



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Agenda Assembly

*Peter Ribbens, President*  
*Kelly Cooper, Vice President*  
*James Baisden*  
*Tyson Cox*  
*Willy Dunne*  
*Cindy Ecklund*  
*Brent Johnson*  
*Leslie Morton*  
*Ryan Tunseth*

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Tuesday, June 17, 2025

6:00 PM

Betty J. Glick Assembly Chambers  
Meeting ID: 835 6358 3837 Passcode: 606672  
[https://yourkpb.zoom.us/j/83563583837?](https://yourkpb.zoom.us/j/83563583837?pwd=eTO44Um9ao1JJGaVtBJG86PXlsuNvm.1)  
[pwd=eTO44Um9ao1JJGaVtBJG86PXlsuNvm.1](https://yourkpb.zoom.us/j/83563583837?pwd=eTO44Um9ao1JJGaVtBJG86PXlsuNvm.1)

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Meeting ID: 835 6358 3837 Passcode: 606672

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### INVOCATION

*Any invocation that may be offered at the beginning of the assembly meeting shall be a chaplain from borough fire and emergency service areas. No member of the community is required to attend or participate in the invocation.*

### ROLL CALL

### COMMITTEE REPORTS

### 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.)*

**ACTION ITEMS CURRENTLY ON CONSENT AGENDA:**

KPB-6995: June 3, 2025 Regular Assembly Meeting Minutes

KPB-6996: A Resolution Congratulating the Kenai Central Cardinals Lady Soccer Team

Resolution 2025-027: Authorizing the Mayor to Resolve Title Matters Related to a Parcel of Land Owned by the Kenai Peninsula Borough

Resolution 2025-028: Approving a Cooperative Agreement for Emergency Aid Between Eastern Peninsula Highway Emergency Service Area and Agency Partners

Ordinance 2025-13: Directing Previously Appropriated Grant Funding from the State of Alaska in the Amount of \$30,958.82 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program

Ordinance 2025-19-01: Appropriating Funds for Utilities, Maintenance and Insurance Costs of the Sterling Elementary and Nikolaevsk School Surplus Property for Fiscal Year 2026

KPB-7007: Confirming an Appointment to the Funny River Advisory Planning Commission

**ACTION ITEM ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:**

Ordinance 2024-19-38: Appropriating an Additional \$150,029.03 to the Special Assessment Fund for the Rollins Way Road Improvement Assessment District

Ordinance 2024-19-39: Appropriating Funds from the Central Emergency Service Area Capital Project Fund to Replace the Septic and Wastewater Return System at Station Four

Ordinance 2025-10: Authorizing the Sale of Certain Parcels Owned by the Kenai Peninsula Borough via a Live Public Outcry/Simulcast Online Auction Followed by a Secondary Online-Only Auction

**APPROVAL OF MINUTES**

- \*1. [KPB-6995](#) June 3, 2025 Regular Assembly Meeting Minutes

Attachments: [June 3, 2025 Regular Assembly Meeting Minutes](#)

**COMMENDING RESOLUTIONS AND PROCLAMATIONS**

- \*1. [KPB-6996](#) A Resolution Commending the Kenai Central Cardinals Lady Soccer Team for Winning the 2025 Alaska School Activities Association Division II Girls State Soccer Championship and Securing Back-to-Back State Titles (Baisden, Tunseth)

Attachments: [Commending Resolution](#)

**PRESENTATIONS WITH PRIOR NOTICE**

*(20 minutes total)*

1. [KPB-6997](#) Legislative Update, Senator Jesse Bjorkman (10 Minutes)

**PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

*(3 minutes per speaker; 20 minutes aggregate)*



**MAYOR'S REPORT**

[KPB-6998](#) Mayor's Report Cover Memo

Attachments: [Mayor's Report Cover Memo](#)

1. Assembly Requests/Responses - None

2. Agreements and Contracts

a. [KPB-6999](#) Authorization to Award Contract ITB25-037 Summer & Winter Road Maintenance C3

Attachments: [Authorization to Award Contract ITB25-037 Summer & Winter Road Maintenance C3](#)

b. [KPB-7000](#) Authorization to Award Contract ITB25-038 Summer & Winter Road Maintenance N3

Attachments: [Authorization to Award Contract ITB25-038 Summer & Winter Road Maintenance N3](#)

c. [KPB-7001](#) Authorization to Award Contract ITB25-039 Summer & Winter Road Maintenance N4

Attachments: [Authorization to Award Contract ITB25-039 Summer & Winter Road Maintenance N4](#)

d. [KPB-7002](#) Authorization to Award Contract ITB25-040 Summer & Winter Road Maintenance W1

Attachments: [Authorization to Award Contract ITB25-040 Summer & Winter Road Maintenance W1](#)

e. [KPB-7003](#) Authorization to Award Contract ITB25-041 Summer & Winter Road Maintenance W2

Attachments: [Authorization to Award Contract ITB25-041 Summer & Winter Road Maintenance W2](#)

f. [KPB-7004](#) Authorization to Award Contract ITB25-073 Fleet Vehicle Purchase

Attachments: [Authorization to Award Contract ITB25-073 Fleet Vehicle Purchase](#)

3. Other

a. [KPB-7005](#) Certification of the 2025 Main Roll Assessment

Attachments: [Certification of the 2025 Main Roll Assessment 05.30.25](#)

**ITEMS NOT COMPLETED FROM PRIOR AGENDA****PUBLIC HEARINGS ON ORDINANCES**

*(Testimony limited to 3 minutes per speaker)*

## Ordinances referred to Finance Committee

1.     [2024-19-38](#)     An Ordinance Appropriating an Additional \$150,029.03 to the Special Assessment Fund for the Rollins Way Road Improvement Assessment District (Mayor) (Hearing on 06/17/25)

Attachments:     [Ordinance 2024-19-38](#)  
                          [Withdrawal Request](#)  
                          [Memo](#)  
                          [Estimated Assessment Roll](#)  
                          [Reference Copy O2023-19-36](#)  
                          [Reference Copy R2024-006](#)  
                          [Objection 060225](#)

2.     [2024-19-39](#)     An Ordinance Appropriating Funds from the Central Emergency Service Area Capital Project Fund to Replace the Septic and Wastewater Return System at Station Four (Mayor)

Attachments:     [Ordinance 2024-19-39](#)  
                          [Memo](#)

3.     [2025-19](#)         An Ordinance Appropriating Funds for Fiscal Year 2026 (Mayor)

Attachments:     [Ordinance 2025-19](#)  
                          [Johnson Amendment \(Postponed to 06/17/25\)](#)  
                          [Memo](#)  
                          [Conflict of Interest Opinion](#)  
                          [Proposed FY26 Budget](#)  
                          [FY26 Budget Presentation](#)  
                          [Public Comment 052025](#)  
                          [Public Comment 060325](#)  
                          [Public Comment 061725](#)

## Ordinances referred to Lands Committee

4.     [2025-10](#)     An Ordinance Authorizing the Sale of Certain Parcels Owned by the Kenai Peninsula Borough via a Live Public Outcry/Simulcast Online Auction Followed by a Secondary Online-Only Auction (Mayor)

Attachments:     [Ordinance 2025-10](#)  
                      [Amendment Memo](#)  
                      [Memo](#)  
                      [General Land Sale Vicinity Map](#)  
                      [General Land Sale Parcel Maps](#)  
                      [Reference Copy O2025-09](#)  
                      [Public Comment 060325](#)

## UNFINISHED BUSINESS

### NEW BUSINESS

#### 1. Resolutions

Resolutions referred to Lands Committee

- \*a.     [2025-027](#)     A Resolution Authorizing the Mayor to Resolve Title Matters Related to a Parcel of Land Owned by the Kenai Peninsula Borough (Mayor)

Attachments:     [Resolution 2025-027](#)  
                      [Memo](#)  
                      [Draft Quit Claim Deed](#)  
                      [Reference Copy R69-32](#)  
                      [Reference Copy O69-03](#)

Resolutions referred to Policies and Procedures Committee

- \*b.     [2025-028](#)     A Resolution Approving a Cooperative Agreement for Emergency Aid Between Eastern Peninsula Highway Emergency Service Area and Agency Partners (Mayor)

Attachments:     [Resolution 2025-028](#)  
                      [Memo](#)  
                      [Multi Agency Agreement](#)

#### 2. Ordinances for Introduction

Ordinances for Introduction and referred to the Finance Committee

- \*a. [2025-13](#) An Ordinance Directing Previously Appropriated Grant Funding from the State of Alaska in the Amount of \$30,958.82 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program (Mayor) (Hearing on 07/08/25)

Attachments: [Ordinance 2025-13](#)  
[Memo](#)  
[Reference Copy R2024-011](#)  
[Reference Copy O2024-19-21](#)

- \*b. [2025-19-01](#) An Ordinance Appropriating Funds for Utilities, Maintenance, and Insurance Costs of the Sterling Elementary and Nikolaevsk School Surplus Property for Fiscal Year 2026 (Mayor) (Hearing on 07/08/25)

Attachments: [Ordinance 2025-19-01](#)  
[Memo](#)

### 3. Other

Other items referred to Policies and Procedures Committee

- \*a. [KPB-7007](#) Confirming an Appointment to the Funny River Advisory Planning Commission (Mayor) (Referred to Policies and Procedures Committee)

Kathy Matta, Seat D, Term Expires 09/30/2027

Attachments: [Appointment to Funny River Advisory Planning Commission](#)

## PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

### ASSEMBLY COMMENTS

### PENDING LEGISLATION

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

1. [2025-11](#) An Ordinance Amending KPB 2.56.007 to Adopt the 2025 Kenai Peninsula Borough Safe Streets and Roads for All Comprehensive Safety Action Plan as an Element of the 2019 Kenai Peninsula Borough Comprehensive Plan (Mayor) (Hearing on 07/08/25)

Attachments: [Ordinance 2025-11](#)  
[Memo](#)

2.     [2025-12](#)     An Ordinance Amending KPB 21.18.081 to Clarify the Requirements for Conditional Use Permits and Amending KPB 21.18.140 to Define “Water-Dependent” (Mayor) (Hearing on 07/08/25)

Attachments:     [Ordinance 2025-12](#)  
                          [Memo](#)  
                          [Planning Commission Resolution 2015-35](#)

## INFORMATIONAL MATERIALS AND REPORTS

1.     [KPB-7009](#)     Land Management Memo and Blueberry Hill Feasibility Study (Submitted to the Assembly 06/10/25 to satisfy the purchase contingency as authorized by Ordinance 2024-19-24.)

Attachments:     [Land Management Memo and Blueberry Hill Feasibility Study](#)

## ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. July 8, 2025 6:00 PM  
Regular Assembly Meeting  
Betty J. Glick Assembly Chambers  
Borough Administration Building  
Remote participation available through Zoom  
Meeting ID: 835 6358 3837 Passcode: 606672

## ADJOURNMENT

*This meeting will be broadcast on KDLL-FM 91.9 (Central Peninsula), KBBI-AM 890 (South Peninsula), and KIBH FM 91.7 (East Peninsula).*

*The meeting will be held in the Betty J. Glick Assembly Chambers, Borough Administration Building, Soldotna, Alaska. The meeting will also be held via Zoom, or other audio or video conferencing means whenever technically feasible. To attend the Zoom meeting by telephone call toll free 1-888-788-0099 or 1-877-853-5247 and enter the Meeting ID: 835 6358 3837 Passcode: 606672. Detailed instructions will be posted on at the Kenai Peninsula Borough's main page at [www.kpb.us](http://www.kpb.us)*

*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 <https://kpb.legistar.com/Calendar.aspx> for copies of the agenda, meeting minutes, ordinances and resolutions.*



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Minutes - Draft

### Assembly

*Peter Ribbens, President*

*Kelly Cooper, Vice President*

*James Baisden*

*Tyson Cox*

*Willy Dunne*

*Cindy Ecklund*

*Brent Johnson*

*Leslie Morton*

*Ryan Tunseth*

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Tuesday, June 3, 2025

6:00 PM

Betty J. Glick Assembly Chambers

Meeting ID: 835 6358 3837 Passcode: 606672

[https://yourkpb.zoom.us/j/83563583837?](https://yourkpb.zoom.us/j/83563583837?pwd=eTO4Um9ao1JJGaVtBJG86PXlsuNvm.1)

[pwd=eTO4Um9ao1JJGaVtBJG86PXlsuNvm.1](https://yourkpb.zoom.us/j/83563583837?pwd=eTO4Um9ao1JJGaVtBJG86PXlsuNvm.1)

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Meeting ID: 835 6358 3837 Passcode: 606672

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### INVOCATION

The invocation was given by Frank Alioto, Chaplain for Central Emergency Services.

### ROLL CALL

**Present:** 8 - Brent Johnson, Ryan Tunseth, Vice President Kelly Cooper, President Peter Ribbens, Cindy Ecklund, James Baisden, Willy Dunne, and Leslie Morton

**Excused:** 1 - Tyson Cox

Also present were:

Peter A. Micciche, Borough Mayor

Brandi Harbaugh, Finance Director

Sean Kelley, Borough Attorney

Michele Turner, Borough Clerk

Sue Ellen Essert, Deputy Borough Clerk

### COMMITTEE REPORTS

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

*[8 Present: Baisden, Cooper, Dunne, Ecklund, Johnson, Morton, Tunseth, Ribbens / 1 Absent: Cox]*

Assembly Member Ecklund stated the Lands Committee met and discussed its agenda items.

*[8 Present: Baisden, Cooper, Dunne, Ecklund, Johnson, Morton, Tunseth, Ribbens / 1 Absent: Cox]*

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

*[8 Present: Baisden, Cooper, Dunne, Ecklund, Johnson, Morton, Tunseth, Ribbens / 1 Absent: Cox]*

## **APPROVAL OF AGENDA AND CONSENT AGENDA**

**Cooper moved to approve the agenda and consent agenda.**

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

[KPB-6957](#) May 20, 2025 Regular Assembly Meeting Minutes  
**approved**

[KPB-6990](#) A Resolution in Memoriam Commending the Contributions and Commitments of Roberta Highland  
**This Commending Resolution was adopted.**

[2025-023](#) A Resolution Authorizing the Mayor to Execute the Fiscal Year 2026 Alaska Land Mobile Radio Communication System Membership Agreements (Mayor)  
**This Resolution was adopted.**

[2025-024](#) A Resolution Approving Twenty-Seven Unincorporated Communities for Participation in the State's Fiscal Year 2026 Community Assistance Program (Mayor)  
**This Resolution was adopted.**

[2025-026](#) A Resolution Authorizing Participation of the Kenai Peninsula Borough and Kenai Peninsula Borough School District in the Alaska Public Risk Alliance (Mayor)  
**This Resolution was adopted.**

[2024-19-39](#) An Ordinance Appropriating Funds from the Central Emergency Service Area Capital Project Fund to Replace the Septic and Wastewater Return System at Station Four (Mayor)

**This Budget Ordinance was introduced and set for public hearing.**

[2025-10](#) An Ordinance Authorizing the Sale of Certain Parcels Owned by the Kenai Peninsula Borough via a Live Public Outcry/Simulcast Online Auction Followed by a Secondary Online-Only Auction (Mayor)

**This Ordinance was introduced and set for public hearing.**

[2025-11](#) An Ordinance Amending KPB 2.56.007 to Adopt the 2025 Kenai Peninsula Borough Safe Streets and Roads for All Comprehensive Safety Action Plan as an Element of the 2019 Kenai Peninsula Borough Comprehensive Plan (Mayor) (Hearing on 07/08/25)

**This Ordinance was introduced and set for public hearing.**

[2025-12](#) An Ordinance Amending KPB 21.18.081 to Clarify the Requirements for Conditional Use Permits and Amending KPB 21.18.140 to Define “Water-Dependent” (Mayor) (Hearing on 07/08/25)

**This Ordinance was introduced and set for public hearing.**

[KPB-6970](#) Confirming an Appointment to the Nikiski Senior Service Area Board (Mayor)

Reginald D. May, Seat D, Term Expires 10/2026

**This Board Appointment was approved.**

[KPB-6971](#) Confirming an Appointment to the Nikiski Advisory Planning Commission (Mayor)

Colton Anderson, Seat C, Term Expires 09/30/27

**This Board Appointment was approved.**

## Approval of the Agenda and Consent Agenda

**The motion to approve the Agenda and Consent Agenda as amended carried by the following vote:**

**Yes:** 8 - Johnson, Tunseth, Cooper, Ribbens, Ecklund, Baisden, Dunne, and Morton

**Absent:** 1 - Cox

## COMMENDING RESOLUTIONS AND PROCLAMATIONS

[KPB-6990](#) A Resolution in Memoriam Commending the Contributions and Commitments of Roberta Highland



*[Clerk's Note: Mayor Micciche presented the commending resolution to Ms. Highland's family.]*

## PRESENTATIONS WITH PRIOR NOTICE

1. [KPB-6958](#) Positive Impacts to the Borough, Ben Wright, Chief Executive Officer Peninsula Community Health Services of Alaska, Inc. (10 Minutes)

*[Clerk's Note: Ben Wright, Chief Executive Officer of Peninsula Community Health Services, presented to the Assembly.]*

## PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

President Ribbens called for public comment with none being offered.

## MAYOR'S REPORT

### [KPB-6960](#) Mayor's Report Cover Memo

1. Assembly Requests/Responses
2. Agreements and Contracts
  - a. [KPB-6961](#) Authorization to Award Contract - ITB25-025 CPL Leachate Phase II SCADA System 05.14.25
  - b. [KPB-6962](#) Authorization to Award Contract - ITB25-060 Streambed Maintenance of Upper Kwechak Creek 05.19.25
  - c. [KPB-6963](#) Authorization to Award Contract - ITB25-063 Gravel Project Bonita Avenue, Fern Forest Street and Knackstedt Street 05.21.25
  - d. [KPB-6964](#) Authorization to Award Contract - ITB25-069 Hohe Street Abatement and Demolition 05.14.25
  - e. [KPB-6965](#) Authorization to Award Contract RFP25-025 2025 General Land Sale Marketing & Auction Services
  - f. [KPB-6966](#) Authorization to Award Contract RFP25-001 Deep Creek Fish Passage
  - a. [KPB-6967](#) Budget Revisions – April 2025
  - b. [KPB-6968](#) Revenue-Expenditure Report - April 2025 05.22.25

## ITEMS NOT COMPLETED FROM PRIOR AGENDA - None

**PUBLIC HEARINGS ON ORDINANCES**[2025-19](#)

An Ordinance Appropriating Funds for Fiscal Year 2026 (Mayor)

*[Clerk's Note: The motion to enact Ordinance 2025-19 is on the floor from the 05/20/25 meeting.]*

**Morton moved to postpone Ordinance 2025-19 to June 17, 2025.**

President Ribbens called for public comment with none being offered.

**The motion to postpone Ordinance 2025-19 to June 17, 2025, carried by the following vote:**

**Yes:** 8 - Johnson, Tunseth, Cooper, Ribbens, Ecklund, Baisden, Dunne, and Morton

**Absent:** 1 - Cox

[2025-08](#)

An Ordinance Approving Humpy Point (R-1) Local Option Zoning District and Amending KPB 21.46.040 (Mayor)

**Ecklund moved to enact Ordinance 2025-08.**

President Ribbens called for public comment with none being offered.

**The motion carried by the following vote:**

**Yes:** 8 - Johnson, Tunseth, Cooper, Ribbens, Ecklund, Baisden, Dunne, and Morton

**Absent:** 1 - Cox

**UNFINISHED BUSINESS****NEW BUSINESS**

## Resolutions

[2025-025](#)

A Resolution Setting the Rate of Levy for Real and Personal Property Taxes for the Kenai Peninsula Borough and its Service Areas for Fiscal Year 2026, Tax Year 2025 (Mayor)

**Tunseth moved to adopt Resolution 2025-025.**

President Ribbens called for public comment.

The following people spoke against decreasing the Bear Creek Fire Service Area mill rate:

**Josh Beiningen**

**Karen Wright**

**Jeff Wolf**

**Colin Brayton**

**Andra Woodard  
Doyle Brueckner**

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

**Ecklund moved to amend Resolution 2025-025 as follows:**

Amend Section 3 to read, "That in addition to any other rate or rates of levy applicable for other purposes, the rate of levy of taxes on all real and personal property within the Bear Creek Fire Service Area for said area for the Fiscal Year 2026 is hereby set at [3.25] 3.00 mills on each one dollar of assessed value as determined by the assessment roll and any supplemental rolls hereafter certified by the Borough Assessor."

Assembly Members Johnson and Baisden spoke in opposition to the Ecklund amendment.

President Ribbens passed the gavel to Vice President Cooper and spoke in opposition to the Ecklund amendment. Vice President Cooper returned the gavel to President Ribbens.

**Ecklund moved to Call the Question.**

**The motion to Call the Question carried by the following vote:**

**Yes:** 7 - Johnson, Tunseth, Cooper, Ribbens, Ecklund, Dunne, and Morton

**No:** 1 - Baisden

**Excused:** 1 - Cox

**Ecklund's motion to amend Resolution 2025-025 failed by the following vote:**

**Yes:** 2 - Ecklund, and Dunne

**No:** 6 - Johnson, Tunseth, Cooper, Ribbens, Baisden, and Morton

**Absent:** 1 - Cox

**The motion to adopt Resolution 2025-25 carried by the following vote:**

**Yes:** 8 - Johnson, Tunseth, Cooper, Ribbens, Ecklund, Baisden, Dunne, and Morton

**Absent:** 1 - Cox

## **PUBLIC COMMENTS AND PUBLIC PRESENTATIONS**

President Ribbens called for public comment with none being offered.

## **ASSEMBLY COMMENTS**

Assembly Member Morton stated she was excited to hear a data center may be

coming to the borough.

Assembly Member Johnson expressed his appreciation for the Alaska Municipal League and Finance Director Brandi Harbaugh. Mr. Johnson appreciated knowing Roberta Highland and acknowledged her husband and friend that were present here tonight.

Assembly Member Baisden congratulated the Kenai High School boys soccer team for finishing third at state, and to Soldotna High School boys for taking second. He congratulated the Kenai High School girls soccer team for winning the state tournament and to Soldotna High School girls for their second place finish.

Assembly Member Tunseth thanked the Mayor and borough staff for always being so responsive and doing a fantastic job. Mr. Tunseth thanked Clerk Turner and staff for all of their hard work and appreciated his fellow assembly members as well.

Assembly Member Dunne discussed Resolution 2025-025 and Ordinance 2025-10. Mr. Dunne appreciated the commending resolution for Roberta Highland. Mr. Dunne expressed his condolences to the family of Dave Seaman.

Assembly Member Cooper congratulated the Homer Lady Mariners for winning the state track title. Ms. Cooper announced the first-ever Homer Harbor Fest was June 7, 2025.

Assembly Member Ribbens was glad to hear that the private sector plans to build around 200 housing units in the Nikiski/Kenai area this summer.

## **PENDING LEGISLATION**

1.     [2024-19-38](#)     An Ordinance Appropriating an Additional \$150,029.03 to the Special Assessment Fund for the Rollins Way Road Improvement Assessment District (Mayor) (Hearing on 06/17/25)
2.     [2025-19](#)     An Ordinance Appropriating Funds for Fiscal Year 2026 (Mayor)

## **INFORMATIONAL MATERIALS AND REPORTS**

1.     [KPB-6969](#)     Tourism Industry Working Group Final Report

## **ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

1. June 17, 2025 6:00 PM  
Regular Assembly Meeting  
Betty J. Glick Assembly Chambers  
Borough Administration Building  
Remote participation available through Zoom  
Meeting ID: 835 6358 3837 Passcode: 606672

**ADJOURNMENT**

With no further business to come before the assembly, President Ribbens adjourned the meeting at 7:54 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of June 3, 2025.

\_\_\_\_\_  
Michele Turner, CMC, Borough Clerk

Approved by the Assembly: \_\_\_\_\_

Introduced by: Baisden, Tunseth  
Date: 06/17/25  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
COMMENDING RESOLUTION**

**A RESOLUTION COMMENDING THE KENAI CENTRAL KARDINALS  
LADY SOCCER TEAM FOR WINNING THE 2025 ALASKA SCHOOL  
ACTIVITIES ASSOCIATION DIVISION II GIRLS STATE SOCCER  
CHAMPIONSHIP AND SECURING BACK-TO-BACK STATE TITLES**

- WHEREAS,** the Kenai Central High School Lady Cardinal Soccer Team has demonstrated exceptional skill, dedication, and teamwork in achieving the 2025 Alaska School Activities Association (ASAA) Division II Girls State Soccer Championship title on Saturday, May 31, 2025, at Wasilla High School in Wasilla, Alaska; and
- WHEREAS,** the Lady Cardinal's secured a 2-0 victory over their rivals, the Soldotna Stars, in the championship match, marking their second consecutive Division II state title following their 2024 triumph over Juneau-Douglas; and
- WHEREAS,** under the leadership of Coach Jeff Siemers, who took over in 2025, and Assistant Coach Terry Lindamen the team showcased remarkable resilience and determination, the Lady Cardinal's finished the 2024 season with an impressive 14-3 overall record, scoring an astonishing 71 goals; and
- WHEREAS,** standout performances with championship goals from Kate Wisnewski and Brynne Hanson during the final game exemplified the team's skill and tenacity, along with great defensive contributions in goal from Madison Malone, and exceptional teamwork on the pitch from Sarah Baisden, Tait Cooper, Christine Goering, Savannah Hershberger, Katie Johnson, Lily Langham, Ellee Pancoast, Alexis Taylor, Lylah Smith, Danica Swafford, Ellorree Smith, Ella Siemers, Evelyn Cooper, Oliva Tews, all battling fiercely to secure the victory, with support from Seanna Swanson; and
- WHEREAS,** the Lady Cardinal's back-to-back championships in 2024 and 2025 represent their third state title appearances in the program's last three years, both wins highlight their extraordinary ascent to prominence in Alaska high school soccer; and
- WHEREAS,** the team's success is a testament to the unwavering support of the coaches, families, school staff, and the Kenai Central High School community, as well as the team's commitment to excellence both on and off the field; and
- WHEREAS,** the Kenai Peninsula Borough is proud to recognize the Lady Kard's achievements as a source of inspiration for young athletes across the borough and demonstrating the values of perseverance, teamwork, and sportsmanship;

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

**SECTION 1.** That the Kenai Peninsula Borough Assembly hereby congratulates the Kenai Central Kardinal's Lady Soccer Team for their outstanding achievement in winning the 2025 ASAA Division II Girls State Soccer Championship and securing back-to-back state titles.

**SECTION 2.** That the Borough Assembly commends the players, coaching staff, and the entire Kenai Central High School community for their dedication, hard work, and exemplary representation of the Kenai Peninsula Borough.

**SECTION 3.** That a copy of this resolution shall be presented to the Kenai Central Kardinal's Lady Soccer Team and the Coaches as a token of the Borough's appreciation and pride.

**SECTION 4.** That this resolution is effective immediately.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 17TH DAY OF JUNE, 2025.**

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Peter Ribbens, Assembly President

ATTEST:

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Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Office of the Borough Mayor

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**MAYOR'S REPORT TO THE ASSEMBLY**

**TO:** Peter Ribbens, Assembly President  
Members, Kenai Peninsula Borough Assembly

**FROM:** Peter A. Micciche, Kenai Peninsula Borough Mayor

**DATE:** June 17, 2025



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Assembly Request / Response

*None*

Agreements and Contracts

- a. Authorization to Award Contract ITB25-037 Summer & Winter Road Maintenance C3
- b. Authorization to Award Contract ITB25-038 Summer & Winter Road Maintenance N3
- c. Authorization to Award Contract ITB25-039 Summer & Winter Road Maintenance N4
- d. Authorization to Award Contract ITB25-040 Summer & Winter Road Maintenance W1
- e. Authorization to Award Contract ITB25-041 Summer & Winter Road Maintenance W2
- f. Authorization to Award Contract ITB25-073 Fleet Vehicle Purchase

Other

- a. Certification of the 2025 Main Roll Assessment



Kenai Peninsula Borough  
Purchasing & Contracting

MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Dil Uhlin, Roads Director *JPED*

**DATE:** May 30, 2025


**RE:** Authorization to Award a Contract for ITB25-037 Summer & Winter Road Maintenance – Central Region, Unit 3

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-037 Summer & Winter Road Maintenance – Central Region, Unit 3. Bid packets were released on April 28, 2025 and the Invitation to Bid was advertised on Bid Express from April 28, 2025 through May 21, 2025.

The project consists of providing all labor, materials, and equipment to perform summer and winter road maintenance in the Central Region, Unit 3.

On the due date of May 21, 2025, three (3) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$165,540 was submitted by River City Construction, Soldotna, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 236-33950-00000-43952.

  
Peter A. Micciche, Borough Mayor

6/2/2025  
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	236-33950-00000-43952
Amount	\$165,540.00
By: <i>CJ BH</i>	Date: 5/30/2025
NOTES: FY26 – Contingent upon Assembly Appropriation. Addnl Notes: NA	

**KENAI PENINSULA BOROUGH  
PURCHASING & CONTRACTING**

**BID TAB FOR: ITB25-037 Summer / Winter Maintenance - Central Region, Unit 3**

CONTRACTOR	LOCATION	BASE BID
River City Construction, LLC	Soldotna, Alaska	\$165,540.00
M&C Contracting	Seward, Alaska	\$187,404.00
Specialty Excavating, LLC	Soldotna, Alaska	\$232,668.00

DUE DATE: May 21, 2025

KPB OFFICIAL:   
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough  
Purchasing & Contracting

MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Dil Uhlin, Roads Director *JPFD*

**DATE:** May 30, 2025


**RE:** Authorization to Award a Contract for ITB25-038 Summer & Winter Road Maintenance – North Region, Unit 3

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-038 Summer & Winter Road Maintenance – North Region, Unit 3. Bid packets were released on April 28, 2025 and the Invitation to Bid was advertised on Bid Express from April 28, 2025 through May 21, 2025.

The project consists of providing all labor, materials, and equipment to perform summer and winter road maintenance in the North Region, Unit 3.

On the due date of May 21, 2025, three (3) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$117,000 was submitted by M&C Contracting, Seward, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 236-33950-00000-43952.

  
Peter A. Micciche, Borough Mayor

6/2/2025  
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	236-33950-00000-43952
Amount	\$117,000.00
By: <i>CJ</i> <i>BH</i>	Date: 5/30/2025
NOTES: FY26 – Contingent upon Assembly Appropriation. ADDNL NOTES: NA	

KENAI PENINSULA BOROUGH  
PURCHASING & CONTRACTING

**BID TAB FOR: ITB25-038 Summer / Winter Maintenance - North Region, Unit 3**

CONTRACTOR	LOCATION	BASE BID
M&C Contracting	Seward, Alaska	\$117,000.00
Trail Blazers LLC	Kenai, Alaska	\$124,890.00
Chumley's, Inc.	Nikiski, Alaska	\$360,000.00

DUE DATE: May 21, 2025

KPB OFFICIAL:   
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough  
Purchasing & Contracting

MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Dil Uhlin, Roads Director *JPFD*

**DATE:** May 30, 2025

**RE:** Authorization to Award a Contract for ITB25-039 Summer & Winter Road Maintenance – North Region, Unit 4

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-039 Summer & Winter Road Maintenance – North Region, Unit 4. Bid packets were released on April 28, 2025 and the Invitation to Bid was advertised on Bid Express from April 28, 2025 through May 21, 2025.

The project consists of providing all labor, materials, and equipment to perform summer and winter road maintenance in the North Region, Unit 4.

On the due date of May 21, 2025, three (3) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$134,980 was submitted by Trail Blazers, LLC, Kenai, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 236-33950-00000-43952.

*Alycia*  
\_\_\_\_\_  
Peter A. Micciche, Borough Mayor

6/2/2025  
\_\_\_\_\_  
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	236-33950-00000-43952
Amount	\$134,980.00
By: <i>CJ BH</i>	Date: 5/30/2025
NOTES: FY26 – Contingent upon Assembly Appropriation. ADDNL NOTES :	

## KENAI PENINSULA BOROUGH PURCHASING & CONTRACTING

### **BID TAB FOR: ITB25-039 Summer / Winter Maintenance - North Region, Unit 4**

CONTRACTOR	LOCATION	BASE BID
Trail Blazers LLC	Kenai, Alaska	\$134,980.00
M&C Contracting	Seward, Alaska	\$137,004.00
Chumley's, Inc.	Nikiski, Alaska	\$360,000.00

DUE DATE: May 21, 2025

KPB OFFICIAL:



John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough  
Purchasing & Contracting

MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Dil Uhlin, Roads Director *JPFD*

**DATE:** May 30, 2025

**RE:** Authorization to Award a Contract for ITB25-040 Summer & Winter Road Maintenance – West Region, Unit 1

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-040 Summer & Winter Road Maintenance – West Region, Unit 1. Bid packets were released on April 28, 2025 and the Invitation to Bid was advertised on Bid Express from April 28, 2025 through May 21, 2025.

The project consists of providing all labor, materials, and equipment to perform summer and winter road maintenance in the West Region, Unit 1.

On the due date of May 21, 2025, two (2) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$123,360 was submitted by River City Construction, LLC, Soldotna, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 236-33950-00000-43952.

*Alynnia*  
\_\_\_\_\_  
Peter A. Micciche, Borough Mayor

6/2/2025  
\_\_\_\_\_  
Date


FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	236-33950-00000-43952
Amount	\$123,360.00
By: <i>CH BH</i>	Date: 5/30/2025
NOTES: FY26 – Contingent upon Assembly Appropriation. ADDNL NOTES: NA	

**KENAI PENINSULA BOROUGH  
PURCHASING & CONTRACTING**

**BID TAB FOR: ITB25-040 Summer / Winter Maintenance - West Region, Unit 1**

CONTRACTOR	LOCATION	BASE BID
River City Construction, LLC	Soldotna, Alaska	\$123,360.00
M&C Contracting	Seward, Alaska	\$195,792.00

DUE DATE: May 21, 2025

KPB OFFICIAL:   
John Hedges, Purchasing & Contracting Director



# Kenai Peninsula Borough

## Purchasing & Contracting

MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director JH

**FROM:** Dil Uhlin, Roads Director JPD

**DATE:** May 30, 2025


**RE:** Authorization to Award a Contract for ITB25-041 Summer & Winter Road Maintenance – West Region, Unit 2

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-041 Summer & Winter Road Maintenance – West Region, Unit 2. Bid packets were released on April 28, 2025 and the Invitation to Bid was advertised on Bid Express from April 28, 2025 through May 21, 2025.



The project consists of providing all labor, materials, and equipment to perform summer and winter road maintenance in the West Region, Unit 2.

On the due date of May 21, 2025, one (1) bid were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$129,120 was submitted by River City Construction, LLC, Soldotna, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 236-33950-00000-43952.

  
Peter A. Micciche, Borough Mayor

6/2/2025  
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	236-33950-00000-43952
Amount	\$129,120.00
By:  	Date: 5/30/2025
NOTES: FY26 – Contingent upon Assembly Appropriation. ADDNL NOTES: NA	

**KENAI PENINSULA BOROUGH  
PURCHASING & CONTRACTING**

**BID TAB FOR: ITB25-041 Summer / Winter Maintenance - West Region, Unit 2**

CONTRACTOR	LOCATION	BASE BID
River City Construction, LLC	Soldotna, Alaska	\$129,120.00

DUE DATE: May 21, 2025

KPB OFFICIAL:



John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough  
Purchasing & Contracting

MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Patti Hartley, Purchasing Assistant *PH*

**DATE:** May 23, 2025

**RE:** Authorization to Award a Contract for ITB25-073 Fleet Vehicle Purchase

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-073 Fleet Vehicle Purchase. Bid packets were released on April 29, 2025 and the Invitation to Bid was advertised on Bid Express from April 29 – May 14, 2025.

The project consists of purchasing the following new vehicles:

- 4 – Mini Series Cargo Van – 4 x 2
- 3 – ½ Ton, 4 x 4 Extended Cab
- 3 – ¾ Ton, 4 x 4 Extended Cab (6 to 8-foot Cargo Bed)
- 2 – ¾ Ton, 4 x 4 Crew Cab
- 1 – ¾ Ton 4 x 4 Standard Cab (6 to 8-foot Cargo Bed)
- 2 – ½ Ton 4 x 4 Crew Cab

On the due date of May 14, 2025, one (1) bid was received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$768,305.00 was submitted by Kendall Ford of Anchorage, Anchorage, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account numbers 705-94910-22E01-48310; 705-94910-22E02-48310; 705-94910-23E01-48310; 705-94910-23E02-48310; 705-94910-24E01-48310; 705-94910-24E02-48310; 705-94910-24E03-48310; 434-33950-26421-49999; 446-51810-24482-48310; 444-51410-23443-48310; 444-51410-26442-49999; 441-51110-25411-48310; 441-51110-25412-48310; and 441-51110-25413-48310.

  
Peter A. Micciche, Borough Mayor

5/23/2025  
Date

FINANCE DEPARTMENT  
FUNDS VERIFIED

**MAINTENANCE**

Acct. No. 705-94910-22E01-48310 \$46,530

Acct. No. 705-94910-22E02-48310 \$46,530

Acct. No. 705-94910-23E01-48310 \$46,530

Acct. No. 705-94910-23E02-48310 \$55,270

Acct. No. 705-94910-24E01-48310 \$55,270

Acct. No. 705-94910-24E02-48310 \$55,270

Acct. No. 705-94910-24E03-48310 \$55,270

By: CJ BH Date: 5/23/2025

NOTES: NA

FINANCE DEPARTMENT  
FUNDS VERIFIED

**ROADS DEPARTMENT**

Acct. No. 434-33950-26421-49999 \$51,840

Acct. No. 434-33950-26421-49999 \$51,840

By: CJ BH Date: 5/23/2025

NOTES: FY26 Contingent Upon Assembly Appropriation.

ADDNL NOTES: NA

FINANCE DEPARTMENT  
FUNDS VERIFIED

**KESA**

Acct. No. 446-51810-24482-48310

Amount \$53,610

By: CJ BH Date: 5/23/2025

NOTES: NA

FINANCE DEPARTMENT  
FUNDS VERIFIED

**WES**

Acct. No. 444-51410-23443-48310 \$53,610

Acct. No. 444-51410-26442-49999 \$53,610 FY26

By: CJ BH Date: 5/23/2025

NOTES: FY26 Contingent Upon Assembly Appropriation. ADDNL NOTES: NA

FINANCE DEPARTMENT  
FUNDS VERIFIED

**Nikiski Fire**

Acct. No. 441-51110-25411-48310 \$47,950

Acct. No. 441-51110-25412-48310 \$47,950

Acct. No. 441-51110-25413-48310 \$51,840

By: CJ BH Date: 5/23/2025

NOTES: NA

**KENAI PENINSULA BOROUGH  
PURCHASING & CONTRACTING**

**BID TAB FOR: ITB25-073 Fleet Vehicle Purchase**

CONTRACTOR	LOCATION	BASE BID
Kendall Ford of Anchorage	Anchorage, Alaska	\$768,305.00


DUE DATE: May 14, 2025

KPB OFFICIAL:   
John Hedges, Purchasing & Contracting Director

# Kenai Peninsula Borough

## Assessing Department

### MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor   
**FROM:** Adeena Wilcox, Borough Assessor  
**DATE:** May 30, 2025  
**RE:** Certification of the 2025 Main Roll Assessment

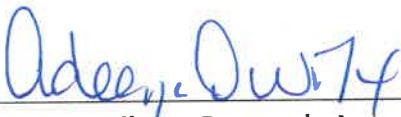
The undersigned, duly qualified and appointed Assessor of the Kenai Peninsula Borough, does hereby certify that the following is the total valuation contained in the 2025 Main Assessment Roll as of June 1, 2025.

The total assessed value for the Kenai Peninsula Borough, including all properties on this assessment roll is as follows:

PERSONAL PROPERTY	REAL PROPERTY	OIL PROPERTY	TOTAL PROPERTY
\$414,314,808	\$20,661,536,900	\$1,686,094,790	\$22,761,946,498

The total taxable value for the Kenai Peninsula Borough is as follows:

PERSONAL PROPERTY	REAL PROPERTY	OIL PROPERTY	TOTAL PROPERTY
\$384,882,996	\$9,200,571,200	\$1,686,094,790	\$11,271,548,986

  
Adeena Wilcox, Borough Assessor

**KENAI PENINSULA BOROUGH  
SUMMARY OF COMBINED PROPERTY VALUES**

**Assessed Value before Exemptions**

<b>Assessed Value</b>		<b>VALUE</b>
<b>Personal Property</b>	<b>\$</b>	<b>384,882,996</b>
<b>Real Property</b>	<b>\$</b>	<b>20,661,536,900</b>
<b>Oil Property</b>	<b>\$</b>	<b>1,686,094,790</b>
<b>TOTAL BOROUGH ASSESSED</b>	<b>\$</b>	<b>22,732,514,686</b>

**Assessed Value after Exemptions**

<b>Taxable Value</b>		<b>VALUE</b>
<b>Personal Property</b>	<b>\$</b>	<b>384,882,996</b>
<b>Real Property</b>	<b>\$</b>	<b>9,200,571,200</b>
<b>Oil Property</b>	<b>\$</b>	<b>1,686,094,790</b>
<b>TOTAL BOROUGH TAXABLE</b>	<b>\$</b>	<b>11,271,548,986</b>

**2025 CERTIFIED MAIN ROLL**

<b>SERVICE AREA TAXABLE VALUES</b>			
<b>TAG 57</b>	<b>Bear Creek Fire Service Area</b>		
		<b>Assessed Value</b>	<b>Taxable Value</b>
	REAL	401,103,000	287,752,900
	OIL	-	-
	PERSONAL	2,024,515	2,024,515
	<b>TOTAL</b>	<b>403,127,515</b>	<b>289,777,415</b>
<hr/>			
<b>TAG 54, 58, 70</b>	<b>Central Emergency Services Area</b>		
		<b>Assessed Value</b>	<b>Taxable Value</b>
	REAL	6,133,752,300	3,770,834,000
	OIL	140,803,230	140,803,230
	PERSONAL	133,190,305	133,190,305
	<b>TOTAL</b>	<b>6,407,745,835</b>	<b>4,044,827,535</b>
<hr/>			
<b>TAG 30,53,54,55,58,61,63,70</b>	<b>Central Kenai Peninsula Hospital Service Area (TY18 &amp; Prior)</b>		
		<b>Assessed Value</b>	<b>Taxable Value</b>
	REAL	10,987,756,800	5,543,160,400
	OIL	1,424,319,000	1,424,319,000
	PERSONAL	219,882,376	219,882,376
	<b>TOTAL</b>	<b>12,631,958,176</b>	<b>7,187,361,776</b>
<hr/>			
<b>TAG 30,53,54,55,58,59,61,62,63,70</b>	<b>Central Kenai Peninsula Hospital Service Area (TY19 &amp; Future)</b>		
		<b>Assessed Value</b>	<b>Taxable Value</b>
	REAL	11,173,302,100	5,620,614,100
	OIL	1,511,174,910	1,511,174,910
	PERSONAL	221,171,955	221,171,955
	<b>TOTAL</b>	<b>12,905,648,965</b>	<b>7,352,960,965</b>
<hr/>			
<b>TAG 62,63,64</b>	<b>Central Peninsula Emergency Med</b>		
		<b>Assessed Value</b>	<b>Taxable Value</b>
	REAL	173,492,100	8,994,700
	OIL	-	-
	PERSONAL	695,947	695,947
	<b>TOTAL</b>	<b>174,188,047</b>	<b>9,690,647</b>
<hr/>			
<b>TAG 81</b>	<b>Kachemak Emergency Service Area</b>		
		<b>Assessed Value</b>	<b>Taxable Value</b>
	REAL	948,571,300	633,385,300
	OIL	-	-
	PERSONAL	10,235,214	10,235,214
	<b>TOTAL</b>	<b>958,806,514</b>	<b>643,620,514</b>
<hr/>			
<b>TAG 11,43,53,54,55,57,58,59,61,62,63,64,65,67,68,69,81</b>	<b>Road Service Area</b>		
		<b>Assessed Value</b>	<b>Taxable Value</b>
	REAL	14,499,242,900	5,953,018,200
	OIL	1,633,638,620	1,633,638,620
	PERSONAL	255,360,840	255,360,840
	<b>TOTAL</b>	<b>16,388,242,360</b>	<b>7,842,017,660</b>
<hr/>			
<b>TAG 53, 55</b>	<b>Nikiski Fire Service Area</b>		
		<b>Assessed Value</b>	<b>Taxable Value</b>
	REAL	2,813,681,800	864,529,700
	OIL	1,231,966,490	1,231,966,490
	PERSONAL	50,085,578	50,085,578
	<b>TOTAL</b>	<b>4,095,733,868</b>	<b>2,146,581,768</b>



**2025 CERTIFIED MAIN ROLL**

**TAG 55**

**Nikiski Senior Service Area**

	<b>Assessed Value</b>	<b>Taxable Value</b>
REAL	2,655,024,300	763,891,500
OIL	1,214,155,290	1,214,155,290
PERSONAL	45,274,353	45,274,353
<b>TOTAL</b>	<b>3,914,453,943</b>	<b>2,023,321,143</b>

**TAG 53,54,55**

**North Peninsula Recreation Area**

	<b>Assessed Value</b>	<b>Taxable Value</b>
REAL	2,862,270,200	864,529,700
OIL	1,281,633,230	1,281,633,230
PERSONAL	50,634,048	50,634,048
<b>TOTAL</b>	<b>4,194,537,478</b>	<b>2,196,796,978</b>

**TAG 40,41,43,57**

**Seward / Bear Creek Flood Service Area**

	<b>Assessed Value</b>	<b>Taxable Value</b>
REAL	1,295,090,900	673,867,600
OIL	-	-
PERSONAL	21,182,695	21,182,695
<b>TOTAL</b>	<b>1,316,273,595</b>	<b>695,050,295</b>

**TAG 20,21,52,59,62,64,65,68,80,81**

**South Kenai Peninsula Hospital Service Area (TY18 & Prior)**

	<b>Assessed Value</b>	<b>Taxable Value</b>
REAL	5,640,705,600	2,567,473,100
OIL	261,775,790	261,775,790
PERSONAL	105,924,737	105,924,737
<b>TOTAL</b>	<b>6,008,406,127</b>	<b>2,935,173,627</b>

**TAG 11,20,21,52,62,64,65,68,69,80,81**

**South Kenai Peninsula Hospital Service Area (TY19 & Future)**

	<b>Assessed Value</b>	<b>Taxable Value</b>
REAL	6,090,066,000	2,589,240,900
OIL	223,624,780	174,919,880
PERSONAL	153,977,986	105,273,086
<b>TOTAL</b>	<b>6,467,668,766</b>	<b>2,869,433,866</b>

**TAG 10,11**

**Seldovia RSA**

	<b>Assessed Value</b>	<b>Taxable Value</b>
REAL	180,789,000	91,922,300
OIL	-	-
PERSONAL	1,280,981	1,280,981
<b>TOTAL</b>	<b>182,069,981</b>	<b>93,203,281</b>

**TAG 59, 68**

**Western Emergency Services Area**

	<b>Assessed Value</b>	<b>Taxable Value</b>
REAL	1,029,396,600	607,775,300
OIL	245,715,010	245,715,010
PERSONAL	47,882,887	47,882,887
<b>TOTAL</b>	<b>1,322,994,497</b>	<b>901,373,197</b>

**ALL TAGS**

**KPB - Borough Wide**

	<b>Assessed Value</b>	<b>Taxable Value</b>
REAL	20,661,536,900	9,200,571,200
OIL	1,686,094,790	1,686,094,790
PERSONAL	384,882,996	384,882,996
<b>TOTAL</b>	<b>22,732,514,686</b>	<b>11,271,548,986</b>

# 2025 CERTIFIED MAIN ROLL

		BOROUGH		CITY	
		Assessed	Taxable	Assessed	Taxable
City of Seldovia Tag 10	REAL	84,685,200	42,178,400	84,685,200	45,526,000
	OIL	-	-	-	-
	PERSONAL	1,057,477	1,057,477	1,330,280	1,330,280
	<b>TOTAL</b>	<b>85,742,677</b>	<b>43,235,877</b>	<b>86,015,480</b>	<b>46,856,280</b>
City of Homer Tag 20	REAL	1,883,322,900	1,118,153,600	1,883,322,900	1,247,032,400
	OIL	906,890	906,890	906,890	906,890
	PERSONAL	42,619,756	42,619,756	45,357,240	40,692,456
	<b>TOTAL</b>	<b>1,926,849,546</b>	<b>1,161,680,246</b>	<b>1,929,587,030</b>	<b>1,288,631,746</b>
City of Homer Tag 21 ODL	REAL	5,054,700	3,950,000	5,054,700	4,520,000
	OIL	-	-	-	-
	PERSONAL	-	-	-	-
	<b>TOTAL</b>	<b>5,054,700</b>	<b>3,950,000</b>	<b>5,054,700</b>	<b>4,520,000</b>
City of Kenai Tag 30	REAL	1,546,184,500	894,716,300	1,546,184,500	1,005,994,400
	OIL	51,549,280	51,549,280	51,549,280	51,549,280
	PERSONAL	35,799,163	35,799,163	45,083,176	39,221,388
	<b>TOTAL</b>	<b>1,633,532,943</b>	<b>982,064,743</b>	<b>1,642,816,956</b>	<b>1,096,765,068</b>
City of Seward Tag 40	REAL	748,485,500	347,098,400	748,485,500	376,697,700
	OIL	-	-	-	-
	PERSONAL	16,240,517	16,240,517	88,739,957	88,739,957
	<b>TOTAL</b>	<b>764,726,017</b>	<b>363,338,917</b>	<b>837,225,457</b>	<b>465,437,657</b>
Seward Special Tag 41	REAL	98,374,000	14,017,000	98,374,000	14,217,000
	OIL	-	-	-	-
	PERSONAL	2,798,523	2,798,523	21,321,160	21,321,160
	<b>TOTAL</b>	<b>101,172,523</b>	<b>16,815,523</b>	<b>119,695,160</b>	<b>35,538,160</b>
City of Soldotna Tag 70	REAL	1,339,116,200	631,319,400	1,339,116,200	709,885,000
	OIL	-	-	-	-
	PERSONAL	27,065,464	27,065,464	34,647,051	25,833,117
	<b>TOTAL</b>	<b>1,366,181,664</b>	<b>658,384,864</b>	<b>1,373,763,251</b>	<b>735,718,117</b>
Kachemak City Tag 80	REAL	186,165,200	141,799,400	186,165,200	167,081,000
	OIL	-	-	-	-
	PERSONAL	3,814,819	3,814,819	-	-
	<b>TOTAL</b>	<b>189,980,019</b>	<b>145,614,219</b>	<b>186,165,200</b>	<b>167,081,000</b>

Introduced by:	Mayor
Date:	05/20/25
Hearing:	06/17/25
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2024-19-38**

**AN ORDINANCE APPROPRIATING AN ADDITIONAL \$150,029.03 TO  
THE SPECIAL ASSESSMENT FUND FOR THE ROLLINS WAY ROAD  
IMPROVEMENT ASSESSMENT DISTRICT**

**WHEREAS,** KPB 14.31 provides authority for creating and financing road improvement assessment districts for the improvements to roads in public rights-of-way; and

**WHEREAS,** a petition has been received requesting the formation of a road improvement assessment district in the Rollins Way area in Anchor Point for improving the roadways within the subdivision; and

**WHEREAS,** on May 21, 2024, the Assembly adopted Resolution 2024-006 to form the district and proceed with the improvement for the Rollins Way Road Improvement Assessment District (“RIAD”); and

**WHEREAS,** on May 21, 2024, the Assembly adopted Ordinance 2023-19-36 appropriating \$289,178.64 for the RIAD; and

**WHEREAS,** the Road Service Area Board adopted Resolution 2023-007 to fund \$144,589.32 or 50 percent of the expenditures associated with the RIAD from the RIAD Match Fund; and

**WHEREAS,** the total cost to construct the RIAD is now estimated at \$439,207.67, an increase of \$150,029.03; and

**WHEREAS,** at the regularly scheduled meeting held on May 13, 2025, the Road Service Area Board recommended \_\_\_\_\_; and

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

**WHEREAS,** the Borough previously authorized an investment with the RIAD in the amount of \$144,589.32 which will be repaid with interest by assessments on the parcels within the district; and

**WHEREAS,** the General Fund investment amount previously authorized by the Borough will need to be increased by \$75,014.51;

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

**SECTION 1.** This is a non-code ordinance.

**SECTION 2.** That an additional \$75,014.51 is authorized to be advanced to the special assessment fund from the General Fund and appropriated into account number 845-94912-ROLWA-49999 for the Rollins Way RIAD.

**SECTION 3.** That the special assessment fund shall repay the full amount with interest to the General Fund through payments made on the special assessments levied.

**SECTION 4.** That an additional \$75,014.52 is authorized to be transferred from the Road Service Area RIAD Match Fund account number 238-33950-ROLWA-50845 to the special assessment fund and appropriated into account number 845-94912-ROLWA-49999.

**SECTION 5.** That the appropriations made in this ordinance are of project length in nature and as such, do not lapse at the end of any particular fiscal year.

**SECTION 6.** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances will not be affected.

**SECTION 7.** That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2025.**

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Peter Ribbens, Assembly President

ATTEST:

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Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough

## Mayor's Office

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### MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**FROM:** Peter A. Micciche, Mayor *PAM*

**DATE:** June 5, 2025

**RE:** Ordinance 2024-19-38, Appropriating an Additional \$150,029.03 to the Special Assessment Fund for the Rollins Way Road Improvement Assessment District (Mayor)

---

The KPB code-required prepayments were not paid in full at least 15 days prior to the date of the public hearing date on this ordinance. Therefore, I am requesting that the Assembly amend its June 17, 2025 meeting agenda to withdraw this item from the agenda prior to public hearing.

KPB staff will work with the sponsor of this RIAD project to see if this project will be able to move forward in a different manner.

Your consideration is appreciated.

# Kenai Peninsula Borough

## Finance Department

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### MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
Adeena Wilcox, Borough Assessor *aw*  
Brandi Harbaugh, Finance Director *BH*

**FROM:** Nolan Scarlett, Property Tax & Collections Manager *NS*

**DATE:** May 8, 2025

**RE:** Ordinance 2024-19-38 Appropriating an Additional \$150,029.03 to the Special Assessment Fund for the Rollins Way Road Improvement Assessment District (Mayor)

---

On May 21, 2024, the Assembly enacted Ordinance 2023-19-36, appropriating \$289,178.64 to the special assessment fund for the Rollins Way Road Improvement Assessment District (“RIAD”). The total cost to construct the RIAD is now estimated at \$439,207.67, an increase of \$150,029.03.

This Ordinance will appropriate, \$75,014.51 from the General Fund and the RSA Board approved 50% match of \$75,014.52, for a total appropriation of \$150,029.03, to the RIAD Special Assessment Fund for the increased construction cost of the RIAD.

This Ordinance is scheduled to go before the RSA Board at their May 13<sup>th</sup> regularly scheduled meeting. The RSA Board’s recommendations will be provided to the Assembly prior to the scheduled hearing on June 3<sup>rd</sup>. The RSA Board previously adopted Resolution 2023-007 approving a 50% match of the original estimated RIAD construction cost.

The increase in cost for the RIAD will change the per lot assessments from \$8,032.74 to \$12,200.21, an increase of \$4,167.47 per parcel.

Additionally, per KPB 14.31.080(A)(1), the estimated amount of the assessment to be levied against each parcel in the RIAD may not exceed 21% for gravel improvements to an existing road. Due to the increase in project costs, this restriction affected 10 benefited properties.

The total amount of required prepayment of assessments is \$58,645.13. The prepayments must be paid in full at least 15 days prior to the date of the Assembly hearing on June 3, 2025.

May 8, 2025  
Page -2-  
Re: 2024-19- 38

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The revised total cost of the Rollins Way RIAD is estimated to be \$439,207.67. The loan will be repaid through assessments levied on property located within the RIAD which may be paid in 10 annual installments. Billings will include an interest charge equal to the published prime rate in effect at the time of the loan plus 2.00%. The prime rate is currently 7.5%. If it remains unchanged through project completion, owners included in the RIAD will be charged an interest rate of 9.5% (7.5% + 2.00%). This is the same formula used to determine the rate of interest to finance the other RIAD projects. Early payments can be made without penalty.

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

Your consideration is appreciated.

FINANCE DEPARTMENT	
ACCOUNT / FUNDS VERIFIED	
Acct. No.	<u>100.27900</u> Amt: <u>75,014.51</u>
Acct. No.	<u>236.27900</u> Amt: <u>75,014.52</u>
By: <u>CS</u>	Date: <u>5/7/2025</u>



ROLLINS WAY RIAD - ESTIMATED ASSESSMENT ROLL

Ordinance of Appropriation for Additional Funding

With Additional RSA Match

RIAD FILING FEE: \$1,000  
Paid: July 1, 2022

Project Estimated Costs	Preliminary Costs	Construction BID Cost
Construction Cost (BID):	217,077.50	348,931.25
Contingency (10%):	11,939.26	
Utility Relocate (estimate):		14,483.66
Construction Cost Subtotal:	229,016.76	363,414.91
Engineering Design Cost:	21,707.75	23,700.00
Total Estimated Construction Cost:	250,724.51	387,114.91
RIAD Project Contingency (10%):	25,072.45	38,711.49
RIAD Filing Fee Adjustment:	6,122.00	6,122.00
KPB Administration Cost:	7,259.68	7,259.27
Total Estimated Project Cost:	289,178.64	439,207.67
Less Road Service Area Match (50%):	144,589.32	219,603.84
Estimated Cost to Parcel Owners:	144,589.32	219,603.84
Number of Benefited Parcels:	18	18
Estimated Cost Per Parcel:	8,032.74	12,200.21

Total Assessed Value: 2025 Uncertified Assessed Values

Lien limit per parcel: <21% of AV for Gravel Projects of 2025 Assessed Values

Total Estimated Project Cost: 219,603.84  
Less any pre-payments paid: 0.00 KPB 14.31.080(A)(1), Gravel <21%  
Total Estimated Assessments: 219,603.84

Total number of parcels in district: 18

Total number parcels in Favor: 11

Percentage of Parcels Owners in Favor (2023 AV): 61.11% KPB 14.31.070(D)(a), 60%  
Percentage of district's Assessed Value in Favor (2023 AV): 68.41% KPB 14.31.070(D)(b), 60%  
Percentage of parcels w/Delinquent RP Taxes (2024): 0% KPB 14.31.080(A)(2), <10%  
Unimproved parcels / District (2025 AV): 10.23% KPB 14.31.080(A)(3), <40%

PARCEL ID	PHYSICAL ADDRESS	LEGAL	2025 LAND VALUE	2025 IMPRVMTN VALUE	2025 ASSESSED VALUE	Lien Limit <21% AV KPB 14.31.080(A)(1)	TOTAL PrePayment Required	Prepayment Amount Paid Based on Prelim Estimate	Prepay Paid NOT Required	Additional PrePaymnt Required	ADJ MAX ASSESSMENT (financeable)	OWNER	MAILING ADDRESS	CITY STATE ZIP	SPC ASSMT	2024 DEL TAX	IN FAVOR 'YES'	IN FAVOR 2023 AV
171-024-06		T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 14	38,800	0	38,800	31.44%	4,052.21	1,249.74		2,802.47	8,148.00	KRISHER, JOHN R	PO BOX 460	PUTNEY, VT 05346	NO	NO		
171-024-07	69715 ROLLINS WAY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 16	33,100	120,700	153,800	7.93%	0.00			0.00	12,200.21	WEBSTER WENDY LOU & LARRY MICHAEL	69715 ROLLINS WAY	ANCHOR POINT AK 99556	NO	NO		
171-024-08	69675 ROLLINS WAY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 15	33,700	76,200	109,900	11.10%	0.00			0.00	12,200.21	KRISHER, JOHN R	PO BOX 460	PUTNEY, VT 05346	NO	NO		
171-024-09		T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 18	35,400	0	35,400	34.46%	4,766.21	1,837.75		2,928.46	7,434.00	MAZEN, STEVE & BRENDA	69655 ROLLINS WAY	ANCHOR POINT, AK 99556	NO	NO	YES	29,500
171-024-10		T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 17	33,300	0	33,300	36.64%	5,207.21	2,362.74		2,844.47	6,993.00	GHERMAN, DINA	40700 OLD STERLING HWY	ANCHOR POINT, AK 99556	NO	NO		
171-024-11	69655 ROLLINS WAY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 19	26,400	135,200	161,600	7.55%	0.00			0.00	12,200.21	MAZEN, STEVE & BRENDA	69655 ROLLINS WAY	ANCHOR POINT, AK 99556	NO	NO	YES	134,900
171-024-12		T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 20	26,300	0	26,300	46.39%	6,677.21	3,454.75		3,222.46	5,523.00	MAZEN, STEVEN M & BRENDA D	69655 ROLLINS WAY	ANCHOR POINT, AK 99556	NO	NO	YES	21,800
171-024-13	69477 ROLLINS WAY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 21	29,100	4,500	33,600	36.31%	5,144.21	1,459.74		3,684.47	7,056.00	OSTERWISE, DAN M	PO BOX 2651	HOMER, AK 99603	NO	NO	YES	31,300
171-024-14	69431 ROLLINS WAY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 22	29,000	416,200	445,200	2.74%	0.00		1,249.74	0.00	10,950.47	ARNOLD, JUSTIN	PO BOX 577	HOMER, AK 99603	NO	NO	YES	93,600
171-024-15	69345 ROLLINS WAY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 23	27,200	191,800	219,000	5.57%	0.00			0.00	12,200.21	VEAL COMMUNITY PROPERTY TRUST	PO BOX 341	HOMER, AK 99603	NO	NO	YES	158,600
171-024-23	69404 ROLLINS WAY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 5	24,600	8,700	33,300	36.64%	5,207.21	1,522.74		3,684.47	6,993.00	RATE, JOHN E	PO BOX 1058	ANCHOR POINT AK 99556	NO	NO	YES	31,000
171-024-24		T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 6	24,300	2,000	26,300	46.39%	6,677.21	3,034.74		3,642.47	5,523.00	RATE, JOHN E	PO BOX 1058	ANCHOR POINT AK 99556	NO	NO	YES	23,800
171-024-25		T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 7	22,100	0	22,100	55.20%	7,559.21	3,643.74		3,915.47	4,641.00	RATE, JOHN E	PO BOX 1058	ANCHOR POINT AK 99556	NO	NO	YES	20,900
171-024-26		T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 8	25,300	0	25,300	48.22%	6,887.21	3,601.74		3,285.47	5,313.00	GHERMAN, DINA	40700 OLD STERLING HWY	ANCHOR POINT, AK 99556	NO	NO		
171-024-27		T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 9	27,300	0	27,300	44.69%	6,467.21	3,265.74		3,201.47	5,733.00	CRAIG, HAYLEY M & WILLIAM CODY	1570 SE RAMSAY RD	BEND, OR 97702	NO	NO		
171-024-28	69588 ROLLINS WAY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 10	33,900	468,900	502,800	2.43%	0.00			0.00	12,200.21	FRANK, MARISSA LAUREN & KEVIN MITCHELL	69588 ROLLINS WAY	ANCHOR POINT, AK 99556	NO	NO	YES	379,100
171-024-29	69646 ROLLINS WAY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 11	33,100	365,100	398,200	3.06%	0.00			0.00	12,200.21	CROW FAREN & CANTOR BRIAN	69646 ROLLINS WAY	ANCHOR POINT AK 99556	NO	NO	YES	256,700
171-024-30	40856 OLD STERLING HWY	T 5S R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 13	32,400	297,900	330,300	3.69%	0.00			0.00	12,200.21	JOHNSON, JIM & VELLES, SHEILA	40856 OLD STERLING HWY	ANCHOR POINT, AK 99556	NO	NO		
18			535,300	2,087,200	2,622,500		58,645.13	25,433.42	1,249.74	33,211.71	159,708.96	as of 4/4/2025				0	11	1,181,200
# Parcels						10	Paid	Paid		Additional PP								

Introduced by:	Mayor
Date:	02/27/24
Hearing:	03/19/24
Action:	Tabled
Vote:	9 Yes, 0 No, 0 Absent
Date:	05/07/24
Action:	Removed from the Table
Vote:	9 Yes, 0 No, 0 Absent
Action:	Introduced and Set for Public Hearing 05/21/24
Vote:	9 Yes, 0 No, 0 Absent
Date:	05/21/24
Action:	Enacted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH  
ORDINANCE 2023-19-36**

**AN ORDINANCE APPROPRIATING \$289,178.64 TO THE ROLLINS WAY ROAD  
IMPROVEMENT ASSESSMENT DISTRICT**

- WHEREAS,** KPB Chapter 14.31 provides authority for creating and financing road improvement assessment districts for improvements to roads in public rights-of-way; and
- WHEREAS,** a petition has been received requesting the formation of a special assessment district for paving improvement for Rollins Way in Anchor Point; and
- WHEREAS,** the Assembly is considering a resolution on March 19, 2024 to form the Rollins Way Road Improvement Assessment District (“RIAD”) and proceed with the improvement; and
- WHEREAS,** KPB 14.31.070(D) requires signatures of the owners of record of more than 60 percent of the parcels within the proposed district sign the petition, and 61.11 percent have signed the petition; and
- WHEREAS,** KPB 14.31.070(D) requires signatures of the owners of record of at least 60 percent in value of the property to be benefited, and 68.41 percent have signed the petition; and
- WHEREAS,** on November 14, 2023, the Road Service Area Board adopted Resolution 2023-007 to fund a 50 percent match of \$144,589.32 from the RIAD Match Fund; and
- WHEREAS,** financing is necessary to complete the administrative requirements of the ordinance and regulations; and

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

**WHEREAS,** the estimated total cost of the project of \$289,178.64 less the 50 percent Road Service Area match of \$144,589.32 is to be provided as an investment by the General Fund of \$144,589.32 which will be repaid with interest by assessments on the parcels within the district;

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

**SECTION 1.** That the amount of \$144,589.32 is appropriated from the General Fund fund balance account number 100.27910 to be transferred to account number 845.94912.ROLWA.49999 for the Rollins Way Road Improvement Special Assessment.

**SECTION 2.** That the special assessment fund shall repay to the General Fund the full amount invested by the General Fund with interest though payments made on the special assessments levied.

**SECTION 3.** That the amount of \$144,589.32 is appropriated from the Road Service Area Operating Fund fund balance account number 236.27910 to be transferred to the Road Service Area RIAD Match Fund account 238.33950.ROLWA.50845 to be transferred to the Rollins Way Special Assessment Fund account number 845.94912.ROLWA.49999.

**SECTION 4.** That the appropriations made in this ordinance are of a project length nature and as such do not lapse at the end of any particular fiscal year.

**SECTION 5.** That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 21ST DAY OF MAY, 2024.**

*Brent Johnson*

Brent Johnson, Assembly President

ATTEST:

*Michele Turner*

Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson

No: None

Absent: None

Introduced by:	Mayor
Date:	05/21/24
Action:	Adopted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH  
RESOLUTION 2024-006**

**A RESOLUTION TO FORM THE ROLLINS WAY ROAD IMPROVEMENT  
ASSESSMENT DISTRICT AND PROCEED WITH THE IMPROVEMENT**

- WHEREAS,** KPB Chapter 14.31 authorizes the formation of road improvement assessment districts (“RIAD”) within the Kenai Peninsula Road Service Area (RSA); and
- WHEREAS,** an application for a petition to form a RIAD was received from the property owners within the proposed district; and
- WHEREAS,** KPB 14.31.040 requires that applications to form a RIAD and to participate in the RIAD match program shall be received no later than May 1 of each year; and
- WHEREAS,** the application for the Rollins Way RIAD formation and to participate in the match program was submitted timely; and
- WHEREAS,** on June 14, 2022, the RSA board reviewed the RIAD application and authorized funding to obtain an engineer's estimate for the Rollins Way RIAD for the purpose of improving approximately 2,050 linear feet of Rollins Way not currently on the Road Service Area maintenance list (see Mayor’s Report Attachment 1, Staff Report); and
- WHEREAS,** pursuant to KPB 14.31.065, on November 14, 2023, the RSA board adopted RSA Resolution 2023-007 approving the circulation of the Rollins Way RIAD petition consistent with the recommendations in the staff report of June 14, 2022, (see Mayor’s Report Attachment 2, RSA Resolution 2023-007, and Attachment 4, Petition Report and Exhibits); and
- WHEREAS,** KPB 14.31.070(D) requires signatures of the owners of record of (a) at least 60 percent of the total number of parcels subject to assessment within the proposed district and (b) at least 60 percent in value of the property to be benefited, in order to be considered by the assembly for formation, and 61.11 percent of recorded owners have signed the petition, and 68.41 percent in value of the property to be benefited; and
- WHEREAS,** the petition and required filing fee were submitted timely by the sponsor, and the Borough Clerk has certified that the petition contains sufficient signatures to meet the thresholds required by KPB 14.31.070, (see Mayor’s Report, Attachment 3, Certification of Petition); and

**WHEREAS,** the Borough Clerk gave notice of the public hearing for this resolution by certified mail, return receipt requested, mailed not less than 35 days before the date of the hearing, to each record owner of a parcel in the proposed district; and

**WHEREAS,** the Borough Clerk further gave notice by publication once a week for two consecutive weeks in a newspaper of general circulation in the KPB, with the first publication appearing not less than 30 days before the date of the hearing; and

**WHEREAS,** more than 35 days have passed since the mailing of the notice of the public hearing to each record owner of a parcel in the proposed district, and no written objection to the necessity of formation of the district has been filed with the Borough Clerk; and

**WHEREAS,** KPB 14.31.090 requires the Mayor to prepare for assembly consideration a resolution to form the special assessment district and proceed with the improvement, and to submit with the resolution the petition report described in KPB 14.31.060, the RSA resolution to approve the petition report and recommend a KPB match, a description of the current condition of the rights-of-way that are to be improved and a statement of the need for the proposed local improvement, and the method of financing the improvement;

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

**SECTION 1.** That the Kenai Peninsula Borough will form the Rollins Way RIAD, and the Mayor is authorized to proceed with the construction of the improvement in accordance with the provisions of KPB Chapter 14.31 and RSA Resolution 2023-007 and the Mayor's Report, and negotiate and execute such documents as are determined to be in the best interests of the KPB to accomplish this project.

**SECTION 2.** That pursuant to the requirements of KPB 14.31.090, this resolution is supported by the Mayor's Report, which is attached hereto and incorporated herein by reference.

**SECTION 3.** That the proposed Rollins Way RIAD is necessary and should be made and is hereby formed, and the KPB will proceed with the construction of the proposed gravel improvement for a district encompassing 18 benefited parcels in the area of Anchor Point, for approximately 2,050 linear feet of roadway of Rollins Way

**SECTION 4.** That the boundaries of the RIAD for improving the roadway set forth in the district map attached as the Mayor's Report Attachment 4, page 11, and the properties legally described in the Estimate Assessment Roll, Mayor's Report Attachment 4, page 9, are hereby approved as comprising the Rollins Way RIAD.

**SECTION 5.** That the estimated cost of the project of \$289,178.64, which includes direct costs of \$250,724.51, a 10 percent KPB project contingency of \$25,072.45 per KPB 14.31.060(2)(a), and indirect administrative costs of \$13,381.68, is approved.


**SECTION 6.** That the attached Estimate Assessment Roll, Mayor's Report Attachment 4, page 9), which includes properties within the district to be properly included and subject to an assessment of \$8,032.74 per parcel for the improvement, is incorporated by reference herein and adopted.

**SECTION 7.** That the Mayor is authorized to negotiate and execute such documents as are determined to be in the best interests of the KPB to proceed with the construction of the improvement and to accomplish this project.

**SECTION 8.** That the Borough Clerk will cause a copy of this resolution and estimated assessment roll to be recorded in the District Recorder's Office for the State of Alaska, Kenai District.

**SECTION 9.** That this resolution is effective immediately.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 21ST DAY OF MAY, 2024.**

  
Brent Johnson, Assembly President

ATTEST:

  
Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson

No: None

Absent: None

ROLLINS WAY RIAD - ESTIMATED ASSESSMENT ROLL

Resolution to Form the District and Proceed with the Improvement

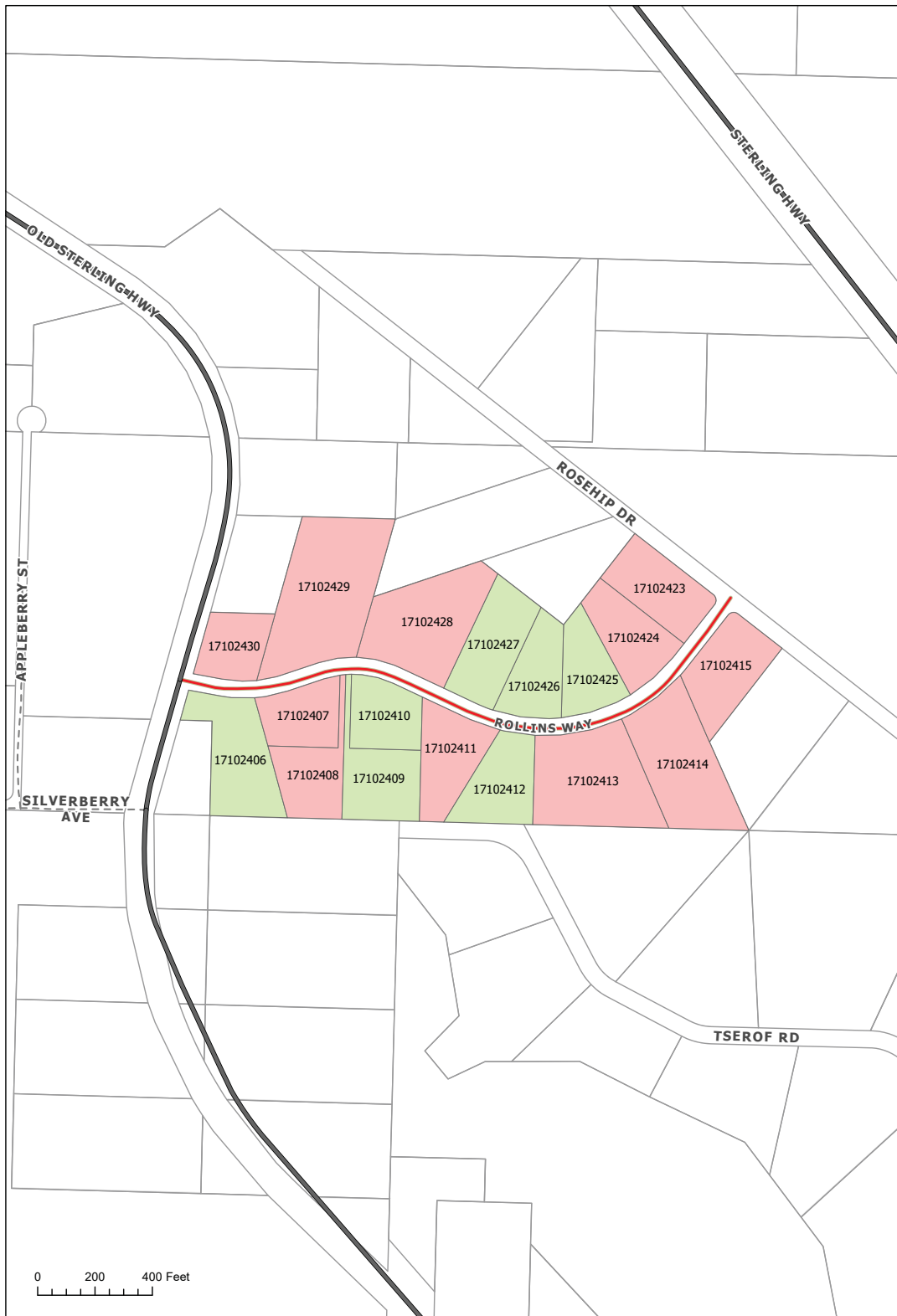
Preliminary Estimate	
Construction Cost:	217,077.50
Contingency (5%):	11,939.26
<b>Construction Cost Subtotal:</b>	<b>229,016.76</b>
Engineering Design (10%):	21,707.75
<b>Total Estimated Construction Cost:</b>	<b>250,724.51</b>
RIAD Project Contingency (10%):	25,072.45
RIAD Filing Fee Adjustment:	6,122.00
KPB Administration Cost:	7,259.68
<b>Total Estimated Project Cost:</b>	<b>289,178.64</b>
Less Road Service Area Match (50%):	144,589.32
<b>Estimated Cost to Parcel Owners:</b>	<b>144,589.32</b>
Number of Benefitted Parcels: 18	
Estimated Cost Per Parcel: 8,032.74	

RIAD FILING FEE:	\$1,000
Paid:	July 1, 2022

<b>Total Assessed Value:</b>	
Lien limit per parcel: <21% of AV for Gavel Projects	
	144,589.32
	<b>(25,433.42)</b>
	<b>119,155.90</b>
<b>Total Estimated Project Cost:</b>	
Less any pre-payments paid:	
	18
	11
	61.11%
	68.41%
	0%
	13.34%
<b>Total number of parcels in district:</b>	
<b>Total number parcels in Favor:</b>	
<b>Percentage of parcels Assessed Value in Favor:</b>	
<b>Percentage of parcels w/Delinquent RP Taxes :</b>	
<b>Unimproved parcels AV / District AV:</b>	

PARCEL ID	LEGAL	2023 ASSESSED VALUE	Lien Limit <21%AV	Maximum Assessment (If financed)	Prepayment Required #P914.3.2.080A(1)	Prepayment Amount Paid	Date of Prepayments	OWNER	MAILING ADDRESS	CITY STATE ZIP	PHYSICAL ADDRESS	SPC ASSMT	2023 DEL TAX	IN FAVOR YES	IN FAVOR AV
171-024-06	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 14	32,300	24.87%	6,783.00	1,249.74	1,249.74	5/5/2024 #1101/ARNOLD	KRISHER, JOHN R	PO BOX 460	PUTNEY, VT 05346	69431 ROLLINS WAY	NO	NO		0
171-024-07	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 16	126,300	6.36%	8,032.74	0.00			FLOREZ KARENA LIVING TRUST	3930 N DIAMOND DR	KINGMAN, AZ 86409		NO	NO		0
171-024-08	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 15	73,700	10.90%	8,032.74	0.00			KRISHER, JOHN R	PO BOX 460	PUTNEY, VT 05346	69715 ROLLINS WAY	NO	NO		0
171-024-09	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 18	29,500	27.23%	6,194.99	1,837.75	1,837.75	4/4/2024 #1150	MAZEN, STEVE & BRENDA	69655 ROLLINS WAY	ANCHOR POINT, AK 99556	69646 ROLLINS WAY	NO	NO	YES	29,500
171-024-10	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 17	27,000	29.75%	5,670.00	2,362.74	2,362.74	4/25/2024 CC 0167104435	GERMAN, DINA	40700 OLD STERLING HWY	ANCHOR POINT, AK 99556	69588 ROLLINS WAY	NO	NO		0
171-024-11	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 19	134,900	5.95%	8,032.74	0.00			MAZEN, STEVE & BRENDA	69655 ROLLINS WAY	ANCHOR POINT, AK 99556		NO	NO	YES	134,900
171-024-12	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 20	21,800	36.85%	4,577.99	3,454.75	3,454.75	4/4/2024 #1150	MAZEN, STEVEN M & BRENDA D	69655 ROLLINS WAY	ANCHOR POINT, AK 99556		NO	NO	YES	21,800
171-024-13	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 21	31,300	25.66%	6,573.00	1,459.74	1,459.74	5/5/2024 #557	OSTERWISE, DAN M	PO BOX 2651	HOMER, AK 99603	40856 OLD STERLING HWY	NO	NO	YES	31,300
171-024-14	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 22	93,600	8.58%	8,032.74	0.00			ARNOLD, JUSTIN	PO BOX 577	HOMER, AK 99603		NO	NO	YES	93,600
171-024-15	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 23	138,600	5.06%	8,032.74	0.00			VEAL COMMUNITY PROPERTY TRUST	PO BOX 341	HOMER, AK 99603	69675 ROLLINS WAY	NO	NO	YES	138,600
171-024-23	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 5	31,000	25.91%	6,510.00	1,522.74	1,522.74	4/22/2024 #318	RATE, JOHN E	PO BOX 1058	ANCHOR POINT AK 99556		NO	NO	YES	31,000
171-024-24	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 6	23,800	33.75%	4,998.00	3,034.74	3,034.74	4/22/2024 #318	RATE, JOHN E	PO BOX 1058	ANCHOR POINT AK 99556	69655 ROLLINS WAY	NO	NO	YES	23,800
171-024-25	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 7	20,900	38.43%	4,389.00	3,643.74	3,643.74	4/22/2024 #318	RATE, JOHN E	PO BOX 1058	ANCHOR POINT AK 99556		NO	NO	YES	20,900
171-024-26	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 8	21,100	38.07%	4,431.00	3,601.74	3,601.74	4/25/2024 CC 0167104435	GERMAN, DINA	40700 OLD STERLING HWY	ANCHOR POINT, AK 99556	69477 ROLLINS WAY	NO	NO		0
171-024-27	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 9	22,700	35.39%	4,767.00	3,265.74	3,265.74	5/5/2024 #1101/ARNOLD	CRAIG, HAYLEY M & WILLIAM CODY	1570 SE RAMSAY RD	BEND, OR 97702		NO	NO		0
171-024-28	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 10	379,100	2.12%	8,032.74	0.00			FRANK, MARSSA LAUREN & KEVIN MITCHELL	69588 ROLLINS WAY	ANCHOR POINT, AK 99556		NO	NO	YES	379,100
171-024-29	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 11	256,700	3.13%	8,032.74	0.00			FOUKERT, MARCEL A	PO BOX 1368	ANCHOR POINT, AK 99556	69404 ROLLINS WAY	NO	NO	YES	256,700
171-024-30	T55 R 14W SEC 19 SEWARD MERIDIAN HM 0860070 STERLING ACRES SUB UNIT 1 LOT 13	242,300	3.32%	8,032.74	0.00			JOHNSON, JIM & VELLE, SHELIA	40856 OLD STERLING HWY	ANCHOR POINT, AK 99556	69345 ROLLINS WAY	NO	NO		0
18															
# Parcels		1,726,600		119,155.90	25,433.42	25,433.42							0	11	1,181,200
					10	# Parcel w/pp									





## ROLLINS WAY RIAD

- Proposed Improvement Route
- Improved Benefited Parcels
- Unimproved Benefited Parcels
- Borough Maintained Roads
- State Maintained Roads

To Whom it may concern,

I Kevin Frank, and Marissa Frank of 69588 Rollins Way would like to object to the Rollins Way RIAD program. We were feeling as though the original 8K that was originally quoted was pushing our limits financially. With the new numbers looking more like 16K, we would like to formally object to this project moving forward and will not be making any pre-payments on the project. We have requested that the sponsor of this project, Justin Arnold, withdraws the petition for our road project. We realize this project will cost substantially more if we were to hire a contractor ourselves, however, the total cost of this project is out of control for our roads needs and will likely cause financial distress for many of our neighbors.

Handwritten signature  
Kim M. Frank

Introduced by:	Mayor
Date:	06/03/25
Hearing:	06/17/25
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2024-19-39**

**AN ORDINANCE APPROPRIATING FUNDS FROM THE CENTRAL  
EMERGENCY SERVICE AREA CAPITAL PROJECT FUND TO  
REPLACE THE SEPTIC AND WASTEWATER RETURN SYSTEM AT  
STATION FOUR**

**WHEREAS,** the existing septic and leach field system at Station 4 was installed in 1991 and in the winter of 2023 the system began to fail prompting an assessment and planning process for replacement; and

**WHEREAS,** the current system must be replaced to ensure ongoing compliance with Alaska Department of Environmental Conservation (ADEC) standards; and

**WHEREAS,** in the spring of 2024, Central Emergency Services, with the assistance of KPB Capital Projects, began researching replacement options and in the spring of 2025 the design was completed to comply with current ADEC regulations; and

**WHEREAS,** the final project includes replacement of the septic tank and leach field, and installation of a new holding tank and surface return system dedicated to the apparatus bay wastewater; and

**WHEREAS,** the Central Emergency Service Area Board, at its May 15, 2025 meeting, unanimously recommended approval of this appropriation request;

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

**SECTION 1.** That this is a non-code ordinance.

**SECTION 2.** That funds in the amount of \$76,500 are appropriated from the Central Emergency Service Area Capital Project Fund fund balance to Account 443.51610.25462.49999 to provide funding for the CES Station 4 Septic and Waste Water Return Replacement Project.

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

**SECTION 4.** That if any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances will not be affected.

**SECTION 5.** That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \* 2025.**

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Peter Ribbens, Assembly President

ATTEST:

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Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Central Emergency Services

MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter Micciche, Mayor *PM*  
Brandi Harbaugh, Finance Director *BH*  
John Hedges, Purchasing and Contracting Director *JH*

**FROM:** Roy Browning, CES Chief *RB*

**DATE:** May 22, 2025

**RE:** Ordinance 2024-19- 39, Appropriating Funds from the Central Emergency Service Area Capital Project Fund to Replace the Septic and Wastewater Return System at Station Four (Mayor)

The ordinance appropriates \$75,000 to replace the failing septic and wastewater return system at Central Emergency Services (CES) Station 4 (K-Beach).

The existing septic and leach field system at Station 4 was installed in 1991. In the winter of 2023, the system began to fail, prompting an assessment and planning process for replacement. The current system processes all wastewater from both the living quarters and the vehicle apparatus bays through a single septic and leach field. This configuration no longer meets current Alaska Department of Environmental Conservation (ADEC) standards, which require vehicle bay wastewater to be handled by a separate surface return system.

In the spring of 2024, CES, with the assistance of KPB Capital Projects, began researching replacement options. Skyline Engineering Services Inc. was contracted to design a system that complies with current ADEC regulations. The final design includes a replacement septic tank, leach field, and a new holding tank and surface return system dedicated to the apparatus bay wastewater. The design was completed and approved by ADEC in April 2025, allowing the project to move into the construction and implementation phase.

Your consideration is appreciated.

