

Kenai Peninsula Borough

Assessing Department

MEMORANDUM

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

THRU: Charlie Pierce, Mayor 

FROM: Adeena Wilcox, Director of Assessing *aw*

DATE: July 28, 2022

RE: Ordinance 2022-35, Amending KPB 14.31, Special Assessments – Road Improvements, to Adjust Applicable Deadlines Regarding Application and Review of a Road Improvement Assessment District (Mayor)

This ordinance amends the road improvement assessment district (RIAD) code, KPB Chapter 14.31, sections 14.31.040, 14.31.050(E), and 14.31.055(C). The amendments will change the RIAD application deadline to May 1 of each year, and change the deadline in which the Roads Service Area Board must review the applications to July 1.

Since 2015, RIAD applications must be submitted by July 1 of each year, for construction in the following year. RIAD projects are managed by the special assessment coordinator, who is employed in the Assessing Department. In 2019, departmental duties for RIAD projects, including the public bidding process and awarding of contracts, transferred from the Road Service Area to the Purchasing and Contracting Department. The Borough's Assessing Department, Road Service Area, and Purchasing and Contracting Department have determined that additional time is necessary to complete an approved RIAD and to ensure construction is completed the year following application.

The Borough's best interest would be served by amending code to change the RIAD application deadline to May 1, and the deadline for the Roads Service Area Board to review all RIAD applications by July 1.

Your consideration of the ordinance is appreciated.