

Kenai Peninsula Borough

144 North Binkley Street

Soldotna, AK 99669



Meeting Agenda

Tuesday, August 6, 2019

6:00 PM

Betty J. Glick Assembly Chambers

Assembly

Wayne Ogle, President

Dale Bagley, Vice President

Norm Blakeley

Kenn Carpenter

Kelly Cooper

Willy Dunne

Paul Fischer

Brent Hibbert

Hal Smalley



Assembly Meeting Schedule

TUESDAY, AUGUST 6, 2019

- 3:15 PM** **Finance Committee**
- 3:45 PM** **Lands Committee**
- 4:00 PM** **Policies and Procedures Committee**
- 6:00 PM** **Regular Assembly Meeting**

Above listed meetings will be held in:

Betty J. Glick Assembly Chambers
George A. Navarre Kenai Peninsula Borough Administration Building
144 North Binkley Street, Soldotna, Alaska



Finance Committee

August 6, 2019

3:15 PM

Betty J. Glick Assembly Chambers
George A. Navarre Kenai Peninsula
Borough Administration Building

Kelly Cooper, Chair

Paul Fischer, Vice Chair

Willy Dunne

AGENDA

L. PUBLIC HEARINGS ON ORDINANCES

1. Ordinance 2019-19-05: Approving the Purchase and Installation of a Steris/Amsco Orthovision Table from the South Peninsula Hospital Service Area Capital Project Fund (Mayor) 13
2. Ordinance 2019-15: Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval (Carpenter) 19

[Clerk's Note: A teleconference site will be established at the Borough office in Seward to take public testimony on the above referenced Ordinance.]

N. NEW BUSINESS

1. Resolutions
 - *a. Resolution 2019-043: Authorizing the Sole Source Award of Two Zoll X-Series Defibrillators for Kachemak Emergency Service Area (Mayor) 48
2. Ordinances for Introduction
 - *a. Ordinance 2018-19-39: Recording FY2019 Expenditures of 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 08/20/19) 52

*b. Ordinance 2019-19-06: Approving the Purchase and Installation of a Deaerator Tank from the South Peninsula Hospital Service Area Capital Project Fund (Mayor) (Hearing on 08/20/19) 58

*Consent Agenda Items



Lands Committee

August 6, 2019

3:45 PM

Betty J. Glick Assembly Chambers
George A. Navarre Kenai Peninsula
Borough Administration Building

Kenn Carpenter, Chair

Norm Blakeley, Vice Chair

Brent Hibbert

AGENDA

N. NEW BUSINESS

2. Ordinances for Introduction

- *c. Ordinance 2019-22: Authorizing a Negotiated Sale with Alex and Courtney Matiaco at Fair Market Value for Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District, which was Previously Retained for a Public Purpose (Mayor) (Hearing on 08/20/19) 63

*Consent Agenda Items



Policies and Procedures Committee

August 6, 2019

4:00 PM

Betty J. Glick Assembly Chambers
George A. Navarre Kenai Peninsula
Borough Administration Building

Hal Smalley, Chair

Brent Hibbert, Vice Chair

Kenn Carpenter

AGENDA

L. PUBLIC HEARINGS ON ORDINANCES

- 3. Ordinance 2019-14: Authorizing the Assessor to Accept One Late-Filed Senior Citizen Exemption Application (Mayor) 25
- 4. Ordinance 2019-16: Providing for a Vote on the Question of Adopting a Manager Plan of Government at the Next Regular Election (Cooper, Smalley) 31
- 5. Ordinance 2019-17: Amending KPB 22.40.080 to place the Mayor's Report Earlier on the Agenda (Fischer, Blakeley) 36
- 6. Ordinance 2019-18: Amending KPB 22.40.080 and Repealing KPB 22.40.090 Which Provide for an Invocation During Assembly Meetings and Referring this Question to the Voters (Dunne) 42

N. NEW BUSINESS

- 2. Ordinances for Introduction
 - *d. Ordinance 2019-20: Authorizing the Assessor to Accept One Late-Filed Disabled Veteran Exemption Application for 2019 Filed After March 31 and Providing an Exception to KPB 5.12.040 (B) (Mayor) (Hearing on 08/20/19) 75
 - *e. Ordinance 2019-21: Amending KPB 21.02 Regarding Advisory Planning Commissions Establishing an Advisory Planning Commission in the Kalifornsky Area (Mayor) (Hearing on 09/03/19) 82

3. Other

*a. Confirming the Appointments to the Funny River Advisory Planning Commission (Mayor) 97

<u>Appointment</u>	<u>Board Seat</u>	<u>Term Expires</u>
Claudette Knickerbocker	A	September 30, 2020
Ray Price	B	September 30, 2020
Leroy E. Sandoval	C	September 30, 2020
Ron Gherman	D	September 30, 2021
Chris Hafer	E	September 30, 2021
Richard Galloway	F	September 30, 2019
Michael Masters	G	September 30, 2019

*b. Confirming the Appointments to the Kenai Peninsula Borough Planning Commission (Mayor) 107

<u>Appointment</u>	<u>Board Seat</u>	<u>Term Expires</u>
Diane Fikes	City of Kenai	July 31, 2022
Franco Venuti	City of Homer	July 31, 2022
Syverine Bentz	Anchor Point/Ninilchik	July 31, 2022
Virginia Morgan	East Peninsula	July 31, 2022

P. MAYOR'S REPORT 113

1. Assembly Requests/Responses – None.

2. Agreements and Contracts

a. Authorization to Award a Contract for ITB19-015 NFS #1 Crack Seal & Seal Coat/Parking Lot Repairs to Foster Construction, LLC., Soldotna, AK. 114

b. Authorization to Award a Contract for ITB20-004 2019 Portable Relocations to Eberline Building & Inc., Soldotna, AK. 116

c. Authorization to Award a Contract for ITB19-021 Nikiski FSA #1 Generator Replacement to Cummings, Inc. 118

3. Other

a. Revenue – Expenditure Report – June 2019 120

- b. Budget Revisions – June 2019 123
- c. Purchasing Request for Ambulance 127
- d. Purchasing Request for Grant Funded Funny River Pumper/Tanker..... 133
- e. Purchasing Request for Ambulance Gurney System 135
- f. FY19-4Q Economic Development Grant Reports..... 141
- g. FY19-4Q Senior Center Grants Reports..... 157

S. INFORMATIONAL MATERIALS AND REPORTS

- 1. Kenai Peninsula Borough Election Stakeholders Group Final Report and Recommendations 170

*Consent Agenda Items



Assembly Agenda

August 6, 2019 - 6:00 PM

Regular Meeting

Betty J. Glick Assembly Chambers
George A. Navarre Kenai Peninsula
Borough Administration Building

Wayne Ogle
Assembly President
Seat 3 - Nikiski
Term Expires 2019

Dale Bagley
Assembly Vice
President
Seat 4 - Soldotna
Term Expires 2019

Norm Blakeley
Seat 5-Sterling/Funny
River
Term Expires 2020

Kenn Carpenter
Assembly Member
Seat 6 – East Peninsula
Term Expires 2021

Kelly Cooper
Assembly Member
Seat 8 – Homer
Term Expires 2020

Willy Dunne
Assembly Member
Seat 9 - South
Peninsula
Term Expires 2021

Paul Fischer
Assembly Member
Seat 7 – Central
Term Expires 2019

Brent Hibbert
Assembly Member
Seat 1 – Kalifornsky
Term Expires 2021

Harold "Hal" Smalley
Assembly Member
Seat 2 - Kenai
Term Expires 2020

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. INVOCATION

Any invocation that may be offered at the beginning of the assembly meeting shall be a voluntary offering of a private person, to and for the benefit of the assembly. No member of the community is required to attend or participate in the invocation.

[Clerk's Note: The invocation will be offered by Michael Mendenhall.]

D. ROLL CALL

E. COMMITTEE REPORTS

F. APPROVAL OF AGENDA AND CONSENT AGENDA

(All items listed with an asterisk (*) are considered to be routine and non-controversial by the Assembly and will be approved by one motion. Public testimony will be taken. There will be no separate discussion of these items unless an Assembly Member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)

G. APPROVAL OF MINUTES

- *1. July 2, 2019 Regular Assembly Meeting Minutes..... 1

H. COMMENDING RESOLUTIONS AND PROCLAMATIONS

I. PRESENTATIONS WITH PRIOR NOTICE (20 Minutes total)

- 1. Central Peninsula Hospital Quarterly Report (10 Minutes)

2. Planning Project Update – Central Area Rural Transit System (CARTS), Jennifer Beckmann, Executive Director (10 Minutes)

J. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 Minutes aggregate)

K. ITEMS NOT COMPLETED FROM PRIOR AGENDA

L. PUBLIC HEARINGS ON ORDINANCES (Testimony limited to 3 minutes per speaker)

1. Ordinance 2019-19-05: Approving the Purchase and Installation of a Steris/Amsco Orthovision Table from the South Peninsula Hospital Service Area Capital Project Fund (Mayor) (Referred to Finance Committee) 13

2. Ordinance 2019-15: Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval (Carpenter) (Referred to Finance Committee) 19

[Clerk's Note: A teleconference site will be established at the Borough office in Seward to take public testimony on the above referenced Ordinance.]

3. Ordinance 2019-14: Authorizing the Assessor to Accept One Late-Filed Senior Citizen Exemption Application (Mayor) (Referred to Policies and Procedures Committee) 25

4. Ordinance 2019-16: Providing for a Vote on the Question of Adopting a Manager Plan of Government at the Next Regular Election (Cooper, Smalley) (Referred to Policies and Procedures Committee) 31

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M. UNFINISHED BUSINESS

N. NEW BUSINESS

1. Resolutions

- *a. Resolution 2019-043: Authorizing the Sole Source Award of Two Zoll X-Series Defibrillators for Kachemak Emergency Service Area (Mayor) (Referred to Finance Committee) 48

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Virginia Morgan	East Peninsula	July 31, 2022

O. PUBLIC COMMENTS AND PUBLIC PRESENTATIONS (3 minutes per speaker)

P. MAYOR'S REPORT 113

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g.	FY19-4Q Senior Center Grants Reports.....	157

Q. ASSEMBLY COMMENTS

R. PENDING LEGISLATION (This item lists legislation which will be addressed at a later date as noted.)

1. Ordinance 2019-05: Authorizing a Memorandum of Agreement and Cooperative Sale and Exchange of Interests in Lands with the State of Alaska Department of Transportation and Public Facilities Regarding Certain Borough and State Maintained Roads (Mayor) [Tabled on 04/02/19]

S. INFORMATIONAL MATERIALS AND REPORTS

1. Kenai Peninsula Borough Election Stakeholders Group Final Report and Recommendations (Referred to Policies and Procedures Committee) 170

T. ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. August 20, 2019 Regular Assembly Meeting
6:00 PM Betty J. Glick Assembly Chambers
Soldotna, Alaska

U. ADJOURNMENT

This meeting will be broadcast on KDLL-FM 91.9 (Central Peninsula), KBBI-AM 890 (South Peninsula), K201AO(KSKA)-FM 88.1 (East Peninsula).

Copies of agenda items are available at the Borough Clerk's Office and in the Meeting Room just prior to the meeting. For further information, please call the Clerk's Office at 714-2160 or toll free within the Borough at 1-800-478-4441, Ext. 2160. Visit our website at www.kpb.us for copies of the agenda, meeting summaries, ordinances and resolutions.



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Minutes - Draft

Assembly

Wayne Ogle, President
Dale Bagley, Vice President
Norm Blakeley
Kenn Carpenter
Kelly Cooper
Willy Dunne
Paul Fischer
Brent Hibbert
Hal Smalley

Tuesday, July 2, 2019

6:00 PM

Betty J. Glick Assembly Chambers

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

[Clerk's Note: The invocation was given by Greg Andersen.]

ROLL CALL

Present: 9 - Paul Fischer, Dale Bagley, Brent Hibbert, Kenn Carpenter, Norm Blakeley, Kelly Cooper, Hal Smalley, Wayne Ogle, and Willy Dunne

Also present were:

Charlie Pierce, Borough Mayor
James Baisden, Chief of Staff
Colette Thompson, Borough Attorney
Johni Blankenship, Borough Clerk
Randi Broyles, Borough Clerk Assistant

COMMITTEE REPORTS

Assembly Member Cooper stated the Finance Committee met and discussed its agenda items.

Assembly Member Smalley stated the Policies and Procedures Committee met and discussed its agenda items.

Assembly Member Dunne stated the Legislative Committee met and discussed its agenda items.

APPROVAL OF AGENDA AND CONSENT AGENDA

Bagley moved to approve the agenda and consent agenda.

Copies have been made available to the public, Borough Clerk Johni Blankenship noted by title only the resolutions and ordinances on the consent agenda.

[KPB-2219](#) June 18, 2019 Regular Assembly Meeting Minutes
approved.

The following public hearing items met the required conditions of KPB 22.40.110 and were added to the consent agenda:

[2019-19-02](#) An Ordinance Appropriating \$50,000 in Interest Income from the Spruce Bark Beetle Program to Supplement the Community Wildfire Protection Plans Update Project (Mayor)
This Budget Ordinance was enacted.

[2019-19-03](#) An Ordinance Appropriating Funds to Remodel Existing Facilities at Kenai Central High School and Kenai Middle School to Accommodate Intensive Needs Programs to be Moved from the Former Soldotna Prep School to Those Facilities (Mayor)

[Clerk's Note: Ordinance 2019-19-03 was amended. The final Whereas clause to read, "due to the shortened timeline and the need to have the facility operational by the first day of the 2019-20 school year we are requesting an appropriation of \$410,000 to fund the required design, construction and other related costs;" and Section 1 to read, "\$410,000 is appropriated from the General Fund, account 100.27910 to be transferred to account 400.78050.20PRP.49999, to provide funds for remodeling the existing facilities at KCHS and KMS for the Intensive Needs Program."]

This Budget Ordinance was enacted as amended.

[2019-19-04](#) An Ordinance Appropriating Funds for Utilities, Maintenance and Insurance of the Soldotna Prep School Surplus Property for Fiscal Year 2020 (Mayor)

This Budget Ordinance was enacted.

New Business

[2019-040](#) A Resolution Authorizing the Mayor to Execute the Fiscal Year 2020 Alaska Land Mobile Radio Communication System Membership

Agreements (Mayor)

This Resolution was adopted.

[2019-041](#) A Resolution Authorizing Participation in the Community Transportation Program Provided by the State of Alaska Department of Transportation & Public Facilities, Supplementing Three Road Service Area Construction Projects (Mayor)

This Resolution was adopted.

[2019-19-05](#) An Ordinance Approving the Purchase and Installation of a Steris/Amsco Orthovision Table from the South Peninsula Hospital Service Area Capital Project Fund (Mayor)

This Budget Ordinance was introduced and set for public hearing.

[2019-14](#) An Ordinance Authorizing the Assessor to Accept One Late-Filed Senior Citizen Exemption Application (Mayor)

This Ordinance was introduced and set for public hearing.

[KPB-2209](#) Approving the Application for a Restaurant Designation Permit filed by Resurrection Roadhouse, License No. 3823

approved

[KPB-2220](#) LAYDOWN Petition to Vacate the Southwesternmost Approximately 560 Feet of the Dorthy Drive Right-of-way as Dedicated on Gruening Vista 1988 Addition (HM 88-37). Also, Vacate all Utility Easements Associated with the Rights-of-way, Within Lots 38, 40 and 41 Gruening Vista 1988 Addition (HM 88-37) and Tract A Gruening Vista 1993 Addition (HM 93-61); Location: Within the SE 1/4 SE 1/4 of Section 3, Township 6 South, Range 13 West, Seward Meridian, Kenai Peninsula Borough, Alaska. KPB File 2019-063V.

[Clerk's Note: The Planning Commission approved the above referenced petition to vacate at its June 24, 2019 meeting by unanimous consent.]

approved

[2019-11](#) WITHDRAWN An Ordinance Repealing KPB 5.18.430(F) Which Requires Voter Approval to Increase the Sales Tax Cap (Carpenter, Cooper)

Ordinance 2019-11 was withdrawn by the sponsor.

Approval of the Agenda and Consent Agenda

President Ogle called for public comment with none being offered.

The motion to approved the agenda and consent agenda as amended carried by the following vote:

Yes: 9 - Fischer, Bagley, Hibbert, Carpenter, Blakeley, Cooper, Smalley, Ogle, and Dunne

COMMENDING RESOLUTIONS AND PROCLAMATIONS

None.

PRESENTATIONS WITH PRIOR NOTICE

None.

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

President Ogle called for public comments.

Daniel Lynch, Soldotna addressed the assembly regarding public broadcasting as well as borough costs verses inflation.

Michele Hartline, Nikiski said a prayer.

Christine Hutchison, Kenai addressed the assembly regarding the "crazy" legislation before them.

Robert Williams, Kenai spoke in opposition to school district receiving additional furnding.

George Pierce, Kasilof spoke in opposition to a manager form of government.

Carrie Henson, Soldonta addressed the assembly regarding the invocation policy.

There being no one else who wished to speak the public comment period was closed.

ITEMS NOT COMPLETED FROM PRIOR AGENDA

None.

PUBLIC HEARINGS ON ORDINANCES

None.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Resolutions

[2019-042](#)

A Resolution Supporting Public Access to the Kenai River for Recreational Purposes from the Funny River Road and Collector Road Network System (Mayor)

Dunne moved to adopt Resolution 2019-042.

President Ogle called for public comment.

The following people spoke in support of Resolution 2019-042:

- Ray Price**, Funny River
- Tom Muschovic**, Funny River
- Michael Masters**, Funny River
- LeRoy Sandoval**, Funny River
- Rose Marie Galloway**, Funny River
- Dick Galloway**, Funny River
- Sandra Sandoval**, Funny River
- Sheilah Eral**, Funny River
- Dean Cash**, Funny River
- Chris Hafer**, Funny River
- Steve Kennington**, Funny River
- Ed Scribner**, Funny River
- Tony Lajenvnesse**, Funny River
- John Grunza**, Funny River
- Jim Harpring**, Funny River
- Ben Mohr**, Kenai River Sport Fishing Association

The following people spoke in opposition to Resolution 2019-042:

- Jason Knotter**, Funny River
- Larissa Knotter**, Funny River
- George Pierce**, Kasilof
- Earline Rasmussen**, Funny River

There being no one else who wished to speak, the public comment period was closed.

Bagley declared a possible conflict as the Kenai Peninsula Association of Realtors board had spoke in support of Resolution 2019-042. He stated he was not the president of the association but was a board member. After consulting legal council, President Ogle ruled a conflict did not exist as this matter was a general issue and he had no substantial direct or indirect financial interest.

Assembly Members Smalley, Dunne and Blakeley spoke in support of Resolution 2019-042.

The motion to adopt Resolution 2019-042 carried by the following vote:

Yes: 9 - Fischer, Bagley, Hibbert, Carpenter, Blakeley, Cooper, Smalley, Ogle, and Dunne

Ordinances for Introduction

[2019-16](#) Providing for a Ballot Proposition on the Question of Adopting a Manager Plan of Government in 2019 (Cooper, Smalley)

Smalley moved to introduce Ordinance 2019-16 and set for public hearing.

President Ogle called for public comment.

The following people spoke in support of Ordinance 2019-16:

Carrie Henson, Soldotna

Pamela Parker, Soldotna

Tyson Cox, Soldotna

Duane Bannock, Kenai (introduction of the ordinance)

The following people spoke in opposition to Ordinance 2019-16:

Diane McRae, Kasilof

George Pierce, Kasilof

Paul Huber, Nikiski

Daniel Lynch, Soldotna

Bert Wingard, Sterling

Fred Sturman, Soldotna

Joe Connors, Sterling

Assembly Member Blakeley spoke in opposition to the introduction of Ordinance 2019-16.

The motion to introduce Ordinance 2019-16 and set for public hearing carried by the following vote:

Yes: 7 - Bagley, Hibbert, Carpenter, Cooper, Smalley, Ogle, and Dunne

No: 2 - Fischer, and Blakeley

[2019-17](#)

An Ordinance Amending KPB 22.40.080 to Place the Mayor's Report Earlier on the Agenda (Fischer, Blakeley)

Smalley moved to introduce Ordinance 2019-17 and set for public hearing.

President Ogle called for public comment.

The following people spoke in support of Ordinance 2019-17:

Paul Huber, Nikiski

Carrie Henson, Soldotna

Fred Sturman, Soldotna

Diane McRae, Kasilof

Assembly Member Fischer and Bagley spoke in support of the introduction of Ordinance 2019-17.

The motion to introduce Ordinance 2019-17 and set for public hearing carried by the following vote:

Yes: 9 - Fischer, Bagley, Hibbert, Carpenter, Blakeley, Cooper, Smalley, Ogle, and Dunne

[2019-18](#)

An Ordinance Amending KPB 22.40.080 and Repealing KPB 22.40.090 which Provide for an Invocation During Assembly Meetings and Referring this Question to the Voters (Dunne)

Smalley moved to introduce Ordinance 2019-18 and set for public hearing.

Assembly President Ogle called for public hearing.

The following people spoke in support of Ordinance 2019-18:

Tyson Cox, Soldotna

The following people spoke in opposition to Ordinance 2019-18:

Paul Huber, Nikiski

George Pierce, Kasilof

Pamela Parker, Soldotna

Daniel Lynch, Soldotna

Fred Sturman, Soldotna

Carrie Henson, Soldotna stated she was indifferent regarding Ordinance 2019-18, and stated there should be a policy for prayer during public comment.

Assembly Members Carpenter, Fischer and Blakeley spoke in opposition to introduction of Ordinance 2019-18.

Assembly Member Cooper spoke in support of introducing Ordinance 2019-18.

President Ogle passed the gavel to Vice President Bagley and spoke in support of the introduction of Ordinance 2019-18. Vice President Bagley returned the gavel to President Ogle.

The motion to introduce Ordinance 2019-18 and set for public hearing carried by the following vote:

Yes: 6 - Bagley, Hibbert, Cooper, Smalley, Ogle, and Dunne

No: 3 - Fischer, Carpenter, and Blakeley

Other

[KPB-2221](#) LAYDOWN Mayor's Veto of Ordinance 2019-09, Which Levies a 10 Percent Tax on Temporary Lodging and Camping Facilities and Allows Cities that Levy a Similar Tax of Temporary Lodging to Exempt up to One-Half of this Borough Tax

Smalley moved to override the Mayor's Veto of Ordinance 2019-09.

[Clerk's Note: It was ruled Assembly Member Cooper had a conflict regarding Ordinance 2019-09 at the May 21, 2019 meeting.]

Smalley challenged President Ogle's ruling regarding Ms. Cooper's conflict with Ordinance 2019-09.

The vote to override President Ogle's ruling regarding Ms. Cooper's conflict failed by the following vote:

Yes: 4 - Bagley, Hibbert, Smalley, and Dunne

No: 4 - Fischer, Carpenter, Blakeley, and Ogle

Abstain: 1 - Cooper

[Clerk's Note: Assembly Member Cooper abstained from the discussion and voting on Ordinance 2019-09, as it was declared she had a conflict.]

President Ogle called for public comment.

The following people spoke in support of the Mayor's Veto:

Carol Fraizer, Soldotna

Joe Connors, Sterling

Bert Wingard, Sterling

George Pierce, Kasilof

Carrie Henson, Soldotna spoke in opposition to the Mayor's Veto.

There being no one else who wished to speak, the public comment period was closed.

Assembly Member Bagley, Dunne and Hibbert spoke in support of overriding the Mayor's Veto.

The motion to override the Mayor's Veto of Ordinance 2019-09 failed by the following vote:

Yes: 4 - Bagley, Hibbert, Smalley, and Dunne

No: 4 - Fischer, Carpenter, Blakeley, and Ogle

Abstain: 1 - Cooper

[2019-15](#)

An Ordinance Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval (Carpenter)

[Clerk's Note: A teleconference site will be established at the Borough Office in Seward to take public testimony on the above referenced Ordinance.]

Cooper moved to introduce Ordinance 2019-15 and set for public hearing.

President Ogle called for public comment.

The following people spoke in support of Ordinance 2019-15:

Debbie Carey, Ninilchik

Duane Bannock, Kenai

Greg Anderson, Kenai

Michele Hartline, Nikiski

Fred Sturman, Soldotna

The following people spoke in opposition to Ordinance 2019-15:

Daniel Lynch, Soldotna

Carrie Henson, Soldotna

George Pierce, Kasilof

There being no one else who wished to speak, the public comment period was

closed.

The motion to introduce Ordinance 2019-15 and set for public hearing carried by the following vote:

Yes: 9 - Fischer, Bagley, Hibbert, Carpenter, Blakeley, Cooper, Smalley, Ogle, and Dunne

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

President Ogle called for public comments.

Carrie Henson, Soldotna addressed the assembly regarding detention centers at the United States border and the efforts of Planned Parenthood.

George Pierce, Kasilof thanked the assembly for listening to his rhetoric and stated he never meant to offend anyone with this comments.

Debbie Carey, Ninilchik thanked the assembly for everything.

Daniel Lynch, Soldotna thanked the assembly and discussed the value of public broadcasting.

Fred Sturman, Soldotna addressed the assembly regarding deminishing fish counts on the Kenai.

There being no one else who wished to speak, the public comment period was closed.

MAYOR'S REPORT

1. Assembly Requests/Responses - None.
2. Agreements and Contracts
 - a. [KPB-2215](#) Authorization to Award a Contract for RFP 19-003. Records Management Software, to Inc.
3. Other
 - a. [KPB-2216](#) Soldotna Public Safety Communications Center Renovation Project
 - b. [KPB-2217](#) Litigation Status Report - Quarter Ending 06/03/19

ASSEMBLY COMMENTS

Assembly Member Fischer wished everyone a good Fourth of July.

Assembly Member Dunne thanked everyone for attending. He stated he learned a lot regarding the Funny River boat ramp, and while he may or may not support the mayor's position on things, he stated civil discourse was a healthy process. Mr. Dunne wished everyone a safe and happy independence day.

Assembly Member Blakeley thanked everyone for attending and providing their comments. He stated he would be celebrating the Fourth of July and was thankful to be an american.

Assembly Member Cooper wished Anchor Point Chief Al Terry a great retirement. She stated when the assembly had disagreements, it was great that the body could agree to disagree and still be courteous to one another. Ms. Cooper stated the accomondations instustry had expressed interest in establishing a broadbase tourism tax and looked forward to starting that discussion in the fall. Ms. Cooper wished President Ogle happy birthday.

Assembly Member Smalley also wished President Ogle happy birthday. He thanked everyone for attending and providing their testimony. He stated he also learned a lot regarding the Funny River boat launch. Mr. Smalley stated that yes, while they were elected by district, the assembly represented every man, woman and child in the borough. He wished everyone a safe and happy Fourth of July.

Assembly Member Hibbert wished President Ogle a happy birthday. He reminded everyone of the burn ban that was in effect. He thanked Mr. Anderson for his invocation and thanked Ms. Henson for her comments. He wished everyone a happy Fourth of July and not to forget the sunscreen. Mr. Hibbert thanked Randi Broyles for all her hard work this meeting and last, stating it spoke volumes of the Clerk's Office.

Assembly Member Carpenter reminded everyone of the Mt. Marathon race in Seward and wished everyone a safe Fourth of July.

Assembly Member Bagley stated the assembly had more public comment opportunities than compared to other municipalities, and stated they were fortunate that they had these opportunities and cared about public input. He wished everyone a happy Fourth of July.

President Ogle expressed his appreciation to the Mayor's office for the safety appreciation barbeque for the employees. He thanked everyone for their participation and appreciated public comment. He stated he also subscribed to the introduction of legislation out of respect for his fellow colleagues. Mr. Ogle reminded everyone to be thankful for those who sacrificed their lives for our freedom this Fourth of July.

INFORMATIONAL MATERIALS AND REPORTS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

- 1. July 12, 2019 Election Stakeholders Group
10:00 AM Betty J. Glick Assembly Chambers, Soldotna, Alaska

- 2. July 26, 2019 Election Stakeholders Group
10:00 AM Betty J. Glick Assembly Chambers, Soldotna, Alaska

- 3. August 6, 2019 Regular Assembly Meeting
6:00 PM Betty J. Glick Assembly Chambers, Soldotna, Alaska

ADJOURNMENT

With no further business to come before the assembly, President Ogle adjourned the meeting at 10:11 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of July 2, 2019.

Johni Blankenship, MMC, Borough Clerk

Approved by the Assembly: _____

Introduced by: Mayor
Date: 07/02/19
Hearing: 08/06/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-19-05**

**AN ORDINANCE APPROVING THE PURCHASE AND INSTALLATION OF A
STERIS/AMSCO ORTHOVISION TABLE FROM THE SOUTH PENINSULA
HOSPITAL CAPITAL PROJECT FUND**

WHEREAS, the Kenai Peninsula Borough ("borough") and South Peninsula Hospital, Inc. ("SPH, Inc.") have entered into a Sublease and Operating Agreement for the operation of South Peninsula Hospital and other Medical Facilities, and to provide other healthcare programs and services, on a nonprofit basis to ensure continued availability to the service area residents; and

WHEREAS, on June 18, 2019 the borough received notice from SPH, Inc. that its nine-year-old spine/hip table (Steris Orthovision table) is experiencing issues; and

WHEREAS, SPH, Inc.'s requires this equipment in its operating room in order to perform trauma hip surgeries; and

WHEREAS, the current equipment (Steris fracture table) is considered obsolete, replacement parts and service are not available, and therefore the current fracture table is unsafe for use; and

WHEREAS, this project is an unbudgeted capital item; and

WHEREAS, SPH, Inc. has received a low cost quote when compared to previous quotes ranging upwards of \$100,000; and

WHEREAS, SPH, Inc. is recommending acceptance of the Bryton Corporation quote of \$25,800 for the Steris/Amsco Orthovision Table; and

WHEREAS, sufficient funds are available in the South Peninsula Hospital Plant, Capital Project Fund to fund this purchase; and

WHEREAS, at its regular meeting of June 26, 2019, the SPH, Inc. board recommended _____; and

WHEREAS, at its meeting on July 11, 2019, the South Kenai Peninsula Hospital Service Area Board recommended _____;

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

SECTION 1. That the assembly approves the purchase and installation of a Steris/Amsco Orthovision table for a total cost of \$25,800, with the funds for payment to be made from the South Peninsula Hospital Service Area Capital Project Fund.

SECTION 2. That \$25,800.00 is appropriated from South Peninsula Hospital Service Area Capital Project Fund, to account 491.81210.20____.49999 for the purchase and installation of a Steris/Amsco Orthovision table.

SECTION 3. That this ordinance shall become effective upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *CP*

FROM: John Hedges, Purchasing and Contracting Director *JH*
Brandi Harbaugh, Finance Director *BH*

DATE: June 20, 2019

RE: Ordinance 2019-19-05, Approving the Purchase and Installation of a Steris/Amsco Orthovision Table from the South Peninsula Hospital Service Area Capital Project Fund (Mayor)

On June 18, 2019 the borough received notice from South Peninsula Hospital, Inc. ("SPH, Inc.") that its Steris/Amsco Orthovision table is experiencing issues. Replacment and installation of the Steris/Amsco Orthovision table should occur as soon as possible to ensure there is no disruption to patient care. SPH, Inc. requires this equipment in its operating room in order to perform trauma hip surgeries.

The current spine/hip table was purchased refurbished nine years ago. It was incomplete at purchase therefore additional pieces were purchased in order to complete it for use. Because the current table is considered obsolete by the manufacturer, parts and service are near non-existent. The extension accessories are worn from use and need replacing.

SPH obtained quotes from a few vendors. The original quote requested was for an OSI Hana table costing over \$97,000. This request is for the Steris/Amsco Orthovision table which includes newly re-manufactured extensions, traction boots, and other accessories allowing optimal positioning with ease for the physician and staff minimizing safety risks. The quote also includes a two-year warranty covering all parts and labor as well as a ten year guarantee that parts and service will be available to keep the items in service.