FINANCE DEPARTMENT	
FUNDS VERIFIED	
Acct. No.	<u>443.27900</u>
Amount	<u>\$ 76,500</u>
By: <i>CH</i>	Date: <u>5/21/2025</u>

Introduced by: Mayor  
Date: 05/06/25  
Hearings: 05/20/25, 06/03/25 &  
06/17/25  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2025-19**

**AN ORDINANCE APPROPRIATING FUNDS FOR FISCAL YEAR 2026**

**WHEREAS,** Alaska Statute 29.35.100 requires a municipality's governing body to establish the manner for the preparation and submission of the budget and capital program; and

**WHEREAS,** KPB 05.04.020 requires that the Mayor present a budget proposal to the Assembly for the next fiscal year during or prior to the eighth week preceding the first day of the fiscal year; and

**WHEREAS,** KPB 1.12.010 and KPB 5.04.050 require two public hearings on the annual budget proposal;

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

**SECTION 1.** This is a non-code ordinance.

**SECTION 2.** That \$103,824,646 is appropriated in the General Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026 as follows:

General Government Operations	\$22,647,635
Transfer to School District for Operations and In-kind Services	57,634,015
Transfer to School Debt Service	4,948,328
Transfer to Special Revenue Funds:	
Solid Waste	11,485,368
Post-Secondary Education	999,300
911 Communications Fund	150,000
Eastern Peninsula Highway Emergency Service Area	310,000
Transfer to Capital Projects Funds:	
School Revenue	4,100,000
General Government	150,000
Solid Waste	1,400,000

**SECTION 3.** The following is appropriated to the School Fund from local sources for operations purposes and in-kind services:

A. Local Effort	\$42,153,164
B. Maintenance	9,688,754
C. School District Utilities	81,600
D. School District Insurance	5,398,898
E. School District Audit	166,908
F. Custodial Services	<u>144,691</u>
Total Local Contribution per AS 14.17.410	<u>\$57,634,015</u>

**SECTION 4.** Disbursements from Section 2 item (A) shall be made monthly, and only as needed to supplement other revenues available and received by the school district to fund the operations portion of the school district budget. Any available balance remaining at the end of the fiscal year shall then be disbursed to the school district, provided that the total amount disbursed shall not exceed the amount allowed under AS 14.17.410 as determined after actual enrollment numbers are known.

**SECTION 5.** That the appropriations for the Special Revenue Funds for the fiscal year beginning July 1, 2025 and ending June 30, 2026 are as follows:

Nikiski Fire Service Area	\$7,656,509
Bear Creek Fire Service Area	1,119,641
Western Emergency Service Area	3,282,481
Central Emergency Service Area	15,055,545
Central Peninsula Emergency Medical Service Area	10,832
Kachemak Emergency Service Area	2,359,380
Eastern Peninsula Highway Emergency Area	359,615
Seward Bear Creek Flood Service Area	636,815
911 Communications	4,270,999
Kenai Peninsula Borough Road Service Area	9,966,784
Engineer's Estimate Fund	22,550
North Peninsula Recreation Service Area	3,110,583
Seldovia Recreational Service Area	82,380
Post-Secondary Education	999,300
Land Trust	2,005,310
Nikiski Senior Service Area	511,875
Solid Waste	13,252,150
Central Kenai Peninsula Hospital Service Area	4,904,340
South Kenai Peninsula Hospital Service Area (Prior Debt Fund 601)	1,490,419
South Kenai Peninsula Hospital Service Area (Operations Fund 602)	2,600,847

**SECTION 6.** That \$4,948,328 is appropriated in the School Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 7.** That \$1,636,438 is appropriated in the Central Emergency Services Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 8.** That \$85,855 is appropriated in the Bear Creek Fire Service Area Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 9.** That \$4,266,949 is appropriated in the Central Kenai Peninsula Hospital Service Area Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 10.** That \$1,490,419 is appropriated in the South Kenai Peninsula Hospital Service Area Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 11.** That appropriations for the Capital Projects Funds for the fiscal year beginning July 1, 2025 and ending June 30, 2026 are as follows:

School Revenue	\$4,124,000
General Government	\$408,000
911 Communications	40,200
Solid Waste	1,200,000
Service Areas:	
Nikiski Fire	510,000
Bear Creek	45,000
Western Emergency Services	160,000
Central Emergency Services	775,000
Kachemak Emergency Services	310,000
North Peninsula Recreation	685,000
Road Service Area	1,395,000
South Kenai Peninsula Hospital	2,226,819

**SECTION 12.** That appropriations for the Internal Service Funds for the fiscal year beginning July 1, 2025 and ending June 30, 2026 are as follows:

Insurance and Litigation	\$8,186,775
Health Insurance Reserve	8,492,700
Equipment Replacement	850,000

**SECTION 13.** That the FY2026 budget of the Kenai Peninsula Borough, as submitted to the Assembly on May 6, 2025, is incorporated as a part of this ordinance to establish the appropriations assigned to the various departments and accounts and the positions authorized therein.

**SECTION 14.** That funds reserved for outstanding encumbrances as of June 30, 2025 are reappropriated for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 15.** That the Salary Range Schedule for Appendix A Personnel presented in the budget document is approved.



**SECTION 16.** That the fee schedule presented in the budget document is approved.

**SECTION 17.** Notwithstanding KPB 5.22.040, which provides that grant funds for senior citizen centers and adult day care centers will be distributed proportionately to the number of persons served by each existing center in relation to the total number being served by all centers that have applied for funding, the grant funds distributed pursuant to KPB Chapter 5.22 will be distributed as set out in this ordinance for FY26.

**SECTION 18.** If any provision of this ordinance or its application is determined to be invalid, the remaining provisions shall continue in full force and effect.

**SECTION 19.** That this ordinance takes effect at 12:01 a.m. on July 1, 2025.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2025.**

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Peter Ribbens, Assembly President

ATTEST:

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Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough Assembly

## MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**FROM:** Brent Johnson, Assembly Member BJ

**DATE:** May 8, 2025

**RE:** Johnson Amendment to Ordinance O2025-19, Appropriating Funds for Fiscal Year 2026 (Mayor)

This amendment will change the total of local funding for education from \$57,634,015 to \$62,359,080 which is the Kenai Peninsula Borough contribution amount requested by the Kenai Peninsula Borough School District for fiscal year 2026. This will increase the Mayor’s proposed education budget by \$4,725,065 for fiscal year 2026.

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

➤ Amend the Section 2 to read as follows:

**SECTION 2.** That \$~~[403,824,646]~~**108,549,711** is appropriated in the General Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026 as follows:

	General Government Operations	\$22,647,635
	Transfer to School District for Operations and In-kind	
Services		<del>[57,634,015]</del>
		<b><u>\$62,359,080</u></b>
	Transfer to School Debt Service	4,948,328
	Transfer to Special Revenue Funds:	
	Solid Waste	11,485,368
	Post-Secondary Education	999,300
	911 Communications Fund	150,000
	Eastern Peninsula Highway Emergency Service Area	310,000
	Transfer to Capital Projects Funds:	
	School Revenue	4,100,000
	General Government	150,000
	Solid Waste	1,400,000

Page -2-  
May 8, 2025  
RE: Johnson Amendment to O2025-19

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➤ Amend the Section 3 to read as follows:

<b>SECTION 3.</b>	The following is appropriated to the School Fund from local sources for operations purposes and in-kind services:	
A. Local Effort		<del>\$(42,153,164)</del> <u><b>46,878,229</b></u>
B. Maintenance		9,688,754
C. School District Utilities		81,600
D. School District Insurance		5,398,898
E. School District Audit		166,908
F. Custodial Services		<u>144,691</u>
Total Local Contribution per AS 14.17.410		<u><del>\$(57,634,015)</del><u><b>62,359,080</b></u></u>

Your consideration is appreciated.

# Kenai Peninsula Borough

## Finance Department

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### MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*

**FROM:** Brandi Harbaugh, Finance Director *BH*

**DATE:** April 24, 2025

**RE:** Ordinance 2025-19, Appropriating Funds for Fiscal Year 2026 (Mayor)

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Ordinance 2025-19 appropriates the money necessary to fund the Kenai Peninsula Borough's annual budget for fiscal year July 1, 2025 to June 30, 2026 (FY2026.) The amounts included in the Ordinance correspond with those appearing in the FY2025 Kenai Peninsula Borough Proposed Budget as presented to the Assembly on May 6, 2025.

Public hearings on May 20, 2025 and June 3, 2025 are requested.

Your consideration is appreciated.

**MEMORANDUM**

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**FROM:** Sean Kelley, Borough Attorney

**COPY:** Peter A. Micciche, Mayor  
Clayton Holland, KPBSD Superintendent

**DATE:** May 13, 2025

**RE:** Conflict of Interest Opinion – School District Employees or Immediate Family  
Members' Ability to Vote on School Funding Items

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Introduction

This office was asked for a conflict of interest opinion.

Issue

Whether, under any of the three scenarios outlined below, a conflict of interest exists prohibiting an Assembly member from voting on the school district budget and/or the resolution approving the total school district budget and setting the minimum local contribution for the school district:

1. The member is a school district employee or the member's spouse is a school district employee; or
2. The member occasionally serves as a substitute teacher for the school district; or
3. The member or the member's spouse is an employee with the school district *and* serves on the executive board for the union.

Conclusion summary

The Assembly it is not vested with line-item school budget control. The Assembly purview is limited to an "industry-wide"<sup>1</sup> funding decision. Alaska statutes expressly permit an employee of the school district to serve on the Assembly and provide that an

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<sup>1</sup> This term as used to apply to a public school system is explained later, at page 6, in discussing the *Carney* decision.

employee of the school district is not a municipal employee.<sup>2</sup> With no specific prohibition found in the law, and as applied to any one member within a generally large class of persons, there is an attenuated causal link between the Assembly's statutory requirement to set a total local contribution school funding amount and potential salary or personnel decisions, which remain within the exclusive purview of the KPBSD Board of Education ("school board").

As detailed below, there is not a conflict of interest under any of the scenarios presented above that would *prohibit* a member's participation and vote on the school funding resolution or annual budget.

### **I. Factual Background**

Past and current Assembly members have either been employed by the school district, have a spouse employed by the school district, or work or have worked as substitute teachers for the district. In addition, a recent inquiry focused on whether the conflict of interest analysis changes if a member's spouse is on the teacher union's executive board. The KPB Legal Department is not aware of a single instance in recent history where a member was disqualified from voting due to their status as a school district employee.

### **II. Recusal – Appearance of Impropriety or Other Good Cause.**

This memo only addresses whether a member is prohibited from voting due to a disqualifying conflict of interest. As such, this memo does not address whether a member can or should request to be excused from voting based on the scenarios set out above due to a, perceived, serious appearance of impropriety or for other good cause reasons under KPB 22.40.140.

### **III. Discussion**

There are no published Alaska court opinions that address this precise issue. There are no published Alaska Attorney General opinions addressing this issue.

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<sup>2</sup> For purposes of this memo, the term "school district employee" includes the employee's spouse because a conflict of interest analysis focuses on the household's financial interest.

**A. State Law: Express right to serve weighed against lack of express prohibition**

No provision of State law prohibits a school district employee from voting on the annual budget or school funding legislation due to it being a conflict of interest. AS 29.20.630(c) provides that a school district employee may not be denied the right to serve as an elected municipal official because of employment by a school district. Legal standards (known as canons of statutory construction) presume that the legislature is intentional with the language it includes and the language it omits in a statute. Alaska statutes must be construed as a whole. The expression of one thing implies the exclusion of others was purposeful. If possible, every word and every provision is to be given effect.

Applying these principles to the present issue, the legislature is presumed to have known that a borough's annual budget, the school budget process, and a borough's mandatory local contribution would be significant legislative items that come before a borough assembly every year. Despite being aware of this dynamic, the legislature, nonetheless, chose not to explicitly prohibit an assembly member who is a school district employee from voting on either the municipal budget or school funding legislation. The lack of such a prohibition is presumed to be intentional. By providing an express right to serve and not prohibiting budgetary votes, it appears that the legislature purposefully did not intend to undercut a member's ability to serve by forbidding a school district employee from participating and voting on the most consequential duty of that service: the deliberation and vote on a borough's annual budget, which includes the statutorily required local contribution school funding amount.

The goal of statutory construction is to give effect to the legislature's intent. In this case, the legislative intent appears to be to protect a school district employee's right to run and serve on the assembly. That intent should not be cast aside lightly. In other words, it is seemingly incompatible to both recognize that AS 29.20.630 provides an express right for a school district employee to serve on as elected official on a municipality's governing body and take the position that, through the general application of conflict of interest law, the member can't ever vote on a school funding issue when one of the primary tasks of the governing body is the school and municipal budget. The express right to serve in AS 29.20.630(b), and the associated legislative intent, is even more telling when it is contrasted against AS 14.14.140. AS 14.14.140 prohibits a school district employee and immediate family members from serving on the school board.



5/13/2025

To: Assembly President

RE: Conflict of Interest Question – School Funding

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That is largely due to the school board's involvement on personnel decision or issues (including salaries and benefits).

In *Acevedo v. City of North Pole*<sup>3</sup>, the Court briefly reviewed then-AS 29.23.555 (conflict of interests). Former AS 29.23.555, since renumbered as part of the 1985 Title 29 reorganization and rewrite, was titled "conflict of interests" and required municipalities to adopt a conflict of interests ordinance. Subsection (c) provided the right to serve provision that now exists via AS 29.20.630(b). Thus, there was a through line between the State's requirement for a municipality to enact conflict of interest code and the State's mandate protecting a school district employee's right to serve on the governing body. This history provides an additional indication that the legislature acted purposefully when it chose not to enact a provision disqualifying an assembly member who is a school district employee from the budget and school funding votes. This interpretation is buttressed in light of AS 14.14.140. In *Acevedo* the court stated:

"AS 29.23.555 states in part:

*Conflict of interests.* Each home rule and general law municipality shall adopt a conflict-of-interests ordinance which, other provisions of this chapter notwithstanding, includes provision that an officer or employee shall disqualify himself from participating in any official action in which he has a substantial financial interest.

There is no express pre-emption based on these provisions in this case. The City has enacted a charter section prohibiting members of the City Council from voting on matters in which they have a pecuniary interest. Thus the mandate of AS 29.23.555 has been obeyed. Section 2.3 goes beyond what is required by AS 29.23.555, but the statute does not prohibit the enactment of ordinances which go beyond its requirements. To the contrary, it states that a conflict-of-interest ordinance must be enacted which *includes* a provision governing pecuniary conflicts. The clear implication is that other conflict-of-interest provisions may also be enacted, so long as pecuniary conflicts are addressed in the manner provided by AS 29.23.555. To rule otherwise would render AS 29.23.540(c) meaningless. It provides that "[n]o state employee or school district employee may be denied the right to serve as an elected municipal official because of his employment by the state or a school district *unless specifically prohibited by charter or ordinance of a municipality, adopted at a special or general election.*" (Emphasis added)."<sup>4</sup>

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<sup>3</sup> 672 P.2d 130 (1983)

<sup>4</sup> 672 P.2d 130, 133 (1983)



**B. Borough Code: Substantial financial interest and the large class of impacted persons measured against the inability of the assembly to direct specific line-item school budget allocations**

1. The Borough's local contribution per the State's school funding formula

Determining the local contribution amount for public school funding is an assembly function. AS 14.17.410(b)(2) requires a city or borough school district local contribution for school funding equal to or equivalent of a 2.65 mill tax levy on the full and true value of the taxable real and personal property in the district as of January 1 of the second preceding fiscal year; not to exceed 45 percent of a district's basic need for the preceding fiscal year (e.g., the "minimum" local contribution). In addition, pursuant to AS 14.17.410(c), a city or borough school district may provide a local contribution of not more than the "greater of" (1) the equivalent of a two mill tax levy on the full and true value of the taxable real and personal property in the district as of January 1 of the second preceding fiscal year, as determined by the Department of Commerce, Community, and Economic Development under AS 14.17.510 and AS 29.45.110; or (2) 23 percent of the total of the district's basic need for the fiscal year under AS 14.17.410(b)(1) and any additional funding distributed to the district in a fiscal year according to AS 14.17.410(b) (the local contribution "cap"). This is known as the local contribution school funding minimum and the cap, or maximum.

**The local contribution school funding minimum and maximum amounts are fixed by statute. Alaska statutes also make it clear that determining how public school funding dollars are spent – which includes state aid, the required local contribution and any applicable federal impact aid – is the exclusive territory of the school board. The Assembly's decision-making authority is limited to deciding a total funding amount within the State's public school funding formula. The school board determines how to best allocate those dollars. The school board is vested with operational control and oversight of the school district. School district employees are not municipal employees. As such, neither the Borough Mayor nor Assembly oversee school district personnel or contract decisions. The Assembly does not review, approve, or otherwise ratify bargained-for agreements between the school district and its various employee unions or associations. Accordingly, the Assembly in no way controls salaries, benefits, or other terms of employment for school district employees. The legislature clearly understood and recognized this reality when it enacted AS 14.14.140 and AS 29.20.630.**

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Per KPB 2.90.320 it is "conjectural" to assume that any increase to the local contribution amount will go toward salary increases. There is no indication in the public record that the KPB's local contribution decision has a direct tie to the contract negotiations. To the contrary, the public record indicates that the KPB's local contribution decision may impact the school district's fund balance, ability to retain school programs, non-tenured staff, drama and athletics staff, and possibly keep pools or even specific schools open for a transition year.

In *Carney v. Bd. of Fisheries*, the Alaska Supreme Court held that a fisherman who sat on the Board of Fisheries could vote on matters affecting the fishing industry as a whole but was disqualified from voting on regulations which affected the area in which they actively fished. The *Carney* reasoning is that the members could vote on "industry-wide" issues but must abstain from decision-making in areas in which they had a narrow and specific interest.<sup>5</sup>

Applying the *Carney* holding to the present facts, the statutorily required local contribution for school funding is akin to an "industry-wide" decision. For the purposes of this analogy, the public school system is the industry. The Assembly's vested authority, within the statutory guardrails, is to set the total local contribution amount. Similar to the reasoning in *Carney*, a school district employee or their spouse would have a disqualifying narrow and specific interest if the employee was making decisions specific to their school, or their contract status. A school district employee would be disqualified from voting on a raise or benefits package that directly benefits the employee or their household.<sup>6</sup> Such a vote, however, is not within the Assembly's purview. The Assembly's funding vote is therefore an "industry-wide" total funding amount. State law vests the school board with the authority to make line-item funding allocation decisions that impact specific schools and persons.<sup>7</sup>

## 2. The interest is possessed by a large class of persons

Per KPB 2.90.320, "a public official shall not be disqualified from participation in matters in which the public official... has a financial interest that is possessed generally by the public or a large class of persons to which the public official belongs."<sup>8</sup> I am aware of

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<sup>5</sup> *Carney v. State, Bd. of Fisheries*, 785 P.2d 544, 548 (Alaska 1990)

<sup>6</sup> See AS 14.14.140, a school district employee is prohibited from serving on the school board.

<sup>7</sup> See above, AS 14.14.140 recognizes this fact and thus the prohibition therein.

<sup>8</sup> See KPB 2.90.320, definition for "financial interest".

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prior attempts by this office to measure this exception by dividing the total number of school district employees by the total population of the KPB to arrive at a KPBSD employee percentage of the total population. Using that math, it could then be argued that when compared to the total population, the total number of school district employees did not comprise a large enough or broad enough class of persons. I disagree with using faulty math to arrive at that conclusion. Such a formula is not supported by code of ethics or conflict of interest law. Even if one assumes that is the correct way to determine the size of the class, the formula fails to account for the percentage of the population that are minors and/or not in the workforce.

The following numbers are approximate figures but they nonetheless should paint the picture: KPBSD employs 1200 individuals; the total population of the KPB is 61,000.<sup>9</sup> The KPBSD is one of the largest employers in the Kenai Peninsula Borough. According to a January 2025 KPB economic update published by the Kenai Peninsula Economic Development District (KPEDD), the largest employment sector is "Government". The KPBSD is the largest single employer within the "government" sector. The correct dividend is the number of KPBSD employees (1200) and the divisor should then be the total workforce (25,630) not the total population. Using that math, the KPBSD employees comprise roughly 4.6% of the total workforce.

Additionally, a "substantial financial interest" analysis includes the entire household impact. The "class of persons" must then include spouses and dependents. It is hard to know what that exact number is but it is clearly greater than 1200 persons. 1200 employees as a standalone figure should be considered a large class of persons within the KPB workforce. A total number that is 2x, 3x, or 4x the 1200 figure only further bolsters the argument. Viewed as a whole—all 1200 KPBSD employees, plus any spouses and dependents—this constitutes a "large class of persons" for purposes of KPB 2.90.320.

3. The Assembly's local contribution decision has an insubstantial or conjectural effect on the matter

To be disqualified or prohibited from voting, an assembly member must possess a substantial, individual, financial interest in the matter being voted on. On a past occasion this office assumed that a school district employee serving on the assembly

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<sup>9</sup> Based on figures available through KPEDD, in 2023 the KPB population was 60,898. Of that population, 25,630 are listed in the category of "Working Age (25-59)".



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would have a "not insubstantial" influence on KPBSD salaries and benefits. This logic is flawed for two reasons. First, as previously outlined, the Assembly has no direct decision-making authority over school district employee salary and benefits. The Assembly does not set salary ranges, does not allocate money toward salary and benefits, and does not approve employment contracts.

Second, turning to the "substantiality" of the question for individual members, it may be a closer call when looked at generally but is still missing a key fundamental link. It is generally mathematically correct to conclude that *grouped together* teachers' salaries and benefits are "not insubstantial". They comprise a significant portion of school district budget. The analysis does not end there though. What also must be considered is the substantiality, or lack thereof, of a single school district employee's salary and benefits as compared to the whole. For purposes of whether an assembly member has a disqualifying financial interest in a matter before the Assembly, the measurement is the individual financial interest. It is not to be measured across an entire group.

The logical incongruence of past reviews of this issue seems to occur when it is first determined that school district employees are not part of a sufficiently large class to fit within the KPB 2.90.320 exception but then simultaneously using the salary and benefits of the entire class when analyzing whether the financial interest of an individual member is substantial and/or to determine that the result of a school funding vote will have "not insubstantial" impacts on groupwide salary and benefits.

To be clear, that is not to say that groupwide salary and benefits applied to one individual is not a substantial financial interest. It is to say that to disqualify someone with such an interest from voting on the matter there must be both an individualized substantial financial interest and a clear connection between the vote and that interest. Applied to school funding, the Assembly is not voting on employee salaries, benefits, and other employment terms. The crux of the Assembly's vote is the statutorily required local contribution. The local contribution amount set by the Assembly for school funding is a percentage of the total budget adopted by the school board. The KPBSD's total expenditure budget for all funds for FY26 is \$157,041,526.

Viewed on the whole, the substantiality of a single employee's salary is greatly diminished by the lack of any direct connection between the Assembly's local contribution decision and the school district's salary and benefits decision. Therefore, the link between a school district employee voting on a local contribution and the

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impact that may have down the line on their (or their spouse's) individual salary or benefits is undisputedly diluted. The Assembly cannot simply decide to appropriate funds at any number it chooses; local contribution is capped under State law.

4. Specific concern relating to a member's spouse serving on KPEA's executive board

A community member has written a complaint to Assembly members, the State ombudsman, and the State Attorney General. The complaint appears to center on a specific concern that a member's spouse serves on the Kenai Peninsula Educator Association's (KPEA) executive board and the idea that through that position there is an increased conflict of interest concern. I don't view it the same way. A spouse's service on KPEA's executive board does not alter the findings and conclusions herein. It is far too early in the process to know if there will be a new CBA and what the terms of that CBA will be. The assumption may be that an Assembly decision to "fund to the cap" will go toward employee salary and benefits, but that is not a certainty by any means. More funding may go toward fund balance, retaining non-tenured teachers, or toward keeping programs and activities that will be cut if funding stays flat. The point being, there is no straight-line connection between the Assembly "funding to the cap" and the CBA negotiations. The direct connection is the school board and its funding decisions. Again, the legislature's recognition of this reality is the reason AS 14.14.140 prohibits a school district employee from serving on the school board. Additionally, any changes to the CBA impact the entire class of school district employees whose employment conditions are subject to the terms of the CBA. Thus, in my view, the conflict of interest analysis does not change significantly due to the fact that the school district employee or their spouse is on the union's executive team.

#### **IV. Conclusion**

While there is no court decision or statute directly on point, this issue is not necessarily a close call from a prohibitive conflict of interest standpoint. The reason for this conclusion is that the legislative intent is relatively clear in this case. AS 29.20.630 provides, subject to AS 14.14.140, express authorization for a school district employee to serve on the Assembly. AS 14.14.140 specifically prohibits a school district employee from serving on the school board. The legislative intent should be accorded due deference. It should also be presumed that the legislature acted purposefully by not also

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providing that it would be a conflict of interest for a school district employee to vote on the borough's budget and school funding items that come before the body.

This issue has cropped up on at least three recent occasions during the budget process. Interestingly, the issue only appears to be in controversy when the Assembly is considering a local contribution funding amount that differs from the Mayor's proposed amount. In all three instances in recent history, the member alleged to have a conflict of interest was allowed to vote following a ruling that the member does not have a prohibitive conflict of interest. The Assembly as a body has never successfully overridden the presiding officer's ruling.

A school district employee serving as an assembly member should be considered part of a generally large class, not disqualified from voting on what amounts to an "industry-wide" decisions similar to the Board of Fish analysis in *Carney*, with the substantiality of the member's salary and benefits as an individual employee measured against a \$157 million total school budget. Importantly, any conflict of interest analysis must recognize that the tenuous causal link between a borough's local contribution decision and a school district decision on the bargained-for salaries, benefits and other employment terms it agrees to with its employees.

**The school district, not Assembly, decides how to allocate precious public funds. Without an express directive in the law that provides otherwise, neither a school district employee, substitute, nor their spouse should be deemed to have a prohibitive conflict of interest that disqualifies the member from voting on the annual budget or school funding legislation.**

## V. Applicable Law

### State Law

#### AS 29.20.630 (Prohibited discrimination)

- (a) A person may not be appointed to or removed from municipal office or in any way favored or discriminated against with respect to a municipal position or municipal employment because of the person's race, color, sex, creed, national origin or, unless otherwise contrary to law, because of the person's political opinions or affiliations.
- (b) **Subject to AS 14.14.140, a state employee or school district employee may not be denied the right to serve as an elected municipal official because of employment by the state or a school district. For purposes of this subsection, a school district employee is not a municipal employee.**
- (c) This section applies to home rule and general law municipalities.

(Emphasis added.)

#### AS 14.14.140 (Restriction on employment; compensation of board members)

- (a) While serving on the school board, a member may not be employed by that local school board. Members of the immediate family of a school board member may not be employed by the school board except upon written approval of the commissioner.
- (b) Members of the immediate family of a chief school administrator may not be employed by the chief school administrator except upon written approval of the school board.
- (c) A school board member may receive compensation for time spent in the performance of duties as a school board member if the compensation is authorized by resolution adopted by the school board. The restriction in (a) of this section does not apply to this compensation.

#### AS 29.20.010 (Conflict of Interest)

- (a) Each municipality shall adopt a conflict of interest ordinance that provides that
  - (1) a member of the governing body shall declare a substantial financial interest the member has in an official action and ask to be excused from a vote on the matter;



- (2) the presiding officer shall rule on a request by a member of the governing body to be excused from a vote;
  - (3) the decision of the presiding officer on a request by a member of the governing body to be excused from a vote may be overridden by the majority vote of the governing body; and
  - (4) a municipal employee or official, other than a member of the governing body, may not participate in an official action in which the employee or official has a substantial financial interest.
- (b) If a municipality fails to adopt a conflict of interest ordinance by June 30, 1986, the provisions of this section are automatically applicable to and binding upon that municipality.
- (c) This section applies to home rule and general law municipalities.

### **Borough Code**

#### **KPB 22. 40.140. Voting—Conflict of interest.**

- A. All assembly members present at a meeting shall vote upon each question unless their participation is excused or prohibited as a result of a conflict of interest.
- 1. Unless an assembly member is required to vote pursuant to paragraph B. of this section, no assembly member shall vote on a question in which the assembly member has a substantial direct or indirect financial interest.
  - 2. A member may not be compelled to vote on matters where there is a reasonable likelihood of a breach of privilege or confidence protected by law or where participation would create a serious appearance of impropriety.
  - 3. A member may be excused by the body from voting for other good cause.
- B. An assembly member intending to abstain from voting shall state the reason for abstaining as soon as practicable after the matter is before the assembly.
- 1. A member of the governing body shall declare a substantial financial interest the member has in an official action and ask to be excused from a vote on the matter.



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2. The presiding officer shall rule on a request by a member of the governing body to be excused from vote.
3. The decision of the presiding officer on a request by a member of the governing body to be excused from a vote may be overridden by the majority vote of the governing body.
4. The affected assembly member or members with the same conflict may not vote on any determination of that conflict of interest.

KPB 2.58.040. Voting on certain questions prohibited.

- A. No assembly member or member of any service area board or commission may vote on any question on which he or she has a substantial direct or indirect financial interest unless an assembly member is not excused from voting as provided in KPB 22.40.140.
- B. The following do not constitute a vote on a question on which an assembly member, a service area board member or commission member has a substantial financial interest:
  1. A vote to adopt or approve a variance request, a conditional use request, or an amendment to a zoning text or map, unless the assembly member, service area board member or commission member is directly or indirectly the applicant initiating the request;
  2. A vote on the question of recommending, approving or directing a condemnation proceeding;
  3. A vote on a question of granting or modifying a franchise, or a vote on a question of setting the rates charged or charged by a corporation, firm or partnership whether under franchise or not and whether authorized by law, ordinance or contract to set or alter such rates, provided the assembly member, service area board member or commission member has an interest in such franchise or rate-setting solely by reason of employment as an officer or employee of such corporation, firm or partnership, and the remuneration of such employment will not be affected as a result of such franchise grant or modification or such rate-setting, and the duties of such employment do not directly or indirectly involve the negotiation or setting of the terms of the franchise or rates; or

4. Provided he has an interest solely by reason of the ownership of stock in the corporation if it is listed on the New York or American Stock Exchanges ownership direct or indirect of less than 5 percent of the outstanding stock or shares in the subject corporation.

KPB 2.90.030 (Code of Ethics). Violations.

...

- I. Financial Interest. A public official or a member of the public official's immediate family shall not have a financial interest in any matter being considered by the public official. A public official shall disclose a financial interest, if known. The public official shall be disqualified from further participation in any matter in which the public official has a financial interest.

...

- R. Disclosure of Conflict of Interest. A public official shall not fail to disclose a conflict of interest.

KPB 2.90.320 (Code of ethics). Definitions.

"Financial interest" means:

1. An interest held by a person or entity subject to this chapter or an immediate family member, which includes an involvement or ownership of an interest in a business, including a property ownership, or a professional or private relationship, that is a source of income, or from which, or as a result of which, a person has received or expects to receive anything of value; or
2. An interest held by a business in which the employee or person listed in paragraph 1 holds a position in business, such as an officer, director, trustee, partner, employee, or the like, or management position.

This definition, however, shall be interpreted and applied in a manner that distinguishes between minor and insubstantial conflicts that are unavoidable in a free society and those conflicts of interest that are substantial and material. Specifically, a public official shall not be disqualified from participation in matters in which the public official:

1. Has a financial interest which is insubstantial;

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2. Has a financial interest that is possessed generally by the public or a large class of persons to which the public official belongs;
3. Merely performs some duty or has some influence which would have insubstantial or conjectural effect on the matter; or
4. Has an interest because it involves compensation and benefits for the performance of public official duties.



# KENAI PENINSULA BOROUGH ALASKA



## MAYOR PROPOSED

FY2026 Annual Budget  
July 1, 2025 to June 30, 2026



**PETER A. MICCICHE**  
**BOROUGH MAYOR**



**ANNUAL BUDGET**

**OF THE**

**KENAI PENINSULA BOROUGH**

**ALASKA**

**FOR THE FISCAL YEAR BEGINNING**

**JULY 1, 2025**

**PETER A. MICCICHE**  
**BOROUGH MAYOR**

**PREPARED BY FINANCE DEPARTMENT**

**BRANDI HARBAUGH**  
**DIRECTOR OF FINANCE**



**Kenai Peninsula Borough  
Annual Budget for Fiscal Year 2026**

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# **THE KENAI PENINSULA BOROUGH ASSEMBLY**

<b><u>ASSEMBLY MEMBERS</u></b>	<b><u>DISTRICT</u></b>	<b><u>TERM EXPIRES</u></b>
Peter Ribbens	3 – Nikiski	2025
Kelly Cooper	8 – Homer	2026
James Baisden	1 – Kalifornsky	2027
Ryan Tunseth	2 – Kenai	2026
Tyson Cox	4 – Soldotna	2025
Leslie Morton	5 – Sterling/Funny River	2026
Cindy Ecklund	6 – East Peninsula	2027
Brent Johnson	7 – Central	2025
Willy Dunne	9 – South Peninsula	2027

The legislative power of the Kenai Peninsula Borough is vested in an assembly of nine members. This assembly meets in regular session every first and third Tuesday of the month in the Assembly Chambers located in the Borough Administration Building at 144 North Binkley Street, Soldotna, Alaska.

# Office of the Borough Mayor

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 (F) 907-714-2377



DATE: May 6, 2025

TO: Peter Ribbens, Assembly President  
Kenai Peninsula Borough Assembly  
Residents of the Kenai Peninsula Borough  
Other Users of Borough Financial Information

Kenai Peninsula Borough Assembly Members and Residents,

Creating a responsible and sustainable budget for an organization the size and breadth of the Kenai Peninsula Borough is hard work. It requires daily discipline focused on every category of spending to ensure that we not only have an eye out for today's taxpayers, but that we also manage costs, quality and affordability for future generations of taxpayers as well. This FY2026 budget is a continued, everyday effort to manage costs at or below cost of living increases over time. We believe that government serves the people we represent and that we should require as little an investment from them as possible to provide the quality services they expect. We want to be different, to be better than everywhere else. Tight belts, prioritization and resisting the expansion of services are key principles requires a structured philosophy that must remain a key objective over time. We want to thank KPB employees for embracing the new focus; a sustainable, affordable philosophy while delivering quality essential services for the benefit of KPB citizens; today and into the distant future. The KPB Team has worked hard to arrive at this point, putting ourselves into the shoes of the typical Kenai Peninsula Borough taxpayer. We believe that this budget strikes that balance.

## ***Key Budget Principles***

The FY2026 budget is based on policies developed to maintain the stewardship of public funds and reflects the Borough's commitment to prudent financial planning. The principles that guided development of the budget are:

- A transparent budget that ensures the public that we understand the value of their tax revenue participation in the Kenai Peninsula Borough government. In other words, a budget where we put ourselves in the shoes of the taxpayer.
- Adhering to a balanced budget philosophy with spending closely matching revenue and with the discipline to remain at or below an approximate 2.5% consumer price index level over time (based on 10-year projections) after past, recent years of unsustainable budget increases.
- Basic, quality services will be maintained at current levels and will be adequately funded with a disciplined focus on efficiency and cost-control.
- Program cost will be developed to reflect a true picture of the cost of operations.
- Revenues are conservatively estimated at realistic to guarded optimistic levels.
- Fees for services will be directly reflective of the cost of services provided.
- The recommended budget will comply with provisions of Alaska Statutes and Borough Code.

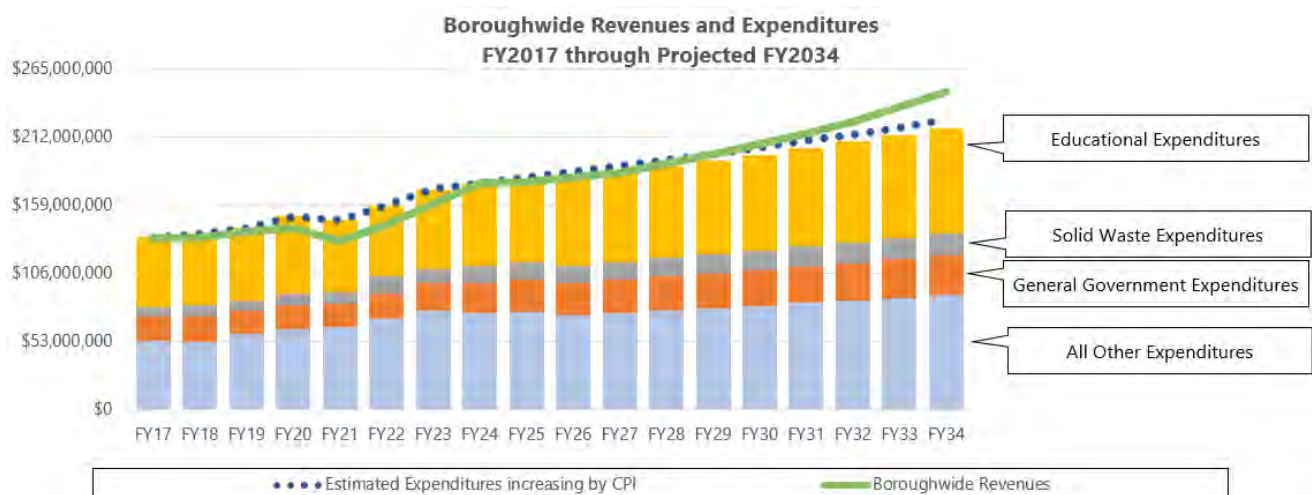
## ***Goals & Objectives***

The Borough's major budgetary goals for FY2026 include:

- An ongoing effort to be accountable to taxpayers, reducing mill rates when possible, to minimize impacts on taxpayers while maintaining an affordable revenue/expenditure trajectory over time.
- A level of local educational funding that borough residents can reasonably afford and sustain.

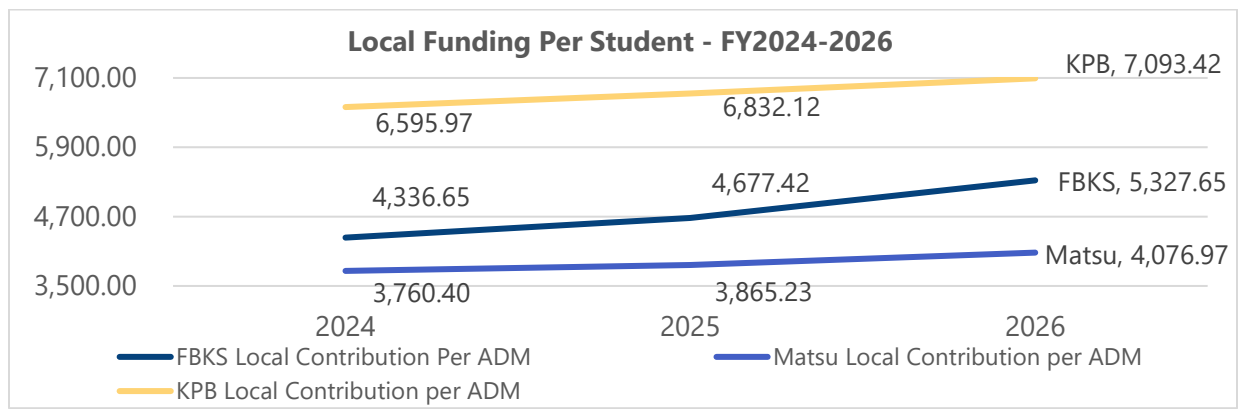
- A quality capital and operational maintenance program ensuring the continued use and economic value of borough assets to avoid the added cost of deferred maintenance.
- A continued effort to work with service area boards and residents to understand and support the needs of the Borough Service Areas at the lowest cost possible to their residents.
- A sufficient level of funding for borough departments to ensure their continued ability to meet the needs of borough residents, visitors, and the communities served, through thoughtful organization.
- A re-balancing of expenditures to revenue sources in the Borough's General Fund for long-term sustainability.
- Stabilization of the borough's financial condition including compliance with the borough's fund balance policy.

The primary goal of this Administration to maintain a balanced budget philosophy this year and in future years where boroughwide expenditures decrease; or increase by an amount equal to or less than the Anchorage Consumer Price Index (CPI). Per the graph below the Kenai Peninsula Borough has shown increases in the boroughwide expenditure budget from FY2015 to FY2021 that were above the changes in CPI. In FY2022 and FY2023 the borough expenditures increased by 7.57% and 8% respectively (two-year total of 15.57% total) creating an incline in the forecasted expenditure curve that is not sustainable based on the revenues forecasted for the next ten years. Unsustainable budgets result in eventually unaffordable mill and tax rates for our borough residents. This budget is attempting to maintain the correction of that condition for current and future borough taxpayers by returning to a sustainable trend. This budget decreases by 0.24%, FY2024 increased 2.50% and FY2025 increased 2.57%, all following the philosophy of staying below the average inflation over time. The combined CPI increases for this same timeframe equal 11.8% which is significantly higher than the combined budgetary increase of 4.82% for fiscal years 2023, 2024 and 2025. In order for the Kenai Peninsula Borough to maintain a sustainable expenditure budget based on the forecasted revenues and remain affordable to Kenai Peninsula individuals and families, the borough must assert fiscal discipline and maintain an equivalent expenditure trajectory to the CPI, in the next ten fiscal years. Onetime funding and inconsistent revenue streams should not be utilized for ongoing operations, but rather capital or isolated programs that are not expected to continue beyond the current period. Other factors that affect overall expenditures and obligations of the borough, are unexpected incidents and disasters, of which the borough maintains a minimum fund balance policy to protect us from those unexpected expenditures events.



### **Major Budget Issues/Highlights**

- FY2026 state legislation was considered during the preparation of the FY2026 budget which includes continued funding for the School Bond Debt Reimbursement, a requested increase in the Base Student Allocation (BSA), PERS/TRS on behalf payments consistent with the Alaska Retirement Management Board recommendation, and strong funding for Community Assistance, fisheries business tax, resource landing tax and commercial vessel passenger tax payments.
- Operational funding for the School District: The largest component of the borough's budget is the contribution the borough makes to fund the Kenai Peninsula Borough School District. The borough's local contribution is governed by AS 14.17.410. This statute outlines the minimum and maximum amounts that can be contributed to the school district. The required minimum local contribution is estimated to be \$35,537,970 and the maximum amount is \$62,359,080. The amount the Borough has appropriated for FY2026 is \$57,634,015 an increase of 2.50% over FY2025. The projected number of students for FY2026 is 8,125 and the Borough's funding per student is approximately \$7,093.



- Total funds provided for school purposes are \$66.7 million; the Borough portion is \$64.9 million and the State of Alaska is forecasted to provide \$1.8 million for debt reimbursement. Funding provided by the borough, net of the State's contribution for debt service, for school purposes is equivalent to 5.73 mills. Sales tax revenue is expected to cover \$48 million, which represents a 1% increase in sales tax revenue from the forecast amount of sales tax revenue anticipated for FY2025; the balance of funding of \$9.7 million (equivalent to 1.49 mills) comes from property taxes, federal and state revenue, and other sources. Total funding provided for schools (not including post-secondary education funding) represents an amount equal to 64% of the Borough's General Fund budget.
- Quality public services require adequate facilities that are suitable for their use and deferred maintenance creates additional cost over and above adequate maintenance. The budget includes a continued effort to address the borough's major maintenance and capital facility needs. The adopted FY2026 budget provides a \$150,000 transfer to the general government capital project fund and \$4.1 million to the school facilities capital project fund to address the borough facilities' (including school district buildings, all of which the borough owns) major maintenance and capital replacement needs. The FY2026 transfer to school capital project has also increased 2.5% from 2025.
- Funding for the Borough's Solid Waste program: A majority of the FY2026 increase is related to inflationary impacts on contractual services in the department. Hauling contracts, ongoing maintenance and operations for all of the solid waste facilities, fuel and supplies are the most impacted categories. The General Fund contribution for FY2026 is budgeted at \$11.5 million. In FY2026 the General Fund is also contributing an additional \$1.4 million to the solid waste capital project fund for required closure/postclosure liability expenditures, regulated by the EPA. The total General Fund contribution to the Solid Waste program represents an amount equal to approximately 12.4% of total General Fund expenditures. The equivalent of 1.14 mills of the Borough's General Fund mill rate of 3.85 mills goes to support the Borough's Solid Waste program.



- The FY2026 budget includes local funding for the Road Service Area Capital Project Fund of \$2.2 million, the FY2027-2029 transfers are projected to increase 2.5% annually. Prior to FY2021, grant funds were utilized to support a significant portion of the annual capital project spend to upgrade numerous roads in the Borough, all grant funds have been fully expended shifting the required burden to be supported by local funds, thus property taxes collected through the Roads Service Area mill rate.
- Although significant requests for additional FTEs exist, no new positions were added to the General Fund in FY2026; but in fact a reduction of .25 in the Seward Annex. 4.5 FTEs were added to Special Revenue Funds. A summary of all position changes for FY2017 to FY2026 can be found on pages 436-437.

### **Financial Condition Summary**

For FY2026, Borough-wide real and personal taxable assessed values increased 8.9%, compared to FY2025 forecast values which increased 7.7% when compared to Actual FY2024 values. Oil and gas property is assessed by the State of Alaska under AS 43.56, and is subject to significant fluctuations in value and plays a vital role in the borough's economy, although the players are changing. Over the last five years, large national and multinational companies have been replaced by independents, which resulted in a resurgence in exploration and production. This has led to new wells in the Anchor Point and Kenai area, jackup rigs being used in Cook Inlet, along with increased exploration in other areas of the borough, resulting in an increase in assessed value for oil and gas properties. Assessed values for oil and gas properties increased from \$1.2 million for FY2016, to \$1.7 billion in FY2026. During this same timeframe, oil production for the borough has decreased from approximately 6.5 million barrels annually to approximately 2.3 million barrels annually. Since 1988, oil production for the borough has decreased from 15.9 million barrels annually to 2.3 million barrels annually. The impact to the Borough if the global reduction in the price of gas and oil continues is unknown at this time.

Traditionally the borough's unemployment rate has been 2% to 3% higher than the statewide rate, much of this due to the seasonality of work in the fishing and tourism industry. In FY2020 and FY2021, the Covid-19 worldwide pandemic created temporary increases in unemployment across the nation and in the Borough as high as 17.2% in April 2020. Unemployment rates in the borough have gone up to 6.7% as of February 2025 and it is anticipated that unemployment rates will increase in 2025.

<b>Calendar Year Ending</b>	<b>Unemployment Rate</b>	<b>Increase (Decrease)</b>	<b>Calendar Year Ending</b>	<b>Unemployment Rate</b>	<b>Increase (Decrease)</b>
2017	7.7%	-0.4%	2021	7.3%	-2.3%
2018	7.1%	-0.6%	2022	4.7%	-2.6%
2019	6.3%	-0.8%	2023	4.7%	0.0%
2020	9.6%	3.3%	2024	5.2%	0.5%

*Data is provided by the State of Alaska, Department of Labor and Workforce Development, and reflects the average for the prior 12 months as of December.*

### **Financial Plans**

#### **General Fund**

Revenues and other financing sources of \$101,938,675 support the FY2026 general fund budget. This total consists of \$45.1 million in property tax revenue, \$48 million in sales tax revenue, \$3.3 million in state revenue, \$3.7 million in federal revenue, and \$1.8 million in other revenues and financing sources. Adopted expenditures are more than projected revenues net of a projected lapse; by \$527,113.

Overall expenditures increased \$2.5 million when compared to the original FY2025 adopted budget. Factors impacting the budget for FY2026 are as follows:

- The total amount appropriated for school purposes is \$66.7 million, a \$1.5 million increase when compared to FY2025. Local educational funding for FY2026 includes \$57.6 million for school district operations, \$5.0 million for school related debt service, and \$4.1 million for capital projects. It should be noted that the borough expects to receive \$1.8 million from the State of Alaska under the school debt reimbursement program, which decreases the Borough's expense. In 1964 the Borough citizens voted to implement an areawide sales tax which would be 100% dedicated to funding education. In FY2026, sales tax revenues are estimated to only be up \$475,000 from the FY25 forecasted amount, reducing the borough's ability to fund education.
- Personnel costs decreased \$29,098 or (0.17%); primarily due to the impacts of the negotiated collective bargaining agreement offset by static healthcare costs as a result of slowed healthcare experience in the qualified high deductible healthcare plan.
- Supplies decreased \$24,155 or (10.52%) due to a tightening of supply line items in efficiencies reduction in use.
- Services decreased \$85,656 or (1.24%); which includes; \$195,051 increase in annual software costs, \$66,875 increase in remote sales tax fees, reclassifications from general object codes for tourism/marketing and Peninsula promotion to specific object codes for tourism/marketing and Peninsula promotion of \$200,000, all offset by reductions in contract services of \$78,016 and a multitude of other service object codes.
- Transfers increased approximately \$2.6 million or 3.33%; which includes an increase to the local contribution for schools of \$1.4 million, and an increase in solid waste closure/post closure costs of \$1.4 million.

The FY2026 General Fund property tax rate decreased from 4.30 to 3.85 mills. Sales tax revenue for FY2026 is expected to increase slightly over the FY2025 forecasted sales tax amount by less than 1%. The estimated FY2026 sales tax revenue generates the equivalent of 4.24 mills in property tax revenue. State revenues include \$850,000 for Community Assistance (Revenue Sharing) and \$1.8 million for school debt reimbursement; representing 70% of only a portion of the outstanding school debt service; fish tax of \$500,000, \$50,000 for facility rental, and \$155,000 from co-op distributions. Federal revenues consist of \$3.1 million for Payment in Lieu of Taxes (PILT) receipts, \$500,000 for National Forest Receipts, and a civil defense grant of \$140,000.

#### **Local Contribution for Kenai Peninsula Borough School District:**

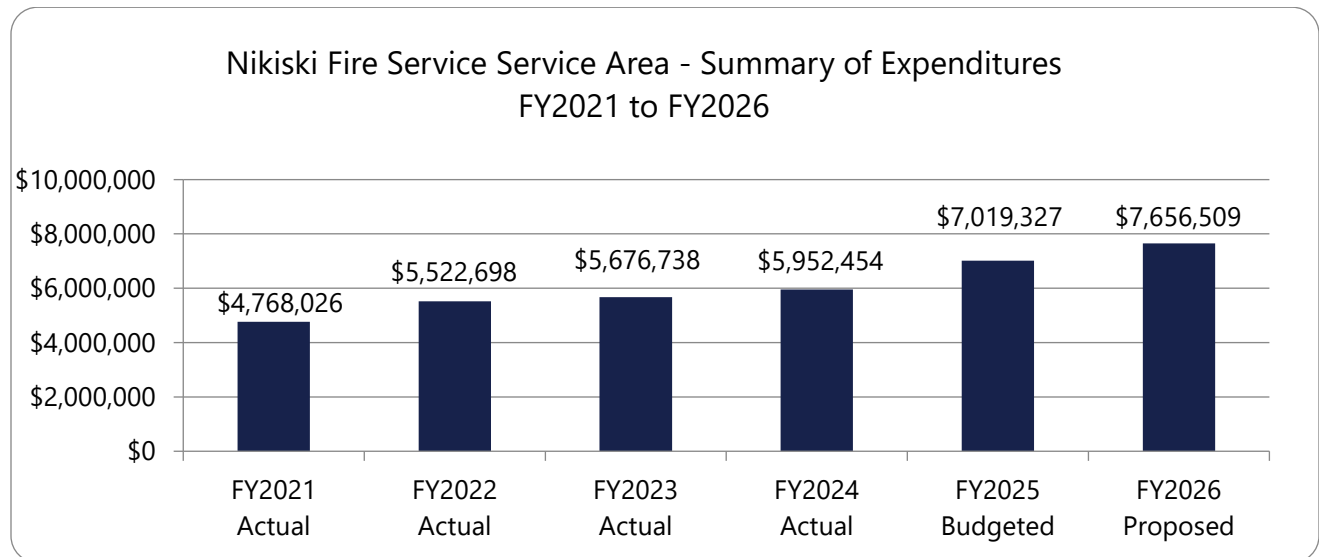
<b>Fiscal Year</b>	<b>Local Contribution</b>	<b>Additional Federal Funding</b>	<b>Total Payments to School District</b>	<b>Increase (Decrease)</b>	<b>Mill Rate Equivalent</b>
2022	\$ 48,000,000	\$ 2,000,000	\$ 50,000,000	\$ -	-
2023	52,564,284	-	52,564,284	2,564,284	.29
2024	54,753,114	-	54,753,114	2,188,830	.22
2025	56,228,307	-	56,228,307	1,475,193	.14
2025	57,634,015	-	57,634,015	1,405,708	.12

#### **Service Areas and Special Revenue Funds**

As a whole, the FY2026 service area budgets increased 1.49% from the FY2025 originally adopted. Selected individual funds are as follows:

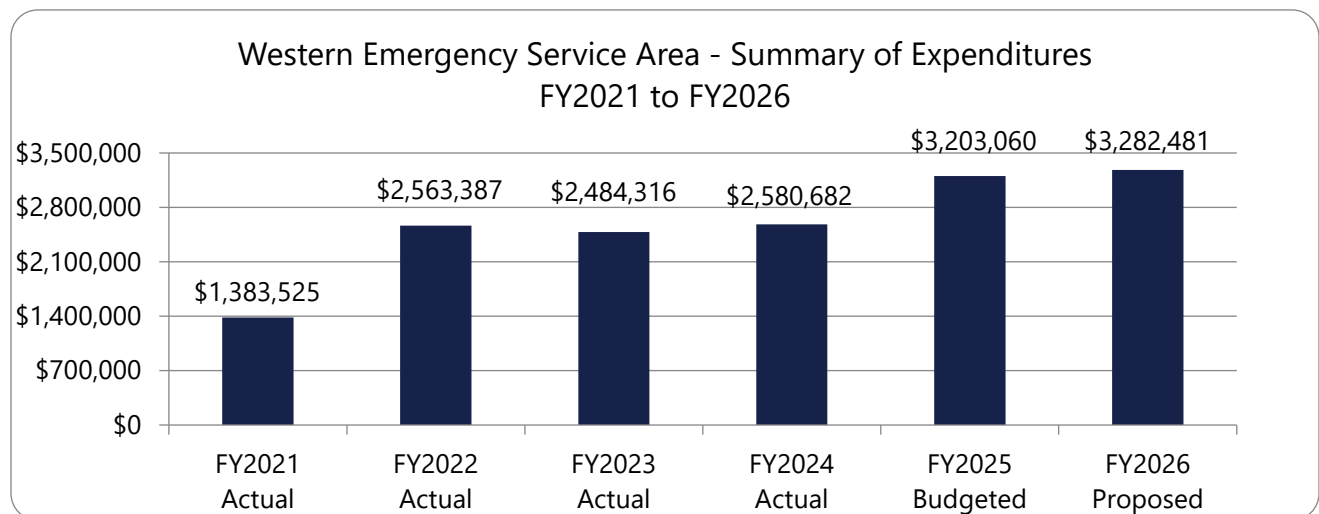
## Nikiski Fire Service Area

The Nikiski Fire Service Area (NFSA) budget is up \$637,182 or 9.08% when compared to the prior year. The capital transfer increased \$700,000, leaving operating expenditure decreases of (\$62,818) or (.93%). Expenditures decreases are primarily related to multiple reductions in supplies, services and capital outlay as a result of coming more in line with actuals and tightening of the operating budget, offset by an increase of \$60,000 in capital match funds for Tyonek apparatus. In FY2026 the mill rate is proposed to decrease from 2.70 mills to 2.45 mills. Prior to FY2026 the mill rate had remained at 2.70 mills since FY2018.



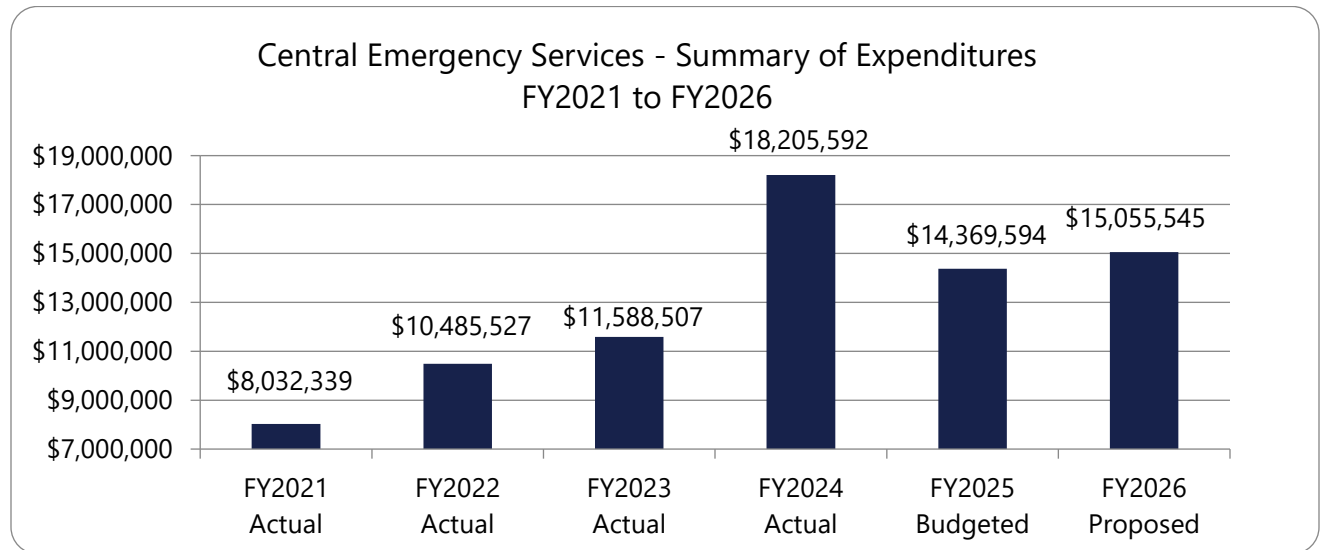
## Western Emergency Service Area

The Western Emergency Service Area expenditure budget is up \$79,421 or 2.48% when compared to the prior year. The capital transfer increased \$55,000, leaving operating expenditure increases of \$24,421 or .82%. Operating expenditure increases are primarily related to personnel increases associated with the reclassification of the 2 firefighters to EMTs. Expenditures decreases are primarily related to multiple reductions in supplies, services and capital outlay as a result of coming more in line with actuals and tightening of the operating budget. There are no proposed changes to the mill rate in FY2026.



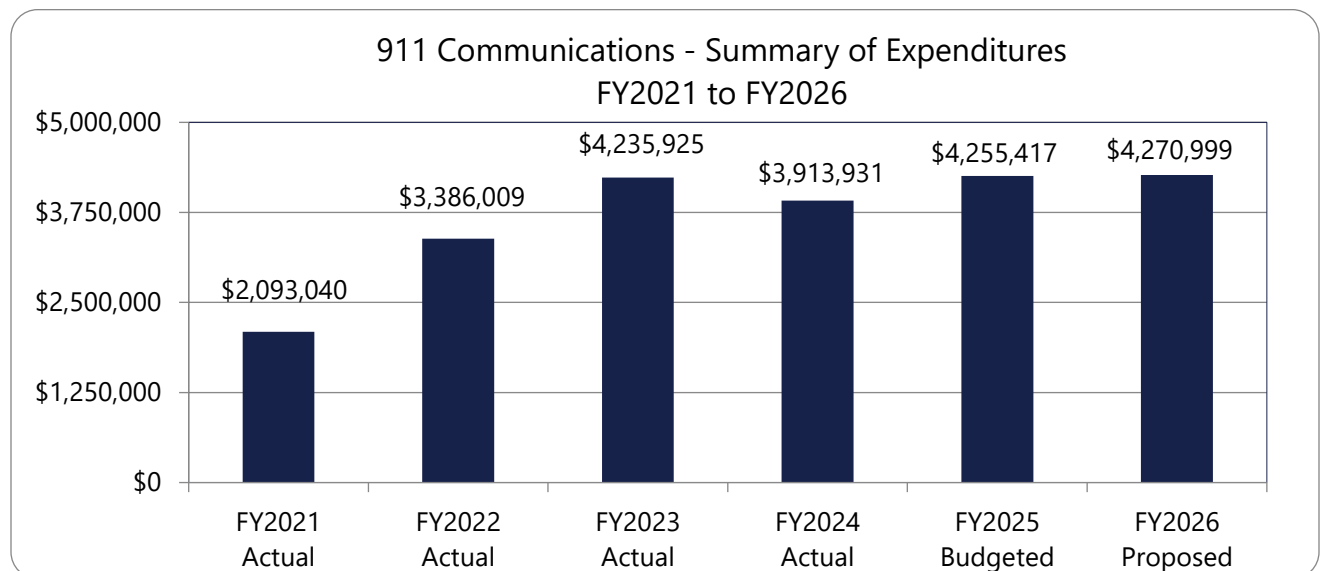
### Central Emergency Services

The Central Emergency Service Area (CES) budget is up \$685,951 or 4.77% when compared to the prior year. The debt transfer increased \$7,000, leaving operating expenditure increases of \$678,951 or 5.76%. Expenditures increases are primarily related to the addition of four Engineer/Paramedics, offset by a small decrease in supplies. In FY2026 the mill rate is proposed to decrease from 3.21 mills to 2.95 mills.



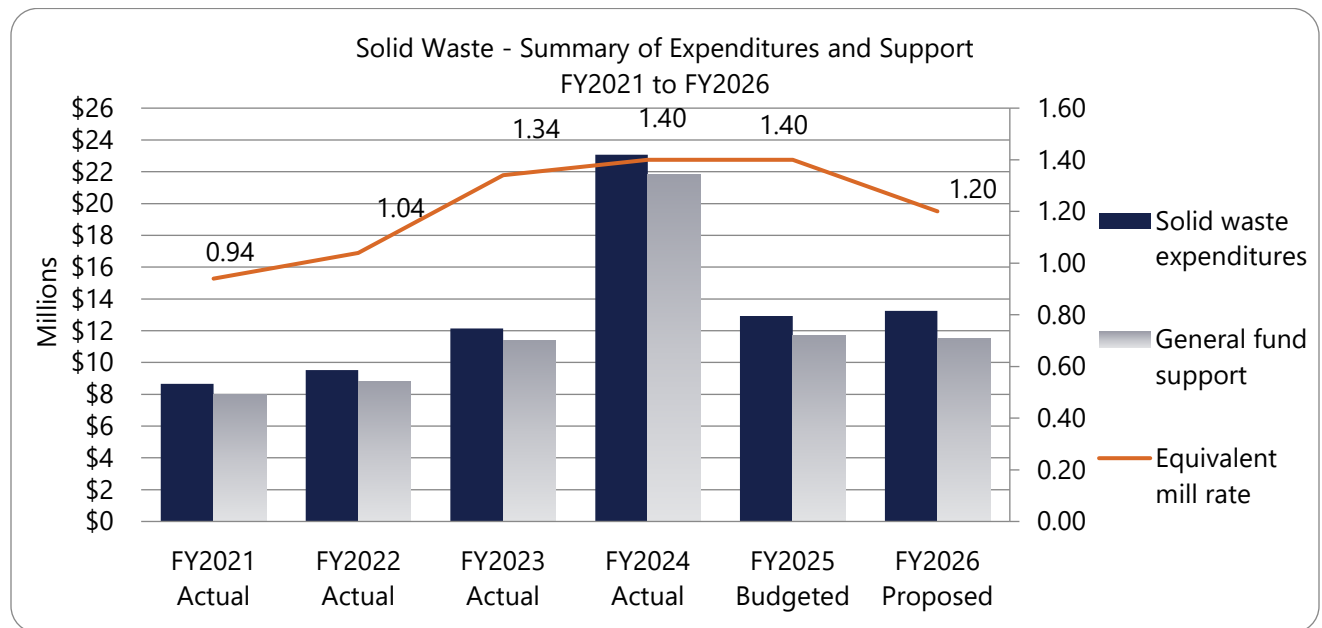
### 911 Communications

The 911 Communications Center expenditure budget is up \$15,582 or 0.37% when compared to the prior year. The capital transfer increased \$71,462, leaving operational expenditure decreases of (\$55,880) or (1.37%). The as a result of a \$16,000 increase in software licensing and maintenance. In 2021 the Center entered into agreements with agencies to provide call taking and other services for a fee. The fee is based on call volume and specific specialized services. As part of the agreement the Center is required to establish a restricted capital reserve fund for replacement of critical infrastructure.



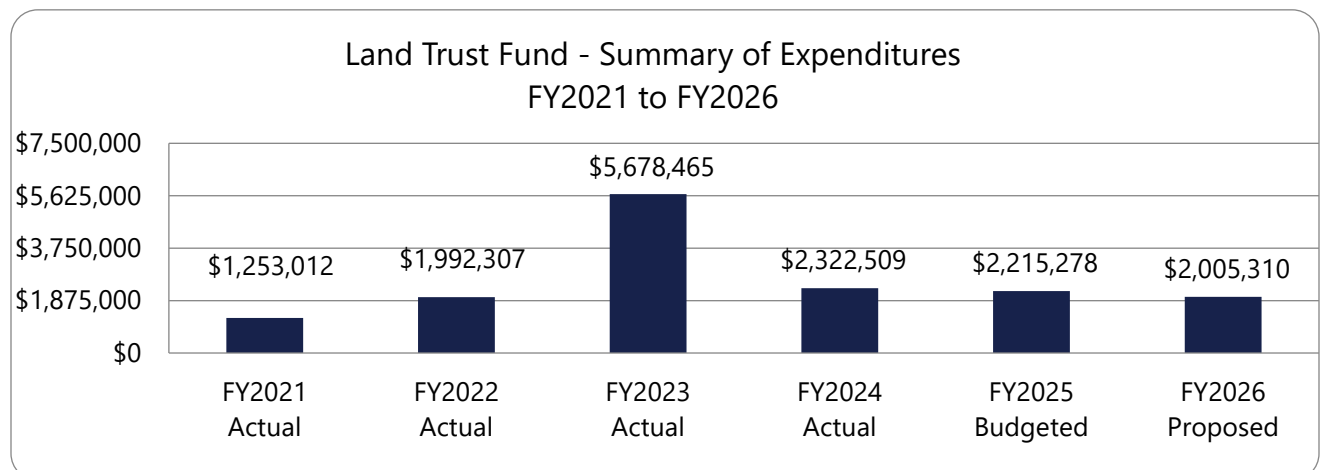
## Solid Waste

The Solid Waste expenditure budget is up \$321,498 or 2.49% when compared to FY2025. The capital transfer decreased \$50,000, leaving operational expenditure increases of \$371,498 or 3.03%. primarily due to increases to hauling and operations & maintenance contracts, ongoing contractual obligations and renewed operations & maintenance contracts that were bid at a higher cost than in previous years. The Borough's General Fund continues to provide the majority of the funding necessary to operate solid waste operations. For FY2026, this amount is \$11,485,368 or approximately 87% of the revenue necessary to fund the solid waste program. The General fund contribution is equal to 1.02 mills or 12% of the General Fund budget.



## Land Trust Fund

The Land Trust Fund expenditure budget is down (\$209,968) or (9.48%) when compared to FY2025. The land sales transfer to the Land Trust Investment Fund decreased \$260,000 indicating land sale revenues are anticipated to be down in the current year, leaving operating expenditure increases of \$50,032 or 3.32%. The Land Trust Fund, by Code, is required to transfer annual land sale revenue to the Land Trust Investment Fund to be invested for the purpose of supporting the Land Trust Fund and General Government activities in the future. The Land Trust Fund also had increases to their contractual services to provide for subdivision development, auction services and entitlement surveying.



## **Capital Projects**

The FY2026 Capital Budget includes \$4,124,000 for school district major facility maintenance. Several major school maintenance projects have been accomplished over the past couple fiscal years due to additional capital funding provided. This years' funding provides for projects such as heating ventilation and air conditioning (HVAC), boiler upgrades that will reduce utility costs, security and safety in school facilities, roofs, windows, siding, flooring replacements, electrical and lighting upgrade projects in school facilities. The 911 Communications Center capital budget includes \$40,200 for facility and communications equipment and the Solid Waste Department capital budget includes, and \$1,200,000 to provide for cells 1 and 2 seep repairs, overhead door replacements, siding for the bailer building and major bailer maintenance. There was also an increase to the transfer from the General Fund specifically for EPA closure/post closure requirements for municipal solid waste facility.

Service Area capital budgets include funding for facility improvements and equipment purchases of \$510,000 at Nikiski Fire Service Area for response pickup, ambulance, hydrant repair; \$775,000 at Central Emergency Services for offroad response vehicles and trailer as well as exhaust system for stations 3,4,5,6, \$310,000 at Kachemak Emergency Service Area for station paving, water pump upgrade, boiler repairs and a constructed pole barn for cold storage; \$160,000 at Western Emergency Services for 2 response vehicles; \$45,000 for Bear Creek Fire to purchase a power cot gurney for new ambulance, \$1,395,000 in Road Service Area for capital road construction and improvements; \$685,000 at North Peninsula Recreation Service Area for master planning, pool renovations, appliance replacement, lighting replacement, warmup hut for hockey rink, golf simulator, and snowmachine/groomer and \$2,226,819 at South Peninsula Hospital for medical equipment.

## **Tax Rates**

The Borough Code of Ordinances, section 5.12.010 (A), establishes a maximum 8.00 mill tax levy for operations of the Borough general government, including the local effort for education. Per the Code, the maximum is increased for the tax equivalent of the local payments for voter approved debt, or to meet an emergency threatening the public peace, health, or safety. The maximum mill rate that could be levied for FY2026 is 8.6 mills. It is our goal to keep the general fund mill rate at or below the current level unless borough voters authorize significant additional debt.

The Mayor's budget proposes a reduction in the General Fund property tax mill rate from 4.30 mills to 3.85 mills for FY2026. There are also six service areas that have proposed reduction in their mill rates. A summary of all position changes for FY2021 to FY2026 can be found on pages 54.

### **Summary Data - Governmental Functions**

The following schedule is a summary of the FY2026 estimated revenues for the General Fund, special revenue funds, debt service funds, capital projects funds, and internal service funds including the amount and increases or decreases in relation to the original FY2025 budget.

<b>Revenues:</b>	<b>FY2024 Original Revenues</b>	<b>FY2025 Estimated Revenues</b>	<b>Increase (Decrease)</b>
General Property Taxes	\$ 88,748,553	\$ 87,218,955	\$ (1,529,598)
Sales Tax	44,400,000	47,975,000	3,575,000
Intergovernmental:			
Federal	3,740,000	3,740,000	-
State	3,350,641	3,350,380	(261)
Other Revenue	36,903,708	38,429,043	1,525,335
Fund Balance Appropriated (Lapsed)	2,941,392	(1,057,716)	(3,999,108)
	<u>\$ 180,084,294</u>	<u>\$ 179,655,662</u>	<u>\$ (428,632)</u>

- Property and sales tax revenues are up by a combined 6.33% and represents approximately 75% of total revenues (not including fund balance), this compares to 75% for FY2025, FY2024 and 74% for FY2023. Other information is as follows:
- Property taxes are projected to decrease approximately \$1.5 million due to the FY2026 taxable assessed values increasing 8% from the FY2025 original budgeted amounts offset by reduced mill rates for the General Fund and six Service Areas. The FY2026 property tax revenue estimate is down 1.7% with decreases to mill rates for the General Fund mill, North Peninsula Recreation Service Area, Central Emergency Services, Kachemak Emergency Services, Nikiski Fire Service Area, Nikiski Senior Service Area and Road Service Area.
- Sales tax revenues are projected to have very little growth from the FY2025 forecasted amount, coming in more than the originally estimated but consistent with actuals from FY2024 and forecasted FY2025. The original estimate for sales tax was based on FY2024 data through February 2024 which later produced an increase in the last quarter received in August 2024, after the budget was adopted. The FY26 projected revenues are due to brick and mortar lines of business showing little to no growth or reductions in taxable sales from FY2025, such as personal property rentals down 17%, telecommunications 11% and retail only being up 4%; with retail being 54% of the total sales tax collected in FY2025. Remote sales tax collections are going to be the mechanism that is projected to provide increases in sales tax revenues overall.
- Other revenues are projected to increase \$1,525,335 primarily due to increases in project interest income.
- State revenues are expected to decrease approximately \$261 as a result of a decrease in debt reimbursement on education debt satisfied in FY2025. The new education bonds issued in FY2023 are not reimbursable due to a moratorium on new debt service eligibility for the program.
- The use of fund balance as a revenue source decreased due to an across the board tightening of operating expenditure budgets, to recognize potential areas of savings through efficiencies and doing more with less. The budgeting philosophy of staying below the average inflation over time will allow the Borough to provide more affordable government for our citizens and predictable future funding for all functions of the KPB. There were also reductions in projected expenditures as a result of debt maturities and restructuring as well as capital spend as multiyear bond project continue.

The following schedule presents a summary of the General Fund, special revenue funds, debt service funds, capital project funds, and internal service funds appropriations for FY2026. Please note that the FY2025 amounts are based on the original assembly approved budget and do not include encumbrances and certain contingency balances carried forward from the prior year, or supplemental appropriations.

<b>Expenditures:</b>	<b>FY2025 Original Appropriation</b>	<b>FY2026 Mayor Proposed</b>	<b>Increase (Decrease)</b>
General Government	\$26,251,487	\$25,663,328	\$ (588,159)
Solid Waste	13,265,652	13,852,150	586,498
Public Safety	32,430,810	33,469,713	1,038,903
Recreation	3,384,769	3,277,963	(106,806)
Education	66,008,198	67,705,643	1,697,445
Road Maintenance	9,885,309	9,161,784	(723,525)
Hospitals	10,077,908	8,995,606	(1,082,302)
Internal Service	18,780,161	17,529,475	(1,250,686)
	<u>\$180,084,294</u>	<u>\$179,655,662</u>	<u>\$ (428,632)</u>

Total FY2026 appropriations are down 0.24% when compared to the FY2025 original budget. For comparative purposes, the FY2025 budget was up 2.50% when compared to the original FY2024 budget and the FY2023 budget was up 2.57% when compared to the FY2023 budget. The primary drivers of this change include:

- General Government decreases of (\$588,159) or (2.2%) are primarily due to, a one-time capital project in FY2025 associated with the River Center facility of \$643,925 and a reduction in healthcare charge outs to bring healthcare reserves in line with minimum fund balance requirements offset by personnel costs associated with Collective Bargaining Agreement (CBA) requirements.
- Solid waste costs have increased \$586,498 or 4.4% due to additional capital and infrastructure needs as well as increases to operations and maintenance for hauling contracts due to contractual obligations and renewed operations and maintenance contracts that were bid at a higher cost than in previous years.
- Public safety increase of \$1,038,903 is primarily due to costs associated with an increase of four additional firefighters at Central Emergency Services and increases for additional capital apparatus and infrastructure needs for Kachemak Emergency Services, Nikiski Fire Service Area, Bear Creek Fire Service Area and Western Emergency Services.
- Education costs indicate an increase of approximately \$1.7 million. This increase is primarily due to an increase to the local contribution of \$1.4 million, a \$1,377 increase to FY2025 educational debt service payments, and a \$266,860 increase to the FY2026 school capital contribution.
- Hospital expenditures have decreased due to a reduction in debt service for Central Peninsula Hospital Service Area and South Peninsula Hospital Service Area when compared to FY2025. The debt service for Central Peninsula Hospital also decreased as a result of a refunding in FY2025, decreasing payment amounts through reorganization of cash flow and reinvestment at a better interest rate.
- Internal Services have decreased due to a decrease in Healthcare premiums charged out to all departments and service areas to bring healthcare reserves in line with minimum fund balance requirements. The Equipment replacement fund had no changes for FY2025 and the Insurance and Litigation Fund only increase \$58,614 or .72%.



### **The Future**

In reviewing the department and service area budget requests, the Mayor considered carefully the thoughts of the management staff, service area boards, and the assembly and borough citizens. In the end, FTE requests and other reductions were made to the original budgets as submitted. We believe that this budget is consistent with the Mayor's budget priorities that include:

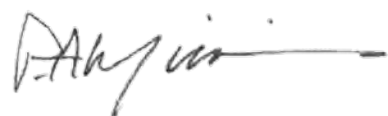
- Delivery of basic quality Borough services at the lowest, sustainable cost possible.
- A level of local educational funding borough residents can reasonably afford and sustain.
- Providing consistent and reliable emergency services throughout the Borough.
- A high-quality capital and operational maintenance program that reduces the cost of deferred maintenance and ensures the continued use and economic value of borough assets.
- Support for the needs of borough service areas as communicated by service area residents and their elected service area boards.
- A balanced budget that can be supported by the borough's current areawide revenues.
- Maintenance of the borough's financial condition with a focus on returning to a sustainable trend today and into the future to ensure affordability for borough residents.

### **Acknowledgement**

Credit is given to those who have participated in the preparation of the FY2026 budget. Service area boards, department heads, and their staffs have all worked very hard to develop department/service area budgets that will provide residents with a high level of service at a reasonable cost. Finance Department staff deserving recognition include: Financial Planning Manager Chad Friedersdorff, Controller Sara Dennis, Auditor Accountant Tiffany Boardman, Payroll Accountant Tyra Rivera, Grant/Treasury Accountants Christina Griffith and Tracy Davis, Sales Tax Supervisor Lauri Lingafelt, Property Tax Supervisor Nolan Scarlett, and Finance Department Administrative Assistant Lori Johnson. All have put in long hours preparing this document.

We look forward to working with the borough assembly, the Kenai Peninsula Borough School District, all residents of the borough and the borough business community in making the Kenai Peninsula an even greater place to live, work, play, visit and conduct business.

Respectfully submitted,



Peter A. Micciche  
Borough Mayor



Brandi Harbaugh, CPA CPFO  
Director of Finance

# ***Kenai Peninsula Borough FY2026 Budget***

## ***User Guide***

This user guide is a tool to guide you through the budget document. It provides some basic information about the area and its government structure. It explains the formatting of individual departmental budget sections, and the process of creating and adopting the Borough's primary planning and policy tool - the annual budget.

The user guide has been developed to answer some of the more commonly asked questions regarding the Kenai Peninsula Borough's budget and other topics.

- Under what type of government structure does the Borough operate?
- What are the Borough's areas of responsibilities or powers?
- How do the Borough and School District interrelate?
- When is the budget prepared, and how does the budget cycle operate?
- What is the Borough's basis of budgeting?
- How is the budget data organized?

### ***Brief Introduction to the Borough***

The Kenai Peninsula Borough was incorporated in 1964 as a second-class borough. It occupies a geographic area of approximately 24,750 miles and is located in the south central part of the state of Alaska. Per the State of Alaska, Department of Commerce, Community, and Economic Development, the Borough's population for April 2025 is estimated to be 60,898.

### ***Structure***

The Borough operates under an assembly-mayor form of government. Policy-making and legislative authority are vested in a governing assembly consisting of nine members. The assembly is responsible, among other things, for passing ordinances, adopting the budget, and appointing committees. The mayor is the Borough's executive officer and is responsible for carrying out the policies and ordinances of the Borough, for overseeing the day-to-day operations of the government, and for appointing the heads of the various departments. The assembly and mayor are elected on a non-partisan basis. Assembly members serve three-year staggered terms with three members elected each year, and are elected by district. The mayor is elected at large and serves a three-year term.

### ***Powers/Areas of Responsibilities***

State of Alaska law mandates that second-class boroughs provide certain services on an areawide basis to all taxpayers. Initially, the Borough exercised three mandatory powers: assessment and tax collection, schools, and zoning. All other services must be approved by a majority of voters who are to receive the services. This gives taxpayers control over the type and level of services they receive and pay for.

Currently, the Borough has the following powers: (see page 25 for more detail)

- Areawide powers: assessment and collection of property taxes and sales taxes for the Borough and cities within the Borough, planning, solid waste disposal, education, postsecondary education, 911 emergency communications, emergency management, and general administrative services.

- Non-area-wide services provided by the Borough include fire protection, hospital services, emergency medical and ambulance services, recreation, senior citizen funding, road maintenance, economic development, tourism promotion, and special assessment authority for utility extensions and road improvement districts.
- The Borough also has non-area-wide powers of port and harbor that are authorized but not exercised.

### ***School District***

The Kenai Peninsula Borough School District is a component unit of the Borough. The School District has its own elected board which is responsible for setting policy and expenditure appropriations. More information regarding the School District is available at their website, [www.kpbsd.k12.ak.us](http://www.kpbsd.k12.ak.us) or can be obtained from them at 148 North Binkley St., Soldotna, AK 99669.

The Borough does assume various funding responsibility for the School District. State of Alaska statutes require the Borough to contribute to the School District a minimum contribution in an amount equal to 2.65 mills of the prior year full and true assessed value of property. The State has also established a maximum contribution, which is an amount equal to the minimum contribution plus 2.00 mills of the full and true assessed value of property. In prior years the maximum allowable contribution was based on 23% of basic need. Basic need is defined as total of the adjusted average daily membership times the base student allocation. For FY2026, the Borough's contribution is \$57,634,015. The Borough's sales tax revenue is estimated to fund \$47.98 million of that amount; the balance or \$9.65 million will come from other sources including property taxes, state and federal sources, and interest earnings.

The Borough is also responsible for the construction and capital improvement of all facilities used by the School District as well as the issuance and repayment of school construction debt.

Total funding, net of state debt reimbursement, for Borough schools for FY2026 is \$64,886,963; an amount equal to 63% of the Borough's General Fund budget.

### ***Basis of Accounting & Budgeting***

The basis of budgeting is explained here to assist readers of the budget document, and to provide a bridge between the budget presentation in this document and the accounting presentation in the Annual Comprehensive Financial Report (ACFR).

The Borough's governmental funds consist of the General Fund, Special Revenue Funds, Debt Service Funds, and Capital Project Funds. Governmental fund budgets are developed using the modified accrual basis of accounting. Under this basis, revenues are estimated for the fiscal year if they are susceptible to accrual, e.g. amounts can be determined and will be collected within the current period. Principal and interest on general long-term debt are budgeted as expenditures when due, whereas other expenditures are budgeted for liabilities expected to be incurred during the current period.

The Borough's budgets are prepared and adopted on a basis consistent with Generally Accepted Accounting Principles (GAAP) for all governmental funds and proprietary funds except capital project funds, which are adopted on a project-length basis, and the Solid Waste Special Revenue Fund, which is prepared on a budgetary basis. The Borough utilizes encumbrance accounting for its governmental fund types under which purchase orders, contracts, and other commitments are recorded in order to set budget aside for that specific use. Encumbrances lapse and are automatically reappropriated and re-encumbered as part of the subsequent year's budget. Encumbrances are recognition of commitments that will subsequently become expenditures when the goods or services are received.

The Proprietary Funds (Internal Service) budgets use a different budgetary basis for their accounting basis. Proprietary Funds use the accrual basis of accounting; however, their budgets more closely follow the modified accrual method used for governmental funds. For example, the proprietary fund budgets include capital outlay amounts for the initial purchase

of fixed assets, but do not include budget amounts for depreciation of those fixed assets. For the ACFR, capital outlays are not recognized but depreciation is.

### ***Budget Process***

The annual budget, which includes both operating and capital budgets, is the mechanism through which the Borough Assembly establishes the appropriations for the Borough. Ordinance 2025-19, a copy of which is included on pages 35 - 38, authorizes spending for the operating and capital budgets indicated in this document. The appropriations are by the fund level for operating funds and at the project level for capital funds.

The budget process begins in January with a meeting of all department heads and service area representatives. The mayor makes a presentation on the financial condition of the Borough and a projection for the coming year considering the economy and the legislature. The mayor outlines his general budget policies and goals at this time, and budget preparation packets are distributed to the departments.

Throughout the remainder of January and February, the Finance Director, Controller, or Financial Planning Manager attends the various service areas budget workshop meetings and presents related information. Completed department and capital budget requests are then submitted to the Finance Department in late February or early March. After draft budgets are prepared, budget review meetings are held with the Mayor, the Finance Director, and the appropriate department head or service area representatives. A proposed budget is then prepared and submitted to the Assembly in May.

The ordinance setting the level of appropriation for the fiscal year is introduced at the first Assembly meeting in May and the resolution setting the mill rates for the General Fund and the Service Areas is presented at the first meeting in June. After holding public work sessions, the Borough Assembly approves the budgets and sets the tax rates for the General Fund and Service Areas prior to June 15th.

### ***Mill Levy***

A resolution setting the mill rates is submitted to the assembly at the first Assembly meeting in June for approval as mill rates must be established prior to June 15th in accordance with Alaska Statutes. The Borough voters have approved a tax cap of 8.0 mills not including the amount needed for debt service or to meet an emergency threatening public peace, health or safety. The maximum mill rate calculation for FY2026 is 8.60 mills. The adopted mill rate for FY2026 is 3.85 mills.

### ***Amending the Budget***

After the budget has been established, the Assembly may transfer appropriations between major classifications or departments by resolution; however, transfer of appropriations between funds must be done by ordinance. The Borough Mayor has the authority to transfer amounts within a department. Supplemental appropriations, except emergency appropriations, may be made by ordinance only after public hearings and Assembly approval has taken place. Emergency appropriations may be done by Assembly ordinance without a public hearing, but are only effective for 60 days. Extensions of such appropriations must go through the public hearing process.

## ***Budget Presentation and Fund Structure***

The budget document is divided into various sections: Introduction, Overview, Individual Fund Detail, and the Appendix.

- The introduction section includes the table of contents, the transmittal letter, this user guide, major financial policies, the budget calendar, an organizational chart, the Kenai Peninsula Borough departmental staff chart, and the appropriating ordinance.
- The overview section includes data on the Borough as a whole.
- The Fund section includes individual budgets for the General Fund, the Special Revenue Funds, Capital Project Funds, Debt Service Funds, and Internal Service Funds. The Special Revenue Funds include Service Area Funds and other special revenue funds that are established when there are legal requirements restricting specific revenue sources to expenditures for specific purposes, which are not appropriately budgeted elsewhere.
  - Operating budgets for the General Fund, Service Area Funds, Debt Service Funds, and Internal Service Funds present detailed expenditure plans. These plans contain a mission/program description, major long-term issues and concerns, current-year objectives, previous-year accomplishments, and performance measures. Expenditure detail is provided for each division and in summary for each department. All detail pages contain historical data for the current year budget and two prior fiscal years.
  - Capital Project budgets have detailed expenditure plans that include general objectives, a description of the current-year projects that have been authorized including a brief description of the impact on future operating budgets, and a nine-year plan of expenditures.
- The appendix section includes data on salary schedules, full-time equivalent employees, a glossary of terms, a list of acronyms, various analytical data, and a schedule of fees.

## Powers of the Kenai Peninsula Borough

The Assembly of the Kenai Peninsula Borough has provided funding for the services and programs it has determined to be a priority in this budget. The left-hand column (title Power) provides some sources of the legal authority for the governing body to exercise its appropriation and prioritization authority. The right-hand column, titled Department(s), shows the departments where the appropriation amount and the expenditure authority can be found that reflect the governing body's priorities. Most additional optional powers may be found in Title 29 of the Alaska Statutes and in a few additional statutes outside of Title 29.

