

Kenai Peninsula Borough

*144 North Binkley Street
Soldotna, AK 99669*



Meeting Agenda

Tuesday, August 1, 2023

1:30 PM

Meeting ID: 884 7373 9641 Passcode: 671108

Betty J. Glick Assembly Chambers

Finance Committee

*Brent Hibbert, Chair
Tyson Cox, Vice Chair
Cindy Ecklund, Member*

PUBLIC HEARINGS ON ORDINANCES

1. [2023-19-02](#) An Ordinance Authorizing the Assessor to Accept One Late-Filed Senior Citizen Exemption Application Filed after March 31 and Providing an Exception to KPB 5.12.105(E) (Mayor)

Attachments: [Ordinance 2023-19-02](#)
 [Memo](#)
 [Late-File Senior \(JR\) Application - Redacted](#)

2. [2023-19-03](#) An Ordinance Appropriating a \$5,000 Donation from Hilcorp Alaska, LLC to Supply Local Students with Backpacks for the 2023-24 School Year (Mayor)

Attachments: [Ordinance 2023-19-03](#)
 [Memo](#)
 [Hilcorp Donation Letter](#)
 [North Peninsula Recreation Service Area Meeting Minutes](#)

3. [2023-19-04](#) An Ordinance Accepting and Appropriating the Value of Extrication Equipment Received by Bear Creek Fire Service Area through Alaska Legislative Grant Agreement 23-DC-022 as a Pass-Through from Girdwood Fire Department (Mayor)

Attachments: [Ordinance 2023-19-04](#)
 [Memo](#)
 [Reference Copy O2022-19-42](#)

NEW BUSINESS

1. Resolutions

- *a. [2023-052](#) A Resolution Authorizing the Mayor to Execute a Joint Funding Agreement with the U.S. Department of the Interior, U.S. Geological Survey to Cooperatively Maintain the Stream River Gages and Gaging Stations (Mayor)

Attachments: [Resolution 2023-052](#)
 [Memo](#)
 [U.S. Geological Survey Letter](#)
 [Joint Funding Agreement Memo](#)

2. Ordinances for Introduction

- *a. [2022-19-80](#) An Ordinance Appropriating Funds from the Land Trust Fund to Account for the Transfer of Real Property Assets to the Land Trust Fund that were Originally Acquired with Central Emergency Services Fiscal Year 2023 Capital Project Funds. (Mayor) (Hearing on 8/15/23)

Attachments:

[Ordinance 2022-19-80](#)

[Memo](#)

[Map](#)

[Central Emergency Services 102022 Meeting Minutes](#)

[Reference Copy R2022-039](#)

- *b. [2022-19-81](#) An Ordinance Recording Fiscal Year 2023 Expenditures Paid by the State of Alaska Department of Administration, Division of Retirement & Benefits on Behalf of the Kenai Peninsula Borough toward the Borough's Unfunded PERS Liability (Mayor) (Hearing on 8/15/23)

Attachments:

[Ordinance 2022-19-81](#)

[Memo](#)

- *c. [2023-19-06](#) An Ordinance Appropriating \$47,987.00 to the Special Assessment Fund for the Oxford Avenue Utility Special Assessment District (Mayor) (Hearing on 8/15/23)

Attachments:

[Ordinance 2023-19-06](#)

[Memo](#)

- *d. [2023-19-07](#) An Ordinance Approving a Sole Source Award Through Cooperative Purchasing and Appropriating Funds for the Purchase and Implementation of Software to Support the Special Assessment Billing Process (Mayor) (Hearing on 8/15/23)

Attachments:

[Ordinance 2023-19-07](#)

[Memo](#)

- *e. [2023-19-08](#) An Ordinance Accepting and Appropriating \$1,500,000 From the U.S. Forest Service for Fuel Mitigation Response to Beetle Impacts on Rights-of-Way of Borough Roads (Mayor) (Hearing on 8/15/23)

Attachments:

[Ordinance 2023-19-08](#)

[Memo](#)

[1 of 3 Email Award Confirmation](#)

[2 of 3 Email Community Wildfire Protection Plan Implementation Project](#)

[3 of 3 Email Agreement](#)

[Reference Copy R2021-064](#)

[Reference Copy Joint R2021-002](#)

- *f. [2023-19-09](#) An Ordinance Appropriating Funds from the General Fund to Purchase and Install Temporary Landfill Covers at Central Peninsula Landfill (Mayor) (Hearing on 8/15/23)

Attachments:

[Ordinance 2023-19-09](#)

[Memo](#)

- *g. [2023-19-10](#) An Ordinance Deobligating and Appropriating Solid Waste Capital Project Funds Previously Appropriated for Brushing at Solid Waste Facilities to the Leachate Reduction Project (Mayor) (Hearing on 8/15/23)

Attachments:

[Ordinance 2023-19-10](#)

[Memo](#)

- *h. [2023-19-11](#) An Ordinance Authorizing and Appropriating a \$7,000,000 Interfund Loan from the General Fund to the South Kenai Peninsula Hospital Service Area for Capital Improvement Purposes (Mayor, Johnson, Chesley) (Hearing on 08/15/23)

Attachments:

[Ordinance 2023-19-11](#)

[Memo](#)

[South Peninsula Hospital Board Resolution 2023-21](#)

Introduced by:	Mayor
Date:	07/11/23
Hearing:	08/01/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-02**

**AN ORDINANCE AUTHORIZING THE ASSESSOR TO ACCEPT ONE LATE-FILED
SENIOR CITIZEN EXEMPTION APPLICATION FILED AFTER MARCH 31 AND
PROVIDING AN EXCEPTION TO KPB 5.12.040(B)**

WHEREAS, KPB 5.12.105(E) provides that a senior citizen exemption application must be filed by March 31 of the year for which the exemption is sought; and

WHEREAS, in accordance with AS 29.45.030(f) and KPB 5.12.105(E) the Assembly may, for good cause shown, waive the applicant's failure to make timely application and authorize the Assessor to accept the application as if timely filed; and

WHEREAS, in accordance with KPB 5.12.105(E)(4), if an otherwise qualified applicant is unable to comply with the March 31 deadline for filing an application, and the inability to comply is caused by a serious condition or extraordinary event beyond the taxpayer's control, the Assembly may, by resolution, waive the applicant's failure to file the application by such date, and authorize the Assessor to accept the application as if timely filed; and

WHEREAS, the applicant has submitted an affidavit stating that extraordinary circumstances prevented the timely filing of the 2023 senior citizen exemption application; and

WHEREAS, in accordance with KPB 5.12.040(B) the Assessor shall not make changes to the assessment roll after June 1 except for the reasons provided therein, which do not include adjustments for the late-filed senior exemption application; and

WHEREAS, an exception to KPB 5.12.040(B) is required because even when the Assembly has approved a late-filed senior citizen exemption application after June 1, code does not allow the Assessor to make a change to the assessment roll after June 1 due to a tax exemption status change;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That upon reviewing the senior citizen exemption application, the Assembly hereby waives the March 31 deadline for filing an application for the 2023 senior citizen exemption application based upon a finding that the applicant was unable

to comply with that deadline due to a serious condition or extraordinary event beyond applicant's control.

SECTION 2. That the Assessor will process the application in accordance with standard assessing department procedures for processing such applications.

SECTION 3. That, notwithstanding KPB 5.12.040(B), in the event the Assessor finds that the late-filed senior exemption application should be otherwise approved, the Assessor is hereby authorized to make a change to the assessment roll after June 1, 2023 to reflect the approved exemption.

SECTION 4. That this ordinance shall be effective upon enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Acting Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough Assessing Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A Micciche, Mayor *PM*

FROM: Adeena Wilcox, Borough Assessor *aw*

DATE: June 28, 2023

SUBJECT: Ordinance 2023-¹⁹⁻⁰², Authorizing the Assessor to Accept One Late-Filed Senior Citizen Exemption Application Filed after March 31 and Providing an Exception to KPB 5.12.105(E) (Mayor)

J.R, a senior citizen, submitted a late-filed application for the Senior Citizen Real Property Tax Exemption and is requesting the assembly allow the assessor to accept the application filed after March 31, 2023.

KPB 5.12.105 and AS 29.45.030(f) allow for late-filed exemptions to be granted by the assembly. For an application filed after March 31, the applicant must file an affidavit stating good cause for failure to comply with the deadline. Good cause is defined by KPB 5.12.105(E)(4) as:

... an inability to comply with the March 31 deadline that was caused by a serious condition or extraordinary event beyond the taxpayer's control. A serious condition or extraordinary event may include a serious medical condition or other similar serious condition or extraordinary event.

J.R. has an advanced medical condition that prevents J.R. from reading and responding to his correspondence. His wife was away working as a teacher in interior Alaska and was not there to assist him when he was notified that he needed to reapply for the exemption. Additionally, there was a clerical error made during an address change and the initial letter informing J.R. of the need to reapply was greatly delayed as it was mailed to an incorrect mailing address.

Based upon a review of JR's exemption application, and affidavit, J.R. would qualify for exemption if the assembly authorizes his late-filed request.

Your consideration is appreciated.



Assessing Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2230 • (907) 714-2393 Fax

2023 SENIOR EXEMPTION

DUE ON OR BEFORE MARCH 31ST OF THE EXEMPTION YEAR

APPLICANTS MUST BE 65 ON OR BEFORE DECEMBER 31ST OF THE PRECEDING YEAR (PROOF OF AGE REQUIRED)

Parcel ID (PIN): [REDACTED]



Physical Address: 64419 DIAMOND RIDGE RD

Legal Description: [REDACTED]

JUN 06 2023

BY: [Signature]

Applying as: ☒ Individual Age 65 or Older ☐ Surviving Spouse Age 60 or Older

Date of Birth (MM/DD/YYYY): [REDACTED]

1941

Email: [REDACTED]

Primary Phone: [REDACTED]

Secondary Phone: [REDACTED]

PROPERTY INFORMATION

Type of Residence: ☒ Single Family ☐ Multi-Family Dwelling ☐ Other (Explain): _____

Has this property been transferred to a trust? ☐ Yes ☒ No (If Yes, please provide a copy of your trust or certification of trust)

Is any portion of this property used for rental or commercial purposes? ☐ Yes ☒ No

If you answered Yes above, what is the square footage used for that purpose? _____ sq.ft.

Do you share occupancy with someone other than your spouse or minor child? ☒ Yes ☐ No

for Medical Reasons

If you answered Yes above, what is the square footage, excluding common areas (i.e. kitchen, family room, etc), occupied by that individual(s)? 144 sq. ft. **The KPB Assessing Department uses spatial apportionment to calculate exemption value**

Are any other dwellings on this property occupied by someone other than your spouse or minor child? ☐ Yes ☒ No

If Yes, please explain: _____

EXEMPTION QUALIFICATIONS

Are you age 65 or older by January 1, 2023? ☒ Yes ☐ No (Please provide proof of age)

Were you eligible for the 2022 Alaska Permanent Fund Dividend (PFD)? ☒ Yes ☐ No Did not apply

Applicants who do not receive a PFD must complete a KPB Supplemental Form #1 (available in KPB Assessing Department or online)

Will you occupy the property for at least 185 days each year you receive this exemption? ☒ Yes ☐ No

Do you own property in another state or borough? ☐ Yes ☒ No

If Yes, please provide the physical address, city and state for those properties _____

CERTIFICATION

I hereby certify that the answers given on this application are TRUE AND CORRECT to the best of my knowledge and attest that this property is my primary residence and permanent place of abode. I will occupy it as my primary residence for a minimum of 185 days each year that I receive this exemption. I will notify the KPB Assessing Department of any changes that may affect my eligibility for this exemption. This could include but is not limited to being out of state for more than 180 days or a recorded deed change that would affect the applicant's ownership. I understand that the KPB Assessor may require proof of eligibility.

Signature of Applicant or Authorized Representative: [REDACTED]

Date: 6-6-23

**** ASSESSOR'S USE ONLY ****

SPBV	AGE	PERM FUND	APPROVED	DENIED	CONTIG	OWNERSHIP
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Reapply

RECEIVED
JUN 06 2023

BY: _____

AFFIDAVIT OF

(Senior Citizen or Disabled Veteran Applicant Name)

**AND APPLICATION FOR APPROVAL OF LATE FILING
FOR SENIOR CITIZEN OR DISABLED VETERAN EXEMPTION**

This application is made pursuant to A.S. 29.45.030 Required Exemptions and KPB Code 5.12.105. Real Property Tax - Exemptions - Senior Citizens, Disabled Veterans and surviving spouses thereof.

Good cause means an inability to comply with the March 31 deadline that was caused by a serious condition or extraordinary event beyond the taxpayer's control. A serious condition or extraordinary event may include a serious medical condition or other similar serious condition or extraordinary event. (Absent extraordinary circumstances, a mere failure to pick up or read mail or to make arrangements for an appropriate and responsible person to pick up and read mail or a failure to provide a current address to the Department of Assessing will not be deemed good cause). Failure to meet the filing deadline is based upon the following good cause:

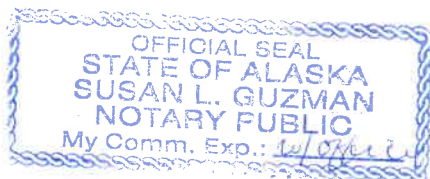
Please describe the serious condition or extraordinary event that caused your failure to meet the March 31st filing deadline. (Please attach any documentation you may have that supports your request).

_____ needs assistance for indep. living. from Aug. 25, 2021-June 27, 2022
_____ visited _____ son in Portland, Oregon as assistance wasn't available
in Homer during that time. No adult-living care givers were available
in Homer at that time. _____ son _____ said he applied for the perm.
fund during that time & we had _____ doctor in Homer acknowledge _____ need medically
FURTHER AFFIANT SAITH NAUGHT. to be out of state. →

Dated at Soldotna, Alaska, this 06 day of June, 2023

Applicant Signature

SUBSCRIBED AND SWORN to before me this 6 day of June, 2023



Notary Public

My Commission Expires: with office

Exemption applications submitted for consideration for late-file acceptance will be forwarded to the Assembly by the Mayor's Office.

Assembly Action:

APPROVED _____

DENIED _____

Mail was not received in a timely manner. Our mailing address was not entered correctly at the borough. [REDACTED] Rd is our physical + mailing address, however it was entered here as P.O. Box [REDACTED]

In addition, [REDACTED] is not capable of handling his mail at this time due to Dementia issues and [REDACTED] (myself) was teaching in Kaltag over the past school year. The mail was not received + opened until I arrived home over the past week, June 2023.

Introduced by:	Mayor
Date:	07/11/23
Hearing:	08/01/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-03**

**AN ORDINANCE APPROPRIATING A \$5,000 DONATION FROM
HILCORP ALASKA, LLC TO SUPPLY LOCAL STUDENTS WITH BACKPACKS
FOR THE 2023-24 SCHOOL YEAR**

WHEREAS, the North Peninsula Recreation Service Area (“Service Area”) has partnered with Nikiski North Star Elementary to host a back-to-school community barbecue and school supply giveaway to benefit the students in the Service Area; and

WHEREAS, the Service Area was awarded a monetary donation from Hilcorp Alaska, LLC in the amount of \$5,000 for the purpose of supplying local students with backpacks for the 2023-24 school year; and

WHEREAS, in partnership with the local schools and business, the Service Area also plans on conducting a school supply drive in effort to stuff each bag with supplies the students need to start the school year off right; and

WHEREAS, the North Peninsula Recreation Service Area Board, at its meeting held on May 22, 2023, recommended unanimous approval of this ordinance;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$5,000 in donated funds are appropriated to account 225.61110.24BAC.49999 for the purpose of supplying backpacks to local students for the 2023-24 school year.

SECTION 2. That this ordinance shall be effective upon enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2023.**

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Acting Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

North Peninsula Recreation Service Area

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

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

FROM: Eric Eleton, NPRSA Director *EE*

DATE: June 28, 2023

RE: Ordinance 2023-19-03, Appropriating a \$5,000 Donation from Hilcorp Alaska, LLC to Supply Local Students with Backpacks for the 2023-24 School Year (Mayor)

The North Peninsula Recreation Service Area ("Service Area") has partnered with Nikiski North Star Elementary to host a back-to-school community barbecue and school supply giveaway to benefit the students in the Service Area.

The Service Area was awarded a monetary donation from Hilcorp Alaska, LLC in the amount of \$5,000 for the purpose of supplying local students with backpacks for the school year. With this donation, we will be able to purchase and give away approximately 250 backpacks. In partnership with the local schools and businesses, we also plan on conducting a school supply drive so we can stuff each bag with supplies the students need to start the school year off right. This donation will help ease the burden families feel due to the rising cost of school supplies each year.

This Ordinance appropriates \$5,000 in donated funds for the purpose of supplying local students with backpacks for the 2023-24 school year.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>225.61110.24BAC.49999</u>	
Amount: <u>\$5,000</u>	
By: <u><i>CJ</i></u>	Date: <u>6/27/2023</u>



Hilcorp Alaska, LLC

3800 Centerpoint Drive
Suite 1400
Anchorage, AK 99503

Post Office Box 244027
Anchorage, AK 99524-4027

Phone: 907-777-8300

April 21, 2023

Kenai Peninsula Borough
Attn: Jackie Cason
144 North Binkley Street
Soldotna, AK 99669

Dear Ms. Cason,

Hilcorp is pleased to continue to support Kenai Peninsula students.

Please consider this letter confirmation that our recent \$5,000 sponsorship is for the purchase of backpacks for Nikiski students.

If you have any questions, please do not hesitate to contact me at (907) 777-8344.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Luke Miller'.

Luke Miller
Manager, Alaska Government and Public Affairs
Hilcorp Energy Company

NORTH PENINSULA RECREATION SERVICE AREA
MINUTES FOR MAY 22, 2023
REGULAR MEETING

1. CALL THE MEETING TO ORDER

- a. Stacy Oliva, Board Chair, called the meeting to order at 6:03 pm.

2. ROLL CALL

- a. Stacy Oliva, Felix Martinez, Misty Peterkin, Alexa McClure, Erin Bellotte present. Quorum is met.

NPRSA Staff:

Eric Eleton, Director

Anne Gahm, Administrative Assistant

Nigel LaRicca, Pool Supervisor

Jackie Cason, Recreation Supervisor

Assembly/Dignitaries:

Peter Ribbens, Nikiski Assembly

3. APPROVAL OF AGENDA

Felix Martinez moved to approve the agenda as presented. Alexa McClure seconded.

MOTION PASSED UNANIMOUSLY

4. APPROVAL OF MINUTES

- a. Felix Martinez moved to approve the minutes as submitted for the North Peninsula Recreation Service Area Board Meeting, April 24, 2023. Misty Peterkin seconded.

MOTION PASSED UNANIMOUSLY

5. CORRESPONDENCE

- a. None

6. PRESENTATIONS WITH PRIOR NOTICE

- a. None

7. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

- a. None

8. RECREATION DIRECTOR'S REPORT

- a. Aquatic's Report- Nigel LaRicca, Pool Supervisor

- LTS. Pre-registration open for S. A. Members until May 30th. Semi-Private and Group Lessons have mostly filled. Open registration starts May 31st at 9am with classes starting June 7th.
- Hosted several school groups first half of May. Hosted The Compass for a water safety class. NPRSA booth at health fair also passed out life jackets.
- Temporary shutdown in May lasted 3 days. This was caused by a breakdown with one of the system pumps and has been repaired.

NPRSA Board Meeting Minutes

May 22, 2023

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NORTH PENINSULA RECREATION SERVICE AREA
MINUTES FOR MAY 22, 2023
REGULAR MEETING

- Summer Hours will start June 1st. Open Swim will be Tuesday – Friday 12pm to 4:45pm & 6pm to 8:45pm; Saturday & Sunday 1pm to 4:45pm & 6pm to 8:45pm. Water slide: Tuesday – Sunday 1pm – 4:45pm & 6pm to 8:45pm. Closed Mondays.

Misty Peterkin wants to know if the upcoming boiler project will resolve emergency shutdowns and if future water safety programs are planned. Eric Eleton advises the boiler project will resolve some concerns, while other parts of the system are part of life cycle and preventative maintenance programs in place. Nigel LaRiccia advises future water safety classes are being discussed.

b. Recreation Report- Jackie Cason, Recreation Supervisor

- Nikiski Youth Track meet was May 12th. Five Nikiski Schools participated with 250 students and 25 staff/volunteers.
- Food Truck Fridays June 2nd event cancelled; will be held July 7th from 5-8pm at the Ice Rink/Pool Fields. Need food truck and Farmer's Market vendors.
- Family Fun and Summer Camp planning and registration is ongoing.
- Alaska Health Fair went well and will become annual event with plans to incorporate youth and family focused services. Approximately 60 people attended.

Stacy Oliva asked about Health Fair attendance outside of Nikiski residents. Jackie Cason responded some in attendance from Soldotna; the focus was on the older Nikiski population that may have difficulties going into town. Felix Martinez verifies NCRC is fully staffed for summer events which is confirmed.

c. Director's Report - Eric Eleton, Recreation Director

- Community cleanup. NPRSA Staff participated. Lunch at Senior Center on May 25th. Door Prizes for participants.
- Disc Golf "Nikiski Open" Tournament June 3rd- 4th and in September. Looking into buying a few Disc Golf sets to rent.
- Trail Lighting project is wrapping up with final walkthrough Wednesday.
- Outdoor Basketball resurface is scheduled June 6th.
- Sidewalk project has been awarded; currently working on scheduling.
- Working on Birthday Party rooms which will include a \$25 fee to rent in specific time blocks.
- Currently in preliminary talks with Kenai Peninsula College looking into supporting Adult Learning classes held at NCRC.

Misty Peterkin asks what problem is being solved by creating party rooms. Eric advises this will help free up space when there are multiple parties at the pool and provide added comfort for interested patrons.

9. OLD BUSINESS (3 minutes/speaker per agenda item)

NORTH PENINSULA RECREATION SERVICE AREA
MINUTES FOR MAY 22, 2023
REGULAR MEETING

a. NPRSA Mission, Vision, Values- Eric Eleton, Recreation Director

- Would like to create a schedule for meetings to finish this update with three board members minimum.
- Board members will be e-mailed with notes of prior session and board members will respond with availability to work sessions.

Felix Martinez recommends crafting the statement of objectives specific to Nikiski and not a general statement. Alexa McClure asks about using Zoom as option; Stacy Oliva also suggests work sessions held at the pool and would like to update to coincide with 50th anniversary. Eric Eleton indicated meeting options requested are available.

b. Surplus Auction Results

- List of purchased items provided in meeting packet.
- Funds from items sold at auction go into the annual operating budget.

Stacy asks what will be the outcome of unsold items. Jackie Cason advised the items have been through at least two auctions and at this point, will be thrown away.

c. June & July Meeting Schedule – Stacy Oliva, Board Chair

- June and July regular meetings will not be held.
- Work sessions to be held in June and July to update NPRSA Mission, Vision, Values.

Felix Martinez motioned to cancel regular meeting sessions in June and July. TBD dates for work sessions for statement of objectives. Alexa McClure seconded. **MOTION PASSED UNANIMOUSLY**

d. Hilcorp Donation

- Received donation of \$5,000 from Hilcorp to sponsor the bookbag giveaway for the back to school event in August.