Sufficient funds are available in the SPH Capital Project Fund to support this need. This ordinance would appropriate \$25,800 for the purchase and installation of a Steris/Amsco Orthovision table.



FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.	<u>491.00000.00000.27910</u>
Amount:	<u>\$25,800</u>
By: <u>pp</u>	Date: <u>6/20/19</u>

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor 

FROM: John Hedges, Purchasing & Contracting Director 
Brandi Harbaugh, Finance Director 

DATE: July 25, 2019

RE: Request to Postpone Hearing on Ordinance 2019-19-05, Approving the Purchase and Installation of a Steris/Amsco Orthovision Table from the South Peninsula Hospital Service Area Capital Project Fund (Mayor)

Ordinance 2019-19-05 seeks approval for the purchase and installation of a Steris/Amsco Orthovision Table for South Peninsula Hospital. This ordinance was introduced at the July 2, 2019, assembly meeting and a final hearing scheduled for August 6th.

The administration is now seeking to postpone the August 6th hearing on this ordinance to August 20, 2019. This postponement will allow sufficient time for the South Kenai Peninsula Hospital Service Area Board to meet and provide its recommendations on this ordinance to the assembly.

Your consideration of this postponement is appreciated.



MEMO

Administration
4300 Bartlett Street
Homer, AK 99603
907-235-0325 (t)907-235-0253

To: SPH Board of Directors
From: Jim Basch, Int. CFO
Date: June 20, 2019
Re: Steris/Amsco Orthovision Table

The current spine/hip table was purchased refurbished 9 years ago. It was incomplete at purchase therefore additional pieces were purchased in order to complete for use. Because the current table is considered discontinued by company, parts and service are near non-existent. It is difficult to set up, creating a potential error in safety. The extension accessories are worn from use and need replacing.

This purchase constitutes an unbudgeted capital purchase with reallocation of budgeted capital funds from the Service Area Capital Fund. SPH must follow the traditional steps for submitting capital to the SPH Board of Directors, the Hospital Service Area Board, and the Assembly for approval.

JUSTIFICATION:

SPH OR needs the equipment (Steris OrthoVision table) in order to do trauma hip surgeries. The current equipment (Steris fracture table) is considered obsolete by the company therefore replacement pieces, which are currently needed, are not available for order, therefore the current fracture table is unsafe for use.

SPH obtained quotes from a few vendors. The original quote requested was for an OSI Hana table costing over \$97,000. This request is for the Steris/Amsco Orthovision table which includes newly re-manufactured extensions, traction boots, and other accessories allowing optimal positioning with ease for the physician and staff minimizing safety risks. The quote also includes a two-year warranty covering all parts and labor as well as a ten year guarantee that parts and service will be available to keep the items in service.

Bryton Corp: Steris/Amsco Orthovision Table \$25,800

This resolution would approve the purchase.

Recommended Motion: Pass and Adopt SPH Resolution 2019-10, A Resolution Approving the Purchase and Installation of Steris/Amsco Orthovision Table.

Introduced by: Administration
Date:
Action:
Vote: Yes – , No – ,
Excused -

**SOUTH PENINSULA HOSPITAL
BOARD RESOLUTION
2019-10**

**A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF STERIS/AMSCO
ORTHOVISION TABLE**

WHEREAS, the South Peninsula Hospital (Hospital) is experiencing issues with the current 9 yea-old spine/hip table (Steris OrthoVision table); and

WHEREAS, SPH OR needs the equipment in order to do the trauma hip surgeries; and

WHEREAS, the current equipment (Steris fracture table) is considered obsolete by the company therefore replacement pieces, which are currently needed, are not available for order therefore the current fracture table is unsafe for use.; and

WHEREAS, this project is an unbudgeted capital item; and

WHEREAS, SPH has available funds through the Service Area Capital Funds from previous appropriated and budgeted items; and

WHEREAS, SPH Management has received a low cost quote compared to previous quotes ranging upwards of \$100,000; and

WHEREAS, SPH Management is recommending the Bryton Corporation quote acceptance for \$25,800 for Steris/Amsco Orthovision Table; and

WHEREAS, Management has recommended the purchase and installation of Steris/Amsco Orthovision Table; and

WHEREAS, this resolution was approved by the Finance/Executive Committee at its June 20, 2019 meeting.

WHEREAS, per the Sublease and Operating Agreement, SPH is required to take this request to the Service Area Board (SAB) and Assembly for final approval;

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

1. That Management is authorized and directed to accept the quotes from Bryton Corporation for the purchase and installation of Steris/Amsco Orthovision Table on behalf of the Hospital, following approval from the SAB and Borough Assembly.
2. That Management is hereby authorized to take any other actions that are necessary or desirable to achieve the intent of these Resolutions.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA AT ITS MEETING HELD ON THIS 26th DAY OF June, 2019.

ATTEST:

Bernadette Wilson, Secretary

David Groesbeck, Board President

Introduced by:	Carpenter
Date:	07/02/19
Hearing:	08/06/19
Action:	Introduced and Set for Public Hearing
Vote:	9 Yes, 0 No, 0 Absent
Date:	08/06/19
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-15**

**AN ORDINANCE AMENDING KPB 5.18.430 TO INCREASE THE MAXIMUM
AMOUNT OF A SALE SUBJECT TO THE BOROUGH SALES TAX TO \$1,000,
EXCEPT FOR RESIDENTIAL RENTALS, SUBJECT TO VOTER APPROVAL**

WHEREAS, due to the continuing uncertainty about state and local revenues, the decline in state assistance to municipalities, the increasing loss in property tax revenues to the borough from exemptions on real property, and increasing reliance on borough funding for the school district, the borough must take steps to maintain its unrestricted fund balance into the future within financially prudent and responsible parameters to enable it to fund the services and public education programs as desired by borough residents; and

WHEREAS, KPB 5.18.430(A) currently provides for a maximum taxable amount of \$500, meaning the borough’s sales tax is only applied to the first \$500 of each separate sale, rent, or service transaction unless otherwise provided; and

WHEREAS, Ordinance No. 9a, enacted by the assembly in 1965, set the maximum taxable amount at \$500 and this sum has never been adjusted for inflation or otherwise; and

WHEREAS, the value of \$500 in 1965 was \$3,195 in 2018 according to the Alaska Department of Labor Anchorage Consumer Price Index inflation; and

WHEREAS, this increase in the maximum taxable amount would disproportionately affect tenants of residential property who would pay the higher sales tax on a recurring basis each month; and

WHEREAS, affordable rental housing is important for the borough and its residents, and the borough’s best interests would be served by keeping the cap on residential rentals at \$500 per month; and

WHEREAS, while the revenue generated from this increase would be used for funding education, it would make other revenues available for general borough government purposes; and

WHEREAS, estimates indicate this increase would generate approximately \$___ million to \$___ million annually in revenue to the borough, which would help to protect the unrestricted fund balance in future years at current borough spending levels; and

WHEREAS, KPB 5.18.430(F) requires that any increase in the amount of the maximum taxable amount be approved by the voters;

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

SECTION 1. That KPB 5.18.430 (A), (B) and (C) are amended as follows:

5.18.430. Computation—Maximum taxable amount.

- A. The sales tax referred to in KPB 5.18.100 shall be applied only to the first \$1,000.00~~[500.00]~~ of each separate sale, rent or service transaction, except as otherwise provided in this section.
- B. Except as provided below for long-term vehicle leases, and residential property rentals, the payment of rent, whether for real or personal property, in excess of \$1,000.00~~[\$500.00]~~ and for more than one month, shall be treated as several separate transactions covering the rental/lease for one month each. The payment of rent for residential property in excess of \$500.00 and for more than one month, shall be treated as several separate transactions covering the rental/lease for one month each.
- C. Services provided on account and billed to the customer on a periodic basis are subject to application to the tax on a maximum of \$1,000.00 ~~[\$500.00]~~ of each billing, per account. For purposes of this section, any advance payment for services other than to a trust or escrow account is considered to be paid pursuant to a "billing."

...

SECTION 2. That a ballot proposition shall be placed before borough voters at the next regular election to read as follows:

PROPOSITION No. _____

Shall Section 1 of Ordinance 2019-15, increasing the maximum amount of a sale subject to the borough sales tax, other than residential rentals, from \$500 to \$1,000, be ratified? The maximum amount of residential rentals subject to the sales tax would remain at \$500 per month.

YES _____

A “yes” vote means you support increasing the maximum amount of a sale subject to the borough sales tax, other than residential rentals, from \$500 to \$1,000.

NO _____

A “no” vote means you oppose increasing the maximum amount of a sale subject to the borough sales tax, other than residential rentals, from \$500 to \$1,000.

SECTION 3. That Sections 2 and 3 shall become effective immediately upon enactment of this ordinance. Section 1 of this ordinance shall become effective _____, 2020, only if the proposition contained in Section 2 is approved by a majority of voters voting on the question in the regular election of October 1, 2019.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Assembly

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Dale Bagley, Assembly Vice-President *DLB*

DATE: July 25, 2019

RE: Amendment to Ordinance 2019-15, Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval (Carpenter)

This amendment is intended to clarify that taxation of rentals of residential property shall continue to be limited to the first \$500.00 per month. [Please note the underlined bold language is new and the bold ~~strikeout~~ language in brackets is to be deleted.]

➤ Amend Section 1, as follows:

SECTION 1. That KPB 5.18.430 (A), (B) and (C) are amended as follows:

5.18.430. - Computation—Maximum taxable amount.

- A. The sales tax referred to in KPB 5.18.100 shall be applied only to the first \$1,000.00[500.00] of each separate sale, rent or service transaction, except as otherwise provided in this section. For residential property rentals the sales tax levied pursuant to KPB 5.18.100 shall only be applied to the first \$500.00 of each monthly payment of rent for residential property.
- B. Except as provided below for long-term vehicle leases, and residential property rentals, the payment of rent, whether for real or personal property, in excess of \$1,000[\$500.00] and for more than one month, shall be treated as several separate transactions covering the rental/lease for one month each. The payment of rent for residential property in excess of \$500.00 and for more than one month, shall be treated as several separate transactions covering the rental/lease for one month each.
- C. Services provided on account and billed to the customer on a periodic basis are subject to application to the tax on a maximum of \$1,000.00 [\$500.00] of each billing, per account. For purposes of this section, any advance payment for services other than to a trust or escrow account is considered to be paid pursuant to a "billing."

Kenai Peninsula Borough Assembly

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *CP*

FROM: Brandi Harbaugh, Finance Director *BH*

DATE: July 25, 2019

RE: Amendment to Ordinance 2019-15, Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval (Carpenter)

Please amend this ordinance by filling in the blanks as shown below:

[Please note the underlined bold language is new.]

- Amend the eighth whereas clause, as follows:

WHEREAS, estimates indicate this increase would generate approximately **\$3.1** million to **\$3.4** million annually in revenue to the borough, which would help to protect the unrestricted fund balance in future years at current borough spending levels; and

- Amend Section 3, as follows:

SECTION 3. That Sections 2 and 3 shall become effective immediately upon enactment of this ordinance. Section 1 of this ordinance shall become effective **January 1**, 2020, only if the proposition contained in Section 2 is approved by a majority of voters voting on the question in the regular election of October 1, 2019.

Kenai Peninsula Borough Assembly

MEMORANDUM

TO: Wayne Ogle, Assembly President
Kenai Peninsula Borough Assembly Members

FROM: Kenn Carpenter, Assembly Member
Charlie Pierce, Borough Mayor *CP (M) for K.C.*

DATE: June 20, 2019

RE: Ordinance 2019-15, Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval (Carpenter, Mayor)

This ordinance would ask the voters to approve an increase in the sales tax cap to \$1,000 except for residential rentals, which would remain capped at \$500. Unlike the temporary lodging tax, this would be a broad-based tax that does not target one segment of an industry, placing an unfair burden on that segment. Increasing the maximum to \$1,000 would apply throughout the borough, having a much smaller impact on individual sales. At most, this would increase borough sales tax by up to \$15 for purchases over \$500.

Because affordable housing is so important and applying this increase to residential rentals could raise the borough tax on rentals up to \$30 per month, in addition to city taxes for rentals in the cities, we propose that the \$500 cap remain in place for those rentals. Further, the \$1,000 cap would be less than one-third of today's value of the original \$500 cap put in place in 1965.

The Finance Department will provide the estimates for the amount of annual revenue this increase would generate to the borough. The ordinance is being submitted with blanks as this information was not available prior to the packet deadline.

Your favorable consideration would be appreciated.

Introduced by: Mayor
Date: 07/02/19
Hearing: 08/06/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-14**

AN ORDINANCE AUTHORIZING THE ASSESSOR TO ACCEPT ONE LATE-FILED SENIOR CITIZEN EXEMPTION APPLICATION FOR 2019 FILED AFTER MARCH 31 AND PROVIDING AN EXCEPTION TO KP.B 5.12.040(B)

WHEREAS, KP.B 5.12.105(E) provides that an application for a senior citizen exemption 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 KP.B 5.12.105(E) the assembly may, for good cause shown, waive the claimant's failure to make timely application and authorize the assessor to accept the application as if timely filed; and

WHEREAS, in accordance with KP.B 5.12.105(E)(4) if an otherwise qualified claimant 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 claimant'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 submitted an affidavit stating that he had extraordinary circumstances which prevented him from timely filing a 2019 senior citizen exemption application; and

WHEREAS, it has come to the administration's attention that in accordance with KP.B 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 late-filed senior exemption applications; and

WHEREAS, as KP.B 5.12.040(B) does not allow the assessor to make a change to the assessment roll after June 1 where the assembly has approved a late-filed senior exemption application after June 1 an exception to this code section is required;

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

SECTION 1. Upon reviewing the one late-filed senior citizen exemption application and documentation submitted with this ordinance, the assembly hereby waives the March 31 deadline for filing an application for the 2019 senior citizen exemption

based upon a finding that the applicant was unable to comply with that deadline due to a serious condition or extraordinary event beyond his control.

SECTION 2. That the assessor shall process the applications in accordance with standard assessing department procedures for processing such applications.

SECTION 3. Notwithstanding KPB 5.12.040(B) the assessor is hereby authorized to make a change to the assessment roll after June 1, 2019 should this late-filed senior exemption application be otherwise approved to reflect the approved exemption.

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

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2019.

Wayne Ogle, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk


Yes:


No:

Absent:

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor 

FROM: Melanie Aeschliman, Borough Assessor 

DATE: June 20, 2019

RE: Ordinance 2019 - 14, Authorizing the Assessor to Accept One Late-Filed Senior Citizen Exemption Application (Mayor)

One senior citizen exemption applicant has requested the assembly allow the assessor to accept a late-filed Senior Citizen Exemption application received after March 31, 2019.

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.

Senior Exemption Applicant:

Lee Goodwin applied late for the 2019 senior citizen exemption and provided a late-filed waiver. He states in his late-filed affidavit that he failed to apply timely due to medical issues. Mr. Goodwin has been a recipient of the KPB Disabled Resident Exemption in past years.

Mr. Goodwin has provided a medical verification letter confirming his medical status. Additionally, he verbally stated that he was in and out of the state receiving medical treatment multiple times in the 2018 year.

Based upon a review of Mr. Goodwin's exemption application he would qualify for exemption if his late-filed request is authorized by the assembly.



SENIOR CITIZEN EXEMPTION

2019



DUE ON OR BEFORE MARCH 31 OF THE EXEMPTION YEAR
APPLICANTS MUST BE AGE 65 ON OR BEFORE DECEMBER 31 OF THE PRECEDING YEAR.
Proof of age is required prior to application approval.

Property ID (PIN): **045-220-63**

Legal Description:

Physical Address: 1645 LAWTON DR

T 6N R 11W SEC 34 Seward Meridian KN 2004016 KEEMAU SUB
CRESTWOOD ADDN LOT 10



LEE GOODWIN
1645 LAWTON DR
KENAI AK 99611-8914

RECEIVED
JUN 13 2019
KPB ASSESSING DEPT

Applicant's date of birth: _____

Applicant's SSN: _____

Home Phone: _____

Spouse's name: Fisic Stephen

Cell Phone: N/A

Spouse's date of birth: _____

I am applying as a:

- Senior age 65 and spouse
- Individual age 65 or older
- Surviving Spouse age 60 or older

Dwelling type:

- Single Family
- Multi-Family Dwelling
- Mobile Home
- Other
- Condominium

Is any portion of this property used for:

- Commercial Use? Yes No
- Rental Purposes? Yes No

Explain: _____

Is occupancy shared with someone other than your spouse and / or minor children? Yes No

If yes, when did shared occupancy begin? _____

What portion of the home do they occupy? _____

If live-in care is medically necessary, attach letter from a physician recommending need for live-in care.

Do you or your spouse own property in another borough or state?

- Yes
- No

Please list your other property address, city, & state.

If yes, does the property receive exemption? Yes No

Alaska Permanent Fund Eligibility

When was the last year you applied for the Alaska Permanent Fund Dividend? yes

Will you apply for the next Alaska Permanent Fund Dividend? Yes No What year will that be? 2020

Applicants who do not receive an Alaska Permanent Fund Dividend must complete KPB Supplemental Form #1 or the application will be denied. (Supplemental forms are available at the Assessing Department or on-line.)

I CERTIFY: This property is my primary residence and permanent place of abode. I occupied it as my primary residence for a minimum of 185 days in the year prior to the year of this application. (If you do not meet this requirement, you must provide satisfactory evidence that you meet the statutory criteria for an allowable absence under AS 43.23.008.)

I hereby attest that the information above is true and correct to the best of my knowledge, and I will notify the borough assessing department if I do not meet this requirement in any future year for the duration of this exemption.

Lee Goodwin
PRINT OR TYPE OWNER NAME

Yes Goodwin
SIGNATURE

6/13/19
DATE

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

NEW FILING	OCCUPANCY	AGE <u>AKDC</u>	FULL	VARIABLE	APPROVED	ENTERED BY
PRIOR FILING	OWNERSHIP <u>2-21-16</u>	PERM FUND <u>2019 yes</u>	CONTIG		DENIED	

revised 12/2014

AFFIDAVIT OF Lee Goodwin
(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).

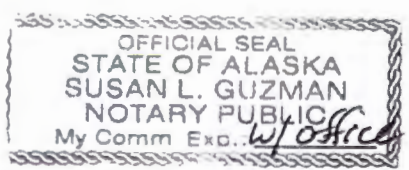


FURTHER AFFIANT SAITH NAUGHT.

Dated at Seldotna, Alaska, this 13 day of June, 2019

[Signature]
Applicant Signature

SUBSCRIBED AND SWORN to before me this 13 day of June, 2019



[Signature]
Notary Public
My Commission Expires: w/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 _____

Introduced by: Cooper, Smalley
Date: 07/02/19
Hearing: 08/06/19
Action: Introduced and Set for
Public Hearing
Vote: 7 Yes, 2 No, 0 Absent
Date: 08/06/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-16**

**AN ORDINANCE PROVIDING FOR A VOTE ON THE QUESTION OF ADOPTING A
MANAGER PLAN OF GOVERNMENT AT THE NEXT REGULAR ELECTION**

WHEREAS, Alaska Statutes provide that the borough may adopt a manager plan of government, which is initiated either by petition or by motion adopted by the governing body; and

WHEREAS, a manager plan of government would change the administration of the borough from the current form in which the elected mayor is the chief administrator for the borough to a manager form of government in which a manager is appointed by the assembly as the chief administrator; and

WHEREAS, under a manager form of government the mayor serves as the presiding officer of the assembly meetings, can vote in the case of a tie and may veto assembly actions; and

WHEREAS, Alaska Statute 29.20.470 requires the governing body to provide by ordinance or resolution for a vote on the question of adopting a manager plan at the next election when it adopts a motion to submit the question to the voters; and

WHEREAS, the requisite motion is included in this ordinance;

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

SECTION 1. That the assembly hereby approves a motion to adopt a manager plan of government as provided in Alaska Statute 29.20.460(a).

SECTION 2. That a ballot proposition shall be placed on the ballot in the next regular borough election, to be held October 1, 2019, which shall read as follows:

Shall the Kenai Peninsula Borough adopt a manager plan of government, where the chief administrative officer is a manager appointed by the assembly instead of the

mayor? The mayor would then serve as the presiding officer of the assembly, can vote in the case of a tie and may veto actions by the assembly.

Yes _____ No _____

SECTION 3. If a majority of the voters voting on the question approve it, then the assembly shall adopt the manager plan within 60 days by resolution or ordinance, and notify the Department of Commerce, Community and Economic Development as required by AS 29.20.480.

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

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

Wayne H. Ogle Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Assembly

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Kelly Cooper, Assembly Member *(K.M.) for K.C.*

DATE: July 25, 2019

RE: Amendment to Ordinance 2019-16 Providing for a Ballot Proposition on the Question of Adopting a Manager Plan of Government in 2019 (Cooper, Smalley)

As discussed during the meeting of July 2, 2019, it was my intention that if the voters approve adopting a manager form of government, the change would take place at the beginning of the next term of office of the mayor in 2020. This amendment clarifies that point:

[Please note the underlined bold language is new and the bold strikeout language in brackets is to be deleted.]

- Amend Section 1, as follows:

SECTION 1. That the assembly hereby approves a motion to adopt a manager plan of government as provided in Alaska Statute 29.20.460(a) ~~], to be effective upon commencement of the term of office of the person elected to be the Kenai Peninsula Borough Mayor in the regular or run-off election held in 2020.~~

- Amend Section 2, as follows:

SECTION 2. That a ballot proposition shall be placed on the ballot in the next regular borough election, to be held October 1, 2019, which shall read as follows:

Shall the Kenai Peninsula Borough adopt a manager plan of government, effective after the 2020 election, where the chief administrative officer is a manager appointed by the assembly instead of the mayor? The mayor would then serve as the presiding officer of the assembly, ~~can~~ could vote in the case of a tie and may veto actions by the assembly.

Yes _____ No _____

Your favorable consideration of this amendment is appreciated.

Kenai Peninsula Borough
Assembly

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Kelly Cooper, Assembly Member (E/M) for K.C.
Hal Smalley, Assembly Member (E/M) for H.S.

DATE: June 20, 2019

RE: Ordinance 2019-16, Providing for a Ballot Proposition on the Question of Adopting a Manager Plan of Government in 2019 (Cooper, Smalley)

This ordinance is intended to provide an opportunity for the assembly to consider placing the question of adopting a manager plan of government before the voters of the borough. Pursuant to AS 29.20.460 the borough may adopt a manager plan of government. It may be initiated by petition or by motion of the assembly. If the motion is adopted, then the assembly shall provide by ordinance or resolution for a vote on the question of adopting a manager plan of government. If the voters approve a manager plan, then the governing body shall, within 60 days, adopt a plan by ordinance or resolution.

Under a manager form of government, the mayor would still be elected areawide but no longer be the chief administrator of the borough. Instead, a borough manager would be appointed by majority vote of the assembly on the basis of administrative qualifications to serve as the chief administrator. The mayor would serve as chair of the assembly, still be able to participate in assembly discussions, may vote on assembly actions in the case of a tie, and may veto assembly actions.

Using a borough manager is not uncommon. According to the Division of Community and Regional Affairs records, 12 of the 19 boroughs in Alaska have a manager form of government.

Your support in giving the voters a chance to vote on this question would be appreciated.

Fiscal Note	
Kenai Peninsula Borough	Ordinance/Resolution: Ord 2019-16
Fiscal Year 2020	Fiscal Note Number: 2020-002
	Publish Date: 7/24/2019
Title: AN ORDINANCE PROVIDING FOR A VOTE ON THE QUESTION OF ADOPTING A MANAGER PLAN OF GOVERNMENT AT THE NEXT REGULAR	
Sponsor: Assemblymembers Cooper/Smalley	
Department: Assembly	

Entity	Strong Mayor Salary	Strong Mayor Salary w/ Benefits	Benefit detail	Elected Mayor Compensation	Elected Mayor Compensation w/ Benefits	Elected Official Benefit detail	Borough Manager Salary	Borough Manager Salary w/ Benefits	Benefit detail	Total Estimated Expense
Kenai Peninsula Borough	\$ 99,000	\$ 141,612	Healthcare=20,800 PERS=(Term cost)17,266 Other=4,546	\$ 30,000	\$ 54,795	Healthcare=15,900 PERS=6,600 Taxes=2,295	\$ 182,728	\$ 252,806	Healthcare=15,900 PERS=40,200 Taxes=13,978	\$ 141,612
Borough A				\$ 29,975	\$ 35,679	Healthcare=3,411 PERS=only if prior svc eligible Tier I-III Taxes=2,293	\$ 193,386	\$ 282,267	Healthcare=3,411 PERS=42,545 Taxes=14,794 Other=28,131	\$ 317,946
Borough B				\$ 50 per meeting day	\$ 1,938	No PERS or HC Taxes=138	\$ 125,216	\$ 194,400	Healthcare=31,247 PERS=27,548 Taxes=9,579 Other=810	\$ 196,338
City A *				\$ 12,000	\$ 12,918	No PERS or HC Taxes=918	\$ 146,120	\$ 218,731	Healthcare/Life=22,715 PERS=41,819 Taxes=2,176 Other=5,901	\$ 231,649
City B *										

Estimated Supplemental Funding: \$107,303 - \$176,334

ASSOCIATED REGULATIONS

Will the legislation result in procedural or regulation changes within a department? Y N (circle one)

If yes, by what date are the regulations to be adopted, amended or repealed? Borough code 4.04.060.

* NOTE: Though these are presented for comparative purposes, if the Kenai Peninsula Borough were to elect a Borough Manager form of governance, the Elected Mayor's position will still be required to pay a PERS termination past service cost rate of approximately \$17,000 annually, therefore Borough A and Borough B examples have more accurate estimates of what an Elected Mayor's PERS cost will be for the KPB.

Prepared By: Brandi Harbaugh, Finance Director

Introduced by:	Fischer, Blakeley
Date:	07/02/19
Hearing:	08/06/19
Action:	Introduced and Set for Public Hearing
Vote:	9 Yes, 0 No, 0 Absent
Date:	08/06/19
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-17**

**AN ORDINANCE AMENDING KPB 22.40.080 TO PLACE THE MAYOR’S REPORT
EARLIER ON THE AGENDA**

WHEREAS, following the recent approval of Ordinance 2019-08 the mayor’s report is scheduled at the end of the assembly meetings; and

WHEREAS, since that ordinance was enacted several members of the public have testified in opposition to this change, indicating they want to hear the mayor’s report early in the meeting instead of waiting until the end; and

WHEREAS, the mayor’s report is important as it is an opportunity for the public to hear more details about the work of the borough administration, often contains vital information, and the public’s best interest would be better served by returning the mayor’s report back to earlier on the assembly agenda;

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

SECTION 1. KPB 22.40.080 is hereby amended as follows:

22.40.080. Agenda—Order of business.

The order of business shall be:

- A. Call to order;
- B. Pledge of allegiance;
- C. Invocation;
- D. Roll call;
- E. Committee reports;
- F. Vacancy, designation or seating members (only when needed);
- G. Approval of agenda and consent agenda;
- H. Approval of minutes;
- I. Commending resolutions and proclamations;
- J. Presentations with prior notice (20 minutes total);

- K. Public comments on items not appearing on the agenda (three minutes per speaker; 20 minutes aggregate);
- L. Mayor's Report:
- [L]M. Items not completed from prior agenda;
- [M]N. Public hearings on ordinances (Testimony limited to 3 minutes per speaker);
- [N]O. Unfinished business
 - 1. Postponed items
 - 2. Notices to reconsider/rescind;
- [O]P. New business;
 - 1. Bid awards
 - 2. Resolutions
 - 3. Ordinances for introduction
 - 4. Other (including addition of late items);
- [P]Q. Public comments and public presentations (Limited to 3 minutes per speaker);
- [Q MAYOR'S REPORT;]
- R. Assembly comments;
- S. Pending legislation;
- T Informational materials and reports;
- U. Assembly meeting and hearing announcements;
- V. Adjournment

SECTION 2. That this ordinance shall take effect immediately upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH ON THIS * DAY OF * 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Assembly

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Dale Bagley, Assembly Vice-President *DLB*

DATE: July 25, 2019

RE: Amendment to Ordinance 2019-17, Amending KPB 22.40.080 to Place
the Mayor's Report Earlier on the Agenda (Fischer, Blakeley)

This amendment would move the mayor's report to just before the final public comment period. This way, the assembly can deal with action items sooner than it could when the mayor's report was before all action items, but still gives the public an opportunity to comment on the mayor's report.

[Please note the underlined bold language is new and the bold strikeout language in brackets is to be deleted.]

- Amend the second whereas clause, as follows:

WHEREAS, since that ordinance was enacted ~~[several members of the]~~ public testimony has supported ~~[have testified in opposition to this change, indicating they want to hear]~~ moving the mayor's report early enough in the meeting ~~[instead of waiting until the end]~~ to allow public comment on it; and

- Amend the third whereas clause, as follows:

WHEREAS, the mayor's report is important as it is an opportunity for the public to hear more details about the work of the borough administration, often contains vital information, and the public's best interest would be better served by ~~[returning the mayor's report back to earlier on the assembly agenda]~~ moving it up to before the final public comment period to give the public a chance to comment on it; and

- Add a final whereas clause, as follows:

WHEREAS, removing the lettering of each agenda item would avoid confusion when future changes may be made to the agenda;

- Amend Section 1, to delete all lettering of the items in the order of business and move the mayor's report to immediately before the final public comments, as follows:

SECTION 1. KPB 22.40.080 is hereby amended as follows:

22.40.080. - Agenda—Order of business.

- ~~[A.]~~ Call to order;
- ~~[B.]~~ Pledge of allegiance;
- ~~[C.]~~ Invocation;
- ~~[D.]~~ Roll call;
- ~~[E.]~~ Committee reports;
- ~~[F.]~~ Vacancy, designation or seating members (only when needed);
- ~~[G.]~~ Approval of agenda and consent agenda;
- ~~[H.]~~ Approval of minutes;
- ~~[I.]~~ Commending resolutions and proclamations;
- ~~[J.]~~ Presentations with prior notice (20 minutes total);
- ~~[K.]~~ Public comments on items not appearing on the agenda (three minutes per speaker; 20 minutes aggregate);
- ~~[L.]~~ **Mayor's Report;**
- ~~[LM.]~~ Items not completed from prior agenda;
- ~~[MN.]~~ Public hearings on ordinances (Testimony limited to 3 minutes per speaker);
- ~~[NO.]~~ Unfinished business
 1. Postponed items
 2. Notices to reconsider/rescind;
- ~~[OP.]~~ New business;
 1. Bid awards
 2. Resolutions
 3. Ordinances for introduction
 4. Other (including addition of late items);

Mayor's Report;

[PQ.] Public comments and public presentations (Limited to 3 minutes per speaker);

[Q.] ~~Mayor's Report;~~

[R.] Assembly comments;

[S.] Pending legislation;

[T.] Informational materials and reports;

[U.] Assembly meeting and hearing announcements;

[V.] Adjournment.

Your support would be appreciated.

Kenai Peninsula Borough
Assembly

MEMORANDUM

TO: Wayne Ogle, Assembly President
Kenai Peninsula Borough Assembly Members

FROM: Paul Fischer, Assembly Member (PW) for P.F.
Norm Blakeley, Assembly Member

DATE: June 20, 2019

RE: Ordinance 2019-17, Amending KPB 22.40.080 to Place the Mayor's Report Earlier on the Agenda (Fischer, Blakeley)

After the mayor's report was recently moved to the end of the assembly agenda, we received comments from members of the public asking that it be returned to its earlier position as it has important information about the mayor's activities and those of the administration.

The mayor's report does not typically take much time and moving it to the end of the meeting significantly decreases the public exposure it receives. This ordinance would return it to the previous position on the agenda.