<b>Power</b>	<b>Date of Acquisition</b>	<b>Statutory Reference</b>	<b>Method of Acquisition</b>	<b>Department(s)</b>
<b><u>Mandatory Areawide Powers</u></b>				
Public Schools	01/01/1964	AS 29.35.160	Mandated	Education
Assessment & Collection of Taxes	01/01/1964	AS Ch. 29.45	Mandated	Assessing/Finance
Planning, Platting, Land Use	01/01/1964	AS Ch. 29.40	Mandated	Planning
<b><u>Acquired Areawide Powers</u></b>				
Solid Waste	05/21/1974	AS 29.35.050	Ordinance	Solid Waste
Postsecondary Funding	10/02/1990	KPB 5.24.010	Election	Non-departmental
Senior Citizen Funding	10/01/1985	KPB 5.22.010	Election	Non-departmental
E911 Call Taking	06/30/1985	AS 29.35.130 KPB Ord. 84-75	Ordinance	Emergency Services
Transportation	09/26/2000	AS 29.35.210(b)(1) KPB 13.10	Ordinance	Non-departmental
<b><u>Acquired Service Area Powers</u></b>				
Emergency Services	Various	AS 29.35.450	Election	Emergency Services
Road Maintenance, Improvement & Construction	10/06/1981, 10/08/1985 & 10/10/2000	AS.29.35.490 KPB 16.41	Election	Roads
Special Assessment Districts for Road Improvements	06/03/1997	AS 29.46.010 KPB 14.31	Ordinance	Assessing/Roads
Hospital	04/08/1969	AS 29.35.450 KPB 16.08 & 16.24	Election	Hospital Service Areas
Recreation	07/30/1974 & 10/11/2011	AS 29.35.450 KPB 16.16 & 16.55	Election	Recreation Service Areas
Senior Citizen Services	10/05/1993	AS 29.35.450	Election	Nikiski Senior Service Area
Flood Protection, Planning & Mitigation	10/14/2003	AS 29.35.450 KPB 16.50	Election	Emergency Services
<b><u>Acquired Non-areawide Powers</u></b>				
Tourism Promotion	05/15/1990	AS 29.35.210(8) KPB 19.10	Ordinance	Non-departmental
Port & Harbor	10/13/1981	AS 29.35.220(c) KPB Res. 81-128	Election	Non-departmental
Special Assessment Districts to Finance Certain Public Utility Services	04/07/1992	AS Ch. 29.46 KPB 5.35	Election & Ordinance	Assessing/Finance
Rural Development Fund Program	12/11/1990	AS 29.35.210(a)(8) KPB 19.20	Ordinance	Mayor's Office
Economic Development	02/04/1997	AS 29.35.210(a)(8) KPB 19.30	Ordinance	Mayor's Office

## Fund Structure

The accounts of the Borough are organized on the basis of funds and account groups, each of which is considered a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures, or expenses, as appropriate. Government resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped in this report into six generic fund types and three broad fund categories as follows:

### GOVERNMENTAL FUNDS

**General Fund (100):** The General Fund is the general operating fund of the Borough. This fund accounts for all transactions not recorded in other funds and receives financial support from such sources as general property taxes, sales taxes, fees, and intergovernmental revenues. Expenditures are authorized in the general budget and include such areas as administration, assessing, emergency management, River Center, senior citizen funding, and planning & zoning.

**Special Revenue Funds (200-299, 600-602):** Special revenue funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. State grants, education, fire and emergency medical service areas, a road service area, two road improvement funds, two recreation service area funds, the Land Trust Fund, the School Fund, the Nikiski Senior Service Area Fund, the 911 Communication Fund, the Central Kenai Peninsula Hospital Service Area, and the South Kenai Peninsula Hospital Service Areas are included in the special revenue funds.

**Debt Service Funds (300-399):** The debt service funds are used to account for the payment of principal and interest on general obligation debt incurred to finance construction. Each bond issue is accounted for in a separate fund, but these separate funds are included in the budget document as one fund since the appropriation is for the single purpose of debt service on general obligation bonds.

**Capital Projects Funds (400-499):** Capital projects funds account for financial resources used for the acquisition or construction of capital projects.

### PROPRIETARY FUNDS

**Internal Service Funds (700-799):** The Borough's internal service funds (Insurance and Litigation Fund, Health Insurance Reserve Fund, and the Equipment Replacement Fund) are used to account for the financing of goods and services provided to other departments of the Borough. The Insurance and Litigation fund provides the insurance requirements of the Borough and is financed through interfund charges. The Equipment Replacement Fund is used to finance the major purchases of user departments. The departments are charged an annual fee over the expected life of the vehicle or piece of equipment. This manner of financing major purchases eliminates the substantial impact such purchases would otherwise have on annual operating budgets.

### FIDUCIARY FUNDS

**Agency Funds (800-899):** The Borough maintains two Agency Funds. One of the funds, the Tax Agency Fund, is used to account for resources received by the Borough as an agent for other governmental units. The Borough is responsible for the collection and disbursement of taxes levied by the cities located within the Borough. These cash receipts and disbursements are recorded in the Tax Fund. The second agency fund, Special Assessment Agency Fund, was established to account for monies collected from property owners by the Borough for the construction of natural gas pipeline distribution systems and road improvements which benefit these property owners.

### FUNDS OMITTED FROM THE BUDGET

Funds that are included in our audited financial statements but not included in this budget document are the Fiduciary Funds, the Environmental Protection Program Fund, the Disaster Relief Fund, Land Trust Investment Fund, and the Miscellaneous Grants Fund as they are budgeted on a project length basis and funding is usually dependent on outside agencies or events.

# Fund Relationship Table

The following table depicts the relationship between the departments of the borough and the various major and non-major funds that each utilizes and/or manages. Expenditure and revenue history, can be found in the General Fund Summary, Special Revenue Fund Summary, Department Summaries.

	Special Revenue Funds (Non-Major Funds)																					
Department	General Fund (1) (2) (Major Fund)	Nikiski Fire (1)	Bear Creek Fire (1) (2)	Western Emergency Services (1)	Central Emergency Services (1)	Central Peninsula Services (1) (2)	Kachemak Emergency Medical	Eastern Peninsula Services (1)	Seward Bear Creek Highway Emergency	911 Communications (1)	North Peninsula Recreation (1)	Seldovia Recreational	Road Service Area (1)	Engineer's Estimate	RIAD Match	School Maintenance (1)	Postsecondary Education	Land Trust Fund	Nikiski Senior	Solid Waste (1)	Central Kenai Peninsula Hospital (1) (2)	South Kenai Peninsula Hospital (1) (2)
Administration/Primary Department	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
Assembly Administration	X																					
Assembly Clerk	X																					
Elections	X																					
Records Management	X																					
Assembly Department Totals	X																					
Mayor Administration	X																					
Purchasing and Contracting	X																					
Emergency Management	X																					
Human Resources (HR)	X																					
HR Homer and Seward Annex	X																					
HR Printing/Mail	X																					
HR Custodial Maintenance	X																					
Information Technology	X																					
Legal	X																					
Finance Administration	X																					
Financial Services	X																					
Property Tax and Collections	X																					
Sales Tax	X																					
Assessing Administration	X																					
Appraisal	X																					
Resource Planning	X																					
Geographic Information Systems	X																					
Resource Planning Totals	X																					
Senior Citizens Grant Program	X																					
Business and Economic Development	X																					
Non-Departmental	X																					
School Maintenance																X						
School Custodial																X						
School Non-Departmental																X						
Solid Waste Administration																			X			
Solid Waste Central Peninsula Landfill																			X			
Solid Waste Seward Tranfer Facility																			X			
Solid Waste Homer Transfer Facility																			X			
Solid Waste Landfills, Hauling and Waste Programs																			X			
South Kenai Peninsula Hospital Operations (New Boundaries on 7/1/19)																					X	
South Kenai Peninsula Hospital Operations (Old Boundaries before 7/1/19)																					X	

(1) Also supported by a Capital Project Fund

(2) Also supported by a Debt Service Fund



## Financial Policies

The financial policies establish the framework for overall fiscal planning and management, and set forth guidelines for both current and long-term planning. These policies are intended to be consistent with the Kenai Peninsula Borough's Code of Ordinances found at KPB Code of Ordinances Chapter 5 – Revenue and Finance. Policies are to be reviewed annually to assure the highest standards of fiscal management. The Mayor and the Department Directors have the primary role of reviewing financial actions and providing guidance on financial issues to the Borough Assembly.

### Overall Goals

The overall financial goals underlying these policies are:

1. **Fiscal Conservatism:** To ensure that the Borough is in a solid financial condition at all times. This can be defined as:
  - A. Cash Solvency – the ability to pay bills
  - B. Budgetary Solvency – the ability to balance the budget
  - C. Solvency – the ability to pay future costs
  - D. Service Level Solvency – the ability to provide needed and desired services
2. **Flexibility:** To ensure that the Borough is in a position to respond to changes in the economy or new service challenges without an undue amount of financial stress.
3. **Adherence to the Highest Accounting and Management Practices:** As set by the Government Finance Officers' Association (GFOA) standards for financial reporting and budgeting, the Governmental Accounting Standards Board, and other professional standards.

Based on the overall goals listed above the following Financial Policies are provided:

### 1. Operating Budget Policies

The budget is a plan for allocating resources. The objective is to enable service delivery with allocated resources. Services must be delivered to the citizens at a level that will meet real needs as efficiently and effectively as possible.

- The Borough's goal is to pay for all recurring expenditures with recurring revenues and to use non-recurring revenues for non-recurring expenditures.
- It is important that a positive undesignated fund balance and a positive cash balance be shown in all governmental funds at the end of each fiscal year.
- When deficits appear to be forthcoming within a fiscal year, spending during the fiscal year must be reduced sufficiently to create a positive undesignated fund balance and a positive cash balance.
- The budget must be structured so that the Assembly and the general public can readily establish the relationship between expenditures and the achievement of service objectives.
- The individual department budget submissions must be prepared with the basic assumption that the Assembly will always attempt to maintain the current tax rates.
- The budget will provide for adequate maintenance of capital plant and equipment and for its orderly replacement.
- The Borough will develop and annually update a long-range (three to five years) financial forecasting system, which will include projections of revenues, expenditures, future costs, and financing of capital improvements that are included in the capital budget.
- A balanced budget is defined as revenues, including the use of fund balance as a revenue source, equaling expenditures as long as fund balance remains within fund balance policy limits.

## **2. Debt Policies**

- The Borough will not fund current operations from the proceeds of borrowed funds.
- The Borough will consider short-term borrowing or lease/purchase contracts for financing major operating capital equipment when the Finance Director, along with the Borough's Financial Advisor, determines that this is in the Borough's best financial interest. Lease/purchase decisions should have the concurrence of the appropriate operating Manager.
- When the Borough finances capital projects by issuing bonds, it will repay the debt within a period not to exceed the expected useful life of the project.
- The Borough will maintain good communication about its financial condition with bond and credit institutions.
- The Borough will follow a policy of full disclosure in every annual financial statement and bond official statement.
- The Borough will avoid borrowing on tax anticipation and maintain an adequate fund balance.
- The Borough will endeavor to maintain a minimum bond rating for all debt issues of A or better by Moody's and Standard & Poor's rating agencies. Credit enhancements will be used to achieve higher ratings when there is an economic benefit.
- The Borough does not have a debt limit.

## **3. Revenue Policies**

- The Borough will try to maintain a diversified and stable revenue structure to shelter it from short-run fluctuations in any one-revenue source.
- The Borough will attempt to maintain a diversified and stable economic base by supporting policies that promote tourism, agriculture, commercial, and industrial employment.
- The Borough will estimate its annual revenues by an objective, analytical process.
- The Borough, where possible and reasonable, will institute user fees and charges for specialized programs and services. Rates will be established to recover operational, as well as capital or debt service costs.
- The Borough will regularly review user fee charges and related expenditures to determine if pre-established recovery goals are being met.
- The Borough should routinely identify governmental aid funding possibilities. However, before applying for and accepting intergovernmental aid, the Borough will assess the merits of a particular program as if it were funded with local tax dollars. Local tax dollars will not be used to make up for losses of intergovernmental aid without first reviewing the program and its merits as a budgetary increment.

## **4. Investment Policies**

*(The Borough Assembly authorized establishment of this policy through KPB Resolution 78-15 in February 1978, enacted in Borough Code in 1989 and updated via KPB Ordinances in 2016 and 2021)*

- The Borough will maintain an investment policy based on the Government Finance Officers Association (GFOA) model investment policy.
- The Borough will conduct an analysis of cash flow needs on an ongoing basis. Disbursements, collections, and deposits of all funds will be scheduled to ensure maximum cash availability and investment potential.
- The Borough will invest public funds in a manner that will best meet the objective specified in Chapter 5.10.010 of the Borough code of Ordinances. The relative order of importance are as follows: safety of principal, maintaining sufficient liquidity to meet the Borough's cash flow requirements, and achieving a reasonable market rate of return.

## **5. Accounting, Auditing, and Reporting Policies**

- The Borough will establish and maintain a high standard of accounting practices in conformance with Generally Accepted Accounting Principles (GAAP).
- The accounting system will maintain records on a basis consistent with accepted standards for government accounting according to the Government Accounting Standards Board (GASB).
- An independent firm of certified public accountants will perform an annual financial and compliance audit and will publicly issue an opinion, which will be incorporated into the Annual Comprehensive Financial Report (ACFR).
- The Borough will annually strive for the GFOA Certificate of Achievement for Excellence in Financial Reporting and the GFOA Distinguished Budget Presentation Award.

## **6. Capital Budget Policies**

- The Borough will make all capital improvements in accordance with an adopted capital improvements program.
- The Borough will develop a multi-year plan for capital improvements that considers its development policies and links the development process with the capital plan.
- The Borough will enact an annual capital budget based on the multi-year capital improvements program.
- The Borough will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital projects will be projected and included in operating budget forecasts.
- The Borough will maintain all its assets at a level adequate to protect its capital investments and to minimize future maintenance and replacement costs.

## **7. Fund Balance Policy**

*(The Borough Assembly authorized establishment of this policy through KPB Resolution 2001-045 in April 2001, updated through KPB Resolution 2017-031 in March 2017)*

- The Borough will maintain the fund balances and retained earnings of the various Borough operating funds at levels sufficient to maintain the Borough's creditworthiness, liquidity needs, and to provide financial resources for unforeseeable emergencies.
- The Borough will not approve an appropriation from the general fund that would cause the unrestricted general fund balance to be less than the minimum unrestricted fund balance, except in an emergency expenditure or a major capital purchase.

## Strategic & Long-Term Planning

The Kenai Peninsula Borough first developed its Borough-wide Comprehensive Plan in 2005, with significant updates in 2019. The Borough has more recently focused on long-term strategic planning through the Kenai Peninsula Borough's Resilience and Security Advisory Commission established in 2020. The Commission guides and supports the Borough on developing sustainability solutions to promote economic security, safety, self-reliance, and wellbeing of its inhabitants, while maintaining the ability of future generations to do the same. The focus of our comprehensive strategic planning is to mitigate known hazards, adapt to significant changes, and modernize and diversify our energy sector according to the Borough's Comprehensive Plan while maintaining the values and vision of the community and its members. The Plan's goals and objectives center around:

- 1. Diversity and growth in the Kenai Peninsula Borough economy.** Support oil and gas industry, promote outdoor recreation and tourism, sport fishing opportunities and protection, develop seafood industry for commercial fishing and seafood harvesting, support sustainable and healthy agriculture, mari-culture and mining.
- 2. Proactively manage growth to provide economic development opportunities on the Kenai Peninsula Borough while preserving what residents and visitors value about the area's natural features.** To establish land use policies and guidance along with hazard mitigation.
- 3. Preserve and improve quality of life in the Kenai Peninsula Borough through increased access to local and regional facilities, activities, programs and services.** Encourage coordination of utilities and energy sector, increase public safety and emergency services, support health and wellness, increase diverse housing supply, provide for solid waste services and historic preservation.
- 4. Improve access to, from and connectivity within the Kenai Peninsula Borough.** Engage in transportation development, improvement for roads, pathways, marine ferry routes, docking facilities and safe responsible expansion of aviation options.
- 5. Create more active and engaged Kenai Peninsula Borough residents, local communities, and a more effective and efficient Borough government.** Provide and expand on quality education and work to develop a sustainable fiscal plan with less dependency on State funding.

### Our Vision: What is Our Future Kenai Peninsula Borough?

**Keep the Kenai Peninsula a unique and prosperous, vibrant and attractive place to live**



The Borough Administration and Assembly are committed to considering and incorporating future financial impacts while implementing strategic planning to better align with available and future resources. Recent legislative discussions on:

- 1.** August 2024 the Borough adopted the Funny River Community Plan as an element of the Official comprehensive plan for that portion of the Borough.
- 2.** August 2024 the Borough adopted the City of Soldotna Riverfront Development Plan as an element of the Official comprehensive plan for that portion of the Borough.
- 3.** January 2025 the Borough adopted the City of Homer's Transportation Plan as an element of the Official comprehensive plan for that portion of the Borough.
- 4.** April 2025 the Assembly made changes to the structure of the Resilience and Security Advisory Commission, to more effectively support their efforts with internal resources.

# FY2026 Budget Calendar

November 2024						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December 2024						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January 2025						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April 2025						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May 2025						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2025						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## November 2024

- 01-30 Meetings with Mayor and Finance staff to discuss budget process and budget guidelines.
- 07 Send departments/service areas the forms to request staffing changes for the new fiscal year.
- 22 Notification of budget kickoff meeting sent to departments/service areas.
- 15-30 Load current year budget information into budget excel spreadsheets and update personnel information into budgeting system and worksheets.

## December 2024

- 01-15 Schedule budget informational meetings with Service Area boards for January meeting.
- 02 Due date for additional staffing changes from departments/service areas due to Mayor.
- 02 Personnel requests for overtime & temporary employees due to Finance.
- 24 Review of personnel requests submitted to Mayor including fiscal impact.
- 16-20 Personnel numbers and electronic budget packets emailed to departments/service areas.

## January 2025

- 02-10 Send budget calendars, preliminary personnel budgets and budget forms to all departments and service areas.
- 02-10 Schedule budget review meetings with Mayor and administrators.
- 02-31 Internal budget development process begins.
- 03 Receive preliminary assessed value estimates from Assessor.
- 07-22 Finance Department meets with service area boards to provide results of operation of prior year activity, fund balance information and to discuss their 10-year CIP needs and projections.
- 09 Budget kickoff meeting: Mayor/department heads/service area administrators.
- 31 Provide preliminary insurance costs to departments and service areas.
- 31 Equipment replacement payment information provided to departments.
- 31 Department budgets submitted to Finance, including department function page (mission, program description, major long-term issues and concerns, current year accomplishments, new initiatives and performance measures) and inventory of rolling stock, travel requests, budget detail and capital project requests.

## February 2025

- 03-07 Review department budget requests and proposed fee changes. Prepare packets for meetings with the Mayor and the administrative staff.
- 17-21 Department budget review meetings with Mayor and administrators.
- 28 Real Property assessment notices mailed.

## March 2025

- 03 Service area board approved budget requests submitted to Finance.
- 03-14 Review Service Area budget requests and proposed fee changes. Prepare packets for meetings with the Mayor and the administrative staff.
- 17-21 Service Area Budget review meetings with Mayor and administrators.
- 15 Senior citizens grant application due.
- 10-21 Strategic budget planning with administration, departments and service areas.
- 21-31 Prepare preliminary budget document for printing and update minimum/maximum fund balance ranges for all funds.

## April 2025

- 1-4 Prepare preliminary budget document for printing and update minimum/maximum fund balance ranges for all funds.
- 7-11 Review draft of preliminary budget documents.
- 15 BCFSA, EPHEA and SBCFSA budget presentations to the Assembly.
- 18 Preliminary budget completed and to the printer.
- 29 FY2026 appropriating Ordinance to Assembly packet.
- 29 Resolution setting school local effort amount to Assembly packet.
- 29 Preliminary budget presented to Borough Clerk and Assembly President for distribution to Assembly.

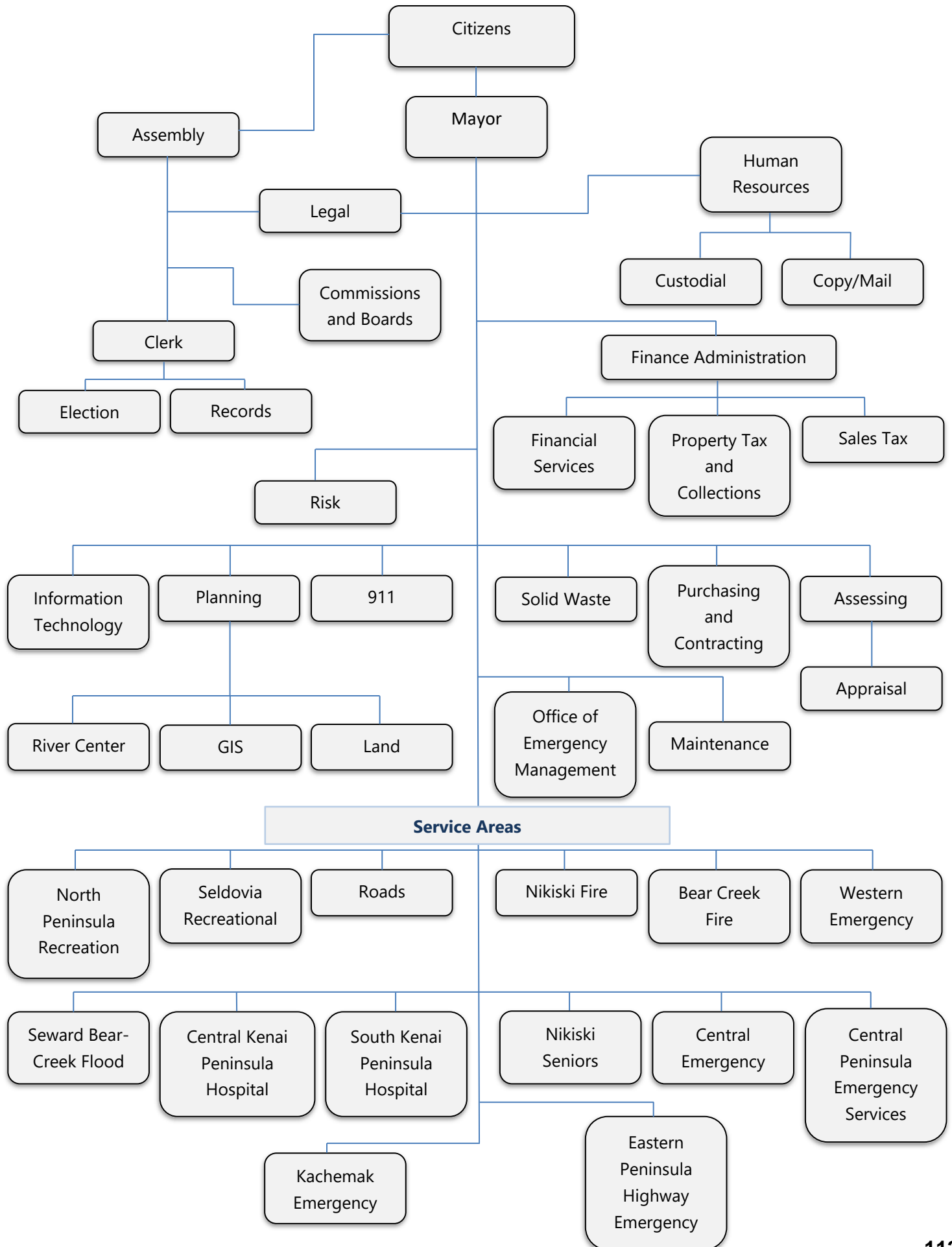
## May 2025

- 06 Introduce appropriating budget ordinance.
- 06 Mayor's proposed budget documents presented to the Assembly.
- 06 Department/service area budget presentations to the Assembly.
- 19-20 Department and service area budget presentations to Assembly continue.
- 27 Resolution setting the mill levy to the assembly packet.

## June 2025

- 01 Assessor certifies final assessment roll.
- 01-20 Update budget documents to reflect final adopted budget.
- 03 Public hearing and final adoption of budgets and setting mill rates.
- 06 Complete input of budget into financial system.
- 20-21 Roll FY2025 budget into financial system.
- 23-26 Finalize budget document for publication and distribution.

## Kenai Peninsula Borough - Organizational Chart



## **Kenai Peninsula Borough Staff**

### **Peter A. Micciche, Borough Mayor**

Vacant	Chief of Staff
Joe Rizzo	Special Assistant to the Mayor
Dana Cannava	Special Assistant to the Mayor
Thomas Winkler	Special Assistant to the Mayor - Facilities

### **Department and Service Area Leadership**

Tammy Goggia-Cockrell	911 Emergency Management Coordinator
Adeena Wilcox	Borough Assessor
Sean Kelley	Borough Attorney
Michele Turner	Borough Clerk
Eric Eleton	Director, North Peninsula Recreation Service Area
Dil Uhlin	Director, Road Service Area
Brandi Harbaugh	Finance Director
Richard Brackin	Fire Chief, Bear Creek Fire Service Area, EPHESA
Roy Browning	Fire Chief, Central Emergency Service Area
Eric Shultz	Fire Chief, Kachemak Emergency Service Area
Trent Burnett	Fire Chief, Nikiski Fire Service Area
Jon Marsh	Fire Chief, Western Emergency Service Area
Justen Huff	Human Resources Director
Ben Hanson	Information Technology Director
Nick Kemp	Maintenance Director (Acting)
Robert Ruffner	Planning Director
John Hedges	Purchasing and Contracting Director
Sovala Kisena	Risk Manager
Brenda Ahlberg	Senior Manager – Office of Emergency Management
Tim Crumrine	Solid Waste Director

Introduced by: Mayor  
Date: 05/06/2025  
Hearings: 05/20/25 & 06/03/25  
Action:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2025-19**

**AN ORDINANCE APPROPRIATING FUNDS FOR FISCAL YEAR 2026**

- WHEREAS,** Alaska Statute 29.35.100 requires a municipality's governing body to establish the manner for the preparation and submission of the budget and capital program;
- WHEREAS,** KPB 05.04.020 requires that the Mayor present a budget proposal to the Assembly for the next fiscal year during or prior to the eighth week preceding the first day of the fiscal year; and
- WHEREAS,** KPB 1.12.010 and KPB 5.04.050 require two public hearings on the budget proposal;

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

**SECTION 1.** This is a non-code ordinance.

**SECTION 2.** That \$103,824,646 is appropriated in the General Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026 as follows:

General Government Operations	\$22,647,635
Transfer to School District for Operations and In-kind Services	57,634,015
Transfer to School Debt Service	4,948,328
Transfer to Special Revenue Funds:	
Solid Waste	11,485,368
Post-Secondary Education	999,300
911 Communications Fund	150,000
Eastern Peninsula Highway Emergency Service Area	310,000
Transfer to Capital Projects Funds:	
School Revenue	4,100,000
General Government	150,000



- |  |             |           |
|--|-------------|-----------|
|  | Solid Waste | 1,400,000 |
|--|-------------|-----------|
- SECTION 3.** The following is appropriated to the School Fund from local sources for operations purposes and in-kind services:
- |                                           |                     |
|-------------------------------------------|---------------------|
| A. Local Effort                           | \$42,153,164        |
| B. Maintenance                            | 9,688,754           |
| C. School District Utilities              | 81,600              |
| D. School District Insurance              | 5,398,898           |
| E. School District Audit                  | 166,908             |
| F. Custodial Services                     | <u>144,691</u>      |
| Total Local Contribution per AS 14.17.410 | <u>\$57,634,015</u> |
- SECTION 4.** Disbursements from Section 2 item (A) shall be made monthly, and only as needed to supplement other revenues available and received by the school district to fund the operations portion of the school district budget. Any available balance remaining at the end of the fiscal year shall then be disbursed to the school district, provided that the total amount disbursed shall not exceed the amount allowed under AS 14.17.410 as determined after actual enrollment numbers are known.
- SECTION 5.** That the appropriations for the Special Revenue Funds for the fiscal year beginning July 1, 2025 and ending June 30, 2026 are as follows:
- |                                                                   |             |
|-------------------------------------------------------------------|-------------|
| Nikiski Fire Service Area                                         | \$7,656,509 |
| Bear Creek Fire Service Area                                      | 1,119,641   |
| Western Emergency Service Area                                    | 3,282,481   |
| Central Emergency Service Area                                    | 15,055,545  |
| Central Peninsula Emergency Medical Service Area                  | 10,832      |
| Kachemak Emergency Service Area                                   | 2,359,380   |
| Eastern Peninsula Highway Emergency Area                          | 359,615     |
| Seward Bear Creek Flood Service Area                              | 636,815     |
| 911 Communications                                                | 4,270,999   |
| Kenai Peninsula Borough Road Service Area                         | 9,966,784   |
| Engineer's Estimate Fund                                          | 22,550      |
| North Peninsula Recreation Service Area                           | 3,110,583   |
| Seldovia Recreational Service Area                                | 82,380      |
| Post-Secondary Education                                          | 999,300     |
| Land Trust                                                        | 2,005,310   |
| Nikiski Senior Service Area                                       | 511,875     |
| Solid Waste                                                       | 13,252,150  |
| Central Kenai Peninsula Hospital Service Area                     | 4,904,340   |
| South Kenai Peninsula Hospital Service Area (Prior Debt Fund 601) | 1,490,419   |
| South Kenai Peninsula Hospital Service Area (Operations Fund 602) | 2,600,847   |
- SECTION 6.** That \$4,948,328 is appropriated in the School Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 7.** That \$1,636,438 is appropriated in the Central Emergency Services Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 8.** That \$85,855 is appropriated in the Bear Creek Fire Service Area Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 9.** That \$4,266,946 is appropriated in the Central Kenai Peninsula Hospital Service Area Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 10.** That \$1,490,419 is appropriated in the South Kenai Peninsula Hospital Service Area Debt Service Fund for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 11.** That appropriations for the Capital Projects Funds for the fiscal year beginning July 1, 2025 and ending June 30, 2026 are as follows:

School Revenue	\$4,124,000
General Government	\$408,000
911 Communications	40,200
Solid Waste	1,200,000
Service Areas:	
Nikiski Fire	510,000
Bear Creek	45,000
Western Emergency Services	160,000
Central Emergency Services	775,000
Kachemak Emergency Services	310,000
North Peninsula Recreation	685,000
Road Service Area	1,395,000
South Kenai Peninsula Hospital	2,226,819

**SECTION 12.** That appropriations for the Internal Service Funds for the fiscal year beginning July 1, 2025 and ending June 30, 2026 are as follows:

Insurance and Litigation	\$8,186,775
Health Insurance Reserve	8,492,700
Equipment Replacement	850,000

**SECTION 13.** That the FY2026 budget of the Kenai Peninsula Borough, as submitted to the Assembly on May 6, 2025, is incorporated as a part of this ordinance to establish the appropriations assigned to the various departments and accounts and the positions authorized therein.

**SECTION 14.** That funds reserved for outstanding encumbrances as of June 30, 2025 are reappropriated for the fiscal year beginning July 1, 2025 and ending June 30, 2026.

**SECTION 15.** That the Salary Range Schedule for Appendix A Personnel presented in the budget document is approved.

**SECTION 16.** That the fee schedule presented in the budget document is approved.

**SECTION 17.** Notwithstanding KPB 5.22.040, which provides that grant funds for senior citizen centers and adult day care centers will be distributed proportionately to the number of persons served by each existing center in relation to the total number being served by all centers that have applied for funding, the grant funds distributed pursuant to KPB Chapter 5.22 will be distributed as set out in this ordinance for FY26.

**SECTION 18.** If any provision of this ordinance or its application is determined to be invalid, the remaining provisions shall continue in full force and effect.

**SECTION 19.** That this ordinance takes effect at 12:01 a.m. on July 1, 2025.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 3TH DAY OF JUNE, 2025.**

---

Peter Ribbens, Assembly President

ATTEST:

---

Michele Turner CMC, Borough Clerk



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Kenai Peninsula Borough  
Alaska**

For the Fiscal Year Beginning

**July 01, 2024**

*Christopher P. Morill*

**Executive Director**

**DISTINGUISHED BUDGET PRESENTATION AWARD**

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Kenai Peninsula Borough, Alaska, for its annual budget for the fiscal year beginning July 1, 2024.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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# Kenai Peninsula Borough

**Date of Incorporation:** January 1, 1964

**Authority for Incorporation:** State of Alaska Borough Act of 1961

**Form of Government:** Second class borough, elected mayor and 9-member assembly

**Areawide Powers:** Tax assessment and collection, education, planning and zoning, solid waste disposal, 911 emergency communications, emergency management, senior citizen grant funding, postsecondary education funding, general administrative services

**Service Area Powers:** Hospital, fire protection, emergency medical and ambulance services, recreation, senior citizen, and road maintenance and construction

**Non-Areawide Powers:** Ports and harbors, tourism promotion, and special assessment authority for utility line extensions

<b>Area</b>	24,750 square miles	<b>Education</b>	42 schools in operation
<b>Population</b>	61,350	<b>Solid Waste Disposal</b>	8 landfills; 5 manned transfer facilities; and 8 drop box transfer sites
<b>Emergency Services</b>	19 fire stations		
<b>Hospitals</b>	2 hospitals		
<b>Roads</b>	661 miles maintained		



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S. Hostetter



**Kenai Peninsula Borough  
Combined Revenues and Appropriations  
All Fund Types  
Fiscal Year 2026**

	<b>FY2026 General Fund</b>	<b>FY2026 Special Revenue Fund</b>	<b>FY2026 Debt Service Fund</b>	<b>FY2026 Capital Projects Fund</b>	<b>FY2026 Internal Service Fund</b>	<b>FY2026 Total (Memorandum Only)</b>	<b>FY2025 Adopted (Memorandum Only)</b>
Revenues:							
Property Taxes:							
Real	\$ 35,275,898	\$ 31,754,072	\$ -	\$ -	\$ -	\$ 67,029,970	\$ 67,485,501
Personal	1,475,936	1,254,583	-	-	-	2,730,519	2,816,502
Oil & Gas (AS 43.56)	6,456,789	8,362,825	-	-	-	14,819,614	15,751,298
Penalty & Interest	685,597	76,281	-	-	-	761,878	821,909
Flat Tax	545,507	276,600	-	-	-	822,107	827,477
Motor Vehicle Tax	642,580	412,287	-	-	-	1,054,867	1,045,866
Total Property Taxes	45,082,307	42,136,648	-	-	-	87,218,955	88,748,553
Sales Tax	47,975,000	-	-	-	-	47,975,000	44,400,000
Federal Revenue	3,740,000	-	-	-	-	3,740,000	3,740,000
State Revenue	3,350,380	-	-	-	-	3,350,380	3,350,641
Interest Revenue	1,574,053	996,892	-	621,833	322,678	3,515,456	1,933,794
Other Revenue	216,935	15,489,174	-	-	18,562,478	34,268,587	34,324,914
Transfer from Land Trust Investment Fund	-	645,000	-	-	-	645,000	645,000
Total Revenues	101,938,675	59,267,714	-	621,833	18,885,156	180,713,378	177,142,902
Other Financing Sources/Transfers	-	70,903,029	12,427,989	14,006,819	-	97,337,837	95,054,321
Total Revenue and Other Financing Sources	101,938,675	130,170,743	12,427,989	14,628,652	18,885,156	278,051,215	272,197,223
Appropriations:							
Expenditures/Expenses							
Personnel	17,468,586	36,862,404	-	-	906,924	55,237,914	54,736,659
Supplies	205,387	3,352,350	-	-	3,218	3,560,955	3,520,012
Services	6,828,826	30,644,570	-	-	16,608,417	54,081,813	54,718,490
Debt Service	-	-	12,427,989	-	-	12,427,989	13,175,100
Capital Outlay	165,728	837,309	-	10,639,366	10,916	11,653,319	12,219,314
Payment to School District	-	42,153,164	-	-	-	42,153,164	40,914,211
Interdepartmental Charges	(2,020,892)	781,239	-	1,239,653	-	-	-
Transfer to Land Trust Investment Fund	-	540,508	-	-	-	540,508	800,508
Total Expenditures/Expenses	22,647,635	115,171,544	12,427,989	11,879,019	17,529,475	179,655,662	180,084,294
Other Financing Uses/Transfers	81,177,011	16,160,826	-	-	-	97,337,837	95,054,321
Total Appropriations and Other Financing Uses	103,824,646	131,332,370	12,427,989	11,879,019	17,529,475	276,993,499	275,138,615
Net Results From Operations	(1,885,971)	(1,161,627)	-	2,749,633	1,355,681	1,057,716	(2,941,392)
Projected Lapse	1,358,858	3,229,272	-	-	-	4,588,130	3,639,654
Change in Fund Balance/ Retained Earnings	(527,113)	2,067,645	-	2,749,633	1,355,681	5,645,846	698,262
Beginning Fund Balance/ Retained Earnings	44,972,947	35,592,564	-	40,268,580	21,105,115	141,939,206	107,067,580
Ending Fund Balance/ Retained Earnings	\$ 44,445,834	\$ 37,660,209	\$ -	\$ 43,018,213	\$ 22,460,796	\$ 147,585,052	\$ 107,765,842

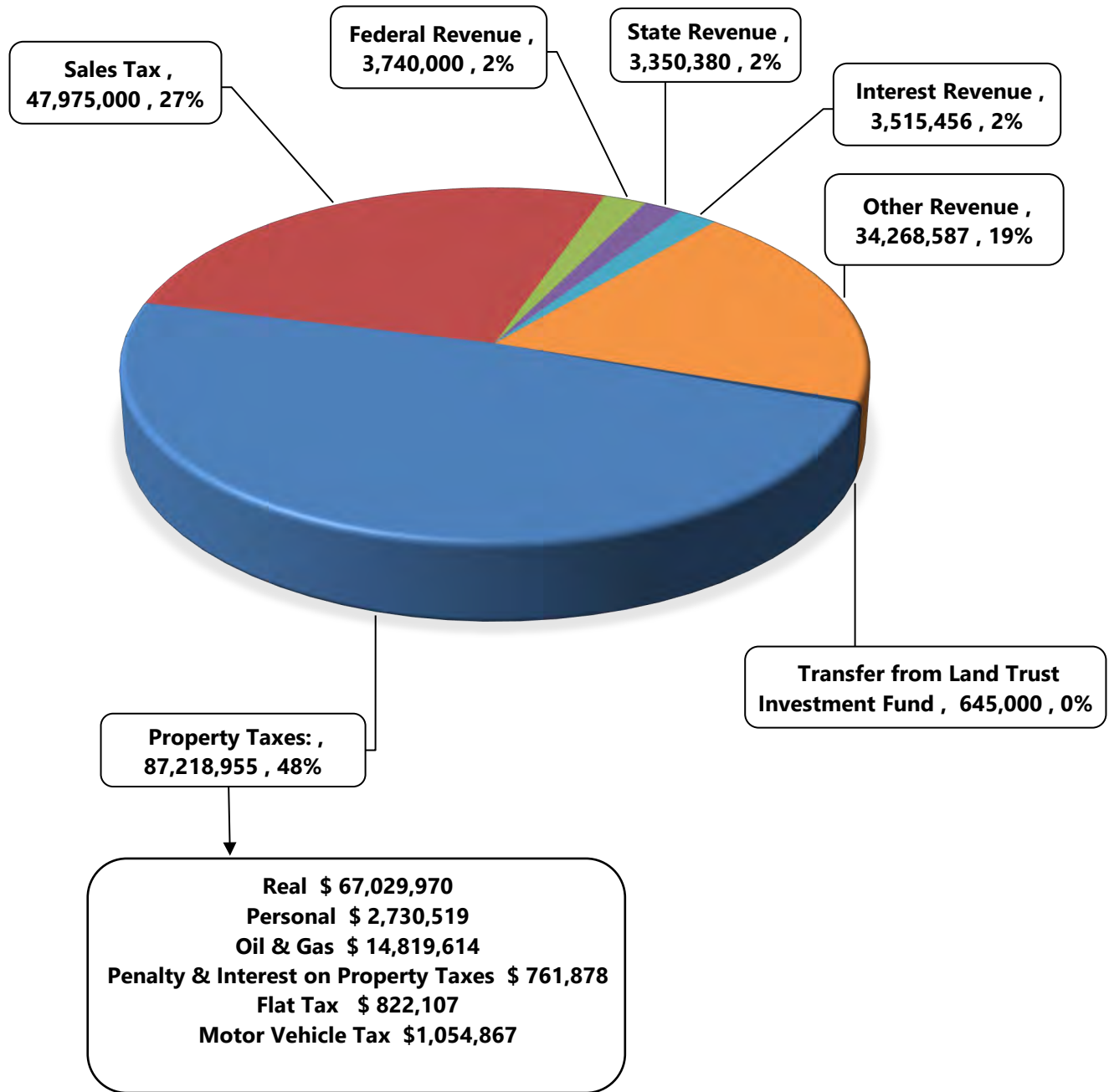


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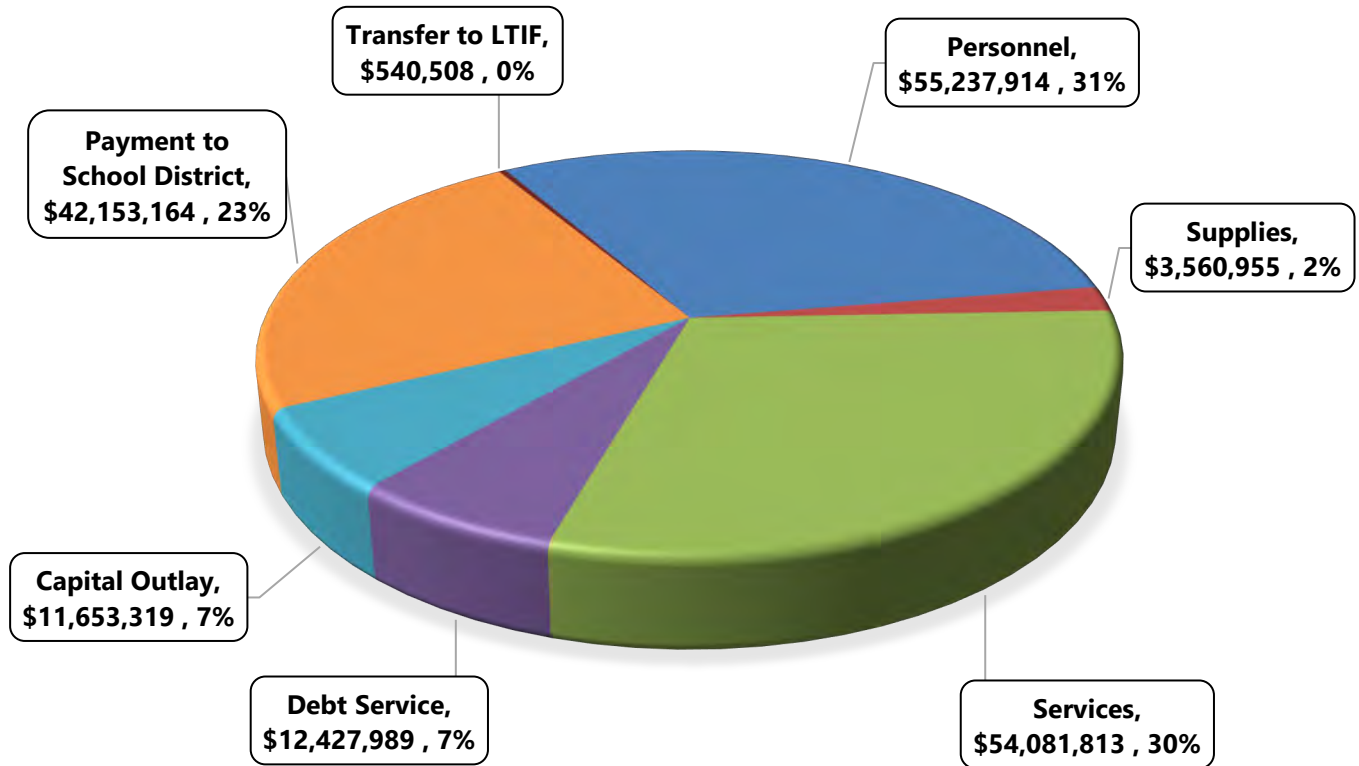
# TOTAL PROJECTED GOVERNMENT REVENUES

## SOURCES - FY2026

### \$180,713,378



# TOTAL GOVERNMENT ESTIMATED EXPENDITURES FY2026 - BY OBJECT \$179,655,662



Note: The above graph reflects the following Interdepartmental Appropriations:

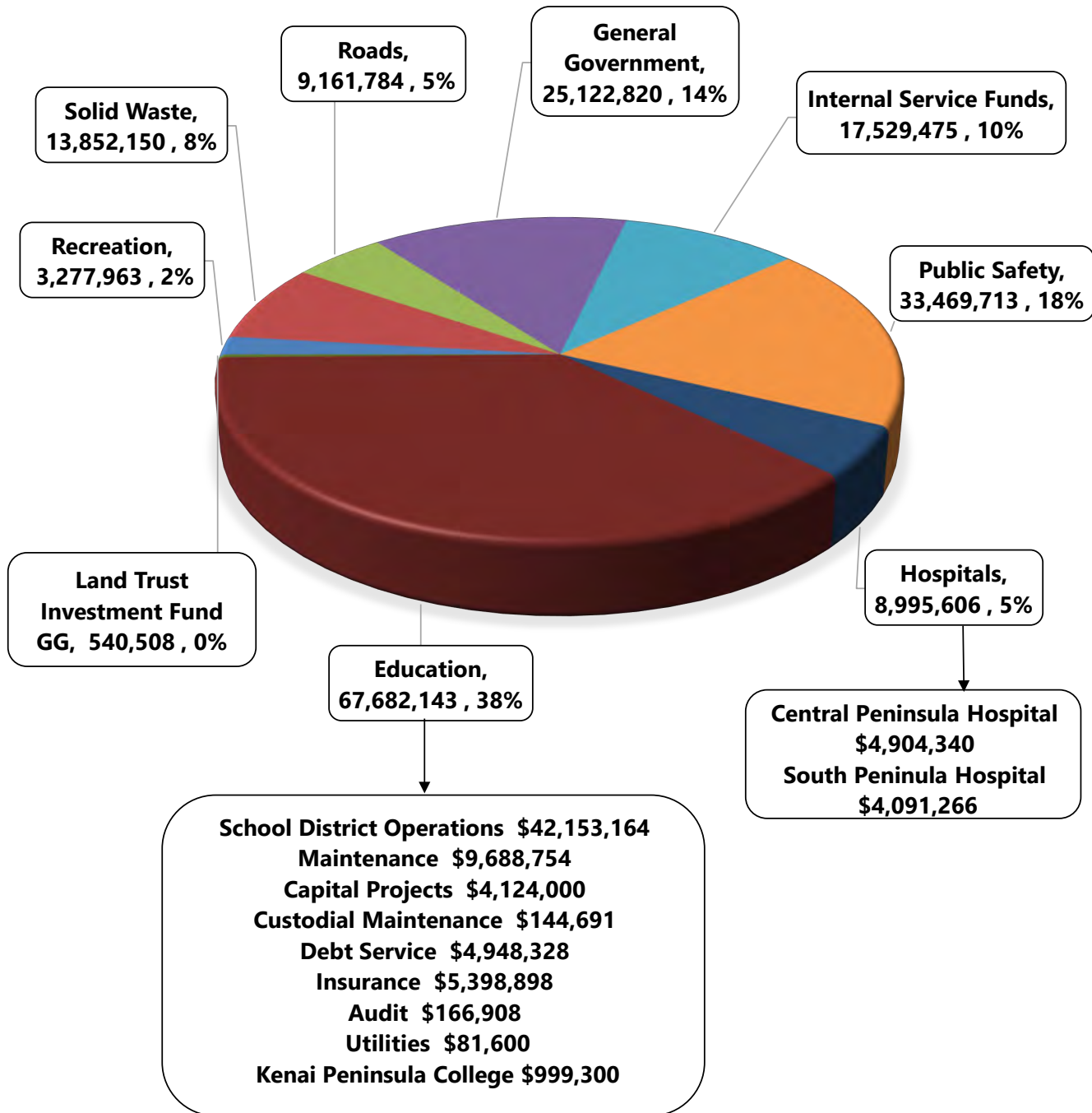
General Fund:	( \$2,020,892)
Special Revenue Funds:	\$ 781,239
Capital Project Funds:	<u>\$1,239,653</u>
Other Funds*	\$ -

\*Included in the interdepartmental charges are charges to other funds that are project length or grant funded and are not included in this budget document.

# TOTAL GOVERNMENT ESTIMATED EXPENDITURES

## FY2026 - BY FUNCTION

### \$179,655,662



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# **Major Revenue Sources**

## **OVERVIEW**

Revenue projections are based on 3 methods of determination. Those methods are 1) advice/information received from an expert or department head; 2) analysis of trends and economic forecasts; 3) estimates from the State of Alaska and the various Federal Government Agencies.

## **PROPERTY TAXES**

**Real, Personal and Oil Property Taxes:** The Borough's authorization to levy a property tax is provided under Alaska State Statutes 29.45. Under this section, the State requires the assessor to assess property at full and true value as of January 1 each year. The full and true value is the estimated price that the property would bring in an open market between a willing seller and a willing buyer. The total estimated taxable assessed value for the Borough for FY2026 is \$11,315,570,000.

The rate of levy is to be fixed by resolution, determined annually before June 15, per AS 29.45.240.

The State of Alaska also requires a number of property exemptions that municipalities must exempt when taxing property (AS 29.45.030). Two of the most significant exemptions in terms of dollars are the Senior Citizen and ANSCA native exemptions. In FY2026 (not including governmental property that has been exempted), these exemptions represent approximately \$6.5 million in property tax not collected in the General Fund, Borough-wide the estimated amount is \$12.6 million. In addition, the Borough has granted optional exemptions. In FY2026, these optional exemptions represent approximately \$5.7 million in property tax not collected for the General Fund; Borough-wide the estimated amount is \$11.2 million. See page 52 for the estimated exemption amount for the Borough's General Fund.

**Penalty and Interest on Taxes Receivable:** A.S. Title 29.45.250 and Kenai Peninsula Borough Code of Ordinances 05.12.080 outline the deadlines for payment and the rates of penalty and interest for late or nonpayment of taxes. Each service area of the Borough earns the interest on delinquent payments due its service area; however, the General Fund retains all penalties to offset costs involved with collections.

**Motor Vehicle Tax:** A.S. Title 28.10.431 and Kenai Peninsula Borough Code of Ordinances 05.12.245 authorizes the State of Alaska to collect personal property tax on registered motor vehicles based on a schedule outlined within A.S. 28.10.431, or an amount imposed by the municipality through passage of an ordinance. The tax is collected at the time of vehicle registration by the Department of Public Safety Motor Vehicle Division and remitted to the Borough monthly, less an administrative fee of 8%.

## **SALES TAX**

A.S. Title 29.45.650 - 29.45.710 and Kenai Peninsula Borough Code of Ordinances 05.18.100 - 05.18.900 and 5.19 authorize the Borough and each of the five cities within the Borough to levy and collect sales tax on all retail sales, rents, and services made or rendered within the Borough based on the gross sales of the seller. The current Borough rate is 3% and is collected on sales, rentals, and services made or rendered within the Borough, subject to the exemptions that have been provided by code. The sales tax shall be applied only to the first \$500 of each separate sale. During the October 7, 2008 municipal election, voters passed an initiative which exempts all sales of non-prepared food items from the Borough Sales Tax from September 1 to May 31 of each year. This initiative took effect January 1, 2009.

The Borough also collects sales tax on behalf of the cities within the Borough, which have various rates from 2% - 6.5%, and remits the tax that has been collected to them monthly.

Interest and penalty are assessed on delinquent sales taxes. The interest rate is set at 10% per annum, and penalty is assessed at 5% of the taxes due per month, up to a maximum of 10%.

## **FEDERAL REVENUES**

**Payment in Lieu of Taxes:** A pro rata payment for federally-owned entitlement land is authorized by Chapter 69, 31 USC, Section 6902, based on the number of acres of federal lands within the Borough and the Borough population. However, the payment may not exceed a statutory limit. Funds received may be used for any governmental purpose. The estimated amount for FY2026 is \$3,100,000.

**Civil Defense:** A.S. Title 26.20.030 authorizes reciprocal aid agreements between the State of Alaska and other governments. In cooperation with the Federal Government, the State and the Borough have established procedures to provide protection should a disaster occur. Reimbursement up to \$140,000 for operations is received from the Federal Government through the Alaska Department of Military and Veterans Affairs.

**National Forest Receipts (Rural Secure Schools):** In accordance with 43-CFR 1881.1-2, funds flow from the Federal Government through the State of Alaska to municipalities for in-lieu-of-taxes on national forest lands. Payments are allocated on the basis of a formula. Funds of \$500,000 have been included in the FY2026 budget anticipating funding from the program by Congress.

## **STATE REVENUES**

**School Debt Reimbursement:** A.S. Title 14.11.100, State Aid for Retirement of School Construction Debt, outlines the procedure by which the Alaska Department of Education will reimburse the Borough for expenditures on school debt. For Borough bonds issued after April 30, 1993 and before July 1, 2015, the reimbursement rate is 70%. For FY2026 the Borough's entitlement for debt reimbursement is projected to be the entire 70% reimbursement of \$1,795,380 based on the State's Preliminary FY2025 budget; compared to FY2024 debt reimbursement of \$1,796,920 and estimated FY2025 debt reimbursement of \$1,795,641.

**Community Assistance Program (CAP) formerly called Community Revenue Sharing:** During FY17 the State of Alaska legislature passed SB 210 which changed the Community Revenue Sharing Program to the Community Assistance Program. The FY2026 budget includes CAP funding in the amount of \$850,000.

**Fisheries Taxes:** A.S. Title 43.75.015 refunds to local governments a portion of the taxes levied on the fishing industry. Fishery businesses are those which take, purchase, or otherwise acquire a fishery resource. This revenue sharing is based on 50% of the amount of taxes collected in the Kenai Peninsula Borough outside cities and 25% of the taxes collected within the cities of the Borough; the Borough's projected share for FY2025 is \$500,000.

**Electric and Telephone Cooperative:** A.S. Title 10.25.570 refunds to the Borough the gross revenue taxes collected from the electric and telephone cooperatives of the Borough for activities outside cities of the Borough, less an administrative fee for collection.

## **OTHER REVENUES**

Other revenues include service charges and fees for foreclosure, recording fees, election judge services, data processing charges, plat filing fees, fire service training seminars, ambulance service fees, recreation program admissions, and land sales and leases. In the internal service funds, other revenue includes amounts received from other funds for insurance premiums and repayment for equipment purchases.

**E911 service charges** are authorized by the Alaska legislature as a surcharge on local telephone exchange lines for operation of the enhanced 911 system.

**Solid waste disposal fees** are those fees collected at each of the Borough landfill sites for certain commercial and business waste.

**Miscellaneous** revenues are those that may be nonrecurring receipts for cash received, and are generally insignificant amounts.

**Interest** is primarily interest on investments and land sales. Kenai Peninsula Borough Code of Ordinances 5.10.010 - 5.10.120 established the investment policies of the Borough; and through the use of pooled funds, the interest earned from those investments is allocated on an equity basis to special revenue funds, special revenue capital projects funds, enterprise funds, and internal service funds.

## **OTHER FINANCING SOURCES**

**Sale of Fixed Assets:** This revenue is derived from the sale of fixed assets by sealed bid or at public auction.

**Transfers from Other Funds:** This source of funding includes interfund transfers for services provided by one fund to another fund and transfers from special revenue operating funds to capital projects and debt service funds. Major transfers from the General Fund include those made for school operations, debt service, solid waste operations, and capital improvements.

## Total Taxable Valuation and Tax Rates

### Taxable Assessed Valuation in \$1,000s

	Real	Personal	Oil	Total Taxable Valuation	Tax Rate (Mills)	Tax Revenues Penalties, Interest
Borough	\$ 9,255,122	\$ 383,360	\$ 1,677,088	\$ 11,315,570	3.85	\$ 44,439,727
Bear Creek Fire	288,413	2,014	-	290,427	3.25	939,695
Central Emergency Services	3,797,502	132,650	140,099	4,070,251	2.95	11,971,388
Central Peninsula Emergency Medical	8,904	692	-	9,596	1.00	10,398
Central Peninsula Hospital	5,659,601	220,406	1,504,403	7,384,410	0.01	74,748
Kachemak Emergency	639,368	10,184	-	649,552	3.26	2,104,968
Nikiski Fire	874,619	49,833	1,226,591	2,151,043	2.45	5,289,694
Nikiski Senior	773,286	45,046	1,208,868	2,027,200	0.25	506,847
North Peninsula Recreation	874,619	50,378	1,276,009	2,201,006	1.15	2,542,920
Road Service Area	5,991,085	254,083	1,624,895	7,870,063	1.30	10,289,743
Seldovia Recreational	91,802	1,274	-	93,076	0.75	71,697
Seward Bear Creek Flood	673,338	21,076	-	694,414	1.00	716,540
South Peninsula Hospital	2,609,030	104,809	172,685	2,886,524	1.12	3,289,020
South Peninsula Hospital (prior debt)	2,590,157	105,457	259,107	2,954,721	0.34	1,055,921
Western Emergency Service	613,074	47,643	243,126	903,843	3.15	2,860,782



**Property Tax Exemptions - Fiscal Year 2026 (Applicable to 2025 Tax Year)**  
**General Fund - 3.85 Mills**

# PRELIMINARY

	Exempt General Fund Assessed Value (\$1,000)	General Fund Count	Exempted General Fund Tax Revenue	Exempted General Fund & Service Area Funds Tax Revenue
<b>MANDATORY EXEMPTIONS</b>				
\$150,000 Senior Citizen	\$ 936,261	6,564	\$ 3,604,605	\$ 7,055,399
ANCSA Native	759,716	1,813	2,924,906	5,576,769
Cemetery	1,858	11	7,152	12,135
Charitable	99,439	161	382,841	527,258
Disabled Veteran	68,877	480	265,175	545,245
Electric Cooperative	21,894	112	84,291	112,003
Fire Suppression	-	-	-	-
Government	7,238,508	5,089	27,868,255	47,666,248
Hospital	278,464	8	1,072,086	1,746,686
Mental Health Trust	105,020	144	404,325	890,800
Multi-Purpose Senior Center	9,856	10	37,947	76,904
Native Allotment (BIA)	43,633	285	167,987	322,697
Religious (Real and PPV)	105,767	195	407,204	719,656
State Educational	116,400	58	448,140	602,176
University	93,966	185	361,767	631,053
Veterans	3,256	10	12,537	22,215
<b>Total Mandatory Exemptions</b>	<b>\$ 9,882,914</b>	<b>\$ 15,125</b>	<b>\$ 38,049,218</b>	<b>\$ 66,507,244</b>
<b>OPTIONAL EXEMPTIONS</b>				
\$10,000 Volunteer Firefighter/EMS	270	27	1,040	1,925
\$50,000 Homeowner - Borough	561,649	11,775	2,162,350	4,283,251
\$100,000 Personal Property	25,016	753	96,311	159,831
\$150,000 Senior Citizen - Borough Only	689,498	5,800	2,654,567	5,170,136
Housing Authority	13,610	43	52,398	92,783
Community Purpose (Real and PPV)	83,635	199	321,996	564,593
Disabled Veteran - Borough Only	113,142	447	435,597	887,957
River Restoration & Rehabilitation	463	29	1,784	3,299
<b>Total Optional Exemptions</b>	<b>\$ 1,487,284</b>	<b>19,073</b>	<b>\$ 5,726,043</b>	<b>\$ 11,163,775</b>
<b>TOTAL ALL KPB EXEMPTIONS</b>	<b>\$ 11,370,198</b>		<b>\$ 43,775,261</b>	<b>\$ 77,671,019</b>
<b>DEFERMENTS</b>				
Agriculture Deferment	\$ -	-	\$ -	\$ -
Conservation Easement Deferment	-	-	-	-
LIHT Deferment	-	-	-	-
<b>Total Deferments</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TAX CREDITS - amt deducted from actual taxes owed.</b>				
Disabled Resident up to \$500 tax credit - Borough	\$ -	-	\$ -	\$ -
Habitat	3,409	30	13,126	25,542
<b>Total Tax Credits</b>	<b>\$ 3,409</b>	<b>30</b>	<b>\$ 13,126</b>	<b>\$ 25,542</b>

## Overlapping Mill Rates

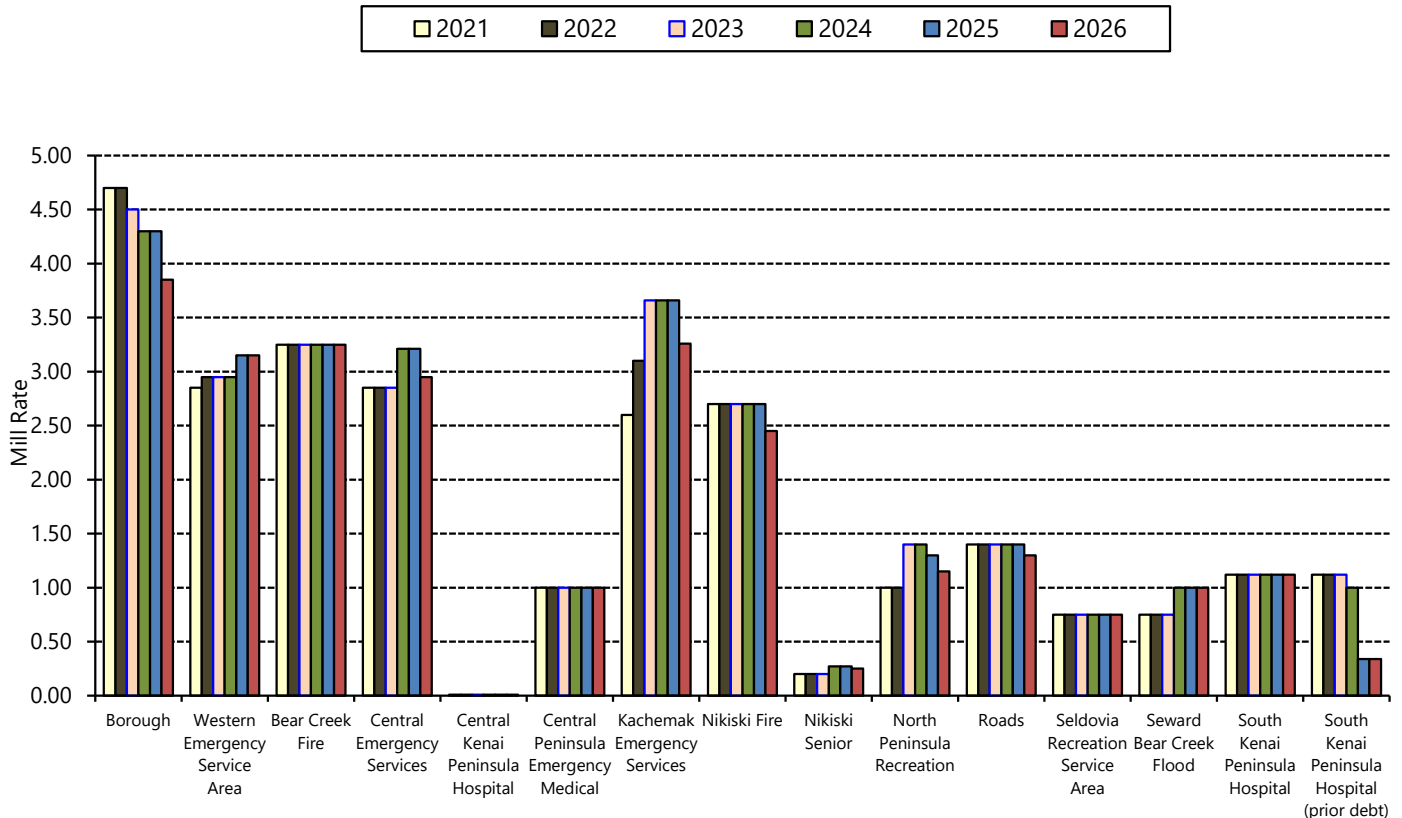
TCA Tax Code Area	Service Area	Borough	NFSA	CES	CPEMS	NPR	SRSA	SBCF	WESA	CPH	SPH (Prior Debt)	SPH	Road Service Area	Total FY2026	Total FY2025	Difference FY2025 MILL/ FY2026 MILL
68 Western Emergency Services (formerly Anchor Pt Fire & EMS)	3.15	3.85									0.34	1.12	1.30	9.76	10.31	-0.55
57 Bear Creek Fire	3.25	3.85					1.00						1.30	9.40	9.95	-0.55
58 Central Emergency Services (CES)	2.95	3.85							0.01				1.30	8.11	8.92	-0.81
64 Central Peninsula Emergency Medical (CPEMS)	1.00	3.85									0.34	1.12	1.30	7.61	8.16	-0.55
59 Central Peninsula Hospital (CPH)	0.01	3.85						3.15			0.34		1.30	8.65	9.20	-0.55
61 Central Peninsula Hospital (WEST) (CPH)	0.01	3.85											1.30	5.16	5.71	-0.55
62 Central Peninsula Hospital (SOUTH) (CPH)	0.01	3.85			1.00						0.34		1.30	6.50	7.05	-0.55
63 Central Peninsula Hospital (EAST) (CPH)	0.01	3.85			1.00								1.30	6.16	6.71	-0.55
81 Kachemak Emergency Services (KES)	3.26	3.85									0.34	1.12	1.30	9.87	10.82	-0.95
53 Nikiski Fire (NFSA)	2.45	3.85				1.15			0.01				1.30	8.76	9.71	-0.95
55 Nikiski Senior	0.25	3.85	2.45			1.15			0.01				1.30	9.01	9.98	-0.97
54 North Peninsula Recreation (NPR)	1.15	3.85		2.95					0.01				1.30	9.26	10.22	-0.96
67 Road Service Area	1.30	3.85												5.15	5.70	-0.55
11 Seldovia Recreation (SRSA)	0.75	3.85									1.12	1.30		7.02	7.57	-0.55
43 Seward Bear Creek Flood (SBCF)	1.00	3.85											1.30	6.15	6.70	-0.55
52 South Peninsula Hospital (SPH-[Prior debt])	0.34	3.85									1.12			5.31	5.76	-0.45
69 South Peninsula Hospital (SPH-K-Bay)	1.12	3.85											1.30	6.27	6.82	-0.55
65 South Peninsula Hospital (Roads) / (SPH)	1.46	3.85											1.30	6.61	7.16	-0.55
20 City of Homer	4.50	3.85									0.34	1.12		9.81	10.26	-0.45
21 City of Homer- ODLA	5.50	3.85									0.34	1.12		10.81	11.26	-0.45
80 City of Kachemak	1.75	3.85									0.34	1.12		7.06	7.51	-0.45
30 City of Kenai	4.35	3.85							0.01					8.21	8.66	-0.45
10 City of Seldovia	7.50	3.85					0.75							12.10	12.55	-0.45
40 City of Seward	3.84	3.85						1.00						8.69	9.14	-0.45
41 City of Seward Special	3.84	3.85						1.00						8.69	9.14	-0.45
70 City of Soldotna	0.50	3.85		2.95					0.01					7.31	8.02	-0.71

## Mill Rate History

	Fiscal Year					
	2021	2022	2023	2024	2025	2026
Borough	4.70	4.70	4.50	4.30	4.30	3.85
Service Areas:						
* Western Emergency Service Area	2.85	2.95	2.95	2.95	3.15	3.15
Bear Creek Fire	3.25	3.25	3.25	3.25	3.25	3.25
Central Emergency Services	2.85	2.85	2.85	3.21	3.21	2.95
Central Kenai Peninsula Hospital	0.01	0.01	0.01	0.01	0.01	0.01
Central Peninsula Emergency Medical	1.00	1.00	1.00	1.00	1.00	1.00
Kachemak Emergency Services	2.60	3.10	3.66	3.66	3.66	3.26
Nikiski Fire	2.70	2.70	2.70	2.70	2.70	2.45
Nikiski Senior	0.20	0.20	0.20	0.27	0.27	0.25
North Peninsula Recreation	1.00	1.00	1.40	1.40	1.30	1.15
Roads	1.40	1.40	1.40	1.40	1.40	1.30
Seldovia Recreation Service Area	0.75	0.75	0.75	0.75	0.75	0.75
Seward Bear Creek Flood	0.75	0.75	0.75	1.00	1.00	1.00
South Kenai Peninsula Hospital	1.12	1.12	1.12	1.12	1.12	1.12
South Kenai Peninsula Hospital (prior debt)	1.12	1.12	1.12	1.00	0.34	0.34

\*(formerly Anchor Point Fire & EMS, expanded and changed name in 2021)

### Fiscal Year



# Interfund Transfers Fiscal Year 2026

	Transfers In									
	Special Revenue Funds									
	Transfers Out	Central Emergency	Eastern Peninsula Highway Emergency	School Fund	Post- secondary Education	911 Fund	Roads Engineers Estimate Fund	Solid Waste	Debt Service	Capital Projects
General Fund	\$ 81,177,011	-	310,000	\$ 57,634,015	\$ 999,300	\$ 150,000	\$ -	\$ 11,485,368	\$ 4,948,328	\$ 5,650,000
Special Revenue Funds:										
Nikiski Fire	1,069,111	-	-	-	-	69,111	-	-	-	1,000,000
Bear Creek Fire	319,296	-	-	-	-	8,441	-	-	85,855	225,000
Western Emergency Services	187,258	-	-	-	-	32,258	-	-	-	155,000
Central Emergency Services	2,590,332	-	-	-	-	153,894	-	-	1,636,438	800,000
Kachemak Emergency Services	318,117	-	-	-	-	18,117	-	-	-	300,000
Eastern Peninsula Highway Emergency	9,143	-	-	-	-	9,143	-	-	-	-
911 Communications	250,000	-	-	-	-	-	-	-	-	250,000
Central Peninsula Emergency Medical	10,832	10,832	-	-	-	-	-	-	-	-
North Peninsula Recreation	600,000	-	-	-	-	-	-	-	-	600,000
Road Service Area	2,222,550	-	-	-	-	-	22,550	-	-	2,200,000
Solid Waste	600,000	-	-	-	-	-	-	-	-	600,000
Central Kenai Peninsula Hospital	4,266,949	-	-	-	-	-	-	-	4,266,949	-
South Kenai Peninsula Hospital Operations	2,226,819	-	-	-	-	-	-	-	-	2,226,819
South Kenai Peninsula Hospital Debt Fund 601	1,490,419	-	-	-	-	-	-	-	1,490,419	-
	<b>\$ 97,337,837</b>	<b>\$ 10,832</b>	<b>\$ 310,000</b>	<b>\$ 57,634,015</b>	<b>\$ 999,300</b>	<b>\$ 440,964</b>	<b>\$ 22,550</b>	<b>\$ 11,485,368</b>	<b>\$ 12,427,989</b>	<b>\$ 14,006,819</b>

## Interdepartmental Charges Fiscal Year 2026

		Transfers In		
	Transfers Out	General Fund	Special Revenue Fund	Capital Projects
<u>General Fund:</u>				
Purchasing & Contracting	\$ 968,765	\$ -	\$ 260,310	\$ 708,455
Human Resources Print Shop	6,198	-		6,198
Planning - GIS Addressing	112,965	-	112,965	-
Admin Service Fee	1,052,964	-	927,964	125,000
<u>Special Revenue Funds:</u>				
Seward Bear Creek Flood	40,529	-	40,529	-
School Fund-Maintenance	800,000	120,000	280,000	400,000
	<u>\$ 2,981,421</u>	<u>\$ 120,000</u>	<u>\$ 1,621,768</u>	<u>\$ 1,239,653</u>

Interdepartmental charges represent the cost of services provided by a department or division to another department or division. The Borough's policy is to budget 100% of staff time within each oversight department and then charge/allocate the cost of work done to the respective department receiving the service. Included in the interdepartmental charges are charges to other funds that are project length or grant funded and are not included in this budget document.

## **General Fund**

The General Fund is the general operating fund of the Borough. It is used to account for all financial resources except those that must be accounted for in another fund. The General Fund accounts for the normal activities such as general government, assessing, finance, legal, planning, along with funding for schools, solid waste, etc. These activities are funded primarily by property taxes, sales taxes and intergovernmental revenues.

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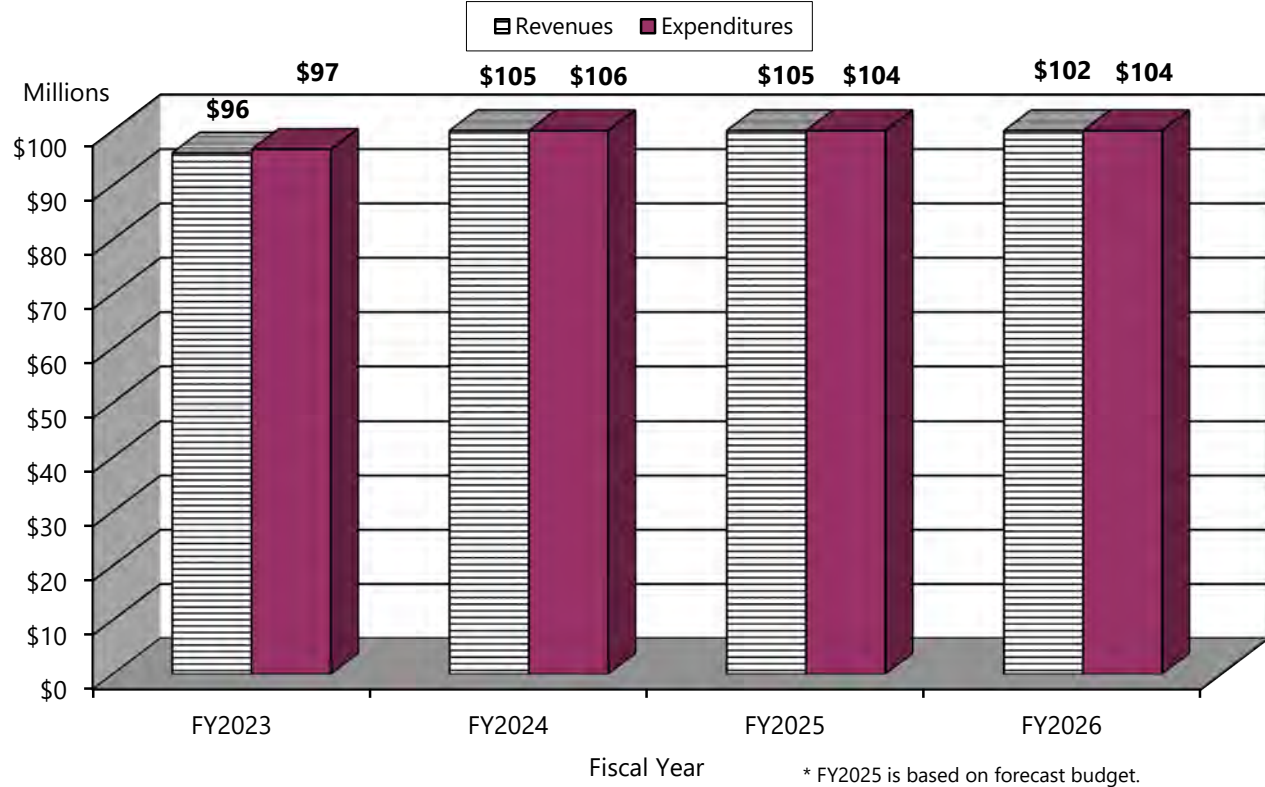


## Fund: 100 General Fund

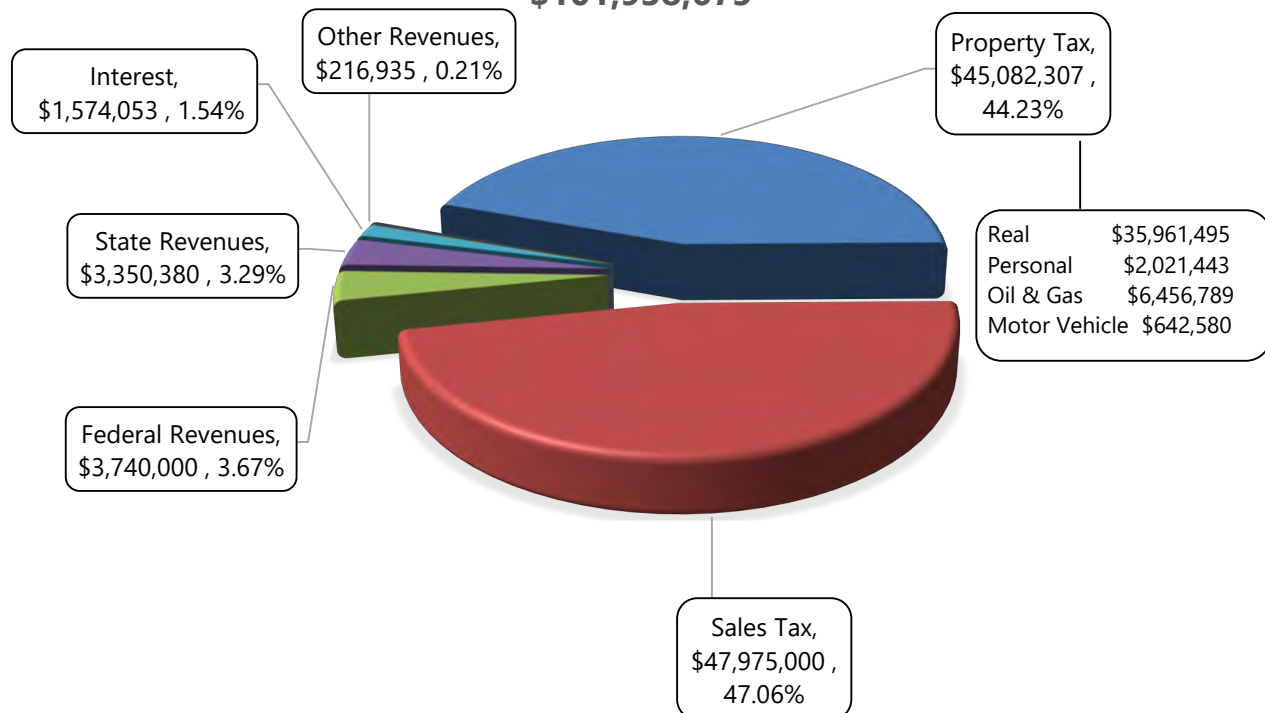
<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Values (000'S)								
Real	7,090,334	7,829,243	8,514,007	8,517,519	9,255,122	9,532,776	9,818,759	10,113,322
Personal	330,378	344,892	360,509	375,075	383,360	389,110	394,947	400,871
Oil & Gas (AS 43.56)	1,501,174	1,570,245	1,618,321	1,618,321	1,677,088	1,677,088	1,677,088	1,677,088
Total Taxable Values	8,921,886	9,744,380	10,492,837	10,510,915	11,315,570	11,598,974	11,890,794	12,191,281
Mill Rate	4.50	4.30	4.30	4.30	3.85	3.85	3.85	3.85
Revenues:								
Property Taxes:								
Real	\$ 31,788,010	\$ 33,474,515	\$ 36,244,128	\$ 36,259,078	\$ 35,275,898	\$ 36,701,188	\$ 37,802,222	\$ 38,936,290
Personal	1,522,852	1,667,780	1,550,189	1,580,566	1,475,936	1,468,112	1,490,135	1,512,486
Oil & Gas (AS 43.56)	6,755,285	6,752,056	6,958,780	6,958,780	6,456,789	6,456,789	6,456,789	6,456,789
Penalty and Interest	708,417	662,776	746,815	746,815	685,597	685,597	685,597	685,597
Flat Tax	546,238	544,775	550,877	550,877	545,507	545,507	545,507	545,507
Motor Vehicle Tax	548,015	516,793	642,580	642,580	642,580	642,580	642,580	642,580
Total Property Taxes	41,868,817	43,618,695	46,693,369	46,738,696	45,082,307	46,499,773	47,622,830	48,779,249
Sales Tax	42,650,831	47,547,330	44,400,000	47,500,000	47,975,000	48,694,625	49,425,044	50,166,420
Federal Revenue	4,481,904	4,752,923	3,740,000	3,645,706	3,740,000	3,740,000	3,740,000	3,740,000
State Revenue	4,688,798	4,028,021	3,350,641	3,306,391	3,350,380	3,350,380	3,346,534	3,342,462
Interest Revenue (Loss)	1,974,871	4,856,794	812,722	3,900,000	1,574,053	533,350	501,592	462,038
Other Revenue	226,274	207,595	247,235	297,235	216,935	216,935	216,935	216,935
Total Revenues	95,891,495	105,011,358	99,243,967	105,388,028	101,938,675	103,035,063	104,852,935	106,707,104
Total Revenues and Other Financing Sources	95,891,495	105,011,358	99,243,967	105,388,028	101,938,675	103,035,063	104,852,935	106,707,104
Expenditures:								
Personnel	13,887,202	14,903,465	17,497,684	17,441,434	17,468,586	17,992,644	18,532,423	19,088,396
Supplies	136,226	197,235	229,542	245,390	205,387	209,495	213,685	217,959
Services	5,966,963	5,992,341	6,914,482	7,339,570	6,828,826	7,033,691	7,244,702	7,462,043
Capital Outlay	174,771	208,392	164,894	182,899	165,728	169,043	172,424	175,872
Interdepartmental Charges	(1,514,211)	(1,663,428)	(2,054,826)	(2,054,826)	(2,020,892)	(2,234,310)	(2,278,996)	(2,324,576)
Total Expenditures	18,650,951	19,638,005	22,751,776	23,154,467	22,647,635	23,170,563	23,884,238	24,619,694
Operating Transfers To:								
Special Revenue Fund - Schools	52,564,284	54,753,114	56,228,307	56,228,307	57,634,015	59,074,865	60,551,737	62,065,530
Special Revenue Fund - Solid Waste	11,355,538	21,804,733	11,719,442	13,072,526	11,485,368	11,772,502	12,066,815	12,368,485
Special Revenue Funds - Other	1,163,100	1,470,320	1,475,800	1,529,021	1,459,300	1,488,486	1,518,256	1,548,621
Debt Service - School Debt	3,931,900	4,942,152	4,946,951	4,946,951	4,948,328	7,065,358	7,061,166	7,063,171
Capital Projects - Schools	5,250,000	4,000,000	4,000,000	5,050,000	4,100,000	3,000,000	3,000,000	3,000,000
Capital Projects - General Govt.	1,643,846	265,755	200,000	200,000	150,000	100,000	100,000	100,000
Capital Projects - Solid Waste Fund	840,000	-	-	-	1,400,000	1,400,000	1,400,000	1,400,000
Capital Projects - General Govt.-PILT	14,315	32,207	-	-	-	-	-	-
Capital Projects - Fire Service Area-PILT	1,131,768	(433,160)	-	55,446	-	-	-	-
Total Operating Transfers	77,894,751	86,835,121	78,570,500	81,082,251	81,177,011	83,901,211	85,697,974	87,545,807
Total Expenditures and Operating Transfers	96,545,702	106,473,126	101,322,276	104,236,718	103,824,646	107,071,774	109,582,212	112,165,501
Net Results From Operations	(834,993)	(1,461,768)	(2,078,309)	1,151,310	(1,885,971)	(4,036,711)	(4,729,277)	(5,458,397)
Projected Lapse	-	-	1,365,107	977,899	1,358,858	1,390,234	1,433,054	1,477,182
Change in Fund Balance	(834,993)	(1,461,768)	(713,202)	2,129,209	(527,113)	(2,646,477)	(3,296,223)	(3,981,215)
Beginning Fund Balance	45,140,499	44,305,506	42,843,738	42,843,738	44,972,947	44,445,834	41,799,357	38,503,134
Ending Fund Balance	\$ 44,305,506	\$ 42,843,738	\$ 42,130,536	\$ 44,972,947	\$ 44,445,834	\$ 41,799,357	\$ 38,503,134	\$ 34,521,919



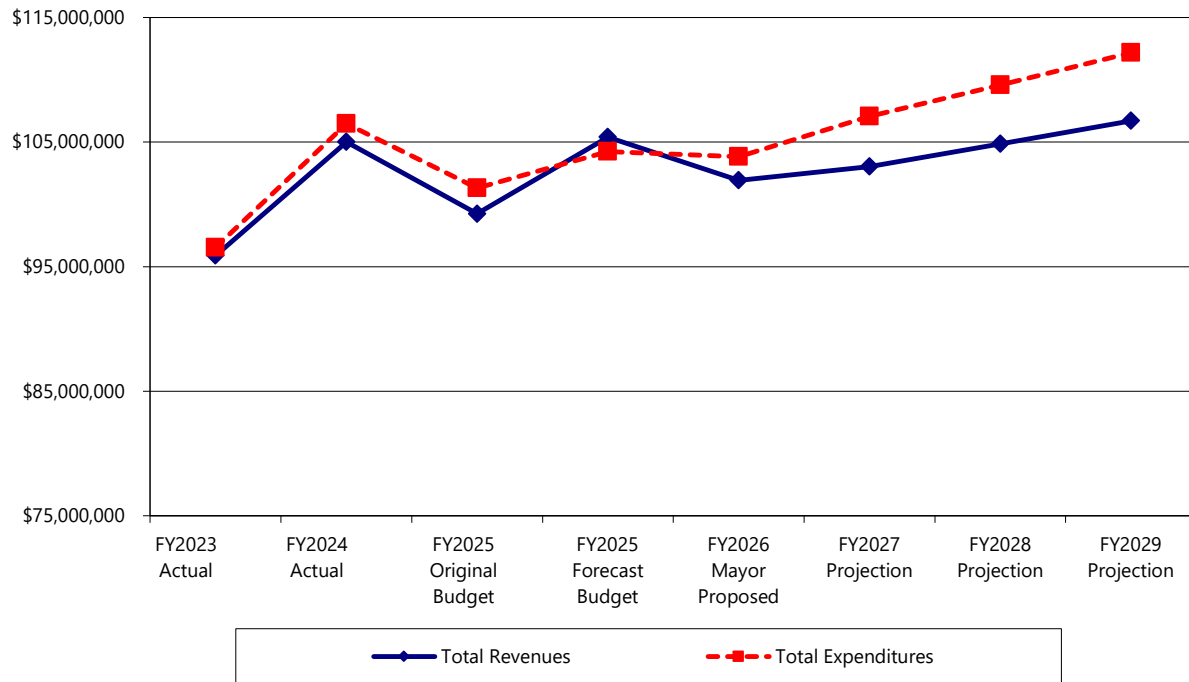
## General Fund Revenues and Expenditures History