Erin Bellotte mentioned the potential of a school supply drive to compliment the backpacks. Felix Martinez motioned to accept the donation. Misty Peterkin seconded. **MOTION PASSED UNANIMOUSLY**

10. NEW BUSINESS

a. Marketing- Eric Eleton, Recreation Director

- Current marketing avenues are: radio, newspaper, social media, website, flyers, and reader boards.
- Currently in discussions on restructuring NPRSA website.
- In progress on hiring a photographer for events.

Felix Martinez recommends providing photos of events to participating organizations and people for their social media to increase awareness of events. Misty Peterkin recommends having N & M Market have flyers on hand as well.

11. ANNOUNCEMENTS

NORTH PENINSULA RECREATION SERVICE AREA
MINUTES FOR MAY 22, 2023
REGULAR MEETING

- a. KPB Assembly Report – Peter Ribbens, KPB Assembly
Peter Ribbens reported the Assembly is continuing to hear FY24 budget presentations. He asked about the outcome of the request for NCRC to stay open on weekends and fund balance use for projects. He also asked about additional interaction between NPRSA and Nikiski Community Council.
- b. Next Regular Meeting: August 28, 2023.
- c. Community Cleanup May 15-25 with lunch the 25th at Nikiski Senior Center.

12. PUBLIC COMMENT

- a. None

13. BOARD COMMENTS

- Felix Martinez would like to see the outdoor basketball court finished soon.
- Stacy Oliva would like to work with the Nikiski Community Council and have them come to NPRSA Board meetings and will follow up with them.
- Misty Peterkin appreciated the health fair and is interested in additional water safety programs.
- Erin Bellotte would like to work with Nikiski Community Council also.

14. ADJOURN

- a. Stacy Oliva moved to adjourn at 7:27 pm.

Introduced by:	Mayor
Date:	07/11/23
Hearing:	08/01/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-04**

**AN ORDINANCE ACCEPTING AND APPROPRIATING THE VALUE OF
EXTRICATION EQUIPMENT RECEIVED BY BEAR CREEK FIRE SERVICE AREA
THROUGH ALASKA LEGISLATIVE GRANT AGREEMENT 23-DC-022 AS A PASS-
THROUGH FROM GIRDWOOD FIRE DEPARTMENT**

- WHEREAS,** the Girdwood Fire Department (“Girdwood Fire”) applied, on behalf of several fire departments, for a designated legislative grant to provide extrication equipment to support extrication needs throughout Alaskan communities; and
- WHEREAS,** the grant was awarded through Alaska Legislative Grant Agreement 23-DC-022, through which the Girdwood Fire is wholly responsible; and
- WHEREAS,** Bear Creek Fire Service Area (“BCFSA”), Central Emergency Service Area (“CES”), Nikiski Fire Service Area (“NFSA”), Kachemak Emergency Service Area (“KESA”), and Western Emergency Service Area (“WES”) were all included within this grant application as recipients of the extrication equipment; and
- WHEREAS,** the Girdwood Fire, BCFSA, CES, NFSA, KESA, and WES will enter into a memorandum of agreement, which defines each of the applicants’ roles and responsibilities upon award of the pass through grant; and
- WHEREAS,** Girdwood Fire received an Alaska Legislative Grant award notification that contained an amount of \$151,399.80 for the purchase of equipment on behalf of BCFSA, CES, NFSA, KESA and WES, which requires no match; and
- WHEREAS,** Girdwood Fire provided BCFSA extrication equipment to support extrication needs in the service area as a pass-through grant valued at \$34,186.46 of which \$28,650.60 was appropriated through Ordinance 2022-19-42; and
- WHEREAS,** accepting the additional equipment through a pass-through grant as procured for the service areas is a benefit for the service areas and in the best interest of the Kenai Peninsula Borough;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. The Mayor is hereby authorized to execute grant agreements and any other documents deemed necessary to receive the equipment and to fulfill the intents and purposes of this ordinance.

SECTION 2. The equipment is allocated to each of the following Kenai Peninsula Borough service areas and respective accounts as follows:

	Ord. 2022-19-42	Actual Value	Additional Value
HURST eDraulic EWXT Cutter Package (1)	\$ 9,865.80	\$ 12,326.40	\$ 2,460.60
HURST eDraulic Spreader Package (1)	11,080.80	12,580.20	1,499.40
HURST eDraulic Batteries (7)	5,011.20	2,147.66	(2,863.54)
HURST Charger (2)	1,098.00	1,033.20	(64.80)
HURST Power Adaptor	1,594.80	-	(1,594.80)
CTC 6002 Rescue 42 Kit	-	6,099.00	6,099.00
TOTAL	\$ 28,650.60	\$ 34,186.46	\$ 5,535.86

SECTION 3. That the additional sum of \$5,535.86 is appropriated to the BCFSA operating fund account 207.51210.EXTC1.48514 to recognize the value of the extraction equipment received by the borough on behalf of Bear Creek Fire Service Area.

SECTION 4. That this ordinance shall be effective retroactive to November 1, 2022.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Acting Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Finance Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brenda Ahlberg, Acting Community & Fiscal Projects Manager *BA*

FROM: Richard Bracken, Fire Chief, Bear Creek Fire Service Area *RB*
Brandi Harbaugh, Finance Director *BH*

DATE: June 28, 2023

RE: Ordinance 2022-19-04, Accepting and Appropriating the Value of Extrication Equipment Received by Bear Creek Fire Service Area through Alaska Legislative Grant Agreement 23-DC-022 as a Pass-Through from Girdwood Fire Department (Mayor)

The Girdwood Fire Department applied, on behalf of several fire departments, for a designated legislative grant to provide extrication equipment to support extrication needs throughout Alaskan communities. Bear Creek Fire Service Area, Central Emergency Service Area, Nikiski Fire Service Area, Kachemak Fire Service Area and Western Emergency Service Area were all included within this grant application as recipients of the extrication equipment.

In February 2023, the Borough accepted \$151,399.80 on behalf of the service areas. However, an additional \$5,535.86 was received by BCFSA and the Borough is required to accept and appropriate the additional grant funds on behalf of BCFSA. The additional equipment listing and cost for Bear Creek Fire Service Area is as follows:

	Ord. 2022-19-42	Actual Value	Additional Value
HURST eDraulic EWXT Cutter Package(1)	\$ 9,865.80	\$ 12,326.40	\$ 2,460.60
HURST eDraulic Spreader Package (1)	11,080.80	12,580.20	1,499.40
HURST eDraulic Batteries (7)	5,011.20	2,147.66	(2,863.54)
HURST Charger (2)	1,098.00	1,033.20	(64.80)
HURST Power Adaptor	1,594.80	-	(1,594.80)
CTC 6002 Rescue 42 Kit	-	6,099.00	6,099.00
TOTAL	\$ 28,650.60	\$ 34,186.46	\$ 5,535.86

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No. 207.51210.EXTC1.48514	
Amount: \$5,538.86	
By: <i>CJ</i>	Date: 6/27/2023

Introduced by:	Mayor
Date:	02/07/23
Hearing:	02/21/23
Action:	Enacted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2022-19-42**

**AN ORDINANCE ACCEPTING AND APPROPRIATING THE VALUE OF
EXTRICATION EQUIPMENT RECEIVED THROUGH ALASKA LEGISLATIVE
GRANT AGREEMENT 23-DC-022 AS A PASS-THROUGH FROM GIRDWOOD FIRE
DEPARTMENT**

- WHEREAS,** the Girdwood Fire Department applied, on behalf of several fire departments, for a designated legislative grant to provide extrication equipment to support extrication needs throughout Alaskan communities.; and
- WHEREAS,** the grant was awarded through Alaska Legislative Grant Agreement 23-DC-022, through which the Girdwood Fire Department is wholly responsible; and
- WHEREAS,** Bear Creek Fire Service Area (“BCFSA”), Central Emergency Service Area (“CES”), Nikiski Fire Service Area (“NFSA”), Kachemak Emergency Service Area (“KESA”), and Western Emergency Service Area (“WESA”) were all included within this grant application as recipients of the extrication equipment; and
- WHEREAS,** the Girdwood Fire Department, BCFSA, CES, NFSA, KESA, and WESA will enter into a memorandum of agreement, which defines each of the applicants’ roles and responsibilities upon award of the pass through grant; and
- WHEREAS,** Girdwood received an Alaska Legislative Grant award notification that contained an amount of \$151,399.80 for the purchase of equipment on behalf of BCFSA, CES, NFSA, KESA and WESA, which requires no match; and
- WHEREAS,** Girdwood will provide BCFSA extrication equipment to support extrication needs in the service area as a pass through grant valued at \$28,650.60; and
- WHEREAS,** Girdwood will provide CES extrication equipment to support extrication needs in the service area as a pass through grant valued at \$31,257.00; and
- WHEREAS,** Girdwood will provide NFSA extrication equipment to support extrication needs in the service area as a pass through grant valued at \$31,257.00; and
- WHEREAS,** Girdwood will provide KESA extrication equipment to support extrication needs in the service area as a pass through grant valued at \$31,257.00; and

WHEREAS, Girdwood will provide WESA extrication equipment to support extrication needs in the service area as a pass through grant valued at \$28,978.20; and

WHEREAS, accepting the equipment through a pass-through grant as procured for the service areas is a benefit for the service areas and in the best interest of the Kenai Peninsula Borough;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. The Mayor is hereby authorized to execute grant agreements and any other documents deemed necessary to receive the equipment and to fulfill the intents and purposes of this ordinance.

SECTION 2. The equipment is allocated to each of the following Kenai Peninsula Borough service areas and respective accounts as follows:

WESTERN EMERGENCY SERVICE AREA

ITEM	COST
HURST S799 Edraulic 3.0 EWXT Cutter Package (1)	\$ 12,326.40
HURST SP 555 Edraulic 3.0 Spreader Package (1)	\$ 12,580.20
HURST Edraulic 3.0 Batteries (4)	\$ 3,038.40
HURST E3 Charger (2)	\$ 1,033.20
TOTAL	\$ 28,978.20

NIKISKI EMERGENCY SERVICE AREA

HURST S799 Edraulic 3.0 EWXT Cutter Package (1)	\$ 12,326.40
HURST SP 555 Edraulic 3.0 Spreader Package (1)	\$ 12,580.20
HURST Edraulic 3.0 Batteries (7)	\$ 5,317.20
HURST E3 Charger (2)	\$ 1,033.20
TOTAL	\$ 31,257.00

KACHEMAK EMERGENCY SERVICE AREA

HURST S799 Edraulic 3.0 EWXT Cutter Package (1)	\$ 12,326.40
HURST SP 555 Edraulic 3.0 Spreader Package (1)	\$ 12,580.20
HURST Edraulic 3.0 Batteries (7)	\$ 5,317.20
HURST E3 Charger (2)	\$ 1,033.20

TOTAL \$ **31,257.00**

CENTRAL EMERGENCY SERVICE AREA

HURST S799 Edraulic 3.0 EWXT Cutter Package (1)	\$ 12,326.40
HURST SP 555 Edraulic 3.0 Spreader Package (1)	\$ 12,580.20
HURST Edraulic 3.0 Batteries (7)	\$ 5,317.20
HURST E3 Charger (2)	\$ 1,033.20
TOTAL	\$ 31,257.00

BEAR CREEK FIRE SERVICE AREA

HURST S788 Edraulic 2.0 EWXT Cutter Package (1)	\$ 9,865.80
HURST SP 555 Edraulic 2.0 Spreader Package (1)	\$ 11,080.80
HURST Edraulic 2.0 Batteries (8)	\$ 5,011.20
HURST E2 Charger (2)	\$ 1,098.00
HURST 2.0 Power Supply Adapter (2)	\$ 1,594.80
TOTAL	\$ 28,650.60

SECTION 3. That the sum of \$28,650.60 is appropriated to the BCFSA operating fund account 207.51210.EXTC1.48514 to recognize the value of the extraction equipment received by the borough on behalf of Bear Creek Fire Service Area.

SECTION 4. That the sum of \$31,257.00 is appropriated to the CES operating fund account 211.51610.EXTC2.48514 to recognize the value of the extraction equipment received by the borough on behalf of CES.

SECTION 5. That the sum of \$31,257.00 is appropriated to the NFSA operating fund account 206.51110.EXTC3.48514 to recognize the value of the extraction equipment received by the borough on behalf of NFSA

SECTION 6. That the sum of \$31,257.00 is appropriated to the KESA operating fund account 212.51810.EXTC4.48514 to recognize the value of the extraction equipment received by the borough on behalf of KESA.

SECTION 7. That the sum of \$28,978.20 is appropriated to the WESA operating fund account 209.51410.EXTC5.48514 to recognize the value of the extraction equipment received by the borough on behalf of WESA.

SECTION 8. That Sections 2 and 3 of this ordinance shall be effective retroactive to November 1, 2022.

SECTION 9. That Sections 1, 4, 5, 6, and 7 of this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 21ST DAY OF FEBRUARY, 2023.


Brent Johnson, Assembly President

ATTEST:


Michele Turner, CMC, Acting Borough Clerk



Yes: Chesley, Cox, Derkevorkian, Ecklund, Elam, Hibbert, Ribbens, Tupper, Johnson
No: None
Absent: None

Introduced by: Mayor
Date: 08/01/23
Action:
Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2023-052**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A JOINT FUNDING
AGREEMENT WITH THE U.S. DEPARTMENT OF THE INTERIOR, U.S.
GEOLOGICAL SURVEY TO COOPERATIVELY MAINTAIN THE STREAM RIVER
GAGES AND GAGING STATIONS**

WHEREAS, the stage-only gaging station located on the Anchor River near Anchor Point and the continuous record stream gaging stations located on Grouse Creek near Seward, the Snow River near Seward, the Kenai River at Cooper Landing, and the Kenai River below Skilak Lake outlet near Sterling provide valuable hydrological data collected for flood warning and flood forecasting purposes on the Kenai Peninsula; and

WHEREAS, the gages have been jointly used by the Kenai Peninsula Borough (“Borough”) and the U.S. Geological Survey (“USGS”) for several years under a joint funding agreement (“JFA”); and

WHEREAS, this proposed JFA is for a one-year period from July 1, 2023, through June 30, 2024, with the borough paying \$80,000 and with the USGS paying \$75,000; and

WHEREAS, sufficient funds were appropriated for the JFA in the FY2024 annual budget; and

WHEREAS, the Borough’s best interests are served by entering into this JFA to assist in minimizing flood damage by providing early warning of impending flood hazards to property owners in low-lying areas;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the mayor is authorized to execute a joint funding agreement with the U.S. Department of the Interior, U.S. Geological Survey substantially in the form of the accompanying agreement in which the borough contributes \$80,000 towards joint funding of costs of field maintenance and of analytic work using the above-described stream gages.

SECTION 2. That this resolution shall be effective retroactively to July 1, 2023.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 1ST DAY OF AUGUST 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Emergency Management

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*

FROM: Brenda Ahlberg, Emergency Manager *GA*

DATE: July 20, 2023

RE: Resolution 2023-052 Authorizing the Mayor to Execute a Joint Funding Agreement with the U.S. Department of the Interior, U.S. Geological Survey to Cooperatively Maintain the Stream River Gages and Gaging Stations (Mayor)

The Borough has a long-standing beneficial partnership with the U.S. Geological Survey ("USGS") to jointly fund stream gages which collect hydrologic data for flood warning and forecasting on the Kenai Peninsula. USGS will provide, operate and maintain the gages as well as provide near real-time data online at <http://waterdata.usgs.gov/nwis/> and publish finalized data to the same site. The total project cost under the one-year agreement is \$151,563 which is jointly funded:

	KPB	USGS	TOTAL
July 1, 2023 to June 30, 2024	\$80,000	\$75,000	\$155,000

Funds were appropriated in the FY24 budget.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct: <u>100.11250.00000.43011</u>	Amount: <u>\$80,000</u>
By: <u>BH</u>	
By: <u>CS</u>	Date: <u>7/19/2023</u>

Enclosed: USGS FY24 Agreement



United States Department of the Interior

U.S. GEOLOGICAL SURVEY ALASKA SCIENCE CENTER

4210 University Drive
Anchorage, Alaska 99508-4626

June 15, 2023

Honorable Peter A. Micciche, Mayor
Kenai Peninsula Borough
144 North Binkley
Soldotna, Alaska 99669
Attention: Brenda Ahlberg

Dear Mayor Micciche:

Thank you for your interest in the continuation of hydrologic data collection for flood warning and flood forecasting on the Kenai Peninsula. We have enclosed a Joint Funding Agreement (JFA) to continue operation for the stage-only gaging station on Anchor River near Anchor Point, and the continuous record stream gaging stations on Grouse Creek near Seward, Snow River near Seward, Kenai River at Cooper Landing, and Kenai River below Skilak Lake Outlet near Sterling.

A reduction in federal funding for our Cooperative Water Program required a reduction in the amount of the U.S. Geological Survey (USGS) contribution to the JFA from previous years. This reduction will not result in an increase from the Kenai Peninsula Borough (KPB) or a reduction in services from the USGS. We are able to redirect funding from the National Streamflow Information Program to offset the reduction in Cooperative Water Program Funding. Annual costs to KPB and USGS for our existing JFA are summarized below

	KPB	USGS	TOTAL
July 1, 2023 to June 30, 2024	\$80,000	\$75,000	\$155,000

Costs by stream gaging station for this year and projections of future years are listed in the appendix.

As part of the operation of the gages, the USGS will:

- Operate and maintain the streamgage.
- Maintain datum at the site.
- Record stage data every 15 minutes.
- Make discharge measurements during visits to maintain the stage-discharge rating curve and to define the winter hydrograph.
- Post near real-time stage and discharge data in the USGS online *USGS Water Data for the Nation* from <http://waterdata.usgs.gov/nwis/> and publish finalized data to the same site.

- Store the data in the USGS databases.

The Kenai Peninsula Borough will be billed quarterly, beginning September, 2023. Work performed with funds from this agreement will be conducted on a fixed-cost basis. The USGS will retain all equipment purchased with funds from this agreement. It is understood that data obtained during the course of this work will be available to the USGS for publication and use in connection with related work. This agreement operates under the authority of statute 43 USC 50, which allows us to perform this work.

Please contact Starlyn Lenore at (907) 786-7117 with any billing concerns. Thank you for your understanding and cooperation in this matter. If you have any technical questions, please call Jeff Conaway at 907 786-7041. We appreciate your support of this valuable water resources program.

Sincerely,

Zimmerman,
Christian E.

Digitally signed by
Zimmerman, Christian E.
Date: 2023.07.03
10:31:58 -08'00'

Christian E. Zimmerman
Director, Alaska Science Center

cc: Chad Smith (USGS-ASC)
Jeff Conaway (USGS-ASC)

APPENDIX

Annual flood warning gage costs
State Fiscal Year 2024

This agreement covers July 1, 2023 through June 30, 2024, only.

State Fiscal Year 2024			
	KPB	USGS COOP	TOTAL
Grouse Creek near Seward	\$19,000	\$15,000	\$34,000
Snow River near Seward	\$19,000	\$15,000	\$34,000
Anchor River near Anchor Point	\$4,000	\$15,000	\$19,000
Kenai River at Cooper Landing	\$19,000	\$15,000	\$34,000
Kenai River below Skilak Lake	\$19,000	\$15,000	\$34,000
TOTAL	\$80,000	\$75,000	\$155,000

**Form 9-1366
(May 2018)**

**U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations**

**Customer #: 6000001104
Agreement #: 23WBJFA00000005
Project #: WB00GR1
TIN #: 92-0030894**

Fixed Cost Agreement YES[X] NO[]

THIS AGREEMENT is entered into as of the July 1, 2023, by the U.S. GEOLOGICAL SURVEY, Alaska Science Center Water, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the Kenai Peninsula Borough party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation Water Resource Investigations (per attachment), herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$75,000 by the party of the first part during the period
July 1, 2023 to July 31, 2024
- (b) \$80,000 by the party of the second part during the period
July 1, 2023 to July 31, 2024
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program, and if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties. The Parties acknowledge that scientific information and data developed as a result of the Scope of Work (SOW) are subject to applicable USGS review, approval, and release requirements, which are available on the USGS Fundamental Science Practices website (<https://www2.usgs.gov/fsp/>).

Form 9-1366
(May 2018)

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Customer #: 6000001104
Agreement #: 23WBJFA000000005
Project #: WB00GR1
TIN #: 92-0030894

9. Billing for this agreement will be rendered quarterly. Invoices not paid within 60 days from the billing date will bear Interest, Penalties, and Administrative cost at the annual rate pursuant the Debt Collection Act of 1982, (codified at 31 U.S.C. § 3717) established by the U.S. Treasury.

USGS Technical Point of Contact

Name: Jeff Conaway
Associate Center Director Water, Ice,
and Landscape Dynamics
Address: 4210 University Drive
Anchorage, AK 99508
Telephone: (907) 786-7041
Fax: (907) 786-7150
Email: jconaway@usgs.gov

Customer Technical Point of Contact

Name: Peter Micciche
Honorable Mayor
Address: 144 North Binkley
Soldotna, Alaska 99669
Telephone: (907) 714-2150
Fax:
Email: pmicciche@kpb.us

USGS Billing Point of Contact

Name: Starlyn Lenore
Budget Analyst
Address: 4210 University Drive
Anchorage, AK 99508
Telephone: (907) 786-7117
Fax:
Email: slenore@usgs.gov

Customer Billing Point of Contact

Name: Brenda Ahlberg
Emergency Manager
Address: 144 North Binkley
Soldotna, Alaska 99669
Telephone: (907) 262-2098
Fax:
Email: bahlberg@kpb.us

U.S. Geological Survey
United States
Department of Interior

Kenai Peninsula Borough

Signature

Digitally signed by
Zimmerman, Christian E.
Date: 2023.07.03 10:32:28
-08'00'
By Zimmerman, Christian E. Date: _____
Name: Christian E. Zimmerman
Title: Director, Alaska Science Center

Signatures

By _____ Date: _____
Name:
Title:

By _____ Date: _____
Name:
Title:

By _____ Date: _____
Name:
Title:

Introduced by:	Mayor
Date:	08/01/23
Hearing:	08/15/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2022-19-80**

**AN ORDINANCE APPROPRIATING FUNDS FROM THE LAND TRUST FUND TO
ACCOUNT FOR THE TRANSFER OF REAL PROPERTY ASSETS TO THE LAND
TRUST FUND THAT WERE ORIGINALLY ACQUIRED WITH CENTRAL
EMERGENCY SERVICES FISCAL YEAR 2023 CAPITAL PROJECT FUNDS**

- WHEREAS,** the Kenai Peninsula Borough’s (“Borough”) Central Emergency Service Area and Central Peninsula Emergency Medical Service Area, collectively “CES”, was authorized by Resolution 2022-039 to acquire specific properties necessary for the development of a replacement site for CES Station 1; and
- WHEREAS,** funding used for the acquisition of the subject properties originated from the CES Capital Project Fund Account; and
- WHEREAS,** all property acquisitions authorized under Resolution 2022-39 have closed and the Borough is now the fee simple owner of the subject properties; and
- WHEREAS,** through the architectural and site development planning process, it has been determined there is a surplus of land for the CES Station 1 replacement project, consisting of two parcels; and
- WHEREAS,** a transfer of funds in the amount of the acquisition cost of the surplus properties would transfer the real property assets to the Land Trust for continued management by the Land Management Division for holding, investment and other purposes; and
- WHEREAS,** the joint Central Emergency Service Area and Central Emergency Medical Service Area Board, at its special meeting of October 20, 2022, recommended approval of surplus and transferring real property assets based on a fund transfer in the amount of \$108,204.74; and
- WHEREAS,** the Planning Commission conducted a public hearing at its regularly scheduled meeting of August 14, 2023, and recommended _____.

**NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI
PENINSULA BOROUGH:**

SECTION 1. That \$108,204.74 is appropriated from the Land Trust Fund fund balance to account 250.21210.23LND.48610 for the purpose of transferring the following real property assets to the Land Trust Fund:

LOTS 3 AND 4, BLOCK 3, HILLCREST SUBDIVISION, ACCORDING TO PLAT NO. K-1514, IN THE KENAI RECORDING DISTRICT, STATE OF ALASKA. (KPB PIN: 060-115-04, 060-115-03)

SECTION 2. That the mayor is authorized to sign any documents necessary to effectuate this ordinance.

SECTION 3. That this ordinance shall be effective retroactively to September 1, 2022.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Planning Department – Land Management Division

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Borough Mayor *PM*
Brandi Harbaugh, Finance Director *BH*
Robert Ruffner, Planning Director *RR* *mam*
Marcus A. Mueller, Land Management Officer

FROM: Aaron Hughes, Land Management Agent *AH*
Roy Browning, Chief, CES *RB*

DATE: July 20, 2023

RE: Ordinance 2022-19-80, Appropriating Funds from the Land Trust Fund to Account for the Transfer of Real Property Assets to the Land Trust Fund that were Originally Acquired with CES FY23 Capital Project Funds. (Mayor)

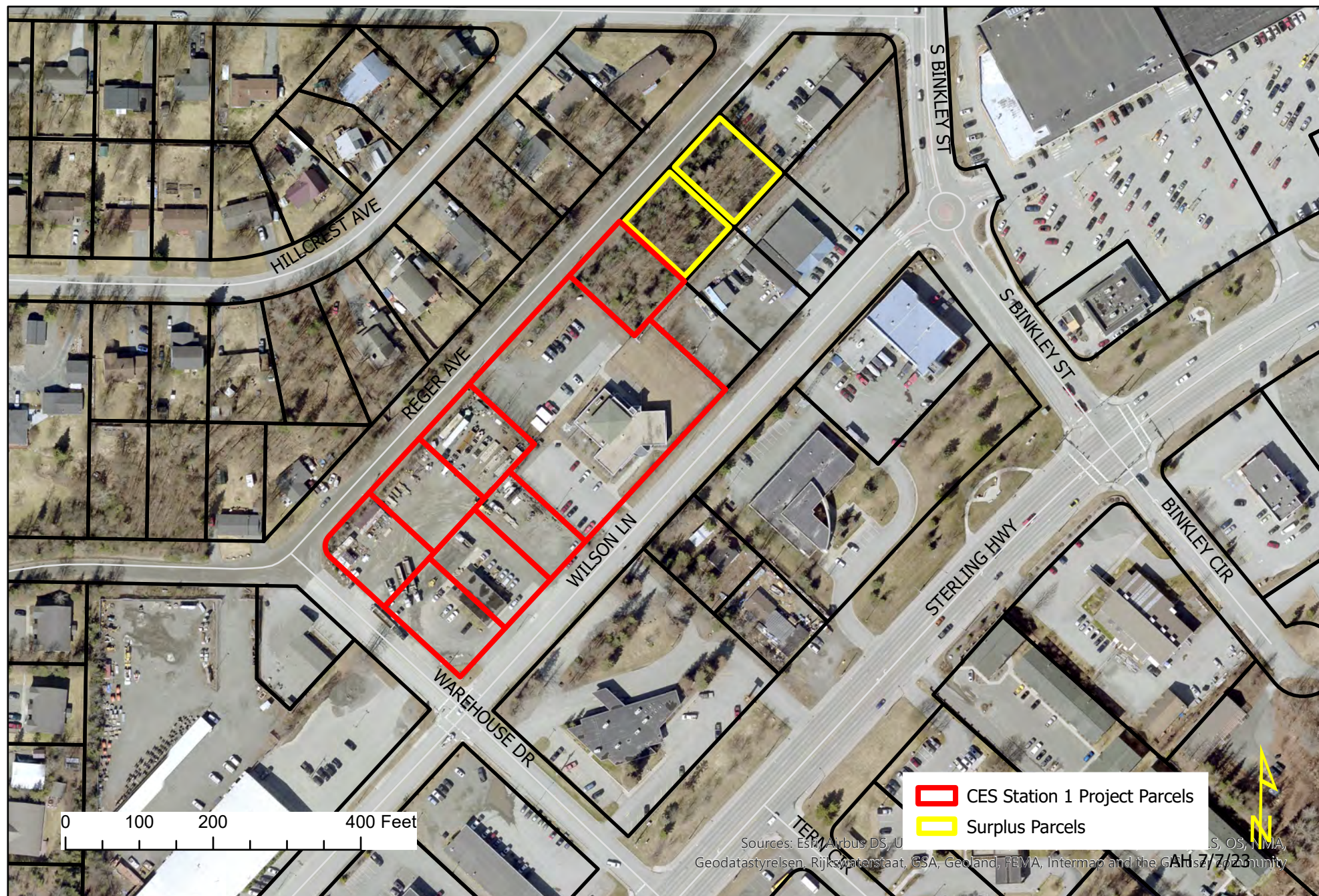
Resolution 2022-039 authorized acquisitions of real property for the location of the replacement CES Station 1 facility. Funding for the approved acquisitions originated from the Central Emergency Service Area Capital Project Fund Account.

After completion of the architectural and site development process, it has been determined there is a surplus of land available that was acquired for the CES project.

A transfer of \$108,204.75, representing the original acquisition cost of the surplus properties, would transfer the surplus real property assets to the Land Trust for continued management by the Land Management Division for holding, investment and other purposes.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No. <u>250.27910</u>	Amount: <u>\$108,204.75</u>
By: <u><i>CJ</i></u>	Date: <u>7/19/2023</u>



CES Station 1 Surplus Parcels

APPROVED MINUTES
Central Emergency Services Area
Regular Monthly Board of Directors Meeting
So Prep
Thursday, October 20, 2022

- A. Call to Order:** Meeting called to order at 6:17 p.m.
- B. Roll Call and Introductions:**
Present: Gary Hale, Ryan Kapp, and Leslie Morton
Absent: Ralph Linn and Steve Tachick
Guest Present: Assemblyman Bill Elam
Staff Present: Deputy Chief Dan Grimes, and Glenda Kapp.
- C. Approval of Agenda:** Ms. Morton made a MOTION to approve the agenda, Mr. Hale seconded. Agenda amended to table item B "Election of Board Officers" until November 17 meeting. MOTION passed.
- D. Approval of Minutes:**
September 22, 2022 Regular Board Meeting: Mr. Hale made a MOTION to approve the September 22, 2022 minutes, Ms. Morton seconded. MOTION passed.
- E. Presentations:** None.
- F. Operations Report:**
- Call volume YTD increase 15% from 2021, with 2540 calls for service.
 - Proposition #3 Bond passed 66% to 34%.
 - Capital Projects currently working on RFP for design phase of station 1 project.
 - Bishops Attic currently not interested in parcel sell per Land Department.
 - Fire Technician new hire Zach Byler starting November 8.
 - Firefighter EMT/Paramedic position open, interviews and testing in November.
 - Training: Alaska Fire Conference in Fairbanks attended by five CES personnel, Fiero Station Design Conference in South Carolina attended by Chief Browning and T.O. Craig and Fire Apparatus Driver Operator (FADO) class running throughout summer and fall testing this Saturday.
 - Winter readiness with Mechanic Ed Salzer working on tire change over and brakes. Boats stored in ready condition, snow machines loaded into off road rescue trailer.
 - Medic 939, new medic unit, chassis expected to be at Braun NW December 2022.
 - Training site expansion project- fencing and gates are next, currently no progress from Capital Projects on bid process.
 - Radio Comms for SCBA project and Personal Escape systems project – R & D ongoing. Eng. Cushman and Cpt. Chihuly spearheading project.
 - Fire Prevention and Public Education: Very busy Fire Prevention month. So far, working in five different schools, with three more on November schedule. Tsalteshi Trails Spook night on schedule Sunday, October 30. Estimated student contact will be over 650 students. Big thanks to FF/Chuck Roney for filling in for Fire Marshal while also completing his regular duties.
 -
- G. Finance Report:** 71% of year remaining. Discussed encumbrances on fuel and medical supply lines.

H. Old Business:

1. Station 5 staffed full time as of Saturday, October 1, 2022.

I. New Business:

1. Recommendations made to the board that they support CES Station 1 Funding to continue as a 2023 Legislative Priority. Mr. Hale made a MOTION: to "Recommend CES Station 1 Funding continue to be a 2023 Legislative Priority", Ms. Morton seconded MOTION passed. Administration asked to draft appropriate document of support.
2. CES Board recommended creating a KPB policy for Service Area Surplus of Fixed Property/Land Assets. Mr. Elam advises he is working to update Borough code and that he supports Service Area Fixed Property and Land Asset surplus return to service areas. He will provide information to CES Board on Ordinance and or Resolution process at November meeting.
3. CES Board recommended creating a Resolution/Ordinance for CES Service Area Surplus of Fixed Property/Land Assets of current Station 1 and/or Station 2. Mr. Elam will provide information at next meeting for process going forward. Mr. Kapp stated that CES Service Area Board fully supports actions toward securing surplus funds for service areas.

J. Public Comment: Mr. Elam appreciates all the work and effort by CES Chiefs and staff. They did a great job at sending a message of support to the community.

K. Board Member Comments:

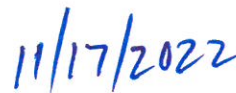
- Mr. Hale thanked both Chief Browning and D.C. Grimes for job well done in promoting land purchase and station proposition.
- Mr. Kapp commented that he would be interested to have a demonstration of the SCBA mask/radios that the department is currently testing. Brown Bears back in town and Chamber of Commerce pie auction coming up.
- Mrs. Morton is super excited that the proposition passed with so much support.
-

L. Next Board Meeting Date, Time, and Place: The next Regular Board meeting is scheduled for Thursday, November 17, 2022, 6:00 p.m., at So Prep.

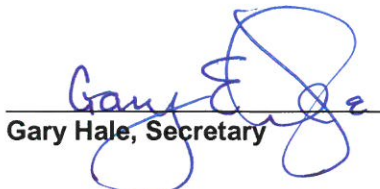
M. Adjournment: Meeting adjourned at 7:00 p.m.



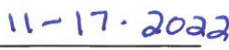
Ryan Kapp, Chair



Date



Gary Hale, Secretary



Date

Introduced by:	Mayor
Date:	06/21/22
Action:	Adopted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2022-039**

**A RESOLUTION AUTHORIZING THE ACQUISITION OF REAL PROPERTY
LOCATED IN SOLDOTNA, ALASKA ON BEHALF OF CENTRAL EMERGENCY
SERVICES FOR THE PURPOSE OF A REPLACEMENT SITE FOR CENTRAL
EMERGENCY SERVICES STATION #1**

- WHEREAS,** the Kenai Peninsula Borough’s Central Emergency Service Area & Central Peninsula Emergency Medical Service Area (collectively, “CES”), provide for the operation of fire and emergency medical operations serving more than 24,961 residents; and
- WHEREAS,** CES Station 1 is the hub location for CES operations, serving as the primary point of operational command, equipment servicing, and deployment; and
- WHEREAS,** due to a variety of factors including the size, age and operability of the facility, CES Station 1 must be replaced; and
- WHEREAS,** a site selection committee, comprised of both borough and City of Soldotna officials, was created in 2017 to evaluate potential sites according to design and operational criteria specific to the purpose and need of CES Station 1 replacement; and
- WHEREAS,** after evaluating over eleven potential locations, the proposed parcels were selected as the best-available location by meeting factors important to fire station design, operability, point-of-service, and long-term need; and
- WHEREAS,** the proposal to purchase a site involves appraisal of eight parcels under the ownership of two separate owners; and
- WHEREAS,** the funding for this land acquisition will be supported by funds previously appropriated through CES in the FY2020 budget process; and
- WHEREAS,** obtaining site control is an important step in ongoing project development; and
- WHEREAS,** CES will make efforts to recover land acquisition costs through grants or other funding assistance when eligible; and

WHEREAS, the subject site and utilization concepts integrate with adjacent land already owned by the Borough, and the possibility to modify design concepts should other adjacent property become available to acquire; and

WHEREAS, the joint Central Emergency Service Area and Central Emergency Medical Service Area Board, at its regular meeting of May 19, 2022, recommended approval of purchasing the properties in the amount of \$788,000.00; and

WHEREAS, the Kenai Peninsula Borough Planning Commission, at its regular meeting of June 13, 2022, recommended approval by unanimous consent;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the assembly finds that purchasing the following described real property pursuant to KPB 17.10.040 is in the best interest of the borough:

S&B Properties:

LOT 1 AND LOT 2, BLOCK 2, AIRPORT SUBDIVISION, FILED UNDER PLAT NO. KN-0001325, RECORDS OF THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (PARCEL NO's. 060-111-01, 060-111-02)

LOT "O", BLOCK 2, 1962 AIRPORT SUBDIVISION REPLAT, FILED UNDER PLAT NO. KN-0001500, RECORDS OF THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (PARCEL NO. 060-111-11)

LOT 10, BLOCK 3, HILLCREST SUBDIVISION, FILED UNDER PLAT NO. KN-0001514, RECORDS OF THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (PARCEL NO. 060-115-10)

LOT 8 AND LOT 9, BLOCK 3, HILLCREST SUBDIVISION, FILED UNDER PLAT NO. KN-0001514, RECORDS OF THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (PARCEL NO's. 060-115-09, 060-115-08)

Beer Trust:

LOTS 3 AND 4, BLOCK 3, HILLCREST SUBDIVISION, ACCORDING TO PLAT NO. K-1514, IN THE KENAI RECORDING DISTRICT, STATE OF ALASKA. (PARCEL NO's. 060-115-04, 060-115-03)

SECTION 2. That the terms and conditions substantially in the form of the purchase agreements accompanying this resolution are hereby approved. The purchase price shall be \$680,000.00 for the S&B Properties parcels and \$108,000.00 for the Beer Trust parcels, plus surveying, title and closing costs, and due diligence fees not to exceed \$50,000.00.

SECTION 3. That this acquisition is for the purpose of siting an emergency response facility, commonly known as CES Station 1 replacement.

SECTION 4. That the above-described land is zoned commercial pursuant to City of Soldotna zoning code and therefore is not proposed to be further classified under KPB 17.10.080. The intended use is generally permitted in this zone.

SECTION 5. That the mayor is authorized to execute any and all documents necessary to purchase the real property described in Section 1 in accordance with the terms and conditions contained in this resolution and the accompanying purchase agreements, consistent with applicable provisions of KPB Chapter 17.10.

SECTION 6. Previously appropriated funding, not to exceed \$838,000, is available in the Central Emergency Service Area Capital Project Fund account 443.51610.20461.49999, for the acquisition of the properties listed in Section 1.

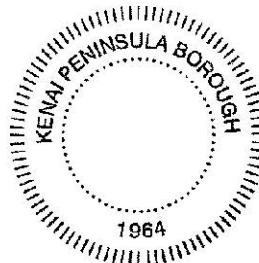
SECTION 7. That this resolution shall take effect immediately upon adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 21ST DAY OF JUNE, 2022.


Brent Johnson, Assembly President

ATTEST:


John Blankenship, MMC, Borough Clerk



Yes: Bjorkman, Chesley, Cox, Derkevorkian, Ecklund, Elam, Hibbert, Tupper, Johnson

No: None

Absent: None

Introduced by:	Mayor
Date:	08/01/23
Hearing:	08/15/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2022-19-81**

**AN ORDINANCE RECORDING FISCAL YEAR 2023 EXPENDITURES PAID BY THE
STATE OF ALASKA DEPARTMENT OF ADMINISTRATION, DIVISION OF
RETIREMENT & BENEFITS ON BEHALF OF THE KENAI PENINSULA BOROUGH
TOWARD THE BOROUGH’S UNFUNDED PERS LIABILITY**

WHEREAS, the 2022 Alaska Legislature enacted HB281 which appropriated funds to the Department of Administration, Division of Retirement & Benefits (“DRB”) on behalf of the Kenai Peninsula Borough (“Borough”), to reduce the liability of political subdivisions to the Public Employees Retirement System (PERS) for FY2023; and

WHEREAS, it is anticipated that the DRB will notify the Borough on August 1, 2023, the amount received on behalf of the Borough, which will be an amount equal to the difference between the Borough’s budgeted PERS rate of 22 percent and a total contribution rate of 24.79 percent; and

WHEREAS, Generally Accepted Accounting Principles (GAAP) require the borough to record expenditures paid on its behalf; and

WHEREAS, FY2023 expenditure budgets should be increased (for which there will be a corresponding revenue adjustment) to reflect the receipt of these funds by the DRB on behalf of the borough;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That FY2023 revenue budgets are increased by the following amounts to reflect funds the Department of Administration, Division of Retirement & Benefits received on behalf of the Kenai Peninsula Borough:

Fund	Amount
General fund	\$ _____
Nikiski Fire Service Area	_____
Bear Creek Fire Service Area	_____
Western Emergency Service Area	_____
Central Emergency Services	_____
Kachemak Emergency Service Area	_____
North Peninsula Recreation Service Area	_____
Road Service Area	_____
School Maintenance	_____
Land Trust	_____
Seward Bear Creek Flood Service Area	_____
911 Emergency Communications	_____
Solid Waste	_____
Risk Management	_____
Fund	\$ _____

SECTION 2. That \$_____ is appropriated to the following accounts:

Account	Amount
100-11120-00000-40221	\$ _____
100-11140-00000-40221	_____
100-11210-00000-40221	_____
100-11227-00000-40221	_____
100-11230-00000-40221	_____
100-11231-00000-40221	_____
100-11232-00000-40221	_____
100-11233-00000-40221	_____
100-11235-00000-40221	_____
100-11250-00000-40221	_____
100-11310-00000-40221	_____
100-11410-00000-40221	_____
100-11430-00000-40221	_____
100-11440-00000-40221	_____
100-11441-00000-40221	_____

[illegible]

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2023.**

ATTEST:

Kenai Peninsula Borough, Alaska New Text Underlined; [DELETED TEXT BRACKETED] Ordinance 2022-19-81
Page 3 of 4

Yes:

No:

Absent:

Kenai Peninsula Borough

Finance

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Assembly

THRU: Peter A. Micciche, Mayor *PM*

FROM: Brandi Harbaugh, Finance Director *BH*

DATE: July 20, 2023

SUBJECT: Ordinance 2022-19-81, Recording FY2023 Expenditures Paid by the State of Alaska Department of Administration, Division of Retirement & Benefits on behalf of the Kenai Peninsula Borough toward the Borough's Unfunded PERS Liability (Mayor)

As part of the 2022 Alaska Legislative session, the legislature passed, and the Governor signed, HB281 which appropriated funds to help defray the cost of increased employer contributions to the Public Employees' Retirement System ("PERS") for fiscal year 2023. The purpose of this legislation was to contribute to the PERS system an amount estimated to be equal to the difference between municipalities' budgeted PERS rate of 22 percent and the actuarially determined rate of 24.79 percent. The amount contributed on the Borough's behalf for FY2023 is estimated to be \$710,000. However, the exact amount will not be known until notification is received in August.

Generally Accepted Accounting Principles require that the Borough record expenditures paid on their behalf. This Ordinance also amends the budget to reflect these expenditures; there will be no impact to fund balances of any fund as revenues equal to the expenditures will also be recorded.

Upon receipt of an official notification of the amount(s) from DRB, an amendment memorandum will be provided to fill-in the amounts that are currently blank in the Ordinance.

Your consideration is appreciated.

Introduced by:	Mayor
Date:	08/01/23
Hearing:	08/15/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-06**

**AN ORDINANCE APPROPRIATING \$47,987 TO THE SPECIAL ASSESSMENT FUND
FOR THE OXFORD AVENUE UTILITY SPECIAL ASSESSMENT DISTRICT**

WHEREAS, KPB Chapter 5.35 provides authority for creating and financing utility special assessment districts for utility line extension; and

WHEREAS, a petition has been received requesting the formation of a special assessment district in the Kalifornsky area for construction of a natural gas mainline; and

WHEREAS, on August 15, 2023 the Assembly adopted Resolution 2023-____ to form the district and proceed with the improvement for the Oxford Avenue Utility Special Assessment District (“USAD”); and

WHEREAS, financing is necessary to complete the administrative requirements of the ordinance and regulations; and

WHEREAS, pursuant to KPB 5.10.040(A)(13) the Borough may invest in special assessment districts; and

WHEREAS, the estimated total cost of the project of \$47,987 is to be provided as an investment by the general fund which will be repaid with interest by assessments on the parcels within the district;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the amount of \$47,987 is authorized to be advanced to the special assessment fund from the general fund and appropriated into Account No. 844.94912.OXAVE.49999 for the Oxford Avenue Utility Natural Gas Line project.

SECTION 2. That the special assessment fund shall repay the full amount with interest to the general fund through payments made on the special assessments levied.

SECTION 3. That the appropriations made in this ordinance are of project length nature and as such do not lapse at the end of any particular fiscal year.

SECTION 4. That this ordinance shall take effect immediately upon enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2023.**

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Finance Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*

FROM: Brandi Harbaugh, Finance Director *BH*

DATE: July 20, 2023

RE: Ordinance 2023-19-0 *63* Appropriating \$47,987.00 to the Special Assessment Fund for the Oxford Avenue Utility Special Assessment District (Mayor)

A petition has been received requesting the formation of a utility special assessment district ("USAD") for installing a natural gas mainline improvement in the Kalifornsky area. This petition process is the first step of the process. It is currently anticipated that a resolution to authorize the formation of the Oxford Avenue USAD will be introduced and heard at the Assembly's August 15, 2023 regular meeting.

The second step in the process is this Ordinance appropriating the necessary funds should the Assembly approve the resolution forming the USAD and proceed with the improvement. The third and final step of the process will be an ordinance of assessment following the completion of the project.

KPB 14.31.070(C)(a)-(b) require signatures of the owners of at least 60 percent of the total number of parcels and owners of record of at least 60 percent in value of the property to be benefited within the proposed district sign the petition. For the proposed Oxford Avenue USAD, owners of 75 percent of the parcels and owners of record of 98.41 percent in value of the property to be benefited within the proposed district have signed the petition.

The total cost of the Oxford Avenue USAD is estimated to be \$47,987.00. The loan will be repaid through assessments levied on property located within the USAD which may be paid in 10 annual installments. Billings will include an interest charge equal to the published prime rate in effect at the time of the loan plus 2.00%. The prime rate is currently 8.25%. If it remains unchanged through project completion, residents of the USAD will be charged an interest rate of 10.25% (8.25% + 2.00%). This is the same formula used to determine the rate of interest to finance the other USAD projects. Early payments can be made without penalty.

