



MEMORANDUM
Department of Natural Resources

STATE OF ALASKA
Support Services Division

TO: Senator Bjorkman
Representative Carpenter
Representative Ruffridge

DATE: 6/1/2023

TELEPHONE: 907-269-8882

FROM: Chrissi Thurman, State Recorder

SUBJECT: Kenai Office Closure

Dear: Senator Bjorkman; Representative Ruffridge and Representative Carpenter -

This communication is to formally notify Kenai area Legislators, that the Kenai Recording Office within the Department of Natural Resources, will be closing its brick-and-mortar location on **June 30, 2023**. We recently collaborated with LAW and learned that the DNR Commissioner has the authority to close this office outside of the legislative budget process via [AS 40.17.010](#).

The Kenai Office operations have included two employees in recent years, one full-time and one part-time. Due to the recent resignation of the full-time manager and lack of interest in promotion by the part-time employee, it was determined to be an appropriate time to close this office. In addition, there are complex and lengthy on-site training requirements for the full-time manager position that would be costly and logistically challenging to achieve.

The Kenai Office records for only one district and physically interacts with less than 600 customers a year; most documents are eRecorded or mailed into the office. The Kenai district constituents will no longer have a physical office, but recording services will still be readily available to them by phone, email, recording by mail or **same day eRecording** with [local business partners](#). Partnering with local businesses to provide eRecording services has been incredibly successful with other office closures and we anticipate that the success will expand with the closure of the Kenai Office. We are confident that there will be minimal disruption or impact to Kenai constituents.

The Statewide Recorder's Office has successfully decreased its physical footprint and reduced overhead expenses in eight other locations across the state since FY14. The office closures were executed successfully due to technological advancements and streamlined processes that have aligned with the mission goals under AS 40.17.010(c). *"When rapid recording and retrieval and secure storage of documents can be provided for all recording districts with a single place of recording in the state, the recorder shall record the documents at a single place in the state designated by the department."*

To ensure timely customer service and transparent communication, the Recorder's Office will:

- Post a notice banner on our website
- Notify local title companies
- Send an informational flyer back with recorded documents
- Send an informational flyer to each of your offices
- Allow the part-time position to telework until they retire from state service (approx. one year)
- Transfer the full-time position to our Anchorage Office to ensure continuity of service

Thank you for your time and understanding of this difficult business decision. Please let me know if you have any questions, concerns or would like to establish a meeting to discuss further.

Chrissi Thurman