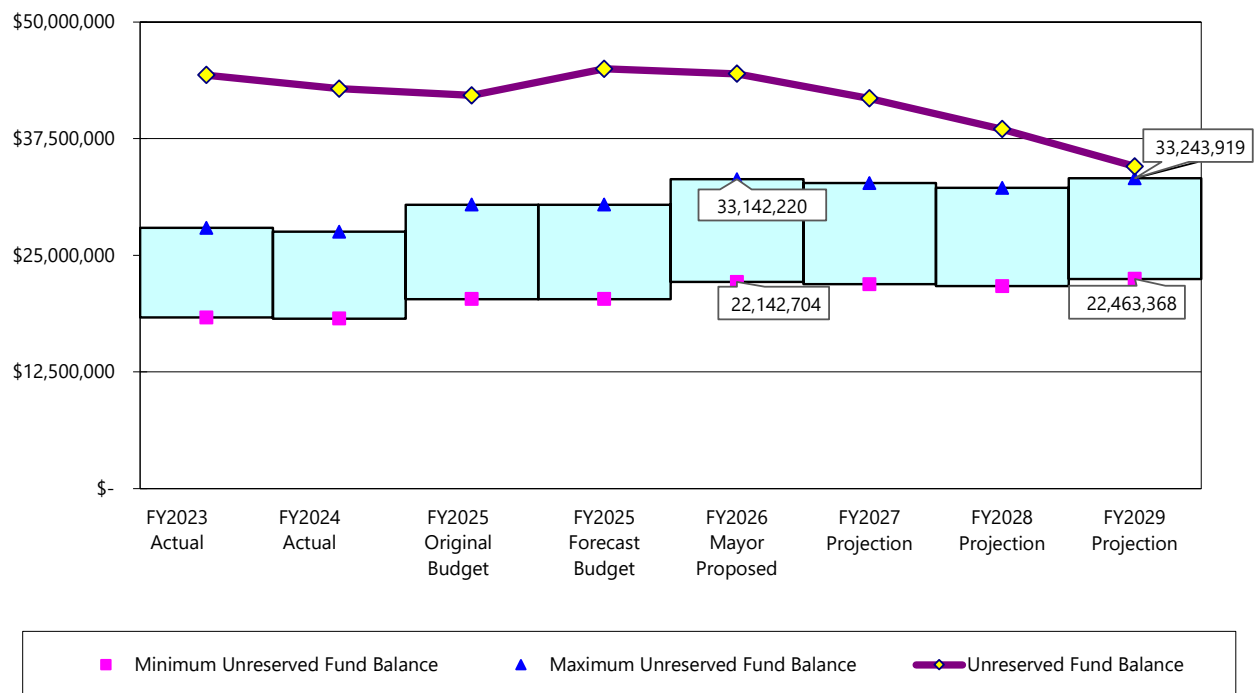
## Where The Money Comes From General Fund Revenue Projections - FY2026



## General Fund Revenues and Expenditures



## General Fund Unreserved Fund Balance



## Kenai Peninsula Borough Budget Detail

### Fund 100 General Fund

### Total General Fund Expenditures By Line Item

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed	
				Budget	Budget	Proposed	& Original	Budget %
<b>Personnel</b>								
40110	Regular Wages	\$ 7,183,363	\$ 7,846,025	\$ 9,461,695	\$ 9,395,945	\$ 9,822,724	\$ 361,029	3.82%
40120	Temporary Wages	265,891	169,197	212,701	222,201	220,385	7,684	3.61%
40130	Overtime Wages	41,805	42,069	102,488	102,488	102,065	(423)	-0.41%
40210	FICA	621,422	675,465	868,509	868,509	900,537	32,028	3.69%
40221	PERS	1,887,519	2,066,607	2,141,053	2,141,053	2,204,238	63,185	2.95%
40321	Health Insurance	2,958,731	3,052,020	3,510,320	3,510,320	2,966,000	(544,320)	-15.51%
40322	Life Insurance	10,927	12,716	13,783	13,783	14,176	393	2.85%
40410	Leave	908,664	1,039,366	1,137,135	1,137,135	1,188,461	51,326	4.51%
40511	Other Benefits	8,880	-	50,000	50,000	50,000	-	0.00%
Total: Personnel		13,887,202	14,903,465	17,497,684	17,441,434	17,468,586	(29,098)	-0.17%
<b>Supplies</b>								
42020	Signage Supplies	6,024	11,004	21,000	25,779	11,000	(10,000)	-47.62%
42021	Promotional Supplies	1,434	860	450	3,450	450	-	0.00%
42120	Computer Software	14,287	10,186	31,075	30,175	16,075	(15,000)	-48.27%
42210	Operating Supplies	71,255	90,256	107,707	111,234	106,721	(986)	-0.92%
42230	Fuel, Oils and Lubricants	6,638	5,872	10,600	10,600	10,200	(400)	-3.77%
42250	Uniforms	2,732	8,699	6,199	8,511	9,140	2,941	47.44%
42263	Training Supplies	-	-	200	200	100	(100)	-50.00%
42310	Repair/Maintenance Supplies	18,140	18,957	22,754	23,444	21,844	(910)	-4.00%
42360	Motor Vehicle Supplies	3,139	1,577	5,300	5,303	4,450	(850)	-16.04%
42410	Small Tools & Minor Equipment	12,577	49,824	24,257	26,694	25,407	1,150	4.74%
Total: Supplies		136,226	197,235	229,542	245,390	205,387	(24,155)	-10.52%
<b>Services</b>								
43006	Senior Centers Grant Program	777,876	843,878	843,878	843,878	838,634	(5,244)	-0.62%
43009	Economic Development District	150,000	175,000	175,000	175,000	180,000	5,000	2.86%
43011	Contractual Services	1,484,220	1,442,106	1,526,799	2,064,042	1,448,783	(78,016)	-5.11%
43012	Audit Services	143,520	165,000	177,422	180,771	181,330	3,908	2.20%
43015	Water/Air Sample Testing	5,000	-	5,000	5,000	5,000	-	0.00%
43016	KPB Public Relations	76,949	83,917	100,000	-	-	(100,000)	-100.00%
43017	Investment Portfolio Fees	22,830	23,313	30,000	30,000	35,000	5,000	16.67%
43018	KPB Promotion	70,767	42,770	100,000	-	-	(100,000)	-100.00%
43019	Software Maintenance	919,393	537,167	741,839	653,501	685,806	(56,033)	-7.55%
43021	Peninsula Promotion	2,297	2,151	3,500	3,500	5,000	1,500	42.86%
43026	Software Licensing	-	424,061	431,945	595,178	626,996	195,051	45.16%
43031	Litigation	12,268	10,800	17,000	19,494	18,500	1,500	8.82%
43034	Attorney Fees - Special Cases	112,768	31,672	120,000	120,000	100,000	(20,000)	-16.67%
43036	Contractual Services - ARSSTC Fee	403,631	497,024	455,000	455,000	521,875	66,875	14.70%
43110	Communications	121,980	121,770	175,533	175,888	175,827	294	0.17%
43140	Postage and Freight	121,510	109,721	140,125	137,415	147,025	6,900	4.92%
43210	Transportation/Subsistence	132,000	142,306	256,146	254,343	226,412	(29,734)	-11.61%
43215	Travel Out of State	-	-	-	-	-	-	-
43216	Travel In State	5,009	9,703	13,900	13,900	15,600	1,700	12.23%
43220	Car Allowance	142,562	146,941	169,800	169,800	169,200	(600)	-0.35%
43221	Car Allowance/PC	20,700	15,600	16,200	16,200	16,200	-	0.00%
43260	Training	17,382	26,908	73,173	72,810	62,723	(10,450)	-14.28%
43270	Employee Development	891	865	10,000	10,000	10,000	-	0.00%
43310	Advertising	65,760	43,834	71,050	77,954	70,850	(200)	-0.28%
43410	Printing	85,240	64,335	72,486	66,828	70,855	(1,631)	-2.25%
43510	Insurance/Litigation Fund Premiums	160,478	191,194	212,880	212,880	213,425	545	0.26%
43610	Utilities	208,678	212,171	246,983	246,983	256,092	9,109	3.69%
43720	Equipment Maintenance	49,464	44,647	62,073	71,954	73,446	11,373	18.32%
43750	Vehicle Maintenance	2,474	1,418	4,000	4,000	5,430	1,430	35.75%
43780	Buildings/Grounds Maintenance	56,819	35,753	60,100	60,100	59,100	(1,000)	-1.66%
43810	Rents and Operating Leases	59,793	13,241	14,233	14,234	10,448	(3,785)	-26.59%

## Kenai Peninsula Borough Budget Detail

### Fund 100 General Fund

### Total General Fund Expenditures By Line Item - Continued

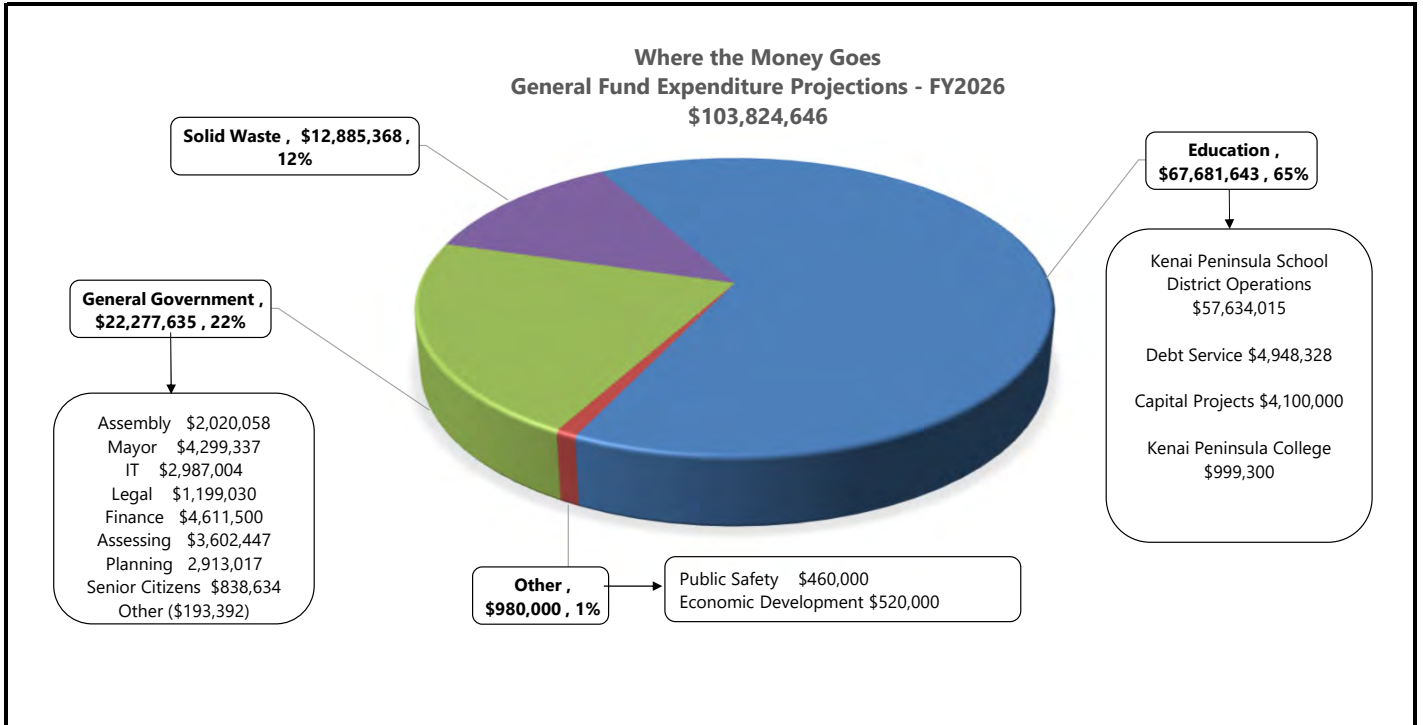
	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services - Continued</b>							
43812 Equipment Replacement Payments	403,000	401,288	300,385	300,385	332,402	32,017	10.66%
43920 Dues and Subscription	77,329	70,043	78,532	79,032	81,177	2,645	3.37%
43931 Recording Fees	15,245	12,294	14,100	14,100	16,850	2,750	19.50%
43932 Litigation Reports	39,130	49,450	90,000	90,000	63,440	(26,560)	-29.51%
43999 Contingency	-	-	105,400	105,400	105,400	-	0.00%
Total: Services	5,966,963	5,992,341	6,914,482	7,339,570	6,828,826	(85,656)	-1.24%
<b>Capital Outlay</b>							
48110 Major Office Furniture	-	-	-	-	-	-	-
48120 Major Office Equipment	21,992	34,405	17,500	32,820	20,000	2,500	14.29%
48311 Major Machinery & Equipment	18,184	-	-	-	-	-	-
48525 Major Computer Software	-	46,950	-	-	-	-	-
48710 Minor Office Equipment	86,635	81,798	113,455	115,115	119,108	5,653	4.98%
48720 Minor Office Furniture	40,945	35,339	21,939	22,964	22,620	681	3.10%
48740 Minor Machinery & Equipment	6,020	9,900	12,000	12,000	4,000	(8,000)	-66.67%
48750 Minor Medical Equipment	995	-	-	-	-	-	-
Total: Capital Outlay	174,771	208,392	164,894	182,899	165,728	834	0.51%
<b>Transfers</b>							
50235 Tfr EPHESA	178,338	340,000	350,000	350,000	310,000	(40,000)	-11.43%
50241 Tfr S/D Operations	52,564,284	54,753,114	56,228,307	56,228,307	57,634,015	1,405,708	2.50%
50242 Tfr Postsecondary Education	834,762	906,955	975,800	975,800	999,300	23,500	2.41%
50260 Tfr Disaster Relief Fund	-	73,365	-	53,221	-	-	-
50264 Tfr 911 Fund	150,000	150,000	150,000	150,000	150,000	-	0.00%
50271 Tfr Misc Grants	180,786	-	-	-	-	-	-
50290 Tfr Solid Waste	11,355,538	21,804,733	11,719,442	13,072,526	11,485,368	(234,074)	-2.00%
50308 Tfr School Debt	3,930,400	4,939,652	4,936,951	4,936,951	4,938,328	1,377	0.03%
50349 Tfr School Debt Expense	1,500	2,500	10,000	10,000	10,000	-	0.00%
50400 Tfr School Capital Projects	5,250,000	4,000,000	4,000,000	5,050,000	4,100,000	100,000	2.50%
50401 Tfr School Bond Capital Projects	-	-	-	-	-	-	-
50407 Tfr General Gov't. Capital Projects	1,658,161	297,962	200,000	200,000	150,000	(50,000)	-25.00%
50411 Solid Waste Fund Capital Projects	840,000	-	-	-	1,400,000	1,400,000	-
50441 Tfr Nikiski Fire SA Capital Projects	258,727	8,339	-	-	-	-	-
50442 Tfr Bear Creek Fire SA Capital Projects	10,105	192,583	-	55,446	-	-	-
50443 Tfr CES Capital Projects	342,914	-	-	-	-	-	-
50444 Tfr WESA Capital Projects	175,000	-	-	-	-	-	-
50446 Tfr KESA Capital Projects	175,000	-	-	-	-	-	-
50840 Tfr Special Assessments	170,022	(634,082)	-	-	-	-	-
Total: Transfers	78,075,537	86,835,121	78,570,500	81,082,251	81,177,011	2,606,511	3.32%
<b>Interdepartmental Charges</b>							
60000 Charges (To) From Other Depts.	(1,508,576)	(1,661,282)	(2,054,826)	(2,054,826)	(2,020,892)	33,934	-1.65%
60004 Mileage Ticket Credits	(5,635)	(2,696)	-	-	-	-	-
61990 Admin Service Fee	-	550	-	-	-	-	-
Total: Interdepartmental Charges	(1,514,211)	(1,663,428)	(2,054,826)	(2,054,826)	(2,020,892)	33,934	-1.65%
<b>Department Total</b>	<b>\$ 96,726,488</b>	<b>\$ 106,473,126</b>	<b>\$ 101,322,276</b>	<b>\$ 104,236,718</b>	<b>\$ 103,824,646</b>	<b>\$ 2,502,370</b>	<b>2.47%</b>

# MILL RATE EQUIVALENTS FOR THE GENERAL FUND

	FY2023 Actual		FY2024 Actual		FY2025 Forecast Budget		FY2026 Proposed Budget	
	Taxable Value	Mill Rate	Taxable Value	Mill Rate	Taxable Value	Mill Rate	Taxable Value	Mill Rate
	8,921,886,000	Equivalent	9,744,380,000	Equivalent	10,510,915,000	Equivalent	11,315,570,000	Equivalent
<b>REVENUES:</b>								
Taxes:								
Property Tax	\$ 41,320,802	4.631	\$ 43,101,902	4.423	\$ 46,096,116	4.386	\$ 44,439,727	3.927
Motor Vehicle Tax	548,015	0.061	516,793	0.053	642,580	0.061	642,580	0.057
Sales Tax	42,650,831	4.780	47,547,330	4.879	47,500,000	4.519	47,975,000	4.240
Total Taxes	84,519,648	9.473	91,166,025	9.356	94,238,696	8.966	93,057,307	8.224
Federal Revenues	4,481,904	0.502	4,752,923	0.488	3,645,706	0.347	3,740,000	0.331
State Revenues:								
Reimbursement for School Debt	2,442,114	0.274	1,796,920	0.184	1,795,641	0.171	1,795,380	0.159
Revenue Sharing	1,058,041	0.119	1,075,886	0.110	850,000	0.081	850,000	0.075
Fish Tax	972,034	0.109	740,361	0.076	500,000	0.048	500,000	0.044
Other	216,609	0.024	414,854	0.043	160,750	0.015	205,000	0.018
Total State Revenues	4,688,798	0.526	4,028,021	0.413	3,306,391	0.315	3,350,380	0.296
Fees, Costs & Miscellaneous	226,274	0.025	207,595	0.021	297,235	0.028	216,935	0.019
Interest Earned	1,974,871	0.221	4,856,794	0.498	3,900,000	0.371	1,574,053	0.139
Total Revenues and Other								
Financing Sources	\$ 95,891,495	10.748	\$ 105,011,358	10.777	\$ 105,388,028	10.027	\$ 101,938,675	9.009
<b>EXPENDITURES:</b>								
General Government:								
Assembly								
Administration	\$ 459,205	0.051	\$ 543,390	0.056	\$ 650,187	0.062	\$ 603,685	0.053
Clerk	413,034	0.046	526,663	0.054	664,699	0.063	662,847	0.059
Elections	338,990	0.038	183,460	0.019	202,992	0.019	262,932	0.023
Records Management	421,277	0.047	363,714	0.037	479,206	0.046	490,594	0.043
Total Assembly	1,632,506	0.183	1,617,227	0.166	1,997,084	0.190	2,020,058	0.179
Mayor								
Administration	620,937	0.070	663,711	0.068	1,108,382	0.105	1,108,209	0.098
Purchasing and Contracting	621,853	0.070	695,568	0.071	848,452	0.081	825,326	0.073
Emergency Management	779,593	0.087	789,143	0.081	1,079,815	0.103	1,065,593	0.094
Human Resources-Administration	797,795	0.089	848,489	0.087	913,368	0.087	894,770	0.079
Print/Mail Services	199,200	0.022	207,864	0.021	220,493	0.021	260,748	0.023
Custodial Maintenance	127,885	0.014	142,826	0.015	146,585	0.014	144,691	0.013
Total Mayor	3,147,263	0.353	3,347,601	0.344	4,317,095	0.411	4,299,337	0.380
Information Technology	2,058,241	0.231	2,412,940	0.248	2,963,502	0.282	2,987,004	0.264
Legal	1,317,570	0.148	1,179,381	0.121	1,205,372	0.115	1,199,030	0.106
Finance								
Administration	581,959	0.065	623,844	0.064	651,983	0.062	673,867	0.060
Financial Services	1,181,433	0.132	1,258,101	0.129	1,309,861	0.125	1,308,270	0.116
Property Tax & Collections	1,002,199	0.112	1,056,533	0.108	1,223,836	0.116	1,256,665	0.111
Sales Tax	1,092,327	0.122	1,263,281	0.130	1,209,309	0.115	1,372,698	0.121
Total Finance	3,857,918	0.432	4,201,759	0.431	4,394,989	0.418	4,611,500	0.408
Assessing								
Administration	1,409,418	0.158	1,553,205	0.159	1,695,147	0.161	1,716,459	0.152
Appraisal	1,597,262	0.179	1,735,928	0.178	1,881,755	0.179	1,885,988	0.167
Total Assessing	3,006,680	0.337	3,289,133	0.338	3,576,902	0.340	3,602,447	0.318
Planning								
Administration	1,259,482	0.141	1,277,134	0.131	1,773,705	0.169	1,342,548	0.119
Geographic Information Systems	588,516	0.066	661,722	0.068	922,674	0.088	711,288	0.063
River Center	772,862	0.087	790,043	0.081	869,856	0.083	859,181	0.076
Total Planning	2,620,860	0.294	2,728,899	0.280	3,566,235	0.339	2,913,017	0.257
Senior Citizens	777,876	0.087	843,878	0.087	843,878	0.080	838,634	0.074

### MILL RATE EQUIVALENTS FOR THE GENERAL FUND

	FY2023 Actual Taxable Value 8,921,886,000	Mill Rate Equivalent	FY2024 Actual Taxable Value 9,744,380,000	Mill Rate Equivalent	FY2025 Forecast Budget Taxable Value 10,510,915,000	Mill Rate Equivalent	FY2026 Proposed Budget Taxable Value 11,315,570,000	Mill Rate Equivalent
Economic Development	422,716	0.047	436,687	0.045	584,000	0.056	520,000	0.046
Non-Departmental								
Contract Services	407,944	0.046	295,805	0.030	408,802	0.039	360,000	0.032
Insurance	136,125	0.015	161,125	0.017	179,572	0.017	179,572	0.016
Other	37,877	0.004	-	0.000	50,000	0.005	50,000	0.004
Interdepartmental Charges	(772,625)	-0.087	(876,430)	-0.090	(932,964)	-0.089	(932,964)	-0.082
Total Non-Departmental	(190,679)	-0.021	(419,500)	-0.043	(294,590)	-0.028	(343,392)	-0.030
Total Operations	18,650,951	2.090	19,638,005	2.015	23,154,467	2.203	22,647,635	2.001
Other Financing Uses:								
Operating Transfers To:								
Special Revenue Funds:								
School District Operations	52,564,284	5.892	54,753,114	5.619	56,228,307	5.350	57,634,015	5.093
Postsecondary Education	834,762	0.094	906,955	0.093	975,800	0.093	999,300	0.088
Disaster Relief	-	0.000	73,365	0.008	53,221	0.005	-	0.000
911 Communications	150,000	0.017	150,000	0.015	150,000	0.014	150,000	0.013
Eastern Highway Peninsula Emergency	178,338	0.020	340,000	0.035	350,000	0.033	310,000	0.027
Misc Grant Fund	180,786	0.020	-	0.000	-	0.000	-	0.000
Solid Waste	11,355,538	1.273	21,804,733	2.238	13,072,526	1.244	11,485,368	1.015
Debt Service Fund:								
School Debt	3,931,900	0.441	4,942,152	0.507	4,946,951	0.471	4,948,328	0.437
Capital Projects Funds:								
School Revenue	5,250,000	0.588	4,000,000	0.410	5,050,000	0.480	4,100,000	0.362
School Bond Fund	-	0.000	-	0.000	-	0.000	-	0.000
General Government	1,658,161	0.186	297,962	0.031	200,000	0.019	150,000	0.013
Nikiski Fire SA Capital Projects	258,727		8,339		-		-	0.000
Bear Creek Fire SA Capital Projects	10,105		192,583		55,446		-	0.000
CES Capital Projects	342,914		-		-		-	0.000
WESA Capital Projects	175,000		-		-		-	0.000
KESA Capital Projects	175,000		-		-		-	0.000
Special Assessments	170,022		(634,082)		-		-	0.000
Solid Waste Fund Capital Projects	840,000		-		-		1,400,000	0.124
Total Other Financing Uses	78,075,537	8.751	86,835,121	8.911	81,082,251	7.714	81,177,011	7.174
Total Expenditures and Other Financing Uses	96,726,488	10.841	106,473,126	10.927	104,236,718	9.917	103,824,646	9.175
Fund Balance Increase/(Decrease)	\$ (834,993)	-0.094	\$ (1,461,768)	-0.150	\$ 1,151,310	0.110	\$ (1,885,971)	-0.167



<b>Fund 100</b>	<b>Department Function</b>
<b>Dept 11110</b>	<b>General Fund</b>
	<b>Assembly - Administration</b>

#### Mission

The Mission of the Kenai Peninsula Borough Assembly and Staff is to provide the community quality public service in partnership with its citizens, schools, other government agencies and business community by providing a full range of municipal services, and to formulate policies and ordinances to guide the orderly development and administration of the Borough.

#### Major Long-Term Issues and Concerns:

- Provide sufficient levels of funding for Borough departments to ensure their continued ability to meet the needs of Borough residents.
- Provide local educational funding borough residents can reasonably afford and sustain.
- Provide a high-quality capital and operational maintenance program ensuring the continued use and economic value of Borough assets.
- Providing a solution for the underfunded Alaska Public Employees' Retirement System (PERS) / Alaska Teachers' Retirement System (TRS).

#### FY2025 Accomplishments:

- Formed the Tourism Industry Working Group.
- Approved a Negotiated Lease for a concrete batch plant in support of Sterling Highway MP45-60 Construction Project.
- Approved the submission of a \$38.5 million bond to the qualified voters of South Kenai Peninsula Hospital Service.

- Area to plan, design, acquire property for renovating, constructing and equipping South Peninsula Hospital Campus.
- Approved the updated 2024 Kenai Peninsula Borough Hazard Mitigation Plan, including cities of Seldovia and Seward.
  - Incorporated City of Soldotna Riverfront Development Plan, the Funny River Comprehensive Plan, Homer Transportation Plan .
- Approved the borough's state capital project priorities for possible funding with state legislature.
- Approved 16 amendments to various sections of borough code per requests from assembly, borough clerk and administration in CY2024, including but not limited to:
  - Public noticing requirements and providing alternative methods of public notice.
  - Assembly meetings, providing materials for public presentation and removing language requesting teleconferencing.
  - Place a student council presentation with prior notice on the agenda.
  - Consolidated material extraction with material site permits.
  - Updated anadromous waters within the south district of the KPB 21.18 appendix.
  - Created Kenai Wellness Estates Addition Local Option Zone.

#### Performance Measures:

**Priority:** Provide a link between citizens, local governing bodies, borough administration and agencies of government at all levels.

**Goal:** Promote transparency, accountability, and the democratic decision-making processes within local government.

**Objective:** Adhere to constitutional government and laws of the borough and state; impart standards of quality and integrity that merit public confidence, and maintain professional ethical standards. Maintain familiarity with current Mason's Manuel of Legislative Procedures to be used in parliamentary assistance to the Assembly. Provide a conduit between the Assembly and the Legal Department and otherwise assist the Assembly in writing ordinances and resolutions. When asked, provide the Assembly with information to assist them in responding to questions from the public. Record and maintain accurate records of Assembly meetings and actions, serve as a conduit between the Administration and the Assembly.

Key Measures	CY2022* Actual	CY2023* Actual	CY2024* Actual	CY2025 Estimated
Regular and Special Assembly Meetings	20	20	20	20
Legislative Priority Community Meetings	0	11	12	12
Number of Ordinances Heard	129	107	84	100
Number of Resolutions Heard	68	80	56	90
Committee Meetings/Work Sessions/Other Meetings*	80	94	81	80

\*Includes all meetings other than Regular and Special Assembly Meetings which are noted separately above.

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11110 - Assembly Administration**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Personnel</b>							
40120 Temporary Wages	\$ 44,400	\$ 44,400	\$ 44,400	\$ 44,400	\$ 44,401	\$ 1	0.00%
40120 Temporary Wages - BOE	2,950	2,000	6,000	6,000	6,000	-	0.00%
40210 FICA	3,931	3,868	5,555	5,555	5,371	(184)	-3.31%
40221 PERS	-	845	-	-	-	-	-
40321 Health Insurance	113,700	150,308	199,060	199,060	142,500	(56,560)	-28.41%
40322 Life Insurance	248	266	248	248	248	-	0.00%
Total: Personnel	165,229	201,687	255,263	255,263	198,520	(56,743)	-22.23%
<b>Supplies</b>							
42120 Computer Software	-	-	10,500	10,500	-	(10,500)	-100.00%
42210 Operating Supplies	659	534	1,500	1,500	1,500	-	0.00%
42310 Repair/Maintenance Supplies	-	526	-	-	-	-	-
42410 Small Tools & Minor Equipment	513	-	1,500	1,500	1,500	-	0.00%
Total: Supplies	1,172	1,060	13,500	13,500	3,000	(10,500)	-77.78%
<b>Services</b>							
43011 Contractual Services	14,047	18,322	14,000	14,000	17,000	3,000	21.43%
43012 Audit Services	143,520	165,000	177,422	180,771	181,330	3,908	2.20%
43019 Software Maintenance	28,757	50	-	52	-	-	-
43026 Software Licensing	-	36,240	50,270	50,218	70,750	20,480	40.74%
43110 Communications	2,897	2,891	3,000	3,000	3,000	-	0.00%
43210 Transportation/Subsistence	18,754	20,166	16,000	16,000	16,000	-	0.00%
43210 Transportation/Subsistence - BOE	693	621	1,500	1,500	1,500	-	0.00%
43216 Travel In State	5,009	9,703	13,900	13,900	15,600	1,700	12.23%
43220 Car Allowance	19,800	19,800	22,200	22,200	19,800	(2,400)	-10.81%
43260 Training	1,800	2,850	5,700	5,700	3,500	(2,200)	-38.60%
43610 Utilities	17,182	15,361	20,185	20,185	20,185	-	0.00%
43720 Equipment Maintenance	3,118	1,926	2,000	2,000	2,000	-	0.00%
43810 Rents and Operating Leases - BOE	-	-	-	-	-	-	-
43920 Dues and Subscriptions	37,227	37,262	39,398	39,398	40,400	1,002	2.54%
Total: Services	292,804	330,192	365,575	368,924	391,065	25,490	6.97%
<b>Capital Outlay</b>							
48120 Office Machinery & Equipment	-	5,875	10,000	9,690	7,500	(2,500)	-25.00%
48710 Minor Office Equipment	-	4,576	2,500	2,810	3,600	1,100	44.00%
Total: Capital Outlay	-	10,451	12,500	12,500	11,100	(1,400)	-11.20%
<b>Department Total</b>	<b>\$ 459,205</b>	<b>\$ 543,390</b>	<b>\$ 646,838</b>	<b>\$ 650,187</b>	<b>\$ 603,685</b>	<b>\$ (43,153)</b>	<b>-6.67%</b>

**Line-Item Explanations**

**40120 Temporary Wages.** Includes regular monthly compensation for Assembly Members and stipends paid to Board of Equalization members.

**43011 Contractual Services.** Radio broadcasts - based on regular meetings and additional funding for off-site and special meetings if required (\$12,000), and miscellaneous items including Assembly photos, plaques, hearing transcripts, and miscellaneous small contracts (\$5,000.)

**43012 Audit Services.** Borough and service area audits, which includes the state and federal single audit. Compliance audits, as well as financial audits, are required of the Borough and all component units.

**43026 Software Licensing.** Legistar, Media Manager, Live Manager, In-Site, and Vote Cast software used to administer Assembly meetings, legislation, capture audio/video live and on demand streaming, public facing website, Boards & Commissions module and eComment portal (\$61,000), security camera software renewal (\$350), Boards & Commissions (\$7,200) and Zoom (\$2,200.)

**43210 Transportation/Subsistence.** Assembly travel within the borough, including mileage and subsistence and for borough assembly meetings. Travel and meal costs for Board of Equalization hearings.

**43216 Travel In State.** Outside of Borough travel to Alaska Municipal League (AML) annual conference, AML legislative committee meetings, and legislative lobbying trips to Juneau.

**43720 Equipment Maintenance.** 50% copier maintenance agreement (shared cost with Clerk).

**43920 Dues and Subscriptions.** Includes Alaska Municipal League (\$39,000) and National Association of Counties (\$1,400.)

**48120 Office Machinery & Equipment.** Replace Extron USB converter and associated costs (\$7,500.)

**48710 Minor Office Equipment.** iPad replacement as needed (\$2,200), 2 conference phones (\$1,000), and printer in chambers (\$400.)



## Department Function

Fund 100

General Fund

Dept 11120

Assembly - Clerk

### Mission

To professionally conduct the Office of the Borough Clerk in a manner that ensures an effective link between the community and government through quality administrative support and the dissemination of information.

### Program Description

The Borough Clerk's office is comprised of the Borough Clerk ("Clerk"), the Deputy Borough Clerk, Borough Clerk Assistant and Borough Clerk Administrative Assistant. The Clerk serves as the Clerk of the Assembly. The Clerk serves as the parliamentarian to the Borough Assembly and advises other borough boards on parliamentary procedures. The Clerk provides public access to records, administration to the Assembly, and the administration of the policy-making process. The Clerk directs the Borough's records management program. The Clerk codifies the Code and preserves the legislative history of the Borough. The Clerk serves as the custodian of the Municipal Seal and official Borough documents. The Clerk serves as a conduit between the Assembly, administration, and the public. The Clerk coordinates Assembly meetings and work sessions, produces meeting packets, and provides records of the proceedings. The Clerk serves as administration support and keeps record of several of the Borough's appeal processes. The Clerk administers all Borough Elections. The Clerk also certifies petitions and verifies signatures for initiatives, referendum, and recall elections.

### Major Long-Term Issues and Concerns:

- Consistently seeking new procedures and technology to realize efficiencies within the work product and a transparent public process. Ensure the very best in customer service.

### FY2025 Accomplishments:

- Staffed regular and special Assembly meetings, committees, working groups, and work sessions.
- Processed 369 Real Property Tax Assessment Appeal Applications.
- Staffed 45 Board of Equalization Hearings.
- Processed 128 Liquor Licenses (new/renewal/transfers.)
- Processed 61 Marijuana Licenses (new/renewal/transfers.)
- Administered 53 appointments to the Planning Commission, Advisory Planning Commission, Resilience and Security Advisory Board, working groups and service area boards.
- Administered website updates to Clerk's Office, various boards and commissions, service areas and working groups as well as meeting information and documents.

### FY2026 New Initiatives:

- Review of notification requirements to ensure effectiveness, efficiency and fiscal responsibility.
- Staff education and professional development.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	4	4	4	4

### Performance Measures:

**Priority:** Maintain efficient, transparent and accurate records of borough assembly meetings and processes.

**Goal:** Facilitate effective communication between assembly members, borough officials, and the public, as well as provide administrative support to ensure the efficient operation of the assembly.

**Objective:** Maintain and provide public access to assembly legislation and meeting information, along with other board and committee meetings conducted in the borough.

Key Measures	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Projected
Public Notices	100	113	95	98	100
Board of Equalization Appeal Application Processed	300	135	309	369	370
Board of Equalization Appeals Heard	20	13	26	45	60
Planning Commission Decision Appeals	2	3	1	2	2
Regular and Special Assembly Meetings	20	20	20	20	20
Legislative Priority Community Meetings	10	0	11	13	12
Utility/Road Improvement Special Assessment Districts	5	2	2	2	5
Administrative Appeals KPB 21.50	1	0	1	2	1

## Kenai Peninsula Borough Budget Detail

### Fund 100

### Department 11120 - Assembly Clerk

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed	
				Budget	Budget	Proposed	& Original	Budget %
<b>Personnel</b>								
40110	Regular Wages	\$ 199,969	\$ 252,488	\$ 326,333	\$ 326,333	\$ 356,543	\$ 30,210	9.26%
40130	Overtime Wages	1,133	2,702	8,528	8,528	3,970	(4,558)	-53.45%
40210	FICA	16,657	22,063	29,550	29,550	31,744	2,194	7.42%
40221	PERS	53,303	61,419	74,677	74,677	80,418	5,741	7.69%
40321	Health Insurance	61,553	92,883	131,040	131,040	84,000	(47,040)	-35.90%
40322	Life Insurance	292	385	460	460	500	40	8.70%
40410	Leave	26,437	41,165	37,836	37,836	40,417	2,581	6.82%
Total: Personnel		359,344	473,105	608,424	608,424	597,592	(10,832)	-1.78%
<b>Supplies</b>								
42210	Operating Supplies	706	1,538	1,000	1,000	2,000	1,000	100.00%
42410	Small Tools & Minor Equipment	1,349	324	100	100	350	250	250.00%
Total: Supplies		2,055	1,862	1,100	1,100	2,350	1,250	113.64%
<b>Services</b>								
43011	Contractual Services	9,080	9,004	10,000	10,300	10,000	-	0.00%
43019	Software Maintenance	149	134	200	200	1,400	1,200	600.00%
43026	Software Licensing	-	24	-	-	-	-	-
43110	Communications	2,420	2,707	3,200	3,200	3,200	-	0.00%
43140	Postage and Freight	1,391	2,059	2,000	2,000	2,000	-	0.00%
43210	Transportation/Subsistence	5,647	5,298	5,450	5,350	5,900	450	8.26%
43220	Car Allowance	3,994	5,668	7,200	7,200	7,200	-	0.00%
43260	Training	1,225	1,800	2,400	2,400	2,900	500	20.83%
43310	Advertising	17,237	13,855	13,000	12,800	14,000	1,000	7.69%
43410	Printing	65	-	-	-	-	-	-
43610	Utilities	6,171	8,202	7,255	7,255	8,300	1,045	14.40%
43720	Equipment Maintenance	3,118	1,926	2,000	2,000	2,000	-	0.00%
43812	Equipment Replacement Payments	-	-	-	-	3,115	3,115	-
43920	Dues and Subscriptions	585	1,019	1,170	1,170	1,140	(30)	-2.56%
Total: Services		51,082	51,696	53,875	53,875	61,155	7,280	13.51%
<b>Capital Outlay</b>								
48710	Minor Office Equipment	1,578	-	1,300	1,300	1,750	450	34.62%
Total: Capital Outlay		1,578	-	1,300	1,300	1,750	450	34.62%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	(1,025)	-	-	-	-	-	-
Total: Interdepartmental Charges		(1,025)	-	-	-	-	-	-
<b>Department Total</b>		<b>\$ 413,034</b>	<b>\$ 526,663</b>	<b>\$ 664,699</b>	<b>\$ 664,699</b>	<b>\$ 662,847</b>	<b>\$ (1,852)</b>	<b>-0.28%</b>

### Line-Item Explanations

**40110 Regular Wages.** Staff includes Borough Clerk, Deputy Borough Clerk, 1 Clerk Assistant, and 1 Clerk Administrative Assistant.

**43011 Contractual Services.** Ordinance codification services (\$10,000.)

**43019 Software Licensing.** Security camera annual license (\$200.) Adobe Acrobat Pro (\$1,200)

**43210 Transportation/Subsistence.** Travel costs for Clerk & Deputy Clerk Alaska Association of Municipal Clerks (AAMC) annual conference, Northwest Clerks Institute and miscellaneous training. Also includes mileage, hotel, and meals for travel within the Borough.

**43220 Car Allowance.** For Borough Clerk and Deputy Borough Clerk.

**43310 Advertising.** Cost of publishing agendas, meeting notices, and public hearing notices in three Borough newspapers.

**43720 Equipment Maintenance.** 50% copier maintenance agreement (shared cost with Assembly).

**43812 Equipment Replacement Payments.** Purchase copy machine.

**43920 Dues and Subscriptions.** AAMC, IIMC, and Peninsula Clarion.

**48710 Minor Office Equipment.** One highend desktop computer (\$1,750) regular replacement schedule.

<b>Fund 100</b>	<b>Department Function</b>
<b>Dept 11130</b>	<b>General Fund</b>
	<b>Assembly - Elections</b>

#### Mission

To establish and increase public confidence in the electoral process by conducting voter registration and elections with the highest level of professional election standards, integrity, security, accuracy, and fairness.

#### Program Description

The Borough Clerk is responsible for programming and processing municipal elections including elections of the cities of Homer, Kenai, Seldovia, Seward, and Soldotna; and assisting the State of Alaska with Primary and General Elections.

#### Major Long-Term Issues and Concerns:

- Federal laws that affect State and local elections require constant monitoring.
- Recruiting competent election workers for the October municipal elections.
- Monitor and review Alaska Statutes on election laws making changes to the Borough's process as needed.
- Conduct efficient and litigation-free elections.

#### FY2025 Accomplishments:

- Administered the regular Borough election without challenge.

- Format ballots for the Borough and Cities of Homer, Kenai, Seldovia, Soldotna, and Seward.
- Maintained up-to-date website to accurately reflect candidate and election information.
- Coordinated with cities within the Borough to produce a comprehensive voter pamphlet for the October regular municipal election.
- Pursuant to the executed Memorandums of Agreement, assisted the cities of Homer, Seldovia, and Kachemak with the administration of elections (i.e., ballot formatting, inclusion in voter pamphlet, and worker recruitment).
- Review of the informational brochure (voter pamphlet) content and future distribution process.
- Provided for accessible voting experiences for all eligible voters.

#### FY2026 New Initiatives:

- Administer Borough elections without challenge.

#### Performance Measures:

**Priority:** Ensure the integrity and fairness of the local electoral process.

**Goal:** Strive to provide accessible and transparent voting procedures for all borough voters to exercise their right to participate in their local election.

**Objective:** Provide and certify election results in a concise and timely manner without challenge.

Key Measures	Benchmark	CY2023 Actual	CY2024 Actual	CY2025 Projected	CY2026 Estimated
Regular Election	1	1	1	1	1
Special/Runoff Elections	1	1	0	0	0
Petitions Reviewed (Initiative, Referendum, Recall, Service Area)	0	0	0	1	0
Petitions Certified	0	0	0	1	0
Regular Election: Absentee, Special Needs & Questioned Ballots Processed	1,600	1,652	1,781	2,000	1,500
Special Election: Absentee, Special Needs & Questioned Ballots Processed	0	1,995	0	0	0

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11130 - Assembly Elections**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Personnel</b>								
40120	Temporary Wages	\$ 106,425	\$ 55,272	\$ 58,701	\$ 58,701	\$ 83,245	\$ 24,544	41.81%
40130	Overtime Wages	1,373	948	-	-	-	-	-
40210	FICA	1,910	1,720	4,491	4,491	6,369	1,878	41.82%
40221	PERS	70	10	-	-	-	-	-
40321	Health Insurance	-	25	-	-	-	-	-
	Total: Personnel	109,778	57,975	63,192	63,192	89,614	26,422	41.81%
<b>Supplies</b>								
42210	Operating Supplies	2,925	783	2,000	1,810	2,000	-	0.00%
42410	Small Tools & Minor Equipment	-	9,923	-	400	-	-	-
	Total: Supplies	2,925	10,706	2,000	2,210	2,000	-	0.00%
<b>Services</b>								
43011	Contractual Services	38,100	29,436	39,000	28,119	40,500	1,500	3.85%
43019	Software Maintenance	38,338	-	23,000	-	34,000	11,000	47.83%
43026	Software Licensing	-	20,254	-	29,586	-	-	-
43110	Communications	1,933	2,106	3,000	3,000	3,000	-	0.00%
43140	Postage and Freight	15,214	2,232	7,000	6,790	7,000	-	0.00%
43210	Transportation/Subsistence	425	240	500	1,600	500	-	0.00%
43310	Advertising	12,504	4,316	8,000	8,000	8,000	-	0.00%
43410	Printing	71,807	51,299	55,300	48,614	55,300	-	0.00%
43720	Equipment Maintenance	-	3,207	-	9,881	10,200	10,200	-
43810	Rents and Operating Leases	47,966	400	2,000	2,000	2,000	-	0.00%
43812	Equipment Replacement Pymt.	-	-	-	-	10,818	10,818	-
	Total: Services	226,287	113,490	137,800	137,590	171,318	33,518	24.32%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	1,289	-	-	-	-	-
	Total: Capital Outlay	-	1,289	-	-	-	-	-
<b>Department Total</b>		<b>\$ 338,990</b>	<b>\$ 183,460</b>	<b>\$ 202,992</b>	<b>\$ 202,992</b>	<b>\$ 262,932</b>	<b>\$ 59,940</b>	<b>29.53%</b>

**Line-Item Explanations**

**40120 Temporary Wages.** Wages for election poll workers, absentee voting officials, and the canvass board.

**40130 Overtime Wages.** For clerk's office employees and other Borough personnel who assist at the receiving center on election night.

**43011 Contractual Services.** By-mail precincts ballot insertion and handling (\$6,500), voter postcard productions & notifications (\$14,000), election/ballot Set-Up and on-site support (\$20,000.)

**43019 Software Licensing.** Annual licensing fees for election software (\$34,000.)

**43110 Communications.** Monthly charges for SIM cards to transmit election results.

**43140 Postage and Freight.** USPS permits and postage for by-mail precinct ballots, absentee ballots, and mailing voters postcard for voter pamphlet locations.

**43210 Transportation/Subsistence.** Delivery of election materials and equipment, meetings with city clerks throughout the Borough in preparing for the October election. Training Election Officials throughout the Borough (transportation and refreshments.)

**43310 Advertising.** Publication of election notices as required by law.

**43410 Printing.** Printing of ballots, election pamphlets, envelopes for ballots, and election forms.

**43500 Insurance Premiums.** Shared costs for property insurance at the administration building.

**43720 Equipment Maintenance.** Annual hardware warranty for election software (\$10,200.)

**43810 Rents and Operating Leases.** Polling Site Rentals.

## Department Function

**Fund 100**

**General Fund**

**Dept 11140**

**Assembly – Records Management**

### Mission

To develop, implement, and manage a borough-wide, comprehensive, integrated, systematic Records and Information Management (RIM) Program designed to comply with federal, state and local requirements.

### Program Description

Records Management is a division of the Borough Clerk's Office. The Borough Clerk is responsible for the borough-wide records management program. This program is administered by the Records Manager and has two record technicians.

The records management program serves to safeguard the Borough's official records and informational assets (on various media types) by guiding the management, access, retention, storage, protection, and disposition of those assets. We also provide consultative and operational assistance to all divisions and departments, as well as the school district, concerning records management, retention, disposition, and secure information management practices.

### Major Long-Term Issues and Concerns:

- Ongoing training to adhere/administer Generally Accepted Recordkeeping Principals (GARP).
- Continue to assist with implementation of a borough-wide paperless initiative and assist departments to digitize records.
- Audit and inventory vital/essential records of the borough.
- Develop a records Disaster Recovery Plan.

- Assist school district with implementation of a records management program.

### FY2025 Accomplishments:

- 119 boxes were transferred to microfilm and/or electronic images.
- 135 microfilm reels were created.
- 366 borough boxes were shredded for the annual destruction of obsolete physical records.
- Updates to the Borough's retention schedule to mirror current business practices, while adhering to borough, state and federal laws.
- Assisted department record custodians with the records management software.
- In collaboration with the Legal Department, administered a consistent and thorough public records request process.
- Processed 368 public records requests.

### FY2026 New Initiatives:

- Continue efforts to maintain a current and updated retention schedule.
- Continue efforts with the school district in the growth and development of their retention schedule.
- Implementation of the new records software for school district records.
- Continue annual records management software training sessions with department record custodians.
- Develop processes and expand the new records management software to incorporate electronic records.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	3	3	3	3

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11140</b>	<b>Assembly – Records Management - Continued</b>

**Performance Measures:**

**Priority:** Ensure that all records are properly organized, stored, and easily accessible/retrievable when needed.  
**Goal:** Continuously improve record management practices that comply with legal and regulatory requirements.  
**Objective:** Maintain record integrity and security to prevent unauthorized access or loss of information.

<b>Measures</b>	<b>Benchmark</b>	<b>CY2022 Actual</b>	<b>CY2023 Actual</b>	<b>CY2024 Actual</b>	<b>CY2025 Projected</b>
Public Records Requests	322	322	324	368	375
Files Returned	150	235	190	137	150
Files Out for Review	150	248	163	142	150
Reviewed Box Returned	20	20	22	32	20
Boxes Out for Review	20	13	22	41	20
Microfilm Reels Indexed	200	402	210	140	180
Microfilm Reels Processed	200	402	210	135	180
New Boxes Received	300	277	315	331	300
Number of Boxes Shredded	350	591	352	366	400
Obsolete Document Destruction/Shredded	7,000 lbs.	7,475 lbs.	6,241 lbs.	6,800 lbs.	8,000 lbs.

## Kenai Peninsula Borough

### Budget Detail

#### Fund 100

#### Department 11140 - Assembly Records Management

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Personnel</b>								
40110	Regular Wages	\$ 163,148	\$ 132,348	\$ 171,007	\$ 171,007	\$ 180,330	\$ 9,323	5.45%
40130	Overtime Wages	-	-	3,504	3,504	1,875	(1,629)	-46.49%
40210	FICA	13,458	10,939	15,489	15,489	16,318	829	5.35%
40221	PERS	42,850	34,327	39,220	39,220	40,985	1,765	4.50%
40321	Health Insurance	85,992	78,233	98,280	98,280	84,000	(14,280)	-14.53%
40322	Life Insurance	242	210	244	244	257	13	5.33%
40410	Leave	25,060	23,670	19,704	19,704	22,506	2,802	14.22%
	Total: Personnel	330,750	279,727	347,448	347,448	346,271	(1,177)	-0.34%
<b>Supplies</b>								
42120	Computer Software	490	492	5,270	5,270	5,270	-	0.00%
42210	Operating Supplies	1,275	4,824	5,000	4,900	5,000	-	0.00%
42230	Fuel, Oil & Lubricants	100	-	400	400	400	-	0.00%
42250	Uniforms	416	594	832	832	832	-	0.00%
42310	Repair/Maintenance Supplies	-	326	-	-	-	-	-
42410	Small Tools & Minor Equipment	-	11	500	500	500	-	0.00%
	Total: Supplies	2,281	6,247	12,002	11,902	12,002	-	0.00%
<b>Services</b>								
43011	Contractual Services	16,229	3,809	25,900	25,900	25,900	-	0.00%
43019	Software Maintenance	17,493	15,206	-	19,565	-	-	-
43026	Software Licensing	-	9,053	28,790	9,225	39,400	10,610	36.85%
43110	Communications	1,048	1,189	900	900	900	-	0.00%
43140	Postage and Freight	117	30	500	500	500	-	0.00%
43210	Transportation/Subsistence	7	-	5,490	5,490	6,000	510	9.29%
43220	Car Allowance	2,524	3,153	3,600	3,600	3,600	-	0.00%
43260	Training	1,699	-	2,500	2,500	2,500	-	0.00%
43610	Utilities	29,805	22,109	27,635	27,635	27,635	-	0.00%
43720	Equipment Maintenance	2,903	3,057	8,950	8,950	9,800	850	9.50%
43750	Vehicle Maintenance	-	-	200	200	200	-	0.00%
43812	Equipment Replacement Payments	15,981	15,137	13,336	13,336	13,336	-	0.00%
43920	Dues and Subscriptions	440	410	655	655	800	145	22.14%
	Total: Services	88,246	73,153	118,456	118,456	130,571	12,115	10.23%
<b>Capital Outlay</b>								
48710	Minor Office Equipment	-	4,587	1,300	1,400	1,750	450	34.62%
	Total: Capital Outlay	-	4,587	1,300	1,400	1,750	450	34.62%
<b>Department Total</b>		<b>\$ 421,277</b>	<b>\$ 363,714</b>	<b>\$ 479,206</b>	<b>\$ 479,206</b>	<b>\$ 490,594</b>	<b>\$ 11,388</b>	<b>2.38%</b>

#### Line-Item Explanations

**40110 Regular Wages.** Staff includes: Records Manager and 2 Records Technicians.

**42120 Computer Software.** Purchase 10 user licenses for records management software program Content Manager.

**42210 Operating Supplies.** For the purchase of bankers boxes, preservation books, general office supplies, and miscellaneous.

**43011 Contractual Services.** Processing of microfilm (\$20,000), shredding records scheduled for destruction (\$5,000), and Fire Suppression System annual inspection (\$900).

**43019 Software Licensing.** Records Management Software, Content Manager (\$22,500), Public Records Request Software, GovQA (\$12,000) security camera annual license (\$500), Archive Social (\$3,500) and Adobe (\$900).

**43210 Transportation/Subsistence.** Travel costs and per diem for Records Manager to attend NAGARA annual conference, ARMA Infocon Conference and off-site training for records software.

**43220 Car Allowance.** Records Manager car allowance.

**43500 Insurance Premiums.** Property premium for Records Center.

**43720 Equipment Maintenance.** High speed scanners (\$2,900), Microfilm reader (\$2,800), fire suppression system annual maintenance (\$3,600), and copier (\$500).

**43812 Equipment Replacement Payments.** Records software, high speed scanners, Records Van, and copier. See schedule below.

**48710 Minor Office Equipment.** One highend desktop computer (\$1,750) regular replacement schedule.

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11140 - Assembly Records Management - Continued**

**Equipment Replacement Payment Schedule**

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-29</u>
Records software - supplemental *	\$ 20,441	\$ 3,607	\$ 3,607	\$ 10,821
Scanners (2)	9,736	-	-	-
FY23 Copier	4,352	2,176	2,176	1,291
FY23 Vehicle	7,553	7,553	7,553	22,659
	<u>\$ 42,082</u>	<u>\$ 13,336</u>	<u>\$ 13,336</u>	<u>\$ 34,771</u>

\* Supplemental of \$40,000 to original software appropriation of \$100,000.



# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Assembly Department Totals

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 363,117	\$ 384,836	\$ 497,340	\$ 497,340	\$ 536,873	\$ 39,533	7.95%
40120	Temporary Wages	153,775	101,672	109,101	109,101	133,646	24,545	22.50%
40130	Overtime Wages	2,506	3,650	12,032	12,032	5,845	(6,187)	-51.42%
40210	FICA	35,956	38,590	55,085	55,085	59,802	4,717	8.56%
40221	PERS	96,223	96,601	113,897	113,897	121,403	7,506	6.59%
40321	Health Insurance	261,245	321,449	428,380	428,380	310,500	(117,880)	-27.52%
40322	Life Insurance	782	861	952	952	1,005	53	5.57%
40410	Leave	51,497	64,835	57,540	57,540	62,923	5,383	9.36%
Total: Personnel		965,101	1,012,494	1,274,327	1,274,327	1,231,997	(42,330)	-3.32%
<b>Supplies</b>								
42120	Computer Software	490	492	15,770	15,770	5,270	(10,500)	-66.58%
42210	Operating Supplies	5,565	7,679	9,500	9,210	10,500	1,000	10.53%
42230	Fuel, Oil, and Lubricant	100	-	400	400	400	-	0.00%
42250	Uniforms	416	594	832	832	832	-	0.00%
42410	Small Tools & Minor Equipment	1,862	10,258	2,100	2,500	2,350	250	11.90%
Total: Supplies		8,433	19,875	28,602	28,712	19,352	(9,250)	-32.34%
<b>Services</b>								
43011	Contractual Services	77,456	60,571	88,900	78,319	93,400	4,500	5.06%
43012	Audit Services	143,520	165,000	177,422	180,771	181,330	3,908	2.20%
43019	Software Maintenance	84,737	15,390	23,200	19,817	35,400	12,200	52.59%
43026	Software Licensing	-	65,571	79,060	89,029	110,150	31,090	39.32%
43110	Communication	8,298	8,893	10,100	10,100	10,100	-	0.00%
43140	Postage and Freight	16,722	4,321	9,500	9,290	9,500	-	0.00%
43210	Transportation/Subsistence	25,526	26,325	28,940	29,940	29,900	960	3.32%
43215	Travel Out of State	-	-	-	-	-	-	-
43216	Travel In State	5,009	9,703	13,900	13,900	15,600	1,700	12.23%
43220	Car Allowance	26,318	28,621	33,000	33,000	30,600	(2,400)	-7.27%
43260	Training	4,724	4,650	10,600	10,600	8,900	(1,700)	-16.04%
43310	Advertising	29,741	18,171	21,000	20,800	22,000	1,000	4.76%
43410	Printing	71,872	51,299	55,300	48,614	55,300	-	0.00%
43610	Utilities	53,158	45,672	55,075	55,075	56,120	1,045	1.90%
43720	Equipment Maintenance	9,139	10,116	12,950	22,831	24,000	11,050	85.33%
43750	Vehicle Maintenance	-	-	200	200	200	-	0.00%
43810	Rents and Operating Leases	47,966	400	2,000	2,000	2,000	-	0.00%
43812	Equipment Replacement Payments	15,981	15,137	13,336	13,336	27,269	13,933	104.48%
43920	Dues and Subscriptions	38,252	38,691	41,223	41,223	42,340	1,117	2.71%
Total: Services		658,419	568,531	675,706	678,845	754,109	78,403	11.60%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	7,164	10,000	9,690	7,500	(2,500)	-25.00%
48710	Minor Office Equipment	1,578	9,163	5,100	5,510	7,100	2,000	39.22%
Total: Capital Outlay		1,578	16,327	15,100	15,200	14,600	(500)	-3.31%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	(1,025)	-	-	-	-	-	-
Total: Interdepartmental Charges		(1,025)	-	-	-	-	-	-
<b>Department Total</b>		<b>\$ 1,632,506</b>	<b>\$ 1,617,227</b>	<b>\$ 1,993,735</b>	<b>\$ 1,997,084</b>	<b>\$ 2,020,058</b>	<b>\$ 26,323</b>	<b>1.32%</b>

## Department Function

**Fund 100**

**General Fund**

**Dept 11210**

**Mayor**

### **Mission:**

The mission of the Office of the Mayor is to effectively and efficiently administer ongoing operations and functions of the Borough, advocate for the best interest of the citizens, facilitate economic growth, and provide community direction and leadership. As the Administrative Officer, the Mayor's powers and duties include, but are not limited to: (1) appointment of administrative officials; (2) supervision of the enforcement of municipal law and directives of the Borough Assembly; (3) preparation, submission, and execution of an annual budget; (4) provide direct oversight for all personnel, finances, and operations throughout the Borough.

### **Major Long-Term Issues and Concerns:**

- Slowing the unsustainable escalation of property values on the Kenai to protect resident working families from dramatically increasing existing housing costs.
- Finding and encouraging practical solutions to create new affordable housing on the Kenai.
- Recruiting quality KPB employees who meet high expectations in service to the public.
- Assisting KPB private-sector partners in growing a sustainable Kenai Peninsula Borough economy.
- Delivering the best possible services to the residents of the KPB at the lowest possible cost.
- Improving services by taking input from the public and living up to our motto "We Work for You."
- Maintaining the KPB as a safe, functional, and efficient workplace, adhering to a philosophy of excellence.
- Working proactively with state and federal agency partners to effectively meet the challenges facing the KPB.
- Delivering out-of-the-box improvements to Solid Waste facilities to lower costs and create efficiencies.
- Continuing to involve citizens both formally and informally to foster an effective and affordable citizen-run borough government.

### **FY2025 Accomplishments:**

- Maintained a balanced budget and controlled growth in a fiscally responsible manner to ensure the borough remains an affordable place to live now and into the future for KPB residents.
- Countered increasing tax burden due to increasing valuations of residents' property through mill rate reductions whenever possible, and focusing on citizen-prioritized services.
- Revamped the KPB website, shifting its focus from employees to the public. Now easily navigable, the website has many more options for residents to find information and complete interactive tasks with their borough government.
- Conducted annual comprehensive surveys of residents to evaluate the KPB's performance in serving the public. This

information is invaluable in implementing new policies and allocating resources.

- Created, produced, and distributed video and digital materials to promote the services offered by KPB to the public.
- Participated in delivering coordinated public transit services on the Kenai Peninsula and directly supported the modernization and effectiveness of the KPB Transportation Plan.
- Reestablished a conference of local mayors and city managers to evaluate partnerships and the unique needs and common challenges of individual communities in the KPB.
- Collaborated with the Kenai Peninsula Economic Development District to support the Kenai Peninsula Regional Broadband Taskforce in the development of broadband infrastructure in the KPB.
- Created the Mayor's Working Group engaging selected citizens to address issues that face all areas of the borough, including housing and workforce development.
- Revived Industry Appreciation Day promoting companies that are the economic engine that provides KPB residents with jobs and opportunities.
- Provided an updated digital dashboard of KPB economic data.
- Held the Groundbreaking Ceremony for the new Soldotna Fire Station, which is slated for completion by January of 2026.
- Mayor Micciche helped form and serves as chair of the Southcentral Mayors Energy Coalition to encourage cost-effective options that meet the energy needs of the rail belt to head off an impending energy crisis for Southcentral Alaska.
- Launched an internship program to prepare the next generation of public servants, training them to always put the public's interests first.
- Appointed the tourism industry working group to process and understand service cost/revenue balance and recommend to the administration and assembly ways to reduce negative impacts on our residents.

### **FY2026 New Initiatives:**

- Deliver the in-progress KPB land plan by completing the inventory of all borough properties, reviewing and selecting lands to be retained and those that can be sold over the next ten years with an eye toward providing affordable, quality properties for KPB residents. The Comprehensive Land Plan will eliminate favoritism, safeguard the borough's property, and ensure judicious execution into the future.
- Pursue state tax statute reform to counter unrestrained property value increases that are impacting citizens of the KPB. Ensure the borough remains an affordable place to live now and into the future.

<b>Fund 100</b>	<b>Department Function</b>
<b>Dept 11210</b>	<b>General Fund</b>
	<b>Mayor - Continued</b>

**(FY2026 New Initiatives (Continued))**

- |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>• Partner with industry, utilities, and other government entities to create low-cost energy options in the rail belt region of our state and create a plan to avoid a crisis that leaves residents vulnerable to shortages and untenable rising costs which is essential for the KPB.</li> <li>• Establish and maintain central coordination of web content overseen by the administration to ensure content consistent with our mission to serve.</li> </ul> | <ul style="list-style-type: none"> <li>• Firmly establish KPB's role in promoting responsible tourism through coordination with local partners to increase economic development and mitigate negative impacts on KPB residents.</li> <li>• Develop and implement a solid waste management and recycling plan that is cost-effective and yields tangible benefits in protecting the planet and conserving taxpayer funds.</li> <li>• Maintain a conservative CPI-based budget with slow growth that maintains services for residents without creating a burden on taxpayers.</li> </ul> |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Measures:**

<b>Staffing</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Actual</b>	<b>FY2026 Proposed</b>
Staffing history	6	6	6	6

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11210 - Mayor Administration**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 300,881	\$ 359,483	\$ 616,217	\$ 563,967	\$ 604,096	\$ (12,121)	-1.97%
40120	Temporary Wages	68,405	4,950	6,243	6,243	6,243	-	0.00%
40130	Overtime Wages	30	-	1,062	1,062	-	(1,062)	-100.00%
40210	FICA	29,127	29,177	54,085	54,085	51,598	(2,487)	-4.60%
40221	PERS	72,692	78,294	125,475	125,475	105,675	(19,800)	-15.78%
40321	Health Insurance	79,572	91,891	163,800	163,800	140,000	(23,800)	-14.53%
40322	Life Insurance	440	545	854	854	838	(16)	-1.87%
40410	Leave	12,787	20,905	46,775	46,775	47,047	272	0.58%
Total: Personnel		563,934	585,245	1,014,511	962,261	955,497	(59,014)	-5.82%
<b>Supplies</b>								
42021	Promotional Supplies	1,434	860	450	3,450	450	-	0.00%
42120	Computer Software	221	-	650	650	650	-	0.00%
42210	Operating Supplies	3,129	1,874	4,550	4,550	4,550	-	0.00%
42250	Uniforms	3	704	-	1,000	500	500	-
42310	Repair/Maintenance Supply	9	-	-	-	-	-	-
42410	Small Tools & Minor Equipment	65	297	1,215	1,215	1,215	-	0.00%
Total: Supplies		4,861	3,735	6,865	10,865	7,365	500	7.28%
<b>Services</b>								
43011	Contractual Services	5,469	20,943	1,709	47,709	55,000	53,291	3118.26%
43019	Software Maintenance	4,929	134	10,000	10,000	10,000	-	0.00%
43021	Peninsula Promotion	2,297	2,151	3,500	3,500	5,000	1,500	42.86%
43026	Software Licensing	-	8,709	-	1,000	500	500	-
43110	Communications	3,056	4,492	6,000	6,000	7,200	1,200	20.00%
43140	Postage and Freight	171	166	375	375	375	-	0.00%
43210	Transportation/Subsistence	10,414	11,427	15,698	15,698	15,698	-	0.00%
43220	Car Allowance	8,432	7,734	18,000	18,000	18,000	-	0.00%
43260	Training	175	300	3,000	3,000	3,000	-	0.00%
43310	Advertising	1,146	2,655	3,500	3,500	3,500	-	0.00%
43410	Printing	-	-	500	500	500	-	0.00%
43610	Utilities	10,160	7,842	11,635	11,635	11,635	-	0.00%
43720	Equipment Maintenance	221	1,246	1,000	1,000	1,000	-	0.00%
43810	Rents and Operating Leases	-	290	-	-	-	-	-
43920	Dues and Subscriptions	2,627	1,235	3,829	3,829	3,329	(500)	-13.06%
43999	Contingency	-	-	5,400	5,400	5,400	-	0.00%
Total: Services		49,097	69,324	84,146	131,146	140,137	55,991	66.54%
<b>Capital Outlay</b>								
48710	Minor Office Equipment	1,680	2,858	1,410	2,660	2,260	850	60.28%
48720	Minor Office Furniture	1,365	2,549	1,450	1,450	2,950	1,500	103.45%
48740	Minor Machinery & Equipment	-	-	-	-	-	-	-
Total: Capital Outlay		3,045	5,407	2,860	4,110	5,210	2,350	82.17%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	-	-	-	-	-	-	-
Total: Interdepartmental Charges		-	-	-	-	-	-	-
<b>Department Total</b>		<b>\$ 620,937</b>	<b>\$ 663,711</b>	<b>\$ 1,108,382</b>	<b>\$ 1,108,382</b>	<b>\$ 1,108,209</b>	<b>\$ (173)</b>	<b>-0.02%</b>

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: Mayor, Chief of Staff, Community and Fiscal Project Manager, Administrative Assistant, part-time Special Assistants to the Mayor and 1 full-time Special Assistant to the Mayor - Facilities and Operations Manager.

**43011 Contract Services.** Consulting services for KPB representative at State of Alaska and State Legislature (\$38,000); continue KPB branding (\$17,000).

**43019 Software Licensing.** Zoom subscription (\$300), DocuSign (\$200).

**43021 Peninsula Promotion.** Promotional materials and funding for various community functions.

**43210 Transportation/Subsistence.** To cover travel to Washington DC, Juneau, Anchorage, and other locations within the Borough, for the Mayor and staff, for meetings with elected officials, staff, agencies, companies, and conferences.

**48710 Minor Office Equipment.** Replacement of 1 computer (\$1,800) and monitors (\$230 ea.)

**48720 Minor Office Furniture.** Office furniture, desk (\$1,500), chair(s) (\$750) and table or filing unit (\$700.)

**43999 Contingency.** Funds set aside to cover unanticipated expenditures.

	<b>Department Function</b>
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11227</b>	<b>Purchasing &amp; Contracting</b>

**Mission**

The mission of the Purchasing and Contracting Department is to provide procurement support and service to the various entities of the borough whose objectives are to obtain materials, equipment and contracted services in a timely, cost-effective manner, at the best value to the borough and to provide value-added project management services to departments and service areas of the borough.

**Program Description**

The objectives of the Purchasing and Contracting Department are to ensure appropriations are used wisely and in the best interest of the borough, while preserving the integrity and fairness of the competitive process; to provide guidance to all departments and service areas as it pertains to purchasing policies and procedures; to dispose of surplus tangible property of the borough, school district and service areas; and to provide project management services for major and minor projects for schools, roads, borough hospitals, solid waste, and various service area projects, which includes concept development, cost estimation, strategic planning and design development.

**Major Long-Term Issues and Concerns:**

- Inflation and escalation.
- Shortages in contract service providers, professional service providers, and skilled labor.
- Improving inventory and supply chain management and purchasing support to departments and service areas.
- Identifying efficiencies to improve the borough’s internal business processes.
- Limited funding for major maintenance and capital improvement needs.
- Minimal Master Planning boroughwide.

**FY2025 Accomplishments:**

- Supported the borough in the acquisition of approximately \$112 million worth of goods and services.
- Maintained borough procurement and capital improvements with minimal staffing increases and elevated workloads.
- Initiated an educational specification development effort for the Soldotna Elementary and So Prep 2023 Bond projects.
- Released 5 ITB’s related to the 2023 Bond initiative for construction in 2025.
- Secured property and began the design development of the new K-Selo School, with an anticipated construction start date of August 2025.

- Purchased approximately \$1.2 million in heavy equipment needs through a new innovative procurement process.
- Assisted South Peninsula Hospital in their capital development needs and planning effort.
- Participated in the CPH master planning.
- Assisted the solid waste department in addressing the bailer building failure and its impact on solid waste handling needs.
- Assisted in the development of the State and federal capital priorities.
- Eliminated the antiquated requirement of advertising in the newspaper, saving approximately \$50,000 annually in capital project expenditures and expediting the procurement process by one week.
- Developed a model for the new advertising procurement opportunities page to be implemented on the new Borough web page.

**FY2026 New Initiatives:**

- Complete the development of an area wide 5-year capital planning process.
- Encourage employee continuing education and training, including involvement in external organizations such as Solid Waste Association of North America, American Sociality of Healthcare engineering, and Project Management Institute.
- Review and update antiquated portions of the borough purchasing code.
- Continued a process to align project management practices with the methodologies recommended by Project Management Institute and instructed by Project Management Professional (PMP) training program.
- Continuing to work on modernizing the procurement process, updating procurement documentation, contracts and code.
- Implement the online Borough Procurement and opportunities page model. Overhaul the Purchasing SharePoint page to more clearly outline purchasing policy and practices.
- Continue the design and construction of the 2023 bond projects Seek cost saving measures and grant funding to deal with the impacts of escalation on the bond projects.
- Source and implement the use of project management software in the projects division.
- Develop a design build process for Road Service area Capital improvement projects and RIAD’s.

**Department Function****Fund 100****General Fund****Dept 11227****Purchasing & Contracting - Continued****Major Projects in Progress:**

KPBSD Parent Student Drop Off Improvement; Broadband Project Construction; CES Station 1 Construction; CES Station 1 Alerting System; CPL Leachate Improvements & Infrastructure Phase II; CPL Cell 4 Design & Construction; HHS Front Entrance Improvements; HHS Theater Improvements; CPH Master Plan; K-Beach Elementary Boiler Replacement; KCHS Boiler Replacement; KCHS Votec Structural Repair; KMS Security / Food Service Renovation; KSELO School Design & Construction; NNS Elementary School Roof Replacement; MV Elementary School Roof Replacement; Hope School Roof Replacement; NHS Track / Field Replacement; NPRSA Floor & Front Desk Replacement Remodel; NPRSA Pool Flooring Renovation; River Center Roof Replacement; River Center ADA Improvements; Soldotna Elementary Replacement; Soldotna Prep Renovation; Soldotna High School Siding Replacement; SBCFSA Dieckgraeff Road; SPH Nuclear Medicine/Pharmacy/Infusion; SPH Emergency Power System Replacement; RSA Projects: RIAD Projects – Toklat and Suchaview; Deville Road, Hoot Owl Mini Ranches, Ravenwood St North; Rollins Way RIAD; Basargin Road – Phase 4; McGahan Drive; Deep Creek Fish Passage / Old Exit Glacier; Bridges Inspection & Engineering; Kenai Safe Egress Beetle Bark Mitigation; Safe Streets for All (SS4A) Comp Safety Action Plan; Old Exit Glacier Fish Pass Culvert;

**Major Projects Completed:**

2024 Hazard Mitigation Plan Update; BAB HVAC IT AAON Chiller; BAB Roof Replacement; Poppy Lane Sewer Line Replacement; OEM Siren Warning System Replacement; OEM Eaton UPS Install; CES Station 1 Design; CES Arc Loop Fence Construction; CES Signage Upgrade; CPL Concentrator Equipment; HTF Leachate Tank Replacement; CPL Baler Building Boiler Replacement; CPL Pond Liner; HTF Clearing; STF Clearing; HTF Paving; LM Forestry Consultant for Prescriptions Sites; NPRSA Well Line Replacement; SBCFSA Construction Surveys;; Homer High School Roof Replacement; Homer Middle School Kitchen Renovation; HMS Elevator Upgrades; KCHS Pool Flooring Replacement; KCHS Concession Stand; KCHS, Kenai Alternative & Sterling Elementary Asbestos Flooring Abatement; KCHS Site Improvements; KCHS Pool Boiler Replacement; KCHS Gym & Pool Locker Replacement; Nikolaevsk Boiler Replacement; SHS Track / Field; Seward Middle School Earthquake Repairs; SPH LTC HVAC Upgrades; SPH Facility Assessment; RSA Projects: Kenai Spur Hwy Ext - North Rd Surfacing; Jacobs Ladder; Gravel Rd CIP FY23 - Parkway Ave, Sylvan Cir, Northern Lights Blvd, Lisburne Ave, Griffing Ct, Griffing Way, & Territorial Dr; Gravel Rd CIP FY22 – Duke St, St Andrews Rd, Sports Lake Rd, Hakala Dr, Cotman Ct. CIP FY24 – Seclusion St, Lourdes Ave, Robert Ave W., Robin Ave; Goodrich St & Center Ave; FY22 CIP – South Bend RIAD; Basargin Road, Phase III; Eastway Drainage; Lawton Drive Fuel Mitigation.

**Performance Measures:**

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	9	9	10	10

**Purchasing:****Priority:** Procurement**Goal:** To provide procurement support and services to various entities of the borough.**Objective:** To obtain the best value and business efficiencies while preserving the integrity of the procurement process.

Contract Management	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Contracts/Agreements (long form/short form)	80/320	76/267	49/370	55/500	60/450
Formal Solicitations	95	91	77	85	95
Number of Appeals/Affirmed Appeals	0	1	0	0	0
Purchase Order/Contractor Contacts	3,300	3,291	3,287	3,328	3,400

**Capital Projects:****Priority:** Staffing**Goal:** Efficient and effective project management in a timely manner.**Objective:** Determine staffing based on project load balanced with project value. Keep concurrent project ratio between 1:5 and 1:7 and to complete all projects within the grantor's funding time requirements.

Staffing Measures	Benchmark	FY2022 Actual	FY2023 Actual	FY2024 Projected	FY2025 Estimated
Project Manager to Project Ratio (Project Managers: FY20-22: 3, FY23: 4)	1:7	1:10	1:13	1:13	1:13
Projects Completed Within Funding Time Requirements	100%	100%	100%	100%	100%

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 11227 - Purchasing and Contracting

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 635,749	\$ 721,606	\$ 932,685	\$ 932,685	\$ 947,749	\$ 15,064	1.62%
40120	Temporary Wages	-	-	7,484	7,484	7,484	-	0.00%
40130	Overtime Wages	7,982	431	5,545	5,545	5,799	254	4.58%
40210	FICA	55,093	61,351	83,354	83,354	85,194	1,840	2.21%
40221	PERS	169,257	189,845	208,919	208,919	212,418	3,499	1.67%
40321	Health Insurance	223,609	262,437	327,600	327,600	280,000	(47,600)	-14.53%
40322	Life Insurance	943	1,110	1,311	1,311	1,329	18	1.37%
40410	Leave	83,235	90,268	109,083	109,083	114,526	5,443	4.99%
Total: Personnel		1,175,868	1,327,048	1,675,981	1,675,981	1,654,499	(21,482)	-1.28%
<b>Supplies</b>								
42120	Computer Software	4,122	-	-	-	-	-	-
42210	Operating Supplies	1,326	1,380	5,000	5,000	5,000	-	0.00%
42250	Uniforms	376	1,733	832	832	832	-	0.00%
42263	Training Supplies	-	-	200	200	100	(100)	-50.00%
42310	Repair/Maintenance Supplies	-	-	200	200	100	(100)	-50.00%
42410	Small Tools & Minor Equipment	786	333	400	400	400	-	0.00%
Total: Supplies		6,610	3,446	6,632	6,632	6,432	(200)	-3.02%
<b>Services</b>								
43011	Contractual Services	4,250	4,328	8,200	8,200	17,250	9,050	110.37%
43019	Software Maintenance	10,890	1,082	5,565	5,565	1,960	(3,605)	-64.78%
43026	Software Licensing	-	13,288	22,300	22,300	22,500	200	0.90%
43110	Communications	6,543	6,974	13,900	13,900	10,000	(3,900)	-28.06%
43140	Postage and Freight	541	409	400	400	400	-	0.00%
43210	Transportation/Subsistence	13,772	11,464	51,290	51,290	31,722	(19,568)	-38.15%
43220	Car Allowance	15,564	16,143	21,600	21,600	21,600	-	0.00%
43260	Training	198	766	3,350	3,350	3,400	50	1.49%
43310	Advertising	(13)	643	4,500	2,870	2,000	(2,500)	-55.56%
43410	Printing	65	-	100	100	100	-	0.00%
43610	Utilities	5,110	5,113	6,500	6,500	6,500	-	0.00%
43720	Equipment Maintenance	2,005	1,947	4,000	4,000	3,500	(500)	-12.50%
43920	Dues and Subscriptions	6,846	402	2,355	2,355	3,200	845	35.88%
Total: Services		65,771	62,559	144,060	142,430	124,132	(19,928)	-13.83%
<b>Capital Outlay</b>								
48120	Major Office Equipment	2,458	-	-	1,630	-	-	-
48710	Minor Office Equipment	12,641	219	10,000	10,000	8,528	(1,472)	-14.72%
48720	Minor Office Furniture	3,326	329	500	500	500	-	0.00%
Total: Capital Outlay		18,425	548	10,500	12,130	9,028	(1,472)	-14.02%
<b>Interdepartmental Charges</b>								
60000	Charges (To) From Other Depts.	(644,821)	(698,033)	(988,721)	(988,721)	(968,765)	19,956	-2.02%
Total: Interdepartmental Charges		(644,821)	(698,033)	(988,721)	(988,721)	(968,765)	19,956	-2.02%
<b>Department Total</b>		\$ 621,853	\$ 695,568	\$ 848,452	\$ 848,452	\$ 825,326	\$ (23,126)	-2.73%

# Kenai Peninsula Borough Budget Detail

## Fund 100

## Department 11227 - Purchasing and Contracting - Continued

### Line-Item Explanations

**40110 Regular Wages.** Staff includes: Purchasing and Contracting Director, Purchasing Assistant, Lead Maintenance Supply Specialist, Maintenance Supply Specialist I/II, 1 Lead Project Manager, 4 Project Managers, and an Administrative Assistant.

**40120 Temporary Wages.** New temporary Parts Runner (\$880) and temporary hours for Purchasing Assistant and Supply Specialists.

**42310 – Repair / Maintenance Supplies.** Decrease due to not using in the last year, reduced by 50%. Kept \$100 in budget in case a need arises.

**43011 Contractual Services.** Custodial services (\$5,000), DocuSign documents (\$9,000), Sharefile Service (\$250) and leadership/project management training for project managers (\$3,000).

**43019 Software Maintenance.** Blue Beam Revu (\$1,900) and milestone cameras (\$60.)

**43026 Software Licensing.** Equipment Watch (\$6,000), Info Tech, Inc., Bid Express (\$1,200), Microsoft Projects (\$2,000), RS Means (\$6,000), Zoom Licensing (\$1,700), Adobe Licenses (\$600) and software for new Lead Project Manager (\$5,000.)

**43210 Transportation/Subsistence.** Reduced amount by lowering the amount of trips across the Kenai Peninsula Borough.

**43110 Communications.** Decreased the amount to be in line with prior year costs.

**43260 Training.** Training opportunities for Purchasing & Contracting staff.

**43310 Advertising.** Decreased due to changes in the requirements of newspaper public hearing ads. Currently advertising Surplus Auctions and Public Notices as requested.

**43720 Equipment Maintenance.** Decreased cost for maintenance of two department copiers.

**43920 Dues / Subscriptions.** SW Assoc of North America (\$300), ASHE (\$400), NIGP (\$200), PMI Project Management Institute (\$1,000), and Amazon Business Prime (\$1,300.)

**48710 Minor Office Equipment.** 2 monitors (\$230 ea.), 2 UPS units (\$425 ea.), 2 desktop computers (\$909 ea.), 2 Surface Pros (\$2,300 ea.), and 3 phones (\$400 ea.).

**48720 Minor Office Furniture.** New chair \$500.

**60000 Charges (To) From Other Depts.** Charges to other departments and projects including charges to the Service Areas and Maintenance Department for wages and benefits of the Lead Maintenance Supply Specialist and the Maintenance Supply Specialist I/II.



## Department Function

Fund 100

General Fund

Dept 11250

Office of Emergency Management

### Mission

The Office of Emergency Management has the primary day-to-day area-wide responsibility for natural and human-caused disaster management, community preparedness, and mitigation planning programs and activities.

### Program Description

The objectives for OEM include disaster preparedness, mitigation efforts, response coordination, and recovery effort coordination, including at the citizen preparedness and responder levels. Major programs within the office include KPB Alerts (public notification system), public information coordination, incident management team development, volunteer cadre development, planning, training, and exercises.

### Major Long-Term Issues and Concerns:

- Disaster response framework begins at the local level, expanding incident management functions as resources are needed. Responses with other municipalities must include resource coordination that is proficiently ordered, tracked, and documented per regulations for reimbursement in the event of state or federal disaster declaration approvals. In the event of a catastrophic areawide response, the Borough and municipal partners must regularly exercise together to address resource gaps and to build proficient knowledge of state and federal reimbursement requirements.
- National prevention outreach programs do not identify or support local initiatives, often causing informational confusion or hesitancy for the public to effectively practice or adopt.
- The need to manage and maintain all communication assets for OEM, 911, and all emergency services areas is critical to ensure unified interoperability and redundancy.

### FY2025 Accomplishments:

- Finalized evaluation products to support wildfire mitigation projects for Cooper Landing, Funny River, and Nikiski in partnership with local fire departments and the WiRé Group (Wildfire Research).
- Completed evacuation zone mapping in collaboration with GIS and all fire service areas prone to wildfire.

- Completed the Multi-Jurisdictional Hazard Mitigation Plan in collaboration with the cities of Seldovia and Seward.
- Created the home addressing campaign for the Ready, Set, Go! (RSG!) Program outreach materials.
- Created the Pocket Preparedness Guide; a multi-hazard reference guide for the RSG! Program outreach materials.
- Initiated statewide emergency management conversations to ensure that response maps use the color red and correct pattern to indicate closed or evacuated areas.
- Advocated for and received state approvals to reimburse response expenditures from the 2018 flooding disaster.
- Developed a multi-jurisdictional working group to develop the Emergency Operations Plan update.
- Hosted multi-jurisdictional flood response operations training for representatives from the Kenai Peninsula and the Mat-Su Boroughs.
- Completed a facility assessment of the Emergency Response Facility to forecast annual maintenance and replacement costs.
- Developed the Elected Officials Emergency Operations Guide.
- Finalized the Boroughwide radio use agreements with all local, state and federal partners.
- Managed incident responses: Fall 2024 Seward & Bear Creek Flooding.
- Provided Incident Command System support to agency partners: 2024 Tustumena Fire, 2024 Homer Spit Tidal Surge, 2025 Areawide Winter Impacts.

### FY2026 New Initiatives:

- Continue to coordinate with response agencies to create statewide, unified messaging specific to evacuation protocols.
- Continue to conduct Incident Command System trainings that support all cooperating agencies' understanding of their roles and responsibilities in pre- and post-disaster response.
- Continue to work with municipalities to execute a public awareness campaign specific to the mass notification system capabilities during areawide activation or during local, isolated-levels dependent upon the emergency response.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	4	4	4	4

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11250</b>	<b>Office of Emergency Management - Continued</b>

**Priority:** Emergency Preparedness  
**Goal:** Provide public outreach to encourage and enhance preparedness for mitigation to and recovery from natural and human-caused disasters to reduce loss.  
**Objective:** Promote self-sufficiency, defensible space actions, and evacuation preparedness.  
**Measures:** Public presentations, outreach venues, and media interviews; interagency coordination.

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Number of Declared Disaster Responses	1	1	1	2	2
Number of Small Incident Responses (not including declared disasters)	2	5	3	3	2
Number of Public Presentations, Outreach, Media Interviews	35	34	33	30	35
Number of Exercises Conducted	5	6	4	4	4
Number of Active Incident Management Team Members Including Volunteers	25	23	29	30	30
Number of Borough Employees and Volunteers Meeting NIMS Certification Requirements	250	239	258	250	250
Number of ICS Classes Conducted or Hosted	3	3	1	1	2

**Priority:** Mitigation  
**Goal:** Complete mitigation plans or projects jointly with service areas or with government, tribal and non-government partners.  
**Objective:** Protect life and reduce property loss.  
**Measures:** Public alert and warning projects, radio interoperability, hazard mitigation projects or plans, and resource plans.

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Number of Public Alert and Warning Improvement Projects	1	1	1	1	1
Number of Public Alert and Warning Implementation Plans	1	1	1	1	1
Number of Hazard Mitigation or Resource Plans	1	0	1	2	1

**Priority:** Response and Recovery  
**Goal:** Complete response or recovery plans jointly with municipalities and unincorporated communities.  
**Objective:** Manage emergency response for unincorporated areas, support areawide disaster response, and support disaster recovery.  
**Measures:** Create or update emergency operations annexes, response manuals and recovery plans.