If for any reason the USAD is not formed, the loan will not be made and the General Fund will absorb any administrative costs that exceed the \$1,000 filing fee received with the petition.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED

Acct. No. 100.27910

Amount: \$47,987.00

By: *CJ* Date: 7/19/2023

Introduced by:	Mayor
Date:	08/01/23
Hearing:	08/15/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-07**

**APPROVING A SOLE SOURCE AWARD THROUGH COOPERATIVE PURCHASING
AND APPROPRIATING FUNDS FOR THE PURCHASE AND IMPLEMENTATION OF
SOFTWARE TO SUPPORT THE SPECIAL ASSESSMENT BILLING PROCESS**

WHEREAS, the Kenai Peninsula Borough (the “Borough”) provides for special assessments for both road construction and utility improvements districts per KPB 14.31 and 5.35; and

WHEREAS, the current special assessment software platform, utilized for tracking, billing and collections, was developed internally prior to 1994 to support the unique business requirements surrounding the Borough’s special assessments; and

WHEREAS, this platform was built on the legacy Unisys platform, which has been out of active development for many years, and migration of this platform will bring the Borough one step closer to sunsetting this legacy Unisys platform, eventually realizing a cost saving in Unisys licensing and support; and

WHEREAS, due to the lack of support and need for a more robust modern piece of software, the Finance Department is requesting \$126,000 for conversion of data, implementation of the new software and first year maintenance and licensing; and

WHEREAS, the software is available through the SourceWell Cooperative and therefore the Finance Department is requesting a sole source based on cooperative pricing, which will offer a ten percent discount in the cost of the software;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$126,000 is appropriated from the General Fund fund balance to account 407.11440.24SPC.49999 for the new special assessment software implementation project and related costs.

SECTION 2. That appropriations made in this ordinance are project length in nature and as such do not lapse at the end of any particular fiscal year.

SECTION 3. That the Mayor is authorized to award a contract without competition through cooperative purchasing to Tyler Technologies, Inc., to provide special assessment

tracking, billing and collection software in an amount not to exceed \$126,000, and to execute necessary contract documents or amendments to effectuate this ordinance.

SECTION 4. That this ordinance shall be effective upon enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Finance Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*

FROM: Brandi Harbaugh, Finance Director *BH*

DATE: July 20, 2023

RE: Ordinance 2023-19-07, Approving a Sole Source Award Through Cooperative Purchasing and Appropriating Funds for the Purchase and Implementation of Software to Support the Special Assessment Billing Process (Mayor)

The Kenai Peninsula Borough (Borough) provides for special assessments for both road construction and utility improvements districts per KPB Chapters 14.31 and 5.35. Currently the Borough has 204 individual accounts with an overall outstanding balance of \$409,825.

The current Special Assessment software platform, utilized for tracking, billing and collections, was developed internally prior to 1994 to support the unique business requirements surrounding the borough's special assessments. This platform was built on the legacy Unisys platform, which has been out of active development for many years. Migration of this platform will bring the Borough one step closer to sunsetting this legacy Unisys platform, eventually realizing a cost saving in Unisys licensing and support. Due to the lack of support and need for a more robust modern piece of software, the Finance Department is requesting \$126,000 for conversion of data, implementation of the new software and first year maintenance and licensing. The ongoing annual maintenance and licensing costs are estimated to be \$21,000. The Software is cloud-based with an online payment module and provides for a more flexible and reliable special assessment billing platform for the Finance Department.

The Finance Department researched new software options and also evaluated the potential of utilizing an existing piece of software to determine best product for our purpose. Only one vendor was able to provide a viable option for the purpose of special assessment tracking, billing and collections without requiring the purchase of a full suite Enterprise Resource Planning Software (ERP). The software is available through the SourceWell Cooperative and therefore, we are requesting a sole source based on cooperative pricing. This cooperative pricing will offer a 10% discount in the cost of the software.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No. <u>100-27900</u>	Amount: <u>\$126,000</u>
By: <u><i>CJ</i></u>	Date: <u>7/19/2023</u>

Introduced by:	Mayor
Date:	08/01/23
Hearing:	08/15/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-08**

**AN ORDINANCE ACCEPTING AND APPROPRIATING \$1,500,000 FROM THE U.S.
FOREST SERVICE FOR FUEL MITIGATION RESPONSE TO BEETLE IMPACTS ON
RIGHTS-OF-WAY OF BOROUGH ROADS**

WHEREAS, the U.S Forest Service (USFS) provided funds as a result of Congressional Appropriation Act of 2023, Public Law 117-328 to address hazardous trees in rights-of-way of Kenai Peninsula Borough (“Borough”) roads; and

WHEREAS, the funds are awarded to the Borough under the Community Projects Funds - 2023 Congressionally Directed Spending Program; and

WHEREAS, on August 8, 2023 the Road Service Area Board recommended_____ ;
and

WHEREAS, it is in the best interests of the Borough to accept the grant;

**NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI
PENINSULA BOROUGH:**

SECTION 1. That the mayor is authorized to accept \$1,500,000 from the U.S. Forest Service, Community Projects Funds - 2023 Congressionally Directed Spending Program and to execute a grant agreement and any other documents deemed necessary to accept and to expend the grant funds and to fulfill the intents and purposes of this ordinance.

SECTION 2. The grant funds in the amount of \$1,500,000 are appropriated to the account 262.21320.24SBB.49999 to address hazardous trees in Borough roads rights-of-way within the scope of the Community Project Funds 2023 Congressional Direct Spending Program.

SECTION 3. That appropriations made in this ordinance are of a project length nature and as such do not lapse at the end of any particular fiscal year.

SECTION 4. That the mayor is authorized to execute any document deemed necessary to accept and expend the funds and to fulfill the intents and purposes of this ordinance.

SECTION 5. That this ordinance shall be effective retroactively to July 1, 2023.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
* 2023.**

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough Community & Fiscal Projects

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*
Robert Ruffner, Planning Director *RR*
Scott Griebel, Road Service Area Director *SG*

FROM: Brenda Ahlberg, Emergency Manager/Community & Fiscal Projects *BA*

DATE: July 20, 2023

RE: Ordinance 2023-19-08, Accepting and Appropriating \$1,500,000 From the U.S. Forest Service for Fuel Mitigation Response to Beetle Impacts on Rights-of-Way of Borough Roads (Mayor)

The Kenai Peninsula Borough (Borough) received an award notification in the amount of \$1,500,000 through the Community Projects Funds - 2023 Congressionally Directed Spending Program. The Assembly supported this request as part of Joint Resolution 2021-002 as an effort to address the boroughwide impacts of the current spruce bark beetle infestation.

This grant will provide funds to mitigate hazardous trees on rights-of-way of Borough-owned roads. Robert Ruffner, Planning Director and Scott Griebel, RSA Director will provide project oversight. The grant performance period is July 1, 2023 through December 31, 2026.

Enclosed:
USFS Email Notifications
Joint Resolution 2021-002

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Account:	<u>262.21320.24SBB.49999</u>
Amount:	<u>\$1,500,000.00</u>
By: <u><i>CG</i></u>	Date: <u>7/19/2023</u>

From: [Bowles, Kristen - FS, OR](#)
To: [Ahlberg, Brenda](#)
Subject: <EXTERNAL-SENDER> Congressionally Directed Funding for Kenai Peninsula Borough
Date: Tuesday, July 11, 2023 2:49:49 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

CAUTION: This email originated from outside of the KPB system. Please use caution when responding or providing information. Do not click on links or open attachments unless you recognize the sender, know the content is safe and were expecting the communication.

Good Afternoon Brenda,
Funding is being provided to the Kenai Peninsula Borough for Community Wildfire Protection Plan Implementation project in the amount of \$1,500,000. Congress specifically identified this project and funding in the U.S. Forest Service Fiscal Year 2023 budget from Congress. For reference this information can be found in the December 20, 2022 Congressional Record proceedings and Debates of the 117th Congress Second Session, Vol. 168, page 238 under the Disclosure of Earmarks and Congressionally Direct Spending items. Your application has been submitted and we are currently processing the request. Thank you!



Kristen Bowles
Cooperative Fire Program
Manager (Detail)
Forest Service
Region 6 State, Private, and
Tribal Forestry
Fire and Aviation Management

p: 541-383-5543
c: 541-903-2869
kristen.bowles@usda.gov

63095 Deschutes Market Rd
Bend, OR 97701
www.fs.fed.us



Caring for the land and serving
people

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delete the email immediately.

From: [Martin, Benjamin - FS, WA](#)
To: [Ruffner, Robert](#)
Cc: [Ahlberg, Brenda](#); [Bowles, Kristen - FS, OR](#); [McCarthy, Cassandra - FS, WA](#)
Subject: <EXTERNAL-SENDER>Signature Requested: Agreement 23-DG-11100106-901 COMMUNITY WILDFIRE PROTECTION PLAN IMPLEMENTATION PROJECT
Date: Friday, July 14, 2023 11:46:57 AM
Attachments: [23DG11100106901_Kenai_ForSignature.pdf](#)

CAUTION: This email originated from outside of the KPB system. Please use caution when responding or providing information. Do not click on links or open attachments unless you recognize the sender, know the content is safe and were expecting the communication.

Good Afternoon Robert,

Attached for signature is Agreement 23-DG-11100106-901 COMMUNITY WILDFIRE PROTECTION PLAN IMPLEMENTATION PROJECT.

In order to expedite the signature process, please complete the following steps:

Route for Peter's review, signature and date on the signature page (page 4).

Please utilize the digital signature block embedded in this copy or sign a hard copy, scan and return to me via email. No need to send a hard copy original through the mail.

Please let me know if you have any questions.

Once I receive all signatures, I will send out a fully signed and executed agreement.

This transmittal does not, in itself, constitute approval of the project. The agreement and the terms contained within are approved only when the enclosed document is fully executed by the signature of all parties.

Thank you!

Ben M.

This electronic message contains information generated by the USDA solely for the intended recipients. Any unauthorized interception of this message or the use or disclosure of the information it contains may violate the law and subject the violator to civil or criminal penalties. If you believe you have received this message in error, please notify the sender and delete the email immediately.

**FEDERAL FINANCIAL ASSISTANCE
AWARD OF DOMESTIC GRANT 23-DG-11100106-901
Between The
KENAI PENINSULA BOROUGH
And The
USDA, FOREST SERVICE
ALASKA REGION, STATE AND PRIVATE FORESTRY**

Project Title: Community Wildfire Protection Plan Implementation Project

Upon execution of this document, an award to Kenai Peninsula Borough, hereinafter referred to as "KPB," in the amount of **\$1,500,000.00**, is made under the authority of Consolidated Appropriations Act of 2023, P.L. 117-328. The Federal Assistance Listing (formerly Catalog of Federal Domestic Assistance - CFDA) number and name are 10.730 Community Project Funds-2023 Congressionally Directed Spending. KPB accepts this award for the purpose described in the application narrative. Your application for Federal financial assistance, dated 07/01/2023, and the attached Forest Service provisions, 'Forest Service Award Provisions,' are incorporated into this letter and made a part of this award.

This authority requires no match.

This is an award of Federal financial assistance. Prime and sub-recipients to this award are subject to the OMB guidance in subparts A through F of 2 CFR Part 200 as adopted and supplemented by the USDA in 2 CFR Part 400. Adoption by USDA of the OMB guidance in 2 CFR 400 gives regulatory effect to the OMB guidance in 2 CFR 200 where full text may be found.

Electronic copies of the CFRs can be obtained at the following internet site: www.ecfr.gov. If you are unable to retrieve these regulations electronically, please contact your Grants and Agreements Office at the email listed in Provision B, Principal Forest Service Contacts, (Administrative Contact).

The following administrative provisions apply to this award:

- A. **LEGAL AUTHORITY**. KPB shall have the legal authority to enter into this award, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the non-Federal share of project costs, when applicable.
- B. **PRINCIPAL CONTACTS**. Individuals listed below are authorized to act in their respective areas for matters related to this award.



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Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Name: Robert Ruffner Address: Kenai Peninsula Borough 144 N. Binkley St., Soldotna AK 99669 Telephone: (907)714-2201 Email: ruffner@kpb.us	Name: Brenda Ahlberg Address: Kenai Peninsula Borough 144 N. Binkley St., Soldotna AK 99669 Telephone: (907)262-2098 Email: bahlberg@kpb.us

Principal Forest Service Contacts:

Forest Service Program Manager Contact	Forest Service Administrative Contact
Kristen Bowles 63095 Deschutes Market Rd Bend, OR 97701 Telephone: 541-903-2869 Email: kristen.bowles@usda.gov	Amanda Smerud Region 6 Grants & Agreements Email: amanda.smerud@usda.gov

- C. **SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM).** KBP shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or award term(s). Additional information about registration procedures may be found at the SAM Internet site at www.sam.gov.
- D. **ADVANCE AND REIMBURSABLE PAYMENTS – FINANCIAL ASSISTANCE.** Advance and Reimbursable payments are approved under this award. Only costs for those project activities approved in (1) the initial award, or (2) modifications thereto, are allowable. Requests for payment must be submitted on Standard Form 270 (SF-270), Request for Advance or Reimbursement, and must be submitted no more than monthly. In order to approve a Request for Advance Payment or Reimbursement, the Forest Service shall review such requests to ensure advances or payments for reimbursement are in compliance and otherwise consistent with OMB, USDA, and Forest Service regulations.

Advance payments must not exceed the minimum amount needed or no more than is needed for a 30-day period, whichever is less. If the Recipient receives an advance payment and subsequently requests an advance or reimbursement payment, then the request must clearly demonstrate that the previously advanced funds have been fully expended before the Forest Service can approve the request for payment. Any funds

advanced, but not spent, upon expiration of this award must be returned to the Forest Service.

The Program Manager reserves the right to request additional information prior to approving a payment.

The invoice must be sent by one of three methods:	Send a copy to:
EMAIL (preferred): SM.FS.asc_ga@usda.gov	Kristen Bowles at
FAX: 877-687-4894	kristen.bowles@usda.gov
POSTAL: Albuquerque Service Center Payments – Grants & Agreements 101B Sun Ave NE Albuquerque, NM 87109	

- E. INDIRECT COST RATES. KBP has elected to not assess indirect costs against this award.
- F. PRIOR WRITTEN APPROVAL. KBP shall obtain prior written approval pursuant to conditions set forth in 2 CFR 200.407.
- G. MODIFICATIONS. Modifications within the scope of this award must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 60 days prior to implementation of the requested change. The Forest Service is not obligated to fund any changes not properly approved in advance.
- H. PERIOD OF PERFORMANCE. This agreement is executed as of the date of the Forest Service signatory official signature. Pre-award costs are authorized as of 07/01/2023 pursuant to 2 CFR 200.458.
- The end date, or expiration date is **12/31/2026**. This instrument may be extended by a properly executed modification. *See Modification Provision above.*
- I. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this award. In witness whereof the parties hereto have executed this award.

PETER A. MICCICHE, Borough Mayor
Kenai Peninsula Borough

Date

CHAD DAVIS, Director
U.S. Forest Service, State and Private Forestry

Date

The authority and the format of this award (23-DG-11100106-901) have been reviewed and approved for signature.

Ben Martin

Digitally signed by Ben Martin
Date: 2023.07.14 12:34:30 -07'00'

BEN MARTIN,
Forest Service Grants Management Specialist

Date

ATTACHMENT A: FOREST SERVICE AWARD PROVISIONS

- A. COLLABORATIVE ARRANGEMENTS. Where permitted by terms of the award and Federal law, KBP may enter into collaborative arrangements with other organizations to jointly carry out activities with Forest Service funds available under this award.
- B. FOREST SERVICE LIABILITY TO THE RECIPIENT. The United States shall not be liable to KBP for any costs, damages, claims, liabilities, and judgments that arise in connection with the performance of work under this award, including damage to any property owned by KBP or any third party.
- C. NOTICES. Any notice given by the Forest Service or KBP will be sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the Forest Service Program Manager, at the address specified in the award.

To KBP, at the address shown in the award or such other address designated within the award.

Notices will be effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

- D. SUBAWARDS. Prior approval is required to issue subawards under this grant. The intent to subaward must be identified in the approved budget and scope of work and approved in the initial award or through subsequent modifications. Approval of each individual subaward is not required, however the cooperator must document that each sub-recipient does NOT have active exclusions in the System for Award Management (sam.gov).

The Cooperator must also ensure that they have evaluated each subrecipient's risk in accordance with 2 CFR 200.332 (b).

Any subrecipient under this award must be notified that they are subject to the OMB guidance in subparts A through F of 2 CFR Part 200, as adopted and supplemented by the USDA in 2 CFR Part 400. Any sub-award must follow the regulations found in 2 CFR 200.331 through .333.

All subawards \$30,000 or more must be reported at fsrs.gov in compliance with 2 CFR 170. See Attachment B for full text.

- E. FINANCIAL STATUS REPORTING. A Federal Financial Report, Standard Form SF-425 (and Federal Financial Report Attachment, SF-425A, if required for reporting multiple awards), must be submitted semi-annually. These reports are due 30 days after the reporting period ending June 30, December 31. The final SF-425 (and SF-425A, if applicable) must be submitted either with the final payment request or no later than 120

days from the expiration date of the award. These forms may be found at <https://www.grants.gov/web/grants/forms.html>.

- F. PROGRAM PERFORMANCE REPORTS. The recipient shall perform all actions identified and funded in application/modification narratives within the performance period identified in award.

In accordance with 2 CFR 200.301, reports must relate financial data to performance accomplishments of the federal award.

KBP shall submit semi-annual performance reports. These reports are due 30 days after the reporting period ending June 30, December 31. The final performance report shall be submitted either with KBP's final payment request, or separately, but not later than 120 days from the expiration date of the award.

- Additional pertinent information:

- G. NOTIFICATION. KBP shall immediately notify the Forest Service of developments that have a significant impact on the activities supported under this award. Also, notification must be given in case of problems, delays or adverse conditions that materially impair the ability to meet the objectives of the award. This notification must include a statement of the action taken or contemplated, and any assistance needed to resolve the situation.
- H. CHANGES IN KEY PERSONNEL. Any revision to key personnel identified in this award requires notification of the Forest Service Program Manager by email or letter.
- I. USE OF FOREST SERVICE INSIGNIA. In order for KBP to use the Forest Service insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted by the Forest Service's Office of Communications (Washington Office). A written request will be submitted by Forest Service, Program Manager, to the Office of Communications Assistant Director, Visual Information and Publishing Services prior to use of the insignia. The Forest Service Program Manager will notify KBP when permission is granted.
- J. FUNDING EQUIPMENT. Federal funding under this award is not available for reimbursement of KBP's purchase of equipment. Equipment is defined as having a fair market value of \$5,000 or more per unit and a useful life of over one year. Supplies are those items that are not equipment.
- K. PUBLIC NOTICES. It is Forest Service's policy to inform the public as fully as possible of its programs and activities. KBP is encouraged to give public notice of the receipt of this award and, from time to time, to announce progress and accomplishments.

KBP may call on Forest Service's Office of Communication for advice regarding public notices. KBP is requested to provide copies of notices or announcements to the Forest Service Program Manager and to Forest Service's Office Communications as far in advance of release as possible.

- L. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS, AND ELECTRONIC MEDIA. KBP shall acknowledge Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this award. Follow direction in USDA Supplemental 2 CFR 415.2.
- M. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. KBP shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

In accordance with Federal law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, disability, and reprisal or retaliation for prior civil rights activity. (Not all prohibited bases apply to all programs.)

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, and American Sign Language) should contact the responsible State or local Agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form, which can be obtained online at <https://www.ocio.usda.gov/document/ad-3027>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

- (1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue SW, Washington, D.C. 20250-9410; or*
- (2) Fax: (833) 256-1665 or (202) 690-7442; or*
- (3) Email: program.intake@usda.gov.*

If the material is too small to permit the full Non-Discrimination Statement to be included, the material will, at a minimum, include the alternative statement:

"This institution is an equal opportunity provider."

N. DISPUTES.

1. Any dispute under this award shall be decided by the Signatory Official. The Signatory Official shall furnish KBP a written copy of the decision.
2. Decisions of the Signatory Official shall be final unless, within 30 days of receipt of the decision of the Signatory Official, KBP appeal(s) the decision to the Forest Service's Director, State & Private Forestry (SPF). Any appeal made under this provision shall be in writing and addressed to the Director, SPF, USDA, Forest Service, Washington, DC 20024. A copy of the appeal shall be concurrently furnished to the Signatory Official.
3. In order to facilitate review on the record by the Director, SPF, KBP shall be given an opportunity to submit written evidence in support of its appeal. No hearing will be provided.
4. A decision under this provision by the Director, SPF is final.
5. The final decision by the Director, SPF does not preclude KBP from pursuing remedies available under the law.

- O. AWARD CLOSEOUT. KBP must submit, no later than 120 calendar days after the end date of the period of performance, all financial, performance, and other reports as required by the terms and conditions of the Federal award.

Any unobligated balance of cash advanced to KBP must be immediately refunded to the Forest Service, including any interest earned in accordance with 2 CFR 200.344(d).

If this award is closed without audit, the Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

- P. TERMINATION. This award may be terminated, in whole or part pursuant to 2 CFR 200.340.

- Q. DEBARMENT AND SUSPENSION. KBP shall immediately inform the Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the federal government according to the terms of 2 CFR Part 180. Additionally, should KBP or any of their principals receive a transmittal letter or other official federal notice of debarment or suspension, then they shall notify the Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary. The Recipient shall adhere to 2 CFR Part 180 Subpart C in regards to review of sub-recipients or contracts for debarment and suspension.

All subrecipients and contractors must complete the form AD-1048, Certification

Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion, Lower Tier Covered Transactions. Blank forms are available electronically. Completed forms must be kept on file with the primary recipient.

R. MEMBERS OF CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this award, or benefits that may arise therefrom, either directly or indirectly.

S. TRAFFICKING IN PERSONS.

1. Provisions applicable to a Recipient that is a private entity.

- a. You as the Recipient, your employees, Subrecipients under this award, and Subrecipients' employees may not:
 - (1) Engage in severe forms of trafficking in persons during the period of time that the award is in effect;
 - (2) Procure a commercial sex act during the period of time that the award is in effect; or
 - (3) Use forced labor in the performance of the award or subawards under the award.
- b. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if you or a Subrecipient that is a private entity:
 - (1) Is determined to have violated a prohibition in paragraph a.1 of this award term; or
 - (2) Has an employee who is determined by the agency official authorized to terminate the award to have violated a prohibition in paragraph a.1 of this award term through conduct that is either:
 - i. Associated with performance under this award; or
 - ii. Imputed to you or the subrecipient using the standards and due process for imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, "OMB Guidelines to Agencies on Government wide Debarment and Suspension (Nonprocurement),".