Your support would be appreciated.

Introduced by:	Dunne
Date:	07/02/19
Hearing:	08/06/19
Action:	Introduced and Set for Public Hearing
Vote:	6 Yes, 3 No, 0 Absent
Date:	08/06/19
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-18**

**AN ORDINANCE AMENDING KPB 22.40.080 AND REPEALING KPB 22.40.090
WHICH PROVIDE FOR AN INVOCATION DURING ASSEMBLY MEETINGS AND
REFERRING THIS QUESTION TO THE VOTERS**

WHEREAS, the Kenai Peninsula Borough code currently provides for an invocation during assembly meetings and states the assembly president shall designate a person to offer an invocation; and

WHEREAS, the subject of invocations during assembly meetings has caused emotional divisions in our community and significant costs to the borough; and

WHEREAS, many borough residents have asked that invocations be eliminated from assembly meetings; and

WHEREAS, ending the offering of invocations may save the borough taxpayers' money especially during this time of economic difficulties in Alaska, and reduce divisiveness in our community; and

WHEREAS, referring this question to the voters for an advisory vote would help determine the direction the residents prefer the borough to take on this issue;

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

SECTION 1. That KPB 22.40.080 is hereby amended as follows:

22.40.080. - Agenda—Order of business.

The order of business shall be:

- A. Call to order;
- B. Pledge of allegiance;
- [C. INVOCATION;]
- [D]C. Roll call;
- [E]D. Committee reports;

- [F]E. Vacancy, designation or seating members (only when needed);
- [G]F. Approval of agenda and consent agenda;
- [H]G. Approval of minutes;
- [I]H. Commending resolutions and proclamations;
- [J]I. Presentations with prior notice (20 minutes total);
- [K]J. Public comments on items not appearing on the agenda (three minutes per speaker; 20 minutes aggregate);
- [L]K. Items not completed from prior agenda;
- [M]L. Public hearings on ordinances (Testimony limited to 3 minutes per speaker);
- [N]M. Unfinished business
 - 1. Postponed items
 - 2. Notices to reconsider/rescind;
- [O]N. New business;
 - 1. Bid awards
 - 2. Resolutions
 - 3. Ordinances for introduction
 - 4. Other (including addition of late items);
- [P]O. Public comments and public presentations (Limited to 3 minutes per speaker);
- [Q]P. Mayor's Report;
- [R]Q. Assembly comments;
- [S]R. Pending legislation;
- [T]S. Informational materials and reports;
- [U]T. Assembly meeting and hearing announcements;

SECTION 2. That KPB 22.40.090 is hereby repealed.

SECTION 3. That a ballot proposition shall be placed on the ballot in the next regular borough election, to be held October 1, 2019, which shall read, as follows:

Shall the Kenai Peninsula Borough amend KPB 22.40.080 and repeal KPB 22.40.090 to eliminate the requirement for an invocation at assembly meetings?
 This is an advisory vote.

YES _____ NO _____

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

 Wayne H. Ogle, Assembly President

ATTEST:

 Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough Assembly

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Willy Dunne, Assembly Member *(Signature) for W.D.*

DATE: July 25, 2019

RE: Amendment to Ordinance 2019-18, Amending KPB 22.40.080 and Repealing KPB 22.40.090 which Provide for an Invocation During Assembly Meetings and Referring this Question to the Voters (Dunne)

While I intend to move to withdraw this ordinance on August 6, 2019, following are amendments I will offer if that motion is defeated to ensure the vote is advisory.

As this ordinance is intended to place on the ballot an advisory question about the invocation, the assembly must vote on it before the election to get it on the ballot. To consider the result of the vote on this question, the assembly would have to wait until after the election to vote on a separate ordinance regarding the invocation. The following amendments would delete the proposed code changes from this ordinance.

[Please note the underlined bold language is new and bold strikeout language in brackets is to be deleted.]

- Amend the title as follows:

**REFERRING THE QUESTION TO THE VOTERS OF WHETHER OR NOT TO AMEND
THE BOROUGH CODE TO ELIMINATE THE REQUIREMENT OF
{AMENDING KPB 22.40.080 AND REPEALING KPB 22.40.090 WHICH PROVIDE
FOR} HAVING AN INVOCATION DURING ASSEMBLY MEETINGS {AND
REFERRING THIS QUESTION TO THE VOTERS}**

- Delete Sections 1 and 2 of this ordinance.
- Renumber Section 3 to Section 1.
- Add a new Section 2 as follows:

**SECTION 2. That this ordinance shall become effective immediately upon
its enactment.**

Kenai Peninsula Borough
Assembly

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Willy Dunne, Assembly Member (W.D.) for W.D.

DATE: June 20, 2019

RE: Ordinance 2019-18, Amending KPB 22.40.080 and Repealing KPB 22.40.090 which Provide for an Invocation During Assembly Meetings and Referring this Question to the Voters (Dunne)

Borough assembly policy states that invocations are presented to meet the spiritual needs of assembly members. However, recent invocations have failed to accomplish that and have resulted in controversial and divisive actions in our community.

Many residents of the borough have requested that invocations at assembly meetings be eliminated. Ending the practice of invocations will save the borough taxpayers' money and reduce divisiveness in our community. It is expected that assembly members can find ways to have their spiritual needs met outside of public meetings.

Your support in allowing the voters the opportunity at the next regular election on October 1, 2019, to vote on the elimination of the assembly invocation would be appreciated. This would be an advisory vote as the assembly has the authority to amend its meeting agenda without voter approval.

July 15, 2019

Dear Kenai Peninsula Borough Assembly Members
Wayne Ogle, President; Dale Bagley, Vice President;
Kelly Cooper, Paul Fischer, Norm Blakeley, Hal Smalley,
Brent Hibbert, Kenn Carpenter, Willy Dunne

Subject: Ordinance 2019-18 Amending the Borough's Invocation Policy

Ordinance 2019-18 is a reckless piece of legislation as it will surely create even more divisiveness in our community. If approved, this Ordinance will provide an avenue for one sector of the population to advise the Assembly to suppress another sector of our population by voting. No Assembly member should ever entertain legislation that suppresses the public from exercising their 1st Amendment rights while giving an invocation. If anything, the assembly should be creating more avenues for freedom of expression instead of trying to eliminate them as government sponsored censorship is not the answer. Obviously there is a certain sector of the population that would like to get rid of the invocation altogether and they have tried very hard to suppress others from exercising their freedom of speech. This is just the latest blatant attempt to suppress others who they disagree with.

Doing away with the invocation is not the answer and here's why. First, it is not the Assembly's role to coddle individuals who are offended by what others believe. If individuals are offended by what others believe then that is a personal problem and it is not the responsibility of the Assembly to resolve everyone's personal differences. Second, at the 6/18/19 Assembly meeting three invocations were given under public comment. Those public comments were offered by Michele Heartland, Paul Hubert, and Greg Anderson. So what will the Assembly do now? Will the Assembly now remove public comment from the agenda when individuals become offended by the public comment of others?

Summary

- 1) Ordinance 2019-18 promotes more divisiveness.
- 2) Ordinance 2019-18 provides an avenue to suppress free speech.
- 3) Ordinance 2019-18 is a tool that will allow one sector of the population to suppress another sector.
- 4) Ordinance 2019-18 is trying to resolve personal differences which is not the role of the Assembly.
- 5) Ordinance 2019-18 provides an avenue for Government sponsored censorship.

It seems to me that we would be better off if we all practiced a bit of tolerance and respect our differences instead of perfecting how to become offended. I urge each assembly member to recognize the reckless and divisive nature of Ordinance 2019-18 and NOT support it.

Sincerely,



Daniel A. Conetta
708 Alder Court
Kenai, AK 99611

Introduced by: Mayor
Date: 08/06/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2019-043**

A RESOLUTION AUTHORIZING THE SOLE SOURCE AWARD OF TWO ZOLL X-SERIES DEFIBRILLATORS FOR KACHEMAK EMERGENCY SERVICE AREA

WHEREAS, Kachemak Emergency Service Area (“KESA”) is seeking authorization to purchase two Zoll X-Series Defibrillators as approved in the Fiscal Year 2020 Budget; and

WHEREAS, the purchase has an urgency to it as the current defibrillators used by KESA (Philips MRX) have been abruptly discontinued due to violations of federal manufacturing practices; and

WHEREAS, South Peninsula Hospital, Inc. (SPH) recently replaced their Philips MRX defibrillators with Zoll X-Series Defibrillators; and

WHEREAS, it is imperative that KESA and SPH maintain seamless compatibility in the transfer of telemedicine data in order to maintain the highest level of patient care; and

WHEREAS, Zoll Medical Corporation is the sole source vendor for the Zoll X-Series Defibrillators;

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

SECTION 1. The Mayor is authorized to award the purchase of two Zoll X-Series Defibrillators on a sole source basis to Zoll Medical Corporation in the amount of \$69,375.71.

SECTION 2. That this resolution shall become effective upon its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 6TH DAY OF AUGUST, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Kachemak Emergency Service Area

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Borough Mayor *CP*

FROM: Bob Cicciarella, KESA Fire Chief *BC*
John Hedges, Purchasing and Contacting Director *JH*
Brandi Harbaugh, Finance Director *BH*

DATE: July 25, 2019

RE: Resolution 2019- 043, Authorizing the Sole Source Award of Two Zoll X-Series Defibrillators for Kachemak Emergency Service Area (Mayor)

Kachemak Emergency Services ("KESA") is respectfully requesting authorization to sole source the purchase of two Zoll X-Series Defibrillators as approved in the Fiscal Year 2020 Budget. Defibrillators are a key part of KESA's life-saving equipment, not only as an essential tool but also providing critical information to KESA medics, the hospital emergency room doctors and the nursing staff. KESA is the only fire department on the peninsula and possibly in the State of Alaska that transmits telemedicine to the ER doctors while on scene and/or in route to the hospital with the patient. Zoll has the capability to send telemedicine data in the X-Series version of the product.

This purchase has an urgency to it as the current defibrillator at KESA (Philips MRX) was abruptly discontinued due to violations of federal manufacturing practices. The MRX can no longer be serviced and replacement parts such as rechargeable batteries are permanently out of stock.

The South Peninsula Hospital recently found themselves in a similar predicament replacing 30 of their Philips MRX units with the Zoll X-Series. It is imperative that KESA and SPH maintain seamless compatibility in order to maintain a high level of patient care as well as comfort during the transfer of care. SPH and KESA also utilize this compatibility for standard of care through the Zoll Quality of Cardio Pulmonary Resuscitation (Q-CPR) feature including training feedback.

KESA is asking that Zoll Medical Corporation be authorized as the sole source vendor for this purchase. Zoll only sells this new equipment through distribution and therefore only sells direct. A quote has been obtained from National Purchasing Partners (NPP) Government Cooperative Contract with shipping for \$69,375.71.

July 25, 2019

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Re: R2019- 043

We respectfully request your approval and support for this purchase. Funding for this project is in account number 212.51810.00000.48515

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.	<u>212.51810.48515</u>
Amount:	<u>\$69,375.71</u>
By:	<u>pp</u>
Date:	<u>7/26/19</u>

Introduced by: Mayor
 Date: 08/06/19
 Hearing: 08/20/19
 Action:
 Vote:

**KENAI PENINSULA BOROUGH
 ORDINANCE 2018-19-39**

AN ORDINANCE TO RECORD FY2019 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 2018 Alaska Legislature enacted HB286 which appropriated funds to the Department of Administration, Division of Retirement & Benefits on behalf of the Kenai Peninsula Borough, to reduce the liability of political subdivisions to the Public Employees Retirement System (PERS) for FY2019; and

WHEREAS, the borough was notified on July 01, 2019, that the amount received by the Department of Administration, Division of Retirement & Benefits on behalf of the borough would be released early August 2019, an amount estimated to be equal to the difference between the borough’s budgeted PERS rate of 22 percent and a total contribution rate of 27.58 percent; and

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

WHEREAS, FY2019 expenditure budgets should be increased (for which there will be a corresponding revenue adjustment) to reflect the receipt of these funds by the Department of Administration, Division of Retirement & Benefits on behalf of the borough;

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

SECTION 1. That FY2019 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	

Anchor Point Fire Service Area
 Central Emergency Services
 Kachemak Emergency Service Area
 North Peninsula Recreation Service Area
 Eastern Peninsula Highway Emergency
 Service Area
 Road Service Area
 School Maintenance
 Land Trust
 Seward Bear Creek Flood Service Area
 911 Emergency Communications
 Solid Waste
 Risk Management

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

Fund	Department	Project	Object	Amount
100	11100	00000	40221	
100	11120	00000	40221	
100	11130	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	
100	11510	00000	40221	
100	11520	00000	40221	

100	21110	00000	40221
100	21135	00000	40221
206	51110	00000	40221
207	51210	00000	40221
209	51410	00000	40221
211	51610	00000	40221
212	51810	00000	40221
225	61110	00000	40221
235	51710	00000	40221
236	33950	00000	40221
241	11235	00000	40221
241	41010	00000	40221
250	21210	00000	40221
259	21212	00000	40221
264	11255	00000	40221
290	32010	00000	40221
290	32122	00000	40221
700	11234	00000	40221

SECTION 3. That upon enactment this ordinance shall be effective retroactively on June 30, 2019.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

 Wayne H. Ogle, Assembly President

ATTEST:

 Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Finance

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *cfp*

FROM: Brandi Harbaugh, Finance Director *BH*

DATE: July 25, 2019

SUBJECT: Ordinance 2018-19-39, To Record FY2019 Expenditures of 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 2018 legislative session, the Alaska legislators passed HB286 which appropriated funds to help defray the cost of increased employer contributions to the Public Employees' Retirement System (PERS) for fiscal year 2019. The purpose of this legislation was to contribute to the PERS system an amount estimated to be equal to the difference between the borough's budgeted PERS rate of 22 percent and the actuarially determined rate of 27.58 percent. Pursuant to the attached letter from the Division of Retirement and Benefits dated July 01, 2019, the amount contributed on the borough's behalf for FY2019 will be provided in early August 2019.

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.

On July 1, 2019, we received notice that the Kenai Peninsula Borough will be receiving the FY2019 on-behalf PERS amount in early August 2019. In order to expedite the appropriation process to complete the FY2019 year-end closing in a timely manner, the amounts have been left blank for introduction. We anticipate receiving the on-behalf amount by August 15, 2019.



THE STATE
of ALASKA
GOVERNOR MICHAEL J. DUNLEAVY

Department of Administration
DIVISION OF RETIREMENT AND BENEFITS

6th Floor State Office Building
333 Willoughby Avenue
P.O. Box 110203
Juneau, AK 99811-0203
Phone: (907) 465-4460
Toll-Free: (800) 821-2251
FAX: (907) 465-3086
Alaska.gov/drb

July 01, 2019

BRANDI R HARBAUGH, FINANCE DIRECTOR
KENAI PENINSULA BOROUGH
144 N BINKLEY ST
SOLDOTNA AK 99669-7520

Sent via email to: BHARBAUGH@BOROUGH.KENAI.AK.US

RE: FY2019 Employer On-Behalf Funding - PERS ER 180

During the 2018 legislative session, House Bill HB286 (HB286) passed providing on-behalf funding for PERS employer contributions for Fiscal Year 2019 (FY 2019). HB286, Section 25 reads as follows:

*(b) The sum of \$135,219,000 is appropriated from the general fund to the Department of Administration for deposit in the defined benefit plan account in the **public employees' retirement system** as an additional state Contribution under AS 39.35.280 for the fiscal year ending June 30, 2019.*

HB286 at <http://www.akleg.gov/PDF/30/Bills/HB0286Z.PDF> (Section 25, page 89 & 90).

The Alaska Retirement Management Board approved the actuarially determined rate of 27.58% for FY2019, with HB286 providing an on-behalf rate of 5.58% for each FY2019 employer payroll. On-behalf funding is applied with the processing of each employer payroll with payroll end dates between July 1, 2018 and June 30, 2019 and fully received by the Division by July 15, 2019. A fully received and processable payroll must include payment, an employer summary, and any other required documentation (WIRE and ACH payments must have a corresponding Memo). Once all such payrolls have been processed we will true-up your account and make an adjusting entry, then send a final statement via email in early August 2019.

Included is a report detailing the Employer On-Behalf Funding allocated for fiscal year 2019 payrolls. Please work with your accountant or auditor to determine where to show this funding on your financial statements. Feel free to contact me via telephone at (907) 465-2279 or email at tamara.criddle@alaska.gov if you have questions or need additional information regarding HB286.

Sincerely,

A handwritten signature in blue ink that reads "Tamara Criddle".

Tamara Criddle, Accountant III

State of Alaska, Division of Retirement and Benefits
FY2019 - HB286 Employer On-Behalf Detail as of 6/30/2019
KENAI PENINSULA BOROUGH - ER 180

Payroll Ending Date	On-Behalf		Total
	Pension	Other Post-employment Healthcare	
07/06/2018 B	43,111.41	0.00	43,111.41
07/20/2018 B	44,057.14	0.00	44,057.14
08/03/2018 B	43,767.74	0.00	43,767.74
08/17/2018 B	43,873.92	0.00	43,873.92
08/31/2018 B	43,066.17	0.00	43,066.17
09/14/2018 B	44,466.19	0.00	44,466.19
09/28/2018 B	45,613.80	0.00	45,613.80
10/12/2018 B	43,988.07	0.00	43,988.07
10/26/2018 B	44,686.01	0.00	44,686.01
11/09/2018 B	44,098.21	0.00	44,098.21
11/23/2018 B	45,388.80	0.00	45,388.80
12/07/2018 B	44,978.96	0.00	44,978.96
12/21/2018 B	44,933.26	0.00	44,933.26
01/04/2019 B	45,932.90	0.00	45,932.90
01/18/2019 B	44,907.66	0.00	44,907.66
02/01/2019 B	46,041.90	0.00	46,041.90
02/15/2019 B	44,931.00	0.00	44,931.00
03/01/2019 B	45,150.38	0.00	45,150.38
03/15/2019 B	44,434.28	0.00	44,434.28
03/29/2019 B	45,214.48	0.00	45,214.48
04/12/2019 B	44,062.14	0.00	44,062.14
04/26/2019 B	44,409.28	0.00	44,409.28
05/10/2019 B	44,473.72	0.00	44,473.72
05/24/2019 B	44,837.37	0.00	44,837.37
06/07/2019 B	45,072.01	0.00	45,072.01
TOTALS FOR KENAI PENINSULA BOROUGH	\$1,115,496.80	\$0.00	\$1,115,496.80

DISCLAIMER: The information contained in this letter is based on the specific facts and circumstances presented and cannot be applied to other facts and circumstances. This letter may contain a summary description of benefits, costs, rates, valuations, other calculations, policies or procedures for one or more pension or benefit plans administered by the Division of Retirement and Benefits, including but not limited to, the Public Employees' Retirement System, the Teachers' Retirement System, the Judicial Retirement System, the Supplemental Annuity Plan, the Deferred Compensation Plan, the AlaskaCare Employee Health Plan, or the AlaskaCare Retiree Benefit Plan. The Division of Retirement and Benefits has made every effort to ensure, but does not guarantee, that the information provided is accurate and up to date. Where this letter conflicts with the relevant Plan Document, the Plan Document controls.

Introduced by: Mayor
Date: 08/06/19
Hearing: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-19-06**

**AN ORDINANCE APPROVING THE PURCHASE AND INSTALLATION OF A
DEAERATOR TANK FROM THE SOUTH PENINSULA HOSPITAL CAPITAL
PROJECT FUND**

WHEREAS, the Kenai Peninsula Borough ("borough") and South Peninsula Hospital, Inc. ("SPH, Inc.") have entered into a Sublease and Operating Agreement for the operation of South Peninsula Hospital and other Medical Facilities, and to provide other healthcare programs and services, on a nonprofit basis to ensure continued availability to the service area residents; and

WHEREAS, on June 18, 2019 the borough received notice from SPH, Inc. that its 34-year-old deaerator tank is experiencing issues; and

WHEREAS, SPH, Inc. requires this equipment to dissolve the oxygen out of the water while supplying all three boilers with preheated and chemically treated water to help protect them from internal corrosion and scale buildup; and

WHEREAS, the current deaerator tank is considered obsolete, replacement parts and service are not available; and

WHEREAS, this project is an unbudgeted capital item; and

WHEREAS, SPH, Inc. is recommending acceptance of the Alaska Boiler & Burner LLC quote of \$143,990, leaving \$36,010 for the remaining components of the project for the deaerator tank; and

WHEREAS, sufficient funds are available in the South Peninsula Hospital Plant, Capital Project Fund to fund this purchase; and

WHEREAS, at its regular meeting of _____, 2019, the SPH, Inc. board recommended _____; and

WHEREAS, at its meeting on July __, 2019, the South Kenai Peninsula Hospital Service Area Board recommended _____;

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

SECTION 1. That the assembly approves the purchase and installation of a deaerator tank for a total cost of \$180,000, with the funds for payment to be made from the South Peninsula Hospital Service Area Capital Project Fund.

SECTION 2. That \$180,000 is appropriated from South Peninsula Hospital Service Area Capital Project Fund, to account 491.81210.20DTK.49999 for the purchase and installation of a deaerator tank.

SECTION 3. That this ordinance shall become effective upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *CP*

FROM: John Hedges, Purchasing and Contracting Director *JH*
Brandi Harbaugh, Finance Director *BH*

DATE: July 25, 2019

RE: Ordinance 2019-19-06, Approving the Purchase and Installation of a Deaerator Tank from the South Peninsula Hospital Service Area Capital Project Fund (Mayor)

On June 18, 2019 the borough received notice from South Peninsula Hospital, Inc. ("SPH, Inc.") that its deaerator tank is experiencing issues. This system is vital for dissolving the oxygen out of the water while supplying all three boilers with preheated and chemically treated water to help protect them from internal corrosion and scale buildup. Replacement and installation of the deaerator tank should occur as soon as possible to ensure there is no disruption to patient care.

The current deaerator tank was purchased refurbished 34 years ago. All temporary low cost options have been used to repair leaks and extend the life of the existing tank with no success.

SPH requested quotes from several vendors, however at this point only one vendor had provided a quote.

Sufficient funds are available in the SPH capital project fund to support this need. This ordinance would appropriate \$180,000 for the purchase and installation of a deaerator tank.

Your approval of this ordinance would be appreciated.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.	<u>491.00000.00000.27910</u>
Amount:	<u>\$180,000</u>
By: <u>PH</u>	Date: <u>7/22/19</u>

To: SPH Board of Directors
From: Jim Basch, Int CFO and Glenn Radeke, Director of Facilities
Date: June 20, 2019
Re: Deaerator Tank

The current deaerator was installed in 1985 and is used to supply preheated, chemically treated feed water to three boilers. This system is vital for dissolving the oxygen out of the water while supplying all three boilers with preheated and chemically treated water to help protect them from internal corrosion and scale buildup.

This Deaerator tank constitutes an unbudgeted capital purchase with reallocation of budgeted capital funds from the Service Area Capital Fund. SPH must follow steps for submitting capital to the SPH Board of Directors, the Hospital Service Area Board, and the Assembly for approval.

JUSTIFICATION:

We recently became aware the deaerator tank was leaking. All temporary low cost options have been used or pursued to repair the leak with little to no success. We have been working with Peninsula Plumbing, Muira Boilers, and Alaska Boiler & Burners to quote a more efficient and reliable system to include installation. The only one to give us a quote has been Alaska Boiler & Burners.

Alaska Boiler & Burner LLC: Superior Boiler Works Deaerator tank \$180,000.00
quote was grossed up 25% for mechanical engineering design

This resolution would approve the purchase.

Recommended Motion: Pass and Adopt SPH Resolution 2019-09, A Resolution Approving the Purchase and Installation of the Superior Boiler Works Deaerator Tank.

Introduced by: Administration
Date: 6/26/19
Action: Approved
Vote: Yes - 8, No - 0, Excused - 2

**SOUTH PENINSULA HOSPITAL
BOARD RESOLUTION
2019-09**

A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF THE SUPERIOR BOILER WORKS DEAERATOR TANK

WHEREAS, the South Peninsula Hospital (SPH) is experiencing issues with the current, deaerator tank installed in 1985;

WHEREAS, the system is vital for dissolving the oxygen out of the water while supplying all three boilers with preheated and chemically treated water to help protect the boilers from internal corrosion and scale buildup; and

WHEREAS, all temporary low cost options have been used to repair leaks with little to no success; and

WHEREAS, this project is an unbudgeted capital item; and

WHEREAS, SPH has available fund through the Service Area Capital Funds from previous appropriated and budgeted items; and

WHEREAS, SPH Management has been working with Peninsula Plumbing, Muira Boilers, and Alaska Boiler & Burners to quote a more efficient and reliable system to include installation; and

WHEREAS, SPH Management is recommending the Alaska Boiler & Burner LLC quote acceptance for \$143,990 for Superior Boiler Works Deaerator tank; and

WHEREAS, the quote was grossed up 25% to total \$180,000 to include mechanical engineering design; and

WHEREAS, Management has recommended the purchase and installation of Superior Boiler Works Deaerator tank; and

WHEREAS, this resolution was approved by the Finance Committee at its June 20, 2019 meeting.

WHEREAS, per the Sublease and Operating Agreement, SPH is required to take this request to the Service Area Board (SAB) and Assembly for final approval;

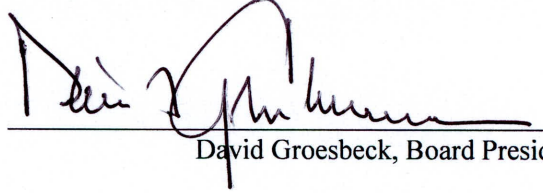
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA HOSPITAL:

1. That Management is authorized and directed to accept the quotes from Alaska Boiler & Burner LLC for the purchase and installation of Superior Boiler Works Deaerator tank on behalf of the Hospital, following approval from the SAB and Borough Assembly.
2. That Management is hereby authorized to take any other actions that are necessary or desirable to achieve the intent of these Resolutions.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA AT ITS MEETING HELD ON THIS 26th DAY OF June, 2019.

ATTEST:


Bernadette Wilson, Secretary


David Groesbeck, Board President

Introduced by: Mayor
Date: 08/06/19
Hearing: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-22**

AN ORDINANCE AUTHORIZING A NEGOTIATED SALE WITH ALEX AND COURTNEY MATIACO AT FAIR MARKET VALUE FOR LOT 5A, BLOCK 3, RAVENWOOD SUBDIVISION, ADDITION NO. 3, PLAT NO. 81-42, KENAI RECORDING DISTRICT, WHICH WAS PREVIOUSLY RETAINED FOR A PUBLIC PURPOSE

- WHEREAS**, Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District (Tax Parcel No. 05505022) was deeded to the borough through tax foreclosure proceedings pursuant to AS 29.45.290 *et seq.* for delinquent payment of taxes; and
- WHEREAS**, this parcel was retained for a public purpose under Ordinance 2007-21 as it was less than 40,000 square feet and was considered a substandard lot; and
- WHEREAS**, pursuant to AS 29.45.470, the right of the former owner of record to repurchase the property has ceased as the borough has held this property for more than 10 years; and
- WHEREAS**, Alex and Courtney Matiaco, as the neighboring property owners, applied for a negotiated sale of this property to add to their existing property; and
- WHEREAS**, the borough's practice is to retain substandard parcels until such time as they can be combined with adjacent parcels and sold into private ownership; and
- WHEREAS**, this parcel is also landlocked as it does not have direct access to a right-of-way; and
- WHEREAS**, the Matiacos' septic system crosses onto the borough parcel and would be considered an unintentional trespass; and
- WHEREAS**, the land has been classified as residential pursuant to Resolution 2019-020; and
- WHEREAS**, the Kenai Peninsula Borough Planning Commission, at its regular meeting of August 12, 2019, recommended _____;
- NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

SECTION 1. The real property described below is a tax foreclosed property retained for public purpose under KPB ordinance 2007-21 as a substandard lot (less than 40,000 square feet). In accordance with provisions of A.S. 29.45.460, this property has been held by the borough for more than 10-years following the redemption period and the assembly finds that a public need no longer exists provided that the lot is replatted and combined to create a standard sized lot.

Parcel	General Location	Description	Last Owner of Record
055-050-22	Ciechanski	Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District	Aho, Ron J. & Evdokia

SECTION 2. That the assembly finds that conveying the parcel described in Section 1 pursuant to KPB 17.10.100(I) at fair market value to Alex and Courtney Matiacos is in the best interest of the borough based on the following:

1. Conveyance of subject property would resolve an unintentional trespass as the Matiacos' septic system crosses onto subject property.
2. The proposed sale would result in combining Lot 5A and Lot 5 to create a standard size lot.
3. Creating a standard size lot would cure the purpose for which Lot 5A was retained.
4. Combining Lots 5A and Lot 5 will resolve the landlocked status of subject property.

SECTION 3. The assembly additionally makes an exception to KPB 17.10.110 (notice of disposition). This exception is based on the following findings of facts pursuant to KPB 17.10.230:

1. Special circumstances or conditions exist.
 - A. The purpose of the KPB 17.10.110 advertising requirement is to notify the public of an opportunity to purchase or lease KPB land, and advertising this negotiated sale to the Matiacos will not serve a useful purpose.
2. That the exception is necessary for the preservation and enjoyment of a substantial property right and is the most practical manner of complying with the intent of this chapter.
 - B. This exception to the notice requirement is not necessary to preserve a substantial property right, and the assembly hereby authorizes exception to that finding requirement. For this negotiated sale, the notice requirement is impractical, and compliance is not in the best interests of the borough due to the delay and unnecessary expense it would cause.

3. That the granting of the exception will not be detrimental to the public welfare or injurious to other property in the area.

A. The proposed disposition is advertised by publication of the ordinance in newspapers of general circulation and on the borough's web page. Notice of the proposed disposition is also published by the planning commission agenda in newspapers of general circulation, and a public hearing is held at the planning commission level. Additional notice is not necessary to comply with the intent of KPB 17.10 or to protect the public welfare.

SECTION 4. Based on the foregoing, the mayor is hereby authorized, pursuant to KPB 17.10.100(I) to sell and convey, through quitclaim deed, the land described in Section 2 above to Alex and Courtney Matiaco for the fair market value of \$5,000 by a financed sale, subject to the terms and conditions of this ordinance. The authorization is only for the sale to Alex and Courtney Matiaco and is subject to the requirement that the parcel be surveyed and combined by plat to the land presently owned by the Matiacos (Lot 5, Block 3, Ravenwood Subdivision, Addition No. 1, Plat No. 72-10, Kenai Recording District). The purchaser may not assign any rights to negotiate or enter into an agreement for purchase with any other person or entity. The purchaser shall be responsible for acquiring title insurance and shall pay all fees associated with this sale including recording fees, closing costs, escrow setup fees, annual escrow fees, collection fees to the extent applicable, and other associated fees for this sale. All other applicable terms and conditions of KPB Chapter 17.10 shall apply to this sale unless inconsistent with this ordinance.

SECTION 5. Upon entering into an agreement to acquire the land, a down payment of \$1,500 shall be made and the applicable terms and provisions of KPB 17.10.120 and KPB 17.10.130 shall apply, except that the borough shall retain the down payment, up to \$1,000, if the prospective buyers breach a term of the sale.

SECTION 6. The Matiacos shall have 180 days from the enactment of this ordinance to complete the sale.

SECTION 7. The mayor is authorized to sign any documents necessary to effectuate this ordinance.