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Number of Emergency Operations Plans or Annexes	2	2	2	2	2
Number of Response Manuals or Continuity of Operations Plans	3	2	3	1	3
Number of Recovery Plans	1	0	0	1	1

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 11250 - Emergency Management - Administration

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 288,395	\$ 314,205	\$ 356,851	\$ 356,851	\$ 370,291	\$ 13,440	3.77%
40120	Temporary Wages	1,153	175	7,626	7,626	3,503	(4,123)	-54.07%
40130	Overtime Wages	-	105	3,701	3,701	2,639	(1,062)	-28.69%
40210	FICA	25,496	27,093	31,956	31,956	32,845	889	2.78%
40221	PERS	76,351	84,719	79,629	79,629	82,627	2,998	3.76%
40321	Health Insurance	59,085	63,194	68,020	68,020	58,500	(9,520)	-14.00%
40322	Life Insurance	428	498	498	498	519	21	4.22%
40410	Leave	46,273	39,830	46,616	46,616	49,886	3,270	7.01%
Total: Personnel		497,181	529,819	594,897	594,897	600,810	5,913	0.99%
<b>Supplies</b>								
42020	Signage Supplies	-	514	-	-	-	-	-
42120	Computer Software	490	-	480	480	480	-	0.00%
42210	Operating Supplies	2,000	2,392	3,000	3,000	2,500	(500)	-16.67%
42230	Fuels, Oils and Lubricants	3,297	3,316	3,000	3,000	3,000	-	0.00%
42250	Uniforms	1,092	983	1,000	1,000	1,000	-	0.00%
42310	Repair/Maintenance Supplies	1,751	3,896	6,000	6,000	6,000	-	0.00%
42360	Motor Vehicle Supplies	3,139	607	1,500	1,500	1,500	-	0.00%
42410	Small Tools & Minor Equipment	2,076	1,594	2,000	2,000	1,500	(500)	-25.00%
Total: Supplies		13,845	13,302	16,980	16,980	15,980	(1,000)	-5.89%
<b>Services</b>								
43011	Contractual Services	118,126	116,509	220,983	169,057	143,783	(77,200)	-34.93%
43019	Software Maintenance	10,373	1,735	4,890	56,816	54,489	49,599	1014.29%
43026	Software Licensing	-	751	2,720	2,720	2,124	(596)	-21.91%
43110	Communications	43,155	39,410	37,287	37,287	40,551	3,264	8.75%
43140	Postage and Freight	22	21	300	300	300	-	0.00%
43210	Transportation/Subsistence	3,600	1,555	3,087	3,087	3,087	-	0.00%
43310	Advertising	-	-	300	300	300	-	0.00%
43410	Printing	348	-	300	300	300	-	0.00%
43610	Utilities	14,224	16,820	16,360	16,360	20,468	4,108	25.11%
43720	Equipment Maintenance	40	294	1,400	1,400	1,400	-	0.00%
43750	Vehicle Maintenance	2,368	1,006	1,250	1,250	1,250	-	0.00%
43780	Building/Grounds Maintenance	22,011	12,376	25,000	25,000	22,000	(3,000)	-12.00%
43810	Rents and Operating Leases	5,098	5,098	5,098	5,098	5,098	-	0.00%
43812	Equipment Replacement Payments	48,043	48,043	48,043	48,043	48,043	-	0.00%
43920	Dues and Subscriptions	164	736	920	920	610	(310)	-33.70%
43999	Contingency	-	-	100,000	100,000	100,000	-	0.00%
Total: Services		267,572	244,354	467,938	467,938	443,803	(24,135)	-5.16%
<b>Capital Outlay</b>								
48710	Minor Office Equipment	-	993	-	-	-	-	-
48720	Minor Office Furniture	-	675	-	-	3,500	3,500	-
48740	Minor Machinery & Equipment	-	-	-	-	1,500	1,500	-
48750	Minor Medical Equipment	995	-	-	-	-	-	-
Total: Capital Outlay		995	1,668	-	-	5,000	5,000	-
<b>Department Total</b>		<b>\$ 779,593</b>	<b>\$ 789,143</b>	<b>\$ 1,079,815</b>	<b>\$ 1,079,815</b>	<b>\$ 1,065,593</b>	<b>\$ (14,222)</b>	<b>-1.32%</b>

## Kenai Peninsula Borough Budget Detail

### Fund 100

### Department 11250 - Emergency Management - Administration - Continued

#### Line-Item Explanations

**40110 Regular Wages.** Staff includes: 1 Emergency Management Senior Manager, 2 Program Managers, and 1 Administrative Assistant.

**42210 Operating Supplies.** Decrease based upon prior averages. Includes replacement of shelter supplies at designated areas throughout the Borough (\$1,000).

**42410 Small Tools & Minor Equipment.** Decrease based upon prior averages.

**43011 Contractual Services.** Decrease as a result of moving HQE contract to software maintenance and excludes chartered flights to radio repeaters. Flood warning stations (\$107,200), KPB alerts system (\$26,783), janitorial services (\$9,000), and volunteer background checks (\$800).

**43019 Software Maintenance.** Increase as a result of moving HQE contract from Contract Services. HQE Siren Maintenance (\$51,927), Incident Management Software (\$1,500), security cameras (\$262), and Emergency Management Network (\$800).

**43026 Software Licensing.** Decrease to Zoom. Canva online design content membership (\$120), Zoom video conferencing (\$804), and Adobe Acrobat DC (\$1,200).

**43110 Communications.** Move ComLabs Emergency Alert System (EAS) communications costs from 43019 (\$3,264).

**43210 Transportation and Subsistence.** Attend in-state trainings and Incident Management Team position-specific training.

**43610 Utilities.** Increased as a result of occupying space previously utilized and paid for by Central Emergency Services. The additional space allocated to OEM is expected to increase utilities by approximately \$4,108 for the remaining 8 months of the fiscal year.

**43780 Building/Grounds Maintenance.** Decrease based upon prior averages.

**43810 Rents and Operating Leases.** Rental payments for alternate EOC space at Bear Creek Fire Station.

**43812 Equipment Replacement Payments.** Payment on various vehicles and equipment: see schedule below.

**43920 Dues and Subscriptions.** DocuSign (\$250), International Association of Emergency Managers (\$200), vehicle registrations (\$40), Peninsula Fire Chiefs Association (\$70), and Alaska Emergency Management Association (\$50).

**43999 Contingency.** Contingency funds available for initial response to address a disaster or other emergency within the Kenai Peninsula Borough that poses an imminent threat to public health, safety, property or welfare within the Kenai Peninsula Borough.

**48720 Minor Office Furniture.** Ergonomic desk (\$2,000), work table (\$1,000) and ergonomic chair (\$500).

**48740 Minor Machinery & Equipment.** Replace refrigerator (\$1,500).

#### Equipment Replacement Payment Schedule

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-2029</u>
Radio Purchase (4)	\$ 20,333	\$ 3,937	\$ 3,937	-
OEM SUV	45,640	9,078	9,078	-
2021 Radio Purchase (4)	12,548	3,137	3,137	3,129
2021 EOC Upgrade	37,748	9,437	9,437	28,311
2021 Siren Upgrade	69,536	17,384	17,384	52,152
2022 Towing Vehicle	15,210	5,070	5,070	15,210
Total	<u>\$ 201,015</u>	<u>\$ 48,043</u>	<u>\$ 48,043</u>	<u>\$ 98,802</u>

## Department Function

Fund 100

General Fund

Dept 11230

Human Resources – Administration

### Mission

The mission of the Office of Human Resources is to lead the successful development of employees and employment relationships through effective hiring, policy development, labor and employee relations, training and related support services.

### Program Description

The Office of Human Resources provides employee relations, talent management, recruitment, hiring, retention, training and the administering of benefits for employees, ensures regulatory and statutory compliance, develops policies and procedures and administers labor relations for the Borough.

### Major Long-Term Issues and Concerns:

- Provide meaningful training to the HR team to be able to provide a high level of support from a knowledgeable staff with limited means for training venues.
- Strategic recruitment with a budget that does not permit competitive wages in a restricted candidate pool.
- Increased costs for relocation incentives with a stagnant budget.
- Continued design and implementation of digital and electronic solutions for HR files and processes.

### FY2025 Accomplishments:

- Using eForms platform, began the process of moving to electronic employee records and streamlining some HR processes utilizing electronic forms.
- Improved knowledge of HR staff through additional training on recruiting, retention, and development.
- Supported 68 position status changes, including 46 external regular new hires.
- Updated illness guidelines to be more in line with post-COVID CDC guidelines, giving employees a better understanding of how/when to utilize personal time and not be at work during an illness.

### FY2026 New Initiatives:

- Complete implementation of program for digital HR filing initiative, which will enable more efficient filing, as well as easier access to employee records.
- Following positive feedback, from FY25 initiative, continue utilizing an email campaign throughout the year to provide guidance and support to KPB employees in an effort to improve mental health.
- Following successful results in FY25, continue to provide leadership development for all Senior and Mid-Level Managers.
- Continue to review and update borough policies and code to create better processes for borough operations.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	4	4.5	4.5	4.5

**Priority:** Human Resources

**Goal:** Voluntary, regrettable turnover under 10%

- Objective:**
1. Low turnover signifies a healthy employee environment.
  2. Low turnover equates to less time and money training new employees.
  3. Low regrettable turnover indicates positive employee morale and may result in higher productivity.

Turnover	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Voluntary Turnover Ratio (Resignations)	9.7%	9.7%	11.3%	10.6%	10.0%

**Priority:** Human Resources

**Goal:** Grievances not resolved by Step 3, under 1 per year

- Objective:**
1. Unresolved grievances may signify poor employer/employee relations.
  2. High volume of filed grievances may signify management issues within a department.

Grievances	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Grievances Unresolved by Step 3	0	0	0	0	0

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11230</b>	<b>Human Resources - Homer and Seward Annex</b>

#### **Mission**

The mission of the annexes is to provide as near-to-full Borough service as possible to the Homer and Seward communities.

#### **Program Description**

The Borough Annex offices in Homer and Seward provide information to the public so that residents do not have to physically present themselves to the main offices in Soldotna.

#### **Major Long-Term Issues and Concerns:**

- Cost of maintaining services.
- Inability to hire temporary employees for absences.

#### **FY2025 Accomplishments:**

- Continued supporting annexes in cross training for the multiple functions (maintenance, roads etc.) required to better serve the communities.
- Homer Annex saw a high increase in foot traffic due to the efforts of the Administrative Assistant communicating with local residents; and is now seeing an average of three visitors a day.

#### **FY2026 New Initiatives:**

- Continuing to find ways and initiatives to improve support of annexes for the multiple functions (maintenance, roads etc.) required to serve the communities.

#### **Performance Measures:**

<b>Staffing</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Actual</b>	<b>FY2026 Proposed</b>
Staffing History	.75	.75	.75	.50

#### **Priority:**

Homer and Seward Annexes

#### **Goal:**

Provide Borough departmental service for the residents of those areas as effectively as possible.

#### **Objective:**

1. Train the personnel covering those annexes in those areas where they can perform the service.
2. If they are unable to perform the service, train the personnel on how to properly service the resident; i.e., obtaining information, referral to department personnel, etc.
3. Continue to educate the public on the services available.

<b>Average Number of Residents Served per Month*</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Homer	62.5	200	62.5	88	100
Seward	15	7.2	15	10	10

\*Exact number of residents served are not tracked and these numbers represent estimated averages

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11230 - Human Resources - Administration**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 359,182	\$ 387,453	\$ 437,453	\$ 437,453	\$ 443,086	\$ 5,633	1.29%
40120	Temporary Wages	-	-	1,802	1,802	1,802	-	0.00%
40210	FICA	30,369	32,308	38,215	38,215	38,754	539	1.41%
40221	PERS	93,747	87,532	97,451	97,451	98,569	1,118	1.15%
40321	Health Insurance	151,550	148,116	155,610	155,610	126,000	(29,610)	-19.03%
40322	Life Insurance	530	606	615	615	621	6	0.98%
40410	Leave	40,854	46,025	50,283	50,283	53,154	2,871	5.71%
Total: Personnel		676,232	702,040	781,429	781,429	761,986	(19,443)	-2.49%
<b>Supplies</b>								
42120	Computer Software	491	-	500	500	-	(500)	-100.00%
42210	Operating Supplies	4,081	5,646	6,000	6,000	5,129	(871)	-14.52%
42250	Uniforms	116	-	-	-	-	-	-
42310	Repair/Maintenance Supplies	-	523	820	820	600	(220)	-26.83%
42410	Small Tools & Minor Equipment	561	686	700	700	700	-	0.00%
Total: Supplies		5,249	6,855	8,020	8,020	6,429	(1,591)	-19.84%
<b>Services</b>								
43011	Contractual Services	19,821	56,512	16,512	16,512	21,671	5,159	31.24%
43019	Software Maintenance	36,286	13,610	14,498	14,498	15,358	860	5.93%
43026	Software Licensing	-	19,598	36,645	37,911	38,364	1,719	4.69%
43110	Communications	5,684	5,018	5,500	5,500	4,000	(1,500)	-27.27%
43140	Postage and Freight	160	285	300	300	350	50	16.67%
43210	Transportation/Subsistence	13,023	8,903	8,809	8,809	8,790	(19)	-0.22%
43220	Car Allowance	3,303	3,600	3,600	3,600	3,600	-	0.00%
43260	Training	3,728	2,523	4,663	4,663	4,295	(368)	-7.89%
43270	Employee Development	891	865	10,000	10,000	10,000	-	0.00%
43310	Advertising	4,168	2,421	5,000	3,734	4,000	(1,000)	-20.00%
43410	Printing	-	-	50	50	50	-	0.00%
43610	Utilities	9,261	9,396	9,000	9,000	9,225	225	2.50%
43720	Equipment Maintenance	1,590	1,081	2,000	2,000	2,000	-	0.00%
43810	Rents and Operating Leases	5,268	5,284	5,285	5,285	1,475	(3,810)	-72.09%
43920	Dues and Subscription	512	1,068	1,057	1,057	1,177	120	11.35%
Total: Services		103,695	130,164	122,919	122,919	124,355	1,436	1.17%
<b>Capital Outlay</b>								
48710	Minor Office Equipment	10,428	2,217	-	-	-	-	-
48720	Minor Office Furniture	2,191	7,275	1,000	1,000	2,000	1,000	100.00%
48740	Minor Machinery & Equipment	-	995	-	-	-	-	-
Total: Capital Outlay		12,619	10,487	1,000	1,000	2,000	1,000	100.00%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	-	(1,057)	-	-	-	-	-
Total: Interdepartmental Charges		-	(1,057)	-	-	-	-	-
<b>Department Total</b>		<b>\$ 797,795</b>	<b>\$ 848,489</b>	<b>\$ 913,368</b>	<b>\$ 913,368</b>	<b>\$ 894,770</b>	<b>\$ (18,598)</b>	<b>-2.04%</b>

## Kenai Peninsula Borough Budget Detail

### Fund 100

### Department 11230 - Human Resources - Administration - Continued

#### Line-Item Explanations

**40110 Regular Wages.** Staff includes: 1 Director of Human Resources, 1 HR Specialist, 1 HR Generalist, 1 1/2 HR Assistant, 1/4 Administrative Assistant-Homer, and 1/4 Administrative Assistant-Seward.

**Reduced** - Seward Administrative Assistant to 1/4 time from 1/2 time.

**42210 Operating Supplies.** Decrease to reflect historical needs.

**42310 Repair & Maintenance Supplies.** Replacement batteries for battery backups at two stations.

**43011 Contractual Services.** Overall increase attributed to contract services related to labor negotiations for new union contract. Background/driving checks (\$2,500), annual State of Alaska FICA administrative fee (\$1,541), document shredding (\$300), 1095 form filing (\$2,000), Homer janitor services (\$330), contingency for labor negotiations in the second half of FY26 (\$5,000), and Leadership training (\$10,000).

**43019 Software Maintenance.** Annual fee for security camera software renewal (\$154), HR share of City Suite (\$11,404), and HR share of GEMS (\$3,800).

**43026 Software Licensing.** NEOGOV E-Forms (\$13,607), and NEOGOV Single Sign On (\$1,380). NEOGOV Insight (\$11,735), Onboarding software maintenance (\$10,357), Zoom license (\$265), Adobe license (3 at \$300ea) and Canva (\$120).

**43110 Communications.** Decrease due to TLS line in Homer being disconnected.

**43210 Transportation/Subsistence.** Quarterly SHRM meetings, Service Area meetings; NHRMA and APRA conferences.

**43260 Training.** Training associated with continuing education for PHR certifications and to enhance knowledge base and skills of the Human Resources team.

**43270 Employee Development.** The Collective Bargaining Agreement, effective for the period 7/1/25 through 6/30/26 set the fiscal year amount at \$10,000.

**43810 Rents and Operating Leases.** Decrease due to sharing space with Seward Bear Creek Flood Service area with shared employee, reducing overall rental cost for Bear Creek Fire Station.

**43920 Dues and Subscriptions.** SHRM membership three HR employees and IFEBP membership for HR Specialist, Amazon Prime subscription.

**48720 Minor Office Furniture.** HR Specialist desk replacement (\$2,000).



<b>Fund 100</b>  <b>Dept 11233</b>	<b>Department Function</b>  <b>General Fund</b>  <b>Human Resources – Print/Mail</b>
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**Mission**

To resiliently support all departments serving the Kenai Peninsula Borough and School District by providing quality production and mail distribution with timeliness, efficiency and accuracy.

**Program Description**

The print room function provides printing services of routine and special publications of the Borough, service areas and school district, which includes binding, laminating, collation and copying. The mail room function involves the metering, sorting and delivery of Borough, service area and school district mail, including the folding, stuffing, sealing and mailing of bulk mailings such as sales tax forms, tax billings, school district payroll and assessment notices.

**Major Long-Term Issues and Concerns:**

- Maintaining efficiencies and cost effectiveness in an often time-sensitive environment.
- Controlling maintenance costs and out-of-service delays.
- Print Shop staffing coverage and security.

**FY2025 Accomplishments:**

- Replaced out-of-date meter machine with more effective and efficient model, saving time and avoiding downtime regarding mailouts.
- Created desk manual for new/temporary Print Shop staff.
- Improve functionality of Print Shop, supply closet and off-site storage location(s) through organization and sale of items in auctions.

**FY2026 New Initiatives:**

- Replace out-of-date and failing mail sorting machine with more effective model to reduce down time.
- Replace out-of-date and failing laminating machine.
- As in FY25, continue to ensure current equipment is properly serviced to extend service life and improve efficiencies.
- Streamline inventory and reduce costs in the supply room.

**Performance Measures:**

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	2.0	1.5	1.5	1.5

**Priority:** Print/Mail Room

**Goal:** Provide timely and accurate response to our departments, school district and service areas on all print and mail job requests. To assist/serve the employees of the borough, service areas and school district in providing high quality service to the residents.

**Objective:** 1. Meeting deadlines on mail and print requests which will allow our departments, school district and service areas to better serve the residents.  
2. Timely responses to requests are economically beneficial to the departments, school district and service areas.

Average Percentage of Deadlines Met	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Print	98%	98%	98%	98%	98%
Mail	98%	98%	98%	98%	98%

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11233 - Human Resources - Print/Mail**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 78,624	\$ 77,886	\$ 84,285	\$ 84,285	\$ 89,860	\$ 5,575	6.61%
40120	Temporary Wages	-	-	2,699	2,699	2,699	-	0.00%
40130	Overtime Wages	59	70	-	-	-	-	-
40210	FICA	6,402	6,308	7,621	7,621	8,066	445	5.84%
40221	PERS	20,761	21,164	19,293	19,293	20,560	1,267	6.57%
40321	Health Insurance	32,089	32,760	32,760	32,760	42,000	9,240	28.21%
40322	Life Insurance	109	120	123	123	130	7	5.69%
40410	Leave	7,317	7,380	9,221	9,221	9,279	58	0.63%
Total: Personnel		145,361	145,688	156,002	156,002	172,594	16,592	10.64%
<b>Supplies</b>								
42210	Operating Supplies	14,196	17,146	21,055	21,055	19,455	(1,600)	-7.60%
42250	Uniforms	248	801	832	832	832	-	0.00%
42310	Repair/Maintenance Supplies	45	-	840	840	420	(420)	-50.00%
42410	Small Tools & Minor Equipment	603	350	900	900	900	-	0.00%
Total: Supplies		15,092	18,297	23,627	23,627	21,607	(2,020)	-8.55%
<b>Services</b>								
43011	Contract Services	100	50	75	75	75	-	0.00%
43019	Software Maintenance	1,195	-	-	-	-	-	-
43026	Software Licensing	-	1,195	1,295	1,295	1,895	600	46.33%
43110	Communications	1,090	1,116	1,200	1,200	1,200	-	0.00%
43140	Postage & Freight	218	52	50	50	50	-	0.00%
43210	Transportation/Subsistence	951	593	702	702	702	-	0.00%
43260	Training	-	-	-	-	150	150	-
43410	Printing	-	-	5	5	5	-	0.00%
43610	Utilities	7,340	8,949	10,366	10,366	10,625	259	2.50%
43720	Equipment Maintenance	25,097	20,376	25,048	25,048	24,670	(378)	-1.51%
43812	Equipment Replacement Payments	16,225	21,327	18,969	18,969	26,373	7,404	39.03%
Total: Services		52,216	53,658	57,710	57,710	65,745	8,035	13.92%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	-	-	-	5,000	5,000	-
48710	Minor Office Equipment	511	948	-	-	-	-	-
48720	Minor Office Furniture	-	-	979	979	-	(979)	-100.00%
48740	Minor Machinery & Equipment	-	-	2,000	2,000	2,000	-	0.00%
Total: Capital Outlay		511	948	2,979	2,979	7,000	4,021	134.98%
<b>Interdepartmental Charges</b>								
60000	Charges (To) From Other Depts.	(13,980)	(10,727)	(19,825)	(19,825)	(6,198)	13,627	-68.74%
Total: Interdepartmental Charges		(13,980)	(10,727)	(19,825)	(19,825)	(6,198)	13,627	-68.74%
<b>Department Total</b>		\$ 199,200	\$ 207,864	\$ 220,493	\$ 220,493	\$ 260,748	\$ 40,255	18.26%

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11233 - Human Resources - Print/Mail - Continued**

**Line-Item Explanations**

<b>40110 Regular Wages.</b> Staff includes: 1 lead mail-copy technician and 1/2 Administrative Assistant-Print Shop/Multidisciplinary.	<b>43260 Training.</b> CPR class for lead mail-copy technician.
<b>42310 Repair/Maintenance Supplies.</b> To cover cost of repair supplies needed for Print Shop equipment.	<b>43812 Equipment Replacement Payments.</b> Scheduled replacement of equipment per following list.
<b>43011 Contract Services.</b> Blade sharpening (\$75).	<b>48311 Major Machinery and Equipment.</b> Replacement Laminator (\$5,000).
<b>43026 Software Licensing.</b> Package tracking software (\$1,295) and 2 Adobe licenses (\$300 ea).	<b>48740 Minor Machinery &amp; Equipment.</b> For unexpected failures and replacements (\$2,000).
<b>43210 Transportation/Subsistence.</b> Consistent with historical costs for min trips.	

**Equipment Replacement Payment Schedule**

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-2029</u>
Letter Opener	\$ 23,048	\$ -	\$ -	\$ -
Folder/Stuffer	3,075	1,025	1,025	-
2023 Copier (2)	25,684	12,842	12,842	-
2024 Mail Meter	5,102	5,102	5,102	10,204
2026 Envelop Stuffer	-	-	7,404	22,212
Total	<u>\$ 56,909</u>	<u>\$ 18,969</u>	<u>\$ 26,373</u>	<u>\$ 32,416</u>

<b>Department Function</b>	
<b>Fund 241</b>	<b>School Fund</b>
<b>Dept 11235</b>	<b>Human Resources – Custodial Maintenance</b>

#### Mission

The mission of the Custodial Division is to provide prompt and effective custodial services to the Main Borough building, the Risk Management and Human Resources annexes, the school district portables and the records center.

#### Program Description

This division provides janitorial services to the buildings located within the Binkley/Park Street complex.

#### Major Long-Term Issues and Concerns:

- Retaining existing staff.
- Managing snow removal and sanding of paths and walkways during unpredictable weather. Time spent on this task is above and beyond daily requirements of custodial tasks.

#### FY2025 Accomplishments:

- Continued to meet building custodial needs.
- Kept pathways and entryways for employees safe by maintaining an increased focus on maintaining those areas based on weather and other factors.

#### FY2026 New Initiatives:

- Continue to Improve work assignment efficiency to ensure maximum return on investment of custodial efforts.
- Continue conducting a building equipment audit to determine needs related to efficient and effective building maintenance.
- Continue with a focus safety by ensuring staff is knowledgeable on custodial equipment and procedures for quality facility maintenance.
- Safety was a focus in FY25 and will continue to be in FY26 and beyond. Auditing current custodial practices will help ensure a safe and healthy work environment and staff.

#### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History*	1.25	1.25	1.25	1.25

\*Custodial staffing total 2.5 employees; 50% is paid by Borough and 50% is paid by School District

**Priority:** Custodial Maintenance

**Goal:** In addition to regular custodial activities, timely response to all non-routine custodial requests.

**Objective:** 1. Timely response to requests may lower the risk of injury to employees and the public.  
2. Timely response may lower our overall maintenance costs.

Percentage of Timely Response*	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Custodial	100%	100%	100%	100%	100%

\*Percentages gauged by number of complaints received by Human Resources

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11235 - Human Resources - Custodial Maintenance**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 61,877	\$ 66,576	\$ 67,604	\$ 67,604	\$ 70,071	\$ 2,467	3.65%
40120	Temporary Wages	-	-	901	901	901	-	0.00%
40130	Overtime Wages	-	349	1,301	1,301	1,989	688	52.88%
40210	FICA	5,087	5,453	6,281	6,281	6,550	269	4.28%
40221	PERS	16,050	17,718	15,758	15,758	16,470	712	4.52%
40321	Health Insurance	34,072	40,950	40,950	40,950	35,000	(5,950)	-14.53%
40322	Life Insurance	85	100	97	97	101	4	4.12%
40410	Leave	7,733	8,347	9,573	9,573	9,861	288	3.01%
Total: Personnel		124,904	139,493	142,465	142,465	140,943	(1,522)	-1.07%
<b>Supplies</b>								
42210	Operating Supplies	196	84	325	325	257	(68)	-20.92%
42250	Uniforms	293	624	624	624	624	-	0.00%
42310	Repair/Maintenance Supplies	-	-	100	100	100	-	0.00%
42410	Small Tools & Minor Equipment	297	640	800	800	500	(300)	-37.50%
Total: Supplies		786	1,348	1,849	1,849	1,481	(368)	-19.90%
<b>Services</b>								
43011	Contractual Services	892	913	950	950	950	-	0.00%
43110	Communications	66	67	130	130	130	-	0.00%
43210	Transportation/Subsistence	-	-	60	60	30	(30)	-50.00%
43610	Utilities	698	1,005	1,031	1,031	1,057	26	2.52%
43720	Equipment Maintenance	-	-	100	100	100	-	0.00%
Total: Services		1,656	1,985	2,271	2,271	2,267	(4)	-0.18%
<b>Capital Outlay</b>								
48710	Minor Office Equipment	539	-	-	-	-	-	-
Total: Capital Outlay		539	-	-	-	-	-	-
<b>Department Total</b>		\$ 127,885	\$ 142,826	\$ 146,585	\$ 146,585	\$ 144,691	\$ (1,894)	-1.29%

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: 1 full-time Lead Custodian and 1.5 custodians.

**42410 Small Tools & Minor Equipment.** Decreased based on prior year actuals.

Note: 50% of the staffing expenditures are charged to the School District and 50% to the Borough Human Resources Department.

**43011 Contractual Services.** Window washing at the main Borough building, Human Resources, and Records offices (\$950).

**42210 Operating Supplies.** Decreased based on prior year actuals.

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Human Resource Department Totals

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed	
				Budget	Budget	Proposed	& Original	Budget %
<b>Personnel</b>								
40110	Regular Wages	\$ 499,683	\$ 531,915	\$ 589,342	\$ 589,342	\$ 603,017	\$ 13,675	2.32%
40120	Temporary Wages	-	-	5,402	5,402	5,402	-	0.00%
40130	Overtime Wages	59	419	1,301	1,301	1,989	688	52.88%
40210	FICA	41,858	44,069	52,117	52,117	53,370	1,253	2.40%
40221	PERS	130,558	126,414	132,502	132,502	135,599	3,097	2.34%
40321	Health Insurance	217,711	221,826	229,320	229,320	203,000	(26,320)	-11.48%
40322	Life Insurance	724	826	835	835	852	17	2.04%
40410	Leave	55,904	61,752	69,077	69,077	72,294	3,217	4.66%
Total: Personnel		946,497	987,221	1,079,896	1,079,896	1,075,523	(4,373)	-0.40%
<b>Supplies</b>								
42120	Computer Software	491	-	500	500	-	(500)	-100.00%
42210	Operating Supplies	18,473	22,876	27,380	27,380	24,841	(2,539)	-9.27%
42250	Uniforms	657	1,425	1,456	1,456	1,456	-	0.00%
42310	Repair/Maintenance Supplies	45	523	1,760	1,760	1,120	(640)	-36.36%
42410	Small Tools & Minor Equipment	1,461	1,676	2,400	2,400	2,100	(300)	-12.50%
Total: Supplies		21,127	26,500	33,496	33,496	29,517	(3,979)	-11.88%
<b>Services</b>								
43011	Contractual Services	20,813	57,475	17,537	17,537	22,696	5,159	29.42%
43019	Software Maintenance	37,481	13,610	14,498	14,498	15,358	860	5.93%
43026	Software Licensing	-	20,793	37,940	39,206	40,259	2,319	6.11%
43110	Communications	6,840	6,201	6,830	6,830	5,330	(1,500)	-21.96%
43140	Postage and Freight	378	337	350	350	400	50	14.29%
43210	Transportation/Subsistence	13,974	9,496	9,571	9,571	9,522	(49)	-0.51%
43220	Car Allowance	3,303	3,600	3,600	3,600	3,600	-	0.00%
43260	Training	3,728	2,523	4,663	4,663	4,445	(218)	-4.68%
43270	Employee Development	891	865	10,000	10,000	10,000	-	0.00%
43310	Advertising	4,168	2,421	5,000	3,734	4,000	(1,000)	-20.00%
43410	Printing	-	-	55	55	55	-	0.00%
43610	Utilities	17,299	19,350	20,397	20,397	20,907	510	2.50%
43720	Equipment Maintenance	26,687	21,457	27,148	27,148	26,770	(378)	-1.39%
43810	Rents and Operating Leases	5,268	5,284	5,285	5,285	1,475	(3,810)	-72.09%
43812	Equipment Replacement Payments	16,225	21,327	18,969	18,969	26,373	7,404	39.03%
43920	Dues and Subscriptions	512	1,068	1,057	1,057	1,177	120	11.35%
Total: Services		157,567	185,807	182,900	182,900	192,367	9,467	5.18%
<b>Capital Outlay</b>								
48710	Minor Office Equipment	11,478	3,165	-	-	-	-	-
48720	Minor Office Furniture	2,191	7,275	1,979	1,979	2,000	21	1.06%
48740	Minor Machinery & Equipment	-	995	2,000	2,000	2,000	-	0.00%
Total: Capital Outlay		13,669	11,435	3,979	3,979	9,000	5,021	126.19%
<b>Interdepartmental Charges</b>								
60000	Charges (To) From Other Depts.	(13,980)	(10,727)	(19,825)	(19,825)	(6,198)	13,627	-68.74%
Total: Interdepartmental Charges		(13,980)	(11,784)	(19,825)	(19,825)	(6,198)	13,627	-68.74%
<b>Department Total</b>		<b>\$ 1,124,880</b>	<b>\$ 1,199,179</b>	<b>\$ 1,280,446</b>	<b>\$ 1,280,446</b>	<b>\$ 1,300,209</b>	<b>\$ 19,763</b>	<b>1.54%</b>

<b>Fund 100</b>	<b>Department Function</b>
<b>Dept 11231</b>	<b>General Fund</b>
	<b>Information Technology</b>

#### Mission

Provide effective, courteous, and responsive end user support for the Kenai Peninsula Borough's computing systems. Implement and maintain a reliable, robust network, which serves as the delivery mechanism for computing services. Provide direction, consultation, and guidance regarding future planning as it relates to the Kenai Peninsula Borough's computing and information management needs.

#### Program Description

The IT Department implements and supports all computing and networking, and the majority of telephony infrastructure for the Kenai Peninsula Borough. Additionally, the IT Department provides support for mission critical business applications, and provides application and integration development for all KPB business units.

#### Major Long-Term Issues and Concerns:

- Changing technology and required cost to maintain systems.
- Ongoing training required by constantly changing IT landscape.
- Managing increasing Information Technology scope without staffing increases.
- Bringing electronic document management, classification and retention up to the standards applied to permanent records such as microfilm/microfiche and paper.
- Increased cost due to vendor-mandated migration to cloud platforms.
- Increasing cost and complexity of cybersecurity infrastructure.
- Increased volume of public records requests diverting IT efforts from core responsibilities.

#### FY2025 Accomplishments:

- Completed grant funded replacement of all end-of-support core network infrastructure, improving cybersecurity posture. (Deferred from FY24)
- Completed grant funded installation of leasable broadband infrastructure at 3 locations, as well as establishing KPB owned high-speed wireless connections to these same locations. These changes will improve resiliency of KPB services and could improve access to broadband in adjacent neighborhoods.
- Performed sweeping Internet upgrades at Borough Admin Building, WAN speed upgrades at 8 remote sites and established new service at 2 remote sites. This increased the resiliency of Borough services.
- Implemented centrally managed email signatures borough-wide as part of KPB branding initiative, making KPB communications more consistent, while reducing configuration effort.
- Completed a comprehensive overhaul of KPB main website, orchestrating both the technical transition as well as overhauling the information architecture. Also rolled out new websites for OEM and NPRSA improving public access to KPB resources.

#### FY2026 New Initiatives:

- Expand use of Multi-Factor Authentication (MFA) and Single Sign-On (SSO) in critical KPB systems, reducing cybersecurity risk.
- Increase segmentation of internal KPB networks, reducing cybersecurity risk.
- Planned replacement of Storage Area Network (SAN) which underpins all KPB server infrastructure, providing increased availability and performance for nearly all self-hosted Borough systems. This will increase the resiliency of Borough services.
- Improve in-house code security through formal review, either internal or contracted. This will increase the resiliency of Borough services and reduce cybersecurity risk.

#### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	12	13	13	13

**Priority:** Customer Service  
**Goal:** Timely resolution of desktop computing issues.  
**Objective:** Increase percentage of incidents closed within 1 business week.

Percentage of Incidents Closed	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
% of Incidents Closed Within 120 Hours	96.2%	94.9%	97.3%	97.0%	97.0%

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11231</b>	<b>Information Technology - Continued</b>

**Priority:** Customer Service  
**Goal:** Timely resolution of desktop computing issues.  
**Objective:** Reduce average time to close on medium and high priority issues.

Average Incident Closed Time by Priority	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
<b>High</b> Priority Incident Response Time	4 hours	11 hours	15 hours	6 hours	5.5 hours
<b>Medium</b> Priority Incident Response Time	8-12 hours	45.25 hours	44.25 hours	23.25 hours	21 hours
<b>Low</b> Priority Incident Response Time	48 hours	104.25 hours	72.25 hours	67 hours	60 hours

**Priority:** Device Support  
**Goal:** Provide support for Borough devices.  
**Objective:** Provide support for Borough devices through IT staff.

Devices Supported	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Desktop PC's	473	450	450	455	455
Phones	425	404	416	425	425
Printers	158	154	155	155	155
Servers (Virtual and Physical)	173	170	175	178	178
Total Number of Networked Devices	2,410	2,395	2,605	2,676	2,700
Annual Support Incidents	2,538	2,188	2,303	2,738	2,738
Ratio of Support Incidents to IT Dept FTE	195:1	182:1	177:1	211:1	211:1

**Priority:** Cybersecurity Posture  
**Goal:** Effectively identify, prioritize and manage cybersecurity risk.  
**Objective:** Reduce risk score and risk to asset ratio.

Cybersecurity Posture	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Current Risk Score	7.0*	8.3	8.1	7.6	7.6
Risk to Asset Ratio	3.3:1	-	-	3.3:1	3.1:1

\*Benchmark "Current Risk Score" is dynamic and provided to us by our outsourced SOC. This number will change annually based on a large number of variables.



# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 11231 - Information Technology

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 827,973	\$ 1,022,987	\$ 1,257,665	\$ 1,257,665	\$ 1,311,524	\$ 53,859	4.28%
40130	Overtime Wages	2,233	7,209	6,619	6,619	7,167	548	8.28%
40210	FICA	66,632	84,123	111,491	111,491	116,909	5,418	4.86%
40221	PERS	224,538	266,297	285,527	285,527	297,886	12,359	4.33%
40321	Health Insurance	324,814	339,411	425,880	425,880	336,000	(89,880)	-21.10%
40322	Life Insurance	1,280	1,580	1,789	1,789	1,867	78	4.36%
40410	Leave	82,572	121,771	154,139	154,139	165,190	11,051	7.17%
Total: Personnel		1,530,042	1,843,378	2,243,110	2,243,110	2,236,543	(6,567)	-0.29%
<b>Supplies</b>								
42120	Computer Software	5,039	5,184	8,775	6,875	5,475	(3,300)	-37.61%
42210	Operating Supplies	11,989	19,280	16,480	16,480	16,480	-	0.00%
42230	Fuels, Oils & Lubricants	540	535	1,350	1,350	1,350	-	0.00%
42310	Repair/Maintenance Supplies	10,266	9,747	12,000	12,000	11,000	(1,000)	-8.33%
42410	Small Tools & Minor Equipment	2,436	11,901	7,600	7,600	9,600	2,000	26.32%
Total: Supplies		30,270	46,647	46,205	44,305	43,905	(2,300)	-4.98%
<b>Services</b>								
43011	Contractual Services	108,658	122,933	132,840	132,840	135,492	2,652	2.00%
43019	Software Maintenance	261,678	91,280	135,079	77,225	82,257	(52,822)	-39.10%
43026	Software Licensing	-	190,576	235,920	295,674	303,529	67,609	28.66%
43110	Communications	12,728	14,225	53,880	53,880	53,880	-	0.00%
43140	Postage and Freight	11	18	300	300	200	(100)	-33.33%
43210	Transportation/Subsistence	1,999	5,494	2,500	2,500	4,700	2,200	88.00%
43220	Car Allowance	1,157	-	-	-	-	-	-
43260	Training	570	9,495	9,325	9,325	6,825	(2,500)	-26.81%
43610	Utilities	17,421	17,912	24,059	24,059	24,059	-	0.00%
43720	Equipment Maintenance	1,313	792	2,000	2,000	2,000	-	0.00%
43780	Buildings/Grounds Maintenance	-	-	2,600	2,600	2,600	-	0.00%
43810	Rents & Operating Leases	-	-	250	250	250	-	0.00%
43812	Equipment Replacement Payments	37,819	37,819	40,739	40,739	56,919	16,180	39.72%
43920	Dues and Subscriptions	2,634	348	95	95	95	-	0.00%
Total: Services		445,988	490,892	639,587	641,487	672,806	33,219	5.19%
<b>Capital Outlay</b>								
48120	Major Office Equipment	4,399	-	-	-	-	-	-
48710	Minor Office Equipment	22,587	20,787	34,600	34,600	33,750	(850)	-2.46%
48720	Minor Office Furniture	24,955	11,236	-	-	-	-	-
Total: Capital Outlay		51,941	32,023	34,600	34,600	33,750	(850)	-2.46%
<b>Department Total</b>		<b>\$ 2,058,241</b>	<b>\$ 2,412,940</b>	<b>\$ 2,963,502</b>	<b>\$ 2,963,502</b>	<b>\$ 2,987,004</b>	<b>\$ 23,502</b>	<b>0.79%</b>

## Kenai Peninsula Borough

### Budget Detail

#### Fund 100

#### Department 11231 - Information Technology - Continued

#### Line-Item Explanations

**40110 Regular Wages.** Staff includes: Director, IT Systems Manager, Business Solutions Development Manager, 3 Enterprise Applications Developers, 3 Network/IT Administrators, 1 IT Helpdesk Supervisor, 1 Senior IT Helpdesk Technician, 1 IT Helpdesk Technician, and 1 Lead Supply Specialist.

**42120 Computer Software.** Decrease is due to moving the recurring cost of additional backup software capacity to 43026. Also includes developer software development kits, mobile apps, misc software, remote connection management software, and minor software updates.

**42310 Repair & Maintenance Supplies.** Decrease coincides with an increase in 42410 to continue an FY2024 shift from break-fix replacement to proactive replacement. Accounts for parts for repairing and maintaining desktop computers, server equipment and network infrastructure.

**42410 Small Tools & Minor Equipment.** Small increase due to a continued FY2024 shift from 42310 to provide more proactive replacement of hardware, as well as a general increase in miscellaneous equipment.

**43011 Contractual Services.** Increase in cost of Outsourced Security Operations Center (SOC). New addition of a contracted consultation for our access control system. Decrease in electronic signature and routing due to shifting most electronic signature and routing costs to their respective departments. Includes outsourced Security Operations Center (SOC) (\$119,936), contract consultation (\$5,000), access control contracted consultation (\$4,000), web application firewall (\$2,400), SSL certificates (\$2,000), hosted code repository (\$768), Electronic Signature and Routing (\$828), application debugging service (\$390), domain hosting (\$120) and records shredding fees (\$50).

**43019 Software Maintenance.** Decrease is due to a shift of our virtualization and backup software platforms to a subscription model and have been placed in 43026 as well as a removal of website legacy support. There is an increase in firewall network support due to supporting more hardware purchased from the SHSP cyber grant and an increase in backup drive support due to purchasing a new platform with ERF in FY2024. New addition of centralized signature management support and PDF editing software support due to a shift away from the Adobe platform. Firewall network support (\$18,260), network equipment support (\$18,000), mobile device management (\$12,980), legacy mainframe software support (\$8,800), patch management (\$5,000), backup drive support (\$3,937), process automation software (\$3,671), advanced threat protection support (\$3,296), wireless network support (\$3,277), network configuration management (\$1,900), misc renewals (\$1,294), PDF editing software support (\$1,200), and centralized signature management support (\$642).

**43026 Software Licensing.** Increases in IP phone system, server virtualization platform, backup software, project/task management, and misc renewals. New additions are cloud forms, cloud automation, and access control. Server virtualization and backup software has been moved from 43019. Decreases in multi-factor authentication, advanced threat protection, Microsoft, and Spam and DLP gateway. Microsoft Software assurance (\$94,750), SPAM and data loss prevention gateway (\$40,980), backup software (\$37,953), advanced threat prevention (\$33,275), server virtualization (\$26,840), multi-factor authentication (\$18,000), phone and voicemail system (\$14,478), inventory and deployment software (\$7,200), project and task management (\$6,510), legacy mainframe software (\$3,500), IT help-desk software (\$2,700), help-desk remote access (\$2,200), end-user remote access software (\$2,000), access control (\$1,850), misc. renewals (\$1,843), adobe creative suite (\$1,800), website accessibility functionality (\$1,490), google workplace (\$1,080), developer SDK's (\$1,080), web conferencing (\$1,040), cloud forms (\$1,000), cloud automation (\$1,000), and encrypted password vault (\$960).

**43140 Postage and Freight.** Decrease of \$100 due to not utilizing the full budgeted amount over the last several years.

**43210 Transportation and Subsistence.** Maintained reduction in training-related travel due to focus on training online. Increased travel expenses due to an increase in travel to remote sites for proactive replacement of equipment.

**43260 Training.** Decrease due to historically not utilizing the full budgeted amount. Ongoing Internet-based technical training/courses for developers and system administrators.

**43812 Equipment Replacement Payments.** To purchase information technology equipment. See schedule below.

**48710 Minor Office Equipment.** 3 distribution switches (\$3,500 ea.), 4 mid-range switches (\$1,600 ea.), 3 routers (\$1,500 ea.), 3 rental laptops (\$1,350 ea.), scheduled replacement of 3 high-end workstations (\$1,600 ea.), and point-to-point radio equipment (\$3,500).

#### Equipment Replacement Payment Schedule

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-2029</u>
Virtual Server Software Phase II	\$ 36,630	\$ 7,326	\$ -	\$ -
10G Switch Fabric Replacement	33,012	-	-	-
San Array Replacement	107,382	17,897	17,897	-
2023 Security Software	-	7,636	7,636	22,908
2025 Virtual Cluster	15,760	7,880	7,880	23,640
2026 San Array	-	-	23,506	70,518
<b>Total</b>	<b>\$ 192,784</b>	<b>\$ 40,739</b>	<b>\$ 56,919</b>	<b>\$ 117,066</b>

## Department Function

Fund 100

General Fund

Dept 11310

Legal Department

### Mission

To provide legal services for the Borough and School District in an ethical, timely, professional, and cost-effective manner.

### Program Description

The Legal Department serves the Assembly, the Borough administration including all Borough boards, commissions, and departments, the School Board and School District. Services provided include ongoing dynamic legal advice, issuing legal opinions, document drafting and review, preparation and/or review of ordinances and resolutions, and directly representing our clients in litigation or coordinating with outside counsel when used.

### Major Long-Term Issues and Concerns:

- Ongoing review of Borough code to revise or repeal outdated or conflicting sections of the code.
- Continuing emphasis on preventive law; including increasing Open Meetings Act, Conflicts of Interest, Local Government 101 training opportunities for elected and appointed officials, as well as provide training on specific legal issues or related matters for staff.

### FY2025 Accomplishments:

- Provided in-person skills refresher training to Assembly, Planning Commission, and 6 Service Area boards as a preventive law measure.
- Provided skills refresher training to KPB staff who prepare quasi-judicial matters for Planning Commission decision to ensure a consistent, fair, and legally defensible permit or application process and hearing.
- Omnibus review and draft rewrite of current KPB Chapter 5.12 relating to property tax, appeals, and exemptions aimed at a value-added restructuring of current code.
- Drafted KPB 21.20 code amendments relating to appeals to hearings officer to define standing, provide a procedure for appeals of staff decisions to planning commission, and cost and time saving process improvements.

### FY2026 New Initiatives:

- Ongoing code update projects for compliance with current laws and procedures, and clarification for understanding.
- Establish annual newly elected officials training.
- Provide skills refresher to every service area board that did not receive FY25 skills refresher.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	5	5	5	5

**Priority:** Collection of delinquent accounts

**Goal:** Increase collection of delinquent sales and property taxes, and other debts.

**Objective:** Collect on delinquent sales and property taxes, and other debts.

Delinquent Taxes Collected	Benchmark	CY2023 Actual	CY2024 Actual	CY2025 Projected	CY2026 Estimated
Delinquent Sales and Property Taxes Collected (including bankruptcy case claims).	\$250,000	\$223,178	\$288,238	\$250,000	\$250,000

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11310</b>	<b>Legal Department - Continued</b>

**Priority:** Professional services  
**Goal:** Provide review and preparation of high-quality documents for the Borough and School District  
**Objective:** Skillfully research and respond to requests for legal advice and assistance.

<b>Requests for Legal Assistance</b>	<b>Benchmark</b>	<b>CY2023 Actual</b>	<b>CY2024 Actual</b>	<b>CY2025 Projected</b>	<b>CY2026 Estimated</b>
Contracts, Permits, Grants & Misc. Document Drafting &/or Review	500	578	514	500	500
Ordinances and Amendments	75	148	84	75	75
Resolutions and Amendments	70	86	56	70	70
Collection Lawsuits Filed on Behalf of KPB*	5	3	4	7	7
Planning Commission Appeals	5	5	3	6	6
Other Lawsuits re KPB &/or KPBSD	5	10	8	5	5
Public Record Requests Reviewed	330	324	368	330	330
Abandoned/Impounded Vehicle Notices & Citations Reviewed &/or Issued	85	165	98	85	85
Code Enforcement Actions	5	14	2	9	9

\*This data does not include small claims cases filed by the Finance Department.

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 11310 - Legal Administration

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 468,982	\$ 492,927	\$ 545,006	\$ 545,006	\$ 581,447	\$ 36,441	6.69%
40120	Temporary Wages	-	-	2,017	2,017	1,733	(284)	-14.08%
40130	Overtime Wages	-	-	3,288	3,288	2,966	(322)	-9.79%
40210	FICA	39,674	41,226	48,415	48,415	51,559	3,144	6.49%
40221	PERS	123,035	130,847	121,976	121,976	129,962	7,986	6.55%
40321	Health Insurance	160,831	163,800	163,800	163,800	140,000	(23,800)	-14.53%
40322	Life Insurance	692	772	765	765	814	49	6.41%
40410	Leave	61,104	62,379	64,715	64,715	68,900	4,185	6.47%
Total: Personnel		854,318	891,951	949,982	949,982	977,381	27,399	2.88%
<b>Supplies</b>								
42120	Computer Software	491	327	-	-	-	-	-
42210	Operating Supplies	1,040	1,480	2,520	2,520	2,000	(520)	-20.63%
42250	Uniforms	-	539	-	-	300	300	-
42310	Repair/Maintenance Supplies	-	608	100	100	100	-	0.00%
42410	Small Tools & Minor Equipment	194	316	300	300	300	-	0.00%
Total: Supplies		1,725	3,270	2,920	2,920	2,700	(220)	-7.53%
<b>Services</b>								
43011	Contractual Services	287,476	183,608	54,000	54,500	47,500	(6,500)	-12.04%
43019	Software Maintenance	1,264	332	6,043	7	400	(5,643)	-93.38%
43026	Software Licensing	-	5,360	-	6,036	1,044	1,044	-
43031	Litigation	12,268	10,800	17,000	19,494	18,500	1,500	8.82%
43034	Attorney Fees - Special Cases	112,768	31,672	120,000	120,000	100,000	(20,000)	-16.67%
43110	Communications	3,929	3,834	4,500	4,500	4,500	-	0.00%
43140	Postage and Freight	637	433	1,000	1,000	1,000	-	0.00%
43210	Transportation/Subsistence	1,982	3,970	2,888	2,888	3,502	614	21.26%
43220	Car Allowance	10,800	10,800	10,800	10,800	10,800	-	0.00%
43260	Training	850	450	3,650	3,650	2,210	(1,440)	-39.45%
43410	Printing	-	-	100	100	100	-	0.00%
43610	Utilities	5,791	7,030	7,970	7,970	8,200	230	2.89%
43720	Equipment Maintenance	268	362	575	575	675	100	17.39%
43812	Equipment Replacement Payments	1,168	-	-	-	-	-	-
43920	Dues and Subscriptions	18,830	18,998	19,029	19,029	18,978	(51)	-0.27%
Total: Services		458,031	277,649	247,555	250,549	217,409	(30,146)	-12.18%
<b>Capital Outlay</b>								
48710	Minor Office Equipment	3,343	5,441	1,921	1,921	1,540	(381)	-19.83%
48720	Minor Office Furniture	153	1,070	-	-	-	-	-
Total: Capital Outlay		3,496	6,511	1,921	1,921	1,540	(381)	-19.83%
<b>Department Total</b>		\$ 1,317,570	\$ 1,179,381	\$ 1,202,378	\$ 1,205,372	\$ 1,199,030	\$ (3,348)	-0.28%

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11310 - Legal Administration - Continued**

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: Borough Attorney, 2 Deputy Borough Attorneys, and 2 Legal Assistants.

**43011 Contractual Services.** (\$199) for Dropbox, (\$1,419) for DocuSign. Remainder of (\$45,882) reserved for outside legal counsel and consulting agencies that may be required on an as-needed, time sensitive, basis. Reduction due to current estimated needed for such services and that such services will be secured on a short-term or limited basis; a specific appropriating ordinance will go before the Assembly for approval to engage services on long-term basis.

**43019 Software Maintenance.** Reduction as GovQA Public Records is no longer cost-shared with Clerk's Office. Milestone (\$160) and Meta Data scrubber software (\$240).

**43026 Software Licensing.** 2 Adobe Pro Subscriptions (\$300 ea); 1 Full Zoom License (\$268); and 1 Remarkable 2 Connect (\$40), and misc (\$136).

**43031 Litigation.** Increase due to costs associated with in-house handling of cases and collection costs. Specific appropriating ordinance will be requested when expert or other non-routine costs are forecasted.

**43034 Attorney Fees - Special Cases.** Reduction to meet estimated cost of hearing officers for administrative appeals in FY26.

**43210 Transportation /Substances.** Increase based on travel and lodging costs of FY25 AMAA Annual Conference and for attendance of one additional support staff at the FY26 AMAA conference.

**43260 Training.** Reduction eliminating potential out-of-state training.

**43720 Equipment Maintenance.** Copier usage and maintenance fee increase.

**48710 Minor Office Equipment.** Replacement of one PC (\$1,540).

<b>Fund 100</b>	<b>Department Function</b>
<b>Dept 11410</b>	<b>General Fund</b>
	<b>Finance – Administration</b>

#### Mission

Provide overall administration and accountability of the financial activities of the Borough by ensuring that Borough financial practices are in compliance with Borough, state and federal laws and reflect best practices within public sector for financial management.

#### Program Description:

- Administration of the Borough's finance department.
- Management of the Borough's investment pool.
- Serve as advisor to the Mayor and the Assembly.

#### Major Long-Term Issues and Concerns:

- Changes in financial reporting due to Government Accounting Standards Board (GASB) proposed changes to accounting practices and reporting.

#### FY2025 Accomplishments:

- Implemented the following Accounting Pronouncements:
  - GASB Statement 101 – Compensated Absences
  - GASB Statement 102 – Certain Risk Disclosures
- Received GFOA Certificate of Achievement for Excellence:
  - Distinguished Budget Presentation Award for the FY2025 budget document, 33<sup>rd</sup> year.

- Anticipate receipt of GFOA Certificates of Achievement for Excellence:
  - Popular Annual Financial Reporting for the FY2024 Annual Financial Report, 11<sup>th</sup> consecutive year.
  - Financial Reporting for the FY2024 Annual Comprehensive Financial Report, 44<sup>th</sup> consecutive year.

#### FY2026 New Initiatives:

- Complete Implementation of the following Accounting Pronouncements:
  - GASB Statement 103 – Financial Reporting Model Improvements.
  - GASB Statement 104 – Disclosure of Certain Capital Assets.
- Earn Government Finance Officer Associate of North America and Canada "GFOA" Certificates of Achievement for Excellence in Reporting and Presentation. GFOA awards reflect the Borough's ability to go beyond the minimum requirements of General Accepted Accounting Principles to provide transparent and thorough disclosure and reporting.
  - Certificate of Achievement for Excellence in Financial Reporting (Annual Comprehensive Financial Report).
  - Certificate of Achievement for Excellence in Popular Annual Financial Reporting (PAFR).
  - Distinguished Budget Presentation Award (Annual Budget).

#### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	3	3	3	3

**Priority:** Effective Governance

**Goal:** Maintain external validation of the Budget and Annual Comprehensive Financial Report

**Objective:** Obtain GFOA Certification of Excellence in Financial Reporting and GFOA Distinguished Budget Presentation Award

Award Programs	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
GFOA Certificate of Achievement - Annual Comprehensive Financial Report	Yes	Yes	Yes	Yes	Yes
GFOA Certificate of Achievement - Popular Report	Yes	Yes	Yes	Yes	Yes
GFOA Budget Award	Yes	Yes	Yes	Yes	Yes

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11410</b>	<b>Finance – Administration – Continued</b>

**Priority:** Effective Governance  
**Goal:** Prepare and review Borough Ordinances and Resolutions that have a fiscal impact to the Borough  
**Objective:** Ensure compliance with Borough Code

<b>Ordinances and Resolutions</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Number of Ordinances Reviewed/Prepared	83	62	65	65
Number of Resolutions Reviewed/Prepared	22	12	15	15



**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11410 - Finance - Administration**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Personnel</b>							
40110 Regular Wages	\$ 288,206	\$ 306,971	\$ 329,503	\$ 329,503	\$ 345,504	\$ 16,001	4.86%
40120 Temporary Wages	-	7,005	1,441	1,441	2,402	961	66.69%
40130 Overtime Wages	209	181	1,861	1,861	1,943	82	4.41%
40210 FICA	24,625	26,788	29,619	29,619	31,264	1,645	5.55%
40221 PERS	72,914	80,439	73,446	73,446	77,012	3,566	4.86%
40321 Health Insurance	95,400	98,280	98,280	98,280	84,000	(14,280)	-14.53%
40322 Life Insurance	406	475	461	461	481	20	4.34%
40410 Leave	44,812	49,389	43,791	43,791	47,229	3,438	7.85%
Total: Personnel	526,572	569,528	578,402	578,402	589,835	11,433	1.98%
<b>Supplies</b>							
42120 Computer Software	-	1,475	500	500	900	400	80.00%
42210 Operating Supplies	1,740	2,635	2,700	2,649	3,000	300	11.11%
42250 Uniforms	-	1,106	-	692	1,000	1,000	-
42410 Small Tools & Minor Equipment	323	153	432	432	432	-	0.00%
Total: Supplies	2,063	5,369	3,632	4,273	5,332	1,700	46.81%
<b>Services</b>							
43011 Contractual Services	3,353	1,493	4,465	4,465	4,500	35	0.78%
43017 Investment Portfolio Fees	22,830	23,313	30,000	30,000	35,000	5,000	16.67%
43019 Software Maintenance	688	387	400	409	400	-	0.00%
43026 Software Licensing	-	260	260	268	860	600	230.77%
43110 Communication	2,099	2,192	2,500	2,855	3,000	500	20.00%
43140 Postage and Freight	-	-	80	80	80	-	0.00%
43210 Transportation/Subsistence	5,956	1,891	7,530	6,152	7,530	-	0.00%
43220 Car Allowance	7,200	7,200	7,200	7,200	7,200	-	0.00%
43260 Training	1,715	3,740	4,600	4,237	4,600	-	0.00%
43310 Advertising	145	-	-	-	-	-	-
43410 Printing	803	-	150	878	150	-	0.00%
43610 Utilities	3,310	3,180	4,554	4,554	4,650	96	2.11%
43720 Equipment Maintenance	124	56	500	500	500	-	0.00%
43920 Dues and Subscriptions	3,450	3,985	3,360	3,360	4,030	670	19.94%
Total: Services	51,673	47,697	65,599	64,958	72,500	6,901	10.52%
<b>Capital Outlay</b>							
48120 Major Office Equipment	-	1,250	-	-	-	-	-
48710 Minor Office Equipment	3,159	-	4,100	4,100	5,950	1,850	45.12%
48720 Minor Office Furniture	212	-	250	250	250	-	0.00%
Total: Capital Outlay	3,371	1,250	4,350	4,350	6,200	1,850	42.53%
<b>Interdepartmental Charges</b>							
60004 Mileage Ticket Credits	(1,720)	-	-	-	-	-	-
Total: Interdepartmental Charges	(1,720)	-	-	-	-	-	-
<b>Department Total</b>	<b>\$ 581,959</b>	<b>\$ 623,844</b>	<b>\$ 651,983</b>	<b>\$ 651,983</b>	<b>\$ 673,867</b>	<b>\$ 21,884</b>	<b>3.36%</b>

**Line-Item Explanations**

<b>40110 Regular Wages.</b> Staff includes: Finance Director, Controller, and Administrative Assistant.	<b>43210 Transportation/Subsistence.</b> For travel related to due diligence on investment portfolio and alternating out of state travel for required continuing professional education.
<b>43011 Contractual Services.</b> File sharing service (\$965) and miscellaneous financial services (\$3,500).	<b>43920 Dues and Subscriptions.</b> Increased for biannual State licensing for the Finance Director and Controller.
<b>43017 Investment Portfolio Fees.</b> Increased due to new external management contract and increased fees. Fees paid for managing a portion of the Borough's investment pool. Total costs are estimated at \$145,000, the general fund portion is approximately \$35,000; the balance is charged out to other funds and is shown as a reduction of interest earnings.	<b>48710 Minor Office Equipment.</b> Replacement surface (\$2,000), two high end PC (\$1,400 ea.), 2 IP Phones (\$400 ea.), UPS battery backup (\$250) and replacement calculator (\$100.)
<b>43019 Software Maintenance.</b> Security camera software maintenance.	<b>48720 Minor Office Furniture.</b> Replacement office chair (\$250).
<b>43026 Software Licensing.</b> Annual Zoom renewal (\$260) and two Adobe licenses (\$300 ea.).	

<b>Fund 100</b>	<b>Department Function</b>
<b>Dept 11430</b>	<b>General Fund</b>
	<b>Finance – Financial Services</b>

#### Mission

Provide accounting services for all departments and service areas of the Borough. Maintain the Borough's chart of accounts; conduct sales tax audits of businesses selling goods and services in the Borough to ensure compliance with sales and personal property tax ordinances; monitor, prepare, and submit financial reports for all Borough grants; and assist in the preparation of the Borough's Annual Comprehensive Financial Report and annual budget document.

#### Program Description

The Financial Services Division provides a variety of financial services to the Assembly, Borough Employees and the general public. Services include accounts payable, payroll, financial analysis, budget reporting, grant management, sales tax audits, and tax compliance reporting.

#### FY2025 Accomplishments:

- Revamped Sales Tax Audit processes, leveraging technology to streamline processes and eliminate multiple layers of redundant data tracking. This allows the audit division to focus more on audits, and less on maintaining records.
- In collaboration with the Sales Tax Division, revised multiple processes regarding Sales Tax Estimations; streamlining the process and making estimations timelier.

#### FY2026 New Initiatives:

- Look into leveraging technology to improve the budgeting process. Utilizing software to assist with the budget process will add consistency to the document and would result in significant efficiencies; saving time.

#### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	8	8	8	8

#### Priority:

Operations

#### Goal:

To provide timely and accurate payment to vendors and employees.

#### Objective:

1. Produce direct deposits and W-2's for all employees.
2. Process invoices and provide timely payment to vendors.

Process	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Payroll Checks and Direct Deposits Issued	10,500	10,481	10,562	10,500	10,500
W-2's Issued	750	777	726	750	750
Number of Accounts Payable Invoices Paid	18,000	18,045	18,012	18,100	18,100
1099's Processed	400	388	381	400	400
Ratio of Invoices Paid per Accounts Payable Staff	18,000:1	18,045:1	18,012:1	18,100:1	18,100:1

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11430</b>	<b>Finance – Financial Services – Continued</b>

**Priority:** Grant Compliance  
**Goal:** Maintain compliance and eligibility for future grant funding by producing timely and accurate required grants reports.  
**Objective:** 1. Remain in compliance by providing monthly, quarterly, and annual grant reports.  
2. Request and receive grants funds for grant objectives met or achieved.

Grant/Process	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Grant Reports Filed	80	79	88	75	48
Grants Administered	40	46	46	41	27
Grant Revenue Received	\$6,000,000	\$10,585,794	\$5,294,156	\$7,312,261	\$6,605,668
Ratio of Revenue Received for Each Grant Report Filed	\$75,000:1	\$133,997:1	\$60,161:1	\$97,497:1	\$137,618:1
Other State and Federal Revenue Receipts	\$9,500,000	\$9,425,999	\$9,816,440	\$8,391,772	\$8,390,329

**Priority:** Sales Tax Compliance  
**Goal:** To have all businesses that have retails sales, rents or services within the borough, registered to collect sales tax, filing and remitting properly.  
**Objective:** 1. Through the audit process, verify that businesses are accurately filing and remitting sales tax.  
2. Educate those doing business within the Borough on the sales tax code requirements.  
3. Identify and contact unregistered businesses operating within the Borough, to bring them into compliance.

Process	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Sales Tax Audits Completed	175	167	160	120	185
Registration of Previously Unregistered Businesses	100	91	179	136	120
Sales Tax Estimates Completed	215	186	256	240	240
Ratio of Registered Businesses to Completed Audits and Estimates	25:1	20:1	21:1	25:1	22:1
New Short Term Rental Businesses Registered	100	36	149	100	85

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 11430 - Finance - Financial Services

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 535,355	\$ 573,040	\$ 651,973	\$ 647,973	\$ 649,340	\$ (2,633)	-0.40%
40120	Temporary Wages	-	-	1,602	1,602	2,002	400	24.97%
40130	Overtime Wages	4,549	4,148	12,748	12,748	12,584	(164)	-1.29%
40210	FICA	45,738	48,497	60,471	60,471	59,752	(719)	-1.19%
40221	PERS	143,576	154,710	151,182	151,182	150,531	(651)	-0.43%
40321	Health Insurance	191,012	194,227	196,560	196,560	196,000	(560)	-0.28%
40322	Life Insurance	783	924	937	937	933	(4)	-0.43%
40410	Leave	76,400	88,546	89,076	89,076	81,352	(7,724)	-8.67%
Total: Personnel		997,413	1,064,092	1,164,549	1,160,549	1,152,494	(12,055)	-1.04%
<b>Supplies</b>								
42120	Computer Software	981	492	-	-	-	-	-
42210	Operating Supplies	3,471	3,637	4,500	6,335	6,500	2,000	44.44%
42250	Uniforms	-	144	-	165	150	150	-
42310	Repair/Maintenance Supplies	-	-	300	300	300	-	0.00%
42410	Small Tools & Minor Equipment	563	93	500	500	500	-	0.00%
Total: Supplies		5,015	4,366	5,300	7,300	7,450	2,150	40.57%
<b>Services</b>								
43011	Contractual Services	245	177	5,300	5,300	5,300	-	0.00%
43019	Software Maintenance	75,967	44,033	46,998	46,998	49,111	2,113	4.50%
43026	Software Licensing	-	41,000	47,000	47,000	51,200	4,200	8.94%
43110	Communication	2,872	2,785	3,100	3,100	3,180	80	2.58%
43140	Postage and Freight	6,994	7,859	6,000	8,000	8,000	2,000	33.33%
43210	Transportation/Subsistence	7,216	3,025	8,574	7,549	6,586	(1,988)	-23.19%
43220	Car Allowance	10,800	10,239	10,800	10,800	10,800	-	0.00%
43260	Training	145	32	3,000	3,000	1,650	(1,350)	-45.00%
43310	Advertising	-	263	750	750	750	-	0.00%
43410	Printing	315	247	250	250	250	-	0.00%
43610	Utilities	4,156	7,853	5,650	5,650	8,000	2,350	41.59%
43720	Equipment Maintenance	124	56	500	500	500	-	0.00%
43812	Equipment Replacement Payments	67,336	67,336	-	-	-	-	-
43920	Dues and Subscriptions	150	55	384	384	349	(35)	-9.11%
Total: Services		176,320	184,960	138,306	139,281	145,676	7,370	5.33%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	1,250	-	-	-	-	-
48710	Minor Office Equipment	3,509	2,908	1,456	1,456	1,900	444	30.49%
48720	Minor Office Furniture	170	525	250	1,275	750	500	200.00%
Total: Capital Outlay		3,679	4,683	1,706	2,731	2,650	944	55.33%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	(994)	-	-	-	-	-	-
Total: Interdepartmental Charges		(994)	-	-	-	-	-	-
<b>Department Total</b>		<b>\$ 1,181,433</b>	<b>\$ 1,258,101</b>	<b>\$ 1,309,861</b>	<b>\$ 1,309,861</b>	<b>\$ 1,308,270</b>	<b>\$ (1,591)</b>	<b>-0.12%</b>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11430 - Finance - Financial Services - Continued**

**Line-Item Explanations**

<p><b>40110 Regular Wages.</b> Staff includes: 1 Financial Planning Manager, 1 Payroll Accountant, 1 General Ledger Specialist (AP), 1 Auditor, 1 Auditor/Accountant, 1 Audit Specialist, and 2 Grants/Treasury Accountants.</p> <p><b>42210 Operating Supplies.</b> Increased due to sharp increase in the cost of check stock.</p> <p><b>43011 Contract Services.</b> Shred services (\$300), and misc. contract services related to software enhancements (\$5,000).</p> <p><b>43140 Postage and Freight.</b> Adjusted due to increase over the years, had not previously been increased properly; making this year's increase more significant.</p> <p><b>43019 Software Maintenance.</b> CitySuite financial software annual maintenance cost (\$25,557), CitySuite records integration maintenance (\$2,500), legacy finance and hr/payroll software read only access (\$9,650), and half of software maintenance for the Human Resources/payroll software (\$11,404).</p>	<p><b>43026 Software Licensing.</b> Temporary lodging compliance software (\$39,000), lease management software for GASB 87/96 compliance (\$11,000), and Adobe licensing (4 at \$300ea).</p> <p><b>43210 Transportation/Subsistence.</b> Travel for essential meetings including the PERS conference, as well as regular per diem and mieage for Auditors. Reduced to better reflect recent year actuals.</p> <p><b>43610 Utilities.</b> Increase to more closely reflect prior year actuals.</p> <p><b>48710 Minor Office Equipment.</b> Replacement two standard PCs (\$950 ea).</p> <p><b>48720 Minor Office Furniture.</b> Replacement office chairs or sit to stand equipment for employees (\$750).</p>
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**Equipment Replacement Payment Schedule**

Items	Prior Years	FY2025 Estimated	FY2026 Projected	Projected Payments FY2027-2029
Electronic Timekeeping Software	\$ 139,620	\$ 23,270	\$ -	\$ -
GEMS FMS/HRMS Software Upgrade	264,396	44,066	-	-
Total	<u>\$ 404,016</u>	<u>\$ 67,336</u>	<u>\$ -</u>	<u>\$ -</u>

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11440</b>	<b>Finance – Property Tax and Collections</b>

#### Mission

The Property Tax and Collections Division is committed to serving the public, businesses and government customers by collecting and distributing taxes and information properly and accurately in the most courteous, professional, innovative and cost-effective manner, in addition to meeting all Borough and State legal requirements and supporting a positive work environment for employees and constituents.

#### Program Description

It is the responsibility of the Property Tax and Collections Division to calculate the annual mill levies, bill, mail, collect and disburse annual property tax and related penalty and interest for all Borough taxing authorities, services areas and six cities located within the Borough in accordance with the KPB Code of Ordinance ensuring accurate recording of property taxes and other revenue. The division is also responsible for the collection of delinquencies of sales tax, special assessments, leasehold property, mobile homes, personal and real property tax which includes the foreclosure proceedings mandated by Alaska State Statutes. This division collects and posts all revenue that comes into the Borough as well as research and reviews all liquor and marijuana license applications for compliance.

#### Major Long-Term Issues and Concerns:

- Due to inflation, property tax and delinquent accounts have become more difficult to collect and the number of delinquent accounts has grown, which may cause the need for additional positions or resources in the future.

- With the high rate of turnover, having time to cross train employees for better coverage in absences, which utilizes management time and resources.
- Having Borough resources to evaluate current software and processes to find efficiencies in daily tasks.

#### FY2025 Accomplishments:

- Assisted the Solid Waste Department with the implementation of a credit card terminal to accept credit card payments onsite at the Central Peninsula Landfill.
- In collaboration with the Land Management Division, completed the real property tax foreclosure auction, selling 34 foreclosed parcels and applied payments to prior year tax balances.
- Issued over 500 utility special assessment district rebate refunds, reducing the backlog of refunds to be distributed.
- Identified a collection agency to decrease amount of delinquent taxes written off each year. Conversion has yet to take place due to lack of resources.
- Made progress on compiling instructions for positions to minimize learning curve with employee turnover.

#### FY2026 New Initiatives:

- Complete reconciliation of prior years' utility special assessment district rebate refunds and disburse all funds.
- Create or rewrite outdated internal policies and procedures to remain relevant and effective.
- Evaluate and reorganize tracking of files and documents within the Delinquent Accounts Division.

#### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	7	7	7	7

**Priority:** Collection of Real Property Tax

**Goal:** Collect at least 99% of real property tax.

**Objective:** To contact as many owners as possible for payment of delinquent taxes prior to obtaining clerk's deed, to avoid taxpayers having to repurchase the property. Benchmarks below are utilized to determine resource needs within the Property Tax & Collections Division.

Real Property Tax Collections	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Real Property PINs	67,000	66,424	66,716	67,000	67,250
Foreclosure Notices Sent	1,800	1,767	1,821	1,850	1,800
Number of Properties with Foreclosure Judgment	975	982	966	1,000	980
Clerk's Deed Filed (foreclosure process completed)	29	26	53*	31	30
% of Real Property Tax Collected	99.0%	98.8%	98.9%	98.6%	99.0%

\*17 properties owned by the same individuals.

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11440</b>	<b>Finance – Property Tax and Collections – Continued</b>

**Priority:** Collection of Sales Tax and Personal Property Tax  
**Goal:** Increase collections of delinquent sales tax and personal property tax.  
**Objective:** File sales tax liens, process small claims and transferring personal property debt to the collection agency in an effort to efficiently collect delinquent taxes.

<b>Sales Tax/Personal Property Tax</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Sales Tax Liens Filed	85	53	87	90	80
Small Claims Filed	46	40	50	45	50
Amounts Secured thru Small Claim Judgments	\$135,000	\$124,174	\$156,158	\$130,000	\$150,000
Percentage of Personal Property Tax Accounts Transferred to Collection Agency	1.0%	1.4%	1.0%	.5%*	1.0%
Sales Tax/Personal Property Tax Collected in House (000's)	\$1,100	\$1,030	\$948	\$1,200	\$1,300

\*Decrease due to holding accounts in-house until collection agency conversion is completed.

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 11440 - Finance - Property Tax and Collections

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 353,915	\$ 375,444	\$ 447,646	\$ 438,146	\$ 473,432	\$ 25,786	5.76%
40120	Temporary Wages	-	9,205	2,803	12,303	2,803	-	0.00%
40130	Overtime Wages	246	4,378	2,566	2,566	2,694	128	4.99%
40210	FICA	28,502	31,940	39,966	39,966	42,386	2,420	6.06%
40221	PERS	97,674	100,130	102,211	102,211	108,055	5,844	5.72%
40321	Health Insurance	200,516	170,696	196,560	196,560	196,000	(560)	-0.28%
40322	Life Insurance	547	611	642	642	678	36	5.61%
40410	Leave	43,674	40,281	50,534	50,534	55,603	5,069	10.03%
Total: Personnel		725,074	732,685	842,928	842,928	881,651	38,723	4.59%
<b>Supplies</b>								
42120	Computer Software	-	-	500	500	-	(500)	-100.00%
42210	Operating Supplies	3,787	4,387	4,000	4,000	4,750	750	18.75%
42250	Uniforms	-	14	-	-	-	-	-
42310	Repair/Maintenance Supplies	-	168	300	300	300	-	0.00%
42410	Small Tools & Minor Equipment	220	2,112	450	450	450	-	0.00%
Total: Supplies		4,007	6,681	5,250	5,250	5,500	250	4.76%
<b>Services</b>								
43011	Contractual Services	16,530	17,116	23,230	23,230	22,678	(552)	-2.38%
43019	Software Maintenance	137,223	141,176	164,792	164,792	175,009	10,217	6.20%
43026	Software Licensing	-	2,855	2,975	2,975	3,390	415	13.95%
43110	Communications	1,742	2,578	1,800	1,800	2,800	1,000	55.56%
43140	Postage and Freight	37,760	42,636	40,175	40,175	50,000	9,825	24.46%
43210	Transportation/Subsistence	1,563	118	3,830	3,430	-	(3,830)	-100.00%
43220	Car Allowance	-	3,449	3,600	3,600	3,600	-	0.00%
43260	Training	750	339	3,345	3,345	2,695	(650)	-19.43%
43310	Advertising	10,508	10,589	10,500	10,500	11,550	1,050	10.00%
43410	Printing	147	304	1,775	2,175	2,000	225	12.68%
43610	Utilities	6,232	7,165	7,000	7,000	7,350	350	5.00%
43720	Equipment Maintenance	697	681	900	900	1,246	346	38.44%
43810	Rents & Operating Leases	460	474	500	500	525	25	5.00%
43812	Equipment Replacement Payment	-	-	4,636	4,636	4,636	-	0.00%
43920	Dues and Subscriptions	297	87	550	550	450	(100)	-18.18%
43931	Recording Fees	15,101	12,099	13,500	13,500	15,000	1,500	11.11%
43932	Litigation Reports	39,130	49,450	90,000	90,000	63,440	(26,560)	-29.51%
Total: Services		268,140	291,116	373,108	373,108	366,369	(6,739)	-1.81%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	6,107	-	-	-	-	-
48525	Major Computer Software	-	15,975	-	-	-	-	-
48710	Minor Office Equipment	5,374	2,963	2,030	2,030	1,675	(355)	-17.49%
48720	Minor Office Furniture	71	1,006	520	520	1,470	950	182.69%
Total: Capital Outlay		5,445	26,051	2,550	2,550	3,145	595	23.33%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	(467)	-	-	-	-	-	-
Total: Interdepartmental Charges		(467)	-	-	-	-	-	0.00%
<b>Department Total</b>		<b>\$ 1,002,199</b>	<b>\$ 1,056,533</b>	<b>\$ 1,223,836</b>	<b>\$ 1,223,836</b>	<b>\$ 1,256,665</b>	<b>\$ 32,829</b>	<b>2.68%</b>



## Kenai Peninsula Borough

### Budget Detail

#### Fund 100

#### Department 11440 - Finance - Property Tax and Collections - Continued

#### Line-Item Explanations

**40110 Regular Wages.** Staff includes: 1 Property Tax and Collections Manager, 3 Delinquent Accounts Specialists I/II, 2 Senior Account Clerks (Revenue), and 1 Account Clerk (Finance).

**42120 Computer Software.** Adobe Pro software moved to 43026 Software Licensing.

**43011 Contractual Services.** Armored car service (\$8,098), web reports and electronic payments (\$1,750), special assessment electronic payments (\$150), collection agency fees (\$1,000), tax bill printing of property tax bills (\$8,000), monthly shredding service (\$180), and process servers (\$3,500).

**43019 Software Maintenance.** Special assessment software maintenance (\$16,397) and property tax software/website maintenance increase (\$158,612).

**43026 Software Licensing.** Yearly licensing fee for the payment processing remittance system (\$3,090) and Adobe Pro license (\$300).

**43110 Communications.** Cellular plan for remote work (\$900) and anticipated increase in cost for phone lines (\$100).

**43140 Postage and Freight.** Increase in postage rates and mailings due to recent year actuals and projected continual increases (\$9,825).

**43210 Transportation/Subsistence.** To attend training on an alternating year basis to the property tax software conference, attended last fiscal year, off year.

**43260 Training.** AMA training (\$2,695).

**43310 Advertising.** Increase in advertisement rates with the local newspaper (\$1,050).

**43931 Recording Fees.** Increase due to actuals in recent years and projected to record more documents once fully staffed (\$1,500).

**43952 Litigation Reports.** Reduction based on historical actuals (\$26,560).

**48710 Minor Office Equipment.** One standard desktop (\$950) and a printer/copier/scanner (\$725).

**48720 Minor Office Furniture.** Two office chairs (\$250 ea), three chair mats (\$90 ea), and a stand desk converter (\$700).

#### Equipment Replacement Payment Schedule

	Items	Prior Years	FY2025 Estimated	FY2026 Projected	Projected Payments FY2027-2029
KIOSK Project		\$ -	\$ 4,636	\$ 4,636	\$ 13,908

## Department Function

**Fund 100**

**General Fund**

**Dept 11441**

**Finance – Sales Tax**

### Mission

Collection and distribution of Borough and Cities' sales tax as defined within the Borough Sales Tax Code section 5.18.100, and 5.19 Remote Sales Tax, while remaining in compliance with Borough policies and Alaska State Statutes.

### Program Description

Sales Tax Division is responsible for processing sales tax returns, registering new businesses, and issuing tax exempt cards, resale cards and owner/builder cards. Division compiles and provides accurate and timely sales tax information to the general public and various government officials. Make recommendations regarding policies and ordinances related to sales tax. Monitor and maintain land sale escrows and land leases.

### Major Long-Term Issues and Concerns:

- Collaboration with the Alaska Remote Sellers Sales Tax Commission (ARSSTC) for remote sales, ensuring compliance to the sales tax ordinance of businesses currently registered with KPB; determining physical presence and proper agency to report sales tax.
- Increased complexity of borough and city sales tax collections and reporting and the resources needed to support the increased workload as a result of the changing landscape.
- Progressing towards a paperless process with sales tax; utilizing Software potentials to accomplish task as well as education to businesses towards paperless processes.

### FY2025 Accomplishments:

- As more businesses shift to filing returns online, STX staff have become more adept with electronic transactions and processes. Online filing has also increased communication with businesses; allowing staff to ensure data is updated and share STX code applicable to the line of business.
- Worked with Harris Govern completing the initial planning phase to implement resale, exempt, and owner builder cards to be filed and paid online. Also worked with Harris Govern to provide more robust internal reporting.

- Collaborated with the Audit Division, reviewed the Resale Codes, identified specific codes to accounts applicable with the different line of businesses.
- Assisted Property Tax Manager on special assessment software conversion. Anticipated the projected go live June 2025.
- Cross trained positions in STX to ensure staff is knowledgeable with all electronic processes, ensuring successful assistance to business owners and their questions.
- Continued work on Alaska Remote Sales Tax Commission (ARSSTC) Policy Committee, clarifying physical presence for marketplace facilitators, ensuring proper reporting to taxing jurisdictions.
- Sent out an electronic newsletter, with purpose to help inform business owners of any current changes with the sales tax code, or efficiencies with electronic filing.
- Collaborated with delinquent accounts, IT and Harris Govern to develop a process to maintain uncollectible accounts that have exceeded statute of limitations; allowing cleanup of old accounts and reducing time spent moving forward.

### FY2026 New Initiatives:

- Complete the conversion with Harris Govern implementing electronic submission of resale, exempt, and owner builder cards to be filed and paid online. This efficiency will reduce costs for postage and streamline the process for businesses. Begin discussion of upgrading to Version 7, and understanding efficiencies with the newer version.
- Focus on the newsletter to be quarterly, use as a communication tool to educate the public of the E-Tax module, upcoming tax changes, or education on common sales tax inquiries.
- Continue to evaluate ARSSTC monthly reporting and encourage ARSSTC to communicate with third party filers to report the sales they charge customers for the use of their platforms.

### Performance Measures:

**Priority:** Effective Governance

**Goal:** Provide professional and efficient customer service to business owners and members of the public.

**Objective:** Forms submitted by business owners are completed correctly and are ready for processing by staff.

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	4	4	4	4

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11441</b>	<b>Finance – Sales Tax – Continued</b>

**Priority:** Effective Governance  
**Goal:** Process incoming sales tax returns in timely manner. Provide accurate sales tax information to interested parties.  
**Objective:** Comply with Borough sales tax code, policies and Alaska State Statutes.

<b>Revenue Collected/Forms Processed (Code Section 5.18)</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Sales Tax Revenue	\$43.2M	\$39.1M	\$43.2M	\$41.6M	\$43.5M
Sales Tax Collected on Behalf of Five Incorporated Cities (cash basis)	\$41.1M	\$38.8M	\$39.3M	\$40.5M	\$41.1M
Sales Tax Paper Returns Processed *	35,690	35,690	22,897	23,000	22,500
E Tax Transactions Processed	14,500	9,573	11,778	13,000	14,500
Registered Businesses	8,950	8,689	8,805	8,900	8,950
Sales Tax Certificates Issued	1,050	1,059	920	1,050	1,050
Resale Cards Issued	2,400	2,301	2,330	2,400	2,400
Exempt Cards Issued	2,100	2,003	2,088	2,100	2,100
Owner Builder Cards Issued	150	159	132	150	150

\*Reduction in paper forms processed as a result of electronic filing.

<b>Revenue Collected (Code Section 5.19) *</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Sales Tax Revenue	\$4.2M	\$3.5M	\$4.0M	\$4.2M	\$4.2M

\*Code Section 5.19; Remote Sales (ARSSTC) established 3/2020; as of 11/2024 filings, there are 1,807 ARSSTC accounts reporting sales to the Kenai Peninsula Borough.

**Priority:** Land Sales and Lease Reconciliations  
**Goal:** Assist Land Management in recognizing revenues for borough financed land sales and land leases.  
**Objective:** Collaborate with Land Management in oversight and compliance of Land Management's accounts receivable in relation to financed land sales and land leases.

<b>Land Management Accounts Receivable</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Land Sales Escrows Maintained	35	34	36	35	35
Land Leases Monitored	24	24	24	24	24
Tower Leases Monitored	13	13	13	13	13

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11441 - Finance - Sales Tax**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>							
40110 Regular Wages	\$ 224,652	\$ 257,522	\$ 281,498	\$ 281,498	\$ 348,213	\$ 66,715	23.70%
40120 Temporary Wages	-	-	6,298	6,298	6,298	-	0.00%
40130 Overtime Wages	2,483	111	729	729	1,088	359	49.25%
40210 FICA	18,982	21,701	25,503	25,503	31,261	5,758	22.58%
40221 PERS	59,407	67,576	63,628	63,628	78,441	14,813	23.28%
40321 Health Insurance	118,594	131,040	131,040	131,040	126,000	(5,040)	-3.85%
40322 Life Insurance	324	400	401	401	493	92	22.94%
40410 Leave	30,449	38,667	34,258	34,258	40,393	6,135	17.91%
Total: Personnel	454,891	517,017	543,355	543,355	632,187	88,832	16.35%
<b>Supplies</b>							
42120 Computer Software	-	984	-	-	-	-	-
42210 Operating Supplies	1,025	965	2,100	2,100	1,250	(850)	-40.48%
42410 Small Tools & Minor Equipment	424	63	250	250	250	-	0.00%
Total: Supplies	1,449	2,012	2,350	2,350	1,500	(850)	-36.17%
<b>Services</b>							
43011 Contractual Services	6,854	6,455	8,150	14,550	14,344	6,194	76.00%
43019 Software Maintenance	83,054	86,326	100,659	98,759	94,132	(6,527)	-6.48%
43036 Contractual Services - ARSSTC Fee	403,631	497,024	455,000	455,000	521,875	66,875	14.70%
43110 Communications	766	719	850	850	800	(50)	-5.88%
43140 Postage and Freight	26,195	28,230	26,000	21,500	28,500	2,500	9.62%
43210 Transportation/Subsistence	-	1,288	1,400	1,400	3,200	1,800	128.57%
43220 Car Allowance	3,600	3,600	3,600	3,600	5,400	1,800	50.00%
43260 Training	-	924	500	500	1,400	900	180.00%
43310 Advertising	-	-	500	500	250	(250)	-50.00%
43410 Printing	6,906	9,636	5,500	5,500	6,000	500	9.09%
43610 Utilities	2,350	3,311	3,400	3,400	3,200	(200)	-5.88%
43720 Equipment Maintenance	2,315	2,356	500	500	500	-	0.00%
43812 Equipment Replacement Payments	99,304	99,304	55,475	55,475	55,475	-	0.00%
43920 Dues and Subscriptions	96	-	220	220	200	(20)	-9.09%
Total: Services	635,071	739,173	661,754	661,754	735,276	73,522	11.11%
<b>Capital Outlay</b>							
48120 Major Office Equipment	-	1,250	-	-	-	-	-
48710 Minor Office Equipment	518	-	1,600	1,600	3,535	1,935	120.94%
48720 Minor Office Furniture	398	429	250	250	200	(50)	-20.00%
48740 Minor Machinery & Equipment	-	3,400	-	-	-	-	-
Total: Capital Outlay	916	5,079	1,850	1,850	3,735	1,885	101.89%
<b>Department Total</b>	<b>\$ 1,092,327</b>	<b>\$ 1,263,281</b>	<b>\$ 1,209,309</b>	<b>\$ 1,209,309</b>	<b>\$ 1,372,698</b>	<b>\$ 163,389</b>	<b>13.51%</b>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11441 - Finance - Sales Tax - Continued**

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: 1 Accounting Supervisor (Sales Tax), 1 Sales Tax Specialist, 1 Senior Account Clerk, and an 1 Account Clerk. Increased personnel cost in FY26 due to anticipation of leadership change; accounting for concurrent hire for training purposes.

