVED BY:	11/6/2024
X <u>Cheyenne Heindel</u>	

Signed by: Cheyenne Heindel



BUSINESS SERVICES

MEMORANDUM

DATE: October 7, 2024

TO: Mike Brown, Borough Manager, Matanuska-Susitna Borough

FROM: Katherine Gardner, Deputy Superintendent of Business and Operations

SUBJECT: Cost reimbursement
Project Name: Birchtree Charter School Design Project

The Matanuska-Susitna Borough is authorized to expend funds for the design of a new Birchtree Charter School building. The Matanuska-Susitna Borough School District (MSBSD) will reimburse the Borough up to \$450,000 at the conclusion of the design/RFP for any necessary costs for the project.

Before expending authorized funds, the Borough shall provide the RFP award to the appropriate MSBSD parties, to include Katherine Gardner, for approval. To seek reimbursement, please submit the following documents:

Submit with Payment Requests

1. Applicable Invoices
2. Check Copies Associated with Applicable Invoices
3. Cancelled Check Copies Associated with Applicable Invoices
4. Any Additional Documentation as Requested by MSBSD to Substantiate the Expenditure

Please contact Tony Weese at (907) 864-2003 if you have any questions regarding this matter.

cc: Cheyenne Heindel, MSB Finance Director
Leisel Weiland, MSB Comptroller
Tonya Loyer, MSB Accountant
Jayme DeHart, MSBSD Accounting Supervisor
Nicole Lundstrom, MSBSD Risk Manager
Jim Estes, MSBSD Superintendent of Operations
Tony Weese, MSBSD Facilities & Capital Planner

IM 24-218
OR 24-114
RS 24-122