2. Provision applicable to a Recipient other than a private entity. We as the Federal awarding agency may unilaterally terminate this award, without penalty, if a subrecipient that is a private entity:
- a. Is determined to have violated an applicable prohibition in paragraph a.1 of this award term; or
 - b. Has an employee who is determined by the agency official authorized to terminate the award to have violated an applicable prohibition in paragraph a.1 of this award term through conduct that is either—
 - (1) Associated with performance under this award; or
 - (2) Imputed to the subrecipient using the standards and due process for

imputing the conduct of an individual to an organization that are provided in 2 CFR part 180, “OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),”

3. Provisions applicable to any recipient.
 - a. You must inform us immediately of any information you receive from any source alleging a violation of a prohibition in paragraph a.1 of this award term.
 - b. Our right to terminate unilaterally that is described in paragraph a.2 or b of this section:
 - (1) Implements section 106(g) of the Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. 7104(g)), and
 - (2) Is in addition to all other remedies for noncompliance that are available to us under this award.
 - c. You must include the requirements of paragraph a.1 of this award term in any subaward you make to a private entity.
4. Definitions. For purposes of this award term:
 - a. “Employee” means either:
 - (1) An individual employed by you or a subrecipient who is engaged in the performance of the project or program under this award; or
 - (2) Another person engaged in the performance of the project or program under this award and not compensated by you including, but not limited to, a volunteer or individual whose services are contributed by a third party as an in-kind contribution toward cost sharing or matching requirements.
 - b. “Forced labor” means labor obtained by any of the following methods: the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.
 - c. “Private entity”:
 - (1) Means any entity other than a State, local government, Indian tribe, or foreign public entity, as those terms are defined in 2 CFR 175.25.
 - (2) Includes:
 - i. A nonprofit organization, including any nonprofit institution of higher education, hospital, or tribal organization other than one included in the definition of Indian tribe at 2 CFR 175.25(b).
 - ii. A for-profit organization.
 - d. “Severe forms of trafficking in persons,” “commercial sex act,” and “coercion” have the meanings given at section 103 of the TVPA, as amended (22 U.S.C. 7102).

T. DRUG-FREE WORKPLACE.

1. KBP agree(s) that it will publish a drug-free workplace statement and provide a copy to each employee who will be engaged in the performance of any project/program that receives federal funding. The statement must

- a. Tell the employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in its workplace;
- b. Specify the actions KBP will take against employees for violating that prohibition; and
- c. Let each employee know that, as a condition of employment under any award, the employee:

- (1) Shall abide by the terms of the statement, and
- (2) Shall notify KBP in writing if they are convicted for a violation of a criminal drug statute occurring in the workplace, and shall do so no more than 5 calendar days after the conviction.

2. KBP agree(s) that it will establish an ongoing drug-free awareness program to inform employees about
 - a. The dangers of drug abuse in the workplace;
 - b. The established policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation and employee assistance programs; and
 - d. The penalties that you may impose upon them for drug abuse violations occurring in the workplace.
3. Without the Program Manager's expressed written approval, the policy statement and program must be in place as soon as possible, no later than the 30 days after the effective date of this instrument, or the completion date of this award, whichever occurs first.
4. KBP agrees to immediately notify the Program Manager if an employee is convicted of a drug violation in the workplace. The notification must be in writing, identify the employee's position title, the award number of each award on which the employee worked. The notification must be sent to the Program Manager within 10 calendar days after KBP learns of the conviction.
5. Within 30 calendar days of learning about an employee's conviction, KBP must either
 - a. Take appropriate personnel action against the employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973 (29 USC 794), as amended, or
 - b. Require the employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for these purposes by a Federal, State or local health, law enforcement, or other appropriate agency.

U. PROHIBITION AGAINST USING FUNDS WITH ENTITIES THAT REQUIRE CERTAIN INTERNAL CONFIDENTIALITY AGREEMENTS.

1. The recipient may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality

agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.

2. The recipient must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (1) of this award provision are no longer in effect.
 3. The prohibition in paragraph (1) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.
 4. If the Government determines that the recipient is not in compliance with this award provision, it;
 - a. Will prohibit the recipient's use of funds under this award in accordance with sections 743, 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law; and
 - b. May pursue other remedies available for the recipient's material failure to comply with award terms and conditions.
- V. ELIGIBLE WORKERS. KBP shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 U.S.C. 1324(a)). KBP shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract or supplemental instruments awarded under this award.
- W. FREEDOM OF INFORMATION ACT (FOIA). Public access to award or agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). Requests for research data are subject to 2 CFR 315(e).
- Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2009 Farm Bill).
- X. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All Cooperators, their Employees, Volunteers, and Contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
- Y. PROMOTING FREE SPEECH AND RELIGIOUS FREEDOM. As a recipient of USDA financial assistance, you will comply with the following:

1. Do not discriminate against applicants for sub-grants on the basis of their religious character.
2. 7 Code of Federal Regulations (CFR) part 16.3(a), Rights of Religious Organizations.
3. Statutory and National policy requirements, including those prohibiting discrimination and those described in Executive Order 13798 promoting free speech and religious freedom, 2 CFR 200.300.

Z. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. The cooperator (including subrecipients) is responsible for compliance with the prohibition on certain telecommunications and video surveillance services or equipment identified in 2 CFR 200.216. See Public Law 115-232, Section 889 for additional information.

In accordance with 2 CFR 200.216, the grantee (including subrecipients) is prohibited from obligating or expending loan or grant funds for covered telecommunications equipment or services to:

- (1) procure or obtain, extend or renew a contract to procure or obtain;
- (2) enter into a contract (or extend or renew a contract) to procure; or
- (3) obtain the equipment, services or systems.

ATTACHMENT B: 2 CFR PART 170

Appendix A to Part 170—Award Term

I. Reporting Subawards and Executive Compensation

a. *Reporting of first-tier subawards.*

1. *Applicability.* Unless you are exempt as provided in paragraph d. of this award term, you must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to a non-Federal entity or Federal agency (see definitions in paragraph e. of this award term).
2. *Where and when to report.*
 - i. The non-Federal entity or Federal agency must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.
 - ii. For subaward information, report no later than the end of the month following the month in which the obligation was made. (For example, if the obligation was made on November 7, 2010, the obligation must be reported by no later than December 31, 2010.)
3. *What to report.* You must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

b. *Reporting total compensation of recipient executives for non-Federal entities.*

1. *Applicability and what to report.* You must report total compensation for each of your five most highly compensated executives for the preceding completed fiscal year, if—
 - i. The total Federal funding authorized to date under this Federal award equals or exceeds \$30,000 as defined in 2 CFR 170.320;
 - ii. in the preceding fiscal year, you received—
 - (A) 80 percent or more of your annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards), and
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards); and,
 - iii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
2. *Where and when to report.* You must report executive total compensation described in paragraph b.1. of this award term:
 - i. As part of your registration profile at <https://www.sam.gov>.
 - ii. By the end of the month following the month in which this award is made, and annually thereafter.

c. *Reporting of Total Compensation of Subrecipient Executives.*

1. *Applicability and what to report.* Unless you are exempt as provided in paragraph d. of this award term, for each first-tier non-Federal entity subrecipient under this award, you shall report the names and total compensation of each of the subrecipient's five most

highly compensated executives for the subrecipient's preceding completed fiscal year, if—

- i. in the subrecipient's preceding fiscal year, the subrecipient received—
 - (A) 80 percent or more of its annual gross revenues from Federal procurement contracts (and subcontracts) and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320 (and subawards) and,
 - (B) \$25,000,000 or more in annual gross revenues from Federal procurement contracts (and subcontracts), and Federal financial assistance subject to the Transparency Act (and subawards); and
 - ii. The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>.)
2. *Where and when to report.* You must report subrecipient executive total compensation described in paragraph c.1. of this award term:
- i. To the recipient.
 - ii. By the end of the month following the month during which you make the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (*i.e.*, between October 1 and 31), you must report any required compensation information of the subrecipient by November 30 of that year.
- d. *Exemptions.* If, in the previous tax year, you had gross income, from all sources, under \$300,000, you are exempt from the requirements to report:
- i. Subawards, and
 - ii. The total compensation of the five most highly compensated executives of any subrecipient.
- e. *Definitions.* For purposes of this award term:
1. Federal Agency means a Federal agency as defined at 5 U.S.C. 551(1) and further clarified by 5 U.S.C. 552(f).
 2. Non-Federal *entity* means all of the following, as defined in 2 CFR part 25:
 - i. A Governmental organization, which is a State, local government, or Indian tribe;
 - ii. A foreign public entity;
 - iii. A domestic or foreign nonprofit organization; and,
 - iv. A domestic or foreign for-profit organization
 3. *Executive* means officers, managing partners, or any other employees in management positions.
 4. *Subaward:*
 - i. This term means a legal instrument to provide support for the performance of any portion of the substantive project or program for which you received this award and that you as the recipient award to an eligible subrecipient.
 - ii. The term does not include your procurement of property and services needed to carry out the project or program (for further explanation, see 2 CFR 200.331).
 - iii. A subaward may be provided through any legal agreement, including an agreement that you or a subrecipient considers a contract.

5. *Subrecipient* means a non-Federal entity or Federal agency that:
 - i. Receives a subaward from you (the recipient) under this award; and
 - ii. Is accountable to you for the use of the Federal funds provided by the subaward.
6. *Total compensation* means the cash and noncash dollar value earned by the executive during the recipient's or subrecipient's preceding fiscal year and includes the following (for more information see 17 CFR 229.402(c)(2)).

END OF ATTACHMENT B: 2 CFR PART 170

ATTACHMENT C: WHISTLEBLOWER NOTICE

Whistleblowers perform an important service to USDA and the public when they come forward with what they reasonably believe to be evidence of wrongdoing. They should never be subject to reprisal for doing so. Federal law protects federal employees as well as personal services contractors and employees of Federal contractors, subcontractors, grantees, and subgrantees against reprisal for whistleblowing. USDA bears the responsibility to ensure that nothing in a non-disclosure agreement which a contractor, subcontractor, grantee, or subgrantee requires their employees to sign should be interpreted as limiting their ability to provide information to the Office of Inspector General (OIG).

41 U.S.C. § 4712 requires the head of each executive agency to ensure that its contractors inform their workers in writing of the rights and remedies under the statute. Accordingly, it is illegal for a personal services contractor or an employee of a Federal contractor, subcontractor, grantee, or subgrantee to be discharged, demoted, or otherwise discriminated against for making a protected whistleblower disclosure. In this context, these categories of individuals are whistleblowers who disclose information that the individual reasonably believes is evidence of one of the following:

- Gross mismanagement of a Federal contract or grant;
- A gross waste of Federal funds;
- An abuse of authority relating to a Federal contract or grant;
- A substantial and specific danger to public health or safety; or
- A violation of law, rule, or regulation related to a Federal contract (including the competition for or negotiation of a contract) or grant.

To be protected under 41 U.S.C. § 4712, the disclosure must be made to one of the following:

- A Member of Congress, or a representative of a committee of Congress;
- The OIG;
- The Government Accountability Office (GAO);
- A Federal employee responsible for contract or grant oversight or management at USDA;
- An otherwise authorized official at USDA or other law enforcement agency;
- A court or grand jury; or
- A management official or other employee of the contractor, subcontractor, or grantee who has the responsibility to investigate, discover, or address misconduct.

Under 41 U.S.C. § 4712, personal services contractors as well as employees of contractors, subcontractors, grantees, or subgrantees may file a complaint with OIG, who will investigate the matter unless they determine that the complaint is frivolous, fails to allege a violation of the prohibition against whistleblower reprisal, or has been addressed in another proceeding. OIG's investigation is then presented to the head of the executive agency who evaluates the facts of the investigation and can order the contractor, subcontractor, grantee, or subgrantee

to take remedial action, such as reinstatement or back pay.

Federal Acquisition Regulation (FAR) Subpart 3.903, *Whistleblower Protections for Contractor Employees, Policy*, prohibits government contractors from retaliating against a contract worker for making a protected disclosure related to the contract. FAR Subpart 3.909-1 prohibits the Government from using funds for a contract with an entity that requires its employees or subcontractors to sign internal confidentiality statements prohibiting or restricting disclosures of fraud, waste, or abuse to designated persons. This prohibition does not contravene agreements pertaining to classified information. The regulation also requires contracting officers to insert FAR clause 52.203-17, *Contractor Employee Whistleblower Rights and Requirement to Inform Employees of Whistleblower Rights*, in all solicitations and contracts that exceed the Simplified Acquisition Threshold as defined in FAR Subpart 3.908. This clause requires notification to contractor employees that they are subject to the whistleblower rights and remedies referenced in 41 U.S.C. § 4712.

In order to make a complaint alleging any of the violations mentioned above, one should complete the OIG Hotline form located at: <https://www.usda.gov/oig/hotline>. For additional information, they may also visit the WPC's webpage at: <https://www.usda.gov/oig/wpc> or they may directly contact the WPC at OIGWPC@oig.usda.gov.



Office of the Borough Mayor

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2150 • (907) 714-2377

Peter A. Micciche
Mayor

April 17, 2023

Sheila Walker
Cooperative Fire Program Specialist
U.S. Forest Service
1835 Black Lake Blvd., SW, Ste A
Olympia WA 98512-5607

Submitted electronically

Subject: Community Wildfire Protection Plan Implementation Project
Request for Funds

Dear Ms. Walker:

The Kenai Peninsula Borough (KPB) formally requests funds in the amount of \$1,500,000 to address borough-owned rights-of-way (ROWs) impacted by dead spruce trees, resulting from the resurgence of a spruce bark beetle infestation on the peninsula.

The borough road system encompasses 650 miles of roadways totaling 6,029 roads within 29 service districts. The 2022 KPB Community Wildfire Protection Plan (CWPP) identifies cleared ROWs as a priority to protect life and property by mitigating the potential for extreme fire behavior (CWPP excerpt page 71).¹ This fuels reduction project ensures safe ingress/egress for the public and first responders, utilizes ROWs as fuel breaks during wildfire operations, and lessens utility outages or fire starts caused by downed trees during wind events.

On behalf of our residents, we greatly appreciate the financial support for such a vital mitigation project to protect our communities. Please contact Robert Ruffner, KPB Planning Director should you need additional information at 907-714-2201 or ruffner@kpb.us.

Sincerely,

Peter A. Micciche
Mayor

ba/PA

CC: Robert Ruffner, KPB Planning Director
Brenda Ahlberg, KPB Emergency Manager
Abe Davis, Fuels Coordinator - USFS Region 10

¹ 2022 KPB Community Wildfire Protection Plan www.kpb.us/cwpp.

[View Burden Statement](#)

OMB Number: 4040-0004

Expiration Date: 11/30/2025

Application for Federal Assistance SF-424*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):***** Other (Specify):***** 3. Date Received:****4. Applicant Identifier:****5a. Federal Entity Identifier:****5b. Federal Award Identifier:****State Use Only:****6. Date Received by State:****7. State Application Identifier:****8. APPLICANT INFORMATION:***** a. Legal Name:**

Kenai Peninsula Borough

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

92-0030894

*** c. UEI:**

LFW1BSEYK6H3

d. Address:*** Street1:**

144 N. Binkley Street

Street2:*** City:**

Soldotna

County/Parish:*** State:**

AK: Alaska

Province:*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

99669-7520

e. Organizational Unit:**Department Name:**

Planning Department

Division Name:**f. Name and contact information of person to be contacted on matters involving this application:****Prefix:***** First Name:**

Robert

Middle Name:*** Last Name:**

Ruffner

Suffix:**Title:**

Planning Director

Organizational Affiliation:*** Telephone Number:**

907-714-2201

Fax Number:*** Email:**

rruffner@kpb.us

Application for Federal Assistance SF-424*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Forest Service

11. Catalog of Federal Domestic Assistance Number:

10.730

CFDA Title:

Community Project Funds - 2023 Congressionally Directed Spending

*** 12. Funding Opportunity Number:**

N/A

* Title:

13. Competition Identification Number:

N/A

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Kenai Peninsula Borough, Community Wildfire Protection Plan Implementation Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant 01

* b. Program/Project 01

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2023

* b. End Date: 12/31/2026

18. Estimated Funding (\$):

* a. Federal	1,500,000.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	1,500,000.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mr. * First Name: Peter

Middle Name: A.

* Last Name: Micciche

Suffix:

* Title: Mayor

* Telephone Number: 907-714-2150

Fax Number:

* Email: mayor@kpb.us

* Signature of Authorized Representative:

Almicio

* Date Signed: 6/8/2023

BUDGET INFORMATION - Non-Construction ProgramsOMB Number: 4040-0006
Expiration Date: 02/28/2025**SECTION A - BUDGET SUMMARY**

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Community Project Funds - 2023 Congressional Directed Spending	10.730	\$	\$	\$ 1,500,000.00	\$	\$ 1,500,000.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 1,500,000.00	\$	\$ 1,500,000.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Community Project Funds - 2023 Congressional Directed Spending				
a. Personnel	\$ 219,000.00	\$	\$	\$	\$ 219,000.00
b. Fringe Benefits	42,936.00				42,936.00
c. Travel	48,816.00				48,816.00
d. Equipment	0.00				0.00
e. Supplies	1,500.00				1,500.00
f. Contractual	1,187,748.00				1,187,748.00
g. Construction	0.00				0.00
h. Other	0.00				0.00
i. Total Direct Charges (sum of 6a-6h)	1,500,000.00				\$ 1,500,000.00
j. Indirect Charges	0.00				\$ 0.00
k. TOTALS (sum of 6i and 6j)	\$ 1,500,000.00	\$	\$	\$	\$ 1,500,000.00
7. Program Income	\$ 0.00	\$	\$	\$	\$ 0.00

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Standard Form 424A (Rev. 7-97)
Prescribed by OMB (Circular A -102) Page 1A

SECTION C - NON-FEDERAL RESOURCES					
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS	
8. Community Project Funds - 2023 Congressionally Directed Spending	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	
9. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
10. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
11. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
12. TOTAL (sum of lines 8-11)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input type="text" value="250,000.00"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="250,000.00"/>
14. Non-Federal	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input type="text" value="250,000.00"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text" value="250,000.00"/>

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Community Project Funds - 2023 Congressionally Directed Spending	\$ <input type="text" value="250,000.00"/>	\$ <input type="text" value="500,000.00"/>	\$ <input type="text" value="500,000.00"/>	\$ <input type="text"/>
17. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
20. TOTAL (sum of lines 16 - 19)	\$ <input type="text" value="250,000.00"/>	\$ <input type="text" value="500,000.00"/>	\$ <input type="text" value="500,000.00"/>	\$ <input type="text"/>

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: <input type="text" value="1,500,000"/>	22. Indirect Charges: <input type="text"/>
23. Remarks: <input type="text" value="Request pre-award \$250,000 starting July 1, 2023."/>	

Kenai Peninsula Borough, Community Wildfire Protection Plan Implementation Project

Project Contact:

Robert Ruffner, Kenai Peninsula Borough Planning Director

rruffner@kpb.us

907-714-2201

1. Project Summary: This request is to clear hazardous trees along road right-of-ways (ROWs) within the Kenai Peninsula Borough (KPB) and utility easement corridors. The borough road system encompasses 650 miles of roadways totaling 6,029 roads within 28 service districts. The 2022 Community Wildfire Protection Plan (CWPP) identifies cleared ROWs as a priority to protect life and property by mitigating the potential for extreme fire behavior (CWPP excerpt page 71). This project will utilize the 28 service districts to employ private contractors to remove dead trees in borough ROWs. The borough planning department will work closely with the road service area and will establish priorities consistent with the CWPP. The KPB will create milestones and goals achieved by using contracts that have been competitively bid for each of the prioritized service area districts. This methodology will allow for the project to be quickly implemented with specific oversight to ensure milestones are met in a timely manner. This methodology will result in cleared ROWs that may also compliment other fuels mitigation projects in adjacent areas.

2. Duration: Three years; a no-cost time extension will be evaluated 2026 prior to performance period end.

3. Total Project Costs per Project Year:

TOTAL	Year 1	Year 2	Year 3	Year 4
\$1,500,000	\$500,000	\$500,000	\$500,000	

4. Measurable Goals and Objectives:

- Number and linear distance of mitigated ROWs completed to ensure safe ingress/egress for citizens and first responders.
- Number of trees removed.

5. Statement of Work:

Output 1 - Grant Management Procedures (on-going)

Timeline: Grant management and compliance is practiced from award notification to grant close-out. Initial steps for award execution include:

Task 1: Community & Fiscal Projects Manager reviews grant terms and conditions, program regulations and reporting requirements with the Project Manager (PM) - approximately two weeks post award notification;

Task 2: Community & Fiscal Projects and PM work with the Finance Department to set up project code to track all award activities; draft ordinance and memo for legal review - approximately three weeks post award notification, and;

Task 3: Schedule project kickoff meeting with appropriate personnel - approximately three weeks post award notification.

Outcome: PM and associated staff have a thorough understanding of responsibilities and reporting requirements associated with the grant program.

Output 2 - Complete Municipal Process

Timeline: ~45 days post award

Task 1: Submit an "Intent to Accept" email to USFS and concurrently schedule ordinance for introduction (dependent upon public hearing schedule);

Task 2: Assembly approves and appropriates the funds for the project by way of ordinance, authorizing the mayor to enter into the agreement after final negotiations;

Outcome: Municipal process completed and necessary communications are established between grantor and all relevant KPB departments.

Output 3 - Complete Geographic Assessment

Timeline: ~2 months post award

Task: Geographic Information Systems to assess, analyze and prioritize, in conjunction with prioritization criteria, the ROW/Utility corridors for treatment.

Outcome: Defined areas of treatment for project, and identified locations for contracts.

Output 4 - Complete Procurement Process

Timeline: ~3 months post award

Task: PM to work with Purchasing Department to establish RFP, solicit the market for a qualified vendor(s) and enter into a contract(s) to complete established milestones for project completion.

Outcome: Purchasing process is completed for approved contractor(s).

Output 5 - Project Initiation

Timeline: ~3 months post award

Task 1: PM and Roads Service Area (RSA) in collaboration with local utility providers and private property owners where relevant and appropriate, prioritize ROWs treatments;

Task 2: Develop and implement public campaign for project awareness and public input;

Task 3: RSA staff complete temporary ROW permits with adjacent property owners;

Output 6 - Project Oversight and Completion

Timeline: ~12 months post award

Task 1: PM to works with contractors to achieve milestones within established timeframes;

Task 2: Establish reporting requirements consistent with guidance provided by local governing body to track activity

Task 3: Submit annual report to granting authority on progress.

Task 4: Participate and report to the All Lands all Hands multiagency effort tracking spruce bark beetle activity. Use this venue for guidance on any necessary adaptive management for subsequent year activity.

Outcome: 1st year program objectives completed, and program evaluated to ensure timely start up of subsequent year's project objectives.

Output 7 - Project Continuation and Completion

Timeline: Project years 2 and 3

Task 1: Continue Outputs 1 - 6

Outcome: All program objectives finalized prior to performance period end.

6. Duration: Estimated three-year program starting June 2023, ending December 2026.

7. Scheduling factors: no identified scheduling challenges identified

8. Project Management Plan: Project manager will ensure oversight and completed in cooperation with KPB Departments: Finance, Procurement, Capital Projects, Planning, Land Management Division, and Roads Service Area.

9. Deliverables: Number and distance of ROWs within KPB Roads Service Area surveyed and cleared of hazardous trees. - Target 15,000 hazard trees removed from priority areas.

10. Additional Project Information (relevant to all phases)

1) **Compatibility/Synergy:** List of collaborating agencies. The project is supported by resolution of the Assembly of the Kenai Peninsula Borough. Collaboration will include local electrical utility providers and private property owners where appropriate.

2) **Bundling:** No bundling will occur.

4) **Program Income:** There will be no program income.