**43011 Contractual Services.** Sales Tax Division's share (50%) of web reports and electronic payment system (\$3,150), creation/revision of scannable or other forms (\$6,400) Instream, 3 ShareFile licenses (\$298 ea), MailGun email messaging service (\$1,200), and other misc contracts (\$2,700.)

**43019 Software Licensing.** Sales tax software annual maintenance (\$77,274), InStream TeleFrom Software Maint. (\$16,858).

**43036 Contractual Services - ARSSTC Fee.** Alaska Remote Sellers Sales Tax Commission collection fees (\$521,875); sales are increasing for remote sales.

**43140 Postage and Freight.** Delivery of taxpayer notices and information of tax changes.

**43310 Advertising.** Decrease due to change in which Sales Tax delinquency publications are no longer required to be published in periodicals.

**43720 Equipment Maintenance.** Reduction caused by new scanners purchased in FY24 not needing maintenance contracts for 3 years. Allocation for maintenance costs of finance department copier (\$500).

**43812 Equipment Replacement Payments.** Sales tax software upgrades. See schedule below.

**48710 Minor Office Equipment.** 2 Desktops (\$950 ea), 1 Printer (\$1,400), 1 UPS Back up (\$125), and 1 calculator (\$110).

**48720 Minor Office Furniture.** Chair Mats (\$200).

**Equipment Replacement Payment Schedule**

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-2029</u>
SRT Version 6 Upgrade	\$ 306,803	\$ -	\$ -	\$ -
Sales Tax Software	166,425	55,475	55,475	166,425
Total	<u>\$ 473,228</u>	<u>\$ 55,475</u>	<u>\$ 55,475</u>	<u>\$ 166,425</u>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100  
Finance Department Totals**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Personnel</b>							
40110 Regular Wages	\$ 1,402,128	\$ 1,512,977	\$ 1,710,620	\$ 1,697,120	\$ 1,816,489	\$ 105,869	6.19%
40120 Temporary Wages	-	16,210	12,144	21,644	13,505	1,361	11.21%
40130 Overtime Wages	7,487	8,818	17,904	17,904	18,309	405	2.26%
40210 FICA	117,847	128,926	155,559	155,559	164,663	9,104	5.85%
40221 PERS	373,571	402,855	390,467	390,467	414,039	23,572	6.04%
40321 Health Insurance	605,522	594,243	622,440	622,440	602,000	(20,440)	-3.28%
40322 Life Insurance	2,060	2,410	2,441	2,441	2,585	144	5.90%
40410 Leave	195,335	216,883	217,659	217,659	224,577	6,918	3.18%
Total: Personnel	2,703,950	2,883,322	3,129,234	3,125,234	3,256,167	126,933	4.06%
<b>Supplies</b>							
42120 Computer Software	981	2,951	1,000	1,000	900	(100)	-10.00%
42210 Operating Supplies	10,023	11,624	13,300	15,084	15,500	2,200	16.54%
42250 Uniforms	-	1,264	-	857	1,150	1,150	-
42310 Repair/Maintenance Supplies	-	168	600	600	600	-	0.00%
42410 Small Tools & Minor Equipment	1,530	2,421	1,632	1,632	1,632	-	0.00%
Total: Supplies	12,534	18,428	16,532	19,173	19,782	3,250	19.66%
<b>Services</b>							
43011 Contractual Services	26,982	25,241	41,145	47,545	46,822	5,677	13.80%
43017 Investment Portfolio Fees	22,830	23,313	30,000	30,000	35,000	5,000	16.67%
43019 Software Maintenance	296,932	271,922	312,849	310,958	318,652	5,803	1.85%
43026 Software Licensing	-	44,115	50,235	50,243	55,450	5,215	10.38%
43036 Contractual Services - ARSSTC Fee	403,631	497,024	455,000	455,000	521,875	66,875	14.70%
43110 Communication	7,479	8,274	8,250	8,605	9,780	1,530	18.55%
43140 Postage and Freight	70,949	78,725	72,255	69,755	86,580	14,325	19.83%
43210 Transportation/Subsistence	14,735	6,322	21,334	18,531	17,316	(4,018)	-18.83%
43220 Car Allowance	21,600	24,488	25,200	25,200	27,000	1,800	7.14%
43260 Training	2,610	5,035	11,445	11,082	10,345	(1,100)	-9.61%
43310 Advertising	10,653	10,852	11,750	11,750	12,550	800	6.81%
43410 Printing	8,171	10,187	7,675	8,803	8,400	725	9.45%
43610 Utilities	16,048	21,509	20,604	20,604	23,200	2,596	12.60%
43720 Equipment Maintenance	3,260	3,149	2,400	2,400	2,746	346	14.42%
43810 Rents & Operating Leases	460	474	500	500	525	25	5.00%
43812 Equipment Replacement Payments	166,640	166,640	60,111	60,111	60,111	-	0.00%
43920 Dues and Subscriptions	3,993	4,127	4,514	4,514	5,029	515	11.41%
43931 Recording Fees	15,101	12,099	13,500	13,500	15,000	1,500	11.11%
43932 Litigation Reports	39,130	49,450	90,000	90,000	63,440	(26,560)	-29.51%
Total: Services	1,131,204	1,262,946	1,238,767	1,239,101	1,319,821	81,054	6.54%
<b>Capital Outlay</b>							
48120 Major Office Equipment	-	9,857	-	-	-	-	-
48525 Major Computer Software	-	15,975	-	-	-	-	-
48710 Minor Office Equipment	12,560	5,871	9,186	9,186	13,060	3,874	42.17%
48720 Minor Office Furniture	851	1,960	1,270	2,295	2,670	1,400	110.24%
Total: Capital Outlay	13,411	37,063	10,456	11,481	15,730	5,274	50.44%
<b>Interdepartmental Charges</b>							
60004 Mileage Ticket Credits	(3,181)	-	-	-	-	-	-
Total: Interdepartmental Charges	(3,181)	-	-	-	-	-	0.00%
<b>Department Total</b>	<b>\$ 3,857,918</b>	<b>\$ 4,201,759</b>	<b>\$ 4,394,989</b>	<b>\$ 4,394,989</b>	<b>\$ 4,611,500</b>	<b>\$ 216,511</b>	<b>4.93%</b>

<b>Fund 100</b>	<b>Department Function</b>
<b>Dept 11510</b>	<b>General Fund</b>
	<b>Assessing Administration</b>

#### Mission

To maintain accurate ownership, legal and physical description of all real and personal property borough-wide, enabling accurate assessment of all taxable property within the borough in compliance with State and Borough requirements.

#### Program Description

Handle transfers of ownership, administer exemption programs, enter inspection data, and respond to all public inquiries. Provide accurate and timely information to the public, user departments, and other government agencies. Prepare the annual assessment rolls.

#### Major Long-Term Issues and Concerns:

Current CAMA system has been highly customized from off the shelf systems, making updates and support increasingly difficult. Employees that are familiar with our system are retiring. Vendor is encouraging an upgrade to newest software product and version. Portion of system needs to be compatible with the finance department. Additionally ongoing support costs are compounding.

#### FY2025 Accomplishments:

- Update to Assessing public website in conjunction with Finance department, customizing view and layout to be more user-friendly.
- Created workflow and templates to streamline and standardize appeal prep packages.
- Updated Residential exemption form to include sales reporting section to obtain additional sales data.
- Streamlined religious audit procedures.
- Continue to improve department work culture.

#### FY2026 New Initiatives:

- Continue training and cross training newer staff members.
- Develop and deploy process to submit exemptions electronically.
- Continue to work towards a 3-year plan with Finance Department for a CAMA System upgrade.
- Institute process to transition to electronic sales questionnaires and online submission.
- Further refine and streamline internal processes for efficiency in parcel split/merge process.
- Refine Standard Operating Procedures for Split/Merge Process.
- Rewrite office policy & procedure manual.
- Develop audit procedure for entity exemptions.
- Working with legal to finalize proposed code changes.

#### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	10	10	10	10

**Priority:** Public Service

**Goal:** Administer Exemption Programs

**Objective:**

1. Notify new property owners of exemption programs and eligibility requirements.
2. Audit ownership information to ensure that exemptions are removed when residents move or sell property.

Exemption Program Counts	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Assessment Year	2023	2022	2023	2024	2025
50K Residential Applications Approved (new)	909	874	909	1,058	900
Senior Citizen Applications Approved (new)	590	555	590	591	592
Disabled Veteran Applications Approved (new)	264	230	264	79	75
Disabled Resident Tax Credit Applications Approved (all)	347	381	347	162	150
Other Exemption Applications Approved (all)	696	450	696	638	600
Parcels with Exemption of Any Type	40,732	41,544	40,732	40,885	41,000

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11510</b>	<b>Assessing Administration - Continued</b>

- Priority:** Public Service
- Goal:** Maintain accurate records of parcels including ownership and legal descriptions
- Objective:**
1. Create and retire parcels to identify newly platted parcels.
  2. Review recorded documents to determine ownership interest of parties.
  3. Maintain address information for all taxable real and personal property accounts.

Parcel and Change Counts	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Assessment Year	2022	2023	2024	2025
Parcel Count – Real Property	66,253	66,422	67,013	67,609
Parcel Count – Oil & Gas Accounts	215	209	207	210
Personal Property Count	7,270	7,517	7,666	7,818
Ownership Changes	7,513	8,500	6,174	4,485
Address Changes	9,690	5,708	4,661	4,100

\* Decrease in FY25 Estimated Personal Property Count due to change in City of Kenai code (Ordinance 3382-2023) added 100K Exemption on Business Personal Property causing inactivated accounts.



**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11510 - Assessing Administration**

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed	
				Budget	Budget	Proposed	& Original	Budget %
<b>Personnel</b>								
40110	Regular Wages	\$ 599,275	\$ 654,285	\$ 737,330	\$ 737,330	\$ 774,808	\$ 37,478	5.08%
40120	Temporary Wages	-	-	6,232	6,232	4,244	(1,988)	-31.90%
40130	Overtime Wages	3,384	1,009	11,040	11,040	10,322	(718)	-6.50%
40210	FICA	50,814	56,174	67,460	67,460	70,611	3,151	4.67%
40221	PERS	154,994	178,465	169,156	169,156	177,415	8,259	4.88%
40321	Health Insurance	285,326	289,770	294,840	294,840	252,000	(42,840)	-14.53%
40322	Life Insurance	899	1,067	1,054	1,054	1,104	50	4.74%
40410	Leave	83,866	96,572	94,108	94,108	99,739	5,631	5.98%
Total: Personnel		1,178,558	1,277,342	1,381,220	1,381,220	1,390,243	9,023	0.65%
<b>Supplies</b>								
42120	Computer Software	-	-	650	650	-	(650)	-100.00%
42210	Operating Supplies	4,146	3,432	4,750	4,750	4,250	(500)	-10.53%
42250	Uniforms	-	666	-	-	700	700	-
42310	Repair/Maintenance Supplies	-	119	44	44	44	-	0.00%
42410	Small Tools & Minor Equipment	488	404	1,400	1,400	950	(450)	-32.14%
Total: Supplies		4,634	4,621	6,844	6,844	5,944	(900)	-13.15%
<b>Services</b>								
43011	Contractual Services	45,853	55,638	68,100	68,100	71,100	3,000	4.41%
43019	Software Maintenance	130,130	137,729	150,575	150,575	159,700	9,125	6.06%
43026	Software Licensing	-	-	-	-	300	300	-
43110	Communications	4,721	4,704	4,720	4,720	4,720	-	0.00%
43140	Postage and Freight	11,658	15,522	22,500	22,500	23,625	1,125	5.00%
43210	Transportation/Subsistence	517	4,453	11,249	11,249	11,299	50	0.44%
43220	Car Allowance	10,800	10,800	10,800	10,800	10,800	-	0.00%
43260	Training	499	850	2,650	2,650	3,800	1,150	43.40%
43310	Advertising	523	277	1,000	1,000	500	(500)	-50.00%
43410	Printing	1,887	1,438	2,956	2,956	3,100	144	4.87%
43610	Utilities	7,053	5,155	10,430	10,430	9,500	(930)	-8.92%
43720	Equipment Maintenance	439	342	1,100	1,100	1,155	55	5.00%
43920	Dues and Subscriptions	631	773	835	835	769	(66)	-7.90%
Total: Services		214,711	237,681	286,915	286,915	300,368	13,453	4.69%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	8,858	-	-	-	-	-
48311	Major Machinery & Equipment	2,833	-	-	-	-	-	-
48525	Major Computer Software	-	15,975	-	-	-	-	-
48710	Minor Office Equipment	4,009	7,492	13,268	13,268	16,004	2,736	20.62%
48720	Minor Office Furniture	4,673	1,236	6,900	6,900	3,900	(3,000)	-43.48%
Total: Capital Outlay		11,515	33,561	20,168	20,168	19,904	(264)	-1.31%
<b>Department Total</b>		<b>\$ 1,409,418</b>	<b>\$ 1,553,205</b>	<b>\$ 1,695,147</b>	<b>\$ 1,695,147</b>	<b>\$ 1,716,459</b>	<b>\$ 21,312</b>	<b>1.26%</b>

## Kenai Peninsula Borough Budget Detail

### Fund 100

### Department 11510 - Assessing Administration - Continued

#### Line-Item Explanations

**40110 Regular Wages.** Current staff includes: Borough Assessor, Assessment Administration Manager, Title Examiner, Exemption Examiner, Assessment Reporting Analyst, Administrative Assistant, and 4 Assessing Clerks.

**42120 Computer Software.** Reduced due to historical non use.

**42210 Operating Supplies.** Reduced due to historical rollover

**42250 Uniforms.** Purchase of KPB logo apparel for admin staff (\$700).

**42410 Small Tools & Minor Equipment.** Replace 2 UPS Battery Back-up (\$475 ea.)

**43011 Contractual Services.** Increase due price increases associated with printing and mailing of assessment notices and informational brochures (\$63,600). Also provides for electronic copies of recorded documents from all districts (\$4,000), DMV data access (\$800), shredding service (\$200), microfiche certified rolls (\$2,000), OK Data (\$100) and embroidery on KPB uniforms/apparel (\$400).

**43019 Software Maintenance.** Assessment maint/support (\$137,500), CAMA rate tables (\$21,000), Pictometry Connect (\$500), camera license portion (\$450), and service fee for Microfiche (\$250).

**43026 Software Licensing.** Adobe Acrobat Pro, 1 license (\$300.)

**43260 Training.** AAAO 1A class, Aumentum Virtual Tech Conference Aumentum Amplify Conference, CPR Training, and IAAO Course.

**43310 Advertising.** Reduced due to be more in line with historical use.

**48710 Minor Office Equipment.** Replacement of 1 Standard PC (\$909), 1 laptop (\$830), 1 iPad (\$1,003), e 2 monitors (\$230 ea.), 1 sound bars (\$42), 4 Surface Pro (\$1,700 ea.) 2 phones (\$400 ea.), 2 mats for office chairs (\$70 ea.), 1 Web Cams (\$50), 1 fan (\$20), 1 heater (\$50), printer (\$900) and 1 Security camera (\$4,000).

**48720 Minor Office Furniture.** Replacement of 2 office chairs (\$600 ea.), 2 sit-stand workstations (\$600 ea.), and replacement of aging furniture as needed (\$1,500).

<b>Fund 100</b>	<b>Department Function</b>
<b>Dept 11520</b>	<b>General Fund</b>
	<b>Assessing Appraisal</b>

#### Mission

Perform equitable, fair, and uniform real and personal property assessments borough-wide in a timely and courteous manner, while adhering to all applicable state and local laws.

#### Program Description

Appraisal division staff conduct field inspection of property within the borough to ensure all records are accurate and properties are uniformly described in accordance with department guidelines. Collect and verify sales and calibrate market models annually. Review property records and values with property owners, review appeals and represent the borough before Board of Equalization.

#### Major Long-Term Issues and Concerns:

- CAMA System update need in next few years.
- Developing staff to replace positions that will be vacated by retirement.
- 

#### FY2025 Accomplishments:

- Worked with GIS/Planning to obtain specifications for the next 5-year inspection cycle of Pictometry.

- Completed update to job descriptions to allow for entry level applicants to receive on the job training.
- No major accidents/incidents since 2019.
- Worked with IT to develop a new land ratio study report generator.
- Developed a process with Fire Chiefs and Fire Marshal to report structure fires to Assessing.
- Continued to improve work culture and developed a mentor system for new members to be successful.

#### FY2026 New Initiatives:

- Secure Pictometry for upcoming inspection cycle.
- Continue to work with Finance for an update/new CAMA System.
- Continue to review and analyze data received from the Planning Department related to borough initiated appraisals.
- Complete online platform for the public to submit applications for disaster relief related valuation adjustments.
- Continued focus on safe work habits, this mitigates risk.

#### Performance Measures:

Staffing and Miles	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	12	12	12	12
Staff Miles Traveled	29,241	37,426	33,613	29,000

**Priority:** Market Value of All Taxable Property

**Goal:** Accurately and equitably value all real and personal property within the borough for ad valorem property tax purposes.

**Objective:** 1. Specify market models to enable mass appraisal  
2. Calibrate models annually to market value

Real Property Assessment Roll	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Value (000's)	\$7,090,335	\$7,824,463	\$8,524,502	\$8,970,862
% Change From Prior Year	6.34%	10.35%	8.88%	5.24%

**Priority:** Maintain Equity of Assessment

**Goal:** Maintain an accurate description of all property within the Borough

**Objective:** 1. Conduct area-wide re-inspections with the goal of re-inspecting all property within the Borough on a 5-year cycle in accordance with Assembly Resolution 2003-008. Inspections vary by year due to parcels in scheduled canvas areas.  
2. Calculate the number of properties to be inspected each year to achieve a 5-year cycle  
3. Identify & request in budget the resources necessary to complete the required number of re-inspections annually

Inspections	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Improved Parcels	7,664	8,669	7,664	7,688	9,787
Vacant Parcels	15,661	12,058	15,661	17,516	5,273
Total Inspections	23,325	20,727	23,325	25,204	15,060

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 11520</b>	<b>Assessing Appraisal - Continued</b>

**Priority:** Respond to Property Owners' Requests for Review  
**Goal:** Respond to owner's requests through informal review and BOE appeals  
**Objective:** 1. Work to resolve disputes first informally  
2. Inspect appealed properties and review with owners in advance of hearing  
3. Defend assessed values at Board of Equalization

Appeals	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Informal Review	651	449	651	788	800
Appeals Filed	309	135	309	369	370
Heard by Board of Equalization	28	19	28	45	60
Assessor Value Upheld	27	15	27	37	48

Inspection Areas	Improved Parcels	Vacant Parcels	Total Parcels	FY2020*	FY2021*	FY2022*	FY2023*	FY2024*	FY2025 Projection	FY2026 Estimate
Anchor Point	2,133	2,836	4,969	1,613	301	213	325	695	6,343	-
Caribou Hills/Caribou Lake	449	845	1,294	4	38	20	605	72	895	-
Cooper Landing	421	253	674	18	301	677	70	42	25	-
Funny River	1,406	1,682	3,088	169	366	142	2,797	315	231	-
Homer	5,775	3,921	9,696	1	789	668	773	13,561	894	-
Hope/Sunrise	313	261	574	616	855	555	59	42	43	-
K-Beach	2,838	1,140	3,978	1	1,590	5,914	761	251	372	3,978
Kasilof/Clam Gulch	3,405	2,894	6,299	441	1,918	343	412	398	9,443	-
Kenai	2,983	2,072	5,055	217	2,405	224	448	389	1,130	5,055
Moose Pass	280	295	575	1,906	22	813	27	29	66	-
Nikiski	3,008	4,011	7,019	62	7,363	392	4,699	448	846	-
Nikiski Remote/Pt Possess.	217	767	984	57	1,141	8	1,190	-	1	-
Ninilchik/Deep Creek	1,250	1,545	2,795	1,227	115	132	173	316	3,678	-
Port Graham/Nanwalek	135	59	194	1,687	-	-	-	193	-	-
Ridgeway	1,951	1,219	3,170	89	2,049	154	776	202	195	3,170
S Kachemak Bay/Waterfront	381	1,256	1,637	2,051	5	784	15	1,979	15	-
Seldovia/Barabara Heights	528	630	1,158	355	963	50	85	1,198	20	-
Seward	2,201	1,167	3,368	53	230	3,129	319	348	230	-
Seward Remote	60	373	433	129	19	481	-	437	6	-
Soldotna	2,015	842	2,857	158	4,028	2,518	580	192	204	2,857
Sterling	3,496	2,217	5,713	274	530	336	6,613	447	563	-
West Side Cook Inlet	297	1,245	1,542	70	785	9	-	1,771	4	-
<b>Total</b>	<b>35,533</b>	<b>31,475</b>	<b>67,072</b>	<b>11,198</b>	<b>25,813</b>	<b>17,562</b>	<b>20,727</b>	<b>23,325</b>	<b>25,204</b>	<b>15,060</b>

Note: The numbers in the table above represent properties physically inspected onsite and sent for data entry in each of the listed areas. These numbers will not match those reported in previous years, which were estimates based upon the total number of properties in each canvass area. Other properties, primarily vacant land, will have also received updated descriptions and values based upon internal review using GIS, aerial photographs and other tools.

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11520 - Assessing Appraisal**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 756,796	\$ 795,515	\$ 937,333	\$ 937,333	\$ 955,987	\$ 18,654	1.99%
40130	Overtime Wages	978	1,738	13,727	13,727	12,990	(737)	-5.37%
40210	FICA	66,872	71,017	87,523	87,523	88,881	1,358	1.55%
40221	PERS	206,233	221,867	216,580	216,580	220,462	3,882	1.79%
40321	Health Insurance	342,323	319,228	327,600	327,600	308,000	(19,600)	-5.98%
40322	Life Insurance	1,148	1,342	1,345	1,345	1,374	29	2.16%
40410	Leave	110,597	125,310	119,138	119,138	118,492	(646)	-0.54%
Total: Personnel		1,484,947	1,536,017	1,703,246	1,703,246	1,706,186	2,940	0.17%
<b>Supplies</b>								
42210	Operating Supplies	944	1,220	2,727	2,724	2,200	(527)	-19.33%
42230	Fuel, Oil & Lubricants	-	-	100	100	100	-	0.00%
42250	Uniforms	-	391	684	684	940	256	37.43%
42310	Repair/Maintenance Supplies	42	-	50	50	50	-	0.00%
42360	Motor Vehicle Supplies	-	-	200	203	200	-	0.00%
42410	Small Tools & Minor Equipment	99	1,693	1,360	1,360	1,360	-	0.00%
Total: Supplies		1,085	3,304	5,121	5,121	4,850	(271)	-5.29%
<b>Services</b>								
43011	Contractual Services	1,428	69,419	9,515	9,515	7,820	(1,695)	-17.81%
43110	Communications	6,034	5,970	7,266	7,266	7,266	-	0.00%
43210	Transportation/Subsistence	28,304	46,780	62,009	62,009	60,142	(1,867)	-3.01%
43220	Car Allowance	37,157	37,552	39,600	39,600	39,600	-	0.00%
43260	Training	2,585	900	11,655	11,655	8,728	(2,927)	-25.11%
43610	Utilities	7,821	11,499	10,878	10,878	11,204	326	3.00%
43750	Vehicle Maintenance	-	-	800	800	800	-	0.00%
43812	Equipment Replacement Payments	16,800	16,800	13,660	13,660	13,660	-	0.00%
43920	Dues and Subscriptions	1,694	2,153	2,205	2,205	1,980	(225)	-10.20%
Total: Services		101,823	191,073	157,588	157,588	151,200	(6,388)	-4.05%
<b>Capital Outlay</b>								
48311	Machinery & Equipment	2,834	-	-	-	-	-	-
48710	Minor Office Equipment	5,784	5,762	13,260	13,260	21,352	8,092	61.03%
48720	Minor Office Furniture	789	723	2,540	2,540	2,400	(140)	-5.51%
48740	Minor Machinery & Equipment	-	-	-	-	-	-	-
Total: Capital Outlay		9,407	6,485	15,800	15,800	23,752	7,952	50.33%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	-	(951)	-	-	-	-	-
Total: Interdepartmental Charges		-	(951)	-	-	-	-	-
<b>Department Total</b>		\$ 1,597,262	\$ 1,735,928	\$ 1,881,755	\$ 1,881,755	\$ 1,885,988	\$ 4,233	0.22%

**Line-Item Explanations**

<b>40110 Regular Wages.</b> Staff includes: Appraisal Manager, Appraisal Analyst, Principal Appraiser, Lead Appraiser, Senior Appraiser/Auditor, Appraiser II, 3 Appraiser I (depending on exp), Senior Personal/Real Property Appraiser, and 2 Appraisal Technicians.	<b>43210 Transportation/Subsistence.</b> Decrease in mileage due to canvassing locations in Kenai, Soldotna & Ridgeway.
<b>42250 Uniforms.</b> 12 KPB Apparel (\$70 ea.) and 2 replacement vests (\$50 ea.)	<b>43920 Dues &amp; Subscriptions.</b> Decrease due to moving subscription to admin budget and one less AAAO membership due.
<b>42410 Small Tools &amp; Equipment.</b> Tape measures (\$1,000) and 6 iPad protective cases (\$60 ea.)	<b>48710 Minor Office Equipment.</b> 2 standard computers (\$909 ea.), 1 high end computer (\$1,400), 1 high end+video computer (\$1,750), 3 Surface Pro (\$1,700), 1 Surface Pro High End (\$2,318) 4 sound bars (\$42 ea.), 8 monitors (\$230 ea.), 2 mats for office chairs (\$70 ea.), 2 phones (\$400 ea.), and 6 iPads (\$1,003 ea.).
<b>43011 Contractual Services.</b> Boat/air charters for appeal inspections Kachemak Bay (\$1,500) and West Side Cook Inlet properties (\$5,000), appraisal photo processing (\$1,000), and embroidery required on uniform apparel (\$320).	<b>48720 Minor Office Furniture.</b> Replacement of 2 office chairs (\$600 ea.) and 2 sit-stand work stations (\$600 ea.)

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 11520 - Assessing Appraisal - Continued**

**Equipment Replacement Payment Schedule**

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-29</u>
Assessing IPADS/Tablets	\$ 58,141	\$ 13,660	\$ -	\$ -

## Kenai Peninsula Borough Budget Detail

### Fund 100

### Assessing Department Totals

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 1,356,071	\$ 1,449,800	\$ 1,674,663	\$ 1,674,663	\$ 1,730,795	\$ 56,132	3.35%
40120	Temporary Wages	-	-	6,232	6,232	4,244	(1,988)	-31.90%
40130	Overtime Wages	4,362	2,747	24,767	24,767	23,312	(1,455)	-5.87%
40210	FICA	117,686	127,191	154,983	154,983	159,492	4,509	2.91%
40221	PERS	361,227	400,332	385,736	385,736	397,877	12,141	3.15%
40321	Health Insurance	627,649	608,998	622,440	622,440	560,000	(62,440)	-10.03%
40322	Life Insurance	2,047	2,409	2,399	2,399	2,478	79	3.29%
40410	Leave	194,463	221,882	213,246	213,246	218,231	4,985	2.34%
40511	Other Benefits	-	-	-	-	-	-	-
Total: Personnel		2,663,505	2,813,359	3,084,466	3,084,466	3,096,429	11,963	0.39%
<b>Supplies</b>								
42120	Computer Software	-	-	650	650	-	(650)	-100.00%
42210	Operating Supplies	5,090	4,652	7,477	7,474	6,450	(1,027)	-13.74%
42230	Fuel, Oil & Lubricants	-	-	100	100	100	-	0.00%
42250	Uniforms	-	1,057	684	684	1,640	956	139.77%
42310	Repair/Maintenance Supplies	42	119	94	94	94	-	0.00%
42360	Motor Vehicle Supplies	-	-	200	203	200	-	0.00%
42410	Small Tools & Minor Equipment	587	2,097	2,760	2,760	2,310	(450)	-16.30%
Total: Supplies		5,719	7,925	11,965	11,965	10,794	(1,171)	-9.79%
<b>Services</b>								
43011	Contractual Services	47,281	125,057	77,615	77,615	78,920	1,305	1.68%
43019	Software Maintenance	130,130	137,729	150,575	150,575	159,700	9,125	6.06%
43026	Software Licensing	-	-	-	-	300	300	-
43110	Communications	10,755	10,674	11,986	11,986	11,986	-	0.00%
43140	Postage and Freight	11,658	15,522	22,500	22,500	23,625	1,125	5.00%
43210	Transportation/Subsistence	28,821	51,233	73,258	73,258	71,441	(1,817)	-2.48%
43220	Car Allowance	47,957	48,352	50,400	50,400	50,400	-	0.00%
43260	Training	3,084	1,750	14,305	14,305	12,528	(1,777)	-12.42%
43310	Advertising	523	277	1,000	1,000	500	(500)	-50.00%
43410	Printing	1,887	1,438	2,956	2,956	3,100	144	4.87%
43610	Utilities	14,874	16,654	21,308	21,308	20,704	(604)	-2.83%
43720	Equipment Maintenance	439	342	1,100	1,100	1,155	55	5.00%
43750	Vehicle Maintenance	-	-	800	800	800	-	0.00%
43812	Equipment Replacement Payments	16,800	16,800	13,660	13,660	13,660	-	0.00%
43920	Dues and Subscriptions	2,325	2,926	3,040	3,040	2,749	(291)	-9.57%
Total: Services		316,534	428,754	444,503	444,503	451,568	7,065	1.59%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	8,858	-	-	-	-	-
48311	Major Machinery & Equipment	5,667	-	-	-	-	-	-
48525	Major Computer Software	-	15,975	-	-	-	-	-
48710	Minor Office Equipment	9,793	13,254	26,528	26,528	37,356	10,828	40.82%
48720	Minor Office Furniture	5,462	1,959	9,440	9,440	6,300	(3,140)	-33.26%
48740	Minor Machinery & Equipment	-	-	-	-	-	-	-
Total: Capital Outlay		20,922	40,046	35,968	35,968	43,656	7,688	21.37%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	-	(951)	-	-	-	-	-
Total: Interdepartmental Charges		-	(951)	-	-	-	-	-
<b>Department Total</b>		\$ 3,006,680	\$ 3,289,133	\$ 3,576,902	\$ 3,576,902	\$ 3,602,447	\$ 25,545	0.71%

## Department Function

Fund 100

General Fund

Dept 21110

Resource Planning Administration

### Mission

Make sound use of the Borough's natural and human resources to establish a balanced and dynamic economy in a manner consistent with the public interest.

### Program Description

Planning provides professional advice and information to the Planning Commission, Borough Assembly, and other departments for the purpose of assisting in the ongoing socioeconomic development of the Borough.

### Major Long-Term Issues and Concerns:

- Guide land use at the regional scale to promote economic development, improve public roads, facilities, & other services, and maintain environmental quality.
- Keep the Kenai Peninsula unique, prosperous, vibrant, and an attractive place to live by balancing economic benefits of tourism with residents' quality of life.
- Avoid incremental creep of regulation and powers that exceed the responsibility of a 2<sup>nd</sup> Class Borough.
- Creation of subdivision without requiring installation agreements of roads built to KPB standards limits the ability of orderly development.
- Drainage issues in several parts of the KPB cause concern for neighboring properties with respect to flooding and environmental damage.
- Provide information and assistance to other municipalities, local community groups, and the public regarding subdivision regulations, local-option zoning, land use regulations, and land use planning.
- Continue to identify procedures that will improve information sharing and problem solving between Borough departments.
- Acquire software to track calls, complaints, and public issues to aid in workflow documentation and statistically track data.

### FY2025 Accomplishments:

- Material Site rewrite was completed and went into effect in the 2<sup>nd</sup> quarter of FY 25.
- Nikiski Advisory Planning Commission continues to build their Community Plan.
- Provided continuity and stabilized Planning Department functions through several KPB staffing transitions in the Platting division.

- With key positions being open due to retirements and other staff departures, remaining department staff continued to work in collaboration to ensure that all Planning Department functions were maintained for the public.
- Continued work on the Safety Action Plan funded by the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) Grant Program. The Safety Action Plan will focus on all users in order to create a long-term strategy for enhancing the safety of the Borough's roadways, identify priority projects, and allocate resources effectively.
- Continued to address the boroughwide impacts of the current spruce bark beetle infestation with grant funding from the Community Projects Funds - 2023 Congressionally Directed Spending Program. This grant provides funds to mitigate hazardous trees on rights-of-way of Borough-owned roads. Worked in high priority areas to remove dead trees on KPB owned property with assets as well as several high priority areas in and around the City of Kenai.
- Completed a \$43,350 Alaska Clean Water Action grant received in 2024, we received an engineering study for the drainage in the Big Eddy area. Recommendations to be considered as future development of the area needs.
- Completed work with the KPB Roads Department to acquire a professional study for the K-Beach area to identify potential long-term solutions to mitigate the impact of flood waters on KPB roads and rights-of-way.

### FY2026 New Initiatives:

- Continuing the migration of historic platting data into the Platting SharePoint platform. This has been an ongoing project with a goal of being completed by the end of calendar 2025.
- Work with interested communities outside the incorporated cities to help develop locally-driven community plans. We anticipate presenting the Nikiski plan early in FY 2026 for Assembly consideration.
- Will continue to work with AK Department of Transportation (DOT) and the community of Cooper Landing on the design of the Sterling Highway Cooper Landing Bypass.
- Review and update as necessary zoning related chapters of KPB Code Chapter 21, including 21.04, 21.09, 21.10, 21.18, 21.40, 21.42, 21.44, and 21.46.



<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 21110</b>	<b>Resource Planning Administration - Continued</b>

**Performance Measures:**

<b>Staffing</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Actual</b>	<b>FY2026 Proposed</b>
Staffing History	8	8	8	8

**Priority:** Provide quality levels of service while continuously improving our efficiency.  
**Goal:** Meet all public requests in a timely manner.  
**Objective:** Provide staff with updated equipment, technology, and adequate training to provide timely response to public requests.

<b>Key Measures</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Front Counter Walk Ins	2,500	1,687	2,100	2,000	2,000
Planning Call Log	7,000	3,884	5,315	6,500	6,500
Code Compliance Reporting Call Log	50	55	50	50	50
Email Correspondence with Members of the Public	700	335	538	600	600
Generated Special Order Maps and Plats	800	757	507	800	800

**Priority:** Make every interaction between borough personnel and the public a positive experience.  
**Goal:** Ensure borough policies and programs meet the needs of borough residents.  
**Objective:** All reports prepared within code requirements 100% of the time with current staff.

<b>Key Measures</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Platting and Planning Reports Prepared for the Planning Commission	175	160	169	175	175
Public Hearing Notices	7,500	6,572	3,556	7,500	7,500
Recorded Plats	140	162	158	150	150
Platting Notices of Decision Issued	850	753	415	900	900
Gravel Pit Conditional Land Use Permits Issued	7	6	7	7	7
Initiated Code Compliance Investigations	35	33	35	35	35
Platting Deadlines Met per AS 29.40.110 (a) Plat Procedure	100%	100%	100%	100%	100%

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 21110 - Resource Planning Administration

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Personnel</b>								
40110	Regular Wages	\$ 537,845	\$ 554,942	\$ 633,572	\$ 633,572	\$ 650,871	\$ 17,299	2.73%
40120	Temporary Wages	1,418	13,095	13,250	13,250	3,648	(9,602)	-72.47%
40120	Meeting Allowance PC	39,475	29,600	26,999	26,999	27,374	375	1.39%
40130	Overtime Wages	12,257	12,496	13,177	13,177	17,718	4,541	34.46%
40210	FICA	49,658	50,944	61,271	61,271	62,520	1,249	2.04%
40221	PERS	134,603	152,615	146,703	146,703	150,806	4,103	2.80%
40321	Health Insurance	186,862	184,424	196,560	196,560	140,000	(56,560)	-28.77%
40322	Life Insurance	795	891	1,009	1,009	927	(82)	-8.13%
40410	Leave	55,650	62,865	74,975	74,975	77,330	2,355	3.14%
	Total: Personnel	1,018,563	1,061,872	1,167,516	1,167,516	1,131,194	(36,322)	-3.11%
<b>Supplies</b>								
42020	Signage Supplies	5,720	-	1,000	3,080	1,000	-	0.00%
42120	Computer Software	1,472	492	2,000	3,000	2,000	-	0.00%
42210	Operating Supplies	3,890	6,505	7,500	9,841	7,500	-	0.00%
42230	Fuel, Oil & Lubricants	1,843	1,383	2,750	2,750	2,500	(250)	-9.09%
42250	Uniforms	-	18	800	875	500	(300)	-37.50%
42310	Repair/Maintenance Supplies	-	-	500	500	500	-	0.00%
42360	Motor Vehicle Supplies	-	27	2,000	2,000	2,000	-	0.00%
42410	Small Tools & Minor Equipment	765	6,543	2,000	4,037	2,000	-	0.00%
	Total: Supplies	13,690	14,968	18,550	26,083	18,000	(550)	-2.96%
<b>Services</b>								
43011	Contractual Services	128,928	146,633	164,800	411,812	65,000	(99,800)	-60.56%
43015	Water/Air Sample Testing	5,000	-	5,000	5,000	5,000	-	0.00%
43019	Software Maintenance	1,969	135	1,500	1,500	1,500	-	0.00%
43026	Software Licensing	-	1,559	2,560	2,560	4,040	1,480	57.81%
43110	Communications	6,176	5,920	5,400	5,400	6,000	600	11.11%
43140	Postage and Freight	16,197	7,927	26,000	26,000	20,000	(6,000)	-23.08%
43210	Transportation/Subsistence	2,214	3,891	12,700	12,700	9,630	(3,070)	-24.17%
43210	Transportation/Subsistence PC	8,086	6,534	10,928	10,928	11,910	982	8.99%
43220	Car Allowance	3,600	3,600	3,600	3,600	3,600	-	0.00%
43221	Car Allowance PC	20,700	15,600	16,200	16,200	16,200	-	0.00%
43260	Training	745	769	5,200	5,200	4,900	(300)	-5.77%
43260	Training PC	-	-	3,960	3,960	1,000	(2,960)	-74.75%
43310	Advertising	15,098	8,151	22,000	22,000	10,000	(12,000)	-54.55%
43410	Printing	241	1,041	1,000	1,000	1,000	-	0.00%
43610	Utilities	9,778	9,323	14,400	14,400	14,400	-	0.00%
43720	Equipment Maintenance	3,862	4,500	5,000	5,000	5,500	500	10.00%
43750	Vehicle Maintenance	106	212	1,000	1,000	2,500	1,500	150.00%
43810	Rents & Operating Leases	445	1,695	600	601	600	-	0.00%
43812	Equipment Replacement Payments	10,302	5,500	5,500	5,500	-	(5,500)	-100.00%
43920	Dues and Subscriptions	612	699	1,685	1,685	1,460	(225)	-13.35%
43931	Recording Fees	144	56	500	500	1,750	1,250	250.00%
	Total: Services	234,203	223,745	309,533	556,546	185,990	(123,543)	-39.91%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	-	-	14,000	-	-	-
48710	Minor Office Equipment	2,695	4,324	7,460	7,460	5,864	(1,596)	-21.39%
48720	Minor Office Furniture	180	3,673	2,100	2,100	1,500	(600)	-28.57%
	Total: Capital Outlay	2,875	7,997	9,560	23,560	7,364	(2,196)	-22.97%
<b>Interdepartmental Charges</b>								
60000	Charges (To) From Other Depts.	(9,849)	(31,310)	-	-	-	-	-
60004	Mileage Ticket Credits	-	(688)	-	-	-	-	-
61990	Admin Service Fee	-	550	-	-	-	-	-
	Total: Interdepartmental Charges	(9,849)	(31,448)	-	-	-	-	-
<b>Department Total</b>		<b>\$ 1,259,482</b>	<b>\$ 1,277,134</b>	<b>\$ 1,505,159</b>	<b>\$ 1,773,705</b>	<b>\$ 1,342,548</b>	<b>\$ (162,611)</b>	<b>-10.80%</b>

## Kenai Peninsula Borough Budget Detail

### Fund 100

### Department 21110 - Resource Planning Administration - Continued

#### Line-Item Explanations

<b>40110 Regular Wages.</b> Staff includes: 1 Planning Director, 1 Platting Manager, 1 Platting Specialist, 1 Planner, 1 Code Compliance Officer, 1 Administrative Assistant (Planning), 1 Platting Technician, and 1 Senior Clerk Typist.	<b>43210 Transportation/Subsistence.</b> Travel for new and existing staff to attend required training courses which have shifted to primarily in-person attendance. Reduction based on actuals.
<b>40120 Temporary Wages.</b> Temporary assistance for projects related to grants, material site inventory, and front desk coverage.	<b>43220 Car Allowance PC.</b> Allowance for nine Planning Commissioners.
<b>40120 Meeting Allowance PC.</b> Allowance for nine Planning Commissioners.	<b>43260 Training.</b> Increase reflects required training courses for new and existing staff and in-person trainings are resuming.
<b>42120 Computer Software.</b> Miscellaneous software purchases.	<b>43260 Training PC.</b> Reduced to be more in line with actuals.
<b>42230 Fuel, Oil, &amp; Lubricants.</b> Reduced to be more in line with actuals.	<b>43310 Advertising.</b> Decrease reflects reduction in number of ads in newspapers for public notice of meetings.
<b>42250 Uniforms.</b> Decrease due to fewer uniform needs in the next year as uniforms purchased last year are in good shape.	<b>43720 Equipment Maintenance.</b> Increase reflects anticipated FY26 costs. Cannon copy machine maintenance agreement (\$4,000) and Kelley Connect (\$1,000).
<b>43011 Contractual Services.</b> Reduction due to use of existing Sharepoint software being used instead of separate compliance and permitting software. Compliance surveys (\$50,000), Advisory Planning Commissions (\$12,000), and appeal records (\$3,000).	<b>43750 Vehicle Maintenance.</b> Increase due to the purchase of tires for the Code Compliance vehicle.
<b>43019 Software Maintenance.</b> Increase due to rising software costs. Milestone Xprotect for camera system (\$135). Reoccurring charges for software updates and enhancements (\$1,365).	<b>43920 Dues and Subscriptions.</b> Reduced to be more in line with actuals.
<b>43026 Software Licensing.</b> Increase due to rising software costs and additional licenses. Eight Zoom licenses for APCs and planning staff (\$2,240) and six Adobe licenses (\$1,800).	<b>43931 Recording Fees.</b> Increase due to addition of application fees Comprehensive Land Use Plans.
<b>43140 Postage and Freight.</b> Decrease reflects prior year actuals, anticipated mailouts for public hearing notices, as well as increased postage costs.	<b>43812 Equipment Replacement Payments.</b> See Equipment Replacement Payment Schedule below.
	<b>48710 Minor Office Equipment.</b> Scheduled replacement for desktop for Director (\$1,750), scheduled replacement laptop for Director (\$830), 3 replacement iPads for PC (\$2,784) and miscellaneous equipment (\$500).
	<b>48720 Minor Office Furniture.</b> Scheduled replacement of office chairs (\$900) and miscellaneous furniture (\$600).

#### Equipment Replacement Payment Schedule

				<u>Projected</u>
	<u>Items</u>	<u>Prior Years</u>	<u>FY2025</u> <u>Estimated</u>	<u>Payments</u> <u>FY2027-29</u>
	Large Printer	\$ 19,860	\$ 3,324	\$ -
	2023 Copier	4,352	2,176	-
		<u>\$ 24,212</u>	<u>\$ 5,500</u>	<u>\$ -</u>

## Department Function

**Fund 100**

**General Fund**

**Dept 11232**

**Resource Planning – Geographic Information Systems**

### Mission

The Geographic Information Systems (GIS) Division provides map services, geographic data, and support for the Kenai Peninsula Borough, its cities, the State, federal agencies, and the public.

### Program Description

The GIS Division creates, edits, and manages data, tools, and applications necessary for the operation of all Borough departments. Our primary goals are to support public safety and improve intra-departmental efficiencies. GIS is responsible for producing emergency services map books, developing and maintaining internet-based mapping, disseminating data, providing ad hoc mapping services, developing and maintaining spatial database applications, and providing spatial analysis and online applications to assist various Borough departments, other agencies, and the public toward making informed decisions.

### Major Long-Term Issues and Concerns:

- Alignment of accumulated data holdings with contemporary GIS platforms and security needs.
- Funding to maintain expected level of GIS services to the public and other Borough departments.
- Continuing education to keep pace with changing software and technology.
- Achieving control standards for parcel data via control survey and parcel fabric.
- Transitioning to Next Generation 911 standards.
- Effective documentation of systems, processes, & metadata.

### FY2025 Accomplishments:

- Through collaboration with the Seldovia Village Tribe, installed uniform address signs for Seldovia Village.
- In coordination with OEM, developed "Sign Up, Stand Out!" campaign to promote uniform address sign installation and maintenance.

- Updated emergency service mapbooks for Nikiski, CES (Soldotna), and the City of Kenai.
- In coordination with OEM, KPB, Volunteer Fire Chiefs, Forestry, and other stakeholders, we developed "Know Your Zone" program for the KPB (improves inter-agency and public communication and use of transportation routes during evacuations).
- Provided GIS support for 911 CAD server migration project and City of Seward CAD/Mobile onboarding.
- Provided GIS support to Land Management for tax foreclosure and regular land sales.
- Provided GIS support in development of the grant-funded Safe Streets and Roads for All Comprehensive Action Plan.
- Trained new GIS Analyst while meeting division duties.

### FY2026 New Initiatives:

- Explore alternative software for 911 Addressing and audits.
- Collaborate with fire service areas to promote "Sign Up, Stand Out!" campaign.
- Coordinate with Platting and Borough Survey Managers to streamline subdivision plat entry in parcel fabric and improve spatial accuracy.
- Stakeholder participation in statewide data initiatives to benefit emergency management and 911 dispatch.
- Increase automation of certain processes and data sets.
- Continuation of GIS Analyst training.

**Department Function****Fund 100****General Fund****Dept 11232****Resource Planning – Geographic Information Systems – Continued****Performance Measures:**

<b>Staffing</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Actual</b>	<b>FY2026 Proposed</b>
Staffing History	3.25	4	4	4

**Priority:** Mapping service to the Kenai Peninsula Borough community for public safety.  
**Goal:** Provide accurate and cost-effective mapping products to all KPB departments and service areas as well as the public.  
**Objective:** Improve data and materials available for notifying and transmitting information to emergency service providers.

<b>Key Measures</b>	<b>Benchmark</b>	<b>CY2022 Actual</b>	<b>CY2023 Actual</b>	<b>CY2024 Actual</b>	<b>CY2025 Estimated</b>
Emergency Service Map Books Distributed	25	35	25	25	25

**Priority:** Mapping service to the Kenai Peninsula Borough community.  
**Goal:** To provide mapping services essential to the Kenai Peninsula Borough.  
**Objective:** Continue to support KPB departments for provision of public services.

<b>Key Measures</b>	<b>Benchmark</b>	<b>CY2022 Actual</b>	<b>CY2023 Actual</b>	<b>CY2024 Actual</b>	<b>CY2025 Estimated</b>
146 Tax Page Updates Resulting from New Subdivision Plats (140 subdivisions recorded, 186 deleted parcels, 484 new parcels created), to date.	150	146	150	150	150
Data Hub Visits & Major Event Viewers	280,000	279,275	279,275	382,271	350,000

**Priority/Goal:** Improve geospatial data related to addressing/emergency response.  
**Objective:** Audit address point and street data. Prepare GIS data for transition to Next Generation 911.

<b>Description</b>	<b>Benchmark</b>	<b>CY2022 Actual</b>	<b>CY2023 Actual</b>	<b>CY2024 Actual</b>	<b>CY2025 Estimated</b>
Street Name Resolutions	5	7	5	6	5
Address Signs Posted	250	140	140	141	250
Street Address Changes	650	527	650	877	650

**Commentary**

The GIS web page continues to remain the most visited page on the Borough's website with viewers utilizing multiple specifically targeted applications and data downloads.

GIS continues to engage other KPB departments toward reducing inefficient and outdated business practices, and plays a critical role in emergency services and emergency response. More than ever, the GIS division is relied upon to provide accurate and readily available data, high-quality maps, and comprehensive technical assistance to many KPB departments, the public, private businesses, and other agencies. We anticipate the need to continue development in the accuracy of our parcel data as expectations from the public to rely on third-party mapping software continues to increase.

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 11232 - Resource Planning - Geographic Information Systems

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed	
				Budget	Budget	Proposed	& Original	Budget %
<b>Personnel</b>								
40110	Regular Wages	\$ 199,726	\$ 198,866	\$ 314,802	\$ 314,802	\$ 324,238	\$ 9,436	3.00%
40120	Temporary Wages	-	-	7,202	7,202	7,202	-	0.00%
40130	Overtime Wages	3,631	5,188	4,163	4,163	7,018	2,855	68.58%
40210	FICA	16,894	17,075	28,924	28,924	30,360	1,436	4.96%
40221	PERS	55,190	56,393	72,942	72,942	75,779	2,837	3.89%
40321	Health Insurance	83,807	74,845	131,040	131,040	84,000	(47,040)	-35.90%
40322	Life Insurance	302	334	455	455	470	15	3.30%
40410	Leave	30,654	33,012	39,338	39,338	43,408	4,070	10.35%
Total: Personnel		390,204	385,713	598,866	598,866	572,475	(26,391)	-4.41%
<b>Supplies</b>								
42020	Signage Supplies	304	6,091	20,000	20,000	10,000	(10,000)	-50.00%
42120	Computer Software	-	522	750	750	800	50	6.67%
42210	Operating Supplies	2,428	3,329	6,000	5,430	6,000	-	0.00%
42230	Fuel, Oil & Lubricants	-	-	1,000	1,000	1,000	-	0.00%
42250	Uniforms	-	-	-	380	380	380	-
42310	Repair/Maintenance Supplies	-	-	-	190	190	190	-
42360	Motor Vehicle Supplies	-	-	500	500	500	-	0.00%
42410	Small Tools & Minor Equipment	143	20	250	250	250	-	0.00%
Total: Supplies		2,875	9,962	28,500	28,500	19,120	(9,380)	-32.91%
<b>Services</b>								
43011	Contractual Services	81,235	120,471	182,000	182,000	8,700	(173,300)	-95.22%
43019	Software Maintenance	78,360	2,565	77,140	5,940	5,490	(71,650)	-92.88%
43026	Software Licensing	-	72,141	950	72,150	78,600	77,650	8173.68%
43110	Communications	1,288	1,383	2,600	2,600	2,600	-	0.00%
43140	Postage and Freight	69	38	145	145	145	-	0.00%
43210	Transportation/Subsistence	3,616	901	15,122	15,122	11,106	(4,016)	-26.56%
43220	Car Allowance	204	-	-	-	-	-	-
43260	Training	-	100	1,600	1,600	3,200	1,600	100.00%
43410	Printing	(550)	(130)	1,000	1,000	1,000	-	0.00%
43610	Utilities	6,245	4,852	7,875	7,875	7,875	-	0.00%
43720	Equipment Maintenance	-	-	2,000	2,000	2,000	-	0.00%
43812	Equipment Replacement Payments	82,237	82,237	92,242	92,242	92,242	-	12.17%
43920	Dues and Subscriptions	-	-	-	-	350	350	-
43931	Recording Fees	-	115	-	-	-	-	-
Total: Services		252,704	284,673	382,674	382,674	213,308	(169,366)	-44.26%
<b>Capital Outlay</b>								
48120	Major Office Equipment	6,893	-	7,500	7,500	7,500	-	0.00%
48525	Computer Software	-	15,000	-	-	-	-	-
48710	Minor Office Equipment	2,642	8,905	15,750	15,750	9,150	(6,600)	-41.90%
48720	Minor Office Furniture	1,928	2,251	2,700	2,700	2,700	-	0.00%
Total: Capital Outlay		11,463	26,156	25,950	25,950	19,350	(6,600)	-25.43%
<b>Interdepartmental Charges</b>								
60000	Charges (To) From Other Depts.	(67,301)	(44,782)	(113,316)	(113,316)	(112,965)	351	-0.31%
60004	Mileage Ticket Credits	(1,429)	-	-	-	-	-	-
Total: Interdepartmental Charges		(68,730)	(44,782)	(113,316)	(113,316)	(112,965)	351	-0.31%
<b>Department Total</b>		<b>\$ 588,516</b>	<b>\$ 661,722</b>	<b>\$ 922,674</b>	<b>\$ 922,674</b>	<b>\$ 711,288</b>	<b>\$ (211,386)</b>	<b>-22.91%</b>

# Kenai Peninsula Borough Budget Detail

## Fund 100

## Department 11232 - Resource Planning - Geographic Information Systems - Continued

### Line-Item Explanations

<b>40110 Regular Wages.</b> Staff includes: 2 GIS Specialists, 1 GIS Planner/Addressing Officer, and 1 GIS Analyst.	<b>43210 Transportation/Subsistence.</b> Decrease reflects reduced traveled expenditure due to Addressing Officers focusing on the Nikiski area in FY26. Seldovia was the focus in FY25.
<b>40120 Temporary Wages.</b> Temporary Field Signage Technician.	<b>43260 Training.</b> Increase reflects training opportunities at the Alaska Geo Summit Conference.
<b>42020 Signage Supplies.</b> Decrease reflects costs of one-time charges for two major projects in FY25. Signs, posts, and equipment for E911 physical addressing program.	<b>43812 Equipment Replacement Payments.</b> Final ERF payment on Spring 2021 Imagery acquisition (\$82,237), and vehicle for addressing officer (\$10,005).
<b>42210 Operating Supplies.</b> FY25 increase reflects GIS Analyst added in that year.	<b>48120 Major Office Equipment.</b> Purchase of replacement plotter (\$7,500).
<b>42230 Fuel, Oil &amp; Lubricants.</b> For Addressing Officer vehicle.	<b>48710 Minor Office Equipment.</b> Decrease due to one-time budgeted item for additional server capacity which was not needed, Scheduled replacements for two off-spec laptops (\$5,800), three UPS's (\$2,100), one iPad (\$850), and four 1-TB Drives (\$400).
<b>42360 Motor Vehicle Supplies.</b> For Addressing Officer vehicle.	<b>48720 Minor Office Furniture.</b> New desk for addressing officer (\$1,800); replacement of chairs and other miscellaneous furniture (\$900).
<b>43011 Contractual Services.</b> Decrease due to Pictometry expenditure move to Capital Projects. Sharefile (\$1,200) and VertGIS consulting (\$7,500).	<b>60000 Charges (To) From Other Depts.</b> Charges to the 911 Communications department for 60% of the wages and benefits of the GIS Addressing Officer and 20% of the GIS Specialist, responsible for all 911 addressing and database management (\$112,965).
<b>43019 Software Maintenance.</b> Decrease reflects re-categorization to 43026 Software Licensing. FME - Flow (\$3,750) and FME - Floating (1,740).	
<b>43026 Software Licensing.</b> Increase reflects re-categorization from 43019 Software Maintenance, new charges for 4 Adobe Pro licenses (\$1,200) as well as increasing software costs. ESRI (\$58,250), VertiGIS (\$16,500), AirINC photo mgmt. (\$1,000), MS Software Assurance (\$925), Monday INC (\$700), and CrowdStrike (\$25).	

### Equipment Replacement Payment Schedule

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-29</u>
2025 Vehicle	\$ -	\$ 10,005	\$ 10,005	\$ 30,015
Imagery	295,293	82,237	82,237	-
	<u>\$ 295,293</u>	<u>\$ 92,242</u>	<u>\$ 92,242</u>	<u>\$ 30,015</u>

## Department Function

Fund 100

General Fund

Dept 21135

Resource Planning - River Center

### Mission

Provide staff and support facilities for the operation of the River Center (RC) to accomplish multi-agency permitting and education programs, to conserve valuable fish and wildlife habitats, and manage development in riparian and flood zones.

### Program Description

Administer the provisions of KPB Title 21, Zoning to include ordinances and regulations that control the use of lands and rights-of-way within the Borough: KPB 21.18, Anadromous Waters Habitat Protection Ordinance, which establishes a 50 ft. Habitat Protection District (HPD) along specified waterbodies; KPB 21.06, Floodplain Management, and promoting sound development in flood hazard areas; and KPB 5.14, Habitat Protection Tax Credit, for landowners with a qualifying project along an anadromous stream.

### Major Long-Term Issues and Concerns:

- Address changes to the Alaska Department of Fish and Game (ADFG) Anadromous Waters Catalog and propose updates to Borough-managed anadromous streams in the Northern and Western districts.
- Most federal, state, and local agencies are facing financial and staffing hardships making it difficult to continue to provide resource management services to constituents. The River Center will continue to facilitate the multi-agency mission by working closely with outside resource agencies to ensure the public's needs are met.
- The River Center facilitates various planning and zoning duties of the Planning Administration including material site permitting, Local Option Zoning Districts (LOZDs), and Advisory Planning Commissions (APCs). There is a need to address the evolving configuration of duties carried out at the River Center.
- APCs continue to face both personnel and logistical challenges. In the future, more staff resources and/or a new community model may be required.
- Engage stakeholders regarding Borough-managed streams, identify new streams added by ADFG, and identify potential solutions that will continue protecting riparian habitat.

### FY2025 Accomplishments:

- Onboarded a new Assistant Planner in the middle of our busiest season.
- Continued to provide cross-training to the planners due to turnover in the year to ensure institutional knowledge is retained and that processes are functional and efficient.
- Presented the 5-year review of KPB 21.18 Anadromous Waters Habitat Protection District to the Planning Commission.

- Completed Alaska Clean Water Action grant obligations for the rain garden at the River Center including public outreach and interpretive sign installation.
- Removed over 200 dead and dying spruce trees from the River Center property

### Floodplain Management Program Administration:

- Worked with the Federal Emergency Management Administration (FEMA) to adopt new regulatory floodplain maps of the Kenai River.
- Maintained consistent communication with the public regarding the map updates, and addressed landowner concerns in a timely manner.
- Completed the *Managing Floodplain Development Through the National Floodplain Insurance Program* course.
- Attended Northwest Floodplain Managers Association conference in Pasco, WA.

### Anadromous Waters Habitat Protection District Administration:

- Staff implemented improved tracking systems to document the number of site visits staff perform for tax credits, post-project, and vegetation management projects.
- Adopted new anadromous streams to the KPB 21.18 Appendix in the Southern district.
- Worked with 29 property owners to resolve various compliance issues and violations.
- Attended partner agency meetings including: Kenai Peninsula Fish Habitat Partnership and Kachemak Bay National Estuarine Research Reserve.

### Planning & Zoning Administration:

- Created a permit tracking system to manage 285 material site permits in SharePoint.
- As the first step of implementing the new Material Site code, staff audited 180 registered Prior-Existing Use material sites, and then presented those appeals to the Planning Commission.
- Worked with GIS to create a mapping tool that generates a zoning summary on all parcel reports.

### FY2026 New Initiatives:

- Through our improved permit tracking systems, we will be able to implement more site visits for material sites, habitat, and floodplain permits.
- Create a tracking system for Local Option Zoning District project reviews in SharePoint.
- Implement a tiered compliance process to manage and categorize compliance issues based on case severity.
- Implement a nearly \$40,000 grant received from the Kenai Peninsula Fish Habitat Partnership to address fishing platform access issues at the River Center.



<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 21135</b>	<b>Resource Planning - River Center - Continued</b>

**Performance Measures:**

<b>Staffing</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Actual</b>	<b>FY2026 Proposed</b>
Staffing History	4	4	4	4

**Priority:** Timely, thorough, and effective processing of permit applications.  
**Goal:** Maintain high-quality customer service throughout the permit process.  
**Objective:** Provide for appropriate staff time to thoroughly review applications and issue permits.

<b>Permit Management</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Habitat Permits Issued	150	149	142	150	150
Minor Vegetation Permits Issued	100	76	72	100	100
Minor Vegetation Trees Removed	1000	* 2,670	881	500	500
Habitat Tax Credits Issued	30	27	38	30	30
Floodplain Development Permits Issued	150	181	155	150	150
Permit Processing Time (days)	10	9.5	8	10	10

\*Large number of spruce-bark-beetle trees removed from Habitat Protection District due to spike in beetle-killed trees.

<b>Other</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Floodplain Determinations	350	377	244	350	350
Elevation Certificates Approved	10	5	10	10	10
Marijuana/Liquor License Reviews	150	151	188	150	150
Plat Reviews	160	161	150	160	160
Property Transfer Reports (monthly)	250	249	305	250	250
Site Visits	75	105	64	75	75

**Commentary**

Staff will be focusing on strengthening and maintaining the inter-agency cooperation that is vital to supporting the original initiatives of the River Center.

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 21135 - Resource Planning - River Center

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 302,813	\$ 301,481	\$ 332,932	\$ 332,932	345,334	\$ 12,402	3.73%
40120	Temporary Wages	1,665	3,495	9,001	9,001	6,401	(2,600)	-28.89%
40130	Overtime Wages	1,258	1,006	8,929	8,929	9,303	374	4.19%
40210	FICA	25,501	25,700	31,269	31,269	32,225	956	3.06%
40221	PERS	70,274	81,395	77,280	77,280	80,167	2,887	3.74%
40321	Health Insurance	128,024	125,502	131,040	131,040	112,000	(19,040)	-14.53%
40322	Life Insurance	434	480	475	475	492	17	3.58%
40410	Leave	39,190	42,984	43,972	43,972	44,149	177	0.40%
Total: Personnel		569,159	582,043	634,898	634,898	630,071	(4,827)	-0.76%
<b>Supplies</b>								
42020	Signage Supplies	-	4,399	-	2,699	-	-	-
42120	Computer Software	490	218	500	500	500	-	0.00%
42210	Operating Supplies	6,302	7,185	5,000	5,265	5,400	400	8.00%
42230	Fuel, Oils & Lubricants	858	638	2,000	2,000	1,850	(150)	-7.50%
42250	Uniforms	188	382	595	595	550	(45)	-7.56%
42310	Repair/Maintenance Supplies	6,027	3,044	1,500	1,500	1,640	140	9.33%
42360	Motor Vehicle Supplies	-	943	1,100	1,100	250	(850)	-77.27%
42410	Small Tools & Minor Equipment	672	12,368	1,600	1,600	1,750	150	9.38%
Total: Supplies		14,537	29,177	12,295	15,259	11,940	(355)	-2.89%
<b>Services</b>								
43011	Contractual Services	20,565	27,532	42,070	44,106	57,720	15,650	37.20%
43019	Software Maintenance	650	1,253	500	600	600	100	20.00%
43026	Software Licensing	-	1,198	260	260	1,500	1,240	476.92%
43110	Communications	11,733	11,490	14,800	14,800	13,900	(900)	-6.08%
43140	Postage and Freight	4,155	1,804	7,000	7,000	4,500	(2,500)	-35.71%
43210	Transportation/Subsistence	3,261	3,694	8,830	8,830	6,878	(1,952)	-22.11%
43220	Car Allowance	3,627	3,603	3,600	3,600	3,600	-	0.00%
43260	Training	698	1,070	2,075	2,075	1,970	(105)	-5.06%
43310	Advertising	4,444	664	2,000	2,000	1,000	(1,000)	-50.00%
43410	Printing	3,206	500	3,500	3,400	1,000	(2,500)	-71.43%
43510	Insurance/Litigation Fund Premiums	24,353	30,069	33,308	33,308	33,853	545	1.64%
43610	Utilities	38,570	40,094	40,800	40,800	42,024	1,224	3.00%
43720	Equipment Maintenance	2,230	442	2,500	2,500	2,700	200	8.00%
43750	Vehicle Maintenance	-	200	750	750	680	(70)	-9.33%
43780	Buildings/Grounds Maintenance	34,808	23,377	32,500	32,500	34,500	2,000	6.15%
43810	Rents and Operating Leases	556	-	500	500	500	-	0.00%
43812	Equipment Replacement Payments	7,785	7,785	7,785	7,785	7,785	-	0.00%
43920	Dues and Subscriptions	534	813	785	785	860	75	9.55%
43931	Recording Fees	-	24	100	100	100	-	0.00%
Total: Services		161,175	155,612	203,663	205,699	215,670	12,007	5.90%
<b>Capital Outlay</b>								
48120	Major Office Equipment	8,242	8,526	-	-	-	-	-
48311	Machinery & Equipment	12,517	-	-	-	-	-	-
48710	Minor Office Equipment	5,638	6,818	1,500	1,500	500	(1,000)	-66.67%
48720	Minor Office Furniture	534	2,362	2,500	2,500	500	(2,000)	-80.00%
48740	Minor Machinery & Equipment	1,060	5,505	10,000	10,000	500	(9,500)	-95.00%
Total: Capital Outlay		27,991	23,211	14,000	14,000	1,500	(12,500)	-89.29%
<b>Department Total</b>		\$ 772,862	\$ 790,043	\$ 864,856	\$ 869,856	\$ 859,181	\$ (5,675)	-0.66%

## Kenai Peninsula Borough Budget Detail

### Fund 100

### Department 21135 - Resource Planning - River Center - Continued

#### Line-Item Explanations

**40110 Regular Wages.** Staff includes: 1 Manager, 2 Planners, and 1 Assistant Planner.

**40120 Temporary Wages.** Decrease reflects one-time project completed in FY25.

**40321 Health Insurance.** Decrease reflects one-time contribution from the General Fund and reduced health insurance costs.

**42360 Motor Vehicle Supplies.** Decrease reflects one-time purchase of snow tires.

**43011 Contractual Services.** Includes increased janitorial services (\$25,000), installation of spruce tree riverbank restoration project (\$21,000), one-time match for a grant-funded riverbank platform (\$5,000), contract an engineer to review no-rise analyses (\$5,000), security alarm (\$720), miscellaneous small contracts (\$600), and camera system (\$400).

**43019 Software Maintenance.** Milestone Xprotect camera system (\$600).

**43026 Software Licensing.** Four AdobePro licenses (\$1,200); Zoom licensing (\$300).

**43140 Postage and Freight.** Decrease reflects one-time mailouts specific to the new regulatory floodplain maps adopted in FY25.

**43210 Transportation/Subsistence.** Decrease reflects reduced costs due to state-reimbursed trainings and conferences. Includes travel expenses for required site visits, trainings, and conferences.

**43260 Training.** Includes training opportunities for staff. Decrease reflects reduced costs incurred by utilizing more online trainings.

**43310 Advertising.** Reduced based on actuals and implementation of new regulatory floodplain maps adopted in FY25.

**43410 Printing.** Reduced based on actuals to print public outreach flyers related to the new regulatory floodplain maps adopted in FY25.

**43610 Utilities.** Increase due to inflation in electric and heating costs.

**43510 Insurance/Litigation Fund Premiums.** Premiums are impacted by replacement/repair costs, additional square footage, wages, personnel costs, employee classification changes, and premium charges.

**43780 Buildings/Grounds Maintenance.** Annual facility maintenance (\$22,500), plowing (\$4,500), lawn care (\$4,500), sanding (\$3,000). Increase reflects 3% wage increase for maintenance staff and increased lawn care costs.

**48710 Minor Office Equipment.** Decrease reflects replacement of computers in FY25. Miscellaneous office equipment (\$500).

**48720 Minor Office Furniture.** Decrease reflects furniture replaced in FY25. Replacement chair (\$500).

**48740 Minor Machinery and Equipment.** Decrease reflects equipment installed in FY25. Miscellaneous machinery and equipment (\$500).

#### Equipment Replacement Payment Schedule

	<u>Items</u>	<u>Prior Years</u>	<u>FY2025</u> <u>Estimated</u>	<u>FY2026</u> <u>Projected</u>	<u>Projected</u> <u>Payments</u> <u>FY2027-29</u>
2023 Vehicle		\$ 15,570	\$ 7,785	\$ 7,785	\$ 23,355

# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Resource Planning Department Totals

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed	
				Budget	Budget	Proposed	& Original	Budget %
<b>Personnel</b>								
40110	Regular Wages	\$ 1,040,384	\$ 1,055,289	\$ 1,281,306	\$ 1,281,306	\$ 1,320,443	\$ 39,137	3.05%
40120	Temporary Wages	42,558	46,190	56,452	56,452	44,625	(11,827)	-20.95%
40130	Overtime Wages	17,146	18,690	26,269	26,269	34,039	7,770	29.58%
40210	FICA	92,053	93,719	121,464	121,464	125,105	3,641	3.00%
40221	PERS	260,067	290,403	296,925	296,925	306,752	9,827	3.31%
40321	Health Insurance	398,693	384,771	458,640	458,640	336,000	(122,640)	-26.74%
40322	Life Insurance	1,531	1,705	1,939	1,939	1,889	(50)	-2.58%
40410	Leave	125,494	138,861	158,285	158,285	164,887	6,602	4.17%
Total: Personnel		1,977,926	2,029,628	2,401,280	2,401,280	2,333,740	(67,540)	-2.81%
<b>Supplies</b>								
42020	Signage Supplies	6,024	10,490	21,000	25,779	11,000	(10,000)	-47.62%
42120	Computer Software	1,962	1,232	3,250	4,250	3,300	50	1.54%
42210	Operating Supplies	12,620	17,019	18,500	20,536	18,900	400	2.16%
42230	Fuel, Oil & Lubricants	2,701	2,021	5,750	5,750	5,350	(400)	-6.96%
42250	Uniforms	188	400	1,395	1,850	1,430	35	2.51%
42310	Repair/Maintenance Supplies	6,027	3,044	2,000	2,190	2,330	330	16.50%
42360	Motor Vehicle Supplies	-	970	3,600	3,600	2,750	(850)	-23.61%
42410	Small Tools & Minor Equipment	1,580	18,931	3,850	5,887	4,000	150	3.90%
Total: Supplies		31,102	54,107	59,345	69,842	49,060	(10,285)	-17.33%
<b>Services</b>								
43011	Contractual Services	230,728	294,636	388,870	637,918	131,420	(257,450)	-66.20%
43015	Water/Air Sample Testing	5,000	-	5,000	5,000	5,000	-	0.00%
43019	Software Maintenance	80,979	3,953	79,140	8,040	7,590	(71,550)	-90.41%
43026	Software Licensing	-	74,898	3,770	74,970	84,140	80,370	2131.83%
43110	Communications	19,197	18,793	22,800	22,800	22,500	(300)	-1.32%
43140	Postage and Freight	20,421	9,769	33,145	33,145	24,645	(8,500)	-25.64%
43210	Transportation/Subsistence	17,177	15,020	47,580	47,580	39,524	(8,056)	-16.93%
43220	Car Allowance	7,431	7,203	7,200	7,200	7,200	-	0.00%
43221	Car Allowance PC	20,700	15,600	16,200	16,200	16,200	-	0.00%
43260	Training	1,443	1,939	12,835	12,835	11,070	(1,765)	-13.75%
43310	Advertising	19,542	8,815	24,000	24,000	11,000	(13,000)	-54.17%
43410	Printing	2,897	1,411	5,500	5,400	3,000	(2,500)	-45.45%
43510	Insurance/Litigation Fund Premiums	24,353	30,069	33,308	33,308	33,853	545	1.64%
43610	Utilities	54,593	54,269	63,075	63,075	64,299	1,224	1.94%
43720	Equipment Maintenance	6,092	4,942	9,500	9,500	10,200	700	7.37%
43750	Vehicle Maintenance	106	412	1,750	1,750	3,180	1,430	81.71%
43780	Buildings/Grounds Maintenance	34,808	23,377	32,500	32,500	34,500	2,000	6.15%
43810	Rents & Operating Leases	1,001	1,695	1,100	1,101	1,100	-	0.00%
43812	Equipment Replacement Payments	100,324	95,522	105,527	105,527	100,027	(5,500)	-5.21%
43920	Dues and Subscriptions	1,146	1,512	2,470	2,470	2,670	200	8.10%
43931	Recording Fees	144	195	600	600	1,850	1,250	208.33%
Total: Services		648,082	664,030	895,870	1,144,919	614,968	(280,902)	-31.36%
<b>Capital Outlay</b>								
48120	Major Office Equipment	15,135	8,526	7,500	21,500	7,500	-	0.00%
48311	Major Machinery & Equipment	12,517	-	-	-	-	-	-
48525	Computer Software	-	15,000	-	-	-	-	-
48710	Minor Office Equipment	10,975	20,047	24,710	24,710	15,514	(9,196)	-37.22%
48720	Minor Office Furniture	2,642	8,286	7,300	7,300	4,700	(2,600)	-35.62%
48740	Minor Machinery & Equipment	1,060	5,505	10,000	10,000	500	(9,500)	-95.00%
Total: Capital Outlay		42,329	57,364	49,510	63,510	28,214	(21,296)	-43.01%
<b>Interdepartmental Charges</b>								
60000	Charges (To) From Other Depts.	(77,150)	(76,092)	(113,316)	(113,316)	(112,965)	351	-0.31%
60004	Mileage Ticket Credits	(1,429)	(688)	-	-	-	-	-
61990	Admin Service Fee	-	550	-	-	-	-	-
Total: Interdepartmental Charges		(78,579)	(76,230)	(113,316)	(113,316)	(112,965)	351	-0.31%
<b>Department Total</b>		<b>\$ 2,620,860</b>	<b>\$ 2,728,899</b>	<b>\$ 3,292,689</b>	<b>\$ 3,566,235</b>	<b>\$ 2,913,017</b>	<b>\$ (379,672)</b>	<b>-11.53%</b>

<b>Department Function</b>	
<b>Fund 100</b>	<b>General Fund</b>
<b>Dept 6XXXX</b>	<b>Senior Citizens Grant Program</b>

#### Mission

The Kenai Peninsula Borough Code of Ordinances, Chapter 5.22, established the Senior Citizens Grant Program funding. To be eligible for the senior citizen program grant, a senior citizens center or adult day care center must be nonprofit, tax exempt, as well as operating and located within the Kenai Peninsula Borough. The eligible center may be sponsored by a city or recognized by the Kenai Peninsula Borough assembly or the Alaska Commission on Aging.

Organizations that receive funding shall administer those funds in accordance with the following regulations:

- Services are to be provided only to persons who are 60 years of age or older and their spouse.
- Services must be targeted to persons in greatest economic and social need.

- Transportation shall be provided to access services in the following order of priority:
  - Access to medical appointments, prescriptions, hospital, and essential (non-emergency) health services.
  - Access to nutrition and other essential support services.
  - Essential shopping and volunteers in services to older persons, disabled, and children.
  - Job training and career education.
  - Attendance at senior organization meetings.
  - Non-essential shopping, business, beauticians, cultural, and educational purposes.

Each year the Assembly shall determine the amount to be appropriated for the senior citizen centers and adult day care centers. Distribution of the program funds is based upon the latest census figures of election precincts and whether or not the organization previously participated in the program.

#### Performance Measures:

<b>Priority:</b>	Timely, thorough, and effective processing of permit applications.
<b>Goal:</b>	Maintain high-quality customer service throughout permit process.
<b>Objective:</b>	Provide for appropriate staff time to issue permits according to projected metrics, not to exceed 30 days.
<b>Measures:</b>	Population data from the 2020 Federal census is used in determining the allocation of the program funds. The FY2026 allocation is as follows:

	Number of Seniors	% of Population in Borough	FY2026 Hold Harmless Adjustment	FY2026 Funding
Anchor Point Seniors	1,153	7.85%	0.00	\$ 58,731
Cooper Landing Seniors *	174	1.19%	10,501	19,365
Homer Seniors *	2,624	17.87%	11,261	144,920
Kenai Seniors *	3,596	24.49%	2,675	185,846
Nikiski Seniors	1,175	8.00%	0.00	59,851
Ninilchik Seniors *	640	4.36%	518	33,118
Seldovia Seniors *	211	1.44%	990	11,737
Seward Seniors *	868	5.91%	6,974	51,187
Soldotna Seniors	2,638	17.97%	0.00	134,373
Sterling Seniors	1,603	10.92%	0.00	81,653
<b>Total Senior Centers</b>	<b>14,682</b>	<b>100.00%</b>	<b>32,918</b>	<b>780,781</b>
Friendship Center – Homer			7,877	18,818
Forget-Me-Not Day Care			6,395	39,035
<b>Total Senior Program</b>			<b>47,191</b>	<b>838,634</b>

\* In FY2024 the Senior Centers identified experienced a reduction in the percentage of overall senior citizens in their census district; therefore, the Borough provided a hold harmless adjustment for each center, keeping their FY2024 and FY2025 Senior Citizen Grant Program Funding at FY2023 levels. Starting in FY2026, those hold harmless amounts will be reduced by 10% each year.

## Kenai Peninsula Borough Budget Detail

### Fund 100

### Senior Citizens Grant Program

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed	
				Budget	Budget	Proposed	& Original	Budget %
<b>Senior Citizens Grant Program</b>								
62110	Anchor Point Seniors	\$ 49,356	\$ 58,731	\$ 58,731	\$ 58,731	\$ 58,731	\$ -	0.00%
62115	Cooper Landing Seniors	20,532	20,532	20,532	20,532	19,365	(1,167)	-5.68%
62120	Homer Seniors	146,172	146,172	146,172	146,172	144,920	(1,252)	-0.86%
62130	Kenai Seniors	186,143	186,143	186,143	186,143	185,845	(298)	-0.16%
62140	Ninilchik Seniors	33,175	33,175	33,175	33,175	33,117	(58)	-0.17%
62150	Seward Seniors	38,972	51,962	51,962	51,962	51,188	(774)	-1.49%
62160	Seldovia Seniors	11,847	11,847	11,847	11,847	11,738	(109)	-0.92%
62170	Soldotna Seniors	107,547	134,373	134,373	134,373	134,373	-	0.00%
62180	Sterling Seniors	66,414	81,653	81,653	81,653	81,653	-	0.00%
63190	Nikiski Seniors	58,279	59,851	59,851	59,851	59,851	-	0.00%
Total Senior Citizens		718,437	784,439	784,439	784,439	780,781	(3,658)	-0.47%
<b>Adult Day Care Centers</b>								
62125	Friendship Center - Homer	19,529	19,529	19,529	19,529	18,818	(711)	-3.64%
62195	Forget-Me-Not Care Center	39,910	39,910	39,910	39,910	39,035	(875)	-2.19%
Total Adult Day Care Centers		59,439	59,439	59,439	59,439	57,853	(1,586)	-2.67%
Total Senior Citizens Program		\$ 777,876	\$ 843,878	\$ 843,878	\$ 843,878	\$ 838,634	\$ (5,244)	-0.62%

### Line-Item Explanations

**62110 Anchor Point Senior Citizens:** Payroll, utilities, insurance, and contract services to provide essential services.

**62160 Seldovia Senior Citizens:** Payroll, freight, and supply costs for senior meals program.

**62115 Cooper Landing Senior Citizens:** Contract services, utilities and supply costs for general operations, and the transportation program.

**62170 Soldotna Senior Citizens:** Payroll and utilities cost to support the nutrition, transportation, and support service programs.

**62120 Homer Senior Citizens:** Payroll and supply costs to provide congregate meals, home delivered meals, transportation, and supportive services.

**62180 Sterling Senior Citizens:** Payroll, contract services, and supplies for general operational operations to provide essential and supportive services.

**62130 Kenai Senior Citizens:** Payroll, contract services, and supply costs to provide essential or supportive services.

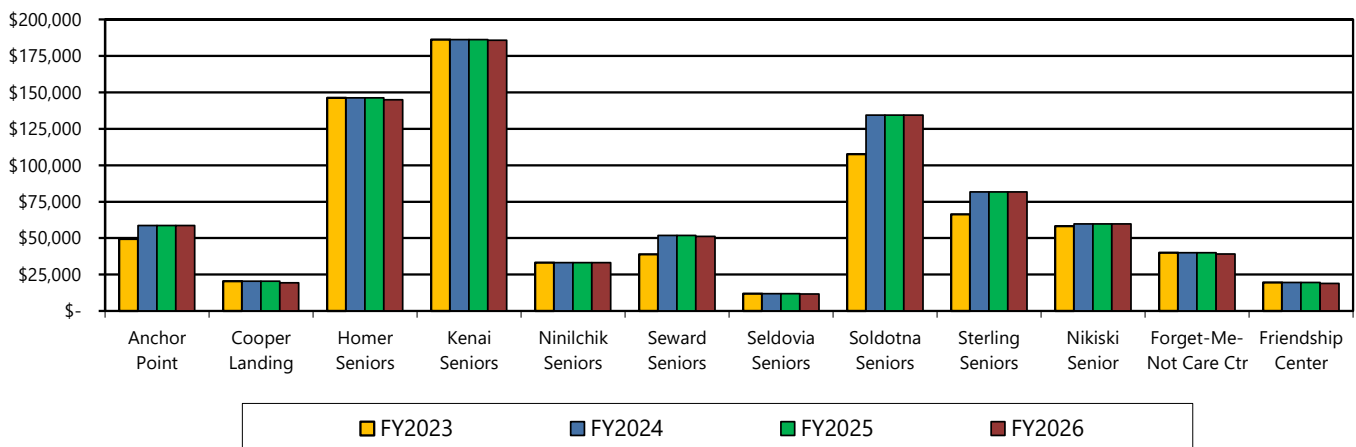
**62125 Friendship Center - Homer:** Payroll costs to support essential and supportive services.

**62140 Ninilchik Senior Citizens:** Payroll costs to provide senior center operations.

**62195 Forget-Me-Not Care Center:** Payroll, supplies, and transportation costs to provide essential and supportive services.

**62150 Seward Senior Citizens:** Payroll, contract services, and supply costs to support essential and supportive services and the transportation program.

**63190 Nikiski Senior Citizens:** Payroll to provide essential and supportive services.



## Department Function

Fund 100

General Fund

Dept 94900

Business and Economic Development

### Program Authority and Descriptions

Promoting the peninsula through economic development is within the authority of the Borough and supported through the Kenai Peninsula Economic Development District, Alaska Small Business Development Center, and public relations as described below.

Alaska Statute AS 29.35.210(a)(8) authorizes the Borough to provide for economic development on a nonareawide basis by ordinance. Economic development means private sector expansion that creates permanent jobs, adds to the Borough's long-term tax base, and results in enhanced economic activity and quality of life for Borough residents.

Borough code 19.10 provides for the promotion of tourism for areas of the Borough outside of the cities. The authority to provide for tourism promotion may be carried out by the Borough administrative staff, by contract, by grants to nonprofit organizations established for tourism and economic development, or by grants to municipalities having programs that can meet the needs of the Borough for its nonareawide program.

**EDD.** The Kenai Peninsula Economic Development District (KPEDD) requests funding to support outreach, training, and small business assistance; outcomes include:

- Serve the CIRI region as Department of Energy's Arctic Energy Ambassador with Alaska Municipal League and Denali Commission.
- Coordination and identification of housing and childcare access by connecting corporate and private funding sources with providers.
- Support workforce development planning and programming; with a focus on underserved communities.
- Develop the 2026-2030 Comprehensive Economic Development Strategy, leveraging federal funding for implementation.
- Provide detailed economic analysis for the region, discussing items such as emerging sectors and changing market conditions.
- Host the annual Industry Overview Form to provide updates to legislators, Tribes, cities, businesses, and residents and projects, economic outlooks and emerging technologies.
- Disseminate relevant information for community-wide decision-making.

- Host discussions between businesses and local lending agencies to close gaps in capital needs.
- Utilize available data across various platforms to expand KPEDD's detailed geographic information system (GIS).

Funding for FY2026 is budgeted at \$175,000 to supplement KPEDD personnel costs.

**SBDC.** The Alaska Small Business Development Center (SBDC), South West Region, requests funding to actively support new and existing businesses through no-cost business advising services, workshops, and educational forums. The Kenai Peninsula Center consists of business advisors in Soldotna, Homer, and Seward. Measurable goals and outcomes include:

- |                                    |               |
|------------------------------------|---------------|
| • Advising hours:                  | 2,200         |
| • Clients advised:                 | 300           |
| • New businesses started & bought: | 40            |
| • Jobs supported:                  | 500           |
| • Capital infusion:                | \$4.4 million |

These goals have been consistently met or exceeded by SBDC.

Funding for FY2026 is budgeted at \$135,000 to supplement personnel, contractual, and facilities costs.

**KPB Public Relations.** The Borough will achieve public relations objectives as described in the 2020 KPB Communication Strategy & Implementation Plan with an emphasis on government services provided by the Borough.

Funding for FY2026 is budgeted at \$100,000 to provide funding for contractual services and activities that will improve the Borough's public relations.

**KPB Promotion.** The Borough will achieve objectives on a non-areawide basis with a focus on tourism and economic development, as approved by Resolution 2021-007.

Funding for FY2026 is budgeted at \$100,000 to provide funding for contractual services and activities that will promote the Kenai Peninsula Borough as a community and entity.

## Kenai Peninsula Borough Budget Detail

### Fund 100

### Department 94900 - Economic Development

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
Services								
Economic Development District								
43009	Contract Services - EDD	\$ 150,000	\$ 175,000	\$ 175,000	\$ 175,000	\$ 180,000	\$ 5,000	2.86%
Small Business Development Center								
43011	Contract Services	125,000	135,000	135,000	135,000	140,000	5,000	3.70%
KPB Public Relations								
43016	KPB Public Relations	76,949	83,917	100,000	-	-	(100,000)	-100.00%
42310	Repair/Maintenance	-	-	-	500	500	500	-
43011	Contract Services	-	-	-	124,500	88,500	88,500	-
43026	Software Licensing	-	-	-	7,000	3,500	3,500	-
43310	Advertising	-	-	-	5,000	7,500	7,500	-
KPB Public Relations - Total		76,949	83,917	100,000	137,000	100,000	-	0.00%
KPB Promotion								
43018	KPB Promotion	70,767	42,770	100,000	-	-	(100,000)	-100.00%
43011	Contract Services	-	-	-	124,500	88,000	88,000	-
43026	Software Licensing	-	-	-	7,000	3,500	3,500	-
43310	Advertising	-	-	-	5,000	7,500	7,500	-
43920	Dues & Subscriptions	-	-	-	500	1,000	1,000	-
KPB Promotion - Total		70,767	42,770	100,000	137,000	100,000	-	0.00%
Total: Services		422,716	436,687	510,000	584,000	520,000	10,000	1.96%
Department Total		\$ 422,716	\$ 436,687	\$ 510,000	\$ 584,000	\$ 520,000	\$ 10,000	1.96%

### Line-Item Explanations

**43009 Economic Development District.** The Economic Development District (EDD) works closely with the Mayor's office and the Assembly on economic planning forums and providing access to KPB economic data. (\$180,000.)