SECTION 8. That this ordinance shall become effective immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS *
DAY OF *, 2019.**

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Planning Department – Land Management Division

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *cli*
Max Best, Planning Director *MB*
Marcus A Mueller, Land Management Officer *Mueller*

FROM: Daniel Conetta, Land Management Agent *D.C.*

DATE: July 25, 2019

RE: Ordinance 2019-22, Authorizing a Negotiated Sale with Alex and Courtney Maticaco at Fair Market Value for Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District, which was Previously Retained for a Public Purpose (Mayor)

Alex and Courtney Maticaco submitted an application for the negotiated sale of the Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No 81-42 Kenai Recording District (PIN 05505022) ("the parcel"). A Site Map is attached. KPB Land Management reviewed the application and identified the following findings of fact:

- 1) The parcel adjoins the Maticacos' property to the north;
- 2) The parcel contains 0.46 acres and is surplus to the needs of the borough;
- 3) The borough received clerk's deed to the parcel in 2005 through tax foreclosure proceedings and retained the parcel pursuant to Ordinance 2007-21 as it was less than 40,000 s.f. and considered a substandard lot;
- 4) Pursuant to AS 29.45.470, the right of the former owner of record to repurchase the parcel ceased as the borough has held the parcel for more than 10 years;
- 5) The parcel is landlocked from having direct access to Pintail Avenue;
- 6) The septic system from the applicants' property crosses onto borough land and would be considered an unintentional trespass;
- 7) The borough's assessing department has provided a \$5,000 estimated fair market value for the parcel; and
- 8) The parcel was classified as residential pursuant to Resolution 2019-020.

Analysis: The parcel and the applicants' property to the north was originally under one ownership. The plat note for Ravenwood Subdivision, Addition No. 3 states that "These lots shall not be transferred as separate parcels thereafter." However, pursuant to AS 29.45.290 *et. seq.* and KPB 17.10.100(A) regarding tax foreclosure proceedings, these parcels became separated when the borough received clerk's deed to subject property. The separation of these parcels also created an unintentional trespass as the applicants' septic system straddles both parcels. Pursuant to KPB 17.10.220 the borough may resolve a trespass situation through a negotiated sale. The borough's practice is to retain substandard parcels until such time as they can be combined with adjacent parcels and sold into private ownership.

Conclusions: The applicants would be the most practical buyers for the parcel and could provide better utility of the land. Conveyance of the parcel to the adjacent owner and combining these two properties into one unit would restore these parcels under one ownership, resolve the landlocked status and the unintentional trespass as the applicants' septic system crosses onto borough land, and create a standard size lot.

Recommendation: Based on the findings of fact, analysis, and conclusions, staff recommends that the parcel be released from retention for a public purpose and offered to Alex and Courtney Maticaco as a sole source negotiated sale.

Your consideration of this ordinance is appreciated.

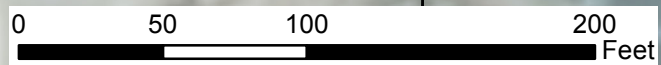


PINTAIL AVE

Matiaco
Lot 5

KPB
Lot 5A
PIN 05505022

Davis Block Material Site



Site Map

NEGOTIATED SALE, LEASE OR EXCHANGE OF BOROUGH LAND
KENAI PENINSULA BOROUGH
LAND MANAGEMENT DIVISION

LMD 19-057

144 N. Binkley Street
Soldotna, AK 99669-7599
lmweb@kpb.us

Phone: 907-714-2205
Fax: 907-714-2378

A \$500.00 fee must be submitted with this application. The \$500.00 is not applied to the purchase price and is refunded only if the application is not found to be in the public's best interest.

This form is to be completed by individuals or organizations wishing to purchase, lease or exchange borough land pursuant to KPB 17.10.100 (C) or (I). The application is to be completed in full to the best of knowledge of the individual or authorized representative. If requested, proprietary and financial information of the applicants, that is so marked, will be kept confidential. The assembly must approve, by ordinance, any disposition of borough land. The application process generally takes between 90-180 days.

Attach separate sheets of paper if more space is needed for explanation. If a section (or portion thereof) is not applicable, mark with the abbreviation "N/A". Contact Kenai Peninsula Borough Land Management staff if you have any questions about the information requested on the application. Please type or print.

Applicant Information

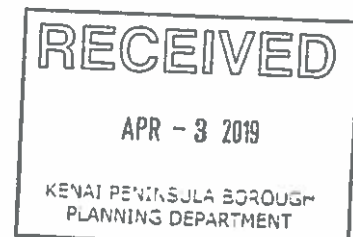
Name: Alex Mattiaco
Organization: _____
Mailing Address: 46775 Pintail Ave Kenai AK 99611
Phone: 503-750-5371 Email: AlexMattiaco@gmail.com

Other individuals(s) or organizations(s) party to this application (add additional pages if needed):

Name: Courtney Mattiaco
Organization: _____
Mailing Address: 46775 Pintail Ave Kenai AK 99611
Phone: 917-936-4302 Email: Courtneymattiaco@gmail.com

Type of Organization (check one):

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Individual | <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> General Partnership |
| <input type="checkbox"/> Non-Profit | <input type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Limited Partnership |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Other: | |



Note: Please submit, as appropriate, the following items with this application:

1. Current Alaska Business License
2. Designation of Signatory Authority to Act for Organization or Individual
3. Non-Profits – IRS Tax Exemption Status
 - Yes – Please attach letter of determination
 - No – Please attach certificate, articles of incorporation, by-laws, or other appropriated documentation.

Description of parcel(s) of interest (add additional pages if needed):

Legal Description: Lot 5A, Block 3, Ravenwood Sub. Addn. No. 3

Plat Number (if applicable): 81-42 Recording District: Kenai

Tax Parcel ID: 05505022 Size/Acreage: 0.46 Acres

This application is being made for the following (check the appropriate box);

- Purchase Lease Exchange Other (please specify)

Complete this section for Negotiated Sales Only:

a. Offer Price: Fair market value

b. Are you wishing to seek Borough financing for this purchase Yes No
(If yes, terms will be discussed during the negotiations) *would like info*

c. Please explain the reasons why you believe the Borough should sell this land to you, be specific (add additional pages if needed):

1) Lot 5A is landlocked from having direct access to Pintail Avenue.

2) The septic system from Lot 5 crosses onto Lot 5A.

If the proposal is for other than fair market value, please state why it would be in the public's best interest to approve this proposal. Include all supporting facts & documents.

**would like info on Borough financing options*

Are there any existing improvements on this land? If yes please describe and provide photos if available.

Yes, septic improvements.

Attach a site plan depicting the proposed use of the property.

Plan attached Yes No

Has the applicant or affiliated entity previously purchased or leased Borough owned land or resources:

No Yes (*If yes provide legal description; type of purchase/lease and its' current status*)

Has the applicant or affiliated entity ever filed a petition for bankruptcy, been adjudged bankruptor, or made an assignment for the benefit of a creditor?

No Yes (*If yes please explain, including dates*):

Is the applicant or affiliated entity now in default on any obligation to, or subject to any unsatisfied judgment or liens?

No Yes (*If yes, please explain*):

Complete the following applicant qualification statement for each individual applicant or organization (*attach additional statements as necessary*):

APPLICANT QUALIFICATION STATEMENT

Name: Alex Matiaeo

Address: 46775 Pintail Ave Kenai 99611

I hereby swear and affirm to the best of my knowledge:

- That I am eighteen years of age or older; and
- I am a citizen of the United States or a permanent resident who has filed a declaration of intention to become a citizen or a representative of a group, association or corporation which is authorized to conduct business under the laws of Alaska; and
- I am not delinquent on any deposit or payment obligation to the Kenai Peninsula Borough (KPB); and
- I am not currently in breach or default on any contract or lease involving land in which KPB has not acted to terminate the contract or lease or to initiate legal action.
- Unless agreed otherwise in writing and signed by the KPB mayor, the above named applicant agrees to provide a performance bond, general liability insurance, damage deposit, and pay for remote site inspection, if applicable.

I hereby certify that the information contained herein is true to the best of my knowledge and belief.


Signature of Applicant

4-2-19
Date

Alexander Matiaeo
Print Name

Kenai Peninsula Borough
Assessing Department

MEMORANDUM

TO: Dan Conetta, Land Management Agent

THRU: Max Best, Planning Director *max best*
Marcus Mueller, Land Management Officer *mm*

THRU: Melanie Aeschliman, Borough Assessor *MA*

FROM: Les Crane, Land Appraiser *LC*

DATE: 6/5/2019

RE: Appraisal request of Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, KRD, (Parcel ID No. 05505022)

Subject parcel (PIN #055-050-22) is a 0.46 acre parcel with no current legal road access, gas or electric utility available to the property.

Estimated fair market value of the subject parcel is \$5,000.

Please let me know if any further information is requested.

Introduced by: Mayor
Date: 08/06/19
Hearing: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-20**

**AN ORDINANCE AUTHORIZING THE ASSESSOR TO ACCEPT ONE LATE-FILED
DISABLED VETERAN EXEMPTION APPLICATION FOR 2019 FILED AFTER
MARCH 31 AND PROVIDING AN EXCEPTION TO KPB 5.12.040(B)**

WHEREAS, KPB 5.12.105(E) provides that an application for a disabled veteran exemption 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 claimant'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 claimant 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 claimant'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 submitted an affidavit stating that he had extraordinary circumstances which prevented him from timely filing a 2019 disabled veteran 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 late-filed disabled veteran exemption applications; and

WHEREAS, as KPB 5.12.040(B) does not allow the assessor to make a change to the assessment roll after June 1 where the assembly has approved a late-filed disabled veteran exemption application after June 1 an exception to this code section is required;

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

SECTION 1. Upon reviewing the one late-filed disabled veteran exemption application and documentation submitted with this ordinance, the assembly hereby waives the March 31 deadline for filing an application for the 2019 disabled veteran exemption

based upon a finding that the applicant was unable to comply with that deadline due to a serious condition or extraordinary event beyond his control.

SECTION 2. That the assessor shall process the applications in accordance with standard assessing department procedures for processing such applications.

SECTION 3. Notwithstanding KPB 5.12.040(B) the assessor is hereby authorized to make a change to the assessment roll after June 1, 2019 should this late-filed disabled veteran exemption application be otherwise approved to reflect the approved exemption.

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

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Assessing Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *CP*

FROM: Melanie Aeschliman, Borough Assessor *MA*

DATE: July 25, 2019

RE: Ordinance 2019 - 20, Authorizing the Assessor to Accept One Late-Filed Disabled Veteran Exemption Application (Mayor)

One disabled veteran exemption applicant has requested the assembly allow the assessor to accept a late-filed Disabled Veteran Exemption application received after March 31, 2019.

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.

Disabled Veteran Exemption applicant:

Lawrence Wood applied late for the 2019 Disabled Veteran Exemption and provided an affidavit and application for late filing approval. He states in his affidavit that he was out of state seeking medical attention during the application period. Mr. Wood has provided travel receipts and medical documentation as evidence of his statement.

Page -2-
July 25, 2019
Re: O2019-20

Based upon a review of Mr. Wood's exemption application and VA Disability Rating letter he would qualify for the 2019 exemption if his late-filed request is authorized by the assembly.



DISABLED VETERAN EXEMPTION

~~2020~~
2019

DUE ON OR BEFORE MARCH 31 OF THE EXEMPTION YEAR
APPLICANTS MUST PROVIDE DOCUMENTATION EACH YEAR OF 50% OR MORE SERVICE CONNECTED DISABILITY TO QUALIFY

Return completed form and requested information to:
Kenai Peninsula Borough - Assessing Dept. - 144 North Binkley - Soldotna, AK 99669
907-714-2230 or 1-800-478-4441 Fax 907-714-2393
www.kpb.us/assessingdept



LAWRENCE E WOOD
49495 TOTE RD
SOLDOTNA AK 99669-9196

Property ID (PIN): **131-620-01**

Physical Address: 49495 TOTE RD

RECEIVED

APR 12 2019

Legal Description: T 4N R 11W SEC 28 Seward Meridian KN 0800111 ROBERTS FORTY SUB LOT 1

KPB ASSESSING DEPT

Home Phone:	Applicants date of birth:	Spouses name:
[REDACTED]		
I am applying as a: <input checked="" type="checkbox"/> Disabled Veteran <input type="checkbox"/> Surviving spouse age 60 or older		
Have you received this exemption before? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
If YES, list the account/parcel number for the previous exemption: _____		
Do you have a disability rated 50% or greater by the VA? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
Is disability "service connected"? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
Dwelling type: <input checked="" type="checkbox"/> Single Family <input type="checkbox"/> Condominium <input type="checkbox"/> Mobile Home <input type="checkbox"/> Multi-Family Dwelling <input type="checkbox"/> Other _____		
What percent of ownership do you alone (or jointly with your spouse) have in this property? <u>100</u> %		
Is any portion of this property used for any Commercial Purposes? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Rental Purposes? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
Is occupancy shared with someone other than your spouse and/or minor children? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
If yes, when did shared occupancy begin? Date _____ What percent of the home do they occupy? _____ %		
If live in care is medically necessary, attach letter from the doctor.		
Do you or your spouse own property in another state? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
If yes, do you receive any exemptions on that property? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
When traveling outside the state of Alaska, at what address do you primarily reside? <u>Family 100 High St Canon City CO 81212</u>		

Another Law
APPL
1000 SQ FT

I CERTIFY: This property is my primary residence and permanent place of abode. I occupied it as my primary residence for a minimum of 185 days in the year prior to the year of this application. (If you do not meet this requirement, you must provide satisfactory evidence that you meet the statutory criteria for an allowable absence under AS 43.23.008.)

I hereby attest that the information above is true and correct to the best of my knowledge, and I will notify the borough assessing department if I do not meet this requirement in any future year for the duration of this exemption.

Lawrence E Wood Lawrence E Wood 4/12/19
PRINT OR TYPE OWNER NAME SIGNATURE DATE

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

____ New Filing ____ Occupancy ____ Denied ____ Approved Entered by:
____ Prior Filing ____ Ownership ____ Disability ____ Full ____ Variable ____ Contig

revised 12/16/2014

AFFIDAVIT OF Lawrence Wood
(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).

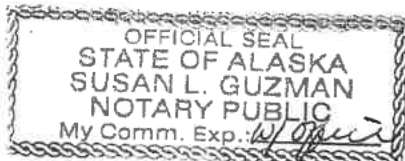
I was in Colorado from Oct 2, 18 - March 20, 19 for [redacted] surgery
could not do Exemption Filing until return Home Live in
Soldotna Sence May 29, 2001

FURTHER AFFIANT SAITH NAUGHT.

Dated at July 11, 19, Alaska, this 11 day of July, 2019

Lawrence E Wood
Applicant Signature

SUBSCRIBED AND SWORN to before me this 11th day of July, 2019



Susan L Guzman
Notary Public
My Commission Expires: w/ 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 _____



PIN: 131-620-01

DEPARTMENT OF VETERANS AFFAIRS

RECEIVED

APR 12 2019

KPB ASSESSING DEPT

April 10, 2019

LAWRENCE E WOOD
49495 TOTE RD
SOLDOTNA, AK 99669



WOOD, Lawrence Edward

To whom it may concern:

This letter from the Department of Veterans Affairs certifies that Lawrence Edward Wood is receiving service-connected disability compensation.

The current disability rating is as follows:

Effective Date	December 13, 2018
Percent Disability	60%

If you reside in the continental United States, Alaska, Hawaii, or Puerto Rico, you may contact VA with questions by calling our toll-free number 1-800-827-1000 (for hearing impaired TDD 1-800-829-4833) or contact us online <https://iris.custhelp.va.gov>.

Sincerely yours,

RO Director
VA Regional

You can contact us in several ways...Email or visit our web site. For specific information about your claim, go to <https://iris.custhelp.va.gov>. For general information about benefits, visit our web site at <https://www.va.gov>.

Introduced by: Mayor
Date: 08/06/19
Hearing: 09/03/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-21**

**AN ORDINANCE AMENDING KPB 21.02 REGARDING ADVISORY PLANNING
COMMISSIONS ESTABLISHING AN ADVISORY PLANNING COMMISSION IN THE
KALIFORNISKY AREA**

- WHEREAS,** the assembly has previously created local advisory planning commissions within the Kenai Peninsula Borough (“KPB”) for the purpose of providing recommendations to the KPB Planning Commission on land use planning and public land management issues which may affect the character of their communities; and
- WHEREAS,** Goal 1.1 of the 2005 KPB Comprehensive Plan is to increase community input in government decisions affecting communities within the borough; and
- WHEREAS,** Goal 1.1, Objective 1, Implementation Action A, of the 2005 KPB Comprehensive Plan states that the borough should encourage formation of advisory planning commissions in areas where there is a lack of local representation; and
- WHEREAS,** a petition, signed by over 20 qualified voters who are residents within the proposed boundary of the Kalifornsky Advisory Planning Commission, has been received by the borough clerk requesting the formation of an advisory planning commission in the Kalifornsky community; and
- WHEREAS,** on April 24, 2019, the KPB Planning Director held a community meeting to discuss the proposed boundary of the Kalifornsky Advisory Planning Commission; and
- WHEREAS,** the borough owns approximately 5,800 acres within the proposed boundaries of the Kalifornsky Advisory Planning Commission and the KPB Land Management Officer has indicated that additional community input is needed for the effective management of these lands; and
- WHEREAS,** at its meeting held on August 12, 2019, the KPB Planning Commission recommended _____;

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

SECTION 1. That the Kenai Peninsula Borough Code of Ordinances is hereby amended by adding a new section to be numbered 21.02.220, which shall read as follows:

21.02.220. Kalifornsky Advisory Planning Commission.

An advisory planning commission is established for the community of the borough known as Kalifornsky with boundaries as follows:

All uplands of T5N, R11W, lying south and west of the Kenai River excluding the cities of Kenai and Soldotna;

All uplands of sections 6, 7, 18, 19, 30, T5N, R10W, lying westerly and northerly of the Kenai River;

All of T4N, R11W, lying west of the Kenai National Wildlife Refuge;

All uplands T4N, R12W, lying east of Cook Inlet;

Sections 2-11, 16-18 T3N, R11W;

All uplands of Sections 1, 2, 11, 12, 13, T3N, R12W, lying east of the Kasilof River;

All within Seward Meridian, Alaska.

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

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *CP*
Max Best, Planning Director *MB*

FROM: Bruce Wall, Planner *BW*

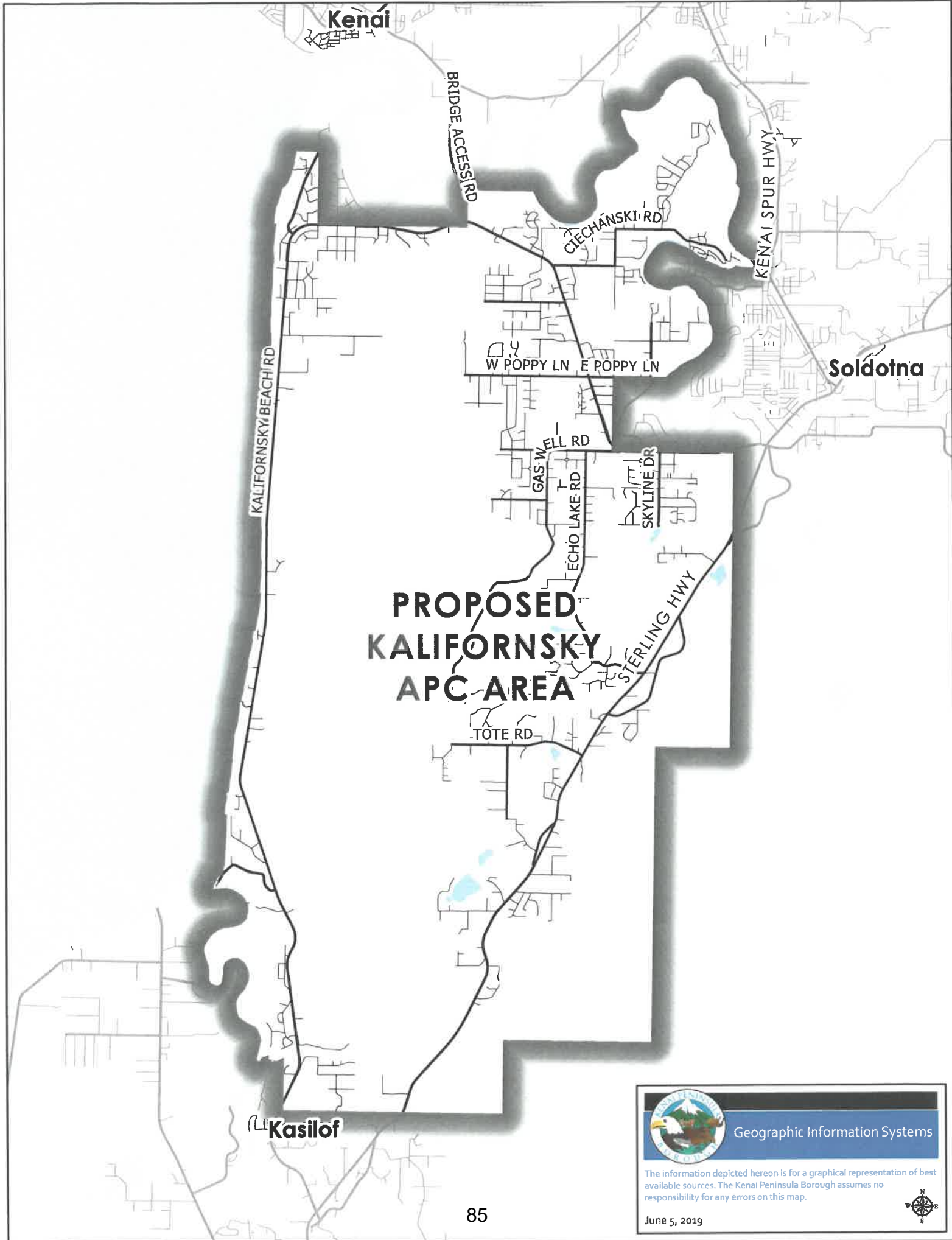
DATE: July 25, 2019

RE: Ordinance 2019-21, Amending KPB 21.02 Regarding Advisory Planning Commissions Establishing an Advisory Planning Commission in the Kalifornsky Area (Mayor)

The Kenai Peninsula Borough has established Advisory Planning Commissions (APCs) in several communities throughout the borough including Hope, Moose Pass, Cooper Landing, Anchor Point, and Funny River. These APCs provide residents with an opportunity to participate in locally focused land use planning activities proposed for their community and to provide recommendations to the KPB Planning Commission on land use planning and public land management issues, which may affect the character of their communities.

A letter of interest and a petition have been received requesting that an Advisory Planning Commission be created in the Kalifornsky area (KPB 21.02.030). The planning director has held a community meeting to discuss the proposed boundaries of the APC (KPB 21.02.040). A map of the proposed boundaries is included in your packet. The mayor will appoint seven residents to the APC within 90 days of the adoption of this ordinance. These appointments will be presented to the assembly for confirmation.

The borough owns approximately 5,800 acres within the proposed boundaries of the Kalifornsky Advisory Planning Commission and the borough land management officer has indicated that additional community input is needed for the effective management of these lands. A number of other land use planning activities in the community would benefit from additional public input.



Kenai

Soldotna

Kasilof

PROPOSED KALIFORNISKY APC AREA



Geographic Information Systems

The information depicted hereon is for a graphical representation of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



June 5, 2019

Robin Davis (Lt Col Ret)
36485 Pingo St
Soldotna, AK 99669
2/7/2019

Mayor Pierce
Kenai Peninsula Borough
144 N. Binkley Street
Soldotna, AK 99669

Dear Mayor Pierce:

I am a resident of the K-Beach area. Many of the residents of my community see a need to have an additional avenue to participate in land use planning activities proposed in our community. Please consider this a "letter of interest" and a request for your assistance in creating an Advisory Planning Commission in the K-Beach area. (KPB 21.02.030) For the purposes of creating the Advisory Planning Commission, I have agreed to be the designated coordinated for our community. Please call or email me if you have any questions. I look forward to your response.

Respectfully,



Robin Davis (Lt Col Ret)

Copies to:

Wayne Ogle Assembly President District 3 – Nikiski 50160 Birch Grove St. Kenai, Alaska 99611	Brent Hibbert Assembly Member District 1 - Kalifornisky 144 N. Binkley St Soldotna, AK 99669
Dale Bagley Assembly Member District 4 - Soldotna 144 N. Binkley St Soldotna, AK 99669	Hal Smalley Assembly Member District 4 - Soldotna 144 N. Binkley St Soldotna, AK 99669
Blair Martin Chairman Planning Commission 48500 Diamond M Ranch Rd Kenai, AK 99611-6449	Robert Ruffner Vice Chair Planning Commission 48460 Lakeside Ave Soldotna, Ak 99669

Kenai Peninsula Borough
Office of the Borough Clerk

MEMORANDUM

TO: Charlie Pierce, Borough Mayor
Max Best, Planning Director
Bruce Wall, Planner

FROM: Johni Blankenship, MMC, Borough Clerk

DATE: March 29, 2019

RE: K-Beach Advisory Planning Commission (APC) Petition of Interest

Robin Davis filed a completed "Petition of Interest" form with the Borough Clerk's Office on March 28, 2019.

Signatures of 27 residents were reviewed and are qualified per KPB 21.02.030 (F) (*inserted below for your ready reference*); therefore, the petition is deemed to be valid.

KPB 21.02.030 (F) A petition must be signed by at least twenty (20) qualified voters who are residents within the proposed boundary. The petition shall be filed with the borough clerk. The clerk shall proceed to make a determination as to the validity of the signatures on the petition and whether the petition contains the required number of signatures. The borough clerk shall then deliver the petition to the mayor, along with a written copy of the results of the validity of the signatures.

Petition of Interest
Kenai Peninsula Borough
Planning Department

144 North Binkley Street
Soldotna, Alaska 99669-7599

Phone: (907) 714-2200
Fax: (907) 714-2395

Submission Deadline 5-20-2019 (to be completed by KPB staff)

RECEIVED

MAR 28 2019

Borough Clerk's Office
Kenai Peninsula Borough

FOR OFFICIAL USE ONLY

This form is intended to establish interest in the creation of an advisory planning commission in the area of the Kenai Peninsula Borough commonly known as:

K-Beach

The "letter of interest" submitted to the Mayor on February 7, 2019 designated Robin Davis, 36485 Pingo Street, Soldotna, Alaska 99669 as the coordinator.

The petition deadline is 90 days from the date this form is sent to the coordinator. Sent on: 2-19-19
(to be completed by KPB staff)

The proposed boundary is provided on the **attached map** and is described as:

KPB 21.02.030

Petition of Interest to Form an Advisory Planning Commission

CHAPTER 21.02. - ADVISORY PLANNING COMMISSIONS

21.02.010. - Purposes of an advisory planning commission.

Advisory planning commissions are established to provide:

- A. Residents with an additional avenue to participate in land use planning activities proposed for their community; and
- B. Recommendations to the Kenai Peninsula Borough planning commission and, to the assembly when requested by majority vote of the assembly on land use planning and public land management issues which may affect the existing and/or future character of the community.

21.02.020. - Powers and duties.

A. The APC may advise the borough planning commission regarding land use planning, public land management, or other issues within the community boundary, which may be subject to a vote of the planning commission.

B. Unless direct comments from the APC are requested by majority vote of the assembly, the APC may make recommendations to the planning commission for review and comment, and to be forwarded to the assembly regarding;

1. Needs in unincorporated legislative districts within the APC boundaries in assembly development of capital project plans, legislative matters affecting land use or the disposal of borough lands or resources within APC areas, and other assembly actions affecting APC areas, all as provided for in KPB 22.40.190; and
2. Removal of deed restrictions as provided for in KPB 17.10.130(F)(4).

C. A recommendation from the APC to the planning commission, or to the assembly when requested by majority vote of the assembly, shall be submitted in writing to the planning director. Recommendations shall be signed by the APC chairperson or his/her designee.

21.02.030. - Creation.

A. Any person or group may send a "letter of interest" to the mayor requesting assistance in creating an advisory planning commission.

B. The letter of interest shall designate a coordinator.

C. Upon receipt of the letter of interest, the mayor will send the coordinator a copy of this chapter, a "petition of interest" form, and a letter establishing a deadline for the petition to be returned.

D. The petition deadline shall be 90 days from the date the forms are sent to the coordinator.

E. If the petition is not received by the deadline, the process of forming the requested APC will be discontinued.

F. A petition must be signed by at least twenty (20) qualified voters who are residents within the proposed boundary. The petition shall be filed with the borough clerk. The clerk shall proceed to make a determination as to the validity of the signatures on the petition and whether the petition contains the required number of signatures. The borough clerk shall then deliver the petition to the mayor, along with a written copy of the results of the validity of the signatures.

G. Upon receipt of the petition of interest, the mayor shall either submit an ordinance to the assembly to create a new APC, if the petition is determined to be valid, or if invalid, notify the petitioners that process has terminated due to an invalid petition.

H. Within 90 days of enactment of an ordinance creating a new APC, the mayor shall appoint the members to the advisory planning commission.

Petition of Interest to Form an Advisory Planning Commission

- 21.02.040. - Establishing the boundaries.
- A. Boundaries of an APC shall be established for purposes of determining the area of influence and clarifying the area affected by any recommendations which may be proposed.
- B. The planning director shall organize a community meeting to discuss the proposed boundary.
- C. The proposed boundaries shall be included in an ordinance establishing an APC.
- 21.02.050. - Nominations for membership.
- A. Except as provided in subparagraph D below, nominations for commission membership may be submitted to the mayor by a nonprofit community organization within the APC boundary, or by any resident who may wish to place a name in nomination. Nomination forms shall be available through the mayor's office and the planning department.
- B. Except as provided in subparagraph D below, the mayor shall verify nominees are qualified voters of the KPB whose permanent place of residence, as referred to in KPB 5.12.105, is located within the APC boundaries.
- C. Except as provided in subparagraph D below, a person may nominate himself or herself by submitting the appropriate form to the mayor's office.
- D. The mayor shall select for appointment the ex officio member of the Kachemak Bay Advisory Planning Commission from a list of recommended qualified nominees, as defined in KPB 21.02.060(B), submitted by the Homer City Council.
- 21.02.060. - Qualified nominee.
- A. Except as provided below in subparagraph B, to qualify as a nominee, an individual must:
1. Physically reside within the boundaries; and
 2. Be registered to vote within the precinct or precincts which are covered by the boundaries.
- B. To qualify as a nominee for the Kachemak Bay Advisory Planning Commission ex officio member, an individual must serve on the City of Homer Advisory Planning Commission.
- 21.02.070. - Appointment confirmation.
- A. The mayor shall submit APC appointments to the borough assembly for confirmation within 30 days of appointment.
- B. Within 15 days of confirmation the borough assembly president, or its designee, shall send a confirmation letter to the appointee with copies to the mayor and planning director.
- 21.02.080. - Term of office.
- A. Each APC shall consist of not more than seven voting members. An ex officio nonvoting eighth member shall serve on the Kachemak Bay Advisory Planning Commission.
- B. Members shall be appointed to seats A through G for a term of three years, except in the case of a newly created commission when seats A and B are appointed for an initial term of one year; seats C and D are appointed for an initial term of two years; and seats E, F, and G are appointed to three-year terms. The ex officio member of the Kachemak Bay Advisory Planning Commission shall serve on seat H. The ex officio member's term shall coincide with that member's term on the City of Homer Advisory Planning Commission.
- C. At the initial meeting, members shall draw for seats.
- D. Except in the case of a new APC, a term shall begin on October 1st and end on September 30th. In the case of a new APC the term shall begin upon appointment confirmation.
- 21.02.090. - Election of officers.

Petition of Interest to Form an Advisory Planning Commission

At the organizational meeting, the commission shall elect officers to hold office until the first scheduled meeting in October. Thereafter, election of officers shall be held annually at the commission's first meeting in October. The APC shall elect by majority vote of the commission and from commission members a chair and such other officers as the commission shall determine desirable.

21.02.100. - Vacancies.