5) **Maps/Imagery:** we will produce maps over imagery highlighting areas of fuel mitigation, updated quarterly to demonstrate progress; we may utilize online mapping technology to keep all parties informed of progress

11. Relationship to Other Federal Programs: None

12. Project Information Questions:

1) Environmental Review

- i. Does the project require any Federal environmental review (e.g., environmental assessment, environmental impact statement, biological opinion)?
____ Yes __x__ No
- ii. Does the project require any State environmental review (e.g., Consistency Determination, State Historic Preservation Office)?
____ Yes __x__ No
- iii. Does the project require any local environmental review (e.g., zoning)?
____ Yes __x__ No

If the answer to any of these questions is "yes," provide a copy of the environmental review(s) with the grant application.

2) Permits

- i. Does the project require any Federal permits?
____ Yes __x__ No
- ii. Does the project require any State permits?
____ Yes __x__ No
- iii. Does the project require any local permits?
__x__ Yes ____ No

If the answer is "yes," provide an explanation of the local permitting requirements. Activities in a right of way require permit authorization by the local Road Service Area

3) Legal Proceedings

- i. Are there any pending legal proceedings that have been taken against any of the permits or related environmental analyses required for the project?
____ Yes __x__ No

If the answer is "yes," provide an explanation of the pending legal proceeding and the status of it as a separate document.

Project Timeline List tasks and time frames relative only to the scope of this grant, consultants or organization responsible for carrying out each task. Potential obstacles should be addressed.		
Tasks	Time Frame	Responsible Party
Review grant terms and conditions, establish reporting requirements and timelines	2 weeks post award	Community and Fiscal Project Manager
Work with financial department to set up accounting and project code to track all award activities; draft ordinance and legal review	3 weeks post award	Community and Fiscal Project Manager
Hold project kickoff meeting with all relevant intradepartmental personnel	3 weeks post award	Planning Director/ Project Manager
Submit an "intent to accept"	45 days post award; subject to assembly scheduling	Planning Director/ Project Manager
Follow municipal process to accept and appropriate award; mayor to enter into agreement subject to assembly approval	45 days post award; subject to assembly scheduling	Community and Fiscal Project Manager
Conduct Geographic Information analysis to prioritize ROW/ Utility corridors for treatment	2 months post award	Planning Director/ Project Manager
Work with procurement and purchasing department to solicit and award contract	3 months post award	Planning Director/ Project Manager
Initiate field treatment, concurrent with public outreach	~3 months post award	Planning Director/ Project manager
Project Oversight and Completion	07/01/2023 - 12/31/2026	

Expanded Project Budget					
Cost Category Description	Federal Agency (FS)	Applicant	Partner 1	Partner 2	Total
A) Personnel (position*rate*time)					-
Temp field (2 temps) 40hr/wk * 25wk/yr * \$28/hr*3yr	168,000.00				168,000.00
GIS Specialist \$50/hr*120hr/yr * 3 yr	18,000.00				18,000.00
Director of Planning - PM \$55/hr *200hrs/yr * 3 yr	33,000.00				33,000.00
Subtotal	219,000.00	-	-	-	219,000.00
B) Fringe Benefits - % Personnel					-
Temp field - rate * 7.7 %	12,936.00				12,936.00
GIS Specialist - \$45/hr * 120 hr/yr * 3 yr	16,200.00				16,200.00
Director of Planning - PM \$23/hr * 200hrs/yr * 3yrs	13,800.00				13,800.00
Subtotal	42,936.00	-	-	-	42,936.00
C) Travel					-
#people*#trips*perdiem/mileage					-
Vehicle Mileage (6 individual staff) *40 trips ea. * 80 miles RT (avg. est.) * 0.66/mile * 3 yrs	38,016.00				38,016.00
Per diem meals (lunch only) 6 staff * 40 days/yr * \$15/day * 3 years	10,800.00				10,800.00
Subtotal	48,816.00	-	-	-	48,816.00
D) Equipment[1]>\$5000 (inventory list)					-
NONE requested					-
Subtotal	-	-	-	-	-
E) Supplies type*qty*cost					-
Signage, misc hand and field tools, flagging tape \$500 yr * 3 yrs	1,500.00				1,500.00
Subtotal	1,500.00	-	-	-	1,500.00
F) Contractual eg. cost/acres					-
Surveyor \$15k/yr *3 yrs	45,000.00				
Tree removal - Apprx ~\$ 74.18/ hazard tree * 15000 trees	1,112,748.00				1,112,748.00
Public Outreach / Public relations \$10k/ year * 3 yrs	30,000.00				30,000.00
Subtotal	1,187,748.00	-	-	-	1,187,748.00
G) Construction detail					-
NONE requested					-
Subtotal	-	-	-	-	-
H) Other (specify) detail					-
NONE requested					-
Subtotal	-	-	-	-	-
Total Direct Costs	1,500,000.00	-	-	-	1,500,000.00
I) Indirect Charges - include federally approved cost agreement	-				-
Project Total	1,500,000.00	-	-	-	1,500,000.00
J) Program Income (using Deductive Alternative)					

[1] Equipment is single unit values of \$5,000 or greater with a useful life of more than 1 year. Please itemize equipment/costs.

[2] Program income is the gross revenue generated by a grant or cooperative agreement supported activity during the life of the grant. Program income can be earned from fees charged for conference or workshop attendance, from rental fees earned from renting out real property or equipment acquired with grant or cooperative agreement funds, or from the sale of commodities or items developed under the grant or cooperative agreement. The use of Program Income during the project period may require prior approval by the granting agency.



USDA Forest Service

OMB 0596-0217
FS-1500-22**FINANCIAL CAPABILITY QUESTIONNAIRE**

FISCAL YEAR: 2023

Adequate accounting systems should meet the following criteria as outlined in the Office of Management and Budget's (OMB) Circular of Uniform Administrative Requirements, Cost Principles, and Audit Requirements found in 2 CFR Part 200, as implemented by USDA regulations 2 CFR Part 400.

- (1) Accounting records should provide information needed to adequately identify the receipt of funds under each grant awarded and the expenditure of funds for each grant.
- (2) Entries in accounting records should refer to subsidiary records and/or documentation which support the entry and which can be readily located.
- (3) The accounting system should provide accurate and current financial reporting information.
- (4) The accounting system should be integrated with an adequate system of internal controls to safeguard the funds and assets covered, check the accuracy and reliability of accounting data, promote operational efficiency, and encourage adherence to prescribed management policies.

APPLICANT ORGANIZATIONAL INFORMATION

1. Name of Organization and Address:

Kenai Peninsula Borough
144 N. Binkley Street
Soldotna AK 99669

2. Authorized Representative's Name and Title: Peter A. Micciche, Mayor

3. Phone: 907 - 714 - 2150 ext.

4. Fax: 907 - 714 - 2377

5. Email: mayor@kpb.us

6. Year Established:
19697. Employer Identification Number (EIN):
92 - 00308948. DUNS Number:
071 - 84 - 5168

9. Type of Organization: municipal government

10. Approximate Number of Employees: 467

Full Time (Paid): 329

Full Time (Volunteer):

Part Time (Paid): 8

Part Time (Volunteer): 130

FEDERAL AUDIT DATA11. Have you been audited by a Federal agency?: ☒ Yes ☐ No

If yes, please indicate the type:

☒ OMB A-133 Single Audit (required of institutions that annually expend over \$750,000 in federal funds)☒ Incurred Cost ☒ Accounting System ☒ Timekeeping

12. Date of Last Federal Audit/Review (m/d/yyyy): 1/31/2023

Audit Agency/Firm:
BDO USA, LLP

If findings are reported, explain:

FINANCIAL STATEMENT AUDIT DATA

13. Date of Last Financial Statement Audit: 1/31/2023

Fiscal Period Audited: FY2022

Audit Firm: BDO USA, LLP

Auditor's Opinion on Financial Statement:

☐ Unqualified Opinion☒ Qualified, Disclaimer
or Adverse Opinions



USDA Forest Service

OMB 0596-0217
FS-1500-22

If other than unqualified, state reason:

<https://www.kpb.us/finance-dept/finance-documents>

https://www.kpb.us/component/easyfolderlistingpro/?view=download&format=raw&data=eNpFT8tqwzAQ_Jf9Acs2pOn61CQYSqCU9hByEht7bQvkB5LcBkr-PZJI05N2ZzSPJUxT_LO4Q2hGXbOBwmKelaieWrbJ-fOQlO8fSakGGiqWp7Gaex6cDf-8FGbLJiojhCA2qp3Zun_XFwQpFyxs-ygdqOewCoTw7FwiqmooFlooMqxcJ3JdoDOvWqso0vLbkeOITVJeMyHy1bhRmjfjNEclIDy-IV_ywrfIQAS-u3Wa6matx_dJGbZbdupLkXNUdSEDituCvnqF4R_Fv_EsX7kdx1b7tMcTBN5pDA,,

If you have not had an audit completed in the last two years, please submit a copy of your most recent tax forms (990 for non-profits). If you do not have a current tax form, please explain:

ACCOUNTING SYSTEM

14. Has any Government Agency rendered an official written opinion concerning the adequacy of the accounting system for the collection, identification and allocation of costs under Federal contracts/grants?

☐ Yes ☒ No

15. If yes, provide name and address of Agency performing review:

Attach a copy of the latest review and any subsequent correspondence, clearance documents, etc.

16. Which of the following best describes your accounting system:

☐ Manual ☐ Automated ☒ Combination

17. Does the accounting system identify the receipt and expenditure of program funds separately for each grant?

☒ Yes ☐ No ☐ Not Sure

18. Does the accounting system provide for the recording of expenditures for each grant/contract by budget cost categories shown in the approved budget?

☒ Yes ☐ No ☐ Not Sure

19. Does the accounting system provide for the recording of cost sharing or match for each grant? Can you ensure that documentation is available to support recorded match or cost share?

☒ Yes ☐ No ☐ Not Sure

20. Are time distribution records maintained for each employee that specifically identify effort charged to a particular grant or cost objective?

☒ Yes ☐ No ☐ Not Sure

21. Does the accounting/financial system include budgetary controls to preclude incurring obligations or costs in excess of total funds available for a grant?

☒ Yes ☐ No ☐ Not Sure

22. Does the accounting/financial system include budgetary controls to preclude incurring obligations or costs in excess of total funds available for a budget cost category (e.g. Personnel, Travel, etc.)?

☒ Yes ☐ No ☐ Not Sure

23. Is your organization generally familiar with the existing regulation and guidelines containing the Cost Principles and procedures for the determination and allowance of costs in connection with Federal grants?

☒ Yes ☐ No ☐ Not Sure

FUNDS MANAGEMENT

24. Is a separate bank account maintained for Federal grant funds?

☐ Yes ☒ No

25. If a separate bank account is not maintained, can the Federal grant funds and related expenses be readily identified?

☒ Yes ☐ No



USDA Forest Service

OMB 0596-0217
FS-1500-22

PROPERTY STANDARDS, PROCUREMENT STANDARDS, AND TRAVEL POLICIES

PROPERTY STANDARDS

26. Does your property management system(s) provide for maintaining: (1) a description of the equipment; (2) an identification number; (3) source of the property, including the award number; (4) where title vests; (5) acquisition date; (6) federal share of property cost; (7) location and condition of the property; (8) acquisition cost; & (9) ultimate disposition information? ☒ Yes ☐ No ☐ Not Sure

27. Does your property management system(s) provide for a physical inventory and reconciliation of property at least every two years? ☒ Yes ☐ No ☐ Not Sure

28. Does your property management system(s) provide controls to insure safeguards against loss, damage or theft of the property? ☒ Yes ☐ No ☐ Not Sure

PROCUREMENT STANDARDS

29. Does your organization maintain written procurement procedures which (1) avoid unnecessary purchases; (2) provide an analysis of lease and purchase alternatives; and (3) provide a process for soliciting goods and services? ☒ Yes ☐ No ☐ Not Sure

30. Does your procurement system provide for the conduct to ensure selection on a competitive basis and documentation of cost or price analysis for each procurement action? ☒ Yes ☐ No ☐ Not Sure

31. Does your procurement system include provisions for checking the "Excluded Parties List" system for suspended or debarred sub-grantees and contractors, prior to award? www.sam.gov ☒ Yes ☐ No ☐ Not Sure

TRAVEL POLICY

32. Does your organization maintain a standard travel policy or, if no policy exists, does your organization adhere to rates and amounts established under 5 U.S.C. 5701-11, ("Travel and Subsistence Expenses; Mileage Allowances"), and policies under the Federal Acquisition Regulations at 48 CFR 31.205- 46(a)? ☒ Yes ☐ No ☐ Not Sure

SUBRECIPIENT MANAGEMENT

33. (For Pass-through entities only). Does your organization have controls in place to monitor activities of subrecipients, as necessary, to ensure that Federal awards are used for authorized purposes in compliance with laws, regulations, and the provisions of the award and that performance goals are achieved. ☒ Yes ☐ No ☐ Not Sure

INDIRECT COSTS

34. My organization has an established indirect cost rate ☐ Yes ☒ No ☐ Not Sure

35. If my organization chooses to charge indirect costs to the Federal award or use indirect costs as a match, you understand that you must prepare an indirect cost rate proposal and submit it to your cognizant Federal agency for approval. Alternatively, you may use a de minimus rate of 10% of modified total direct costs (MTDC). ☐ Yes ☐ No ☐ Not Sure

STANDARDS FOR FINANCIAL MANAGEMENT SYSTEMS AND APPLICANT CERTIFICATION

I certify that the above information is complete and correct to the best of my knowledge.

Signature:

Name: Peter A. Micciche, Borough Mayor



KENAI PENINSULA BOROUGH

Unique Entity ID LFJ1BSEYK6H3	CAGE / NCAGE 3LFB7	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Dec 6, 2023	
Physical Address 144 N Binkley ST Soldotna, Alaska 99669-7520 United States	Mailing Address Kenai Peninsula Borough 144 N Binkley ST Soldotna, Alaska 99669-7520 United States	

Business Information

Doing Business as (blank)	Division Name (blank)	Division Number (blank)
Congressional District Alaska 00	State / Country of Incorporation (blank) / (blank)	URL (blank)

Registration Dates

Activation Date Dec 12, 2022	Submission Date Dec 6, 2022	Initial Registration Date Oct 30, 2003
--	---------------------------------------	--

Entity Dates

Entity Start Date Jan 1, 1964	Fiscal Year End Close Date Jun 30
---	---

Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure U.S. Government Entity	Entity Type US Local Government	Organization Factors (blank)
---	---	--

Profit Structure
(blank)

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Government Types

U.S. Local Government

County

Financial Information

Accepts Credit Card Payments
No

Debt Subject To Offset
No

EFT Indicator
0000

CAGE Code
3LFB7

Taxpayer Information

EIN
920030894

Type of Tax
Applicable Federal Tax

Taxpayer Name
KENAI PENINSULA BOROUGH OF

Tax Year (Most Recent Tax Year)
2020

Name/Title of Individual Executing Consent
Finance Director

TIN Consent Date
Dec 6, 2022

Address

**144 N Binkley ST
Soldotna, Alaska 99669**

Points of Contact

Accounts Receivable POC

📧
**Brandi R Harbaugh
bharbaugh@kpb.us
9077142170**

Electronic Business

📧
**Chad Friedersdorff
cfriedersdorff@kpb.us
9077142194**

**144 North Binkley
Soldotna, Alaska 99669
United States**

Brandi R Harbaugh
bharbaugh@kpb.us
9077142170

144 North Binkley
Soldotna, Alaska 99669
United States

Government Business

📧
**Brandi R Harbaugh
bharbaugh@kpb.us
9077142170**

**144 North Binkley
Soldotna, Alaska 99669
United States**

Brandi R Harbaugh
bharbaugh@kpb.us
9077142170

144 North Binkley
Soldotna, Alaska 99669
United States

Security Information

Company Security Level
(blank)

Highest Level Employee Security Level
(blank)

Service Classifications

NAICS Codes

Primary NAICS Codes
Yes 921190

NAICS Title
Other General Government Support

Size Metrics

IGT Size Metrics

Annual Revenue (from all IGTs)
(blank)

Worldwide

Annual Receipts (in accordance with 13 CFR 121)	Number of Employees (in accordance with 13 CFR 121)
\$160,000,000.00	335

Location

Annual Receipts (in accordance with 13 CFR 121)	Number of Employees (in accordance with 13 CFR 121)
\$160,000,000.00	335

Industry-Specific

Barrels Capacity (blank)	Megawatt Hours (blank)	Total Assets (blank)
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Electronic Data Interchange (EDI) Information

This entity did not enter the EDI information

Disaster Response

This entity does not appear in the disaster response registry.

Introduced by:	Mayor
Date:	08/17/21
Action:	Adopted
Vote:	8 Yes, 0 No, 1 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2021-064**

**A RESOLUTION ADOPTING JOINT RESOLUTION NO. 2021-002 OF THE
ASSEMBLY OF THE KENAI PENINSULA BOROUGH AND COUNCILS OF THE
CITIES OF HOMER, KACHEMAK, KENAI, SELDOVIA, SEWARD AND SOLDOTNA,
SUPPORTING A REQUEST FOR FEDERAL AID SUBMITTED BY THE KENAI
PENINSULA BOROUGH TO ALASKA'S U.S. CONGRESSIONAL DELEGATION FOR
THE PURPOSE OF SPRUCE BARK BEETLE MITIGATION**

WHEREAS, Southcentral Alaska is experiencing a forest crisis in the form of a resurgence of the 1990s spruce beetle outbreak where over one million acres were impacted on the Kenai Peninsula before the infestation was addressed; and

WHEREAS, the Borough, the Cities, and all residents and landowners within the Kenai Peninsula Borough share a common goal to mitigate the devastating impacts of this resurgent spruce bark beetle outbreak and find that it serves public interest to work together toward completing hazard mitigation projects across all lands; and

WHEREAS, federal assistance in addressing this critical forest crisis is necessary to mitigate the hazardous impacts on private and public property in the Kenai Peninsula Borough;

**NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI
PENINSULA BOROUGH:**


SECTION 1. That the Kenai Peninsula Borough Assembly approve and adopt Joint Resolution 2021-002.

SECTION 2. That Assembly President Brent Hibbert is authorized to sign Joint Resolution 2021-002 on behalf of the Kenai Peninsula Borough.

SECTION 3. That a copy of this resolution be sent to the Kenai Peninsula Borough State Legislative Delegation, the Governor of the State of Alaska, and the Alaska U.S. Congressional Delegation.

SECTION 4. That this resolution takes effect immediately upon adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 17TH DAY OF AUGUST, 2021.



Brent Hibbert, Assembly President

ATTEST:


Jonni Blankenship, MMC, Borough Clerk

Yes: Bjoikman, Carpenter, Chesley, Cox, Durne, E'am, Johnson, Hibbert

No: None

Absent: Derkevorkian

**KENAI PENINSULA BOROUGH
CITY OF HOMER
KACHEMAK CITY
CITY OF KENAI
CITY OF SELDOVIA
CITY OF SEWARD
CITY OF SOLDOTNA**

JOINT RESOLUTION NO. 2021-002

**A JOINT RESOLUTION OF THE ASSEMBLY OF THE KENAI PENINSULA
BOROUGH AND COUNCILS OF THE CITIES OF HOMER, KACHEMAK, KENAI,
SELDOVIA, SEWARD AND SOLDOTNA RESPECTIVELY, SUPPORTING A
REQUEST FOR FEDERAL AID SUBMITTED BY THE KENAI PENINSULA
BOROUGH TO ALASKA'S U.S. CONGRESSIONAL DELEGATION FOR THE
PURPOSE OF SPRUCE BARK BEETLE MITIGATION**

WHEREAS, Southcentral Alaska is experiencing a forest crisis in the form of a resurgence of the 1990s spruce beetle outbreak where over one million acres were impacted on the Kenai Peninsula before the infestation was addressed; and

WHEREAS, an aerial detection survey conducted in 2019 mapped 150,000 acres of spruce beetle damages revealing the initial beetle outbreak that the Kenai Peninsula is currently experiencing; and

WHEREAS, the outbreak spread is visibly apparent and impacts all lands, whether private or public; and

WHEREAS, the Borough has submitted a request for federal aid in the amount of \$35 million to Alaska's U.S. Congressional Delegation for spruce bark beetle mitigation; and

WHEREAS, the Borough, the Cities, and all residents and landowners within the Kenai Peninsula Borough share a common goal to mitigate the devastating impacts of this resurgent spruce bark beetle outbreak and find that it serves public interest to work together toward completing hazard mitigation projects across all lands; and

WHEREAS, federal assistance in addressing this critical forest crisis is necessary to mitigate the hazardous impacts on private and public property in the Kenai Peninsula Borough;

NOW, THEREFORE, BE IT RESOLVED BY THE KENAI PENINSULA BOROUGH ASSEMBLY AND THE COUNCILS OF THE CITY OF HOMER, KACHEMAK CITY, CITY OF KENAI, CITY OF SELDOVIA, CITY OF SEWARD AND CITY OF SOLDOTNA:

SECTION 1. That the borough administration and administrations for the Cities of Homer, Kenai, Seldovia, Seward, and Soldotna, respectively, support the request submitted by the Kenai Peninsula Borough for the purpose of spruce bark beetle mitigation in the amount of \$35,000,000.00 and the respective administrations are authorized to execute letters of support or other necessary documentation in

support of the borough's request for federal assistance to address the spruce bark beetle forest crisis.

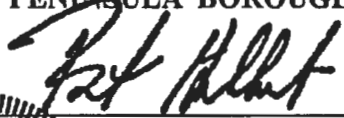
SECTION 2. That this resolution takes effect immediately upon adoption of the Kenai Peninsula Borough Assembly and the City Councils of the City of Homer, Kachemak City, City of Kenai, City of Seldovia, City of Seward and the City of Soldotna.

APPROVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS
17th DAY OF August, 2021.

ATTEST:


Johni Blankenship, MMC, Borough Clerk




Robert, Assembly President

APPROVED BY THE COUNCIL OF THE CITY OF HOMER THIS ____ DAY OF
_____, 2021.

ATTEST:

Melissa Jacobsen, MMC, City Clerk

Ken Castner, Mayor

APPROVED BY THE COUNCIL OF KACHEMAK CITY THIS ____ DAY OF
_____, 2021.

ATTEST:

Erica Fitzpatrick, City Clerk

William Overway, Mayor

APPROVED BY THE COUNCIL OF THE CITY OF KENAI THIS ____ DAY OF
_____, 2021.

ATTEST:

Brian Gabriel Sr., Mayor

support of the borough's request for federal assistance to address the spruce bark beetle forest crisis.

SECTION 2. That this resolution takes effect immediately upon adoption of the Kenai Peninsula Borough Assembly and the City Councils of the City of Homer, Kachemak City, City of Kenai, City of Seldovia, City of Seward and the City of Soldotna.

APPROVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS _____ DAY OF _____, 2021.

Brent Hibbert, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

APPROVED BY THE COUNCIL OF THE CITY OF HOMER THIS 9th DAY OF August, 2021.

Ken Castner, Mayor

ATTEST:

Melissa Jacobsen, MMC, City Clerk

APPROVED BY THE COUNCIL OF KACHEMAK CITY THIS _____ DAY OF _____, 2021.

William Overway, Mayor

ATTEST:

Wendy Wayne, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF KENAI THIS _____ DAY OF _____, 2021.

Brian Gabriel Sr., Mayor

ATTEST:

Joint Resolution No. 2021-002
Page 2 of 3

support of the borough's request for federal assistance to address the spruce bark beetle forest crisis.