**43011 Small Business Development Center (SBDC).** Small Business Development Center contract. Program provides counseling and workshops for small businesses and startups (\$140,000.)

#### KPB Public Relations:

**42310 Repair/Maintenance.** Event supplies maintenance

**43011 Contract Services.** Contract for KPB website maintenance (\$17,500), Contract for public relation initiatives (\$71,000).

**43026 Software Licensing.** Digital Asset Manager subscription (\$3,500)

**43310 Advertising.** Radio Ads (\$7,500).

#### KPB Promotion:

**43011 Contract Services.** Contract for KPB website maintenance (\$17,500), contract to promote KPB with emphasis on non area wide tourism and economic development (\$70,500).

**43026 Software Licensing.** Digital Asset Manager subscription (\$3,500)

**43310 Advertising.** Radio Ads (\$5,500), Tourism Ads (\$2,000)

**43920 Dues & Subscriptions.** Alaska Travel Industry Association dues (\$300), and Wednesday Market Dues (\$700).



# Kenai Peninsula Borough

## Budget Detail

### Fund 100

### Department 94910 - Non Departmental

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>							
40511 Other Benefits	\$ 8,880	\$ -	\$ 50,000	\$ 50,000	\$ 50,000	\$ -	0.00%
Total: Personnel	8,880	-	50,000	50,000	50,000	-	0.00%
<b>Services</b>							
43011 Contractual Services - SPREP project	359,935	295,805	360,000	360,000	360,000	-	0.00%
43011 Contractual Services - Facility Mgmt Plan	21,623	-	-	48,802	-	-	-
43011 Contractual Services - Zipmart	26,386	-	-	-	-	-	-
43011 Ed Bond Education Campaign	24,037	-	-	-	-	-	-
43510 Insurance & Litigation Fund Premiums	136,125	161,125	179,572	179,572	179,572	-	0.00%
Total: Services	568,106	456,930	539,572	588,374	539,572	-	0.00%
<b>Capital Outlay</b>							
48740 Minor Machinery and Equipment	4,960	-	-	-	-	-	-
Total: Capital Outlay	4,960	-	-	-	-	-	-
<b>Transfers</b>							
50235 Eastern Peninsula Highway Emergency SA	178,338	340,000	350,000	350,000	310,000	(40,000)	-11.43%
50241 S/D Operations	52,564,284	54,753,114	56,228,307	56,228,307	57,634,015	1,405,708	2.50%
50242 Postsecondary Education	834,762	906,955	975,800	975,800	999,300	23,500	2.41%
50260 Disaster relief	-	73,365	-	53,221	-	-	-
50264 911 Communications Fund	150,000	150,000	150,000	150,000	150,000	-	0.00%
50271 Miscellaneous Grant Fund	180,786	-	-	-	-	-	-
50290 Solid Waste	11,355,538	21,804,733	11,719,442	13,072,526	11,485,368	(234,074)	-2.00%
50308 School Debt	3,930,400	4,939,652	4,936,951	4,936,951	4,938,328	1,377	0.03%
50349 Bond Issue Expense Fund	1,500	2,500	10,000	10,000	10,000	-	0.00%
50400 School Capital Projects	5,250,000	4,000,000	4,000,000	5,050,000	4,100,000	100,000	2.50%
50407 General Govt. Capital Projects	1,643,846	265,755	200,000	200,000	150,000	(50,000)	-25.00%
50411 Solid Waste Fund Capital Projects	840,000	-	-	-	1,400,000	1,400,000	-
50407 General Govt. Capital Projects - PILT	14,315	32,207	-	-	-	-	-
50441 Nikiski Fire SA Capital Projects - PILT	258,727	8,339	-	-	-	-	-
50442 Bear Creek Fire SA Capital Projects - PILT	10,105	192,583	-	55,446	-	-	-
50443 CES Capital Projects - PILT	342,914	-	-	-	-	-	-
50444 WESA Capital Projects - PILT	175,000	-	-	-	-	-	-
50446 KESA Capital Projects - PILT	175,000	-	-	-	-	-	-
50840 Special Assessments	170,022	(634,082)	-	-	-	-	-
Total: Transfers	78,075,537	86,835,121	78,570,500	81,082,251	81,177,011	2,606,511	3.32%
<b>Interdepartmental Charges</b>							
60000 Charges (To)/From Other Depts.	(772,625)	(876,430)	(932,964)	(932,964)	(932,964)	-	0.00%
Total: Interdepartmental Charges	(772,625)	(876,430)	(932,964)	(932,964)	(932,964)	-	0.00%
<b>Department Total</b>	<b>\$ 77,884,858</b>	<b>\$ 86,415,621</b>	<b>\$ 78,227,108</b>	<b>\$ 80,787,661</b>	<b>\$ 80,833,619</b>	<b>\$ 2,606,511</b>	<b>3.33%</b>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100**

**Department 94910 - Non Departmental - Continued**

**Line-Item Explanations**

Expenditures and transfers in the General Fund Non-Departmental budget are those which are not attributable to a specific activity or department.

**40511 Other Benefits.** Unemployment compensation payments for Borough General Fund Employees.

**43510 Insurance Premiums.** Property, liability, and other insurance coverage for the Borough's general fund.

**50241 Transfer to School District Operations.** The local effort required for the School District operating budget and in-kind services, which are maintenance, custodial, audit, insurance, and utilities.

**50242 Transfer to Post-Secondary Education.** Provide post-secondary education funding on an area wide basis to institutions that are a part of the University of Alaska system. Funding is restricted to operations and may only be used for instruction and the operations of facilities used to provide curriculum or programs offered within the Borough.

**50264 Transfer to 911 Communications.** Providing funding for costs not eligible to covered by the e911 surcharge.

**50290 Transfer to Solid Waste.** For the operations and management of the Solid Waste Department, covers operations, debt service, and capital project contributions.

**50308 Transfer to Debt Service.** To cover the current portion of principal and interest on outstanding general obligation bonds for schools (\$4,936,951).

**50400 Transfer to School Revenue Capital Projects.** Funding for improvements at various schools (\$4,100,000).

**50407 Transfer to the General Government.** Funding for equipment and improvements to various general governmental facilities.

**50407-50446 PILT Transfer to the General Government and Fire and Emergency Service Capital Project Funds.** General Fund grant provided with Payment in Lieu of Taxes (PILT) received on an annual basis by the Kenai Peninsula Borough. Cost of Emergency Services are eligible expenditures for these funds. There is a 10% fund match required for the grant portion of the proposed funding. The grant funds are provided over a two year period.

**60000 Charges (to) From Other Departments.** (\$932,964). Amount included in the operating budget of the Purchasing and Maintenance Departments expected to be charged to the general fund \$120,000 and indirect cost recovery from Borough capital projects and grants (\$125,000). An admin service fee is charged to the operating budget of service areas and various funds to cover a portion of costs associated with providing general government services (\$927,964).

**For capital projects information on this department - See the Capital Projects section pages 344-345, 353**

**Kenai Peninsula Borough  
Budget Detail**

**Fund 100 Total - General Fund**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
40XXX	Total: Personnel	\$ 13,887,202	\$ 14,903,465	\$ 17,497,684	\$ 17,441,434	\$ 17,468,586	\$ (29,098)	-0.17%
42XXX	Total: Supplies	136,226	197,235	229,542	245,390	205,387	(24,155)	-10.52%
43XXX	Total: Services	5,966,963	5,992,341	6,914,482	7,339,570	6,828,826	(85,656)	-1.24%
48XXX	Total: Capital Outlay	174,771	208,392	164,894	182,899	165,728	834	0.51%
50XXX	Total: Transfers	78,075,537	86,835,121	78,570,500	81,082,251	81,177,011	2,606,511	3.32%
60XXX	Total: Interdepartmental Charges	(1,514,211)	(1,663,428)	(2,054,826)	(2,054,826)	(2,020,892)	33,934	-1.65%
Fund Totals		<u>\$ 96,726,488</u>	<u>\$ 106,473,126</u>	<u>\$ 101,322,276</u>	<u>\$ 104,236,718</u>	<u>\$ 103,824,646</u>	<u>\$ 2,502,370</u>	<u>2.47%</u>

## ***Special Revenue Funds***

Special revenue funds are established when there are legal requirements restricting specific resources to expenditure for specified purposes, which are not appropriately budgeted elsewhere. They are commonly used for voter-authorized services, grants, entitlements, and shared revenues. Kenai Peninsula Borough Special Revenue Funds are as follows:

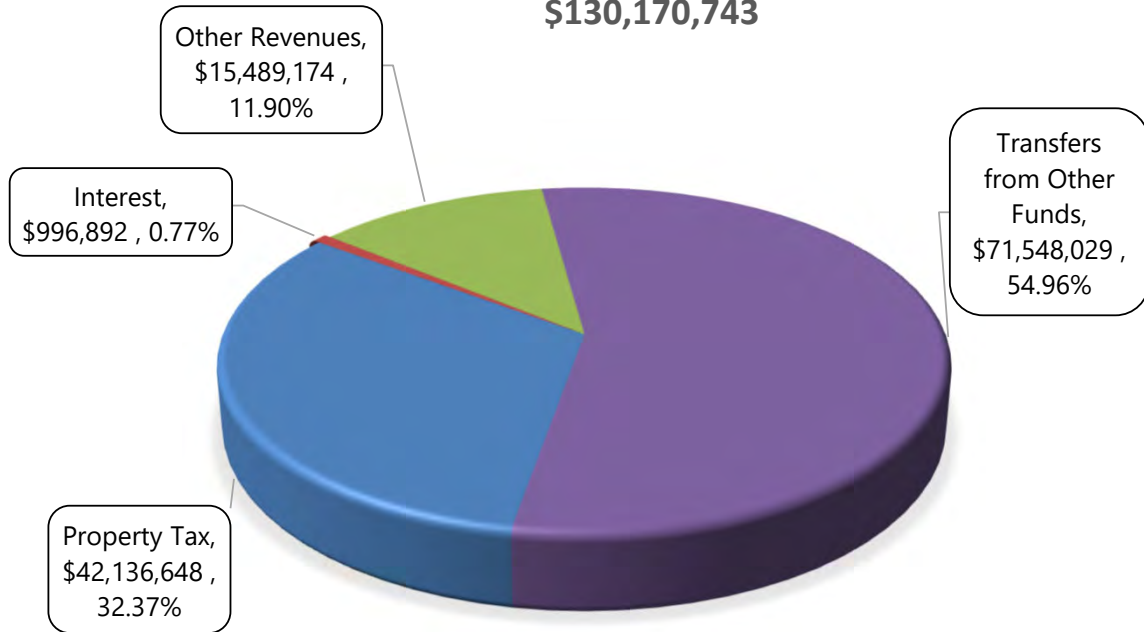
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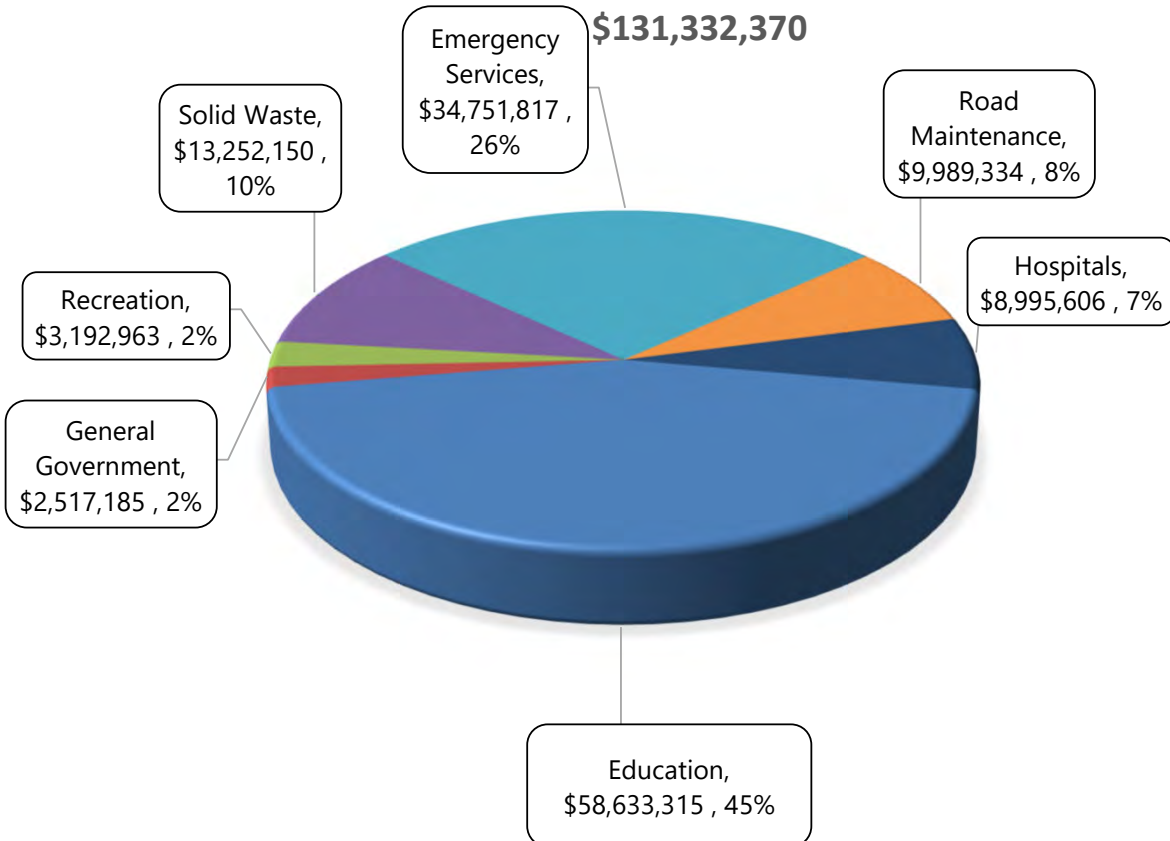
## Total Special Revenue Funds - Budget Projection

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
<b>Revenues:</b>								
Property Taxes								
Real	\$ 25,710,843	\$ 29,695,036	\$ 31,241,373	\$ 31,141,003	\$ 31,754,072	\$ 32,205,809	\$ 32,511,012	\$ 32,672,155
Personal	1,256,939	1,330,223	1,266,368	1,320,103	1,254,583	1,267,125	1,274,858	1,263,060
Oil & Gas (AS 43.56)	8,266,509	8,756,235	8,792,518	8,792,518	8,362,825	8,362,825	8,360,234	8,313,595
Interest	74,802	76,426	75,094	75,644	76,281	77,376	78,436	78,767
Flat Tax	288,393	310,445	276,545	276,600	276,600	281,966	287,439	293,021
Motor Vehicle Tax	410,799	420,340	403,286	410,424	412,287	419,648	428,042	436,605
Total Property Taxes	36,008,285	40,588,705	42,055,184	42,016,292	42,136,648	42,614,749	42,940,021	43,057,203
Federal Revenue	346,191	214,518	-	1,853,300	-	-	-	-
State Revenue	674,307	524,036	-	-	-	-	-	-
Interest Earnings	1,101,626	2,367,989	621,753	1,021,759	996,892	966,757	753,473	722,747
Fees	3,529,731	3,562,195	3,672,348	3,672,348	3,672,348	3,802,424	3,937,041	4,076,354
Other Revenue	16,520,406	17,013,371	11,696,838	11,786,687	11,816,826	12,139,458	12,248,700	12,359,634
Total Revenues	58,180,546	64,270,814	58,046,123	60,350,386	58,622,714	59,523,388	59,879,235	60,215,938
<b>Other Financing Sources:</b>								
Transfer From Other Funds	65,348,353	78,257,710	70,392,290	71,795,374	71,548,029	76,814,804	76,001,992	77,359,278
Total Other Financing Sources	65,348,353	78,257,710	70,392,290	71,795,374	71,548,029	76,814,804	76,001,992	77,359,278
Total Revenues and Other Financing Sources	123,528,899	142,528,524	128,438,413	132,145,760	130,170,743	136,338,192	135,881,227	137,575,216
<b>Expenditures:</b>								
Personnel	29,273,578	32,254,785	36,315,681	36,453,286	36,862,404	37,675,741	38,519,908	39,419,738
Supplies	2,730,455	2,723,888	3,286,820	3,299,509	3,352,350	3,411,313	3,484,846	3,561,268
Services	25,039,215	38,158,571	30,235,791	33,015,586	30,905,659	31,678,557	32,154,128	33,350,665
Capital Outlay	1,424,653	996,024	838,175	2,507,605	837,309	803,907	813,858	824,287
Interdepartmental Charges	618,118	712,200	508,393	530,544	520,150	534,132	537,809	559,614
Total Expenditures	59,086,019	74,845,468	71,184,860	75,806,530	72,477,872	74,103,650	75,510,549	77,715,572
<b>Operating Transfers To:</b>								
Land Trust Investment Fund	4,565,000	1,185,810	710,000	966,275	450,000	1,500,000	1,000,000	1,000,000
School Operations	39,741,388	40,460,663	40,914,211	40,914,211	42,153,164	43,206,993	44,287,168	45,394,348
Special Revenue Funds	265,431	302,908	323,741	373,338	324,346	1,823,574	424,145	435,180
Internal Service Funds	-	109,261	-	-	-	1,500,000	-	-
Capital Projects Fund	10,952,184	12,951,774	7,931,931	8,027,931	8,356,819	12,055,650	10,353,917	10,055,890
Debt Service Fund	13,286,222	12,283,758	8,318,657	8,318,657	7,570,169	8,115,567	8,713,020	8,390,990
Total Operating Transfers	68,810,225	67,294,174	58,198,540	58,600,412	58,854,498	68,201,784	64,778,250	65,276,408
Total Expenditures and Operating Transfers	127,896,244	142,139,642	129,383,400	134,406,942	131,332,370	142,305,434	140,288,799	142,991,980
Net Results From Operations	(4,367,345)	388,882	(944,987)	(2,261,182)	(1,161,627)	(5,967,242)	(4,407,572)	(5,416,764)
Projected Lapse	-	-	2,274,547	3,284,201	3,229,272	3,268,094	3,200,523	3,228,231
Change in Fund Balance	(4,367,345)	388,882	1,329,560	1,023,019	2,067,645	(2,699,148)	(1,207,049)	(2,188,533)
Beginning Fund Balance	38,548,008	34,180,663	34,569,545	34,569,545	35,592,564	37,660,209	34,961,061	33,752,055
Ending Fund Balance	\$ 34,180,663	\$ 34,569,545	\$ 35,899,105	\$ 35,592,564	\$ 37,660,209	34,961,061	\$ 33,754,012	\$ 31,563,522

**SPECIAL REVENUE FUNDS  
WHERE THE MONEY COMES FROM FY2026  
\$130,170,743**



**SPECIAL REVENUE FUNDS  
APPROPRIATIONS BY FUNCTION - FY2026  
\$131,332,370**



**Combined Revenues and Appropriations  
Special Revenue Funds  
Fiscal Year 2026**

	<b>Emergency Services</b>							
	Nikiski Fire	Bear Creek Fire	Western Emergency Services	Central Emergency Services	Central Peninsula Emergency Medical	Kachemak Emergency	Eastern Peninsula Highway Emergency SA	Seward Bear Creek Flood
Taxable Value (000's):								
Real	874,619	288,413	613,074	3,797,502	8,904	639,368	-	673,338
Personal	49,833	2,014	47,643	132,650	692	10,184	-	21,076
Oil & Gas (AS 43.56)	1,226,591	-	243,126	140,099	-	-	-	-
Total Taxable Value	2,151,043	290,427	903,843	4,070,251	9,596	649,552	-	694,414
Mill Rate	2.45	3.25	3.15	2.95	1.00	3.26	-	1.00
Property Taxes								
Real	\$ 2,142,817	\$ 927,969	\$ 1,931,183	11,090,605	\$ 8,904	\$ 2,063,496	\$ -	\$ 673,338
Personal	119,649	6,415	147,074	383,491	678	32,536	-	20,654
Oil & Gas (AS 43.56)	3,005,148	-	765,847	413,292	-	-	-	-
Interest	10,535	1,027	5,577	18,000	50	1,800	-	1,388
Flat Tax	11,545	4,284	11,101	66,000	766	7,136	-	21,160
Motor Vehicle Tax	38,263	12,332	15,116	123,551	-	28,117	-	7,744
Total Property Taxes	5,327,957	952,027	2,875,898	12,094,939	10,398	2,133,085	-	724,284
Interest Revenue	203,008	26,529	58,406	207,095	-	45,241	30,487	14,790
Other Revenue	926,169	109,418	247,000	1,793,500	-	95,500	-	-
Transfer From Other Funds	-	-	-	10,832	-	-	310,000	-
Total Revenues and Other Financing Sources	6,457,134	1,087,974	3,181,304	14,106,366	10,398	2,273,826	340,487	739,074
Expenditures								
Personnel	4,916,482	540,454	2,240,151	9,765,963	-	1,412,390	-	264,802
Supplies	318,897	25,890	191,000	534,017	-	164,001	1,893	6,250
Services	1,026,110	199,380	438,778	1,636,911	-	323,327	339,808	390,490
Capital Outlay	165,241	15,100	61,500	224,292	-	91,758	-	-
Payment to School District	-	-	-	-	-	-	-	-
Interdepartmental Charges	160,668	19,521	73,286	304,030	-	49,787	8,771	(24,727)
Total Expenditures	6,587,398	800,345	3,004,715	12,465,213	-	2,041,263	350,472	636,815
Transfers to Other Funds	1,069,111	319,296	277,766	2,590,332	10,832	318,117	9,143	-
Total Expenditures and Operating Transfers	7,656,509	1,119,641	3,282,481	15,055,545	10,832	2,359,380	359,615	636,815
Net Results From Operations	(1,199,375)	(31,667)	(101,177)	(949,179)	(434)	(85,554)	(19,128)	102,259
Projected Lapse	889,299	48,021	150,236	997,217	-	71,444	9,018	79,348
Change in Fund Balance	(310,076)	16,354	49,059	48,038	(434)	(14,110)	(10,110)	181,607
Beginning Fund Balance	8,120,300	757,985	1,668,755	5,917,003	434	1,292,591	871,050	422,572
Ending Fund Balance	\$ 7,810,224	\$ 774,339	\$ 1,717,814	\$ 5,965,041	\$ -	\$ 1,278,481	\$ 860,940	\$ 604,179

(Continued)



**Combined Revenues and Appropriations - Continued**  
**Special Revenue Funds**  
**Fiscal Year 2026**

	<b>Emergency Services</b>	<b>Recreation</b>		<b>Road Improvement</b>			<b>Education</b>	
	911 Communications	North Peninsula Recreation	Seldovia Recreation	Roads	Engineer's Estimate Fund	RIAD Match Fund	School Fund	Post- Secondary Education
Taxable Value (000's):								
Real	-	874,619	91,802	5,991,085	-	-	-	-
Personal	-	50,378	1,274	254,083	-	-	-	-
Oil & Gas (AS 43.56)	-	1,276,009	-	1,624,895	-	-	-	-
Total Taxable Value	-	2,201,006	93,076	7,870,063	-	-	-	-
Mill Rate	-	1.15	0.75	1.30	-	-	-	-
Property Taxes								
Real	\$ -	\$ 1,005,812	\$ 68,852	\$ 7,788,411	\$ -	\$ -	\$ -	\$ -
Personal	-	56,776	936	323,702	-	-	-	-
Oil & Gas (AS 43.56)	-	1,467,410	-	2,112,364	-	-	-	-
Interest	-	8,566	-	20,449	-	-	-	-
Flat Tax	-	4,356	1,909	44,817	-	-	-	-
Motor Vehicle Tax	-	19,840	282	110,469	-	-	-	-
Total Property Taxes	-	2,562,760	71,979	10,400,212	-	-	-	-
Interest Revenue	71,701	34,973	2,348	82,782	500	14,272	-	-
Other Revenue	3,672,348	285,000	1,050	-	-	-	-	-
Transfer From Other Funds	440,964	-	-	-	22,550	-	57,634,015	999,300
Total Revenues and Other Financing Sources	4,185,013	2,882,733	75,377	10,482,994	23,050	14,272	57,634,015	999,300
Expenditures								
Personnel	3,168,115	1,550,259	-	1,193,949	2,000	-	7,569,410	-
Supplies	14,550	123,800	9,000	67,255	-	-	1,020,647	-
Services	720,369	726,201	69,871	6,250,158	20,000	-	7,354,134	999,300
Capital Outlay	5,000	49,089	1,500	3,729	-	-	76,350	-
Payment to School District	-	-	-	-	-	-	42,153,164	-
Interdepartmental Charges	112,965	61,234	2,009	229,143	550	-	(539,690)	-
Total Expenditures	4,020,999	2,510,583	82,380	7,744,234	22,550	-	57,634,015	999,300
Transfers to Other Funds	250,000	600,000	-	2,222,550	-	-	-	-
Total Expenditures and Operating Transfers	4,270,999	3,110,583	82,380	9,966,784	22,550	-	57,634,015	999,300
Net Results From Operations	(85,986)	(227,850)	(7,003)	516,210	500	14,272	-	-
Projected Lapse	120,630	87,870	4,943	425,933	-	-	-	-
Change in Fund Balance	34,644	(139,980)	(2,060)	942,143	500	14,272	-	-
Beginning Fund Balance	2,390,023	1,748,671	78,265	2,759,416	75,143	475,733	1,419,938	-
Ending Fund Balance	\$ 2,424,667	\$ 1,608,691	\$ 76,205	\$ 3,701,559	\$ 75,643	\$ 490,005	\$ 1,419,938	\$ -

**Combined Revenues and Appropriations - Continued**  
**Special Revenue Funds**  
**Fiscal Year 2026**

	<b>General Government</b>		<b>Solid Waste</b>	<b>Hospitals</b>			
	Land Trust	Nikiski Senior	Solid Waste	Central Kenai Peninsula Hospital	South Kenai Peninsula Hospital Debt prior	South Kenai Peninsula Hospital Operations	Total
Taxable Value (000's):							
Real	-	773,286	-	5,659,601	2,590,157	2,609,030	
Personal	-	45,046	-	220,406	105,457	104,809	
Oil & Gas (AS 43.56)	-	1,208,868	-	1,504,403	259,107	172,685	
Total Taxable Value	-	2,027,200	-	7,384,410	2,954,721	2,886,524	
Mill Rate	-	0.25	-	0.01	0.34	1.12	
Property Taxes							
Real	\$ -	\$ 193,322	\$ -	\$ 56,596	\$ 880,653	\$ 2,922,114	\$ 31,754,072
Personal	-	10,336	-	2,160	35,138	115,038	1,254,583
Oil & Gas (AS 43.56)	-	302,217	-	15,044	88,096	193,407	8,362,825
Interest	-	272	-	148	2,008	6,461	76,281
Flat Tax	-	700	-	800	50,026	52,000	276,600
Motor Vehicle Tax	-	2,686	-	794	24,219	28,874	412,287
Total Property Taxes	-	509,533	-	75,542	1,080,140	3,317,894	42,136,648
Interest Revenue	36,725	12,196	2,000	77,929	45,139	30,771	996,892
Other Revenue	2,021,000	-	1,575,000	4,763,189	-	-	15,489,174
Transfer From Other Funds	645,000	-	11,485,368	-	-	-	71,548,029
Total Revenues and Other Financing Sources	2,702,725	521,729	13,062,368	4,916,660	1,125,279	3,348,665	130,170,743
Expenditures							
Personnel	929,814	-	3,308,615	-	-	-	36,862,404
Supplies	16,100	-	859,050	-	-	-	3,352,350
Services	545,437	511,875	8,366,760	621,845	-	364,905	30,905,659
Capital Outlay	26,025	-	117,725	-	-	-	837,309
Payment to School District	-	-	-	-	-	-	42,153,164
Interdepartmental Charges	37,934	-	-	15,546	-	9,123	520,150
Total Expenditures	1,555,310	511,875	12,652,150	637,391	-	374,028	114,631,036
Transfers to Other Funds	450,000	-	600,000	4,266,949	1,490,419	2,226,819	16,701,334
Total Expenditures and Operating Transfers	2,005,310	511,875	13,252,150	4,904,340	1,490,419	2,600,847	131,332,370
Net Results From Operations	697,415	9,854	(189,782)	12,320	(365,140)	747,818	(1,161,627)
Projected Lapse	155,531	-	189,782	-	-	-	3,229,272
Change in Fund Balance	852,946	9,854	-	12,320	(365,140)	747,818	2,067,645
Beginning Fund Balance	1,224,176	348,460	-	2,226,548	2,256,949	1,538,552	35,592,564
Ending Fund Balance	\$ 2,077,122	\$ 358,314	\$ -	\$ 2,238,868	\$ 1,891,809	\$ 2,286,370	\$ 37,660,209

**Kenai Peninsula Borough  
Budget Detail**

**Special Revenue Fund Total  
Expenditure Summary By Line Item**

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed &	
				Budget	Budget	Proposed	Original Budget	%
<b>Personnel</b>								
40110	Regular Wages	\$ 13,458,315	\$ 14,645,795	\$ 17,709,009	\$ 17,782,183	\$ 18,667,796	\$ 958,787	5.41%
40111	Special Pay	65,757	92,297	121,450	121,450	121,960	510	0.42%
40120	Temporary Wages	932,863	852,472	1,302,055	1,332,822	1,223,447	(78,608)	-6.04%
40130	Overtime Wages	1,612,034	2,004,738	1,541,170	1,547,823	1,642,879	101,709	6.60%
40131	FLSA Overtime Wages	95,056	99,650	290,091	290,091	317,456	27,365	9.43%
40210	FICA	1,359,804	1,497,882	1,844,216	1,846,943	1,949,013	104,797	5.68%
40221	PERS	4,073,308	4,536,803	4,423,403	4,430,990	4,665,380	241,977	5.47%
40321	Health Insurance	5,412,214	5,996,438	6,537,038	6,547,728	5,607,795	(929,243)	-14.22%
40322	Life Insurance	20,653	23,799	25,430	25,546	26,752	1,322	5.20%
40410	Leave	2,225,581	2,501,567	2,489,819	2,495,710	2,607,926	118,107	4.74%
40511	Other Benefits	17,993	3,344	32,000	32,000	32,000	-	0.00%
Total: Personnel		29,273,578	32,254,785	36,315,681	36,453,286	36,862,404	546,723	1.51%
<b>Supplies</b>								
42020	Signage Supplies	21,944	36,072	34,850	31,221	25,000	(9,850)	-28.26%
42120	Computer Software	8,700	6,646	14,100	14,100	8,925	(5,175)	-36.70%
42210	Operating Supplies	298,649	404,046	505,283	500,168	583,159	77,876	15.41%
42220	Fire/Medical/Rescue Supplies	253,418	231,110	295,507	295,507	289,600	(5,907)	-2.00%
42230	Fuel, Oils and Lubricants	608,660	551,938	715,550	715,884	704,900	(10,650)	-1.49%
42250	Uniforms	87,723	98,383	133,870	138,999	134,300	430	0.32%
42263	Training Supplies	23,362	19,907	53,937	53,937	49,311	(4,626)	-8.58%
42310	Repair/Maintenance Supplies	926,326	914,317	1,010,925	997,478	1,029,005	18,080	1.79%
42360	Motor Vehicle Supplies	370,074	315,165	378,418	381,818	380,700	2,282	0.60%
42410	Small Tools & Minor Equipment	120,408	124,674	125,700	152,102	128,950	3,250	2.59%
42960	Recreational Supplies	11,191	21,630	18,680	18,295	18,500	(180)	-0.96%
Total: Supplies		2,730,455	2,723,888	3,286,820	3,299,509	3,352,350	65,530	1.99%
<b>Services</b>								
43011	Contractual Services	5,337,377	7,381,025	7,574,866	8,729,153	7,871,230	296,364	3.91%
43012	Audit Services	265,548	337,600	356,470	392,909	381,222	24,752	6.94%
43014	Physical Examinations	89,476	86,814	155,828	155,828	146,570	(9,258)	-5.94%
43015	Water/Air Sample Testing	120,654	158,797	221,000	221,000	221,500	500	0.23%
43019	Software Maintenance	352,359	185,899	266,808	254,512	249,077	(17,731)	-6.65%
43023	Kenai Peninsula College	834,762	906,955	975,800	975,800	999,300	23,500	2.41%
43026	Software Licensing	-	232,610	232,072	256,494	309,325	77,253	33.29%
43050	Solid Waste Fees	762	2,483	2,200	2,200	2,200	-	0.00%
43095	Solid Waste Closure/Post-Closure	1,365,451	11,214,895	641,817	1,831,398	641,817	-	0.00%
43100	Land Management Program Services	-	-	15,000	15,000	15,000	-	0.00%
43110	Communications	376,365	390,152	385,986	389,022	398,611	12,625	3.27%
43140	Postage and Freight	16,384	15,514	37,475	38,349	30,915	(6,560)	-17.51%
43210	Transportation/Subsistence	300,557	291,762	393,708	398,354	387,818	(5,890)	-1.50%
43220	Car Allowance	14,234	20,721	25,200	25,411	25,200	-	0.00%
43260	Training	96,545	61,619	145,109	147,209	139,048	(6,061)	-4.18%
43310	Advertising	19,391	11,139	31,125	30,260	21,075	(10,050)	-32.29%
43410	Printing	580	2,177	3,584	3,584	4,084	500	13.95%
43510	Insurance/Litigation Fund Premiums	5,506,202	6,606,615	7,764,535	7,765,458	7,927,518	162,983	2.10%
43600	Project Management	-	-	4,000	112,048	4,000	-	0.00%
43610	Utilities	1,786,506	1,796,846	2,383,147	2,076,841	2,277,700	(105,447)	-4.42%
43720	Equipment Maintenance	116,859	85,641	207,404	212,434	185,484	(21,920)	-10.57%
43750	Vehicle Maintenance	193,513	227,251	149,925	158,188	151,425	1,500	1.00%
43764	Snow Removal	1,028,456	680,652	350,000	633,000	350,000	-	0.00%
43765	Security and Surveillance	-	-	7,000	5,203	-	(7,000)	-100.00%
43780	Buildings/Grounds Maintenance	751,155	908,972	1,071,747	1,173,631	1,180,547	108,800	10.15%
43810	Rents and Operating Leases	189,806	194,762	169,850	196,369	183,875	14,025	8.26%
43812	Equipment Replacement Payments	413,267	430,884	635,244	635,244	651,163	15,919	2.51%
43920	Dues and Subscriptions	36,842	21,502	32,891	34,687	31,955	(936)	-2.85%
43931	Recording Fees	188	222	7,000	7,000	5,000	(2,000)	-28.57%
43933	Collection Fees	-	-	500	500	500	-	0.00%
43936	USAD Assessments	-	12,146	-	-	-	-	-
43951	Road Binding Treatment	737,350	641,501	745,000	745,000	745,000	-	0.00%
43952	Road Maintenance	5,082,046	5,244,577	5,200,000	5,200,000	5,330,000	130,000	2.50%
43960	Recreational Program Expenses	6,580	6,838	12,500	12,500	12,500	-	0.00%
45110	Land Sale Property Tax	-	-	30,000	30,000	25,000	(5,000)	-16.67%
49311	Design Services	-	-	1,000	151,000	-	(1,000)	-100.00%
Total: Services		25,039,215	38,158,571	30,235,791	33,015,586	30,905,659	669,868	2.22%

**Kenai Peninsula Borough  
Budget Detail**

**Special Revenue Fund Total  
Expenditure Summary By Line Item - Continued**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Capital Outlay</b>							
48120 Major Office Equipment	16,153	15,662	12,000	14,390	6,900	(5,100)	-42.50%
48210 Major Communications Equipment	-	-	20,000	20,000	4,800	(15,200)	-76.00%
48310 Vehicles	110,392	41,898	-	13,102	-	-	-
48311 Major Machinery and Equipment	250,013	218,681	56,000	71,081	91,000	35,000	62.50%
48513 Major Recreation Equipment	-	-	8,500	-	27,000	18,500	217.65%
48514 Major Fire Fighting/Rescue Equipment	186,991	16,533	36,000	52,126	61,000	25,000	69.44%
48515 Major Medical Equipment	14,041	64,296	44,690	66,813	22,000	(22,690)	-50.77%
48520 Storage/Buildings/Containers	5,850	-	-	-	-	-	-
48522 Surveillance Equipment	-	-	19,200	19,200	-	(19,200)	-100.00%
48525 Major Computer Software	-	-	-	-	13,700	13,700	-
48610 Land Purchase	108,804	-	-	59,000	-	-	-
48630 Improvements Other Than Buildings	-	18,721	62,000	1,569,684	15,000	(47,000)	-75.81%
48710 Minor Office Equipment	126,888	83,956	69,378	72,442	65,911	(3,467)	-5.00%
48720 Minor Office Furniture	22,313	24,866	41,100	51,665	35,612	(5,488)	-13.35%
48740 Minor Machinery & Equipment	77,376	60,508	46,300	68,472	83,650	37,350	80.67%
48750 Minor Medical Equipment	29,586	34,494	49,392	48,327	29,316	(20,076)	-40.65%
48755 Minor Recreational Equipment	13,234	7,197	18,820	27,320	8,500	(10,320)	-54.84%
48760 Minor Fire Fighting/Rescue Equipment	438,138	390,650	329,860	329,048	346,975	17,115	5.19%
48770 Minor Improvements Other Than Bldgs	5,229	-	-	-	-	-	-
49433 Plan Reviews	19,645	18,562	24,935	24,935	25,945	1,010	4.05%
Total: Capital Outlay	1,424,653	996,024	838,175	2,507,605	837,309	(866)	-0.10%
<b>Transfers To</b>							
50211 Central Emergency Services	7,346	9,783	10,227	9,824	10,832	605	5.92%
50237 Engineer's Estimate Fund	12,000	12,000	22,550	72,550	22,550	-	0.00%
50238 RIAD Match Fund	-	-	-	-	-	-	-
50241 KPBSD Operations	39,741,388	40,460,663	40,914,211	40,914,211	42,153,164	1,238,953	3.03%
50252 Land Trust Investment Fund	4,657,959	1,276,318	800,508	1,056,783	540,508	(260,000)	-32.48%
50264 911 Communications	246,085	281,125	290,964	290,964	290,964	-	0.00%
50340 SW Debt Service Fund	833,970	-	-	-	-	-	-
50342 Debt Service- Bear Creek Fire	84,323	86,931	86,504	86,504	85,855	(649)	-0.75%
50358 Debt Service- CES	783,829	1,632,309	1,629,438	1,629,438	1,636,438	7,000	0.43%
50360 Debt Service- CPGH	9,275,922	8,258,716	5,017,038	5,017,038	4,266,949	(750,089)	-14.95%
50361 Debt Service- SPH	2,215,219	2,215,294	1,495,169	1,495,169	1,490,419	(4,750)	-0.32%
50411 SWD Capital Projects	1,250,000	1,125,000	650,000	650,000	600,000	(50,000)	-7.69%
50434 Road Service Area Capital Projects	2,600,000	2,200,000	2,320,000	2,320,000	2,200,000	(120,000)	-5.17%
50441 NFSA Capital Projects	337,000	260,000	300,000	300,000	1,000,000	700,000	233.33%
50442 BCFS Capital Projects	290,000	300,000	225,000	225,000	225,000	-	0.00%
50443 CES Capital Project	1,140,000	5,700,000	800,000	800,000	800,000	-	0.00%
50444 APFEMSA Capital Project	165,000	75,000	100,000	100,000	155,000	55,000	55.00%
50446 KES Capital Project/Debt Service	491,305	271,000	300,000	300,000	300,000	-	0.00%
50455 911 Capital Projects Fund	624,000	200,921	178,538	178,538	250,000	71,462	40.03%
50459 NPRSA Capital Project	1,041,950	700,000	600,000	696,000	600,000	-	0.00%
50491 SPH Capital Project	3,012,929	2,119,853	2,458,393	2,458,393	2,226,819	(231,574)	-9.42%
50830 RIAD Projects	-	109,261	-	-	-	-	-
Total: Transfers	68,810,225	67,294,174	58,198,540	58,600,412	58,854,498	655,958	1.13%
<b>Interdepartmental Charges</b>							
60000 Charges (To) From Other Depts.	76,987	76,092	118,316	118,316	112,965	(5,351)	-4.52%
60001 Charges (To) From Maint/Purchasing	217,467	242,182	262,113	262,113	260,310	(1,803)	-0.69%
60002 Charges (To) From Maint/Other Depts.	(328,640)	(337,383)	(400,000)	(400,000)	(400,000)	-	-
60003 Charges (To) From Maint/Cap Proj	(88,275)	(84,858)	(400,000)	(400,000)	(400,000)	-	-
60004 Mileage Ticket Credits	(9,084)	(4,304)	-	-	-	-	-
61990 Administrative Service Fee	749,663	820,471	927,964	950,115	946,875	18,911	2.04%
Total: Interdepartmental Charges	618,118	712,200	508,393	530,544	520,150	11,757	2.31%
<b>Special Revenue Fund Total</b>	<b>\$ 127,896,244</b>	<b>\$ 142,139,642</b>	<b>\$ 129,383,400</b>	<b>\$ 134,406,942</b>	<b>\$ 131,332,370</b>	<b>\$ 1,948,970</b>	<b>1.51%</b>

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## ***Emergency Services***

The Borough has eight (8) service areas, in which seven (7) were created by the voters, to prepare and respond to emergency situations within their respective service area boundaries. These services include fire protection, ambulance, search and rescue, and flood mitigation. Each service area has a separate board of directors and its own taxing jurisdiction although the Borough sets the mill rate and approves their budget.

The major source of revenues for each of these Service Areas is property taxes. Additional funding is provided through state grants, interest earnings and ambulance fees. A listing and summary of these service areas is shown below.

In addition to the Service Areas, the Borough's 911 department is included in this section.

**Nikiski Fire Service Area** – this service area provides fire protection, emergency medical and ambulance, and search and rescue for the Nikiski area, as well as Beluga and Tyonek. There are currently 26 permanent employees and 30 volunteers.

**Bear Creek Fire Service Area** – this service area provides fire protection and first responder medical service for the area outside the City of Seward's city limits. This service area has 2.5 permanent employees and 30 volunteers.

**Western Emergency Service Area** – this service area provides fire protection, emergency medical and ambulance, and search and rescue for the Anchor Point, Nikolaevsk, Ninilchik, and surrounding areas. This service area has 13 permanent employees and 25 volunteers.

**Central Emergency Service Area** – this service area provides fire protection, emergency medical and ambulance, and search and rescue for the Soldotna, Kasilof, Kalifornsky Beach, and Sterling areas. There are currently 53 permanent employees and 30 volunteers.

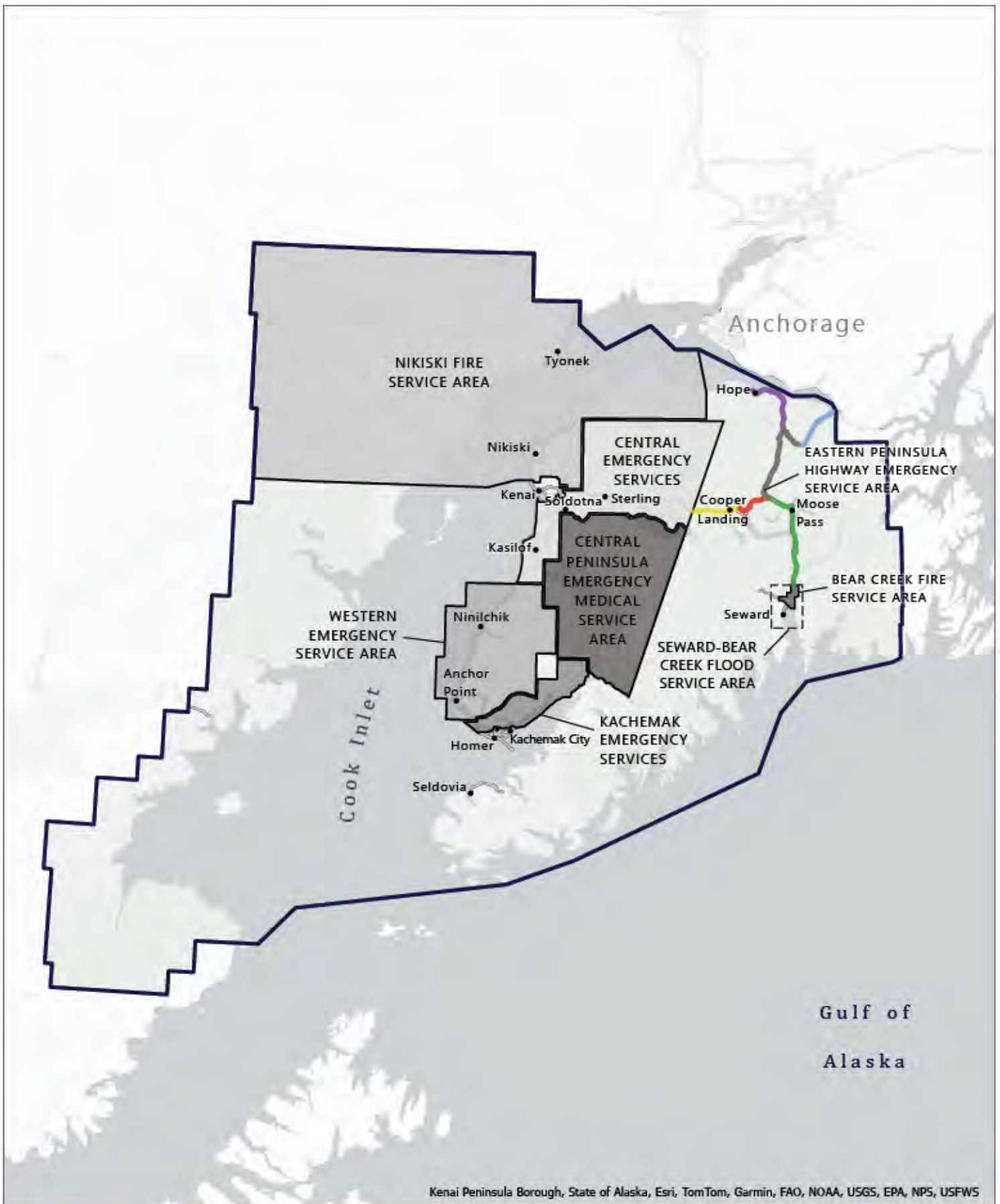
**Central Peninsula Emergency Medical Service Area** – this service area contracts with CES to provide ambulance and emergency medical for the residents residing in the area from Skilak Lake to Tustumena Lake and surrounding areas not covered by CES.

**Kachemak Emergency Service Area** – this service area provides fire protection, emergency medical and ambulance, and search and rescue for the areas surrounding the City of Homer and Kachemak City. This service area has 9 permanent employees and 16 volunteers.

**Eastern Peninsula Highway Emergency Service Area (EPHESA)** – this service area provides fire protection, and emergency medical and ambulance services along the heavily traveled highway between various communities along the Seward Highway, the Sterling Highway, and the Hope Highway. EPHESA has a .5 employee provided by Bear Creek Fire Service Area.

**Seward Bear Creek Flood Service Area** – this service area was formed to provide flood planning, protection and mitigation services to the residents of the service area, which covers the river drainage area of the City of Seward, Bear Creek, and Lowell Point. There are currently 1.75 permanent employees.

**911 Communication Fund** – this fund is set up to account for revenues and expenditures associated with operating the Borough's 911 service. The area of service served by this department includes the Kenai Peninsula Borough and the areas in the Municipality of Anchorage along the Seward highway up to McHugh Creek which includes Portage, Girdwood, and Bird Creek.



Kenai Peninsula Borough, State of Alaska, Esri, TomTom, Garmin, FAO, NOAA, USGS, EPA, NPS, USFWS

Kenai Peninsula Borough

## Emergency Services, Service Areas





## Nikiski Fire Service Area

The Nikiski Fire Service Area was established on August 19, 1969 and was the first fire service area in the Borough. The seven-member board is elected for three-year terms. The service area provides fire protection, emergency medical services, and search and rescue capabilities to a population of 5,898 within a 5,480 square mile area that includes the Cook Inlet and major industrial complexes critical to the Borough.

Many of the 26 permanent employees, and 30 volunteer members are cross-trained to respond not only to fire and medical emergencies but also specialize in high angle, confined space, industrial firefighting, and cold-water surface and dive rescue. Five fire stations are located within the service area. Two stations are located on the Kenai Spur Highway, at Milepost 17.9 and 26.5, one station is located on Holt Lamplight, and the other two stations are located in Beluga and Tyonek.

The major source of revenue is property tax. Additional funding is provided through ambulance billing fees charged to users of the ambulances and interest income. The mill rate is set at 2.45 mills for fiscal year 2026.

### **Board Members**

Tony Jackson  
Paul M. Walukewicz  
Kathryn Walukewicz  
Jasper Covey  
Daniel L. Gregory  
Todd Paxton  
Amber L. Oliva-Douglas

**Mill Rate:** 2.45

**Population:** 5,898

**Square Miles:** 5,480

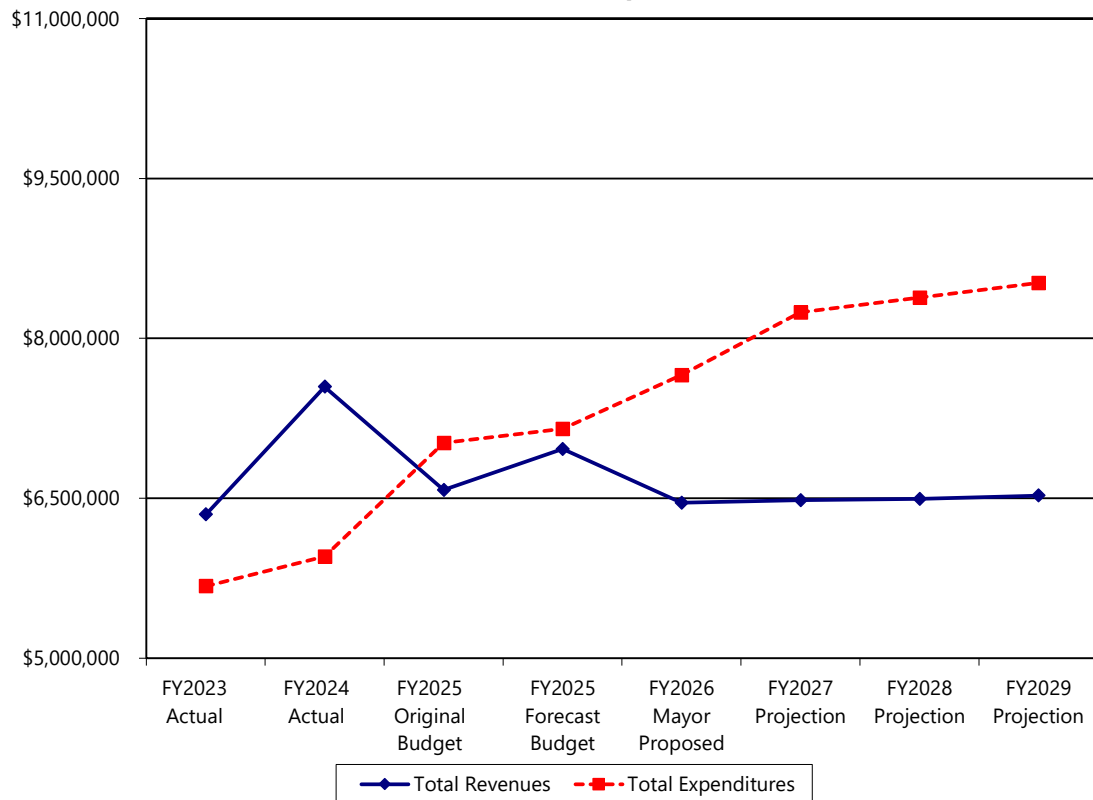




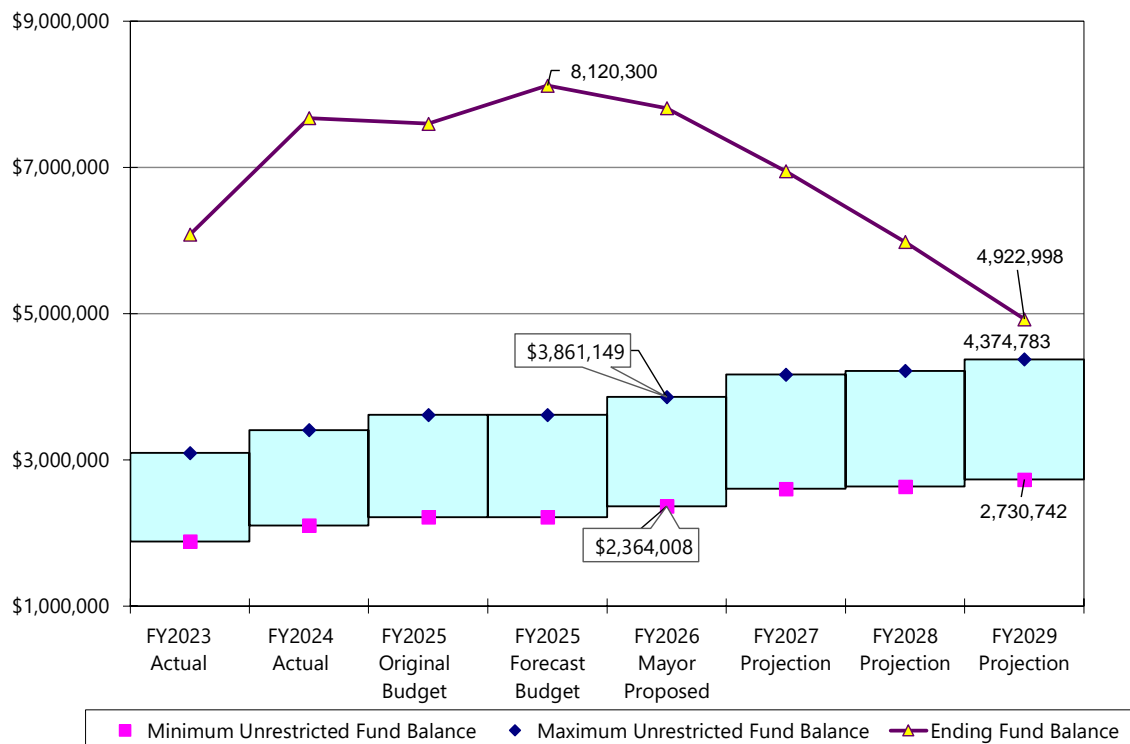
## Fund: 206 Nikiski Fire Service Area - Budget Projection

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Values (000's)								
Real	647,106	745,397	811,895	811,990	874,619	883,365	892,199	910,043
Personal	41,512	43,741	48,003	48,555	49,833	50,331	50,834	51,342
Oil & Gas (AS 43.56)	1,067,095	1,126,464	1,163,813	1,163,813	1,226,591	1,226,591	1,226,591	1,226,591
	1,755,713	1,915,602	2,023,711	2,024,358	2,151,043	2,160,287	2,169,624	2,187,976
Mill Rate	2.70	2.70	2.70	2.70	2.45	2.45	2.45	2.45
Revenues:								
Property Taxes								
Real	\$ 1,745,235	\$ 1,987,385	\$ 2,192,117	\$ 2,192,373	\$ 2,142,817	\$ 2,164,244	\$ 2,185,888	\$ 2,229,605
Personal	112,215	120,765	127,016	128,477	119,649	120,845	122,052	123,272
Oil & Gas (AS 43.56)	2,881,156	3,041,454	3,142,295	3,142,295	3,005,148	3,005,148	3,005,148	3,005,148
Interest	5,288	6,023	10,923	10,332	10,535	10,580	10,626	10,716
Flat Tax	11,545	12,481	11,545	11,545	11,545	11,776	12,012	12,252
Motor Vehicle Tax	38,269	38,257	39,205	39,205	38,263	39,028	39,809	40,605
Total Property Taxes	4,793,708	5,206,365	5,523,101	5,524,227	5,327,957	5,351,621	5,375,535	5,421,598
Federal Revenue	16,064	139,304	-	267,762	-	-	-	-
State Revenue	98,874	71,153	-	-	-	-	-	-
Interest Earnings	148,864	443,814	127,830	243,000	203,008	195,256	173,717	149,514
Other Revenue	1,291,521	1,686,040	926,169	926,169	926,169	935,431	944,785	954,233
Total Revenues	6,349,031	7,546,676	6,577,100	6,961,158	6,457,134	6,482,308	6,494,037	6,525,345
Expenditures:								
Personnel	3,993,170	4,275,576	4,957,664	5,047,510	4,916,482	5,014,812	5,115,108	5,217,410
Supplies	250,507	202,103	330,254	327,254	318,897	312,015	318,255	324,620
Services	760,903	832,079	1,068,742	1,080,443	1,026,110	1,046,632	1,067,565	1,088,916
Capital Outlay	151,514	180,725	131,356	161,202	165,241	136,593	139,325	142,112
Interdepartmental Charges	125,444	135,197	162,200	165,410	160,668	162,751	166,006	169,326
Total Expenditures	5,281,538	5,625,680	6,650,216	6,781,819	6,587,398	6,672,803	6,806,259	6,942,384
Operating Transfers To:								
Special Revenue Fund	58,200	66,774	69,111	69,111	69,111	71,875	74,750	77,740
Capital Projects Fund	337,000	260,000	300,000	300,000	1,000,000	1,500,000	1,500,000	1,500,000
Total Operating Transfers	395,200	326,774	369,111	369,111	1,069,111	1,571,875	1,574,750	1,577,740
Total Expenditures and Operating Transfers	5,676,738	5,952,454	7,019,327	7,150,930	7,656,509	8,244,678	8,381,009	8,520,124
Net Results From Operations	672,293	1,594,222	(442,227)	(189,772)	(1,199,375)	(1,762,370)	(1,886,972)	(1,994,779)
Projected Lapse	-	-	365,762	634,849	889,299	900,828	918,845	937,222
Change in Fund Balance	672,293	1,594,222	(76,465)	445,077	(310,076)	(861,542)	(968,127)	(1,057,557)
Beginning Fund Balance	5,408,708	6,081,001	7,675,223	7,675,223	8,120,300	7,810,224	6,948,682	5,980,555
Ending Fund Balance	\$ 6,081,001	\$ 7,675,223	\$ 7,598,758	\$ 8,120,300	\$ 7,810,224	\$ 6,948,682	\$ 5,980,555	\$ 4,922,998

### Nikiski Fire Service Area Revenues and Expenditures



### Nikiski Fire Service Area Ending Fund Balance



## Department Function

Fund 206

Nikiski Fire Service Area

Dept 51110

### Mission

The Nikiski Fire Department is committed to providing the highest level of public safety services for the community of Nikiski by maintaining highly-trained emergency personnel. We protect lives and property through fire suppression, emergency medical response, disaster management and community risk reduction. Always Ready – Proud to Serve

### Program Description:

- The Nikiski Fire Department provides fire protection, emergency medical service, and rescue capabilities to a population of nearly 5,875 citizens within a 5,480 square mile area that includes the Cook Inlet.
- Five fire stations located in the service area; three stations in Nikiski (two on the Kenai Spur Highway and one on Holt Lamplight), one station in Tyonek and one station in Beluga.
- The department has 26 permanent employees, 30 volunteers, and 7 elected fire board members.

### Major Long-Term Issues and Concerns:

- Aging population on the rise, putting a strain on our EMS system.
- Recruitment/retention continues to be a challenge.
- Mental health among emergency workers is a growing concern.
- Unknown future of oil and gas in our area which is a major source of revenue for the Fire Department.
- Aging equipment and facilities in Tyonek and Beluga as well as a lack of emergency response participation by the residents.
- Radio communications in our service area can be unreliable due to the lack of ALMR infrastructure.

### FY2025 Accomplishments:

- Received federal grant for a pickup mounted fire pump/tank for increased wildland fire response.
- Attended the Fire Conference in Wasilla and the EMS Symposium in Anchorage to help serve members of the community.
- Completed the wildland fire preparedness program in conjunction with OEM and WiRe.
- Continued health and wellness program by making physical fitness a top priority.
- Established and filled a new Training Officer position.

### FY2026 New Initiatives:

- Continue Station 2 training facility project.
- Establish training and SOG's for a department drone program.
- Increase off-road capabilities by purchasing an Argo.
- Continue to provide health and wellness, both physical and mental, to our responders.
- Provide training and support to the communities of Tyonek and Beluga.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Full Time Staffing History	25	25	26	26
Volunteer Staffing History (Nikiski, Beluga and Tyonek)	30	30	30	30

## Department Function

**Fund 206**

## Nikiski Fire Service Area - Continued

**Dept 51110**

**Priority:** Emergency Medical/Fire Rescue Training  
**Goal:** Provide the highest level of emergency medical and fire certification training for all department members.  
**Objective:** Continue to provide quality training that meets or exceeds NFPA and State of Alaska fire training standards.

Certification Levels	Benchmark	Chiefs (3 FTE's)	Captains (7 FTE's)	Engineers (5 FTE's)	Firefighters (8 FTE's)	Volunteers (30)	FY2024 Totals	FY2025 Projected Totals
Paramedic 2	12	---	3	3	2	2	10	14
Paramedic 1	2	---	---	---	3	2	5	3
EMT 3/AEMT	9	2	3	-	6	1	13	8
Emergency Medical Technician 1	25	---	---	---		8	8	15
Emergency Trauma Technician	5	---	---	---	---	13	13	13
Alaska Fire Service Instructor 2	1	---	---	---	---	1	1	1
Alaska Fire Service Instructor 1	8	1	5	3	---	1	10	10
Alaska Fire Officer 2	5	1	2	---	---	---	3	2
Alaska Fire Officer 1	5	1	2	---	---	1	4	7
FADO - Pumper	9	---	1	4	5	1	11	11
FADO - MWS	9	---	1	4	6	1	12	12
FADO - Aerial	9	---	1	4	7	1	13	13
Alaska Firefighter 2	40	2	5	3	10	2	22	26
Alaska Firefighter 1	5	---	---	---	3	6	9	6
Alaska Basic Firefighter	10	---	---	---	---	6	6	6
Public Safety Dive Technician	9	---	1	2	---	---	3	4
Rope Rescue Technician	23	2	4	5	8	1	20	21
Confined Space Rescue Technician	23	2	4	5	8	1	20	21
Alaska Fire Investigator Technician	6	1	5	2	---	---	8	9
Alaska Certified Fire Investigator	3	1	1	---	---	---	2	3
Managing Fire Officer Certification	1	---	---	---	---	---	---	---
Executive Fire Officer Certification	1	---	---	---	---	---	---	---

## Department Function

**Fund 206**

## Nikiski Fire Service Area - Continued

**Dept 51110**

**Priority:** Emergency Medical/Fire Rescue Response and Mobile Integrated Health  
**Goal:** Respond to the needs of the community, whether it be an emergency, public education, or non-emergent health care  
**Objective:** Reduce injuries; protect life, and property from emergency events such as fires, vehicle accidents, and natural disasters. Prepare the community for such events. Serve under-resourced individuals through MIH.

Nikiski Fire Station		Station #1		Station #2		Station #3	
#1 Incident Type	Benchmark (Minutes)	CY2023 Response Count/ Avg. Response Time	CY2024 Response Count/ Avg. Response Time	CY2023 Response Count/ Avg. Response Time	CY2024 Response Count/ Avg. Response Time	CY2023 Response Count/ Avg. Response Time	CY2024 Response Count/ Avg. Response Time
Fire (Buildings, Automobiles, Forest)	8	5/7.60	15/7.13	13/8.77	19/7.74	2/8.00	7/7.86
Emergency Medical Services and Rescue	8	286/6.72	266/6.21	453/5.79	331/5.51	93/6.19	114/5.18
Explosions & Ruptures	8	-	1/5.00	1/37.00	-	-	-
Hazardous Conditions (Gas, CO, Electrical)	8	9/5.78	28/8.25	21/8.48	26/8.38	12/5.75	9/5.22
Service Calls (Public, Smoke Odor, Standby)	8	26/9.81	41/6.17	105/6.5	99/6.72	14/16.21	29/4.14
Good Intent Call (Cancelled Call, Nothing Found)	8	32/6.91	41/6.38	52/6.43	61/6.61	11/4.27	14/6.64
False Alarm (Fire Alarm Malfunctions)	8	-	5/8.00	13/4.62	9/8.67	1/8.00	1/9.00
Special Incident Type Other	8	1/2.00	2/5.5	1/0.00	1/0.00	1/2.00	-

Call Volume Per Calendar Year	Benchmark	CY2021 Actual	CY2024 Actual	CY2025 Projected	CY2026 Estimated
Fire (Buildings, Automobiles, Forest)	32	22	42	34	40
Emergency Medical Services and Rescue	950	836	713	900	1,000
Explosions and Ruptures	2	1	2	2	2
Hazardous Conditions (Gas, CO, Electrical)	70	42	64	75	75
Service Calls (Public, Smoke Odor, Standby)	230	145	170	200	250
Good Intent Call (Cancelled Call, Nothing Found)	90	97	118	110	110
False Alarm (Fire Alarm Malfunctions)	17	14	15	20	20
Other	9	3	3	9	9
Total Call Volume	1,200	1,161	1,127	1,350	1,506
Annual Fire Loss (Property and Contents)	\$500,000	\$650,183	\$194,769	\$500,000	\$600,000

### Commentary

Nikiski Fire Department is dedicated to the Community of Nikiski for being the highest level of professional Emergency Services in the State of Alaska that meets the ever-changing needs of the community while ensuring a safe and secure environment for all through professional development, unity and teamwork. Members continue to receive some of the highest levels of training in fire protection and emergency medical services available at the state and national levels.

**Kenai Peninsula Borough  
Budget Detail**

**Fund 206**

**Department 51110 - Nikiski Fire Service Area**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
Personnel								
40110	Regular Wages	\$ 1,679,948	\$ 1,793,166	\$ 2,238,691	\$ 2,299,028	\$ 2,331,535	\$ 92,844	4.15%
40111	Special Pay	19,588	28,188	36,743	36,743	36,993	250	0.68%
40120	Temporary Wages	58,735	78,058	126,308	141,989	126,308	-	0.00%
40130	Overtime Wages	469,775	423,498	364,711	371,364	379,462	14,751	4.04%
40130	Overtime Stand-by Wages	-	-	74,161	74,161	77,721	3,560	4.80%
40131	FLSA Overtime Wages	31,128	26,371	81,870	81,870	86,623	4,753	5.81%
40210	FICA	188,308	198,272	257,523	258,512	268,215	10,692	4.15%
40221	PERS	598,643	615,731	626,089	628,697	651,092	25,003	3.99%
40321	Health Insurance	643,162	769,192	786,240	786,240	575,000	(211,240)	-26.87%
40322	Life Insurance	2,616	2,957	3,218	3,283	3,357	139	4.32%
40410	Leave	301,267	340,143	362,110	365,623	380,176	18,066	4.99%
Total: Personnel		3,993,170	4,275,576	4,957,664	5,047,510	4,916,482	(41,182)	-0.83%
Supplies								
42120	Computer Software	435	-	1,500	1,500	-	(1,500)	-100.00%
42210	Operating Supplies	21,124	14,212	50,556	42,056	48,542	(2,014)	-3.98%
42220	Fire/Medical/Rescue Supplies	86,672	66,863	104,557	104,557	96,700	(7,857)	-7.51%
42230	Fuel, Oil and Lubricants	64,436	43,811	82,650	84,650	82,350	(300)	-0.36%
42250	Uniforms	25,841	19,811	26,005	27,505	28,895	2,890	11.11%
42263	Training Supplies	1,349	688	4,871	4,871	3,295	(1,576)	-32.35%
42310	Repair/Maintenance Supplies	16,615	14,470	15,265	15,265	12,765	(2,500)	-16.38%
42360	Motor Vehicle Supplies	23,200	30,792	39,600	40,600	39,600	-	0.00%
42410	Small Tools & Minor Equipment	10,835	11,456	5,250	6,250	6,750	1,500	28.57%
Total: Supplies		250,507	202,103	330,254	327,254	318,897	(11,357)	-3.44%
Services								
43011	Contractual Services	184,696	187,712	214,867	214,867	201,760	(13,107)	-6.10%
43014	Physical Examinations	20,573	24,671	38,000	38,000	38,000	-	0.00%
43015	Sample Testing	-	2,006	3,500	3,500	3,500	-	0.00%
43019	Software Maintenance	27,071	10,010	24,000	24,000	20,500	(3,500)	-14.58%
43026	Software Licensing	-	35,239	25,100	25,100	31,500	6,400	25.50%
43110	Communications	30,529	29,928	35,280	36,154	35,280	-	0.00%
43140	Postage and Freight	1,637	2,172	3,400	3,400	3,400	-	0.00%
43210	Transportation/Subsistence	22,386	16,891	33,950	40,850	32,800	(1,150)	-3.39%
43260	Training	20,493	4,283	28,430	30,530	24,930	(3,500)	-12.31%
43310	Advertising	212	-	700	700	700	-	0.00%
43410	Printing	-	-	500	500	500	-	0.00%
43510	Insurance/Litigation Fund Premiums	226,385	300,572	346,975	347,698	323,580	(23,395)	-6.74%
43610	Utilities	154,373	154,548	189,000	189,974	187,300	(1,700)	-0.90%
43720	Equipment Maintenance	20,008	24,529	49,800	49,930	45,800	(4,000)	-8.03%
43750	Vehicle Maintenance	1,659	(11,946)	15,500	15,500	15,500	-	0.00%
43780	Building/Grounds Maintenance	30,888	32,453	38,000	38,000	41,800	3,800	10.00%
43810	Rents and Operating Leases	13,055	16,181	15,900	15,900	16,250	350	2.20%
43920	Dues and Subscriptions	6,938	2,830	5,840	5,840	3,010	(2,830)	-48.46%
Total: Services		760,903	832,079	1,068,742	1,080,443	1,026,110	(42,632)	-3.99%
Capital Outlay								
48120	Major Office Equipment	-	-	12,000	9,500	-	(12,000)	-100.00%
48310	Vehicle	-	41,898	-	13,102	-	-	-
48311	Major Machinery and Equipment	10,858	8,717	17,000	25,500	-	(17,000)	-100.00%
48513	Major Recreational Equipment	-	-	8,500	-	-	(8,500)	-100.00%
48514	Major Fire Fighting/Rescue Equipment	29,738	5,808	-	-	60,000	60,000	-
48515	Major Medical Equipment	-	15,569	-	-	-	-	-
48710	Minor Office Equipment	11,990	16,099	2,000	4,500	-	(2,000)	-100.00%
48720	Minor Office Furniture	8,525	6,131	2,000	5,800	2,000	-	0.00%
48740	Minor Machinery and Equipment	2,178	7,307	6,100	6,100	16,150	10,050	164.75%
48750	Minor Medical Equipment	8,872	12,314	10,616	9,316	10,616	-	0.00%
48755	Minor Recreation Equipment	3,481	3,966	-	8,500	2,000	2,000	-
48760	Minor Fire Fighting/Rescue Equipment	75,872	62,916	73,140	78,884	74,475	1,335	1.83%
Total: Capital Outlay		151,514	180,725	131,356	161,202	165,241	33,885	25.80%

**Kenai Peninsula Borough  
Budget Detail**

**Fund 206**

**Department 51110 - Nikiski Fire Service Area - Continued**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Transfers</b>								
50264	911 Communications	58,200	66,774	69,111	69,111	69,111	-	0.00%
50441	Nikiski Fire Capital Project Fund	337,000	260,000	300,000	300,000	1,000,000	700,000	233.33%
Total: Transfers		395,200	326,774	369,111	369,111	1,069,111	700,000	189.64%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	(1,688)	(2,015)	-	-	-	-	-
61990	Admin. Service Fee	127,132	137,212	162,200	165,410	160,668	(1,532)	-0.94%
Total: Interdepartmental Charges		125,444	135,197	162,200	165,410	160,668	(1,532)	-0.94%
<b>Department Total</b>		<b>\$ 5,676,738</b>	<b>\$ 5,952,454</b>	<b>\$ 7,019,327</b>	<b>\$ 7,150,930</b>	<b>\$ 7,656,509</b>	<b>\$ 637,182</b>	<b>9.08%</b>

## Kenai Peninsula Borough Budget Detail

### Fund 206

### Department 51110 - Nikiski Fire Service Area - Continued

#### Line-Item Explanations

**40110 Regular Wages.** Staff includes: 1 Chief, 1 Deputy Chief, 1 Training Officer, 3 Senior Captains, 3 Captains, 3 Engineers, 12 Firefighters, 1 Mechanic, and 1 Administrative Assistant.

**40130 Overtime Wages/Stand-by Wages.** Increase in overtime wages and slight increase in stand-by wages to more accurately show expenditures.

**42210 Operating Supplies.** Decreased due to removing 3 pallets of water.

**42220 Fire/Medical/Rescue Supplies.** Decreased due to reducing fire prevention line item and less anticipated supplies.

**42250 Uniforms.** Increased due to added more volunteers.

**42263 Training Supplies.** Decreased due to cutting textbooks because of online access.

**42310 Repair/Mtc Supplies.** Decrease due to removing airhawk filters and added office mtc supplies.

**42410 Small Tools & Equipment.** Increased \$1,500 for anticipated more shop tools.

**43011 Contractual Services.** Physician sponsor contract (\$132,246), physician sponsor travel/training costs (\$2,114) ambulance billing Systems Design (\$28,600), Zoll Autopulse preventative maintenance (\$8,500), EMS training simulator/manikin maintenance (\$2,300), EMS/FF instructor fees (\$5,000), Medevac helicopter services (\$7,500), Mistras Group ladder/pump testing (\$2,500), Extrication training towing vehicles (\$1,600), repair services/embroidery (\$2,000), Emergency towing (\$3,000), posi-chek calibration (\$2,500), quantifit calibration (\$1,200), background checks (\$1,000), controlled substances disposal (\$500), oil disposal (\$400), and engraving (\$800).

**43019 Software Maintenance.** Vehicle diagnostic software (\$1,000), security camera software (\$1,500), CAD/Tyler Tech software (\$8,000), G2 US Digital Design dispatch component (\$2,000), and diesel diagnostic w/ web-based software Cummins (\$6,000), Computer Software maintenance (\$500), and Image Trend Fire/EMS Software Support (\$1,500).

**43026 Software Licensing.** Image Trend (\$4,000), Target Solutions/Vector Solutions/CrewSense Training Database (\$10,500), PS Trax/Station Automation (\$6,000), Handtevy (\$2,500), Operative IQ (\$3,000), Zoom video (\$800), FLOW MSP App (\$4,000), and KnoxBox Cloud software (\$700).

**43140 Postage and Freight.** Fedex (\$1,000), Christmas box shipping (\$1,500), postage (\$400), and Carlile transport (\$500).

**43210 Transportation & Subsistence.** Decrease due to going from 6 people to 3 people for EMS Symposium. Increased flights to Tyonek from 3 to 6 flights.

**43260 Training.** Decreased due to no longer needing radio training, SCBA Tech Training. Also decreased number of Officer Trainings from 6 to 4.

**43510 Insurance and Litigation Fund Premiums.** To provide for Liability, Property and Workers Comp Insurance.

**43720 Equipment Maintenance.** Hurst tool service/maint (\$3,000), Stryker service/maint (\$14,000), electronic sign maintenance (\$2,000), Konica Minolta (\$2,000), chainsaw tool repairs (\$700), extractor/washing machine maint (1,200), SCBA bottle maint/testing (\$2,500), dive equipment maint (\$2,400), air compressor svc/maint (\$3,000), SCBA flow testing (\$5,000), and G2 US digital design service contract (\$10,000).

**43780 Building/Grounds Maintenance.** Increased due to adding boiler maintenance for all 3 stations.

**43810 Rents & Leases.** Increased due to Post Office Box Rental and Page Hill 3% increase.

**43920 Dues & Subscriptions.** Decreased due to removing CLIA license for i-State and Zoom iCloud recording.

**48514 Major Firefighting Equipment.** 20% Code Blue Grant Match for Tyonek Apparatus/Equipment. (\$60,000)

**48740 Minor Machinery and Equipment.** Mechanic tools/sockets (\$4,100) and refrigerator for Station #2 (\$2,000), Smoke machine (\$2,500), Window Training Prop (\$3,000), and welding machine (\$4,550)

**48750 Minor Medical Equipment.** Lucas medical equipment (\$2,400), pedi sensors (\$2,100), AED X Series attachments (\$2,400), O2 large cylinder rack (\$900), and other miscellaneous equipment (\$2,816).

**48755 Minor Recreational Equipment.** Wellness & strength training equipment and accessories (\$2,000).

**48760 Minor Fire Fighting/Rescue Equipment.** Turnout gear (\$30,400), boots (\$5,600), fire fighter gloves (\$2,400), helmets (\$3,600), rechargeable lights (\$2,025), Beluga/Tyonek fire fighting gear (\$8,000), forestry gear (\$3,500), hose (\$8,000), rescue equipment (\$3,500), SCBA face masks (\$3,000), Wildland pants (\$1,250), Nomex hoods (\$1,000), and other miscellaneous fire equipment (\$2,200).

**50441 Transfer to Capital Projects.** Annual transfer to long-term Capital Projects funds. See Capital Projects section of this document.

**61990 Admin Service Fee.** The administrative service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The FY2026 amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

**For capital projects information on this department - See the Capital Projects Section - Pages 344-345, 348, 357,386-387**



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## **Bear Creek Fire Service Area**

This service area was created on January 25, 1977, to provide fire protection and limited ambulance service for the area outside the City of Seward's city limits. The department is staffed by three permanent employees and 30 volunteers. Five elected citizens serve on its board.

The fire station is located at 13105 Seward Highway just outside the City of Seward. Equipment consists of two rescue pumpers, three tankers, one brush truck, one ambulance, and one support truck.

Revenue is raised through property taxes. The mill rate is 3.25 mills for fiscal year 2026.

### **Board Members**

James M. Sheehan  
Andra Woodard  
Jeffrey Wolf  
Jason Bickling  
Vacant

**Mill Rate:** 3.25

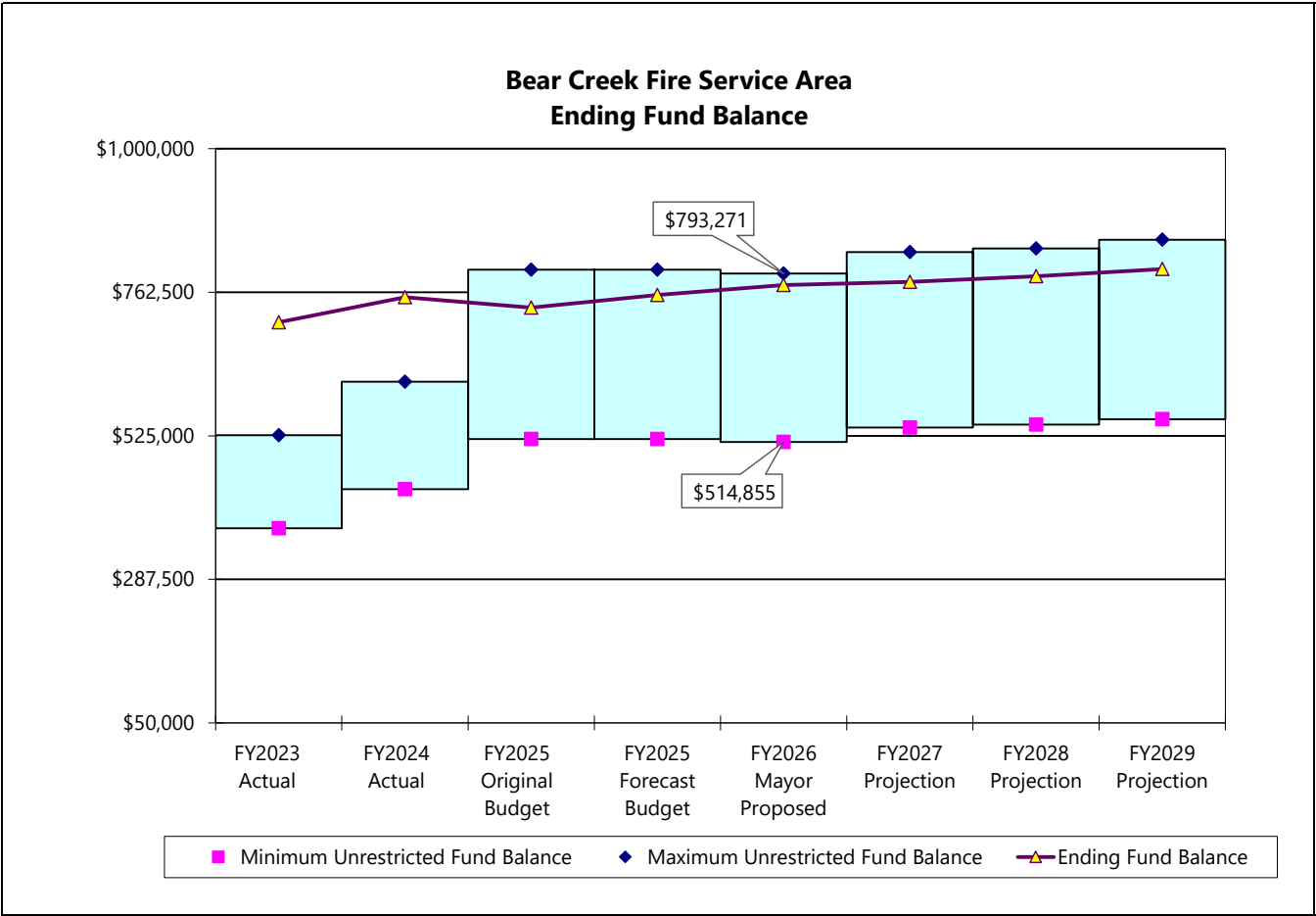
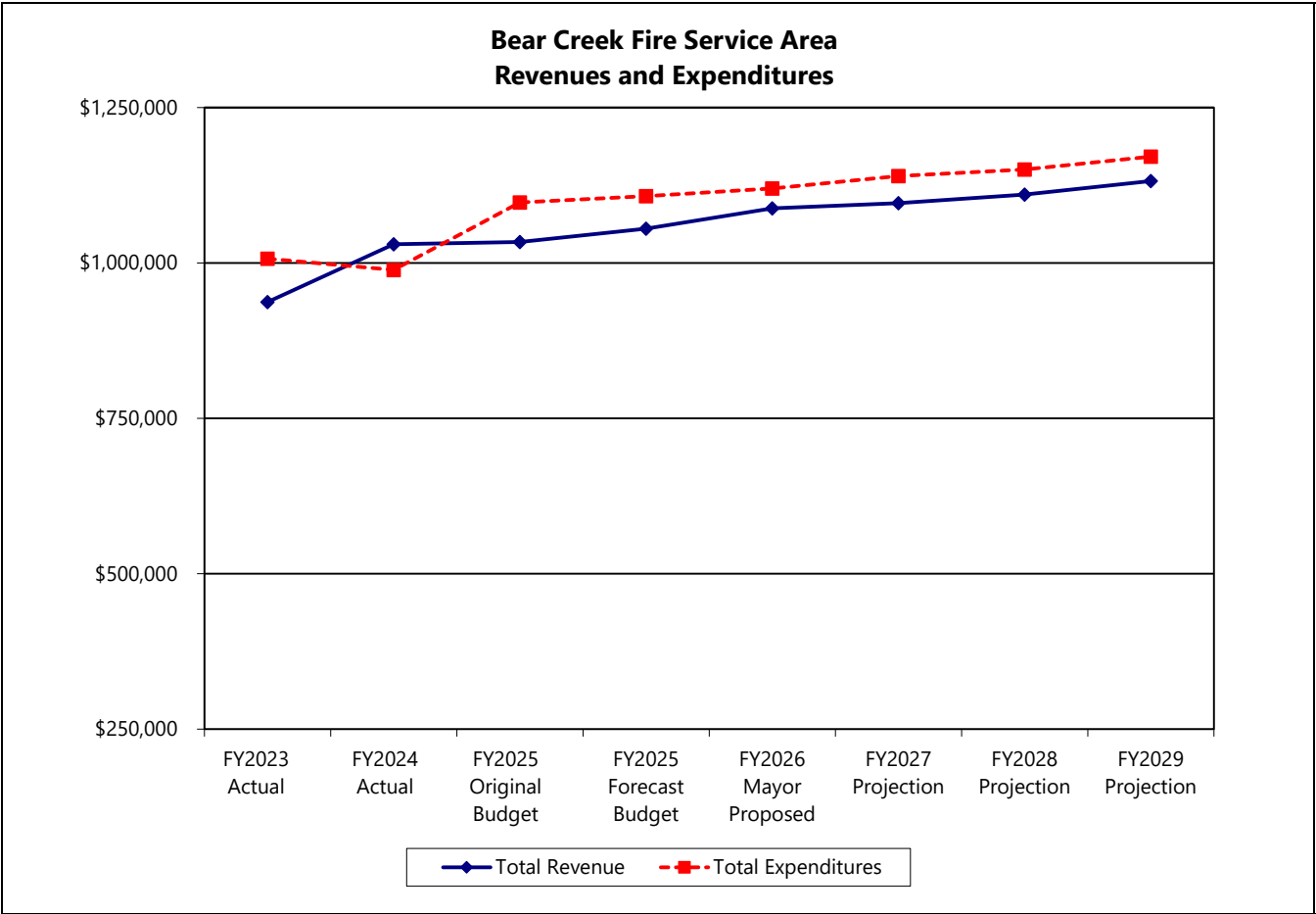
**Population:** 2,000

**Square Miles:** 15



## Fund: 207 Bear Creek Fire Service Area - Budget Projection

Fund Budget:	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	219,241	254,718	272,174	272,174	288,413	291,297	294,210	300,094
Personal	2,110	3,040	2,506	3,495	2,014	2,034	2,054	2,075
	221,351	257,758	274,680	275,669	290,427	293,331	296,264	302,169
Mill Rate	3.25	3.25	3.25	3.25	3.25	3.25	3.25	3.25
Revenues:								
Property Taxes								
Real	\$ 711,415	\$ 825,247	\$ 884,566	\$ 884,566	\$ 927,969	\$ 937,248	\$ 956,183	\$ 975,306
Personal	6,854	9,877	7,982	11,132	6,415	6,478	6,542	6,609
Interest	2,193	2,092	1,027	1,007	1,027	1,048	1,069	1,090
Flat Tax	4,284	4,125	4,284	4,284	4,284	4,370	4,457	4,546
Motor Vehicle Tax	12,686	11,977	12,814	13,449	12,332	12,579	12,831	13,088
Total Property Taxes	737,432	853,318	910,673	914,438	952,027	961,723	981,082	1,000,639
Federal Revenue	7,361	3,294	-	13,382	-	-	-	-
State Revenue	39,750	6,091	-	-	-	-	-	-
Interest Earnings	23,719	48,053	13,512	18,000	26,529	23,230	15,593	15,783
Other Revenue	128,856	119,458	109,418	109,418	109,418	111,354	113,332	115,354
Total Revenues	937,118	1,030,214	1,033,603	1,055,238	1,087,974	1,096,307	1,110,007	1,131,776
Expenditures:								
Personnel	382,482	412,843	506,492	506,492	540,454	551,263	562,288	573,534
Supplies	13,419	15,592	26,490	26,490	25,890	26,408	26,936	27,475
Services	171,406	139,718	198,407	201,750	199,380	203,368	207,435	211,584
Capital Outlay	39,139	11,087	27,000	33,676	15,100	15,251	15,404	15,558
Interdepartmental Charges	14,995	14,481	18,960	19,210	19,521	19,911	20,309	20,715
Total Expenditures	621,441	593,721	777,349	787,618	800,345	816,201	832,372	848,866
Operating Transfers To:								
Special Revenue Fund	11,114	8,156	8,441	8,441	8,441	8,779	9,130	9,495
Debt Service Fund	84,323	86,931	86,504	86,504	85,855	89,995	83,948	87,681
Capital Projects Fund	290,000	300,000	225,000	225,000	225,000	225,000	225,000	225,000
Total Operating Transfers	385,437	395,087	319,945	319,945	319,296	323,774	318,078	322,176
Total Expenditures and Operating Transfers	1,006,878	988,808	1,097,294	1,107,563	1,119,641	1,139,975	1,150,450	1,171,042
Net Results From Operations	(69,760)	41,406	(63,691)	(52,325)	(31,667)	(43,668)	(40,443)	(39,266)
Projected Lapse	-	-	46,641	56,089	48,021	48,972	49,942	50,932
Change in Fund Balance	(69,760)	41,406	(17,050)	3,764	16,354	5,304	9,499	11,666
Beginning Fund Balance	782,575	712,815	754,221	754,221	757,985	774,339	779,643	789,142
Ending Fund Balance	\$ 712,815	\$ 754,221	\$ 737,171	\$ 757,985	\$ 774,339	\$ 779,643	\$ 789,142	\$ 800,808



## Department Function

Fund 207

Bear Creek Fire Service Area

Dept 51210

### Mission

Provide rapid emergency fire, E.M.S., and rescue response services in addition to community risk reduction to the residents and visitors of the Bear Creek Fire Service Area.