A. Vacancies on the commission are created upon declaration of vacancy by the commission if a member:

1. Fails to qualify or has an unexcused absence for the first meeting after the borough assembly has confirmed the appointment;
2. Is physically absent from the APC area for a 90-day period, unless excused by the commission;
3. Resigns and his/her resignation is accepted;
4. Is physically or mentally unable to perform the duties of his/her office;
5. Misses three consecutive regular meetings unless excused;
6. Is convicted of a felony; and
7. Changes residency to a location outside of the APC boundary for a period longer than 60 days.

B. The commission shall post notice of a commission vacancy in a prominent place within the community, such as the post office or a community bulletin board, for a 30-day period after the commission declares a vacancy or 30 days before the term expires.

C. Vacancies on the commission shall be filled in the same manner as prescribed above. The appointment shall be to fill the unexpired term or for a 3-year term if no unexpired term remains.

21.02.110. - Guidelines for APC meeting procedures.

A. The individual APCs shall set a regular meeting schedule to include at least one meeting per quarter and develop agendas to meet the needs of the community. An APC may set additional meetings as may be necessary to fulfill the requirements of this chapter.

B. Proposed agendas and meeting minutes shall regularly be sent to the planning director in a timely manner.

C. Notice of any meeting of the APC will be posted one week prior to the scheduled date of the meeting in a prominent place within the community.

D. Notices shall state the date, time, place and purpose of the meeting.

E. Notices shall include a phone number to contact for further information and an address to send written comments.

F. Four commission members shall constitute a quorum. Any recommendations forwarded to the planning commission, or to the assembly upon assembly request by majority vote, shall require the affirmative vote of four commission members.

G. Unless otherwise established, advisory planning commissions shall operate in accordance with Roberts Rules of Order, current edition. If requested, a copy of Roberts Rules of Order shall be supplied by the mayor's office or the planning department.

H. APCs shall comply with all provisions of the Alaska Open Meetings Act established pursuant to AS 44.62.310 through AS 44.62.312.

I. Members shall comply with the requirements of KPB Chapter 2.58.

21.02.120. - Notification by the planning department to APCs.

Petition of Interest to Form an Advisory Planning Commission

The planning director shall regularly send notification to all members of the advisory planning commission any land use planning, public land management issues, or other issues which may be of local interest to the APC.

21.02.130. - Compensation prohibited.

All APC commission members serve without compensation.

21.02.140. - Plan preparation—Expenses.

A. The APC shall prepare from time to time plans for the systematic development and betterment of the community as a place of residence or for business. The necessary expenses of the advisory planning commission may be paid out of the borough treasury in the same manner as other expenses of the borough government, within the limits of appropriations by the assembly for that purpose. In no event may an advisory planning commission be authorized to expend borough funds or to create a deficit.

B. The APC shall provide the planning director with an estimated annual budget by January 3rd each year.

C. Expenses may include advertising, copying, mailings and other routine items as determined by the planning director to be necessary to fulfill the requirements under 21.02.020.

D. There shall be no expenditure of borough moneys without prior written authorization of the planning director.

21.02.150. - Definitions.

A. "APC" means advisory planning commission.

B. "Letter of interest" is a letter sent to the mayor stating there is interest in starting the process of forming an advisory planning commission in an area.












C. "Meeting" is defined in AS 44.62.310(h)(2)(B) as now enacted or as may be hereinafter amended.

D. "Petition of interest" is a petition form, prepared by the planning department, to be used to obtain signatures of residents interested in forming new APC.

E. "Planning director" is the principal executive officer of the department as defined in Kenai Peninsula Borough Code Chapter 2.36.

F. "Prominent place" means a public location visited during normal business hours by most residents within a community.

Petition of Interest to Form an Advisory Planning Commission

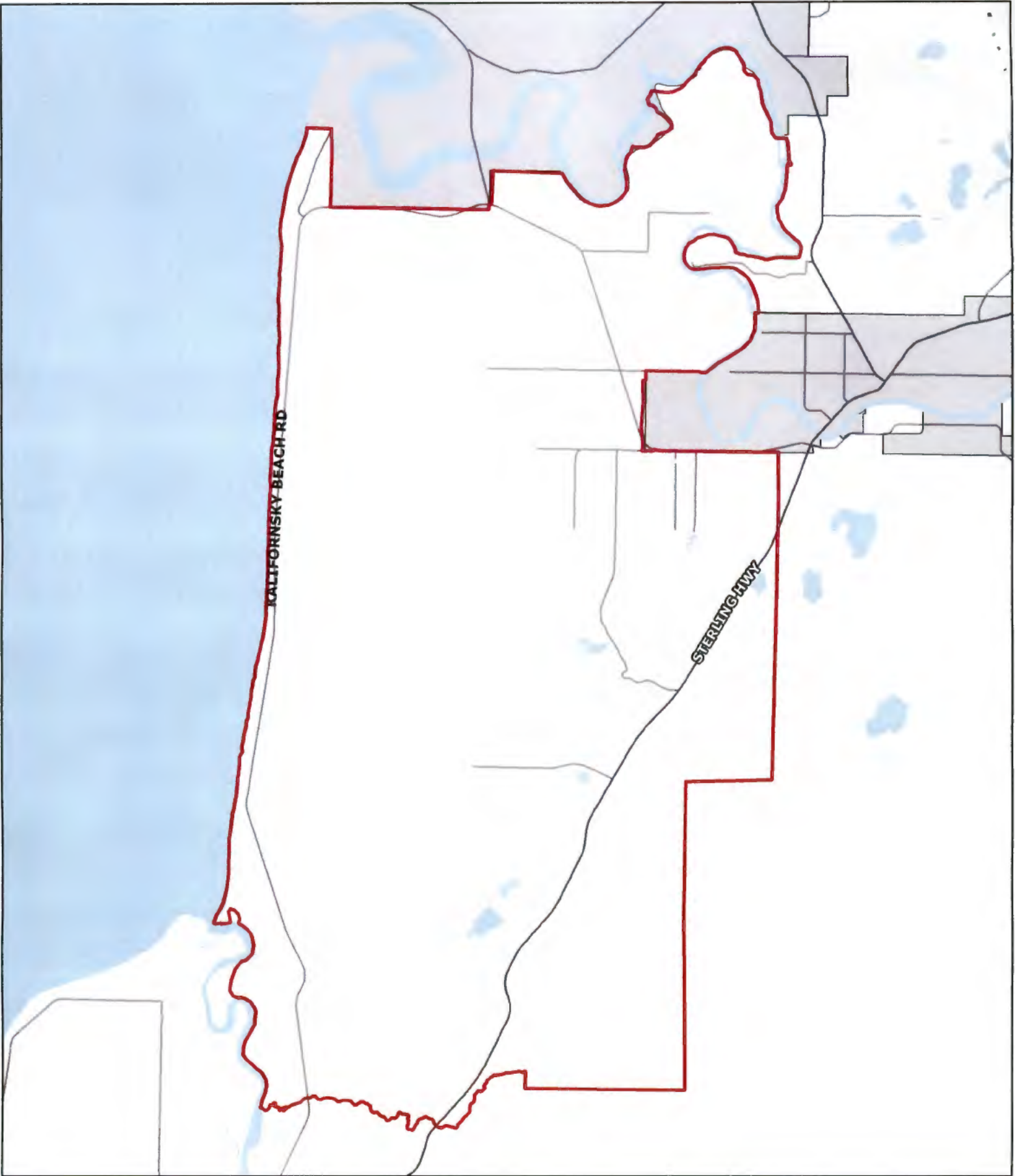
	Printed Name	Signature	Residence Address	Verifier Voter Number, Date of Birth or Last 4 SSN
1.	Robin Davis		36485 Pingo St. Soldotna, AK 99669	
2.	Karen W. Davis	Karen W. Davis	36485 Pingo St. Soldotna, AK 99669	
3.	Jylwia Reynolds		48580 Prairie Ave. Soldotna, AK 99669	
4.	Michael D. Reynolds		48580 PRAIRIE AVE SOLDOTNA, AK 99669	
5.	FATRICK HAYLOCK		36470 Pingo St Soldotna, AK 99669	
6.	ANNA HAYLOCK		36470 Pingo St Soldotna, AK 99669	
7.	Debbie Hamilton		48705 Runners Ave Soldotna, AK 99669	
8.	MAT WIDAMAN		36394 Pingo St Soldotna, AK 99669	
9.	Jill DuFloth		36394 Pingo St. Soldotna, AK 99669	
10.	Dennis Estrander		48585 Runners Soldotna, AK 99669	
11.	Carolyn Estrander		48585 Runners Ave. Soldotna, AK 99669	
12.	Lindsey Wolfe		30430 Wake Forest Ct. Soldotna, AK 99669	

Petition of Interest to Form an Advisory Planning Commission

	Printed Name	Signature	Residence Address	Verifier Voter Number, Date of Birth or Last 4 SSN
13.	George Walters		36455 Wake Forest Soldotna, AK 99669	
14.	Tod McMillinray		48757 Bernice Ave Soldotna AK 99669	
15.	Kalyn McGillivray		48757 Bernice Ave Soldotna AK 99669	
16.	Shannon McCloud		48757 Bernice Ave 99669	
17.	Anthony Prior		48650 Murwood Ave, Soldotna AK 99669	
18.	Danna Danna Prior		48650 Murwood Ave Soldotna, AK 99669	
19.	STEVEN WORTHAM		36501 PINGO ST. SOLDOTNA AK 99669	
20.	BETHANY WORTHAM		36501 PINGO ST. SOLDOTNA AK 99669	
21.	BRETT ALLEMANN		48675 Runners Ave Soldotna, AK 99669	
22.	Tiffany Allemann		48675 Runners Ave Soldotna, AK 99669	
23.	Laurie Walters		36455 Wake Forest C Soldotna, AK 99669	
24.	Bruce Will		48740 Wendy Ln Soldotna AK 99669	

Petition of Interest to Form an Advisory Planning Commission

	Printed Name	Signature	Residence Address	Verifier Voter Number, Date of Birth or Last 4 SSN
25.	STEPHEN K. WIPMER	<i>[Signature]</i>	48425 MURWOOD AVE. SOLDOTNA 48500 Oldmond M Ranch	██████, ██████ ██████, ██████
26.	Blair Martin	<i>[Signature]</i>	Tenai AK 99611	██████, ██████ ██████, ██████
27.	Teresa Ostrander	<i>[Signature]</i>	Soldotna AK 99611 48425 Runners Ave	████████████████
28.				
29.				
30.				
31.				
32.				
33.				
34.				
35.				
36.				



The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



**Proposed Boundaries for K-Beach Area
Advisory Planning Commission**




Date: 2/8/2019

Kenai Peninsula Borough
Office of the Borough Mayor

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members of the Kenai Peninsula Borough Assembly

FROM: Charlie Pierce, Kenai Peninsula Borough Mayor 

DATE: August 6, 2019

RE: Appointments to the *KPB Advisory Planning Commissions*

In accordance with KPB 21.02, appointments to Kenai Peninsula Borough Advisory Planning Commissions are recommended by the Borough Mayor, subject to confirmation by the Borough Assembly. The applicants are registered voters and reside within the areas to be represented. I hereby submit to the Assembly my recommendation for confirmation of the following appointments to the Funny River Advisory Planning Commission:

<u>Appointment</u>	<u>Board Seat</u>	<u>Term Expires</u>
Chris Hafer	E	September 30, 2021
Claudette Knickerbocker	A	September 30, 2020
Leroy E. Sandoval	C	September 30, 2020
Michael Masters	G	September 30, 2019
Ray Price	B	September 30, 2020
Richard Galloway	F	September 30, 2019
Ron Gherman	D	September 30, 2021

Cc: Clerks Office
Bruce Wall, AICP Planner

Kenai Peninsula Borough
Office of the Borough Clerk

MEMORANDUM

TO: Charlie Pierce, Borough Mayor
THRU: Johni Blankenship, Borough Clerk (N.M.) for JB.
FROM: Tatyana Shassetz, Clerk Secretary
DATE: July 22, 2019
RE: Verification of Advisory Planning Commission Applicants

Pursuant to KPB 21.02.060(A), the applicants listed below have been verified as registered voters of the Borough and reside within the area to be represented.

Funny River Advisory Planning Commission

Chris Hafer

Claudette Knickerbocker

Leroy E. Sandoval

Michael Masters

Ray Price

Richard Galloway

Ron Gherman



Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

Charlie Pierce
Borough Mayor

NOTICE OF VACANCIES

NOTICE IS HEREBY GIVEN that the Kenai Peninsula Borough is soliciting applications from persons interested in serving on the Advisory Planning Commissions listed below:

Funny River

7 current openings

Advisory planning commissions (APCs) review certain land use activities proposed within the APC boundary and make recommendations to the Kenai Peninsula Borough Planning Commission. These activities include proposed plats, material sites, borough land classification, and land use plans. Appointments will be made by the Borough Mayor and then confirmed by the Borough Assembly on August 6, 2019. Applicants must be registered voters and reside within the boundaries of the Advisory Planning Commission.

Completed applications should be submitted by 5:00 p.m., Monday, July 15, 2019.

The Advisory Planning Commission Application is available online at:

<http://www.borough.kenai.ak.us/planning-dept/planning-commissions/about-apcs>

For more information, contact the planning department at 907-714-2206, or call toll free within the borough at 1-800-478-4441.



Planning Department

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Funny River APC Application Submitted 2019-07-16 13:31:54

Name: Chris Hafer

Mailing Address:
36014 King Salmon Ave
Soldotna, AK 99669

Residence Address

Email: cwhafer@gmail.com

Work Phone:

Home Phone: 9072308938

Mobile Phone: 9072308938

Occupation or place of employment: retired

Which Advisory Planning Commission do you wish to serve on?: Funny River

How long have you lived in the area served by this Advisory Planning Commission?: 9 years

What knowledge, experience, or expertise will you bring to this board?

Experience working for government.

Have you, or do you currently, serve on other Kenai Peninsula Borough commissions, boards or task forces?

No

Are you available for

Night meetings Day meetings

Comments (areas of interest, additional experience or qualifications, etc.):

Very familiar with the Funny River community. Served on the Funny River Chamber of Commerce.



Planning Department

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Funny River APC Application Submitted 2019-06-14 03:53:38

Name: Claudette Knickerbocker

Mailing Address:

37070 ansel
Soldotna, AK 99669

Residence Address

Email: grammaclaudia@live.com

Work Phone: 9072520429

Home Phone:

Mobile Phone:

Occupation or place of employment: Retired

Which Advisory Planning Commission do you wish to serve on?: Funny River

How long have you lived in the area served by this Advisory Planning Commission?: Since 1991

What knowledge, experience, or expertise will you bring to this board?

On the previous board. Was on Kenai river special management advisory board. I know the area and the people who live here. At this time I seriously doubt that zoning will be accepted. However the planning and building of the community center shows that a good idea and planning can energize this community.

Have you, or do you currently, serve on other Kenai Peninsula Borough commissions, boards or task forces?

None at this time.

Are you available for

Night meetings Day meetings

Comments (areas of interest, additional experience or qualifications, etc.):

Owned my own business. 30 years experience as a professional volunteer coordinator. Developed



Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

Funny River APC Application Submitted 2019-06-25 11:23:19

Name: Leroy E.Sandoval

Mailing Address:

35798 King Salmon Avenue
Soldotna, Alaska 99669

Residence Address

,

Email: lssandoval91@yahoo.com

Work Phone:

Home Phone: 907-953-0896

Mobile Phone: 907-953-0896

Occupation or place of employment: retired

Which Advisory Planning Commission do you wish to serve on?: Funny River

How long have you lived in the area served by this Advisory Planning Commission?: since 2003

What knowledge, experience, or expertise will you bring to this board?

former Planning Division Director for the State of New Mexico

Have you, or do you currently, serve on other Kenai Peninsula Borough commissions, boards or task forces?

nO

Are you available for

Night meetings Day meetings

Comments (areas of interest, additional experience or qualifications, etc.):

Transportation Planning (roads, airports, rail infrastructure and land use) are my expertise. Interested in helping this administration of the borough with land use issues



Planning Department

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Funny River APC Application Submitted 2019-07-16 14:45:19

Name: Michael Masters

Mailing Address:
35925 King Salmon Ave
Soldotna, AK 99669

Residence Address

Email: precisionairbalance12@gmail.com

Work Phone:

Home Phone: 9072627670

Mobile Phone: 9072524399

Occupation or place of employment: retired

Which Advisory Planning Commission do you wish to serve on?: Funny River

How long have you lived in the area served by this Advisory Planning Commission?: 40 years

What knowledge, experience, or expertise will you bring to this board?

Business owner. Military experience. Law enforcement experience.

Have you, or do you currently, serve on other Kenai Peninsula Borough commissions, boards or task forces?

no

Are you available for

Night meetings Day meetings

Comments (areas of interest, additional experience or qualifications, etc.):

nothing additional



Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

Funny River APC Application Submitted 2019-06-20 14:24:37

Name: Ray Price

Mailing Address:
35630 Kokanee Ave
Soldotna, AK 99669

Residence Address

Email: rayprice35630@gmail.com

Work Phone:

Home Phone: 907-262-6161

Mobile Phone: 907-398-8860

Occupation or place of employment: retired

Which Advisory Planning Commission do you wish to serve on?: Funny River

How long have you lived in the area served by this Advisory Planning Commission?: 19 years

What knowledge, experience, or expertise will you bring to this board?

Past president of the Funny River Community Center. Good knowledge of the community and its citizens.

Have you, or do you currently, serve on other Kenai Peninsula Borough commissions, boards or task forces?

No

Are you available for

Night meetings Day meetings

Comments (areas of interest, additional experience or qualifications, etc.):

Have been instrumental in getting natural gas in the community. Have previously worked on getting a boat launch in the community.



Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

Funny River APC Application Submitted 2019-07-16 14:42:23

Name: Richard Galloway

Mailing Address:

PO Box 2613
Soldotna, AK 99669

My Residence Address is DIFFERENT from my Mailing Address

Residence Address

35830 King Salmon Ave
Soldotna, AK 99669

Email: r.galloway@att.net

Work Phone:

Home Phone:

Mobile Phone: 9079539230

Occupation or place of employment: retired

Which Advisory Planning Commission do you wish to serve on?: Funny River

How long have you lived in the area served by this Advisory Planning Commission?: 24 yrs

What knowledge, experience, or expertise will you bring to this board?

Experience with military planning. Experience budgeting.

Have you, or do you currently, serve on other Kenai Peninsula Borough commissions, boards or task forces?

no

Are you available for

Night meetings Day meetings

Comments (areas of interest, additional experience or qualifications, etc.):

Experience working as a police officer.



Planning Department

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Funny River APC Application Submitted 2019-06-28 13:23:54

Name: Ron Gherman

Mailing Address:
32730 River Wind Dr
Soldotna, AK 99669

Residence Address

Email: rgherman51@gmail.com

Work Phone:

Home Phone:

Mobile Phone: 907-750-1761

Occupation or place of employment: Principal Cook Inlet Academy

Which Advisory Planning Commission do you wish to serve on?: Funny River

How long have you lived in the area served by this Advisory Planning Commission?: 6 years

What knowledge, experience, or expertise will you bring to this board?

46 years of public education administration, director of technology (budgeting), good knowledge of the community. Previous experience on planning commissions in Ohio.

Have you, or do you currently, serve on other Kenai Peninsula Borough commissions, boards or task forces?

no

Are you available for

Night meetings Day meetings


Comments (areas of interest, additional experience or qualifications, etc.):

Program Director of Kenai Fishing Academy. Experience with grants.

Kenai Peninsula Borough
Office of the Borough Mayor

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members of the Kenai Peninsula Borough Assembly

FROM: Charlie Pierce, Kenai Peninsula Borough Mayor 

DATE: August 6, 2019

RE: Appointments to the *KPB Planning Commission*

In accordance with AS 29.40.020, appointments to the Borough Planning Commission are recommended by the Borough Mayor, subject to confirmation by the Assembly. In accordance with KPB 2.40.010 and 2.40.030, I hereby submit to the Assembly my recommendation for confirmation of the following re-appointments to the Kenai Peninsula Borough Planning Commission:

<u>Appointment</u>	<u>Board Seat</u>	<u>Term expires</u>
Diane Fikes	City of Kenai	July 31, 2022
Franco Venuti	City of Homer	July 31, 2022
Syverine Bentz	Anchor Point/Ninilchik	July 31, 2022
Virginia Morgan	East Peninsula	July 31, 2022

Applicants have been verified as registered voters of the Kenai Peninsula Borough and reside within their area to be represented.

Cc: Clerks Office
Julie Hindman, Planning Admin. Asst.

Kenai Peninsula Borough
Office of the Borough Clerk

MEMORANDUM

TO: Charlie Pierce, Borough Mayor
THRU: Johni Blankenship, Borough Clerk (V.M.) for JB
FROM: Tatyana Shassetz, Clerk Secretary
DATE: July 22, 2019
RE: Verification of Planning Commission Applicants

Pursuant to KPB 21.02.060(A), the applicants listed below have been verified as registered voters of the Borough and reside within the area to be represented.

<u>Planning Commission</u>	<u>Seat</u>
Diane Fikes	City of Kenai
Franco Venuti	City of Homer
Syverine Bentz	Anchor Point/Ninilchik
Virginia Morgan	East Peninsula



"Village with a Past, City with a Future"

Office of the City Clerk

210 Fidalgo Avenue, Kenai, Alaska 99611-7794

Telephone: 907-283-7535 / Fax: 907-283-3014

www.kenai.city



June 21, 2019

Mayor Charlie Pierce
Kenai Peninsula Borough
114 North Binkley Street
Soldotna, AK 99669

Dear Mayor Pierce,

Ms. Diane Fikes has represented the City of Kenai on the Kenai Peninsula Borough Planning Commission since June 2017 and her seat's term expires July 31, 2019

In accordance with AS 29.40.020, appointments to the Kenai Peninsula Borough Planning Commission are made by the Borough Mayor. Commission members from a home rule or first class city shall be selected by the Borough Mayor from a list of recommendations made by the City Council.

At its regular meeting of June 19, 2019, the Kenai City Council recommended Ms. Diane Fikes to be the candidate for reappointment for the City of Kenai representative on the Kenai Peninsula Borough Planning Commission. As required, Ms. Fikes resides within the City of Kenai and is a qualified voter of the Kenai Peninsula Borough. I have included her application for your review.

Sincerely,

Jamie Heinz, CMC
City Clerk

Cc: Diane Fikes
Max Best, KPB Planning Director

Enclosure





City of Homer

www.cityofhomer-ak.gov

Office of the Mayor

491 East Pioneer Avenue
Homer, Alaska 99603

mayor@ci.homer.ak.us

(p) 907-235-3130

(f) 907-235-3143

May 24, 2016

Mayor Charlie Pierce
Kenai Peninsula Borough
144 North Binkley Street
Soldotna, AK 99669

Dear Mayor Pierce,

Franco Venuti's term on the Kenai Peninsula Borough Planning Commission expires July 31, 2019 and he has advised me that he wishes to continue to serve as the City of Homer's representative on the Commission. He has represented the City well during his current term and it is my recommendation that he be re-appointed to the Borough Planning Commission.

The Homer City Council confirmed my recommendation at the May 28, 2019 regular meeting with the approval of Memorandum 19-064.

Thank you for considering Franco Venuti to represent the City of Homer on the Borough Planning Commission.

Sincerely,

Ken Castner, Mayor

Enc: Memorandum 19-064



Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

8. Anchor Point/Ninilchik PC Application Submitted 2019-06-07 15:44:43

Name: Syverine Bentz

I am currently a member of the Planning Commission and would like to apply for reappointment.

Mailing Address:

,

Residence Address

,

Email: syverine@alaska.edu

Work Phone:

Home Phone:

Mobile Phone:

Occupation or place of employment:

Which Planning Commission District do you wish to serve on?: 8. Anchor Point/Ninilchik

How long have you lived in the Kenai Peninsula Borough?:

What knowledge, experience, or expertise will you bring to the Commission?

Have you, or do you currently, serve on other Kenai Peninsula Borough commissions, boards or task forces?

Are you available for

Comments (areas of interest, additional experience or qualifications, etc.):



Planning Department

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6. East Peninsula **PC** Application Submitted 2019-05-10 12:26:56

Name: Virginia Morgan

I am currently a member of the Planning Commission and would like to apply for reappointment.

Mailing Address:

,

Residence Address

,

Email: tommyginny@arctic.net

Work Phone:

Home Phone:

Mobile Phone:

Occupation or place of employment:

Which Planning Commission District do you wish to serve on?: 6. East Peninsula

How long have you lived in the Kenai Peninsula Borough?:

What knowledge, experience, or expertise will you bring to the Commission?

Have you, or do you currently, serve on other Kenai Peninsula Borough commissions, boards or task forces?

Are you available for

Comments (areas of interest, additional experience or qualifications, etc.):

MAYOR'S REPORT TO THE ASSEMBLY

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Charlie Pierce, Kenai Peninsula Borough Mayor



DATE: August 6, 2019

Assembly Request / Response

None

Agreements and Contracts

- a. Authorization to Award a Contract for ITB19-015 NFS #1 Crack Seal & Seal Coat / Parking Lot Repairs to Foster Construction, LLC., Soldotna, AK.
- b. Authorization to Award a Contract for ITB20-004 2019 Portable Relocations to Eberline Building & Inc., Soldotna, AK.
- c. Authorization to Award a Contract for ITB19-021 Nikiski FSA # 1 Generator Replacement to Cummins, Inc.

Other

- a. Revenue – Expenditure Report – June 2019
- b. Budget Revisions – June 2019
- c. Purchasing Request for an Ambulance
- d. Purchasing Request for Grant Funded Funny River Pumper/ Tanker
- e. Purchasing Request for Ambulance Gurney System
- f. FY19-4Q Economic Development Grant Reports
- g. FY19-4Q Senior Center Grants Reports

**Kenai Peninsula Borough
Purchasing and Contracting Department**

MEMORANDUM

TO: Charlie Pierce, Mayor
THRU: John Hedges, Purchasing & Contracting Director *JH*
FROM: Andrew Walsh, Project Manager *AW*
DATE: July 1, 2019
RE: Authorization to Award a Contract for ITB19-015 NFS #1 Crack Seal & Seal Coat / Parking Lot Repairs

The Purchasing and Contracting Office formally solicited and received bids for ITB19-015 NFS #1 Crack Seal & Seal Coat / Parking Lot Repairs. Bid packets were released on June 4, 2019 and the Invitation to Bid was advertised in the Peninsula Clarion and the Anchorage Daily News on June 4, 2019.

The project consists of providing all materials, equipment and labor to perform parking lot repairs, repaving where required and parking lot seal coating. This project must be bid under Davis Bacon wages.

On the due date of June 21, 2019 one (1) bid was received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$65,440.00 was submitted by Foster Construction, LLC, Soldotna, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 441.51110.19412.43011.

CP

Charlie Pierce, Mayor

7/1/2019

Date

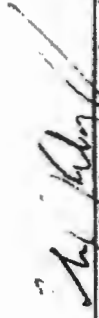
FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>441.51110.19412.43011</u>
Amount	<u>\$65,440.00</u>
By: <i>PP</i>	Date: <u>7/1/19</u>

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB19-016 NPS #1 Crack Seal / Parking Lot Repairs

CONTRACTOR	LOCATION	BASE BID
Foster Construction, LLC	Soldotna, Alaska	\$65,440.00

DUE DATE: June 21, 2019

KPB OFFICIAL: 
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough Maintenance Department

MEMORANDUM

TO: Charlie Pierce, Mayor

THRU: John Hedges, Interim Purchasing & Contracting Director

FROM: Scott Griebel, Maintenance Director

DATE: July 22, 2019

RE: Authorization to Award a Contract for ITB20-004 2019 Portable Relocations

The Purchasing and Contracting Office formally solicited and received bids for ITB20-004 2019 Portable Relocations. Bid packets were released on June 28, 2019 and the Invitation to Bid was advertised in the Peninsula Clarion on June 28, 2019.

The project consists of Relocating five (5) existing relocatable classrooms from former Soldotna Prep School in Soldotna, Alaska to other separate facilities:

1. One (1) to Mountain View Elementary School in Kenai, Alaska and
2. Four (4) to Soldotna High School in Soldotna, Alaska.

On the due date of July 16, 2019 one (1) bid was received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$231,387.00 was submitted by Eberline Building Inc. of Soldotna, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 400.76030.SPREP.43780.



Charlie Pierce, Mayor

7/24/2019

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	400.76030.SPREP.43780
Amount	\$231,387.00
By:	
Date:	7/22/19

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB20-004 Portable Relocations

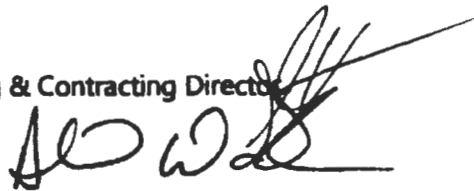
CONTRACTOR	LOCATION	BASE BID
Eberline Building & Inc.	Soldotna, Alaska	\$231,387.00

DUE DATE: July 16, 2019

KPB OFFICIAL: 
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough
Purchasing & Contracting Department

MEMORANDUM

TO: Charlie Pierce, Mayor
THRU: John Hedges, Interim Purchasing & Contracting Director
FROM: Andrew Walsh, Project Manager 
DATE: July 16, 2019
RE: Authorization to Award a Contract for ITB19-021 Nikiski FSA #1 Generator Replacement

The Purchasing and Contracting Office formally solicited and received bids for the ITB19-021 Nikiski FSA #1 Generator Replacement. Bid packets were released on June 11, 2019 and the Invitation to Bid was advertised in the Anchorage Daily News and the Peninsula Clarion on June 11, 2019.

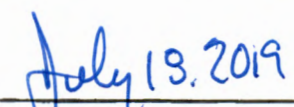
The project consists of Provide all materials / equipment / delivery / and startup for a Diesel Powered Outdoor Generator with an arctic enclosure. 60Hz-150KW 120/208 400 amp configured to communicate w/one automatic transfer switch. UL 2200 Listing. Onan / Kohler Generators will be preferred units.

On the due date of June 26, 2019, one (1) bid was received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$47,804.00 was submitted by Cummins, Inc., Anchorage, AK.

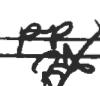
Your approval for this bid award is hereby requested. Funding for this project is in account number 441.51110.19GEN.48311.



Charlie Pierce, Mayor



Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	441.51110.19GEN.48311
Amount	\$47,804.00
By: 	Date: 7/17/19

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB19-021 NFS #1 Generator Replacement

CONTRACTOR	LOCATION	BASE BID
Cummins, Inc.	Anchorage, AK	\$47,804.00

DUE DATE: July 8, 2019

KPB OFFICIAL: 
John Hedges, Purchasing & Contracting Director

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Borough Mayor *CP*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Sarah Hostetter, Payroll Accountant *SH*

DATE: July 16, 2019

RE: Revenue-Expenditure Report – June 2019

Attached is the Revenue-Expenditure Report of the General Fund for the month of June 2019. Please note that 100% of the year has elapsed, 102.06% of budgeted revenues have been collected, and 95.60% of budgeted expenditures have been made.

Please also note, these numbers are not final as there will be additional amounts posted due to fiscal year-end adjustments.