SECTION 2. That this resolution takes effect immediately upon adoption of the Kenai Peninsula Borough Assembly and the City Councils of the City of Homer, Kachemak City, City of Kenai, City of Seldovia, City of Seward and the City of Soldotna.

APPROVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS _____ DAY OF _____, 2021.

Brent Hibbert, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

APPROVED BY THE COUNCIL OF THE CITY OF HOMER THIS _____ DAY OF _____, 2021.

Ken Castner, Mayor

ATTEST:

Melissa Jacobsen, MMC, City Clerk

APPROVED BY THE COUNCIL OF KACHEMAK CITY THIS 11th DAY OF August, 2021.

William Overway, Mayor

ATTEST:

Erica Fitzpatrick, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF KENAI THIS _____ DAY OF _____, 2021.

Brian Gabriel Sr., Mayor

ATTEST:

Jamie Heinz, MMC, City Clerk

support of the borough's request for federal assistance to address the spruce bark beetle forest crisis.

SECTION 2. That this resolution takes effect immediately upon adoption of the Kenai Peninsula Borough Assembly and the City Councils of the City of Homer, Kachemak City, City of Kenai, City of Seldovia, City of Seward and the City of Soldotna.

APPROVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS _____ DAY OF _____, 2021.

Brent Hibbert, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

APPROVED BY THE COUNCIL OF THE CITY OF HOMER THIS _____ DAY OF _____, 2021.

Ken Castner, Mayor

ATTEST:

Melissa Jacobsen, MMC, City Clerk

APPROVED BY THE COUNCIL OF KACHEMAK CITY THIS _____ DAY OF _____, 2021.

William Overway, Mayor

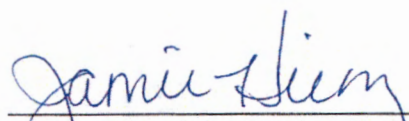
ATTEST:

Wendy Wayne, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF KENAI THIS 12th DAY OF August, 2021.

Brian Gabriel Sr., Mayor

ATTEST:



Jamie Heinz, MMC, City Clerk



APPROVED BY THE COUNCIL OF THE CITY OF SELDOVIA THIS _____ DAY OF _____, 2021.

Jeremiah Campbell, Mayor

ATTEST:

Heidi Geagel, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SEWARD THIS _____ DAY OF _____, 2021.

Christy Terry, Mayor

ATTEST:

Brenda Ballou, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SOLDOTNA THIS _____ DAY OF _____, 2021.

Paul Whitney, Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SELDOVIA THIS 16th DAY OF August, 2021.

Jeremiah D. Campbell
Jeremiah Campbell, Mayor

ATTEST:

Heidi Geagel
Heidi Geagel, City Clerk



APPROVED BY THE COUNCIL OF THE CITY OF SEWARD THIS _____ DAY OF _____, 2021.

Christy Terry, Mayor

ATTEST:

Brenda Ballou, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SOLDOTNA THIS _____ DAY OF _____, 2021.

Paul Whitney, Mayor

ATTEST:

Michelle M. Sancer, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SELDOVIA THIS _____ DAY OF _____, 2021.

Jeremiah Campbell, Mayor

ATTEST:

Heidi Geagel, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SEWARD THIS 23rd DAY OF August, 2021.

Christy Terry, Mayor

ATTEST:

Brenda Ballou, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SOLDOTNA THIS _____ DAY OF _____, 2021.

Paul Whitney, Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SELDOVIA THIS _____ DAY OF _____, 2021.

Jeremiah Campbell, Mayor

ATTEST:

Heidi Geagel, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SEWARD THIS _____ DAY OF _____, 2021.

Christy Terry, Mayor

ATTEST:

Brenda Ballou, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SOLDOTNA THIS 11th DAY OF August, 2021.

Paul G. Whitney, Mayor

ATTEST:

Michelle M. Sauer, MMC, City Clerk



Introduced by:	Mayor
Date:	08/17/21
Action:	Adopted
Vote:	8 Yes, 0 No, 1 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2021-064**

**A RESOLUTION ADOPTING JOINT RESOLUTION NO. 2021-002 OF THE
ASSEMBLY OF THE KENAI PENINSULA BOROUGH AND COUNCILS OF THE
CITIES OF HOMER, KACHEMAK, KENAI, SELDOVIA, SEWARD AND SOLDOTNA,
SUPPORTING A REQUEST FOR FEDERAL AID SUBMITTED BY THE KENAI
PENINSULA BOROUGH TO ALASKA'S U.S. CONGRESSIONAL DELEGATION FOR
THE PURPOSE OF SPRUCE BARK BEETLE MITIGATION**

WHEREAS, Southcentral Alaska is experiencing a forest crisis in the form of a resurgence of the 1990s spruce beetle outbreak where over one million acres were impacted on the Kenai Peninsula before the infestation was addressed; and

WHEREAS, the Borough, the Cities, and all residents and landowners within the Kenai Peninsula Borough share a common goal to mitigate the devastating impacts of this resurgent spruce bark beetle outbreak and find that it serves public interest to work together toward completing hazard mitigation projects across all lands; and

WHEREAS, federal assistance in addressing this critical forest crisis is necessary to mitigate the hazardous impacts on private and public property in the Kenai Peninsula Borough;

**NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI
PENINSULA BOROUGH:**

SECTION 1. That the Kenai Peninsula Borough Assembly approve and adopt Joint Resolution 2021-002.

SECTION 2. That Assembly President Brent Hibbert is authorized to sign Joint Resolution 2021-002 on behalf of the Kenai Peninsula Borough.

SECTION 3. That a copy of this resolution be sent to the Kenai Peninsula Borough State Legislative Delegation, the Governor of the State of Alaska, and the Alaska U.S. Congressional Delegation.

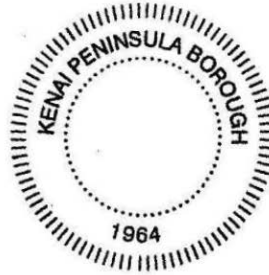
SECTION 4. That this resolution takes effect immediately upon adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 17TH DAY OF AUGUST, 2021.



Brent Hibbert, Assembly President

ATTEST:


Jonni Blankenship, MMC, Borough Clerk

Yes: Bjorkman, Carpenter, Chesley, Cox, Dunne, Elam, Johnson, Hibbert
No: None
Absent: Derkevorkian

**KENAI PENINSULA BOROUGH
CITY OF HOMER
KACHEMAK CITY
CITY OF KENAI
CITY OF SELDOVIA
CITY OF SEWARD
CITY OF SOLDOTNA**

JOINT RESOLUTION NO. 2021-002

**A JOINT RESOLUTION OF THE ASSEMBLY OF THE KENAI PENINSULA
BOROUGH AND COUNCILS OF THE CITIES OF HOMER, KACHEMAK, KENAI,
SELDOVIA, SEWARD AND SOLDOTNA RESPECTIVELY, SUPPORTING A
REQUEST FOR FEDERAL AID SUBMITTED BY THE KENAI PENINSULA
BOROUGH TO ALASKA'S U.S. CONGRESSIONAL DELEGATION FOR THE
PURPOSE OF SPRUCE BARK BEETLE MITIGATION**

WHEREAS, Southcentral Alaska is experiencing a forest crisis in the form of a resurgence of the 1990s spruce beetle outbreak where over one million acres were impacted on the Kenai Peninsula before the infestation was addressed; and

WHEREAS, an aerial detection survey conducted in 2019 mapped 150,000 acres of spruce beetle damages revealing the initial beetle outbreak that the Kenai Peninsula is currently experiencing; and

WHEREAS, the outbreak spread is visibly apparent and impacts all lands, whether private or public; and

WHEREAS, the Borough has submitted a request for federal aid in the amount of \$35 million to Alaska's U.S. Congressional Delegation for spruce bark beetle mitigation; and

WHEREAS, the Borough, the Cities, and all residents and landowners within the Kenai Peninsula Borough share a common goal to mitigate the devastating impacts of this resurgent spruce bark beetle outbreak and find that it serves public interest to work together toward completing hazard mitigation projects across all lands; and

WHEREAS, federal assistance in addressing this critical forest crisis is necessary to mitigate the hazardous impacts on private and public property in the Kenai Peninsula Borough;

NOW, THEREFORE, BE IT RESOLVED BY THE KENAI PENINSULA BOROUGH ASSEMBLY AND THE COUNCILS OF THE CITY OF HOMER, KACHEMAK CITY, CITY OF KENAI, CITY OF SELDOVIA, CITY OF SEWARD AND CITY OF SOLDOTNA:

SECTION 1. That the borough administration and administrations for the Cities of Homer, Kenai, Seldovia, Seward, and Soldotna, respectively, support the request submitted by the Kenai Peninsula Borough for the purpose of spruce bark beetle mitigation in the amount of \$35,000,000.00 and the respective administrations are authorized to execute letters of support or other necessary documentation in

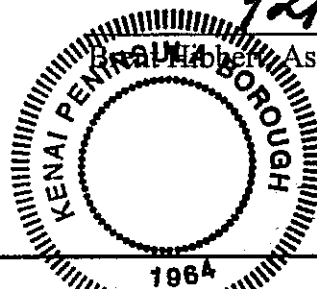
support of the borough's request for federal assistance to address the spruce bark beetle forest crisis.

SECTION 2. That this resolution takes effect immediately upon adoption of the Kenai Peninsula Borough Assembly and the City Councils of the City of Homer, Kachemak City, City of Kenai, City of Seldovia, City of Seward and the City of Soldotna.

APPROVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS
17th DAY OF AUGUST, 2021.

ATTEST:

Johni Blankenship
Johni Blankenship, MMC, Borough Clerk



Ken Castner
Ken Castner, Assembly President

APPROVED BY THE COUNCIL OF THE CITY OF HOMER THIS _____ DAY OF
_____, 2021.

ATTEST:

Melissa Jacobsen
Melissa Jacobsen, MMC, City Clerk

Ken Castner
Ken Castner, Mayor

APPROVED BY THE COUNCIL OF KACHEMAK CITY THIS _____ DAY OF
_____, 2021.

ATTEST:

Erica Fitzpatrick
Erica Fitzpatrick, City Clerk

William Overway
William Overway, Mayor

APPROVED BY THE COUNCIL OF THE CITY OF KENAI THIS _____ DAY OF
_____, 2021.

ATTEST:

Brian Gabriel Sr.
Brian Gabriel Sr., Mayor

support of the borough's request for federal assistance to address the spruce bark beetle forest crisis.

SECTION 2. That this resolution takes effect immediately upon adoption of the Kenai Peninsula Borough Assembly and the City Councils of the City of Homer, Kachemak City, City of Kenai, City of Seldovia, City of Seward and the City of Soldotna.

APPROVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS _____ DAY OF _____, 2021.

Brent Hibbert, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

APPROVED BY THE COUNCIL OF THE CITY OF HOMER THIS 9th DAY OF August, 2021.

Ken Castner, Mayor

ATTEST:

Melissa Jacobsen, MMC, City Clerk

APPROVED BY THE COUNCIL OF KACHEMAK CITY THIS _____ DAY OF _____, 2021.

William Overway, Mayor

ATTEST:

Wendy Wayne, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF KENAI THIS _____ DAY OF _____, 2021.

Brian Gabriel Sr., Mayor

ATTEST:

support of the borough's request for federal assistance to address the spruce bark beetle forest crisis.

SECTION 2. That this resolution takes effect immediately upon adoption of the Kenai Peninsula Borough Assembly and the City Councils of the City of Homer, Kachemak City, City of Kenai, City of Seldovia, City of Seward and the City of Soldotna.

APPROVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS _____ DAY OF _____, 2021.

Brent Hibbert, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

APPROVED BY THE COUNCIL OF THE CITY OF HOMER THIS _____ DAY OF _____, 2021.

Ken Castner, Mayor

ATTEST:

Melissa Jacobsen, MMC, City Clerk

APPROVED BY THE COUNCIL OF KACHEMAK CITY THIS 11th DAY OF August, 2021.

William Overway, Mayor

ATTEST:

Erica Fitzpatrick, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF KENAI THIS _____ DAY OF _____, 2021.

Brian Gabriel Sr., Mayor

ATTEST:

Jamie Heinz, MMC, City Clerk

support of the borough's request for federal assistance to address the spruce bark beetle forest crisis.

SECTION 2. That this resolution takes effect immediately upon adoption of the Kenai Peninsula Borough Assembly and the City Councils of the City of Homer, Kachemak City, City of Kenai, City of Seldovia, City of Seward and the City of Soldotna.

APPROVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS _____ DAY OF _____, 2021.

ATTEST:

Brent Hibbert, Assembly President

Johni Blankenship, MMC, Borough Clerk

APPROVED BY THE COUNCIL OF THE CITY OF HOMER THIS _____ DAY OF _____, 2021.

ATTEST:

Ken Castner, Mayor

Melissa Jacobsen, MMC, City Clerk

APPROVED BY THE COUNCIL OF KACHEMAK CITY THIS _____ DAY OF _____, 2021.

ATTEST:

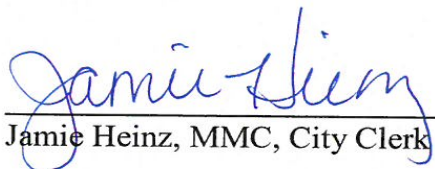
William Overway, Mayor

Wendy Wayne, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF KENAI THIS 18th DAY OF August, 2021.

ATTEST:

Brian Gabriel Sr., Mayor



Jamie Heinz, MMC, City Clerk



APPROVED BY THE COUNCIL OF THE CITY OF SELDOVIA THIS _____ DAY OF _____, 2021.

Jeremiah Campbell, Mayor

ATTEST:

Heidi Geagel, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SEWARD THIS _____ DAY OF _____, 2021.

Christy Terry, Mayor

ATTEST:

Brenda Ballou, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SOLDOTNA THIS _____ DAY OF _____, 2021.

Paul Whitney, Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SELDOVIA THIS 16th DAY OF August, 2021.

Jeremiah D. Campbell
Jeremiah Campbell, Mayor

ATTEST:

Heidi Geagel
Heidi Geagel, City Clerk



APPROVED BY THE COUNCIL OF THE CITY OF SEWARD THIS ____ DAY OF _____, 2021.

Christy Terry, Mayor

ATTEST:

Brenda Ballou, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SOLDOTNA THIS ____ DAY OF _____, 2021.

Paul Whitney, Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SELDOVIA THIS _____ DAY OF _____, 2021.

Jeremiah Campbell, Mayor

ATTEST:

Heidi Geagel, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SEWARD THIS 23rd DAY OF August, 2021.

Christy Terry, Mayor

ATTEST:

Brenda Ballou, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SOLDOTNA THIS _____ DAY OF _____, 2021.

Paul Whitney, Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SELDOVIA THIS ____ DAY OF _____, 2021.

Jeremiah Campbell, Mayor

ATTEST:

Heidi Geagel, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SEWARD THIS ____ DAY OF _____, 2021.

Christy Terry, Mayor

ATTEST:

Brenda Ballou, MMC, City Clerk

APPROVED BY THE COUNCIL OF THE CITY OF SOLDOTNA THIS 14th DAY OF August, 2021.

Paul G. Whitney, Mayor

ATTEST:

Michelle M. Sauer, MMC, City Clerk



Introduced by:	Mayor
Date:	08/01/23
Hearing:	08/15/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-09**

**APPROPRIATING FUNDS FROM THE GENERAL FUND TO PURCHASE AND
INSTALL TEMPORARY LANDFILL COVERS AT CENTRAL PENINSULA
LANDFILL**

WHEREAS, Central Peninsula Landfill (“CPL”) has been dealing with the large inventory of leachate and limited disposal options available; and

WHEREAS, delays in receiving grant funds for installation of a new leachate concentrator have further increased the need to limit leachate production at the site; and

WHEREAS, the Solid Waste Department is requesting \$700,000 to purchase and install temporary covers over MSW Cells 1 and 2; and

WHEREAS, current modeling shows that approximately 4.5 million gallons of leachate are generated in Cells 1 and 2 annually through precipitation falling on the cells and infiltrating into the waste, covers would be installed this fall prior to snowfall to minimize infiltration during breakup and through the future;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$700,000 is appropriated from the General Fund fund balance to be transferred to account 290.32122.SHEET.49999 to support the CPL Rain Sheet Project and related costs.

SECTION 2. That appropriations made in this ordinance are project length in nature and as such do not lapse at the end of any particular fiscal year.

SECTION 3. That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2023.**

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Solid Waste Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

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

FROM: Lee Frey, Solid Waste Director *LF*

DATE: July 20, 2023

RE: Ordinance 2023-19-09 Appropriating Funds from the General Fund to Purchase and Install Temporary Landfill Covers at Central Peninsula Landfill (Mayor)

Central Peninsula Landfill (CPL) has been dealing with the large inventory of leachate and has limited disposal options available. Delays in receiving grant funds for installation of a new leachate concentrator have further increased the need to limit leachate production at the site.

The Solid Waste Department is requesting \$700,000 to purchase and install temporary covers over MSW Cells 1 and 2. These covers would be 12 mil, reinforced liners to be sewn together and placed on the top and sides of the cells.

Current modeling shows that approximately 4.5 million gallons of leachate are generated in Cells 1 and 2 annually through precipitation falling on the cells and infiltrating into the waste. CPL currently minimizes infiltration through soil covers, slopes, ditching and seeding. While this approach is effective, it does not prevent all rain water from infiltrating. The temporary covers would be installed this fall, prior to snow fall to minimize infiltration during breakup and through the future rain events until operations return to these cells in approximately 2 years for completion of the cells and eventual final cover.

Leachate processing costs are variable at CPL and 20 cents per gallon would be a conservative number. If temporary covers reduce leachate generation by a conservative estimate of 2.5 million gallons, it would save approximately \$500,000 in leachate management costs per year. The covers would be covering approximately 520,000 square feet of area and one inch of rain over this area is approximately 325,000 gallons of water.

The Solid Waste Department recommends appropriating \$700,000 from the General Fund fund balance for the purchase and installation of temporary covers at the Central Peninsula Landfill.

Your consideration is appreciated.

FINANCE DEPARTMENT
FUNDS VERIFIED

Acct. No.: 100.27910 Amount: \$ 700,000

By: *CF* Date: 7/19/2023

Introduced by:	Mayor
Date:	08/01/23
Hearing:	08/15/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-10**

**DEOBLIGATING AND APPROPRIATING SOLID WASTE CAPITAL PROJECT
FUNDS PREVIOUSLY APPROPRIATED FOR BRUSHING AT SOLID WASTE
FACILITIES TO THE LEACHATE REDUCTION PROJECT**

WHEREAS, in FY2021, the Assembly appropriated funds of \$175,000 for brushing around facilities and fences at Solid Waste facilities of which \$123,409 is remaining after completion of the project; and

WHEREAS, the Solid Waste Department is waiting on final award of an EPA grant to install the new leachate concentrator at Central Peninsula Landfill; and

WHEREAS, existing available project funds are nearly exhausted and the requested deobligated project funds of \$123,409 will be used to complete some design changes and assist with other associated costs with utility companies or unloading and staging the new equipment;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That up to \$123,410 is deobligated from the Solid Waste brushing project account 290.32122.SWBSH.49999 and appropriated to account 290.32122.LEACH.49999 to support the Leachate Reduction Project and related costs.

SECTION 2. That appropriations made in this ordinance are project length in nature and as such do not lapse at the end of any particular fiscal year.

SECTION 3. That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2023.**

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Solid Waste Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*

FROM: Lee Frey, Solid Waste Director *LF*
Brandi Harbaugh, Finance Director *BH*

DATE: July 20, 2023

RE: Ordinance 2023-19- 10, Deobligating and Appropriating Solid Waste Capital Project Funds Previously Appropriated for Brushing at Solid Waste Facilities to the Leachate Reduction Project (Mayor)

In FY2021, the Assembly appropriated funds of \$175,000 for brushing around facilities and fences at Solid Waste facilities. With favorable bids and quotes, major brushing was finished at the three manned transfer facilities, on the Homer closed cell and at several unmanned sites, completing the project. There is \$123,409 remaining in the project.

The Solid Waste Department is waiting on grant funds from an EPA grant to install the new leachate concentrator at Central Peninsula Landfill. Phase I of the construction project is finishing and we are finalizing design plans for installation of the new concentrator. Existing available funds used on the project are nearly exhausted and these funds are expected to be used to complete some design changes and assist with other associated costs with utility companies or unloading and staging the new equipment.

This ordinance deobligates and appropriates up to \$123,409 from a previously appropriated project in the Solid Waste Capital Project to supplement the Leachate Reduction Project.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>290.32122.SWBSH.49999</u>
Amount:	<u>Up to \$123,409</u>
By: <i>CJ</i>	Date: <u>7/19/2023</u>

Introduced by: Mayor, Johnson, Chesley
Date: 08/01/23
Hearing: 08/15/23
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-11**

**AN ORDINANCE AUTHORIZING AND APPROPRIATING A \$7,000,000 INTERFUND
LOAN FROM THE GENERAL FUND TO THE SOUTH KENAI PENINSULA
HOSPITAL SERVICE AREA FOR CAPITAL IMPROVEMENT PURPOSES**

- WHEREAS,** the Kenai Peninsula Borough (“Borough”) has entered into an Operating Agreement with South Peninsula Hospital, Inc. (“SPHI”) for operation of the South Peninsula Hospital and other medical facilities, and to provide other healthcare programs and services, on a nonprofit basis in order to ensure the continued availability to the South Kenai Peninsula Hospital Service Area (“SKPHSA”) residents; and
- WHEREAS,** KPB 5.08.025 authorizes the General Fund to provide loans to service areas on terms and conditions set in the code unless otherwise approved by ordinance; and
- WHEREAS,** South Peninsula Hospital’s (“SPH”) current Electronic Medical Record (“EMR”) Software is 20+ years old and has reached end-of-life; and
- WHEREAS,** replacement of the EMR software will increase patient access and transferability to medical records as well as provide hospital employees with additional tools for better serving patients; and
- WHEREAS,** exhausting the existing Plant Replacement and Expansion Fund (“PREF”) for this expenditure is not in the best interests of the service area because it would put the hospital in a vulnerable financial position and could inhibit the hospital’s ability to respond to unforeseen capital needs over the next year; and
- WHEREAS,** the Borough’s General Fund will provide a five-year loan with a fixed interest rate of 4.81 percent that compounds daily based on the current Alaska Industrial Development and Export Authority (“AIDEA”) five-year lending rate, interest will begin accruing on the date of the first reimbursement draw and payments will be due quarterly starting 90 days after the first draw; and
- WHEREAS,** providing the loan to SKPHSA will allow SPH to purchase the much needed EMR Software and retain adequate funding in operations and PREF to provide for operations and capital needs in the immediate future; and

WHEREAS, providing the interfund loan to SKPHSA will have no external overhead and no long-term cost to the Borough General Fund as it is an internally handled process; and

WHEREAS, the SPHI Board, at its June 28, 2023 meeting, adopted a resolution supporting the interfund loan to SKPHSA and authorizing repayment of loan funds from SPHI operating funds; and

WHEREAS, the South Kenai Peninsula Hospital Service Area Board, at its _____, 2023 meeting, recommended _____;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That pursuant to KPB 5.08.025 it is in the best interests of the Borough and the South Kenai Peninsula Hospital Service Area taxpayers to approve a loan to the Service Area from the General Fund. The loan will not require an increase in the mill levy for repayment purposes due to the fact that SPHI will repay the loan from operating funds. The loan is hereby approved upon the following terms and conditions:

1. Loan amount: \$7,000,000;
2. Purpose: purchase of electronic medical records software and project implementation costs for capital improvement purposes;
3. Term of the loan: 60 months from each date of reimbursement draw, no draws beyond 5 years from date of first draw;
4. Rate of interest: 4.81 percent; and
5. Installment payment frequency: Quarterly, starting 90 days after the first draw.

SECTION 2. That the amount of \$7,000,000 is appropriated from the General Fund fund balance to be transferred and representing a loan from the General Fund to the South Kenai Peninsula Hospital Service Area to account 491.81210.24EMR.49999 for the purchase of Electronic Medical Records Software project and related costs.

SECTION 3. That the Mayor is authorized to execute any agreements, instruments, other documents that may be needed to effectuate this ordinance and such documents may include additional terms or conditions so long as the substantive terms set forth in Section 1 remain in place unless or until the Assembly approves, by ordinance, an adjustment to the substantive terms and conditions.

SECTION 4. That this ordinance shall be effective immediately upon enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2023.**

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Acting Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Finance Department

MEMORANDUM

TO: Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
 Brent Johnson, Assembly President *BJ*
 Lane Chesley, Assembly Member *LC*

FROM: Brandi Harbaugh, Finance Director *BH*

DATE: July 20, 2023

RE: Ordinance 2023-19-*11*, Authorizing and Appropriating a \$7,000,000 Interfund Loan from the General Fund to the South Kenai Peninsula Hospital Service Area for Capital Improvement Purposes (Mayor, Johnson, Chesley)

The Kenai Peninsula Borough ("Borough") has entered into an Operating Agreement with South Peninsula Hospital, Inc. ("SPHI") for operation of the South Peninsula Hospital and other medical facilities, and to provide other healthcare programs and services, on a nonprofit basis in order to ensure the continued availability to the South Kenai Peninsula Hospital Service Area ("SKPHSA") residents.

South Peninsula Hospital's ("SPH") current Electronic Medical Record ("EMR") Software is 20+ years old and has reached end-of-life. Replacement of the EMR software will increase patient access and transferability to medical records as well as provide hospital employees with additional tools for better serving patients. Exhausting the existing Plant Replacement and Expansion Fund ("PREF") for this expenditure is not in the best interests of the service area because it would put the hospital in a vulnerable financial position and could inhibit the hospital's ability to respond to unforeseen capital needs over the next year.

Pursuant to KPB 5.08.025 and the terms established by this Ordinance, the Borough's General Fund will provide a 5-year loan with a fixed interest rate of 4.81% that compounds daily based on the current Alaska Industrial Development and Export Authority ("AIDEA") 5-year lending rate, interest will begin accruing on the date of the first draw and payments will be due quarterly starting 90 days after the first draw. Providing the interfund loan to SKPHSA will have no external overhead and no long-term cost to the Borough General Fund as it is an internally handled process.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acc. No. <u>100.27910</u>	Amount: <u>\$7,000,000</u>
By: <u><i>CJ</i></u>	Date: <u>7/24/2023</u>

Introduced by:	Administration
Date:	June 28, 2023
Action:	Approved
Vote:	Y-7, N-0, Exc.-3, Abstain-1

**SOUTH PENINSULA HOSPITAL
BOARD RESOLUTION
2023-21**

**A RESOLUTION OF THE SOUTH PENINSULA HOSPITAL BOARD OF DIRECTORS
TO SUPPORT AN INTERFUND LOAN TO SOUTH KENAI PENINSULA HOSPITAL
SERVICE AREA FROM THE KENAI PENINSULA BOROUGH GENERAL FUND FOR
ACQUISITION OF NEW ELECTRONIC MEDICAL RECORD SOFTWARE AND
AUTHORIZING REPAYMENT OF THE LOAN FROM SOUTH PENINSULA
HOSPITAL INC. OPERATING FUNDS**

WHEREAS, South Peninsula Hospital relies on multiple electronic medical records to operate its many service departments and CPSI is the primary electronic medical record used for the main hospital departments;

WHEREAS, CPSI has been used for 20+ years and the software does not offer many of the functionalities and integrations of other more widely used electronic medical records and there is a need for patients and staff to be able to access all records for the hospital and clinics in one system; and

WHEREAS, replacement of the EMR software will increase patient access and transferability to medical records as well as provide hospital employees with additional tools for better serving patients; and

WHEREAS, exhausting the existing Plant Replacement and Expansion Fund (PREF) for this expenditure would not leave the hospital in a position where they have the ability to respond to unforeseen capital needs over the next year and is not in the best interests of the service area; and

WHEREAS, the Kenai Peninsula Borough (Borough) General Fund will provide a 5-year loan with a fixed interest rate of 4.81% that compounds daily based on the current Alaska Industrial Development and Export Authority (AIDEA) 5-year lending rate, interest will begin accruing on the date of the first draw and payments will be due quarterly starting 90 days after the first draw; and

WHEREAS, providing the loan to SKPHSA will allow SPH to purchase the much needed EMR Software and retain adequate funding in operations and PREF to provide for operations and capital needs in the immediate future; and

WHEREAS, pursuant to KPB 5.08.025 it is in the best interests of the Borough and the South Kenai Peninsula Hospital Service Area taxpayers to approve a loan to the Service Area from the General Fund. The loan will not require an increase in the mill levy for repayment purposes due to the fact that SPHI will repay the loan from operating funds. The loan would have following terms and conditions:

1. Loan amount: \$7,000,000
2. Purpose: purchase of electronic medical records software and project implementation costs for capital improvement purposes.
3. Term of the loan: 60 months.
4. Rate of interest: 4.81%

5. Installment payment frequency: Quarterly, starting 90 days after the first draw.

WHEREAS, the South Peninsula Hospital Board of Directors supports the interfund loan up to \$7,000,000 to South Kenai Peninsula Hospital Service Area for acquisition of new Electronic Medical Records Software and authorizes repayment of the loan funds from South Peninsula Hospital operations; and

WHEREAS, the resolution to move forward with a note payable from the Kenai Peninsula Borough was discussed at Finance Committee on June 22, 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA HOSPITAL:

1. That the South Peninsula Hospital Board of Directors approves supporting an interfund loan from Kenai Peninsula Borough General Fund to the South Kenai Peninsula Hospital Service Area for up to \$7,000,000 for the purchase of an electronic medical record software and project implementation costs for capital improvement purposes.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA AT ITS MEETING HELD ON THIS 28th DAY OF JUNE, 2023.

ATTEST:



Julie Woodworth, Board Secretary



Kelly Cooper, Board President

APPROVED MINUTES
Central Emergency Services Area
Regular Monthly Board of Directors Meeting
So Prep
Thursday, October 20, 2022

- A. Call to Order:** Meeting called to order at 6:17 p.m.
- B. Roll Call and Introductions:**
Present: Gary Hale, Ryan Kapp, and Leslie Morton
Absent: Ralph Linn and Steve Tachick
Guest Present: Assemblyman Bill Elam
Staff Present: Deputy Chief Dan Grimes, and Glenda Kapp.
- C. Approval of Agenda:** Ms. Morton made a MOTION to approve the agenda, Mr. Hale seconded. Agenda amended to table item B "Election of Board Officers" until November 17 meeting. MOTION passed.
- D. Approval of Minutes:**
September 22, 2022 Regular Board Meeting: Mr. Hale made a MOTION to approve the September 22, 2022 minutes, Ms. Morton seconded. MOTION passed.
- E. Presentations:** None.
- F. Operations Report:**
- Call volume YTD increase 15% from 2021, with 2540 calls for service.
 - Proposition #3 Bond passed 66% to 34%.
 - Capital Projects currently working on RFP for design phase of station 1 project.
 - Bishops Attic currently not interested in parcel sell per Land Department.
 - Fire Technician new hire Zach Byler starting November 8.
 - Firefighter EMT/Paramedic position open, interviews and testing in November.
 - Training: Alaska Fire Conference in Fairbanks attended by five CES personnel, Fiero Station Design Conference in South Carolina attended by Chief Browning and T.O. Craig and Fire Apparatus Driver Operator (FADO) class running throughout summer and fall testing this Saturday.
 - Winter readiness with Mechanic Ed Salzer working on tire change over and brakes. Boats stored in ready condition, snow machines loaded into off road rescue trailer.
 - Medic 939, new medic unit, chassis expected to be at Braun NW December 2022.
 - Training site expansion project- fencing and gates are next, currently no progress from Capital Projects on bid process.
 - Radio Comms for SCBA project and Personal Escape systems project – R & D ongoing. Eng. Cushman and Cpt. Chihuly spearheading project.
 - Fire Prevention and Public Education: Very busy Fire Prevention month. So far, working in five different schools, with three more on November schedule. Tsalteshi Trails Spook night on schedule Sunday, October 30. Estimated student contact will be over 650 students. Big thanks to FF/Chuck Roney for filling in for Fire Marshal while also completing his regular duties.
- G. Finance Report:** 71% of year remaining. Discussed encumbrances on fuel and medical supply lines.

H. Old Business:

1. Station 5 staffed full time as of Saturday, October 1, 2022.

I. New Business:

1. Recommendations made to the board that they support CES Station 1 Funding to continue as a 2023 Legislative Priority. Mr. Hale made a MOTION: to "Recommend CES Station 1 Funding continue to be a 2023 Legislative Priority", Ms. Morton seconded MOTION passed. Administration asked to draft appropriate document of support.
2. CES Board recommended creating a KPB policy for Service Area Surplus of Fixed Property/Land Assets. Mr. Elam advises he is working to update Borough code and that he supports Service Area Fixed Property and Land Asset surplus return to service areas. He will provide information to CES Board on Ordinance and or Resolution process at November meeting.
3. CES Board recommended creating a Resolution/Ordinance for CES Service Area Surplus of Fixed Property/Land Assets of current Station 1 and/or Station 2. Mr. Elam will provide information at next meeting for process going forward. Mr. Kapp stated that CES Service Area Board fully supports actions toward securing surplus funds for service areas.

J. Public Comment: Mr. Elam appreciates all the work and effort by CES Chiefs and staff. They did a great job at sending a message of support to the community.

K. Board Member Comments:

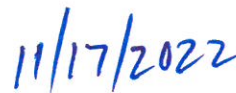
- Mr. Hale thanked both Chief Browning and D.C. Grimes for job well done in promoting land purchase and station proposition.
- Mr. Kapp commented that he would be interested to have a demonstration of the SCBA mask/radios that the department is currently testing. Brown Bears back in town and Chamber of Commerce pie auction coming up.
- Mrs. Morton is super excited that the proposition passed with so much support.
-

L. Next Board Meeting Date, Time, and Place: The next Regular Board meeting is scheduled for Thursday, November 17, 2022, 6:00 p.m., at So Prep.

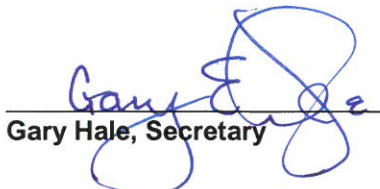
M. Adjournment: Meeting adjourned at 7:00 p.m.




Ryan Kapp, Chair



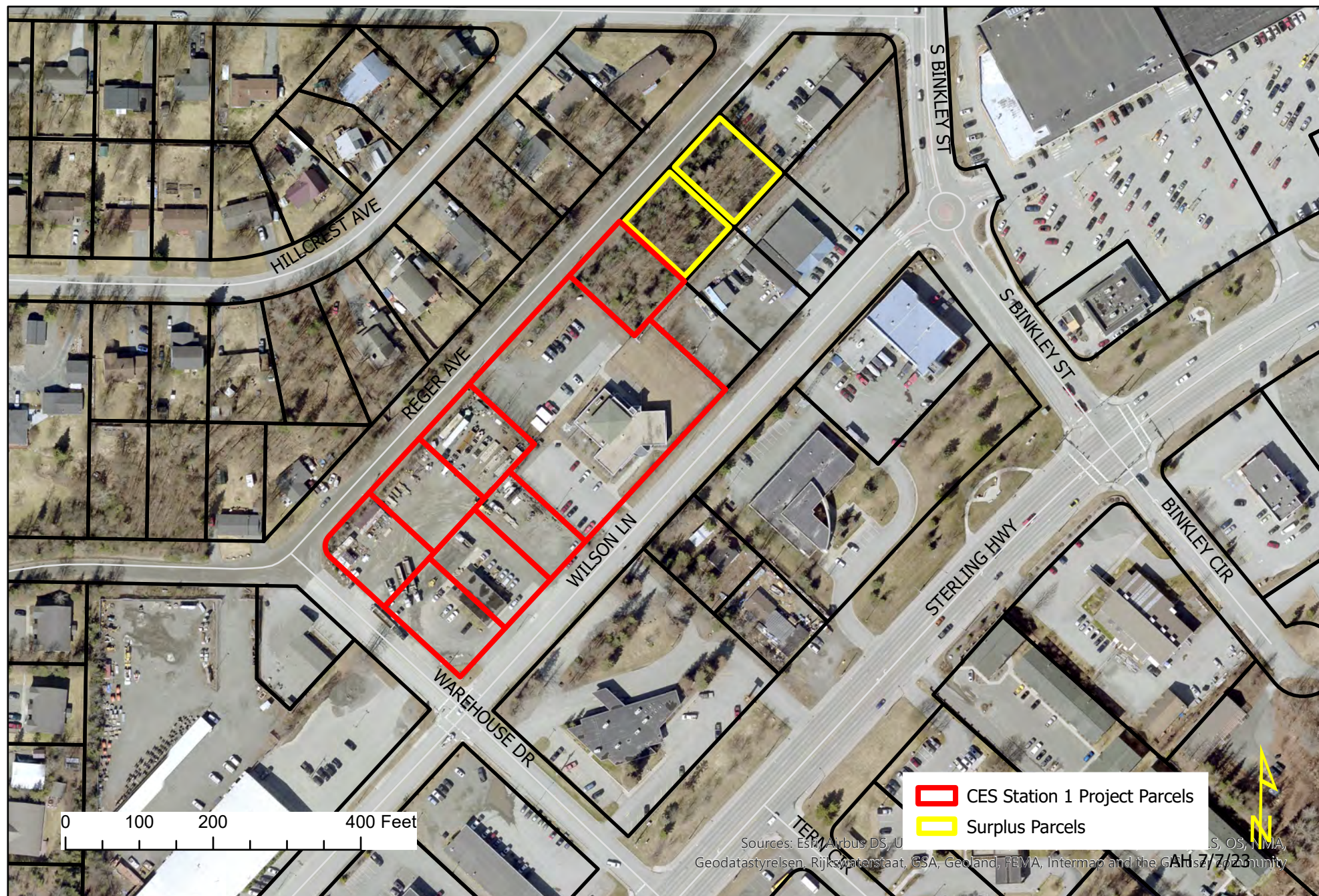
Date



Gary Hale, Secretary



Date



CES Station 1 Surplus Parcels

**Form 9-1366
(May 2018)**

**U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations**

**Customer #: 6000001104
Agreement #: 23WBJFA00000005
Project #: WB00GR1
TIN #: 92-0030894**

Fixed Cost Agreement YES[X] NO[]

THIS AGREEMENT is entered into as of the July 1, 2023, by the U.S. GEOLOGICAL SURVEY, Alaska Science Center Water, UNITED STATES DEPARTMENT OF THE INTERIOR, party of the first part, and the Kenai Peninsula Borough party of the second part.

1. The parties hereto agree that subject to the availability of appropriations and in accordance with their respective authorities there shall be maintained in cooperation Water Resource Investigations (per attachment), herein called the program. The USGS legal authority is 43 USC 36C; 43 USC 50, and 43 USC 50b.

2. The following amounts shall be contributed to cover all of the cost of the necessary field and analytical work directly related to this program. 2(b) include In-Kind-Services in the amount of \$0.00

- (a) \$75,000 by the party of the first part during the period
July 1, 2023 to July 31, 2024
- (b) \$80,000 by the party of the second part during the period
July 1, 2023 to July 31, 2024
- (c) Contributions are provided by the party of the first part through other USGS regional or national programs, in the amount of: \$0

Description of the USGS regional/national program:

- (d) Additional or reduced amounts by each party during the above period or succeeding periods as may be determined by mutual agreement and set forth in an exchange of letters between the parties.
- (e) The performance period may be changed by mutual agreement and set forth in an exchange of letters between the parties.

3. The costs of this program may be paid by either party in conformity with the laws and regulations respectively governing each party.

4. The field and analytical work pertaining to this program shall be under the direction of or subject to periodic review by an authorized representative of the party of the first part.

5. The areas to be included in the program shall be determined by mutual agreement between the parties hereto or their authorized representatives. The methods employed in the field and office shall be those adopted by the party of the first part to insure the required standards of accuracy subject to modification by mutual agreement.

6. During the course of this program, all field and analytical work of either party pertaining to this program shall be open to the inspection of the other party, and if the work is not being carried on in a mutually satisfactory manner, either party may terminate this agreement upon 60 days written notice to the other party.

7. The original records resulting from this program will be deposited in the office of origin of those records. Upon request, copies of the original records will be provided to the office of the other party.

8. The maps, records or reports resulting from this program shall be made available to the public as promptly as possible. The maps, records or reports normally will be published by the party of the first part. However, the party of the second part reserves the right to publish the results of this program, and if already published by the party of the first part shall, upon request, be furnished by the party of the first part, at cost, impressions suitable for purposes of reproduction similar to that for which the original copy was prepared. The maps, records or reports published by either party shall contain a statement of the cooperative relations between the parties. The Parties acknowledge that scientific information and data developed as a result of the Scope of Work (SOW) are subject to applicable USGS review, approval, and release requirements, which are available on the USGS Fundamental Science Practices website (<https://www2.usgs.gov/fsp/>).

Form 9-1366
(May 2018)

U.S. Department of the Interior
U.S. Geological Survey
Joint Funding Agreement
FOR
Water Resource Investigations

Customer #: 6000001104
Agreement #: 23WBJFA000000005
Project #: WB00GR1
TIN #: 92-0030894

9. Billing for this agreement will be rendered quarterly. Invoices not paid within 60 days from the billing date will bear Interest, Penalties, and Administrative cost at the annual rate pursuant the Debt Collection Act of 1982, (codified at 31 U.S.C. § 3717) established by the U.S. Treasury.

USGS Technical Point of Contact

Name: Jeff Conaway
Associate Center Director Water, Ice,
and Landscape Dynamics
Address: 4210 University Drive
Anchorage, AK 99508
Telephone: (907) 786-7041
Fax: (907) 786-7150
Email: jconaway@usgs.gov

Customer Technical Point of Contact

Name: Peter Micciche
Honorable Mayor
Address: 144 North Binkley
Soldotna, Alaska 99669
Telephone: (907) 714-2150
Fax:
Email: pmicciche@kpb.us

USGS Billing Point of Contact

Name: Starlyn Lenore
Budget Analyst
Address: 4210 University Drive
Anchorage, AK 99508
Telephone: (907) 786-7117
Fax:
Email: slenore@usgs.gov

Customer Billing Point of Contact

Name: Brenda Ahlberg
Emergency Manager
Address: 144 North Binkley
Soldotna, Alaska 99669
Telephone: (907) 262-2098
Fax:
Email: bahlberg@kpb.us

U.S. Geological Survey
United States
Department of Interior

Kenai Peninsula Borough

Signature

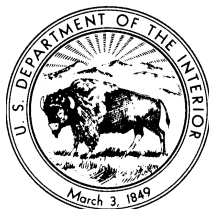
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Zimmerman, Christian E.
Date: 2023.07.03 10:32:28
-08'00'
By Zimmerman, Christian E. Date: _____
Name: Christian E. Zimmerman
Title: Director, Alaska Science Center

Signatures

By _____ Date: _____
Name:
Title:

By _____ Date: _____
Name:
Title:

By _____ Date: _____
Name:
Title:



United States Department of the Interior

U.S. GEOLOGICAL SURVEY ALASKA SCIENCE CENTER

4210 University Drive
Anchorage, Alaska 99508-4626

June 15, 2023

Honorable Peter A. Micciche, Mayor
Kenai Peninsula Borough
144 North Binkley
Soldotna, Alaska 99669
Attention: Brenda Ahlberg

Dear Mayor Micciche:

Thank you for your interest in the continuation of hydrologic data collection for flood warning and flood forecasting on the Kenai Peninsula. We have enclosed a Joint Funding Agreement (JFA) to continue operation for the stage-only gaging station on Anchor River near Anchor Point, and the continuous record stream gaging stations on Grouse Creek near Seward, Snow River near Seward, Kenai River at Cooper Landing, and Kenai River below Skilak Lake Outlet near Sterling.

A reduction in federal funding for our Cooperative Water Program required a reduction in the amount of the U.S. Geological Survey (USGS) contribution to the JFA from previous years. This reduction will not result in an increase from the Kenai Peninsula Borough (KPB) or a reduction in services from the USGS. We are able to redirect funding from the National Streamflow Information Program to offset the reduction in Cooperative Water Program Funding. Annual costs to KPB and USGS for our existing JFA are summarized below

	KPB	USGS	TOTAL
July 1, 2023 to June 30, 2024	\$80,000	\$75,000	\$155,000

Costs by stream gaging station for this year and projections of future years are listed in the appendix.

As part of the operation of the gages, the USGS will:

- Operate and maintain the streamgage.
- Maintain datum at the site.
- Record stage data every 15 minutes.
- Make discharge measurements during visits to maintain the stage-discharge rating curve and to define the winter hydrograph.
- Post near real-time stage and discharge data in the USGS online *USGS Water Data for the Nation* from <http://waterdata.usgs.gov/nwis/> and publish finalized data to the same site.

- Store the data in the USGS databases.

The Kenai Peninsula Borough will be billed quarterly, beginning September, 2023. Work performed with funds from this agreement will be conducted on a fixed-cost basis. The USGS will retain all equipment purchased with funds from this agreement. It is understood that data obtained during the course of this work will be available to the USGS for publication and use in connection with related work. This agreement operates under the authority of statute 43 USC 50, which allows us to perform this work.

Please contact Starlyn Lenore at (907) 786-7117 with any billing concerns. Thank you for your understanding and cooperation in this matter. If you have any technical questions, please call Jeff Conaway at 907 786-7041. We appreciate your support of this valuable water resources program.

Sincerely,

Zimmerman,
Christian E.

Digitally signed by
Zimmerman, Christian E.
Date: 2023.07.03
10:31:58 -08'00'

Christian E. Zimmerman
Director, Alaska Science Center

cc: Chad Smith (USGS-ASC)
Jeff Conaway (USGS-ASC)

APPENDIX

Annual flood warning gage costs
State Fiscal Year 2024

This agreement covers July 1, 2023 through June 30, 2024, only.

State Fiscal Year 2024			
	KPB	USGS COOP	TOTAL
Grouse Creek near Seward	\$19,000	\$15,000	\$34,000
Snow River near Seward	\$19,000	\$15,000	\$34,000
Anchor River near Anchor Point	\$4,000	\$15,000	\$19,000
Kenai River at Cooper Landing	\$19,000	\$15,000	\$34,000
Kenai River below Skilak Lake	\$19,000	\$15,000	\$34,000
TOTAL	\$80,000	\$75,000	\$155,000