KENAI PENINSULA BOROUGH
Revenue Report
For the Period
June 1 through June 30, 2019

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	YEAR TO DATE RECEIPTS	MONTH TO DATE RECEIPTS	VARIANCE	% COLLECTED
31100	Real Property Tax	\$ 29,814,633	\$ 29,659,866	\$ 34,017	\$ (154,767)	99.48%
31200	Personal Property Tax	2,012,742	2,132,836	13,719	120,094	105.97%
31300	Oil Tax	7,137,448	7,134,120	-	(3,328)	99.95%
31400	Motor Vehicle Tax	712,000	475,240	53,440	(236,760)	66.75%
31510	Property Tax Penalty & Interest	462,442	548,152	12,482	85,710	118.53%
31610	Sales Tax	30,578,706	32,209,007	866,092	1,630,301	105.33%
33110	In Lieu Property Tax	3,225,437	3,225,437	3,225,437	-	100.00%
33117	Other Federal Revenue	185,000	148,238	26,933	(36,762)	80.13%
33220	Forestry Receipts	538,031	538,031	-	-	100.00%
34110	School Debt Reimbursement	2,654,392	2,627,157	-	(27,235)	98.97%
34221	Electricity & Phone Revenue	155,000	157,234	157,234	2,234	101.44%
34222	Fish Tax Revenue Sharing	750,000	137,541	-	(612,459)	18.34%
34210	Revenue Sharing	1,032,704	1,032,704	-	-	100.00%
37350	Interest on Investments	685,000	1,841,529	42,800	1,156,529	268.84%
39000	Other Local Revenue	300,000	281,413	9,832	(18,587)	93.80%
290	Solid Waste	800,000	564,616	20,341	(235,384)	70.58%
Total Revenues		\$ 81,043,535	\$ 82,713,122	\$ 4,462,327	\$ 1,669,586	102.06%

KENAI PENINSULA BOROUGH
Expenditure Report
For the Period
June 1 through June 30, 2019

DESCRIPTION	REVISED BUDGET	YEAR TO DATE EXPENDED	MONTH TO DATE EXPENDED	AMOUNT ENCUMBERED	AVAILABLE BALANCE	% EXPENDED
Assembly:						
Administration	\$ 522,795	\$ 460,677	\$ 27,456	\$ 4,918	\$ 57,200	88.12%
Clerk	564,503	487,900	42,060	5,057	71,546	86.43%
Elections	103,435	92,991	446	-	10,444	89.90%
Records Management	268,151	223,566	23,669	2,744	41,841	83.37%
Mayor Administration	781,258	715,766	57,046	58	65,433	91.62%
Purch/Contracting/Cap Proj	632,657	517,756	38,332	1,006	113,896	81.84%
Human Resources:						
Administration	716,455	591,127	45,869	134	125,194	82.51%
Print/Mail	207,493	171,828	9,956	6,910	28,754	82.81%
Custodial Maintenance	123,093	112,323	9,719	-	10,770	91.25%
Information Technology	2,037,551	1,829,591	161,601	2,004	205,956	89.79%
Emergency Management	800,981	671,813	66,377	2,175	126,994	83.87%
Legal Administration	1,184,262	996,322	72,626	62,481	125,459	84.13%
Finance:						
Administration	512,583	492,697	42,835	-	19,886	96.12%
Services	946,663	851,714	67,310	-	94,950	89.97%
Property Tax	1,123,494	984,255	87,759	53,202	86,037	87.61%
Sales Tax	657,498	566,662	42,291	5,033	85,803	86.18%
Assessing:						
Administration	1,405,867	1,191,035	91,275	2,086	212,746	84.72%
Appraisal	1,881,215	1,706,566	126,021	31	174,619	90.72%
Resource Planning:						
Administration	1,290,090	1,073,487	102,621	5,000	211,603	83.21%
GIS	592,345	453,259	34,775	-	139,086	76.52%
River Center	791,182	619,069	40,417	200	171,913	78.25%
Senior Citizens Grant Program	608,969	549,766	6,670	59,203	-	90.28%
School District Operations	55,164,994	55,156,297	4,144,869	-	8,697	99.98%
Solid Waste Operations	8,234,900	7,863,281	1,813,974	73,086	298,532	95.49%
Economic Development	300,000	119,545	-	180,455	-	39.85%
Non-Departmental	1,952,842	1,236,615	(156)	-	716,227	63.32%
Total Expenditures	\$ 83,405,277	\$ 79,735,908	\$ 7,155,820	\$ 465,784	\$ 3,203,586	95.60%

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Borough Mayor *CP*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Sarah Hostetter, Payroll Accountant *SH*

DATE: July 16, 2019

RE: Budget Revisions – June 2019

Attached is a budget revision listing for June 2019. The attached list contains budget revisions between major expenditure categories (i.e., maintenance & operations and capital outlay). Other minor transfers were processed between object codes within major expenditure categories.

ASSESSING - ADMINISTRATION

To upgrade Adobe for two employees.

100-11510-00000-43019 (Software Licensing)		\$600.00
100-11510-00000-42120 (Computer Software)	\$600.00	

ASSESSING - APPRAISAL

To purchase safety kits per KPB vehicle policy.

100-11520-00000-43210 (Transport/Subsistence)		\$100.00
100-11520-00000-42410 (Small Tools/Minor Equipment)	\$100.00	

CENTRAL EMERGENCY SERVICES

To pay for shipping hydrant flow testing materials, vendor was not able to provide a shipping estimate before PO was issued.

211-51610-00000-43810 (Rents/Operating Leases)		\$330.42
211-51610-00000-48740 (Minor Machines/Equipment)	\$330.42	

CLERKS - RECORDS MANAGEMENT

To replace an aging scanner.

100-11140-00000-43019 (Software Licensing)		\$6,000.00
100-11140-00000-48120 (Office Machines)	\$6,000.00	

FINANCE - ADMINISTRATION

To purchase NACHA rule book.

100-11410-00000-43210 (Transport/Subsistence)		\$63.00
100-11410-00000-42210 (Operating Supplies)	\$63.00	

FINANCE - ADMINISTRATION

Move funds to cover year end purchases.

100-11410-00000-43210 (Transport/Subsistence)		\$349.80
100-11410-00000-42210 (Operating Supplies)	\$108.75	
100-11410-00000-43019 (Software Licensing)	\$241.05	

JUNE 2019 CONT.

INCREASE DECREASE

HUMAN REOURCES

To move additional funds to complete a monitor purchase.

100-11230-00000-43011 (Contract Services)		\$9.00
100-11230-00000-48710 (Minor Office Equipment)	\$9.00	

LEGAL DEPARTMENT

To cover postage shortage due to increase in exemption packet mailings for collections.

100-11310-00000-40130 (Overtime Wages)		\$200.00
100-11310-00000-43140 (Postage/Freight)	\$200.00	

LEGAL DEPARTMENT

To cover year end shortage due to increased subscription costs.

100-11310-00000-42210 (Operating Supplies)		\$300.00
100-11310-00000-43920 (Dues and Subscriptions)	\$300.00	

MAINTENANCE DEPARTMENT

Move funds to cover repair materials for the remainder of the fiscal year and to purchase 2 connex containers to replace old storage sheds at Homer High School.

241-41010-00000-40110 (Regular Wages)		\$33,000.00
241-41010-00000-42210 (Operating Supplies)	\$2,000.00	
241-41010-00000-42310 (Repair/Maintenance Supplies)	\$23,000.00	
241-41010-00000-48740 (Minor Machines/Equipment)	\$8,000.00	

PURCHASING

To purchase Bluebeam Revu software to help with design and construction phases of projects.

100-11227-00000-43019 (Software Licensing)		\$675.00
100-11227-00000-43210 (Transport/Subsistence)		\$1,425.00
100-11227-00000-42120 (Computer Software)	\$2,100.00	

JUNE 2019 CONT.

INCREASE DECREASE

SELDOVIA RECREATION

To cover utilities and recreational supplies costs for the remainder of the fiscal year.

227-61210-00000-43140 (Postage/Freight)		\$100.00
227-61210-00000-43410 (Printing)		\$52.33
227-61210-00000-42960 (Recreational Program Supplies)	\$113.38	
227-61210-00000-48710 (Minor Office Equipment)		\$300.00
227-61210-00000-48740 (Minor Machinery/Equipment)		\$500.00
227-61210-00000-43610 (Public Utilities)	\$838.95	

Kenai Peninsula Borough
Central Emergency Services

MEMORANDUM

TO: Charlie Pierce, Borough Mayor
THRU: John Hedges, Purchasing and Contracting *JH*
FROM: Roy Browning, CES Chief *REB*
DATE: July 18, 2019
RE: Purchasing request for an Ambulance

This is a request to purchase an ambulance for the Central Emergency Service Area. Funds were appropriated in FY2020 Capital Projects for an ambulance purchase. We are requesting authorization to purchase in accordance with Kenai Peninsula Borough Ordinance 2016-17, Standardization Policy for Fire Service Areas, from Braun-Northwest Inc.

The purchasing will be through the Houston-Galveston Area Council (HGAC) purchasing co-op contract # AM10-18. The price quoted is \$207,721.00.

Funding for this purchase is available in account 443.51610.20462.48514

Ch:
7/24/2019

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. 443.51610.20462.48514	_____
Amount \$207,721.00	_____
By: <i>[Signature]</i>	Date: 7/19/19

BRAUN NW inc.

150 North Star Drive / PO Box 1204 / Chehalis, WA 98532 / 360.748.0195 / 800.245.6303 / fax 360.748.0256

PROPOSAL

JULY 11, 2019

**KENAI PENINSULA BOROUGH
CENTRAL EMERGENCY SERVICES (CES)
ATTN: FIRE CHIEF ROY BROWNING
231 S BINKLEY STREET
SOLDOTNA, AK 99669**

RE: ONE (1) 2020 NORTH STAR 165-1 AMBULANCE

**BRAUN NORTHWEST IS PLEASED TO OFFER THE FOLLOWING PROPOSAL WHICH IS
BASED UPON HGAC CONTRACT #AM10-18:**

**ONE (1) 2020 NORTH STAR 165-1 AMBULANCE ON A 2019 RAM 4500 4X4 AMBULANCE PREP
GAS CHASSIS MATCHING ENCLOSED "AS BUILT" UNIT #2468-1 SPECIFICATIONS DATED
6/16/17 AND DRAWINGS DATED 7/25/17 WITH THE FOLLOWING CHANGE:**

- CHASSIS TO BE A 2019 MODEL YEAR
- UTILIZE COMPLETED VEHICLE AT ONE (1) TRADESHOW IN ALASKA

**BASE PRICE HGAC CONTRACT AM10-18CA06.....\$165,884.00
TOTAL PUBLISHED OPTIONS TAKEN.....ADD \$ 27,767.00
TOTAL UNPUBLISHED OPTIONS TAKEN.....ADD \$ 13,070.00
HGAC FEE.....ADD \$ 1,000.00
TOTAL FOR ONE (1) AMBULANCE FOB ANCHORAGE, AK.....\$207,721.00***

Sales tax not included.

F.O.B.: ANCHORAGE, ALASKA

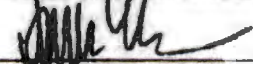
DELIVERY: APPROXIMATELY 270 DAYS ARO

**TERMS: NINETY PERCENT (90%) PAYMENT DUE UPON RECEIPT OF VEHICLE.
BALANCE DUE IN THIRTY (30) DAYS.**

***NOTE: PRICE INCLUDES TRAVEL FOR TWO (2) PERSONS FOR ONE (1) TRIP**

Braun Northwest, Inc. is a Washington dealer (0991-A) with insurance information available upon request.

**Respectfully Submitted by:
BRAUN NORTHWEST, INC.**



Tami McCallum, V. P. Sales

Date: 7/11/2019

**We agree to accept the above proposal:
KENAI PENINSULA BOROUGH/CES**

 7-19-19

Signature Date

Roy Browning, Chief

Printed Name Title



EMERGENCY VEHICLES

TM/sel
Enclosures, Specifications, drawings

www.braunnw.com

Code or Part No.	Published Option Description	Offered Price
1.02.03	Valve Extenders - Tire Pressure Monitoring, Doran	\$ 800.00
1.02.05	Running Boards - Dodge 4500/5500 - Grip Strut	\$ 875.00
1.02.05	Running Boards - Dodge 4500/5500 - delete	\$ (675.00)
1.02.07	Auto Throttle - Intermotive AFIS series - Ford, Dodge, GM	\$ 250.00
1.02.08	Rear Eyes	\$ 485.00
1.02.11	Air Horn - Buell Single Horn without Compressor	\$ 975.00
2.02	Drop Skirt	\$ 700.00
2.09.08	Laminate on Entrance Doors, all	\$ 625.00
2.10	Restocking Door, Cabinet #1/3, total of (2)	\$ 1,000.00
2.10	Standard Cabinet Doors - (Standard Cabinet), if another cabinet is utilized, deduct the price of this cabinet to show actual upcharge price, Cabinet #1/3, total of (2)	\$ (450.00)
2.10	Gas Shock Lift System with Twist/Slam Latch - Polycarbonate, Cabinet #2, 10, 11, 12, total of (4)	\$ 1,200.00
2.10	Standard Cabinet Doors - (Standard Cabinet), if another cabinet is utilized, deduct the price of this cabinet to show actual upcharge price, Cabinet #2, 10, 11, 12, total of (4)	\$ (900.00)
3.04	Module Paint - Color other than White	\$ 1,000.00
3.04	Repaint Chassis - Under hood and door jambs	\$ 2,500.00
3.04	2" Straight Scotchlite Stripe, Black Scotchlite, Stripe #2	\$ 200.00
3.04	2" Straight Scotchlite Stripe, Grey Metallic, Stripe #3	\$ 200.00
3.04	6" Straight Scotchlite Stripe, Black Scotchlite, Stripe #4	\$ 600.00
3.04	2" Straight Scotchlite Stripe, Grey Metallic, Stripe #5	\$ 200.00
3.14	Placard/Placard Holder - (1) Holder with (3) Reflective Numbers, total of (4)	\$ 500.00
4.01	Bumper - Standard 10" - Flip Up Grip Strut Step	\$ 1,025.00
4.01	Bumper - Standard 7" - Open Grate, delete	\$ (500.00)
4.01	Bumper - Dock Bumper Set	\$ 100.00
4.08	Window - Sliding 18.75" x 37.50" Tinted, each	\$ 325.00
5.06	Grabbar - Side Passage - 18" Straight	\$ 100.00
5.07	IV Hanger - Recessed - Cast #IV2008, total of (4)	\$ 600.00
5.07	IV Hanger - Non Recessed - Near Flush, delete	\$ (100.00)
5.10	Attendant Seat - EVS 18803 - 3 point Child Safety Seat - Swivel Base	\$ 1,750.00
5.10	Attendant Seat - Wise 1611 with 2 point - Pedestal Base, delete	\$ (1,100.00)
5.11	Oxygen Systems - Electric - price to upgrade to Electric O2	\$ 850.00

5.13	Suction Collector - Rico - standard - included in build up cost, delete	\$ (225.00)
5.13	Suction Collector - SSCOR 22000/22002	\$ 400.00
5.16	Extreme Climate Insulation Package	\$ 650.00
5.31	Fire Extinguisher - 5 lb dry chemical, total of (2)	\$ 250.00
5.32	Glove Butler - Cabinet Mount, per position, total of (4)	\$ 600.00
5.36	Medication Safe - Knox MedVault2 WiFi Enabled	\$ 2,350.00
6.09	Modifications to Switch Plate/Console	\$ 600.00
6.14	Cabinet LED Strip Lighting - Double Strip 59 to 75 Inches, Cabinet 10-12	\$ 300.00
6.15	Whelen Oval LED Step Light - 0SC0EDCR/0AC0EDCR	\$ 125.00
6.16	Whelen LED Dome Light - 80C00EZR - if used in place of standard incandescents, (2) additional	\$ 320.00
6.17	Brake/Tail, Turn, Backup Lights - Whelen 600 Series	\$ 1,375.00
6.17	Stop/Tail, Turn and Backup Lights - Truck Lite, delete	\$ (500.00)
6.18	Radio Install - Customer Supplied	\$ 600.00
6.18	Intercom Install - Customer Supplied	\$ 400.00
6.19	Antenna Mounts and Cables - (2) included in build up cost	\$ 125.00
6.25	12-Volt Receptacles - (2) standard in build	\$ 100.00
6.30.01	Opticom - Surface Mount	\$ 1,500.00
6.30.03	Flasher - 900 series, Super LED, Split Color, total of (4) on front	\$ 1,300.00
6.30.03	Flasher - 900 Series Chrome Flange, total of (4) on front	\$ 104.00
6.30.03	Flasher - 900 series, Super LED, Single Color, total of (4) on rear	\$ 1,300.00
6.30.03	Flasher - 900 Series Chrome Flange, total of (4) on rear	\$ 104.00
6.30.03	Flasher - 700 series, Super LED, Single Color, (1) on rear	\$ 200.00
6.30.03	Flasher - 900 Series Chrome Flange, total of (4), (2) on each side	\$ 104.00
6.30.04	Scenelights - 700 series, Super LED - 70C0ELZR, total of (2)	\$ 700.00
6.35	Fluid Warmer, delete	\$ (250.00)
6.35	Fluid Warmer - Smithworks, total of (2)	\$ 1,150.00
6.38	Speakers in Module	\$ 250.00
6.46	Exterior Audio/Visual Equipment - Back Up Camera - Non Recessed	\$ 700.00
	Total Changes	\$ 27,767.00

Code or Part No.	Unpublished Option Description	Offered Price
1.01	Chassis, change to a 2019 RAM 4500 4x4 gas chassis	\$ (10,385.00)
1.02	Chassis modifications, changes to include aluminum plate for ground lighting, prewire for tire chains, VIAir Compressor, Setina Grille Guard, 5" Red Dome light, Cab insulations	\$ 2,600.00
2.08	Module Exterior Compartments, changes to include, Stair chair bracket, additional dividers, additional LED strip light, additional aluminum track, (2) Zico brackets, (2) hooks, battery tray, stainless steel backer plate on rear door control, stainless steel caps on compartment door skin, stainless steel on lower door skins and added cap, anti-kid tape on thresholds	\$ 2,603.00
2.10	Module Interior Cabinets, change to include, (4) adjustable sloping shelves, flip down CPR seat backrest, full height net, painted aluminum cabinet door with southco latches, delete drawers	\$ 900.00
3.00	Lettering/Striping - changes to include custom lettering and striping	\$ 3,535.00
3.09	Module Flooring Material, Loncoin	\$ 300.00
3.13	Automotive Undercoating, bumper	\$ 200.00
4.00	Module Exterior, changes to include, extended size rock guards, recessed license plate holder with Whelen OS lights, delete DEF fill	\$ 325.00
5.00	Module Interior, changes to include, stainless lower wall covering, install "Customer Supplied" Stryker powerload, (2) hot water valves, changes to Sharps/Waste Containers, Knox Key Secure	\$ 3,325.00
6.00	Electrical, changes to include, tire chain warning light, custom attendant panel, (1) additional Group 31 battery, Battery Integrator	\$ 1,400.00
6.30	Emergency Warning System, changes to include delete front/rear lightbar, dimmer switch, (2) Power Arc LED lights, Vanner flasher control, 20" Rigid LED light, (6) LED ground lights	\$ 1,767.00
	Delivery via Tote to Anchorage	\$ 5,000.00
	Travel, (2) persons for Final Inspection	\$ 3,000.00
	Tradeshaw Discount, (1) Tradeshaw in AK	\$ (1,500.00)
	Total Changes	\$ 13,070.00

Kenai Peninsula Borough
Central Emergency Services

MEMORANDUM

TO: Charlie Pierce, Borough Mayor
THRU: John Hedges, Purchasing and Contracting *JH*
FROM: Roy Browning, CES Chief *REB*
DATE: July 17, 2019
RE: Purchasing Request for Grant Funded Funny River Pumper/Tanker

In April of 2019, the Funny River Community and the Kenai Peninsula Borough, on behalf of Central Emergency Services were awarded a Community Development Block Grant (CDBG) for the purchase of a Fire Pumper/Tanker for the Funny River community.

CES is Requesting authorization for the purchase of a Pumper/Tanker fire apparatus for the Funny River Community. The purchase of the fire apparatus will be in accordance with Kenai Peninsula Ordinance 2016-17 through Hughes Fire Equipment, Pierce Manufacturing.

The purchasing will be through the Houston-Galveston Area Council (HGAC Buy) purchasing co-op contract # FS12-17. The price quoted is \$627,135.00.

Funding for this purchase is available in account 443.51610.19TKR.48514

Chi
7/24/2019

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. 443.51610.19TKR.48514	_____
Amount \$ 627,135.00	_____
By: _____	Date: 7/22/19

BR



July 3, 2019

Central Emergency Services, AK
One (1) Saber Pumper Tanker AK849
Build Location: Bradenton, FL

Proposal Price: FOB Anchorage, AK	\$ 659,939.00
Less chassis progress payment discount <small>The chassis progress payment in the amount of \$294,834.00 will be due three (3) months prior to the ready for pick up from the factory date.</small>	(8,836.00)
Less payment upon completion @ factory discount	(12,547.00)
* Deduct for 100% pre-payment with contract <small>If this option is elected, the discount is in addition to the chassis progress payment discount and the payment upon completion at the factory discount.</small>	(11,421.00)
Subtotal including all pre-pay discounts	<u>627,135.00</u>
Less customer drive-out discount (Pierce Facility to Tacoma, WA) <small>If this option is elected payment in full and proof of insurance must be provided prior to leaving the factory and the customer is responsible for compliance with all state, local and federal DOT requirements including the driver possessing a valid CDL license.</small>	(5,850.00)
Less customer drive-out discount (Tacoma, WA to Anchorage, AK)	(6,787.00)
Less performance bond	(1,777.00)
Proposal price including discounts	<u>612,721.00</u>

Terms:

Based on the current delivery schedule the unit would be ready for delivery from factory within 8 to 11 months after contract execution. Delivery is subject to change pending Pierce's delivery schedule at order placement.

The above quote is subject to change.

An invoice will be provided 30 days prior to the chassis payment due date if elected.

Purchasing documents will be between Hughes Fire Equipment and the customer.

If payment discount options are not elected standard payment terms will apply. Final payment will be due 30 days after the unit leaves the factory for delivery. If payment is not made at that time a late fee will be applicable.

An invoice will be provided upon order processing for the 100% prepayment if elected.

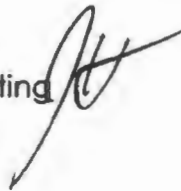

The proposal price is based on the unit being purchased through HGAC contract F812-17.

Transportation of the unit to be driven from the factory and transported FOB Anchorage, AK is included in the pricing. However, if we are unable to obtain necessary permits, due to the weight of the unit, and the unit must be transported on a flat bed, additional transportation charges will be the responsibility of the purchaser. We will provide pricing at that time if necessary.

One (1) factory inspection trip for three (3) fire department customer representatives is included in the above pricing. The inspection trip will be scheduled a time mutually agreed upon between the manufacture's representative and the customer. Airfare, lodging and meals while at the factory are included. If the Department elects to forgo an inspection trip \$2,250.00 per traveler (per trip) will be deducted from the final invoice.

Kenai Peninsula Borough
Central Emergency Services

MEMORANDUM

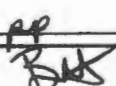
TO: Charlie Pierce, Borough Mayor
THRU: John Hedges, Purchasing and Contracting 
FROM: Roy Browning, CES Chief 
DATE: July 18, 2019
RE: Purchasing Request for Ambulance Gurney System

This is a request to purchase an ambulance gurney system for Central Emergency Service Area. Funds were appropriated in the FY 2020 Capital Projects for the purchase of an ambulance. The gurney system, a power cot and power loader will be purchased under Kenai Peninsula Borough Resolution 2016-071, authorizing an Ambulance Gurney & Load Systems Standardization Policy for the Fire Service Areas.

The purchase will be from Stryker, price quoted \$37,331.70

Funding for this purchase is available in account 443-51610-20462-48514

Chi
7/25/2019

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. 443.51610.20462.48514	_____
Amount \$ 37,331.70	_____
By: 	Date: 7/24/19



Powered System via Braun NW - 6.11.19

Quote Number: 10015605
 Version: 1
 Prepared For: SOLDOTNA CENTRAL EMERG SRVS
 Quote Date: 07/10/2019
 Expiration Date: 10/09/2019

Remit to: P.O. Box 93308
 Chicago, IL 60673-3308
 Rep: Annie Hofman
 Email: annie.koerner@stryker.com
 Phone Number:
 Mobile: (406) 214-9548

End User - Shipping - Billing		Ship To Account		Bill To Account	
Name:	Braun NW	Name:	SOLDOTNA CENTRAL EMERG SRVS	Name:	SOLDOTNA CENTRAL EMERG SRVS
Account #:	1081659	Account #:	1081659	Account #:	1081659
Address:	150 North Star Road Chehalis Washington 98532	Address:	231 BINKLEY ST SOLDOTNA Alaska 99669	Address:	231 BINKLEY ST SOLDOTNA Alaska 99669

Equipment Products:

#	Product	Description	Qty	Sell Price
1.0	6506000000	Power-PRO XT	1	\$15,236.91
1.1	6085033000	PR Cot Retaining Post		
1.2	7777881669	3 Yr X-Frame Powertrain Wrnty		
1.3	7777881670	2 Yr Bumper to Bumper Warranty		
1.4	6506026000	Power Pro Standard Components		
1.5	6500001430	X-RESTRAINT PACKAGE		
1.6	0054031000	INT SHIP (ALSO HI, AK,PR, GM)		
1.7	650606160000	ONE PER ORDER, MANUAL, ENG OPT		
1.8	6085031000	Trendelenburg		
1.9	6506037000	No Steer Lock Option		
1.10	6060036017	SAFETY HOOK, SHORT		
1.11	6506127000	Power-LOAD Compatible Option		
1.12	6500028000	120V AC SMRT Charging Kit		
1.13	6506034000	G-Rated Mattress		
1.14	6506031000	Siderail Option		
1.15	6506036000	No HE Section O2 Bottle		
1.16	0054200994	No Runner/HE O2		
1.17	6500318000	NO IV POLE		
1.18	6506012003	STANDARD FOWLER		
1.19	6500128000	Head End Storage Flat		
1.20	6500147000	Equipment Hook		
2.0	639005550001	MTS POWER LOAD	1	\$22,094.77



Powered System via Braun NW - 6.11.19

Quote Number: 10015605
Version: 1
Prepared For: SOLDOTNA CENTRAL EMERG SRVS

Quote Date: 07/10/2019
Expiration Date: 10/09/2019

Remit to: P.O. Box 93308
Chicago, IL 60673-3308
Rep: Annie Hofman
Email: annie.koerner@stryker.com
Phone Number:
Mobile: (406) 214-9548

Equipment Total: \$37,331.70

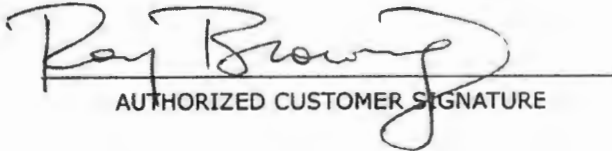
Price Totals:

Grand Total: \$37,331.70

Prices: In effect for 60 days.

Terms: Net 30 Days

Ask your Stryker Sales Rep about our flexible financing options.


AUTHORIZED CUSTOMER SIGNATURE

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule.

Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency.

Terms: Net 30 days. FOB origin. A copy of Stryker Medical's standard terms and conditions can be obtained by calling Stryker Medical's Customer Service at 1-800-Stryker.

In the event of any conflict between Stryker Medical's Standard Terms and Conditions and any other terms and conditions, as may be included in any purchase order or purchase contract, Stryker's terms and conditions shall govern.

Cancellation and Return Policy: In the event of damaged or defective shipments, please notify Stryker within 30 days and we will remedy the situation. Cancellation of orders must be received 30 days prior to the agreed upon delivery date. If the order is cancelled within the 30 day window, a fee of 25% of the total purchase order price and return shipping charges will apply.

Zac Jordan – Marketing Manager
Stryker Medical
3800 E. Centre Ave. Portage, MI 49002



Date: January, 2019

Re: Power-LOAD Cot Fastener Sole Source Information

To Whom It May Concern,

Stryker Medical certifies that we are the sole manufacturer of the Stryker EMS Power-LOAD cot fastener (Model 6390). This correspondence is to inform you of the characteristics of the Power-LOAD Cot Fastener. These characteristics can be broken down into two primary categories: Independent Qualification and Ease of Use.

The Stryker EMS Power-LOAD (Model 6390) cot fastening system is mounted within the patient compartment and is intended to aid in the loading/unloading of patients. The Stryker Power-LOAD is the only powered cot fastening system that meets the following:

Independent Qualification

- IPX6: The system is tested to withstand powerful water jets.
- IEC 60601-1 and IEC 60601-1-2: The Power-LOAD cot fastener conforms to industry standards for mechanical and electrical safety for medical electrical devices, as well as electromagnetic compatibility and immunity.
- BS EN-1789:2007, clause 4.5.9 when used with Power-PRO cot and X-Restraints: This is a European dynamic crash test which subjects a 50th percentile dummy to nominal 10g deceleration for a minimum of 50ms. Following the test there shall be no sharp edges or danger to the safety of persons in the road ambulance.
- SAE J3027 compliant when used with a Stryker Power-PRO cot and X-Restraints

Ease of Use

- Device must provide a linear guide when loading and unloading the cot.
- Device must allow for remote actuation from Power-PRO foot end controls.
- Device must engage to the cot during loading and unloading, providing a means of lifting and lowering.
- Device must have a safe working load of 870 lbs. and be capable of lifting patients weighing up to 700 lbs.
- Device must be mounted inside the patient compartment to prevent environmental exposure and corrosion.
- Device must be power washable.
- Device must be capable of inductively charging the Stryker SMRT cot battery.

Please forward any further questions to your Stryker sales representative.

Sincerely,

A handwritten signature in black ink, appearing to read "Zac Jordan".

Zac Jordan
Marketing Manager

Zac Jordan – Marketing Manager
Stryker Medical
3800 E. Centre Ave. Portage, MI 49002



Date: January, 2019

Re: Power-PRO Ambulance Cot Sole Source Information

To Whom It May Concern,

Stryker Medical certifies that we are the sole manufacturer of the Stryker EMS Power-PRO XT ambulance cot (Model 6506). This correspondence is to inform you of the characteristics of the Power-PRO ambulance cot. These characteristics can be broken down into two primary categories: Independent Qualification and Ease of Use and Maintenance

Independent Qualification

- IPX6: The system is tested to withstand powerful water jets.
- IEC 60601-1 and IEC 60601-1-2: The Power-PRO XT cot conforms to industry standards for mechanical and electrical safety for medical electrical devices, as well as electromagnetic compatibility and immunity.
- BS EN-1789:2007, clause 4.5.9 when used with Power-LOAD cot fastener and X-Restraints: This is a European dynamic crash test which subjects a 50th percentile dummy to nominal 10g deceleration for a minimum of 50ms. Following the test there shall be no sharp edges or danger to the safety of persons in the road ambulance.
- Meets SAE J3027 dynamic crash test safety standards when used with Power-LOAD/Performance-LOAD cot fastener and X-Restraints.

Ease of Use and Maintenance

- The cot has a weight capacity of 700 lbs.
- When unloading with the manual release handle, the cot utilizes hydraulic dampening. Thus, the cot will not abruptly jar the operator or patient.
- The battery is placed at the foot-end of the stretcher.
- The cot legs power-retract in 2.4 seconds which speeds load time.
- The cot provides a load height of 36" and is operator adjustable to match the deck height of individual ambulances.
- The foot-end of the cot provides lifting bars and operator controls at two different heights, thus providing optimum ergonomics to most operator heights.
- The foot-end of the cot contains a large battery indicator light which displays amber or green which indicates battery level. A warning is given by a flashing amber light, providing the operator the time to change the battery before full depletion of power.
- The model 6506 has 6" x 2" sealed casters and bearings.
- The cot features a foot-end mounted hourly usage meter. This tool can be used to determine the timing of preventative maintenance checks.
- The cot features powder-coating of the entire aluminum frame (including the patient handling surfaces), thus eliminating aluminum oxidation throughout the cot.
- All caster bearings are sealed.
- The cot is power-washable.


Please contact your Sales Representative for further information.

Sincerely,

Zac Jordan
Marketing Manager

KENAI PENINSULA BOROUGH
Community & Fiscal Projects

MEMORANDIUM

TO: Charlie Pierce, Mayor
FROM: Brenda Ahlberg, Community & Fiscal Projects Manager 
DATE: July 25, 2019
SUBJECT: **FY19-4Q Economic Development Grant Reports**

Attached are the grant reports for the following entities:

KPEDD – Kenai Peninsula Economic Development District

KPTMC - Kenai Peninsula Tourism Marketing Council

SBDC – Small Business Development Center



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7599

PHONE: (907) 714-2153 • FAX: (907) 714-2377

EMAIL: bahlberg@kpb.us

FROM: KPEDD
KPB ACCOUNT: 100.94900.KPEDD.43009

Contract Amount: \$100,000
Ending: June 30, 2019

Financial / Progress Report

Submit Report To:

Brenda Ahlberg

Community & Fiscal Projects Manager

Kenai Peninsula Borough

144 N. Binkley St., Soldotna, AK 99669

Project Name: Non-Areawide KPB Economic Development

Date: 7/8/19

Report No.: 4 of 4

Quarter From: 04/01/19

To: 06/30/2019

FINANCIAL REPORT:

FINAL REPORT DUE ON OR BEFORE 07/10/2019

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	100,000	75,000.00	25,000.00	100,000.00	\$ -
Travel		-	-	-	\$ -
Contractual		-	-	-	\$ -
Supplies		-	-	-	\$ -
Equipment		-	-	-	\$ -
		-	-	-	\$ -
TOTALS	\$ 100,000.00	75,000.00	\$ 25,000.00	\$ 100,000.00	\$ -
Payment Request					\$ 25,000.00

PROGRESS REPORT: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Please see the attached 2019 Year-end Report.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: _____

Date: July 8, 2019

Printed Name and Title: Tim Dillon, Executive Director



Leadership to enhance, foster and promote economic development

- During the 2019 fiscal year, KPEDD updated the Situations and Prospects Report which will be available July 31, 2019 through Infogram dashboards on the KPEDD website. This report is a collection of the previous 5 years of data on topics including population and aging demographics, education, housing, cost of living, travel and freight, tourism, fishing, oil and gas, personal prosperity, business prosperity, industry spotlights, borough and city profiles and more. This report is a dataset providing a complete view of the Kenai Peninsula's economy through relevant metrics.
- KPEDD also updated the Comprehensive Economic Development Strategy, which is currently in the public comment period. This update is part of a 5-year plan for the economic development focus areas of the Kenai Peninsula Borough from 2016-2021. The report be finalized on July 15, 2019, and provide an overview of human capital, geography, community development, quality of life, infrastructure, business development, rising, mature, watch-list and challenged industries. It also assesses the strengths, weaknesses, opportunities and threats to the Kenai Peninsula.
- KPEDD created a Complete Count Committee for the 2020 Census. The committee, which included representation from each community on the Kenai Peninsula, will identify individual community platforms and educate residents on the upcoming Census to increase participation rates. Each resident attributes to roughly \$2,959 in federal funding opportunities to the State and Borough.
- KPEDD assisted eligible businesses in the Kenai Peninsula Borough through microloans up to \$25,000. Funding assistance provides startup capital, seasonal bridges, and equipment upgrades. KPEDD also assisted Borough-wide businesses through individualized financial and technical business assistance.
- KPEDD has secured federal EDA and Denali Commission funding for workforce planning. The goal of the workforce and education plan is to pool existing community-wide resources and identify regional gaps to enhance Borough human-capital. Program partners include the Kenai Peninsula Borough, Economic Development Administration, Denali Commission, Peninsula-wide cities, Offices of Senator Dan Sullivan and Lisa Murkowski, Alaska Department of Labor, KPB School District, Kenai Peninsula College, AVTEC, Challenger Learning Center, Alaska Gasline Development Corporation, Regional Tribal organizations, local banks, and various industry leaders.
- The 2019 Industry Outlook Forum was held on January 9th in Homer. The event was free to the public and provided a platform for industry leaders and state officials to give updates and discuss local projects. A few of this year's presentations included speakers



from the State of Alaska, South Peninsula Hospital, Hilcorp Alaska, and regional entrepreneurs.

- KPEDD presented regional updates as follows:
 - August 15, 2018 – Soldotna City Council
 - August 27, 2018 – Homer City Council
 - September 18, 2018 – Seward City Council
 - September 28, 2018 – Seward Chamber of Commerce
 - October 3, 2018 – Kenai City Council
 - October 9, 2018 – Kenai Peninsula Borough Assembly
 - October 11, 2018 – Homer Rotary
 - October 22, 2018 – Seldovia City Council
 - November 20, 2018 – Kenai Peninsula Borough Assembly
 - November 28, 2018 – Soldotna City Council
 - December 5, 2018 – Kenai Chamber of Commerce
 - January 9, 2019 – Industry Outlook Forum
 - January 15, 2019 Homer Chamber of Commerce
 - January 24, 2019 – Soldotna Rotary
 - February 5, 2019 – Kenai Peninsula Borough Assembly
 - February 22, 2019 – Kenaitze Indian Tribe
 - March 5, 2019 – Kenai Peninsula Borough Assembly
 - March 7, 2019 – Alaska State Senate
 - May 7, 2019 – Kenai Peninsula Borough Assembly

- Staff assisted the Kachemak Shellfish Mariculture Association (KSMA) in locating and applying for funding opportunities to upgrade existing equipment. KSMA supports oyster farms across the state and is critical for healthy and sustainable spat numbers. KPEDD is currently waiting for equipment blueprints and construction bids from KSMA.
- KPEDD continued to support of the Kenai Peninsula Construction Academy through the Business Incubation Center and provided public platforms for program updates. KPCA is a non-profit educational program offering six-week courses in various skilled trades including, small engine repair, electrical, welding, carpentry, plumbing and diesel mechanics. Applicants can take these classes free of charge. Upon graduation, students are directed into apprenticeship programs and placed with employers.
- KPEDD successfully transitioned to a paperless system, with all reports now available in a downloadable online format.
- KPEDD redesigned the website, which will go live in July, to focus support of relocating families and site selectors by disseminating relevant data (through the Situations and Prospects Report via Infogram dashboards) and identifying existing infrastructure and programs.
- Although KPEDD was prepared to assist the Kenaitze Indian Tribe to create a tribal foods system assessment plan, which would provide access to traditional foods for low-income Alaskan Native tribal members, the Kenaitze Indian Tribe did not receive the required USDA funding for the program.
- Tim served as Co-chair of the dome project until the expansion was ultimately voted down by Soldotna residents.



Community & Fiscal Projects

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

KPB GRANT NARRATIVE/FISCAL REPORT FORM

FROM: KPTMC
Account: 100.94900.KPTMC.43021

Award Amount: \$100,000
Ending: June 30, 2019

PD 19-0702

Submit Report To:
 Brenda Ahlberg, Community & Fiscal Projects
 bahlberg@kpb.us

Period of Performance for this Report:

Start Date: April 1, 2019

End Date: June 30, 2019

Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

FINAL REPORT IS DUE BEFORE 07/10/19

<< **DOUBLE-CLICK THE SPREADSHEET. FILL IN THE BUDGET COLUMN TO ACTIVATE THE EMBEDDED FORMULAS** >>

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Contractual	\$ 82,795.00	\$ 33,113.04	\$ 52,211.09	\$ 85,324.13	\$ (2,529.13)
Personnel/Fringe	\$ 17,205.00	\$ 11,431.86	\$ 3,244.01	\$ 14,675.87	\$ 2,529.13
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 100,000.00	44,544.90	\$ 55,455.10	\$ 100,000.00	\$ -

Expenditures this period to be reimbursed >>>

\$ 55,455.10

Ahlberg Note: Backup documentation on file.

PROGRESS REPORT: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Quarter 4, Fiscal Year 2019

Quarter four focused on maximizing values. As the lead in period to the 2019 visitation season, it was imperative to ensure we had the tools in place to be successful with our efforts. Dennis Meadows completed the fiscal term as Interim Director, maintaining direction and ensuring success to the appropriation of resources within the organization. This included activities, relationships, and interaction related to Kenai Peninsula Borough grant reimbursable expenses.

In that aspect, efforts remained focused on digital marketing associated with the kenai peninsula.org website, as well as actions and activities centered on the promotion of tourism and visitation to the Kenai Peninsula, through social media channels.

Facebook continued to produce high return value for investment dollars; therefore, KPTMC continued strong investment in that avenue. Postings, boosting's, and ad's, all produced effective results, quantifying the ability to target and market a chosen audience, and, to cross drive traffic to specified avenues, with positive results.

Investment in Facebook for the term was in excess of \$8050, with a significant percentage committed to ensuring a quality product at all times. This requires a resource commitment to maintain and monitor the Facebook page continuously. Content must be relevant and of incomparable quality, which it has been. Response must be provided to comments and questions. Without engagement, users drift, followers drop, and negative analytics result.

Alaska's Playground Facebook page maintained its' daily postings through the quarter. Followers exceeded 190,000, creating a presence second only to Alaska.org.

Instagram benefits as well from the Facebook presence, as we maintain a cross-link scenario to help maximize posting efficiency and effectiveness.

Google investments continued to show predictable and favorable results as well. Ad Word campaigns prove an effective mechanism to identify multiple users and/or groups, and apply text or results for that user or group, either globally or unique, depending on the type of keyword the user may enter within Google's search engine.

It allows the ability to sort and filter noise, and target to a very specific set of users, based on desired results.

KPTMC investment with Google for the campaigns over the quarter was in excess of \$2058.

It proved a viable and effective means for driving traffic to the kenai peninsula.org website.

Search Engine Optimization (SEO), like Facebook, requires consistency and an ongoing commitment of time and energy to maintain its' effectiveness. Social Media is dynamic in nature, opposed to more traditional methods. As a result, it does require constant attention.

This attention led to effort and investment in the website, which maintains as the center point in the dynamic. Driving traffic to the site, providing users accurate, usable, and desirable information to assist in the planning process for visitation to the Kenai Peninsula.

In order for success to that objective, the site needs to be maintained in extremely clean, orderly, and efficient manner. KPTMC invested heavily, in excess of \$12,000, specifically to accomplish this objective. The current site is extremely large. For a second time, a host was sourced which could provide both physical as well as virtual space sufficient to allow burdened traffic to exist yet still maintain optimum speed for access and page loads. The number one reason for high bounce rate is slow loading, which could not be allowed to occur.

The site was replicated, parceled out, scrubbed, cleaned, optimized, and reassembled. Over time, malice and useless content permeate data, which needs to be filtered. Once complete, as with other digital channels, the website requires maintenance and monitoring to content and performance. It is part of a monthly investment at nearly \$8000, which among other services ensures that all data utilized in representing the Kenai Peninsula is of quality content. Every day, every time.

Community engagement continued, through event posting and features. These were not yet positioned as pay to play opportunities, rather, the continued utilization of our social media audience to showcase our communities.

We have, and will continue, to generate quality leads through the website. These leads are individuals committed to visiting the Peninsula, whom are requesting directly information, material, and services for that cause.

There have been over this year numerous digital methods of value which KPTMC has developed, utilized, and invested in. Many prove valuable, none autonomous. It requires a commitment. KPTMC has maintained that commitment through fiscal year 2019, bringing a positive return to our efforts and investment, as well as to the partnership and investment of the Kenai Peninsula Borough.

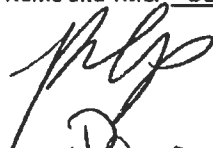
We would like to extend our sincere appreciation for that partnership over the course of this past year.
Thank You.

KPB GRANT NARRATIVE/FISCAL REPORT FORM – Page 2

Grantee Certification: *I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.*

Signature:  Date: July 09, 2019

Printed Name and Title: Dennis Meadows – Interim Director, KPTMC


Pamela Parker 7/22/19
Board President

*Email:
Requested backup 07/10/19 w/ broad of pin signature
Reminders 07/12/19, 07/22/19*



**Alaska Small Business
Development Center**

UAA BUSINESS ENTERPRISE INSTITUTE

Kenai Peninsula

**Alaska Small Business Development Center
1901 Bragaw St., Ste. 199
Anchorage, AK 99508
(907) 786-7201**

**FY 2019
Fourth Quarter Report
April 1, 2019 through June 30, 2019**

Note from the Center Director: Cliff Cochran, Kenai Peninsula Center

The Kenai Peninsula Center for the Alaska SBDC completed a solid year providing business advising and workshops to local business owners and entrepreneurs. The year ended on a bittersweet note, as longtime Homer business advisor and former associate state director, Bryan Zak, retired from the SBDC. Bryan was one of the longest tenured staff at the SBDC and his presence will be missed.

With tourist and construction season well underway, the Alaska SBDC has remained busy helping clients through issues that may arise. Many business owners have reported down numbers, likely due to the impact of the Swan Lake Fire, so the SBDC has providing strategies and tools to increase their presence, from marketing to referral lists, which has been effective and appreciated.

Accommodation and food service was the most-advised industry this past quarter, followed closely by arts and entertainment. Healthcare has been one of the steadiest industries on the peninsula since the Alaskan recession started in 2015, and this industry received significant attention from the SBDC.

During the fourth quarter, 13 clients reported the creation of 21 new jobs in the Kenai Peninsula region. The largest number of jobs fell within the transportation and warehousing industry, with 6 jobs created this past quarter in aviation and a fishing charter. Next was accommodation and food service, with 4 jobs created among a couple vacation rentals. SBDC impact to jobs was again felt throughout the peninsula, with jobs created in Homer, Seward, and the Central Peninsula.

Workshops presented by the Alaska SBDC were attended by 16 Kenai Peninsula residents. These classes, offered in both in-person and online formats, covered a wide array of subjects and harnessed both in-house expertise and professional adjuncts. In May, the Alaska SBDC partnered with the USDA to provide a live QuickBooks workshop in Soldotna. This workshop has a \$225 value but was offered for free to agriculture attendees, courtesy of the USDA.

The Alaska SBDC would like to thank Mayor Pierce and the Borough Assembly for maintaining the same level of funding for the next fiscal year. We look forward to providing an impact to small business owners across the peninsula in FY20 and beyond.

At a Glance: Kenai Peninsula FY2019 Q4 (Apr. 1, 2019 - Jun. 30, 2019)

Number of Clients advised:

Current Quarter: 83

FY 2019*: 195

Jobs Created by Clients

Current Quarter: 21

FY 2019*: 73

Business Starts

Current Quarter: 11

FY 2019*: 32

Capital Infusion

Current Quarter: \$1,671,710

- SBA Loans: \$0
 - Non-SBA: \$1,600,000
 - Non-Debt Financing: \$71,710
- FY 2019*: \$4,830,810

Alaska SBDC Kenai Peninsula Center Activity – Historical Comparison*

*Note: Due to recent changes to federal SBA data collection and reporting protocols, previous data can no longer be effectively compared to current results. FY2018 Q2 through FY2019 Q1 all represent the old methodology (in gray), while FY2019 Q2 and Q4 represent the new methodology.

Future reports will continue to feature comparison data by quarter using the new directives.

	FY 2018 Q3 1/1/18 - 3/31/18	FY 2018 Q4 4/1/18 - 6/30/18	FY 2019 Q1 7/1/18 - 9/30/18	FY 2019 Q2 10/1/18 - 12/31/18	FY 2019 Q3 1/1/19 - 3/31/19	FY 2019 Q4 4/1/19 - 6/30/19
New business created	3	12	8	7	6	11
Jobs created	5	32	31	12	14	21
Loans (in dollars)	\$390,000	\$488,400	\$945,275	\$300,000	\$283,500	\$1,600,000
Total capital (loans + equity)	\$515,350	\$758,400	\$1,470,700	\$300,350	\$638,050	\$1,671,710
New clients	35	30	29	22	32	24
Total clients	91	85	72	68	74	83
Total advising hours	525.32	358.41	299.92	421.25	312.17	202.75

Clients & Advising at a Glance: Kenai Peninsula FY2019 Q4 (Apr. 1, 2019 - Jun. 30, 2019)

79 Clients by Lifecycle

Pre-venture: 29
Startups: 25
In-business: 25

Clients by Industry

Accommodation/Food Service: 11 clients
Arts and Entertainment: 10 clients
Healthcare: 9 clients
Construction: 8 client
Manufacturer/Producer: 7 clients
Professional/Technical: 6 clients
Retail: 5 client
Service: 5 clients
Agriculture: 4 clients
Real Estate: 4 client
Transportation/Warehousing: 4 clients
Tourism: 2 client
Administrative/Support: 1 client
Information: 1 client
Research & Development: 1 client

Areas of Advising

Startup Assistance: 64 hours
Managing a Business: 63 hours
Legal Issues: 24 hours
Financing: 19 hours
Business Plan: 9 hours
Marketing/Sales: 6 hours
Financial Planning: 6 hours
Buy/Sell a business: 3 hours

Summary:

Of the 79 entrepreneurs who received advising assistance during the fourth quarter of FY 2019, 29 were in the pre-venture phase, 25 were startups, and 25 were already in business. With tourist season well underway, the SBDC provided a relatively high amount of advising to new and established businesses. Accommodation and food service was tops again this quarter, with clients looking for ways to improve cash flow. A number of clients have reported down numbers, which could be a result of the Swan Lake Fire and its proximity to the Sterling Highway. Providing these clients with tools to increase their presence, from marketing to referral lists, has been greatly appreciated. Accommodation and food service was the most-advised industry this quarter, followed closely by arts and entertainment. Healthcare has been one of the steadiest industries on the peninsula since the Alaskan recession started in 2015, and this industry was the fourth most-advised at the SBDC.

New Jobs at a Glance: Kenai Peninsula FY2019 Q4 (Apr. 1, 2019 - Jun. 30, 2019)

New jobs breakdown

21 new jobs
13 clients

New Jobs by Industry

Transportation/Warehousing: 2 clients (6 jobs)
Accommodation/Food: 2 clients (4 jobs)
Healthcare: 1 clients (2 jobs)
Information: 1 client (2 jobs)
Manufacturer/Producer: 1 client (2 jobs)
Professional/Technical: 1 client (2 jobs)
Real Estate: 1 client (2 jobs)
Administrative/Support: 1 client (1 job)
Agriculture: 1 client (1 job)
Retail: 1 client (1 job)
Service: 1 client (1 job)

Summary:

During the fourth quarter of FY 2019, 13 clients reported the creation of 21 new jobs in the Kenai Peninsula region. The largest number of jobs fell within the transportation and warehousing industry, with 6 jobs created this past quarter in aviation and a fishing charter. Next was accommodation and food service, with 4 jobs created among a couple vacation rentals. SBDC impact to jobs was again felt throughout the peninsula, with jobs created in Homer, Seward, and the Central Peninsula.

New Clients at a Glance: Kenai Peninsula FY2019 Q4 (Apr. 1, 2019 - Jun. 30, 2019)

24 New Clients by Stage

Pre-ventures: 16
Startups: 2
In-business: 7

New Clients by Industry

Arts & Entertainment: 4 clients
Healthcare: 4 clients
Construction: 3 clients
Manufacturer/Producer: 3 clients
Accommodation/Food Service: 2 clients
Professional/Technical: 2 clients
Retail: 2 clients
Agriculture: 1 client
Real Estate: 1 client
Research & Development: 1 client

Service: 1 client
Tourism: 1 client

Summary:

The Alaska SBDC Kenai Peninsula Center on-boarded 24 new clients during the fourth quarter of FY 2019. The overwhelming majority was from entrepreneurs looking to start new businesses. Arts and entertainment and healthcare topped the list, followed by construction and manufacturing. While only one client was included from the tourism industry, many of the other clients benefit significantly from tourism.

New Businesses at a Glance: Kenai Peninsula FY2019 Q4 (Apr. 1, 2019 - Jun. 30, 2019)

11 Qualifying New-business Starts

Summary:

An enterprise is considered “in-business” when all required licensing/permitting is acquired, has payroll, acquired debt or equity capital, incurred business expenses, and/or created sales. During the fourth quarter of FY2019, eleven clients reported the creation of business starts within the accommodation & food service, agriculture, construction, healthcare, and manufacturer & producer sectors. With 11 new businesses started from 10 industries, the SBDC has provided business advising to a significantly diverse field on the peninsula.

Workshops

Summary:

Alaska SBDC workshops were attended by 16 Kenai Peninsula residents. These classes, offered in both in-person and online formats, covered a wide array of subjects and harnessed both in-house expertise and professional adjuncts. In May, the Alaska SBDC partnered with the USDA to provide a live QuickBooks workshop in Soldotna. This event was well attended, with 6 small business owners participating. This workshop has a \$225 value, but was offered for free to agriculture attendees, courtesy of the USDA.

Client Profile

Boreal Massage Therapy

After pursuing education and experience while working as an employee in her industry, Logan Simons wanted to be able to provide her massage therapy skills to her community while being her own boss.

Even while traveling, Logan was committed to getting started successfully on her idea. She connected with the Alaska Small



Business Development Center (Alaska SBDC) in Soldotna to begin the start-up process. She had her idea and focused on the details of appropriate business licensing, structuring her business, insurance, and more.

Her Alaska SBDC Business Advisor, Kenai Peninsula Center Director Cliff Cochran shared, *"I have really enjoyed helping Logan transition from her role as an employee to running her own business. She is one of the most skilled and professional licensed massage therapists I've worked with, and I'm excited to see her thrive at her new location. She has some very impressive specials now and hours that cater to working professionals in our community. With her experience and expertise, anyone with aches and pains should pay her a visit."*

"Thanks to the SBDC, I was able to get my business license for my massage therapy business. Cliff helped make the process easier and more user-friendly for myself. I appreciate having the luxury of SBDC in Soldotna. Thank you again!"

Boreal Massage Therapy has opened a location in the Thompson Corner building located at 44224 Sterling Hwy, Suite 8 in Soldotna. Dedicated to service excellence in all aspects of massage, Logan is also currently the only licensed massage therapist with business hours until 6:00pm.

To schedule an appointment, call (907) 513-8896 or message Boreal Massage Therapy on [Facebook](#) or [Instagram](#).



The Power of Play at Little Puffins Discovery Playland

Located in the Peninsula Center Mall is a playland dedicated to the inspiration and power of play year round for children and their families. With playhouses, stations, and hands-on activities, there is something imaginative and explorative for every child from 1-12 years old.



Owners, self-proclaimed big kids, and parents themselves, Mike and Patience Williams recognized the need for an inviting and educational place for families to enjoy. They worked with the Alaska Small Business Development Center (Alaska SBDC) in Soldotna to put their ideas on paper.

“Starting a business is a bit of a daunting journey; just knowing where to start can be tricky.”

To get started, they took part in the Alaska SBDC's no-cost Starting a Business class to work on their goals. From there, they began working with Kenai Peninsula Center Director and Business Advisor, Cliff Cochran.



"The great thing about the Alaska SBDC is that they are with you along the way, offering support in a variety of different formats (email, in-person classes, webinars, and in-person consultations). We were able to take the classes that pertained to the stage of the business setup we were at when it was convenient for us." - Mike

Williams

Mike and Patience worked hard on their start-up preparations and met with Cliff as they prepared to complete their business plan to put on the finishing touches. Of their experience, they shared, *"Cliff provided us with a to-do list of tasks we would need to complete prior to opening our doors. He also provided a list of professional resources in the area that allowed us to identify the right resources to help us set up our business. It seemed like there were more*

steps than we had anticipated when it came to setting up a business, so Cliff's to-do list helped keep us organized and on track. We are excited to open our business and are so appreciative of the help and support that the SBDC gave us."

Cliff, in turn, raved, "It has been a pleasure to work with Mike and Patience. They were well-prepared from day one and their exceptional planning has produced one of the best startups on the Kenai Peninsula in 2019. Their combined skill set, with Mike's carpentry abilities and Patience's administrative expertise, has resulted in a fantastic small business for our community. This is a great example of an SBDC client who has benefited not only from advising but also our [robust workshop program](#). We will be taking our little one there soon."




To discover the power of play and learn more about Little Puffins Discovery Playland, visit their website at <https://www.littlepuffinsdiscoveryplayland.com/> and follow them on [Instagram!](#)

KENAI PENINSULA BOROUGH

Community & Fiscal Projects

MEMORANDIUM

TO: Charlie Pierce, Mayor

FROM: Brenda Ahlberg, Community & Fiscal Projects Manager 

DATE: July 25, 2019

SUBJECT: FY19-4Q Senior Center Grant Reports

The following senior grant reports have been submitted:

- Anchor Point Senior Citizens
- Cooper Landing Senior Citizens
- Forget-Me-Not Center
- Homer Friendship Center (completed grant requirements; no report required)
- Homer Senior Center
- Kenai Senior Citizens (courtesy narrative report)
- Nikiski Senior Citizens (courtesy narrative report)
- Ninilchik Senior Center (completed grant requirements; no report required)
- Seldovia Senior Center
- Seward Seniors Citizens
- Soldotna Area Senior Center (completed grant requirements; no report required)
- Sterling Area Senior Citizens



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7599

PHONE: (907) 714-2153 • FAX: (907) 714-2377

EMAIL: bahlberg@kpb.us

FROM: Anchor Point Senior Citizens, Inc.
KPB ACCOUNT: 100.62110.ANCSR.43011

Award Amount: \$44,869
Ending: 30 June 2019

Financial / Progress Report

Submit Report To:

Brenda Ahlberg

Community & Fiscal Projects Manager

Kenai Peninsula Borough

144 N. Binkley St., Soldotna, AK 99669

Project Name: FY17 Senior Grant Program

Date: June 12, 2019

Report No.: 4 Final Report

Quarter From: April 1, 2019

To: June 30, 2019

FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE 10 JULY 2019

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	23,369	22,407.83	961.17	23,369.00	\$ -
Contractual	5500	4,176.96	1,323.04	5,500.00	\$ -
Utilities	16000	11,614.47	4,385.53	16,000.00	\$ -
TOTALS	\$ 44,869.00	38,199.26	\$ 6,669.74	\$ 44,869.00	

Payment Request	\$ 6,669.74
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PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

This fourth quarter has been full of activity. The Senior Gardens were outfitted with utilities to afford ease of use in daily operations of watering and ventilating the high tunnels. Then the planting began and weed control was addressed. The project has proven to be a success already, and APSCI looks forward to many wonderful growing seasons in the future. Also, this quarter, the outreach center was closed for six weeks to reorganize the business plan and flow of donations. Networking with other local agencies was a priority to create a system of repurposing materials and donated goods to these organizations. This reorganization helps spread these donations throughout the entire community with hopes of strengthening agency bonds. Next quarter, APSCI will redirect its efforts to the planning stages and scouting of resources in order to build additional Senior Housing.

Everyday activities at the Anchor Point Senior Center (APSCI) include Bingo with concessions every Friday night. A community dinner is held every Thursday night and once a month an all-you-can-eat breakfast is open to the public. Our charitable giving donation center, Helping Hands, is open 2 days a week. Helping Hands provides clothing, shoes, household goods, and books on a donation only basis. They were extremely instrumental in outfitting local agencies with needed supplies. APSCI Senior Center offers daily newspapers, games, puzzles, cards, use of a pool table, and have Haircuts on most Fridays. Once a month the End of the Road Quilters group meet.

Thank you for all the KPB does for our community!

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Roberta Ness Date: June 12, 2019

Printed Name and Title: Roberta Ness, President BOI



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7599
PHONE: (907) 714-2153 • FAX: (907) 714-2377
EMAIL: bahlberg@kpb.us

PO69244 / 19-0523

FROM: Cooper Landing Senior Citizens Corp., Inc.
KPB ACCOUNT: 100.62115.CLSN.43011

Award Amount: \$18,665
Ending: 30 June 2019

Financial / Progress Report

Submit Report To: Brenda Ahlberg
Community & Fiscal Projects Manager
Kenai Peninsula Borough
144 N. Binkley St., Soldotna, AK 99669

Project Name: FY19 Senior Grant Program
Date: July 1, 2019
Report No.: Four (4)
Quarter From: April 1, 2019
To: June 30, 2019

FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE 10 JULY 2019

Contractual	9,165	14,523.50	-	14,523.50	\$ (5,358.50)
Transportation	3,000	-	-	-	\$ 3,000.00
Insurance	3,500	231.00	2,945.00	3,176.00	\$ 324.00
Utilities	1810	1,415.98	-	1,415.98	\$ 394.02
Supplies/Equipment	1190	452.94	-	452.94	\$ 737.06
				-	\$ -
TOTALS	\$ 18,665.00	16,623.42	\$ 2,945.00	\$ 19,568.42	\$ (903.42)

Payment Request	\$ 2,041.58
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PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

The payment requests on this FY19 Final Report include insurance and transportation costs for the senior buses which take the Sexy Senior Dumpster Cleaners to the Crown Point and Cooper Landing Transfer Sites each Monday. We have up to twelve volunteers each week. The bus always stops for lunch after the SSDC's work is completed for the day. This is one of the Seniors favorite weekly activities and it helps keep our community clean and beautiful.

Our Senior Bus also travels to Kenai and Soldotna on Wednesdays for grocery shopping, doctor appointments, socializing, and miscellaneous errands. We also like to visit other Senior Centers for lunch or go to Seward and Anchorage on special outings. Our buses prove to be quite useful for individuals that can no longer drive but need to go to town and/or want the social interaction the group provide to one another. We advertise on the Cooper Landing Community Crier and Cooper Landing Gem to notify the community members that we have consistent transportation.

We recently hosted a Pancake Breakfast which was quite successful and fun for the entire community. The contractual costs are used to pay our Administrative Assistant and Bookkeeper to cover clerical and fiscal duties for CLSCCI.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Shirley A. Wilmoth Date: 7-02-19
Printed Name and Title: SHIRLEY A. WILMOTH - TREASURER



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7599
 PHONE: (907) 714-2153 • FAX: (907) 714-2377
 EMAIL: bahlberg@kpb.us

FROM: dba Forget-Me-Not Center
KPB ACCOUNT: 100.62195.FNTCO.43011

Award Amount: \$33,045.00
Ending: 30 June 2019

Financial / Progress Report

Submit Report To:	Project Name: FY19 Senior Grant - Adult Daycare Prgm
Brenda Ahlberg	Date: 07/02/19
Community & Fiscal Projects Manager	Report No.: 4
Kenai Peninsula Borough	Quarter From: 04/01/19
144 N. Binkley St., Soldotna, AK 99669	To: 06/30/19

FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE **10 JULY 2019**

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	\$ 22,000.00	22,000.00	-	22,000.00	\$ -
Transportation	\$ 1,500.00	1,500.00	-	1,500.00	\$ -
Senior Events	\$ 3,000.00	2,156.50	843.50	3,000.00	\$ -
Supplies	\$ 6,545.00	5,334.50	1,210.50	6,545.00	\$ -
TOTALS	\$ 33,045.00	30,991.00	\$ 2,054.00	\$ 33,045.00	\$ -

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Forget-Me-Not (FMN) Adult Day Center Fourth Quarter Narrative, FY19

During the fourth quarter of FY19 Forget-Me-Not (FMN) Adult Day Center focused on providing an energetic and engaging program for the Kenai Peninsula's seniors. The Kenai Peninsula Borough grant funded activities through the use of themed weeks and funding for program supplies supported the following activities:

- Earth Week and Spring Sports Week during April
- In May; Cinco De Mayo and Mothers' Day Week, Bird Week, Flower Week, and Nursery Rhyme Week
- The FMN Council planned an outing to Connie's Flowers on May 20th. They planned which day of the month they wanted to go, agreed to a sign-up sheet for the outing, and those who wished to attend signed up. At Connie's Flowers the individuals chose which flowers they would like to plant for the back yard and once back at FMN, staff assisted in planting. A participant's daughter also volunteered her time to plant additional flowers for the back yard.
- June themes included Wonder Woman Day, Fruit and Veggie Day, Carnival Day, Iced Tea Day, Fathers' Day (two day event), Summer Has Arrived Week, and Fishing Week

Each month FMN's dedicated volunteers came and shared their passions with us. Pat Robinson visited each Tuesday afternoon with her Canine Companions, Hope and Joy. Twice a month Steve

Hillyer came to guide participants in Spiritual Wellness, and every other Friday the Apostolic Assembly of Jesus Christ (AAJC) came to sing with the participants. Shelly Merrill visited once each month and provided manicures and hand massages for our participants. In addition to our regular volunteers, the Kenai Senior Center "Ring-a-Lings" (bell ringers) visited FMN in April and June. This joint venture allows FMN participants to ring bells with peers outside of the FMN program. Everyone got some upper body exercise as well as cognitive stimulation by remembering which bell to ring at which time! Rachael Craig began playing piano at FMN on Thursdays during lunch in June. Music plays an important role in FMN activities. Whether it's the Kenai Senior Center "Ring-a-Lings," the AAJC singers, piano music, or individualized playlists on the iPod, music is often found at the center of all activities. Active games are played with music in the background and FMN participants are asked what music they would like to listen to each day. There are several activities that are based around music such as Musical Hangman, Musical Concentration, and Name That Tune.

FMN Council Meetings were held twice each month during the fourth quarter. Through those meetings, participants were able to offer suggestions for activities, snacks, events, and outings. The FMN Council meetings have been a continuing source of information. The participants have been able to shape the activities they take part in, as well as provide feedback on activities they would like to see more of. Outing suggestions have been focused on summer events with barbeques and picnics being a source of interest as the Council plans the menus for each event. Outing suggestions for the picnics have been the beach and the green strip in Kenai.

Also of note:

- Eight individuals received 268 units of transportation with funding assistance provided by the Kenai Peninsula Borough. This was an increase from four individuals receiving 137 units during the Third Quarter.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature:  Date: 7/2/19

Printed Name and Title: Larae Paxton, Operations Director



KENAI PENINSULA BOROUGH
 144 North Binkley Street • Soldotna, Alaska 99669-7599
 PHONE: (907) 714-2153 • FAX: (907) 714-2377
 EMAIL: bahlberg@kpb.us

FROM: Homer Senior Citizens, Inc.
 KPB ACCOUNT: 100.62120.HOMSR.43011

Award Amount: \$132,668
 Ending: 30 June 2019

Financial / Progress Report

Submit Report To: Brenda Ahlberg
 Community & Fiscal Projects Manager
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Project Name: FY19 Senior Grant Program
Date: July 10, 2019
Report No.: 4
Quarter From: April 1, 2019
To: June 31, 2019

FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE **10 JULY 2019**

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	\$ 40,831	31,804.34	9,026.66	40,831.00	\$ -
Supplies	\$ 91,837	69,186.37	22,650.63	91,837.00	\$ -
					\$ -
TOTALS	\$ 132,668.00	100,990.71	\$ 31,677.29	\$ 132,668.00	\$ -
Payment Request					\$ 31,677.29

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Provided wages for Food Services Department. Meals were served to the senior population, Adult Day Services, and Meals on Wheels program. We serve quality meals that are home cooked and do not use packaged materials.

We served 2,375 meals in our Congregate Meal program and served 3,644 Home Delivered Meals, which includes the Meals on Wheels program, and those who live in our Assisted Living Facility. Together we were able to serve 6,019 meals for the quarter. Thank you for helping us make this possible.

This quarter the seniors enjoyed going fishing at the fishing hole. Even though no fish were caught, they had warm S'Mores for a snack and enjoyed the cool, sunny weather. Another outing took them to the beach for snacks and book time. They have been enjoying the various summer outings and adventures.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Keren D. Kelley Date: 7/10/19
 Printed Name and Title: Keren D. Kelley Executive Director



KENAI PENINSULA BOROUGH
 144 North Binkley Street • Soldotna, Alaska 99669-7599
 PHONE: (907) 714-2153 • FAX: (907) 714-2377
 EMAIL: bahlberg@kpb.us

FROM: City of Kenai dba Kenai Senior Services
KPB ACCOUNT: 100.62130.KENSR.43011

Award Amount: \$126,207
Ending: 30 June 2019

Financial / Progress Report

Submit Report To:	Project Name: FY19 Senior Grant Program
Brenda Ahlberg	Date: 7/1/2019
Community & Fiscal Projects Manager	Report No.: 1
Kenai Peninsula Borough	Quarter From: 4/1/2019
144 N. Binkley St., Soldotna, AK 99669	To: 6/30/2019

FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE 10 JULY 2019

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	\$ 72,032	72,032.00		72,032.00	\$ -
Contractual	\$ 22,004	22,004.00		22,004.00	\$ -
Supplies	\$ 32,171	32,171.00		32,171.00	\$ -
					\$ -
TOTALS	\$ 126,207.00	126,207.00	\$ -	\$ 126,207.00	\$ -
Payment Request					\$ -

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

See Attached.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Paul Ostrander Date: 7/9/19

Printed Name and Title: Paul Ostrander, City Manager

Kenai Senior Services
Borough Quarterly Progress Report
4th Quarter Ending June 30, 2019

April, May, and June seemed to come and go at light-speed as here we are in July! These springtime months are exciting as we see the “snowbirds” come back and we are able to reconnect after the long winter. It can also be a difficult time for many as they return without their spouse or find out that a friend passed while they were away. This year that seemed to be more prevalent than in year’s past.

The Director attended one Kenai City Council Meeting, six Department Head Meetings, two Council on Aging meetings, four Kenai Senior Connection, Inc. meetings, and two Senior Center staff meetings.

Activities and happenings for April, May and June included:

- No Host Dinners to Roscoe’s in Ninilchik, Golden International and Acapulco Restaurants in Soldotna. On the average, usually 20+ seniors attend these, whether the ride in our vans or have separate transportation. The seniors pick their own destinations and it is always a good time.
- The Senior Center is the new home for the local Pioneers of Alaska, which is a statewide organization whose mission is to collect and preserve the history of Alaska and maintain genealogy rolls of those who founded Alaska and made it their home. Monthly meetings are held on the 2nd Monday of each month at 6 p.m. In years past, the Pioneers met at the Senior Center when it was housed in the Fort Kenai building.
- The Mother’s Day Luncheon on Friday, May 10 also included a Country Store to help raise funds for our Craft Room. Beautiful items were made and donated by our quilters and crafters! The graduation class from Mount Carmel Christian School in Luray, Virginia served lunch and provided entertainment during the noon hour.
- In May, Aurora Borealis’ Charter School first graders brought their lunches and read books to seniors during the noon hour. This was such a great intergenerational activity. We hope to make it a regular event during the school year.
- The VFW and the American Legion Post honored us with a color guard and Memorial tributes for a pre-Memorial Day Celebration. Even though it was not on Memorial Day, many of our older adults cannot get out for the actual day’s events. They enjoy this time of celebration and our local Posts always readily participate.

- The Annual Walker/Roller-thon and Health Fair on May 29 was a great success with 23 participants, ages 60-95 for the walk. We also enjoyed 11 vendors from around the area for the Health Information Fair.
- The Senior Center hosted the Anchorage Bowl Chamber Orchestra on Sunday afternoon, June 2. This 25-piece orchestra performed to over 50 individuals from around the area. They were so pleased with the turnout they hope to be back in late August to provide another concert.
- The Mystery Drives in May and June included:

Starting at Kenai High School to see a health class getting a drunk driving lesson from Kenai Police. Rusty Raven Plant Ranch was the next stop to check out their greenhouses and bird coop with peacocks, turkeys, swans, chickens, donkeys, and horses. They then toured the Food Bank with Executive Director, Greg Meyer, followed by a traditional ice cream stop. They moved on to Eagle Rock to view earthquake damage to the road from the November earthquake, and back to Kenai Beach to check out walks close to the Kenai Senior Center for new residents, finishing up with a driving tour of Old Town Kenai.

Heading out to Kasilof to the home of Joseph and Colleen Robertia to visit their sled dog team. Joseph explained their operation of rescues, rejects, runts and discarded dogs they have rehomed. They also visited the South Kasilof riverbank to check out the old Carlson dock and processing facility where Helen and Connie Carlson spent many years of their lives. Others stops included ice cream and then to Ron Homan's house to get a lesson from a Master Farrier in proper care of horse and donkey hooves with a live demonstration on a Mediterranean donkey. (Is it no wonder these trips usually have a waiting list?)

- On June 26, over 50 seniors enjoyed a sun-filled picnic out at Hilcorp Campsite on Kidney Lake. Grilled chicken, hot dogs, watermelon, and baked beans were on the menu. Also, a pretty competitive corn-hole game was the hot item of the afternoon.

During this last quarter, we served 4,235 home-delivered meals and 3,833 congregate meals. Seniors were provided with 1,541 unassisted and assisted rides and we logged over 1,499 volunteer hours. Using the MySeniorCenter© (MSC) tracking program, we saw 7,524 logins from 285 unduplicated individuals.

Over this last fiscal year, one of our biggest issues has been a significant loss in our client population. Of our active clients, who frequent the Senior Center on a daily or weekly basis, over 20 seniors either went on to Long Term Care or even passed away leaving huge holes in hearts. What was also so significant to us this year was that these individuals were either volunteers, or active participants here at the Center. These were not just faces we saw once a year, but daily or weekly. Our goal will continue to be to find new people who need these activities and nutrition in their lives to fill these spots left behind as we strive to make a difference in the senior population in Kenai.



KENAI PENINSULA BOROUGH
 144 North Binkley Street • Soldotna, Alaska 99669-7599
 PHONE: (907) 714-2153 • FAX: (907) 714-2377
 EMAIL: bahlberg@kpb.us

FROM: Nikiski Senior Center
KPB ACCOUNT: 280.63190

Award Amount: \$52,981
Ending: 30 June 2019

Financial / Progress Report

Submit Report To:	Project Name: FY19 Senior Grant Program
Brenda Ahlberg	Date: 06/30/2019
Community & Fiscal Projects Manager	Report No.: 4
Kenai Peninsula Borough	Quarter From: 04/01/2019
144 N. Binkley St., Soldotna, AK 99669	To: 06/30/2019

FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE 10 JULY 2019

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	52,981		13,244.00	52,981.00	\$ -
					\$ -
TOTALS	\$ 52,981.00	-	\$ 13,244.00	\$ 52,981.00	\$ -

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Grant used for administrative payroll related to daily food service for seniors.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: *Donald N. Slaughter* Date: 07/03/2019
 Printed Name and Title: Don Slaughter, President



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7599
PHONE: (907) 714-2153 • FAX: (907) 714-2377
EMAIL: bahlberg@borough.kenai.ak.us

FROM: City of Seldovia dba Seldovia Senior Center
KPB ACCOUNT: 100.62160.SELSR.43011

Award Amount: \$10,770
Ending: 30, June 2019

Financial / Progress Report

Submit Report To:

Project Name: FY18 Senior Grant Program

Brenda Ahlberg

Date: June 30, 2019

Community & Fiscal Projects Manager

Report No.: 4

Kenai Peninsula Borough

Quarter From: April 1, 2019

144 N. Binkley St., Soldotna, AK 99669

To: June 30, 2019

FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE **JULY 10, 2019**

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Supplies	\$ 10,770.00	5,770.00	-	-	\$ -
Equipment		-	-	-	\$ -
		-	-	-	\$ -
TOTALS	\$ 10,770.00	5,770.00	\$ -	\$ -	\$ -

Payment Request

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

It has been a productive quarter. From searching for the least expensive freight prices to adjusting the Senior menu. The meals being provided now with the changes seem to be working for the Seniors. We have had great feedback from them. I continue to do the menu for the cooks and this has worked great. I get the feedback from the suggestion box provided at the senior meal room and I make adjustments when needed.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: 
Printed Name and Title: Jackie Taylor Finance Officer

Date June 30, 2019



KENAI PENINSULA BOROUGH
 144 North Binkley Street • Soldotna, Alaska 99669-7599
 PHONE: (907) 714-2153 • FAX: (907) 714-2377
 EMAIL: bahlberg@kpb.us

FROM: Seward Senior Citizens, Inc.
KPB ACCOUNT: 100.62150.SEWSR.43011

Award Amount: \$47,238
Ending: 30 June 2019

Financial / Progress Report

Submit Report To: Brenda Ahlberg
 Brenda Ahlberg
 Community & Fiscal Projects Manager
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Project Name: FY19 Senior Grant Program
Date: 07/08/2019
Report No.: Q4
Quarter From: 04/01/2019
To: 06/30/2019

FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE 10 JULY 2019

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	\$ 47,238.00	35,428.50	11,809.50	47,238.00	\$ -
		-	-	-	\$ -
		-	-	-	\$ -
TOTALS	\$ 47,238.00	35,428.50	\$ 11,809.50	\$ 47,238.00	\$ -

Payment Request \$ 11,809.50

PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

During the 4th quarter, the Seward Senior Center served 1371 congregate meals to 79 seniors
 Served 15 meals on wheels clients 577 meals, providing essential nutritional support
 Served 18 seniors in evidence based health promotion daily classes, including surveys that reported an improvement in balance and strength
 Counseled 22 seniors in social security and medicare enrollment, billing and appeals support; distributed 90 pounds of shelf stable food to 35 different low-income seniors, improving their food insecurities.
 Hosted weekly social programs that include: pastel art; singing; pinnocle; puzzles; writers group; string band; and sewing group.
 On the heels of losing senior benefits to more than 50% of our clients, we expect to lose program donations and increase services to this population. We continue to advocate to preserve the senior benefits program, but until then, we will prepare to meet a greater need for our aging, low income senior of Seward.
 We are grateful for the continuation of support from the Kenai Peninsula Borough and encourage our assembly members to provide a cost of living adjustment to our grant, which we could desperately use in the next coming year.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Mark Kanstein Date: 7-9-19
 Printed Name and Title: MARK KANSTEINER, BOARD CHAIR



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7599
PHONE: (907) 714-2153 • FAX: (907) 714-2377
EMAIL: bahlberg@kpb.us

FROM: Sterling Area Senior Citizens
KPB ACCOUNT: 100.62180.STESR.43011

Award Amount: \$60,376
Ending: 30 June 2019

Financial / Progress Report

Submit Report To:	Project Name: FY19 Senior Grant Program
Brenda Ahlberg	Date: July 9, 2019
Community & Fiscal Projects Manager	Report No.: 4
Kenai Peninsula Borough	Quarter From: 04/01/2019
144 N. Binkley St., Soldotna, AK 99669	To: 06/30/2019

FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE **10 JULY 2019**

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	\$ 43,000.00	\$9,187.50	\$11,620.92	38,726.82	\$ 4,273.18
Contractual	\$ 15,000.00	10,028.26		10,028.26	\$ 4,971.74
Supplies	\$ 2,376.00	-	-	-	\$ 2,376.00
TOTALS	\$ 60,376.00	19,215.76	\$ 11,620.92	\$ 48,755.08	\$ 11,620.92

Payment Request	\$ 11,620.92
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PROGRESS REPORT: Reference attachment D to ensure eligible cost compliance. Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

We continue to engage our seniors and the community through activities. We had several fundraisers, The Salmon classic, monthly weekend breakfasts have been a wonderful success. We had the moose river fun run, this event brought in many families and new members. The activities include Tai Chi classes, Zumba Gold and regular exercise classes.

Grantee Certification: I certify that the above information is true and correct, and that expenditures have been made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: *J. Durpin* Date: 7/9/19
 Printed Name and Title: Treasurer Board of Director

Kenai Peninsula Borough
Election Stakeholders Group
Final Report and Recommendations

(unanimously approved July 26, 2019)



Committee Members: Donna Aderhold, Brenda Ahlberg, Teri Birchfield, Cassidi Cameron, John Coleberg, Tyson Cox, Sammy Crawford, Linda Cusack, Willy Dunne, Joyanna Geisler, Brent Hibbert, Sue McClure, Scott Meszaros, Paul Ostrander, Robert Peterkin, and Stephanie Queen

Alternate Members: Brian Gabriel, Vivian Rojas, and Kaitlin Vadla

Subject Matter Experts: Brenda Ballou, Johni Blankenship, Heidi Geagel, Erica Fitzpatrick, Ben Hanson, Jamie Heinz, Melissa Jacobsen, Sean Kelley, Bobbi Lay, Holly Montague, and Shellie Saner

Support Staff: Michele Turner

Kenai Peninsula Borough
Election Stakeholders Group
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PURPOSE

The Election Stakeholders Group was established to research ways to increase voter participation by developing sustainable election processes that maximize accessibility and inclusivity while conserving public resources.

Voting is the foundation of our democracy. Active participation in the electoral process is necessary for high functioning governance.

The Election Stakeholders Group (ESG) was established on January 8, 2019 by KPB Resolution 2019-006 and tasked with researching ways to increase voter participation by developing sustainable election processes that maximize accessibility and inclusivity while conserving public resources. In addition, the ESG was directed to explore all aspects of administering borough and city elections including the traditional polling site model and the vote by mail hybrid model.

The ESG was encouraged to keep in mind the directives of the conciliation agreement between the borough and the Human Rights Commission. Specifically, Section C which states, "Respondent Kenai Peninsula Borough (KPB) will establish and direct the stakeholder group to explore options for providing assistive technology to visually impaired voters, including the option of distributing ballots to all voters by mail and establishing voting centers with accessible voting equipment open two weeks prior to each election. Respondent will direct the stakeholder group to advance options for its consideration that will allow visually impaired voters to vote privately and independently."

The KPB is at a critical impasse regarding the administration of elections for two reasons:

1. The Human Rights Commission has declared our current accommodations and equipment for voters with disabilities, specifically those that may be visually impaired, as significantly discriminatory;
2. The hardware that is currently being used by the KPB is owned by the State of Alaska and is at its end of life. Further, that equipment does not comply with Americans with Disabilities Act (ADA) requirements and therefore is not an option for the KPB moving forward.

The ESG was comprised of assembly members, city council members, city managers, borough mayor's office and community members interested in the electoral process. The group was staffed by the Borough Clerk's Office and assisted by subject matter experts from within the borough and cities within the borough.

The first ESG meeting was held on February 15, 2019 and subsequent meetings were held every two weeks after that for a total of 12 meetings. The meetings were advertised in accordance with the Open Meetings Act and the public was encouraged to attend; however, there was no public participation aside from 2 emails. A small subcommittee of the group did participate in a local radio show and had an opportunity to respond to questions for the listening audience.

In conducting its work and arriving at recommendations, the ESG adopted the following guiding principles:

GUIDING PRINCIPLES

1.) Maximize Accessibility and Inclusivity

Provide disability-related accommodations and other facilitative measures to enable residents experiencing a disability their equal right to vote privately and independently.

Promote participation in the electoral process for all borough voters.

2.) Efficiency and Conservation of Public Resources

Use public resources efficiently and conservatively by evaluating election-related factors such as cost per vote cast, cost per election, cost sharing with cities within the borough, appointed vs. elected advisory boards, and indirect costs.

3.) Voter Satisfaction and Confidence

Increase voter satisfaction and confidence in borough elections by maintaining voter privacy, providing options for ballot tracking and voter flexibility, and collaborating with the Alaska Division of Elections to maintain accurate voter rolls.

4.) Longevity in the Solution

Maximize the longevity of the election solution and the borough's ability to adapt to advances in technology, changes in the election workforce, engaging new voters, voter preferences, and conditions in regulatory frameworks.

5.) Coordination and Collaboration

Promote collaboration with all election stakeholders, including the public, Alaska Division of Elections, cities within the borough, candidates, media, local community groups, and voting organizations.

6.) Security and Integrity

Ensure security of the voting system, including hardware, software, accountability procedures, and the voter registration database.

Maintain integrity in the system by adopting internal controls such as signature verification, requiring acceptable identifiers, providing extensive election worker training, and giving voters the ability to cure errors to ensure all valid votes are counted.

7.) Voter Outreach

Encourage higher voter turnout by implementing a voter communication and education campaign that promotes the value of civic engagement.

Develop educational materials which explain the new processes to the public, utilizing multiple resources and methods of outreach and communication, to ensure there is a clear public understanding of and support for the new solution.

8.) Continuity of Operations / Contingency Disaster Plan

Adopt a contingency and communication disaster plan to ensure a coordinated and strategic response to any disruptive event and provide for continuity of election operations.

The ESG received presentations from the Borough and City Clerks, representatives from the State of Alaska Division of Elections, the Municipality of Anchorage, the United States Post Office (USPS), and the KPB's current ballot printer and by mail service provider. The ESG received demonstrations from two software/hardware providers. Their presentations were for both polling place and vote by mail structures. Both vendors had ADA compliant equipment for both scenarios. Finally, a subcommittee of the group participated in a field trip to Anchorage to see its "Vote by Mail Election Central" in action.

The ESG spent many hours discussing voter engagement, cost, collaboration and efficiencies. Based on the knowledge gained and through presentations and questions the ESG makes the following recommendations:

RECOMMENDATIONS

Recommendation #1 – Vote by Mail Hybrid:

Recommendation #1 is consistent with and reinforced by all of the guiding principles adopted by the Election Stakeholders Group.

The Election Stakeholders Group recommends the Assembly transition the election process from the current polling site structure to a vote by mail hybrid structure (VBMS). The VBMS is a proven methodology that the KPB has been using for over 20 years in six (Cooper Landing, Hope, Fox River, Moose Pass, Seldovia/Kachemak Bay and Tyonek) of its 28 precincts. The group reviewed the current and VBMS structures and ranked the pros and cons. The pros of the VBMS far outweighed the pros of the existing structure and aligned with the group's adopted guiding principles.

The VBMS has proven to be a more efficient and effective process for the administration of elections. In this process every registered voter will be mailed a ballot package 2-3 weeks prior to election day, giving more voters an opportunity to exercise their right to vote at a time and place that meets their schedule and convenience.

Accessible Vote Centers (AVC) will be established 2 weeks prior to election day in at least 5 locations throughout the borough. AVCs can be utilized to drop off voted ballots or to satisfy the desire to vote in person. The vote centers will be equipped with ADA compliant hardware, allowing all voters to vote privately and independently. The VBMS allows for all voters to vote in the way that suits them best.

Ballot drop boxes will need to be purchased as part of the structure and distributed throughout the borough. Voters can choose to drop their voted ballots in a drop box, at an AVC or in the mail by using the prepaid postage.

The VBMS is a long term solution for the borough and the cities within the borough as it is not subject to the changing technology of the current structure. It uses off-the-shelf scanners to count the ballots and printers for on-demand ballot printing which allows for greater accessibility, upgrades and cost effective repairs.

The VBMS has been demonstrated by the Municipality of Anchorage to engage all voter demographics and therefore translates into higher voter participation and higher voter satisfaction.

The initial capital cost of the VBMS hardware and software is less than that of the traditional structure. There will be other costs to consider; for example, ballot drop

boxes and an initial voter outreach and education campaign. The costs could be shared by the cities within the borough.

The VBMS will add to voter security and confidentiality as well as offer voters an opportunity to cure any issues that may occur with their voted ballots (e.g. no signature provided, no identifier provided, other). The group recommends the implementation of signature verification software and a signature review board. It further recommends to require at least one identifier be provided by the voter (an identifier would include voter registration number, driver's license number, or social security number). The borough should work toward a technical solution which will allow voters to track their voted ballot ensuring its receipt and review.

The VBMS further allows for the review board to adjudicate each ballot to ensure voter intent is correctly determined based on standardized methods and training.

In summary, the ESG supports and recommends the VBM structure for the administration of elections in the KPB.

The ESG received proposals from Dominion Voting software and ADA compatible hardware for both the traditional polling site structure and the vote by mail structure. The vote by mail proposal was \$213,106.60 less than the traditional polling site proposal. The vote by mail structure would require the purchase of ballot drop boxes which, according to the Municipality of Anchorage, cost around \$3,300 apiece to fabricate. The Municipality of Anchorage has 16 drop boxes distributed throughout its jurisdiction. The Municipality of Anchorage also does not prepay the postage for the return of voted ballots. The ESG recommends that the KPB deploy drop boxes as needed on the road system and encourages voters in more remote areas to use USPS. Based on information provided by the Municipality of Anchorage, the ESG is encouraged that the VBMS will increase voter turnout and that the administrative costs will decrease over time.

Recommendation #2 – Education and Outreach Campaign

Recommendation #2 is consistent with and reinforced by guiding principles, 1.) Maximize Accessibility and Inclusivity; 3.) Voter Satisfaction and Confidence; 4.) Longevity in the Solution; 5.) Coordination and Collaboration and 7.) Voter Outreach, adopted by the Election Stakeholders Group.

The Election Stakeholders Group recommends the Assembly appropriate funds for an extensive education and outreach campaign. The voter turnout in the KPB and the cities within it has been historically low. The turnout tends to trend higher or lower depending on what is on the ballot.

One of the focuses of the outreach campaign would be specifically to encourage voter participation no matter what is on the ballot through a

communication plan which promotes civic engagement and targeted marketing regarding the importance of the election process.

Another primary focus would be to educate the voters on the new VBMS.

The group recommends the use of social media, print media, and broadcast media, as well as outreach through the participation of existing community groups (chambers of commerce, rotary, etc.).

The group further recommends the KPB consider contracting with an outside resource to develop and implement a plan specifically regarding the education and notification of the voters of the new vote by mail hybrid structure.

Recommendation #3 – Alaska State Statute Title 29 Amendment

Recommendation #3 is consistent with and reinforced by guiding principles, 1.) Maximize Accessibility and Inclusivity; 2.) Efficiency and Conservation of Public Resources and 3.) Voter Satisfaction and Confidence, adopted by the Election Stakeholders Group.

The Election Stakeholders Group recommends the Assembly adopt a resolution requesting the Alaska State Legislature introduce and support a bill allowing for ranked choice voting. The bill would amend AS 29.26.060(c) to read as follows:

Sec. 29.26.060. Runoff elections.

(a) Unless otherwise provided by ordinance, a runoff election shall be held if no candidate receives over 40 percent of the votes cast for the office of

(1) mayor; or

(2) member of the governing body or school board if candidates run for a designated seat.

(b) Unless otherwise provided by ordinance, if candidates for the governing body or school board run at large, a runoff election for a seat shall be held if no candidate receives a number of votes greater than 40 percent of the total votes cast for all candidates divided by the number of seats to be filled.

(c) Unless otherwise provided by ordinance, a runoff election shall be held within three weeks after the date of certification of the election for which a runoff is required, and notice of the runoff election shall be published at least five days before the election date. Unless otherwise provided by ordinance t[T]he runoff election shall be

between the two candidates receiving the greatest number of votes for the seat.

This amendment would allow municipalities the flexibility to conduct runoff elections according to local preference.

The ESG recommends the KPB Assembly further research and explore the solution of Ranked Choice Voting for the election of the Borough Mayor rather than continuing to conduct separate runoff elections which are costly and typically receive lower voter turnout than the regular election. Ranked Choice Voting would allow for an immediate runoff to select the prevailing candidate.

Recommendation #4 – Voter Pamphlet

Recommendation #4 is consistent with and reinforced by guiding principles, 2.) Efficiency and Conservation of Public Resources and 3.) Voter Satisfaction and Confidence, adopted by the Election Stakeholders Group.

The Election Stakeholder Group recommends including information in each ballot package which directs the voter to a website with voter information, candidate profiles and proposition summaries. The information provided would also specify locations at which hard copies of the voter pamphlet could be obtained. In addition, hard copies of the voter pamphlet could be mailed directly to a voter upon request.

Paper copies of the voter pamphlet should include candidate profiles, proposition summaries and additional voter information and be made available at each of the AVCs. AVC employees would be educated and prepared to assist voters in the navigation of the election website.

Recommendation #5 – Appointed Service Area Boards

Recommendation #5 is consistent with and reinforced by guiding principle, 2.) Efficiency and Conservation of Public Resources, adopted by the Election Stakeholders Group.

The Election Stakeholders Group recommends amending KPB Titles 2, 4 and 16 – Service Areas to provide that all KPB service area boards are appointed instead of elected (draft ordinance attached for consideration).

It is rare for a service area board race to be contested at an election. In addition, there have been many years when no candidate files for the seat at all and ultimately the seat is filled by appointment after the election is certified.

Recommendation #6 – Statements Advocating for Approval or Rejection of Propositions

Recommendation #6 is consistent with and reinforced by guiding principles, 2.) Efficiency and Conservation of Public Resources and 3.) Voter Satisfaction and Confidence, adopted by the Election Stakeholders Group.

The Election Stakeholders Group recommends the Assembly amend KPB 4.10.110 by deleting Section B which provides for the inclusion of statements advocating voter approval or rejection of propositions in the voter pamphlet. Recommendation #4 suggests streamlining the voter pamphlet to reduce waste and cost. Amending this section of code would further support that reduction. Additionally, the current inclusion of the statements may be contributing to voter confusion.

The information provided and disseminated by the borough should be that of a factual nature. Public funds should not be used to further the message of an outside group, and the official voter information pamphlet is an inappropriate place to allow members of the public to advocate for or against a proposition. In today's technical environment there are multiple ways to effectively and efficiently spread a message without cost to the tax payers of the borough.

Additionally, the administration of this code provision has proven to be difficult and identifying possible authors of statements has proven to be problematic. Historically, statements have been submitted for inclusion in the voter pamphlet and those statements are not vetted or verified by the borough and therefore may include misleading information.

This provision of code was enacted in 2007 and has only been utilized a handful of times and typically only when there is a voter initiative or referendum proposition on the ballot.

Additional Recommendations

The ESG recommends the KPB seek support from and partners with the cities within the borough to conduct all local elections by mail. Further, we recommend cost sharing with the cities within the borough for election equipment, an extensive and comprehensive communication/education plan and administration of all future elections. The ESG promotes the collaboration between the KPB and the cities within the KPB to develop legislation and administrative practices for the administration of local elections.

Kenai Peninsula Borough Assembly Committees 2018 – 2019

ASSEMBLY COMMITTEES

- **Finance Committee**
Kelly Cooper, Chair
Paul Fischer, Vice Chair
Willy Dunne
- **Lands Committee**
Kenn Carpenter, Chair
Norm Blakeley, Vice Chair
Brent Hibbert
- **Policies & Procedures Committee**
Hal Smalley, Chair
Brent Hibbert, Vice Chair
Kenn Carpenter
- **Legislative Committee**
Willy Dunne, Chair
Paul Fischer, Vice Chair
Norm Blakeley
- **President Pro Tem**
Kelly Cooper

OTHER BOROUGH COMMITTEES

- **School Board**
Wayne Ogle
Hal Smalley, Alternate

SERVICE AREA BOARD LIAISONS

- **Anchor Point Fire & EMS** – Willy Dunne, Paul Fischer
- **Bear Creek Fire** – Kenn Carpenter
- **CES/CPEMS** – Norm Blakeley
- **Kachemak Emergency Service Area** -Willy Dunne
- **KPB Roads** – Wayne Ogle
- **Nikiski Seniors** – Wayne Ogle
- **Nikiski Fire** – Wayne Ogle
- **North Peninsula Recreation** – Wayne Ogle
- **Seldovia Recreational** – Willy Dunne
- **Seward/Bear Creek Flood** – Kenn Carpenter
- **South Kenai Peninsula Hospital** - Kelly Cooper, Willy Dunne

NON-BOROUGH COMMITTEES

- **Cook Inlet Aquaculture**
Dale Bagley, term expires with office
- **Cook Inlet R.C.A.C.**
Grace Merkes, term expires April 2020
- **Kenai Peninsula Economic Development District**
Hal Smalley, term expires with office
- **Kenai Peninsula College Council**
Wayne Ogle, term expires June 30, 2019
- **Kenai Peninsula Tourism and Marketing Council**
Brent Hibbert, term expires with office
- **Kenai River Special Management Area Advisory Board**
Brent Hibbert, term expires with office
- **Prince William Sound R.C.A.C.**
Mako Haggerty, term expires May 2019
- **Kachemak Bay Research Reserve Community Council**
Willy Dunne, term expires with office