### Program Description

The Bear Creek Fire Service Area provides support staff consisting of a three-quarter Fire Chief, a three-quarter Fire Technician, a full-time Fire Technician, and a Board of Directors to assist the Bear Creek Volunteer Fire & EMS, Inc., consisting of 30 volunteers, in providing emergency response to the residents of BCFA and the State of Alaska. The Service Area staff and volunteer responders work cooperatively in providing community fire suppression, rescue and emergency medical services, firefighter and EMS training, and public education to residents in the community as well as the greater Seward Area.

### Major Long-Term Issues and Concerns:

- Availability of housing in the service area (directly ties to recruitment, retention, and funding).
- Reduce response times to calls within service area.
- Limited water source options in the service area.
- Providing for transport in the service area.

### FY2025 Accomplishments:

- Finished construction of living space in the fire station upstairs area.
- Established a volunteer responder shift.
- Moved the base level of certification for Fire and EMS from Fire Ground Support and ETT to Firefighter I and EMT I.
- Built out the support training platform that supports the new base level of certification.
- Continued training EMS and fire instructors for the purpose of providing more in-house courses.
- Replaced 2 four wheelers ahead of scheduled replacement, utilizing a volunteer grant for purchase.

### FY2026 New Initiatives:

- Begin preparation to provide stand-alone transport in the service area.
- Begin ALS education program in an effort to increase base level for EMS certifications.
- Continue to grow the volunteer shift in an effort to reduce assembly time during responses.
- Initiate on-call assignment for paid staff to support response with shift-work volunteer.

### Performance Measures:

**Priority:** Fire and Emergency Medical Response

**Goal:** Improve Response Times and Responder Average - Reduce Time from Call to Enroute by Two Minutes

- Objective:**
1. Establish 24-hour representation between the paid staff and volunteer responders.
  2. Move to a personally owned vehicle (POV) response plan for all-call responders for EMS only incidents.

Call Volume Report	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Projected
Total Number of Calls	175	144	150	146	160
Total Number of EMS/Rescue Calls	120	102	102	93	105
Total Number of Fire Calls	10	17	8	5	10
Total Number of Other Calls	15	4	13	17	20
Total Number of Cancelled Enroute	25	17	28	31	25
<b>Average Response Times</b>					
Working Hours: From the Time of Call to Enroute	5:00	5:24	5:44	5:24	5:15
Non-Working Hours: From the Time of Call to Enroute	5:00	7:25	6:51	7:22	7:20

Working Hour vs. Non-Working Hour Calls (Nights/Weekends/Holidays)	CY2022 Actual		CY2023 Actual		CY2024 Actual		CY2025 Projected	
	Working	Non-Working	Working	Non-Working	Working	Non-Working	Working	Non-Working
Call Comparison	52	92	51	99	65	108	65	108

Total Calls vs. Responder Average	CY2022 Actual		CY2023 Actual		CY2024 Actual		CY2025 Projected	
	Calls	Responders	Calls	Responders	Calls	Responders	Calls	Responders
Total Calls & Responder Average	144	5.2	150	4.1	146	4.8	160	5

<p style="text-align: center;"><b>Department Function</b></p> <p><b>Fund 207</b></p> <p><b>Dept 51210</b></p> <p style="text-align: center;"><b>Bear Creek Fire Service Area - Continued</b></p>					
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**Priority:** Public Safety  
**Goal:** Volunteer recruitment and retention  
**Objective:** 1. Continue with paid weekly training meetings for our volunteers.  
2. Post notifications about up-and-coming activities, photos, training, and events on the road sign and internet.

Staffing	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Full Time Staffing History	3	3	3	3	3
Volunteer Staffing History	30	26	26	31	30

**Priority:** Public Safety  
**Goal:** Increase the Standard of Certifications for Responders  
**Objective:** 1. Establish EMT I as a basic level of training for all volunteers with two years at Bear Creek.  
2. Establish Firefighter I as a basic Level of training for all volunteers with two years at Bear Creek.  
3. Increase the number of EMS and Fire Instructors for in-house courses.  
4. Expand emergency medical services to include transport for the service area.

Certification Level of Responders	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
ETT – Certifications	0	9	3	2	3
EMT – I/II/III Certifications	30	16	23	29	28
Fire Ground Support Personnel/Basic Firefighter	5	10	8	6	5
FFI/FFII & Fire Officer	25	17	18	25	25
EMS/Fire Instructors	10	3	5	9	10
Certified EMS and Fire Training (Support Courses for basic level of Training)	80 sessions 350 hrs.	34 sessions 67 hrs.	93 sessions 268 hrs.	78 sessions 282 hrs.	78 sessions 300 hrs.
Company Training (Non-Certified Trainings)	77 sessions 170 hrs.	154 sessions 351 hrs.	123 sessions 271 hrs.	60 sessions 121 hrs.	70 sessions 140 hrs.

**Priority:** Community/Public Fire Education  
**Goal:** Increase Community Risk Reduction Efforts  
**Objective:** 1. Increase contact with the public through community activities, open house, and other public safety programs.  
2. Continue efforts educating children in fire prevention and EMS education through increased school involvement.  
3. Initiate pre-plan program focusing on developing and maintaining annual building familiarizations on commercial properties in the service area.

Community Risk Reduction	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Open Houses/First Aid Stations/Activities Exposing the General Public to Fire Prevention Education	15	8	15	15	15
In-School Visits for Fire Prevention Education	2	1	2	3	2
Community Q-CPR and/or First Aid Courses	12	12	12	12	12
Kenai Public Schools EMS Courses (Students Certified)	CPR 30 ETT 3	CPR 31	CPR 41 ETT 3	CPR 25 ETT 5	CPR 30 ETT 3
Building Familiarizations in Service Area (Number/Percentage)	65/100%	NONE	31/50%	64/100%	65/100%

**Commentary**  
The department administration, with the support of volunteers, will continue to build upon and foster the relationship with the Service Area Board and Assembly to move the Service Area ahead financially and as a vital community service.

**Kenai Peninsula Borough  
Budget Detail**

**Fund 207**

**Department 51210 - Bear Creek Administration**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Personnel</b>								
40110	Regular Wages	\$ 191,459	\$ 201,873	\$ 225,187	\$ 225,187	\$ 233,243	\$ 8,056	3.58%
40120	Temporary Wages	10,367	14,070	69,056	69,056	69,056	-	0.00%
40130	Overtime Wages	335	3,511	10,248	10,248	10,608	360	3.51%
40130	Overtime Stand-by Wages	-	-	-	-	25,885	25,885	-
40210	FICA	16,719	18,251	25,612	25,612	28,576	2,964	11.57%
40221	PERS	48,607	52,885	53,011	53,011	60,594	7,583	14.30%
40321	Health Insurance	88,775	92,625	98,280	98,280	84,000	(14,280)	-14.53%
40322	Life Insurance	274	315	320	320	332	12	3.75%
40410	Leave	25,946	29,313	24,778	24,778	28,160	3,382	13.65%
	Total: Personnel	382,482	412,843	506,492	506,492	540,454	33,962	6.71%
<b>Supplies</b>								
42120	Computer Software	-	-	500	500	500	-	0.00%
42210	Operating Supplies	1,290	1,659	3,250	2,750	3,000	(250)	-7.69%
42220	Fire/Medical/Rescue Supplies	2,587	1,607	3,500	3,500	3,500	-	0.00%
42230	Fuel, Oils and Lubricants	3,720	4,324	4,500	4,500	4,750	250	5.56%
42250	Uniforms	700	1,671	5,100	5,100	4,500	(600)	-11.76%
42263	Training Supplies	262	1,182	2,340	2,340	2,340	-	0.00%
42310	Repair/Maintenance Supplies	1,639	1,022	2,500	2,500	2,500	-	0.00%
42360	Motor Vehicle Supplies	1,971	1,206	3,000	3,000	3,000	-	0.00%
42410	Small Tools & Minor Equipment	1,250	2,921	1,800	2,300	1,800	-	0.00%
	Total: Supplies	13,419	15,592	26,490	26,490	25,890	(600)	-2.27%
<b>Services</b>								
43011	Contractual Services	18,798	21,614	20,223	23,566	24,973	4,750	23.49%
43014	Physical Examinations	1,329	1,262	11,000	11,000	11,000	-	0.00%
43019	Software Maintenance	4,509	454	745	475	745	-	0.00%
43026	Software Licensing	-	5,287	5,467	5,837	5,700	233	4.26%
43110	Communications	6,608	6,433	8,000	8,000	7,500	(500)	-6.25%
43140	Postage and Freight	-	13	100	100	100	-	0.00%
43210	Transportation/Subsistence	1,374	1,955	6,250	6,250	6,210	(40)	-0.64%
43260	Training	300	945	1,915	1,915	2,240	325	16.97%
43410	Printing	-	-	-	-	250	250	-
43510	Insurance/Litigation Fund Premiums	29,771	45,571	50,757	50,757	52,662	1,905	3.75%
43610	Utilities	40,139	43,214	52,000	52,000	50,000	(2,000)	-3.85%
43720	Equipment Maintenance	4,720	2,328	10,150	10,050	11,075	925	9.11%
43750	Vehicle Maintenance	55,000	450	15,000	15,000	15,000	-	0.00%
43780	Buildings/Ground Maintenance	6,351	9,593	15,000	15,000	10,000	(5,000)	-33.33%
43810	Rents & Operating Leases	108	118	420	420	420	-	0.00%
43920	Dues and Subscriptions	2,399	481	1,380	1,380	1,505	125	9.06%
	Total: Services	171,406	139,718	198,407	201,750	199,380	973	0.49%
<b>Capital Outlay</b>								
48514	Major Fire Fighting/Rescue Equipment	34,186	-	16,000	11,103	-	(16,000)	-100.00%
48740	Minor Machinery & Equipment	-	-	-	744	1,100	1,100	-
48750	Minor Medical Equipment	-	1,545	-	-	-	-	-
48760	Minor Fire Fighting Equipment	4,953	9,542	11,000	21,829	14,000	3,000	27.27%
	Total: Capital Outlay	39,139	11,087	27,000	33,676	15,100	(11,900)	-44.07%
<b>Transfers</b>								
50264	911 Communications	11,114	8,156	8,441	8,441	8,441	-	0.00%
50342	Bear Creek Debt Service	84,323	86,931	86,504	86,504	85,855	(649)	-0.75%
50442	Bear Creek Capital Projects	290,000	300,000	225,000	225,000	225,000	-	0.00%
	Total: Transfers	385,437	395,087	319,945	319,945	319,296	(649)	-0.20%

## Kenai Peninsula Borough Budget Detail

### Fund 207

### Department 51210 - Bear Creek Administration - Continued

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Interdepartmental Charges</b>							
61990 Admin Service Fee	14,995	14,481	18,960	19,210	19,521	561	2.96%
Total: Interdepartmental Charges	14,995	14,481	18,960	19,210	19,521	561	2.96%
<b>Department Total</b>	<b>\$ 1,006,878</b>	<b>\$ 988,808</b>	<b>\$ 1,097,294</b>	<b>\$ 1,107,563</b>	<b>\$ 1,119,641</b>	<b>\$ 22,347</b>	<b>2.04%</b>

### Line-Item Explanations

**40110 Regular Wages.** Staff includes: 1 Fire Chief and 2 Firefighter Technicians (0.25 of the Fire Chief and 0.25 of one of the Fire Technician are reimbursed through contract agreement with EPHESA).

**40130 Overtime Stand-by Wages.** Increased amount for addition of stand-by duties so Firefighter Techs can support the volunteer shift during call-outs.

**40210 FICA.** Increased amount for addition of stand-by duties.

**40221 PERS.** Increased amount for addition of stand-by duties.

**40321 Health Insurance.** Decrease reflects one-time contribution from the General Fund and reduced health insurance costs.

**40410 Leave.** Increased amount for addition of stand-by duties.

**42250 Uniforms.** Reduced to reflect actuals.

**43011 Contractual Services.** Increased to include small miscellaneous contracts (\$5,000). Includes Medical Director's program (\$16,223), out-of-state background checks and DMV checks on perspective employees (\$750), air quality testing for SCBA compressor (\$600), and EMT I/Bridge course (\$2,400).

**43019 Software Maintenance.** Milestone Surveillance (\$475), Zoom License (\$270).

**43026 Software Licensing.** Vector Solutions educational software (\$4,000) and EDispatches cellular-based dispatch software (\$1,700).

**43210 Transportation & Subsistence.** Includes travel to Juneau for Fire Chief's Legislative Conference, travel and lodging for Firefighter's Conference, annual awards banquet meal, quarterly Medical Director run review & leadership meetings, administrative travel and per diem to Soldotna for budget, dispatch, and service area-related meetings, and meal allowance for volunteers on long-term incidents and in-house courses.

**43260 Training.** Increased to cover the expected increase of testing fees for initial EMS and Fire.

**43410 Printing.** Increased to cover expected printing costs for Firefighter I and EMT I training course workbooks.

**43510 Insurance and Litigation Fund Premiums.** Premiums for coverage of workmans' compensation, property, liability, and other insurance.

**43610 Utilities.** Reduced to reflect actuals.

**43720 Equipment Maintenance.** Increased to cover power gurney maintenance contract (\$1,500). Includes radio programming and maintenance (\$4,000), extrication equipment annual maintenance (\$1,200), air pack annual maintenance (\$1,700), compressor maintenance (1,400), fit tester calibration (\$675), and Konica Minolta copier contract (\$600).

**43780 Buildings/Grounds Maintenance.** Decreased due to majority of snow plowing being done in-house.

**48514 Major Firefighting Equipment.** Decreased due to Truck Topper and Snow Plow being a one-time purchase in FY25.

**48740 Minor Machinery Equipment.** Increased due to laptop and monitor purchase (\$1,100).

**48760 Minor Firefighting/Rescue Equipment.** Increased due to rising cost of structural firefighting gear. Purchase three sets of structural firefighting gear (\$12,500) and 10% Match plus shipping for Volunteer Fire Capacity Grant (\$1,500).

**50264 Transfer to 911 Communications.** To cover charges from E911 for the cost of operating the E911 dispatch center in Soldotna.

**50342 Transfer Bear Creek Fire Debt Service.** To cover the current portion of principal and interest for bonds issued in FY2013 to finance the construction of the multi-use facility.

**50442 Transfer Bear Creek Capital Projects.** Annual transfer to fund long-term capital projects/replacement requirements. See capital projects section.

**61990 Admin Service Fee.** The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

**For capital projects information of this department - See the Capital Projects section - Pages 344-345, 348, 358**



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## Western Emergency Service Area

Originally established in October 1983, and expanded 612 square miles to include the Ninilchik area in February 2021, this service area provides fire protection and emergency services in the Anchor Point, Ninilchik, Happy Valley, Clam Gulch, Nikolaevsk and Caribou Hills. The service area covers 45 miles of the Sterling Highway, all of the Old Seward Highway, Oil Well Road, and the majority of the North Fork Loop. The department is staffed by 13 full-time permanent employees and 25 volunteers. Five service area residents are appointed by the Mayor and confirmed by the Assembly to serve on its board, each serving a three-year term.

The service area operates five engine/pumpers (one of which are housed in the satellite station in Nikolaevsk Village), one rescue truck, five pumper/tenders, five ALS ambulances (one of which is housed in the satellite station in Nikolaevsk Village), one ladder truck, three command vehicles, six utility vehicles (one of which is housed in the Nikolaevsk station), two wildland brush truck, and two UTVs for wildland and beach access.

The major source of revenue is property tax. The mill rate is set at 3.15 mills for fiscal year 2026.

### Board Members

Dawson Slaughter  
Mark Ball  
Katherine Covey  
Janice Nofziger  
Janet Cully

Mill Rate: 3.15

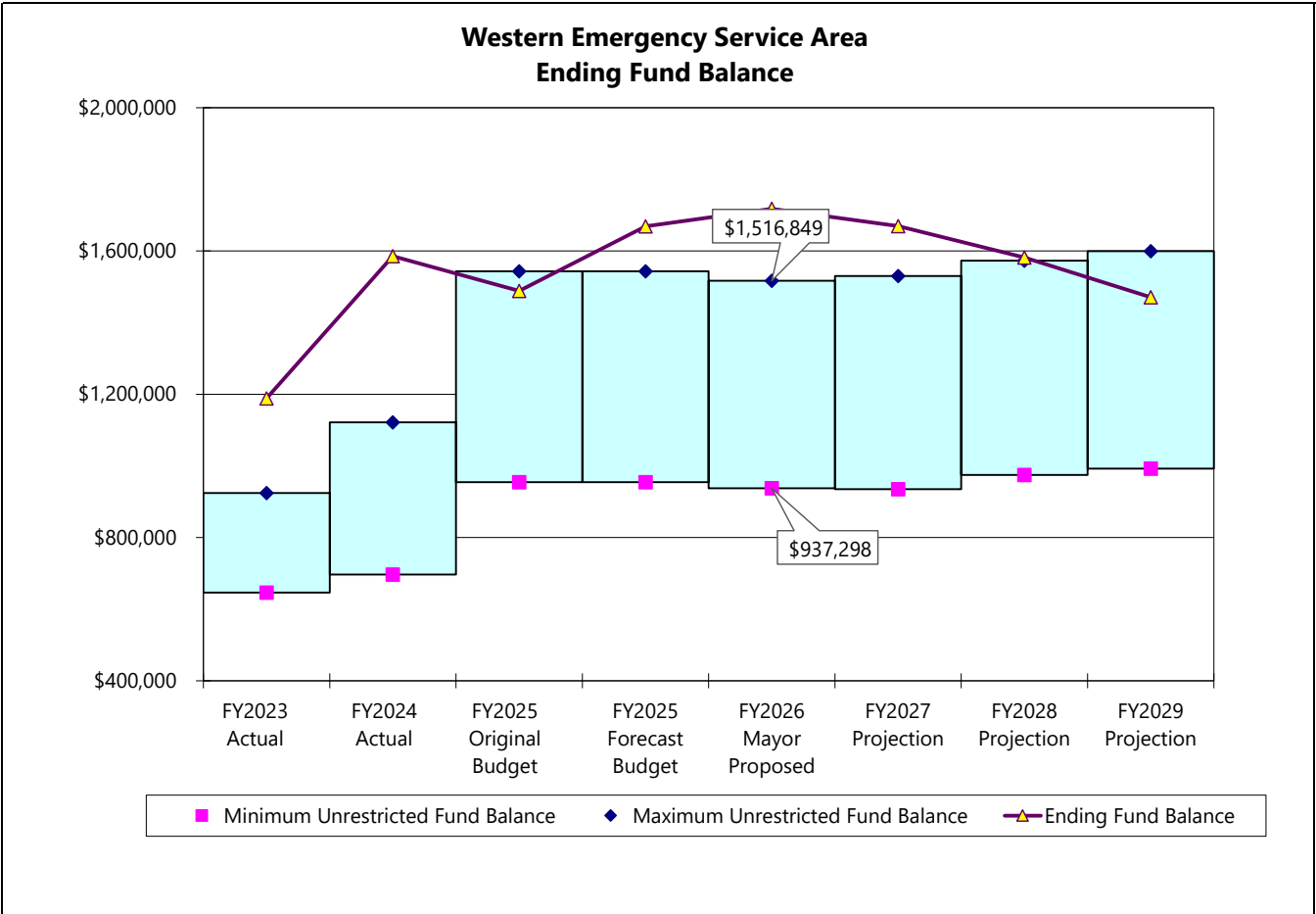
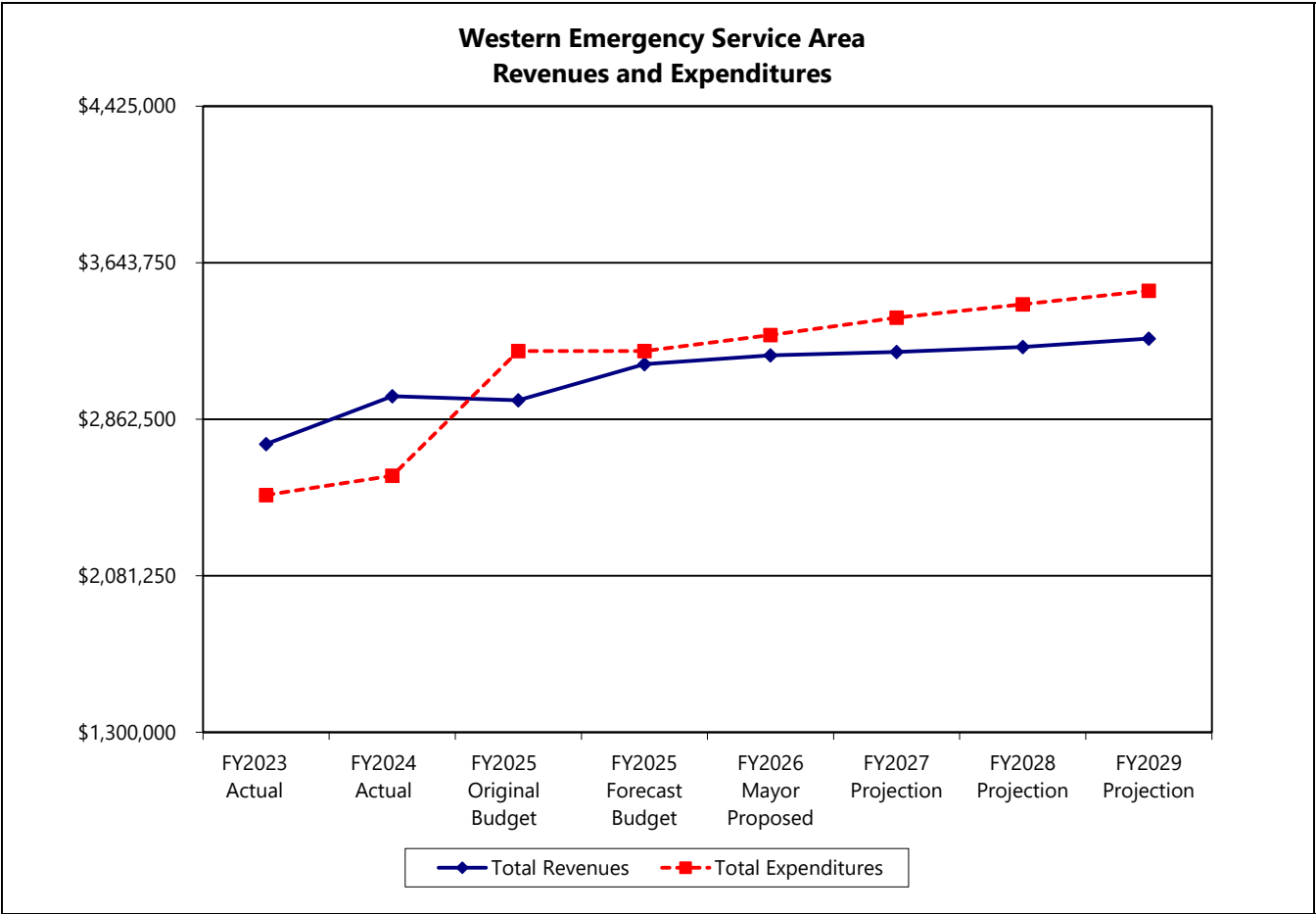
Population: 4,718

Square Miles: 826



# Fund: 209 Western Emergency Service Area - Budget Projection

Fund Budget:	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	431,395	479,562	535,691	537,102	613,074	619,205	625,397	637,905
Personal	49,043	48,763	47,489	48,073	47,643	48,119	48,600	48,600
Oil & Gas (AS 43.56)	242,881	253,206	255,740	255,740	243,126	243,126	243,126	243,126
	723,319	781,531	838,920	840,915	903,843	910,450	917,123	929,631
Mill Rate	2.95	2.95	3.15	3.15	3.15	3.15	3.15	3.15
Revenues:								
Property Taxes								
Real	\$ 1,258,412	\$ 1,396,945	\$ 1,687,427	\$ 1,691,871	\$ 1,931,183	\$ 1,950,496	\$ 1,970,001	\$ 2,009,401
Personal	144,296	143,757	146,599	148,401	147,074	148,543	150,028	150,028
Oil & Gas (AS 43.56)	716,500	746,959	805,581	805,581	765,847	765,847	765,847	765,847
Interest	4,741	5,468	4,836	4,836	5,577	5,605	5,633	5,661
Flat Tax	11,101	11,719	11,101	11,101	11,101	11,157	11,213	11,269
Motor Vehicle Tax	14,880	15,352	14,664	14,664	15,116	15,418	15,726	16,041
Total Property Taxes	2,149,930	2,320,200	2,670,208	2,676,454	2,875,898	2,897,066	2,918,448	2,958,247
Federal Revenues	123,857	34,357	-	34,357	-	-	-	-
State Revenues	53,094	27,086	-	-	-	-	-	-
Interest Earnings	38,866	114,411	39,813	56,000	58,406	51,534	50,079	47,452
Other Revenue	372,959	481,841	247,000	370,254	247,000	249,470	254,459	259,548
Total Revenues	2,738,706	2,977,895	2,957,021	3,137,065	3,181,304	3,198,070	3,222,986	3,265,247
Expenditures:								
Personnel	1,564,693	1,731,523	2,157,187	2,157,187	2,240,151	2,307,356	2,353,503	2,400,573
Supplies	122,499	124,825	192,200	192,200	191,000	194,820	198,716	202,690
Services	307,585	330,889	450,497	450,497	438,778	447,554	456,505	465,635
Capital Outlay	156,119	138,623	107,720	107,720	61,500	62,115	62,736	63,363
Interdepartmental Charges	54,342	58,147	72,690	72,690	73,286	75,296	76,787	78,307
Total Expenditures	2,205,238	2,384,007	2,980,294	2,980,294	3,004,715	3,087,141	3,148,247	3,210,568
Operating Transfers To:								
Special Revenue Fund	21,119	31,167	32,258	32,258	32,258	33,548	34,890	36,286
Capital Projects Fund	165,000	75,000	100,000	100,000	155,000	158,875	162,847	166,918
Land Trust Investment Fund	92,959	90,508	90,508	90,508	90,508	90,508	90,508	90,508
Total Operating Transfers	279,078	196,675	222,766	222,766	277,766	282,931	288,245	293,712
Total Expenditures and Operating Transfers	2,484,316	2,580,682	3,203,060	3,203,060	3,282,481	3,370,072	3,436,492	3,504,280
Net Results From Operations	254,390	397,213	(246,039)	(65,995)	(101,177)	(172,002)	(213,506)	(239,033)
Projected Lapse	-	-	149,015	149,015	150,236	123,486	125,930	128,423
Change in Fund Balance	254,390	397,213	(97,024)	83,020	49,059	(48,516)	(87,576)	(110,610)
Beginning Fund Balance	934,132	1,188,522	1,585,735	1,585,735	1,668,755	1,717,814	1,669,298	1,581,722
Ending Fund Balance	\$ 1,188,522	\$ 1,585,735	\$ 1,488,711	\$ 1,668,755	\$ 1,717,814	\$ 1,669,298	\$ 1,581,722	\$ 1,471,112
Land Loan with LTIF (Liability)	674,497	588,421	526,480	526,480	461,531	393,430	322,022	247,148
Unrestricted Ending Fund Balance	\$ 514,025	\$ 997,314	\$ 962,231	\$ 1,142,275	\$ 1,256,283	\$ 1,275,868	\$ 1,259,700	\$ 1,223,964



## Department Function

Fund 209

Western Emergency Service Area

Dept 51410

### Mission

Western Emergency Services is committed to meeting the needs and exceeding the expectations of the citizens of our community with effective emergency and non-emergency services by protecting life and property through firefighter/EMS training, public fire education, and fire prevention.

### Program Description

Western Emergency Service Area is responsible for providing fire suppression and rescue for the protection of life and property and emergency medical services to an 826 square-mile area which includes Anchor Point, Ninilchik, Happy Valley, Clam Gulch, Nikolaevsk, and Caribou Hills. The service area covers 45 miles of the Sterling Highway, all of the Old Sterling Highway and Oil Well Road, and the majority of the North Fork Loop.

### Major Long-Term Issues and Concerns:

- Meeting minimum staffing requirement of 2 per station, to continue decreased response times.
- Continued volunteer recruitment and retention.
- Obtaining funds to replace aging apparatus and utility vehicles. Current revenue does not support any realistic replacement plan without significant grant funding.
- Obtaining funding for the renovation and expansion of Station 3 in Anchor Point.
- Secure funding for live-fire training facility within the service area.
- Construction of a new station in Happy Valley to address a 10-mile stretch along the Sterling Highway between Ninilchik and Anchor Point that are not within 5 miles of a station.

### FY2025 Accomplishments:

- Added three total full-time positions (1 Captain, 2 FF's) to assist in improving response times.
- Reorganized space allocations in Station 1 to enhance crew safety, and quality of life while on duty.
- Provided joint training for Fire Instructor 1 course.
- Upgraded ability to perform high-fidelity EMS training scenarios in both stations, equipment obtained via grant funding.
- Conducted NFPA 1010 Support Firefighter course, this is an elective course to provide training for volunteer recruits.

### FY2026 New Initiatives:

- Replace 2 utility vehicles to reduce maintenance costs associated with vehicles over 20 years old.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	10	10	13	13

**Priority:** Public Safety

**Goal:** Provide the highest level of fire and emergency medical training and certifications for department members.

**Objective:** Continue with ongoing, quality training to meet State of Alaska fire and EMS training standards.

**Measures:** Certification and qualifications of employees and volunteer members.

Department Personnel	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
EMS Trained	28	30	28	23	25
Fire Trained	28	31	28	27	25
Total Responders Available	30	32	30	35	30

## Department Function

**Fund 209**

## Western Emergency Service Area - Continued

**Dept 51410**

<b>Certified First Responders</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Emergency Trauma Technician	0	2	0	0	0
Emergency Medical Technician 1	9	10	9	7	10
Emergency Medical Technician 2	2	3	2	2	2
Emergency Medical Technician 3	6	9	6	6	3
Advanced Emergency Medical Technician	5	5	5	6	10
Mobile Intensive Care Paramedic	5	5	5	3	5
Exterior Firefighter/FFI/FFII	27	29	27	20	20
Certified Fire Investigator	2	2	2	2	2
Alaska Fire Service Instructor 1	10	9	10	10	12
Alaska Fire Service Instructor 2	3	3	3	3	3
Live Fire Instructor	3	3	3	3	3
ETT/EMT Instructor	4	4	4	4	5

**Priority:** Fire and Emergency Medical Response

**Goal:** Respond to all emergency calls in a timely and safe manner, while providing the highest level of emergency services to our community.

**Objective:** Reduce injuries, protect life and property from fire, motor vehicle accidents, and environmental emergencies.

<b>Call Volume by Calendar Year</b>	<b>Benchmark</b>	<b>CY2023 Actual</b>	<b>CY2024 Actual</b>	<b>CY2025 Projected</b>	<b>CY2026 Estimated</b>
Fires (Buildings, Vehicles, Wildland)	40	47	27	40	42
Overpressure Rupture, Explosion, Overheat (no fire)	2	1	0	2	2
Emergency Medical Services & Rescue	530	390	519	530	557
Hazardous Conditions	8	5	11	8	9
Service Calls (Public, Smoke Odor, Standby)	35	41	31	35	37
Good Intent Calls (Cancelled, Nothing Found)	75	61	69	75	79
False Alarms	10	5	10	10	11
Severe Weather & Natural Disaster	5	0	1	5	5
<b>Total Call Volume</b>	<b>705</b>	<b>551</b>	<b>668</b>	<b>705</b>	<b>742</b>
Total Ambulance Transports	340	309	320	340	360
Fire Responder Average	6	6	6	6	6
EMS Responder Average	3	3	3	3	3
<b>Annual Fire Loss</b>	<b>\$1,200,000</b>	<b>\$2,548,800</b>	<b>\$148,900</b>	<b>\$1,200,000</b>	<b>\$2,000,000</b>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 209**

**Department 51410 - Western Emergency Service Area**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
Personnel								
40110	Regular Wages	\$ 656,892	\$ 715,205	\$ 994,066	\$ 994,066	\$ 1,055,455	\$ 61,389	6.18%
40111	Special Pay	6,703	8,480	12,961	12,961	12,961	-	0.00%
40120	Temporary Wages	83,220	89,000	146,406	146,406	134,004	(12,402)	-8.47%
40130	Overtime Wages	143,204	199,479	98,803	98,803	113,939	15,136	15.32%
40131	FLSA Overtime Wages	12,385	14,089	31,390	31,390	33,445	2,055	6.55%
40210	FICA	75,372	86,029	111,767	111,767	118,464	6,697	5.99%
40221	PERS	210,690	235,031	254,501	254,501	272,295	17,794	6.99%
40321	Health Insurance	270,275	262,481	362,860	362,860	336,000	(26,860)	-7.40%
40322	Life Insurance	976	1,117	1,424	1,424	1,513	89	6.25%
40410	Leave	104,976	120,612	143,009	143,009	162,075	19,066	13.33%
	Total: Personnel	1,564,693	1,731,523	2,157,187	2,157,187	2,240,151	82,964	3.85%
Supplies								
42120	Computer Software	490	492	1,200	1,200	-	(1,200)	-100.00%
42210	Operating Supplies	11,227	11,439	27,500	27,500	27,500	-	0.00%
42220	Fire/Medical/Rescue Supplies	37,796	32,554	36,000	36,000	36,000	-	0.00%
42230	Fuel, Oils and Lubricants	33,212	28,928	35,000	35,000	38,000	3,000	8.57%
42250	Uniforms	11,515	13,987	15,000	15,000	15,000	-	0.00%
42263	Training Supplies	3,299	1,619	8,000	8,000	8,000	-	0.00%
42310	Repair/Maintenance Supplies	4,232	9,710	9,500	9,500	9,500	-	0.00%
42360	Motor Vehicle Supplies	15,087	21,227	50,000	50,000	50,000	-	0.00%
42410	Small Tools & Minor Equipment	5,641	4,869	10,000	10,000	7,000	(3,000)	-30.00%
	Total: Supplies	122,499	124,825	192,200	192,200	191,000	(1,200)	-0.62%
Services								
43011	Contractual Services	45,312	40,810	60,244	60,213	59,108	(1,136)	-1.89%
43014	Physical Examinations	8,318	7,035	25,038	25,038	15,000	(10,038)	-40.09%
43019	Software Maintenance	22,915	3,926	4,100	4,131	4,565	465	11.34%
43026	Software Licensing	-	20,551	22,910	22,910	29,210	6,300	27.50%
43110	Communications	30,710	31,025	32,000	32,000	33,500	1,500	4.69%
43140	Postage and Freight	-	-	300	300	300	-	0.00%
43210	Transport/Subsistence	15,296	13,268	28,074	28,074	27,734	(340)	-1.21%
43260	Training	6,013	4,666	8,800	8,800	8,800	-	0.00%
43310	Advertising	-	-	200	200	-	(200)	-100.00%
43410	Printing	-	-	100	100	-	(100)	-100.00%
43510	Insurance/Litigation Fund Premiums	85,280	121,278	146,956	146,956	147,789	833	0.57%
43610	Utilities	51,455	52,481	46,000	46,000	55,000	9,000	19.57%
43720	Equipment Maintenance	18,236	5,377	24,900	24,900	6,000	(18,900)	-75.90%
43750	Vehicle Maintenance	1,793	1,036	15,000	15,000	15,000	-	0.00%
43780	Buildings/Grounds Maintenance	11,392	26,622	31,500	31,500	31,500	-	0.00%
43810	Rents and Operating Leases	8,399	1,162	1,450	1,450	1,450	-	0.00%
43920	Dues and Subscriptions	2,466	1,652	2,925	2,925	3,822	897	30.67%
	Total: Services	307,585	330,889	450,497	450,497	438,778	(11,719)	-2.60%
Capital Outlay								
48310	Vehicles	4,600	-	-	-	-	-	-
48311	Major Machinery and Equipment	24,965	19,422	-	-	-	-	-
48514	Major Fire Fighting/Rescue Equipment	41,922	10,725	-	-	-	-	-
48515	Major Medical Equipment	2,376	-	22,690	22,690	-	(22,690)	-100.00%
48710	Minor Office Equipment	10,531	5,114	3,000	3,000	3,000	-	0.00%
48720	Minor Office Furniture	-	11,388	-	-	-	-	-
48740	Minor Machinery & Equipment	3,784	2,929	1,500	1,500	1,500	-	0.00%
48750	Minor Medical Equipment	-	10,727	32,276	32,276	6,000	(26,276)	-81.41%
48760	Minor Fire Fighting/Rescue Equipment	67,941	78,318	48,254	48,254	51,000	2,746	5.69%
	Total: Capital Outlay	156,119	138,623	107,720	107,720	61,500	(46,220)	-42.91%
Transfers								
50264	911 Communications	21,119	31,167	32,258	32,258	32,258	-	0.00%
50252	Loan Payment - Land Acquisition	92,959	90,508	90,508	90,508	90,508	-	0.00%
50444	Western Emergency Capital Projects	165,000	75,000	100,000	100,000	155,000	55,000	55.00%
	Total: Transfers	279,078	196,675	222,766	222,766	277,766	55,000	24.69%

## Kenai Peninsula Borough Budget Detail

### Fund 209

### Department 51410 - Western Emergency Service Area - Continued

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Interdepartmental Charges</b>							
61990 Admin Service Fee	55,047	58,147	72,690	72,690	73,286	596	0.82%
Total: Interdepartmental Charges	54,342	58,147	72,690	72,690	73,286	596	0.82%
<b>Department Total</b>	<b>\$ 2,484,316</b>	<b>\$ 2,580,682</b>	<b>\$ 3,203,060</b>	<b>\$ 3,203,060</b>	<b>\$ 3,282,481</b>	<b>\$ 79,421</b>	<b>2.48%</b>

### Line-Item Explanations

**40110 Regular Wages.** Staff includes: 1 Chief, 1 Deputy Chief , 3 Captains, 6 Firefighters, 1 Firefighter Technician, and 1 Mechanic.

**40120 Temporary Wages.** Volunteer stipends for shifts, responses and training.

**42360 Motor Vehicle Repair Supplies.** Increase remains to complete replacement of aged tires on fire apparatus.

**43011 Contractual Services.** Medical director contract (\$16,808), annual ground ladder, aerial, and pump testing (\$6,000), ambulance billing service (\$8,500), drug disposal services (\$1,700), annual appreciation, training & retention banquet (\$4,000), medical equipment service contract (\$13,700), compressor service contract (\$5,100), background checks (\$1,300), and embroidery/screen printing/sewing repair service (\$2,000).

**43014 Physical Examinations.** Reduced due to anticipated number of physicals that will be required in FY26.

**43019 Software Maintenance.** Security cameras software (\$400), training maintenance database software (\$500), and CAD interface software (\$3,500), and scheduling software maintenance (\$165).

**43026 Software Licensing.** Fire/EMS records management software (\$4,800), pediatric guide and protocol software (\$2,500), training maintenance database software (\$7,500), vehicle diagnostic software (\$1,800), vehicle maintenance & equipment inventory supply software (\$4,500), scheduling software (\$5,100), EMS evaluation software (\$1,200), dispatch alerting software (\$660), video conferencing license (\$550), and PDF software license (\$600).

**43210 Transportation/Subsistence.** Attendance at the Alaska EMS Symposium in Anchorage, Alaska State Firefighter Conference, Alaska Arson Investigator Conference in Sitka and Fire Chief Summit in Juneau.

**43260 Training.** Alaska State Firefighter conference, EMS Symposium, annual training for EMT, Firefighter and Haz-Mat Ops classes, and Fire Chief's Conference, Paramedic School.

**43720 Equipment Maintenance.** Reduced due to cuclical maintenacne of SCBAs and radios. SCBA cylinder hydrotesting (\$1,500), Konica Minolta (\$3,000), and radio maintenance (\$1,500).

**43920 Dues and Subscriptions.** International, Alaska and Local Association memberships for Fire Chiefs and other fire/EMS related miscellaneous memberships, dues, licensing and subscriptions.

**48515 Medical Equipment.** Reduction due to one time purchases in FY25.

**48710 Minor Office Equipment.** Communication equipment replacement for items that become damaged beyond repair (\$3,000).

**48740 Minor Machines & Equipment.** Miscellaneous replacement of minor equipment such as air compressors and bay doors (\$1,500).

**48750 Minor Medical Equipment.** Match for Code Blue Grant (\$1,000), and miscellaneous medical equipment (\$5,000). Reduction due to one time purchases in FY25.

**48760 Minor Fire Fighting Equipment.** 8 sets of new turnout gear, helmets, boots, gloves and other related PPE per 10 year replacement plan (\$44,000), VFA grant matching funds (\$2,000), and miscellaneous minor fire equipment that may become damaged during use (\$5,000).

**50252 Loan Payment to LTIF Fund-Land Acquisition.** Annual Payment to LTIF for Land acquisition (\$90,508), payment 4 of 10.

**50444 Transfer to Capital Projects.** Annual transfer to fund long-term capital projects/replacement requirements. See capital projects section of this document.

**61990 Admin Service Fee.** The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

**For capital projects information of this department - See the Capital Projects section - Pages 344-345, 348-349, 388-389**



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## **Central Emergency Service Area**

In October 1991, voters approved the unification of the Ridgeway/Sterling Fire Service Area, the Kalifornsky Fire Service Area, a portion of the Central Peninsula Emergency Medical Service Area, and fire powers from the City of Soldotna. Previously, these areas had been operating as Central Emergency Services under an intergovernmental agreement to provide fire and emergency medical services. At the October 2004 election voters elected to admit the more populated areas of the Central Peninsula Emergency Medical Service Area to this service area. A five-member joint operations board is elected by voters within the Central Emergency Service Area and the Central Peninsula Emergency Medical Service Area.

The staff includes 53 permanent employees and 30 volunteers. There are 8 fire stations, 5 staffed stations (1 being part-time/volunteer staffed) and 3 un-staffed sub-stations.

### **Board Members**

Steve Tachick  
Ralph Linn  
Ryan Kapp  
Marty Hall  
Gary Hale

**Mill Rate:** 2.95

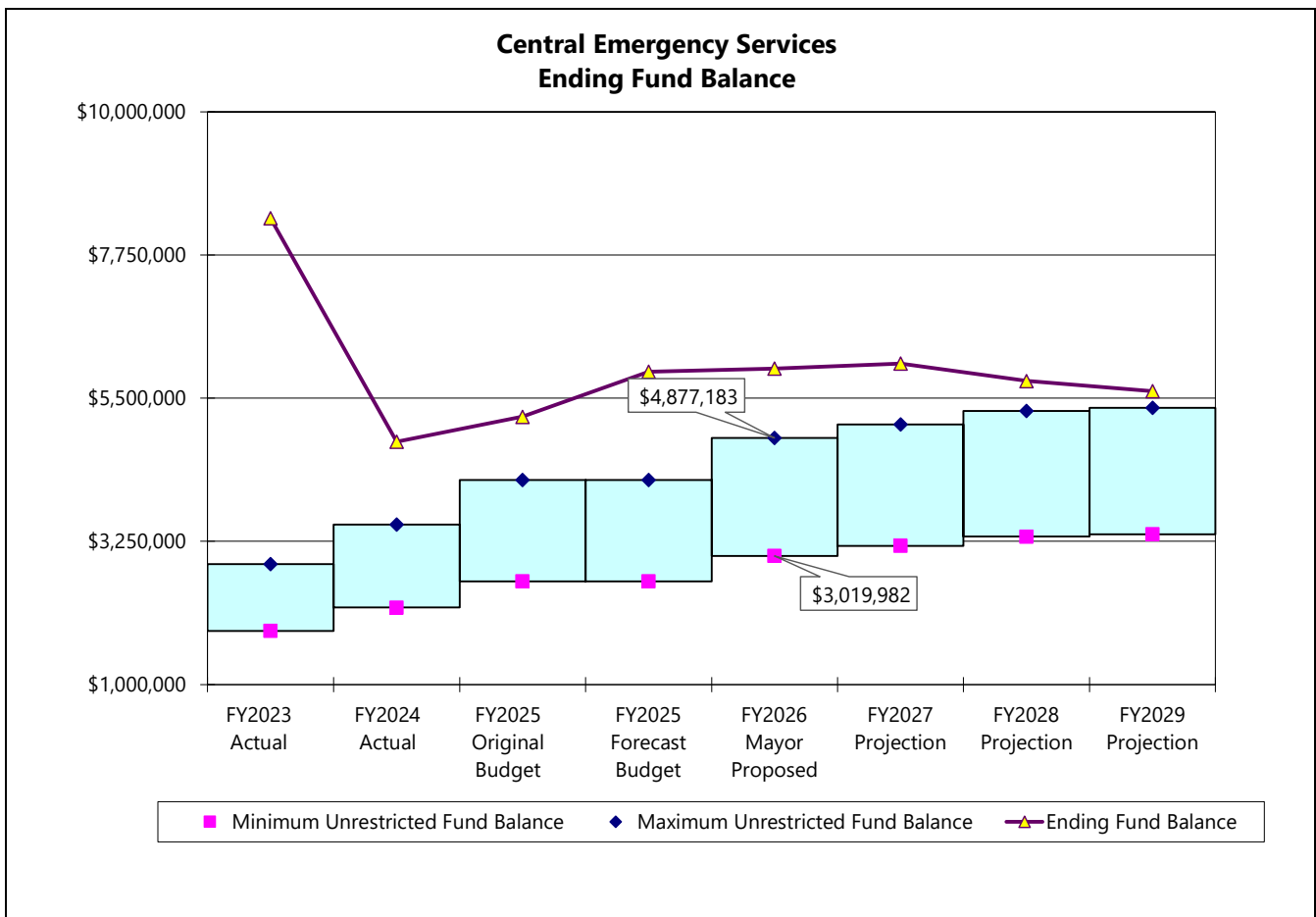
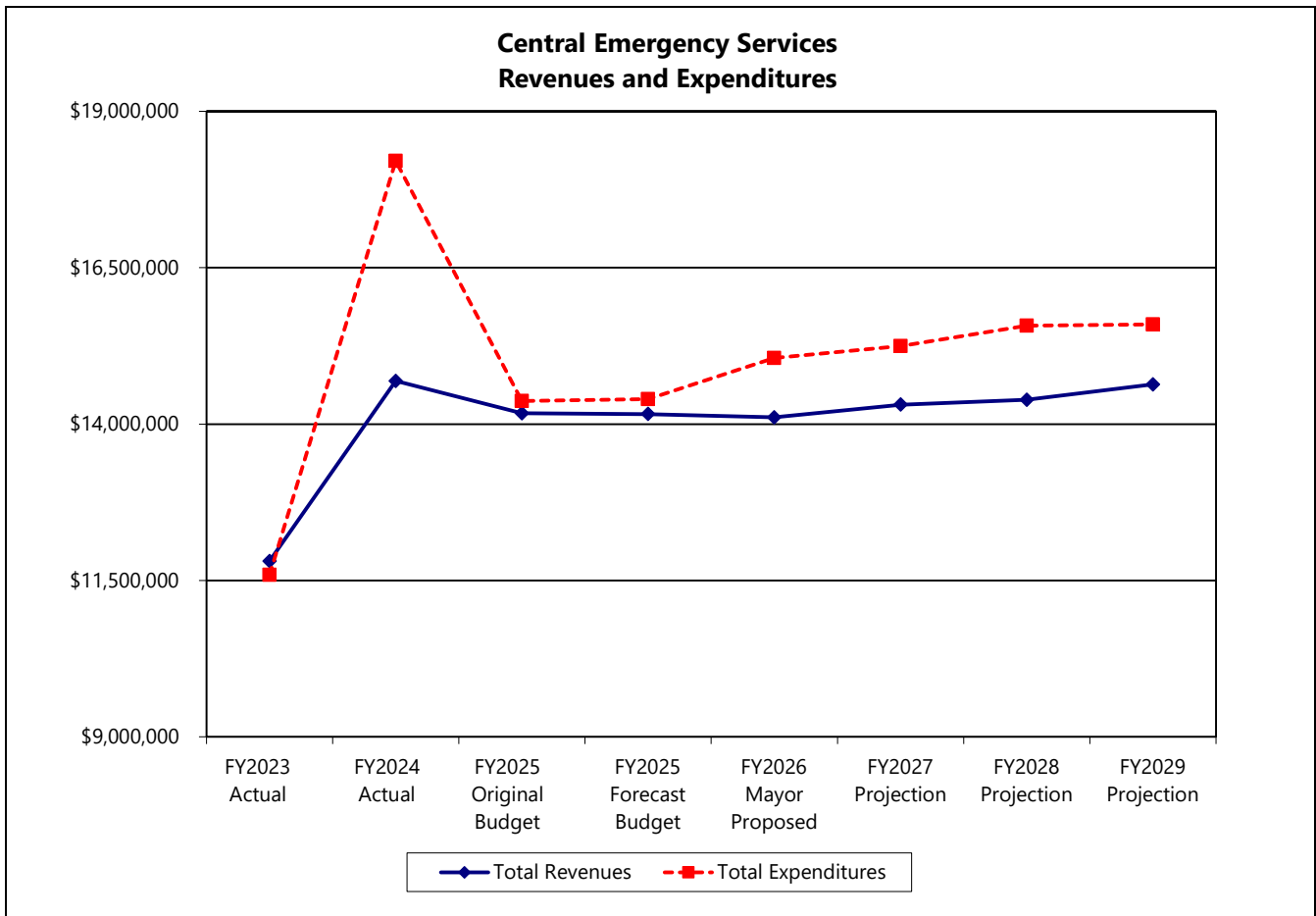
**Population:** 25,451

**Square Miles:** 1,000



## Fund: 211 Central Emergency Services - Budget Projection

<b>Fund Budget:</b>		FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
		Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)									
Real		2,967,619	3,234,126	3,508,287	3,508,625	3,797,502	3,835,477	3,873,832	3,951,309
Personal		119,859	122,994	120,013	128,243	132,650	133,977	135,317	136,670
Oil & Gas (AS 43.56)		128,141	128,233	139,737	139,737	140,099	140,099	140,099	140,099
		3,215,619	3,485,353	3,768,037	3,776,605	4,070,251	4,109,553	4,149,248	4,228,078
Mill Rate		2.85	2.85	3.21	3.21	2.95	2.95	2.95	2.95
Revenues:									
Property Taxes									
Real	\$	8,413,368	\$ 10,305,367	\$ 11,261,601	\$ 11,150,059	\$ 11,090,605	\$ 11,314,657	\$ 11,427,804	\$ 11,656,362
Personal		350,706	389,423	377,537	403,427	383,491	387,328	387,328	387,328
Oil & Gas (AS 43.56)		365,702	411,629	448,556	448,556	413,292	413,292	413,292	413,292
Interest		21,585	22,663	18,000	18,000	18,000	18,360	18,727	19,102
Flat Tax		66,479	74,794	66,000	66,000	66,000	67,320	68,666	70,039
Motor Vehicle Tax		118,473	128,628	117,667	117,667	123,551	126,022	128,542	131,113
Total Property Taxes		9,336,313	11,332,504	12,289,361	12,203,709	12,094,939	12,326,979	12,444,359	12,677,236
Federal Revenues		18,554	20,948	-	2,501	-	-	-	-
State Revenues		150,916	148,046	-	-	-	-	-	-
Interest Earnings		239,063	556,452	80,509	150,000	207,095	178,951	120,913	115,418
Other Revenue		2,058,382	2,622,481	1,793,500	1,793,500	1,793,500	1,793,500	1,811,435	1,829,549
Total Revenues		11,803,228	14,680,431	14,163,370	14,149,710	14,095,534	14,299,430	14,376,707	14,622,203
Operating Transfers From:									
Special Revenue Fund		7,346	9,783	10,227	10,227	10,832	10,510	10,624	10,830
Total Operating Transfers		7,346	9,783	10,227	10,227	10,832	10,510	10,624	10,830
Total Revenues and Operating Transfers		11,810,574	14,690,214	14,173,597	14,159,937	14,106,366	14,309,940	14,387,331	14,633,033
Expenditures:									
Personnel		7,423,162	8,632,010	9,236,569	9,236,569	9,765,963	9,961,282	10,160,508	10,363,718
Supplies		373,775	400,664	546,712	546,712	534,017	544,697	555,591	566,703
Services		1,135,114	1,200,503	1,495,905	1,497,617	1,636,911	1,686,018	1,736,599	1,788,697
Capital Outlay		375,607	231,326	219,606	245,293	224,292	228,778	231,066	233,377
Interdepartmental Charges		225,811	260,090	287,470	288,155	304,030	310,519	317,094	323,812
Total Expenditures		9,533,469	10,724,593	11,786,262	11,814,346	12,465,213	12,731,294	13,000,858	13,276,307
Operating Transfers To:									
General Fund		-	-	-	-	-	-	-	-
Special Revenue Fund		131,208	148,690	153,894	153,894	153,894	158,511	163,266	168,164
Capital Projects Fund		1,140,000	5,700,000	800,000	800,000	800,000	900,000	950,000	1,000,000
Debt Service Fund		783,829	1,632,309	1,629,438	1,629,438	1,636,438	1,458,013	1,458,013	1,146,875
Total Operating Transfers		2,055,037	7,480,999	2,583,332	2,583,332	2,590,332	2,516,524	2,571,279	2,315,039
Total Expenditures and Operating Transfers		11,588,506	18,205,592	14,369,594	14,397,678	15,055,545	15,247,818	15,572,137	15,591,346
Net Results From Operations		222,068	(3,515,378)	(195,997)	(237,741)	(949,179)	(937,878)	(1,184,806)	(958,313)
Projected Lapse		-	-	589,313	1,339,309	997,217	1,018,504	910,060	796,578
Change in fund balance		222,068	(3,515,378)	393,316	1,101,568	48,038	80,626	(274,746)	(161,735)
Beginning Fund Balance		8,108,745	8,330,813	4,815,435	4,815,435	5,917,003	5,965,041	6,045,667	5,770,921
Ending Fund Balance	\$	8,330,813	\$ 4,815,435	\$ 5,208,751	\$ 5,917,003	\$ 5,965,041	\$ 6,045,667	\$ 5,770,921	\$ 5,609,186



## Department Function

Fund 211

Central Emergency Service Area

Dept 51610

### Mission

"Central Emergency Services is dedicated to protecting the lives and property of our community and visitors by providing professional emergency services through incident response, training, public education and fire prevention."

Teamwork-Integrity-Dedication-Pride

### Program Description:

- CES serves a population of 25,451 citizens within a 1,000 square mile service area.
- CES operates four staffed stations and one part-time/volunteer staffed stations, as well as three fill site stations.
- Staffing consists of 50 career, 3 support, and 30 volunteer personnel.

### Major Long-Term Issues and Concerns:

- Staffing all Stations full-time, supplemented with volunteers, with limited revenue.
- Planning for Arc Loop Fill Station/Fleet Maintenance Shop
- Meeting the needs of training, staffing and succession planning for the service area.
- Address long term funding and alternative funding in order to maintain and deliver current levels of fire protection and emergency services.
- Monitor trends throughout the fire service to improve efficiency and effectiveness.

### FY2025 Accomplishments:

#### Administration:

- Broke ground on construction of the new Soldotna Fire Station. This will improve emergency response capability and reduce costs by operating a multipurpose headquarters fire station.
- Ordered new Sterling replacement Fire Pumper/Tanker to replace aging equipment. This will create better service to the public as well as lower ongoing maintenance costs.
- Expanded the Fire Cadet (youth ages 14-18) program from 10 to 15 cadets due to its popularity.
- Combined the Volunteer and Fire Cadet Training meetings to Wednesday nights to improve delivery, increase participation, and experience with all department stakeholders.
- Updated the KPB Medical Operations Manual, which is the EMT and Paramedic protocols. This update ensures current best practices in our delivery of emergency medical care.
- Started procurement process for the Car Fire Prop and pressurized vessel props; as well as design of a concrete pad for the training initiative.
- Converted two 40 hour positions to 56 hour to assist with the initiative to create full time staffing at Kasilof Station #6.

### Operations/Training:

- Swiftwater Rescue certification training held at CES with dept. instructors. This was the first class taught by two of our members, and saved the department in contracting for an outside instructor.
- Arc Loop Training Site expansion, security fencing and gates completed. The expansion gives more space for improved training and safety.
- Alaska Firefighter 1 class delivered, having classes hosted by CES enhances recruitment and retention of volunteers.
- Alaska Fire Instructor 2 class delivered, creating more in-house state certified instructors, helping maintain state accreditations and reducing costs of outside training.
- Provided multiple certifications and trainings in house, including ETT, EMT, Firefighter 1, Firefighter 2, Fire Apparatus Driver Operator and Hazmat. Offering training in house ensures our personnel are trained to our standards and reduces overall training costs compared to external training.

### FY2026 New Initiatives:

- Continue work on full-time staffing for Kasilof Station #6, giving our Kasilof residents the same staffing level as Kalifornsky Beach, Sterling and Funny River.
- Implement new Personnel Scheduling software to improve management and efficiency in personnel staffing of fire stations for full-time and volunteer emergency responders.
- Develop a Field Training Evaluator course for current CES training staff providing more support in evaluating new hires.
- In collaboration with GIS update the CES ISO Fire Response analysis report. Using this data assists us in the proper deployment of resources for firefighting response, and keeping fire insurance rates at the lowest as possible for our residents.
- Implementation of National Emergency Response Information System (NERIS) new interoperable fire information and innovative analytics platform
- Form a dedicated CES Wildland Fire Team, prioritizing resources and training for wildland interface fires. Composed of existing firefighter's, the team will lead the department in wildland training and operations. The team will work closely with State Forestry & Fire Protection, to be able to train and certify our own members. This collaboration will ultimately benefit our department providing valuable skill and certifications to our firefighters.
- Create a ground ladder inspection and repair program, saving funds in contracting services by doing inspections and repairs in-house.
- Continue training project by completing purchase of live fire car/pressurized vehicle props to improve training operations, increasing the skill level of personnel to deliver better services.

## Department Function

**Fund 211**

## Central Emergency Service Area - Continued

**Dept 51610**

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Full Time Staffing History	48	49	49	53
Volunteer Staffing History	30	30	30	30

**Priority:** Emergency Medical Services (EMS)

**Goal:** Ensure timely response and highest level of service per emergency medical response.

**Objective:** Provide advanced level EMS care on scene within 8 minutes 90% of the time. (NFPA 1710)

EMS Response Time Analysis	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Average Response Time	8:00	7:11	6:43	7:01	7:10
% of Calls Under 8 Minute Response Time	90%	63.75%	79.53%	78%	75%
% of Calls Advanced Life Support (ALS) Paramedic Response	95%	99.19%	98.19%	95%	95%

**Priority:** Fire and Emergency Medical Training

**Goal:** Provide the highest level of fire and emergency pre-hospital training and certifications for department members.

**Objective:** Continue with on-going, quality training to meet State of Alaska fire and EMS training standards.

Certification Levels	Benchmark	Chiefs (3 FTE's)	Captains (8 FTE's)	Engineers (20 FTE's)	Firefighters (15 FTE's)	Vols. (23)	FY2024 Totals	FY2025 Totals
Paramedic 2	15	-	5	5	2	-	16	12
Paramedic 1	10	-	-	3	4	2	7	9
Advanced-Emergency Medical Technician	12	-	4	10	3	-	13	17
Emergency Medical Technician 2	4	-	-	1	2	1	6	4
Emergency Medical Technician 1	20	1	-	-	2	16	13	18
Emergency Trauma Technician	10	1	-	-	-	1	3	1
Alaska Fire Service Instructor 2	5	2	1	1	-	1	5	5
Alaska Fire Service Instructor 1	25	2	6	12	4	-	33	22
Alaska Fire Officer 1	20	2	6	7	1	1	20	17
Alaska Firefighter 2	48	2	7	20	10	4	45	43
Alaska Firefighter 1	60	2	8	20	12	11	52	53
Basic Firefighter	12	-	-	-	-	13	10	13
Dive Rescue Technician	9	-	3	5	0	-	8	8
Forestry Red Card	12	-	6	7	1	-	8	14
Alaska Fire Investigator Tech.	6	-	4	2	0	-	8	6
Alaska Certified Fire Investigator	5	-	2	1	1	-	3	3

## Department Function

**Fund 211**

### Central Emergency Service Area - Continued

**Dept 51610**

**Priority:** Fire and Emergency Medical Response  
**Goal:** Respond to all emergency calls in a timely and safe manner, while providing the highest level of emergency services to our community.  
**Objective:** Reduce injuries, protect life and property from fire, motor vehicle accidents, and environmental emergencies. Reduce the amount of property loss due to fire by arriving on scene within 8 minutes.

<b>CES Annual NFPA Survey</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Fire (Buildings, Vehicles, Wildland)	67	71	60	70
Emergency Medical Service & Rescue	2,239	2,277	2,268	2,368
Explosions & Ruptures	1	0	3	1
Hazardous Conditions (Gas, CO, Electrical)	137	203	171	211
Service Calls (Lift Assist, Smoke Odor, Agency Stand-By)	203	237	241	250
Good Intent Call (Cancelled Call, Public Assist, Nothing Found)	261	254	256	266
False Alarm (Fire Alarm Malfunctions)	136	136	121	141
Fire Calls Average Response Time	9:22	9:40	9:30	9:30
EMS Calls Average Response Time	7:11	6:43	7:01	7:10
Average Response Times All Calls	8:48	8:51	8:45	8:00
Total Calls	3,044	3,178	3,120	3,307
Annual Fire Loss (Property & Contents)	\$851,800	\$1,299,300	\$959,925	\$1,038,255

### Commentary

Central Emergency Service Area broke ground on the new Soldotna Fire Station #1. Once the new Headquarters/Fire Station project has been completed, the administration and the fire station operations will move into one building. This will improve emergency operations, and be more efficient and effective in saving overhead costs.

Full-time staffing of the Kasilof Fire Station #6, will help by providing more resources, and decrease response times across the service area. The positions added to the FY26 budget will help accomplish this goal.

Increase volunteer responders, and when available, continue to supplement the minimum staffing levels at the fire stations to provide a well-trained and effective emergency responder workforce.

Work on long term plans to add a water fill-site, and maintenance shop at the Arc Loop Training Site. This fill-site would assist residents in the south Soldotna area within the 5-mile ISO a potential savings in their home fire insurance premiums.

CES remains committed to training a younger workforce. Despite experiencing turnover, the department's efforts to improve training delivery and planning will help mitigate risks and ensure a well-prepared workforce capable of responding to the growing demands for service.

**Kenai Peninsula Borough  
Budget Detail**

**Fund 211**

**Department 51610 - Central Emergency Services**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Personnel</b>								
40110	Regular Wages	\$ 3,183,402	\$ 3,558,120	\$ 4,249,386	\$ 4,249,386	\$ 4,713,040	\$ 463,654	10.91%
40111	Special Pay	39,466	55,629	63,106	63,106	63,366	260	0.41%
40120	Temporary Wages	197,460	127,173	288,215	288,215	184,525	(103,690)	-35.98%
40130	Overtime Wages	611,627	983,668	609,521	609,521	680,475	70,954	11.64%
40131	FLSA Overtime Wages	51,543	59,190	157,021	157,021	176,277	19,256	12.26%
40210	FICA	345,516	405,710	476,953	476,953	517,369	40,416	8.47%
40221	PERS	1,071,943	1,269,443	1,139,706	1,139,706	1,255,702	115,996	10.18%
40321	Health Insurance	1,302,845	1,458,356	1,542,220	1,542,220	1,402,500	(139,720)	-9.06%
40322	Life Insurance	5,067	5,660	6,117	6,117	6,736	619	10.12%
40410	Leave	611,929	709,061	704,324	704,324	765,973	61,649	8.75%
40511	Other Benefits	2,364	-	-	-	-	-	-
	Total: Personnel	7,423,162	8,632,010	9,236,569	9,236,569	9,765,963	529,394	5.73%
<b>Supplies</b>								
42120	Computer Software	839	1,967	3,150	3,150	2,475	(675)	-21.43%
42210	Operating Supplies	26,427	24,631	40,310	40,310	36,810	(3,500)	-8.68%
42220	Fire/Medical/Rescue Supplies	99,444	115,690	126,200	126,200	128,400	2,200	1.74%
42230	Fuel, Oils and Lubricants	112,143	97,381	135,000	135,000	135,000	-	0.00%
42250	Uniforms	22,258	21,610	43,652	43,652	43,652	-	0.00%
42263	Training Supplies	14,595	12,130	30,850	30,850	27,800	(3,050)	-9.89%
42310	Repair/Maintenance Supplies	10,863	30,117	33,450	33,450	28,530	(4,920)	-14.71%
42360	Motor Vehicle Supplies	59,665	70,941	95,550	95,550	101,750	6,200	6.49%
42410	Small Tools & Minor Equipment	27,541	26,197	38,550	38,550	29,600	(8,950)	-23.22%
	Total: Supplies	373,775	400,664	546,712	546,712	534,017	(12,695)	-2.32%
<b>Services</b>								
43011	Contractual Services	211,991	209,431	238,623	241,124	231,840	(6,783)	-2.84%
43014	Physical Examinations	44,159	47,719	56,670	56,670	59,170	2,500	4.41%
43015	Water/Air Sample Testing	1,168	52	7,500	7,500	8,000	500	6.67%
43019	Software Maintenance	80,444	39,104	63,580	55,701	62,314	(1,266)	-1.99%
43026	Software Licensing	-	45,924	50,579	58,458	60,620	10,041	19.85%
43110	Communications	87,035	91,762	78,279	78,279	82,736	4,457	5.69%
43140	Postage and Freight	1,054	654	1,500	1,500	1,500	-	0.00%
43210	Transportation/Subsistence	46,773	14,025	63,042	63,042	70,381	7,339	11.64%
43260	Training	19,291	8,529	35,689	35,689	33,785	(1,904)	-5.33%
43310	Advertising	960	-	1,750	1,750	1,750	-	0.00%
43410	Printing	-	-	515	515	515	-	0.00%
43510	Insurance/Litigation Fund Premiums	380,609	498,237	524,591	524,591	640,490	115,899	22.09%
43610	Utilities	149,463	155,303	160,527	160,527	197,640	37,113	23.12%
43720	Equipment Maintenance	46,948	13,766	82,144	82,144	72,194	(9,950)	-12.11%
43750	Vehicle Maintenance	3,283	3,055	11,200	11,200	11,200	-	0.00%
43780	Buildings/Grounds Maintenance	27,341	53,256	90,347	89,558	74,147	(16,200)	-17.93%
43810	Rents and Operating Leases	24,889	14,787	19,920	19,920	18,055	(1,865)	-9.36%
43920	Dues and Subscriptions	9,706	4,899	9,449	9,449	10,574	1,125	11.91%
	Total: Services	1,135,114	1,200,503	1,495,905	1,497,617	1,636,911	141,006	9.43%
<b>Capital Outlay</b>								
48311	Major Machinery & Equipment	18,642	11,997	-	-	-	-	-
48514	Major Fire Fighting/Rescue Equipment	51,407	-	-	21,023	-	-	-
48515	Major Medical Equipment	-	17,853	22,000	44,123	22,000	-	0.00%
48630	Improvements Other than Buildings	-	-	12,000	12,789	-	(12,000)	-100.00%
48710	Minor Office Equipment	36,667	8,976	8,140	8,140	11,292	3,152	38.72%
48720	Minor Office Furniture	9,537	377	12,000	12,000	12,000	-	0.00%
48740	Minor Machinery & Equipment	18,400	8,348	11,500	11,500	13,800	2,300	20.00%
48750	Minor Medical Equipment	10,967	1,240	1,500	4,275	7,700	6,200	413.33%
48755	Minor Recreation Equipment	8,296	-	5,000	5,000	2,500	(2,500)	-50.00%
48760	Minor Fire Fighting/Rescue Equipment	221,691	182,535	147,466	126,443	155,000	7,534	5.11%
	Total: Capital Outlay	375,607	231,326	219,606	245,293	224,292	4,686	2.13%



**Kenai Peninsula Borough  
Budget Detail**

**Fund 211**

**Department 51610 - Central Emergency Services - Continued**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Transfers</b>							
50264 911 Communications	131,208	148,690	153,894	153,894	153,894	-	0.00%
50358 CES Debt Service	783,829	1,632,309	1,629,438	1,629,438	1,636,438	7,000	0.43%
50443 CES Capital Projects	1,140,000	5,700,000	800,000	800,000	800,000	-	0.00%
Total: Transfers	2,055,037	7,480,999	2,583,332	2,583,332	2,590,332	7,000	0.27%
<b>Interdepartmental Charges</b>							
60004 Mileage Ticket Credits	(3,221)	(1,486)	-	-	-	-	-
61990 Admin Service Fee	229,032	261,576	287,470	288,155	304,030	16,560	5.76%
Total: Interdepartmental Charges	225,811	260,090	287,470	288,155	304,030	16,560	5.76%
<b>Department Total</b>	<b>\$ 11,588,506</b>	<b>\$ 18,205,592</b>	<b>\$ 14,369,594</b>	<b>\$ 14,397,678</b>	<b>\$ 15,055,545</b>	<b>\$ 685,951</b>	<b>4.77%</b>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 211**

**Department 51610 - Central Emergency Services - Continued**

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: 1 Chief, 1 Deputy Chief, 1 Training Officer, 1 Fire Marshal, 4 Senior Captains, 4 Captains, 38 Engineers-EMTs, 2 Mechanics, and 1 Administrative Assistant.

**Add:** Five Engineer/Paramedics

**Remove:** One Firefighter Technician.

**40120 Temporary Wages.** Decrease due to full-time staffing at Station 6.

**40130 Overtime Wages.** Increase due to additional personnel, increased call-back, and to reflect true overtime costs.

**42310 Repair/Maintenance Supplies.** Decrease due to lower radio supplies, parts for compressor, and dive equipment anticipated. This is due to newer equipment.

**42410 Small Tools & Minor Equip.** Decrease due to non-recurring purchases made in FY25, portable scene lights, single gas monitors, less tablet holders, firefighter survival tools, and dive equipment.

**43011 Contractual Services.** Medical director contract (\$132,246), ambulance billing (\$46,200), UL aerial, ladder testing (\$7,000), paramedic refresher instructor fees (\$5,500), custodial services-OEM (\$4,900), drain haz-mat removal (\$8,000) bunker gear repair (\$4,200), medical director travel/training (\$2,114), vehicle towing (\$4,000), DEA drug disposal (\$750), background checks (\$1,000), annual bond audit fee (\$1,500), Image Trend live tech support (\$6,500), CLIA License, Debt Arbitrage reports (\$3,000), and other miscellaneous small contracts (\$4,930).

**43019 Software Maintenance.** Fire station alerting (\$33,303), fire records management software (\$4,942), scheduling software (\$7,500), security camera software (\$1,550), CAD Integration (split with 911, \$6,972) station encoder interface software (\$7,102), training maintenance database software (\$395), Plan Review software (\$500) and ambulance diagnostics (\$50).

**43026 Software Licensing.** Increase in software costs due to regular software maintenance contract increases and addition of Adobe licenses. Fire records software (\$21,212), fire building pre-plan software (\$900), fire scenario training software (\$2,000), pediatric guide software (\$2,200), Microsoft outlook software w/upgrades (\$3,194), training maintenance database software (\$11,590), vehicle diagnostic software (\$1,500), key secure system (\$1,300), Sim Man trainer (\$1,249), vehicle maintenance equipment inventory supply software (\$10,500), Zoom (\$825), Survey App (\$300), Crowdstrike (\$150), 5 Adobe licenses (\$300 each) and E-Dispatches (\$2,200).

**43210 Transportation/Subsistence.** Overall increase due to out of state training for firefighters (Pacific NW Fire Nugget Conference), Fire Marshal (Code Training Academy) and mechanics (Electrical EVT training).

**43720 Equipment Maintenance.** Appliance repair (\$1,000), copier maintenance (\$3,000), exercise equipment maintenance/repair (\$1,500), gas monitor calibration/repair (\$1,600), dive cylinder testing (\$1,800), fire extinguisher service /maintenance (\$2,500), ladder maintenance (\$1,500), OHD fit test calibration (\$1,000) posi-check annual calibration (\$2,000), radio equipment maintenance (\$3,000), SCBA repairs (\$2,500), eDraulics equipment maintenance (\$3,750), powercot/lifepack service contract (\$44,544), Knox box repairs (\$500), and misc repairs (\$2,000).

**43780 Buildings and Ground Maintenance.** Decreased due to leach field being done in FY25 at Station 4.

**43810 Rents and Operating Leases.** Booth rentals for public education (\$80), oxygen cylinder rental (\$4,600), portable toilet rental for training site (\$4,000), propane tank rental (\$1,000), room rental for awards (\$1000), bunker gear rental (\$1,900), tool rental (\$900), and SPREP library (\$4,575 1/2 year)

**48515 Medical Equipment.** Portable CPR device for ambulance (\$22,000).

**48630 Improvements Other Than Buildings:** Decreased due to one-time water softener purchase in FY25 for Station 6.

**48710 Minor Office Equipment.** Replace six standard desktop computers (\$909 each), six monitors (\$230 each), five sound bars (\$42 each), three laptops (\$1,050 each), and two printers (\$549 each).

**48720 Minor Office Furniture.** Four chairs for Station 3 (\$300 each), five mattress replacements (\$500 each), one desk (\$1,000), two office chairs (\$450 each), three recliners (\$2,000 each), and one accent table (\$400).

**48740 Minor Machines and Equipment.** Gas Monitor Q-Rae/Toxi-Raes (\$7,500), H2S and HCN Monitors/Sensors (\$2,300), Station 5 dishwasher (\$1,100), Station 4 TV (\$500), Station 4 Refrigerator (\$1,200), and vacuum cleaners for Stations 1, 5, 6 (\$400 each).

**48750 Minor Medical Equipment.** Lifepack charger unit (\$1,500), Lucas batteries (\$1,700), AED (\$2,000) and stair chair medic 6 (\$2,500).

**48755 Minor Recreation Equipment.** Commercial dumbbell set for Station 4 (\$2,500).

**48760 Minor Firefighting Rescue Equipment.** Increase due to a higher budget for Bunker gear (\$67,354), firefighter tools to outfit apparatus per ISO, SCBA tanks, rescue tools, nozzles, supply and wildland hose (\$44,500), wildland equipment (\$5,000), water dive/rescue (\$20,646), cold weather PPE coats (\$5,000), responder coats (\$4,000), swift water suits (\$2,500), SCBA face masks (\$6,000).

**61990 Admin Service Fee.** The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

**For capital projects information on this department - See the capital projects section - Pages 344-345, 349, 360, 390-391**

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## **Central Peninsula Emergency Medical Service Area**

Established in October 1981, this service area was formed to provide ambulance and emergency medical services for the residents of the Central Peninsula area of the Borough. At the October 1991 and 2004 elections, the most populated areas of this service area were consolidated into the Central Emergency Service Area. Ambulance service to the remaining portion is provided by Central Emergency Services, and the taxes collected in this area are transferred to the Central Emergency Service Area for payment of this service.

A five-member joint operations board is elected by voters within this service area and the Central Emergency Services Area to provide oversight of the joint operations of the two service areas. The mill levy for fiscal year 2026 is 1.00, which is the maximum allowed.

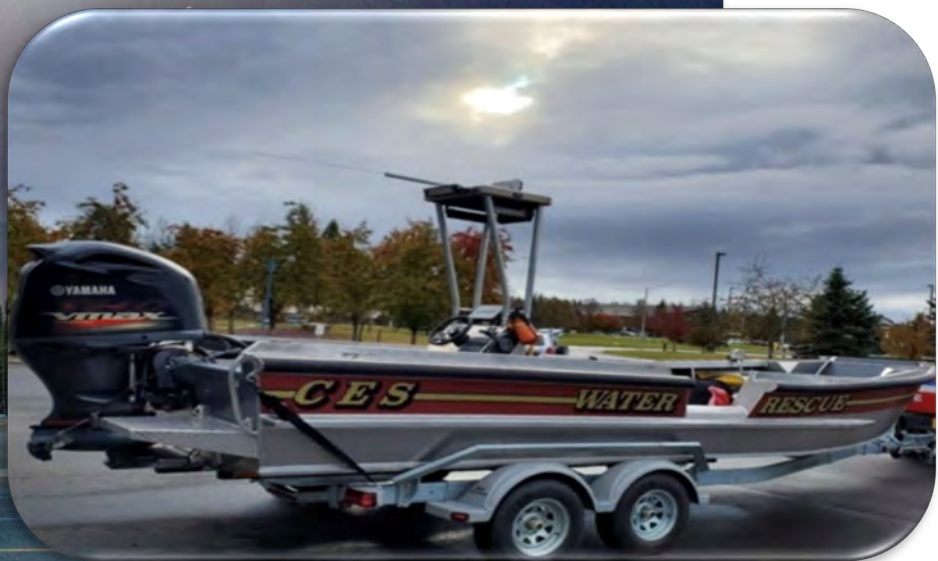
### **Board Members**

Steve Tachick  
Ralph Linn  
Ryan Kapp  
Marty Hall  
Gary Hale

**Mill Rate:** 1.00

**Population:** 1

**Square Miles:** 1,120



## Fund: 220 Central Peninsula Emergency Medical Service Area - Budget Projection

Fund Budget:	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	6,823	7,879	8,200	8,695	8,904	8,993	9,083	9,265
Personal	774	759	725	726	692	699	706	713
	7,597	8,638	8,925	9,421	9,596	9,692	9,789	9,978
Mill Rate	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Revenues:								
Property Taxes								
Real	\$ 7,034	\$ 7,848	\$ 8,200	\$ 8,695	\$ 8,904	\$ 8,993	\$ 9,083	\$ 9,265
Personal	774	759	766	711	678	685	692	699
Interest	45	25	50	50	50	51	52	53
Flat Tax	337	343	711	766	766	781	797	813
Total Property Taxes	8,190	8,975	9,727	10,222	10,398	10,510	10,624	10,830
Total Revenues	8,190	8,975	9,727	10,222	10,398	10,510	10,624	10,830
Operating Transfers To:								
Central Emergency Services	7,346	9,783	10,227	9,824	10,832	10,510	10,624	10,830
Total Operating Transfers	7,346	9,783	10,227	9,824	10,832	10,510	10,624	10,830
Total Expenditures and Operating Transfers	7,346	9,783	10,227	9,824	10,832	10,510	10,624	10,830
Net Results From Operations	844	(808)	(500)	398	(434)	-	-	-
Beginning Fund Balance	-	844	36	36	434	-	-	-
Ending Fund Balance	\$ 844	\$ 36	\$ (464)	\$ 434	\$ -	\$ -	\$ -	\$ -

**Kenai Peninsula Borough  
Budget Detail**

**Fund 220**

**Department 52110 - Central Peninsula EMSA Administration**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Transfers</b>							
50211 Central Emergency Services	\$ 7,346	\$ 9,783	\$ 10,227	\$ 9,824	\$ 10,832	605	5.92%
Total: Transfers	7,346	9,783	10,227	9,824	10,832	605	5.92%
<b>Department Total</b>	<b>\$ 7,346</b>	<b>\$ 9,783</b>	<b>\$ 10,227</b>	<b>\$ 9,824</b>	<b>\$ 10,832</b>	<b>\$ 605</b>	<b>5.92%</b>

**Line-Item Explanation**

**50211 Transfer to Central Emergency Services.** Emergency medical services for the service area residents are provided by Central Emergency Services (CES), with compensation provided by the transfer of funds collected on the service areas one mill rate to CES (See CES for description of activity, pages 189-197).

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## **Kachemak Emergency Service Area**

This service area was created on October 10, 2000, to provide fire protection and emergency medical service for the area surrounding the City of Homer and Kachemak City. The fire department is staffed by 9 permanent full-time employees and 16 volunteers. Five service area residents are appointed by the mayor and confirmed by the Assembly to serve on its board, each serving a three-year term.

Revenue is raised through property tax. The mill rate is set at 3.26 mills for fiscal year 2026.

Additional funding is provided through ambulance billing fees and interest income.

### **Board Members**

Vacant  
Randall Blad  
Ralph Crane  
Milli Martin  
Mark Kirko

**Mill Rate:** 3.26

**Population:** 4,599

**Square Miles:** 214

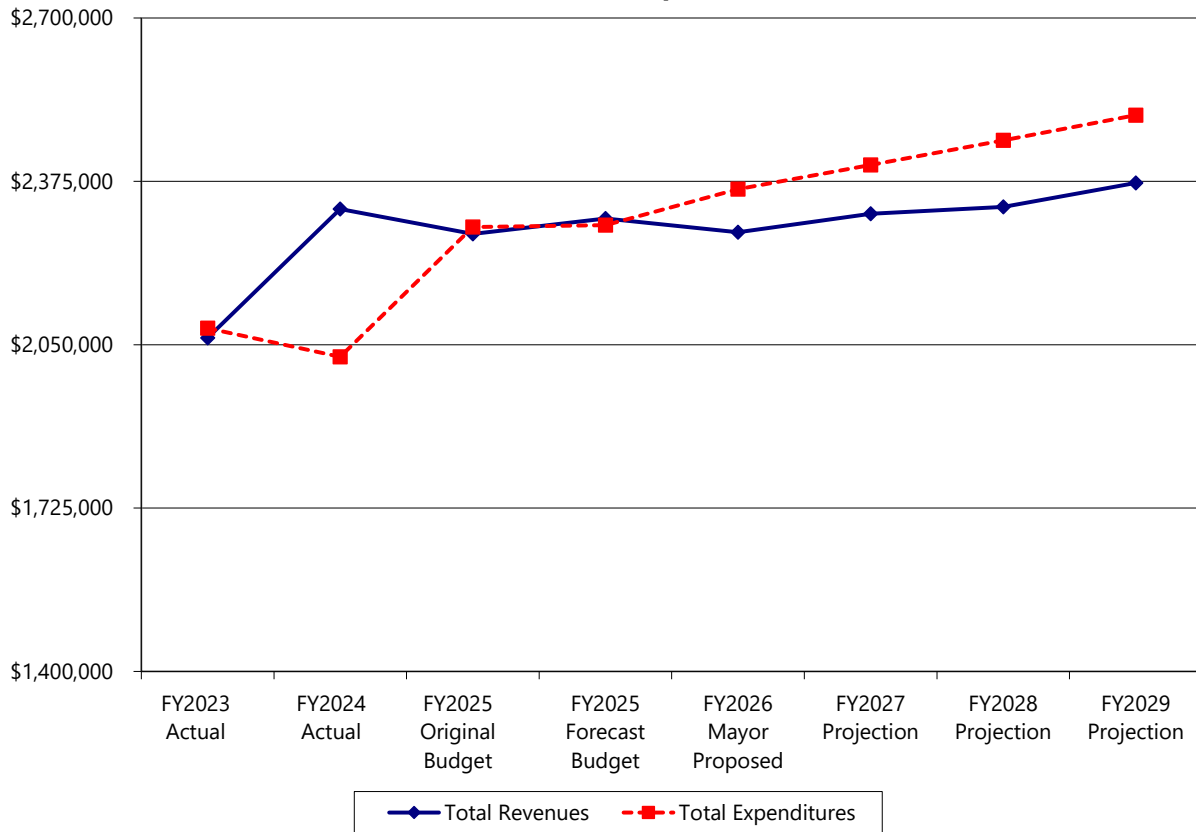




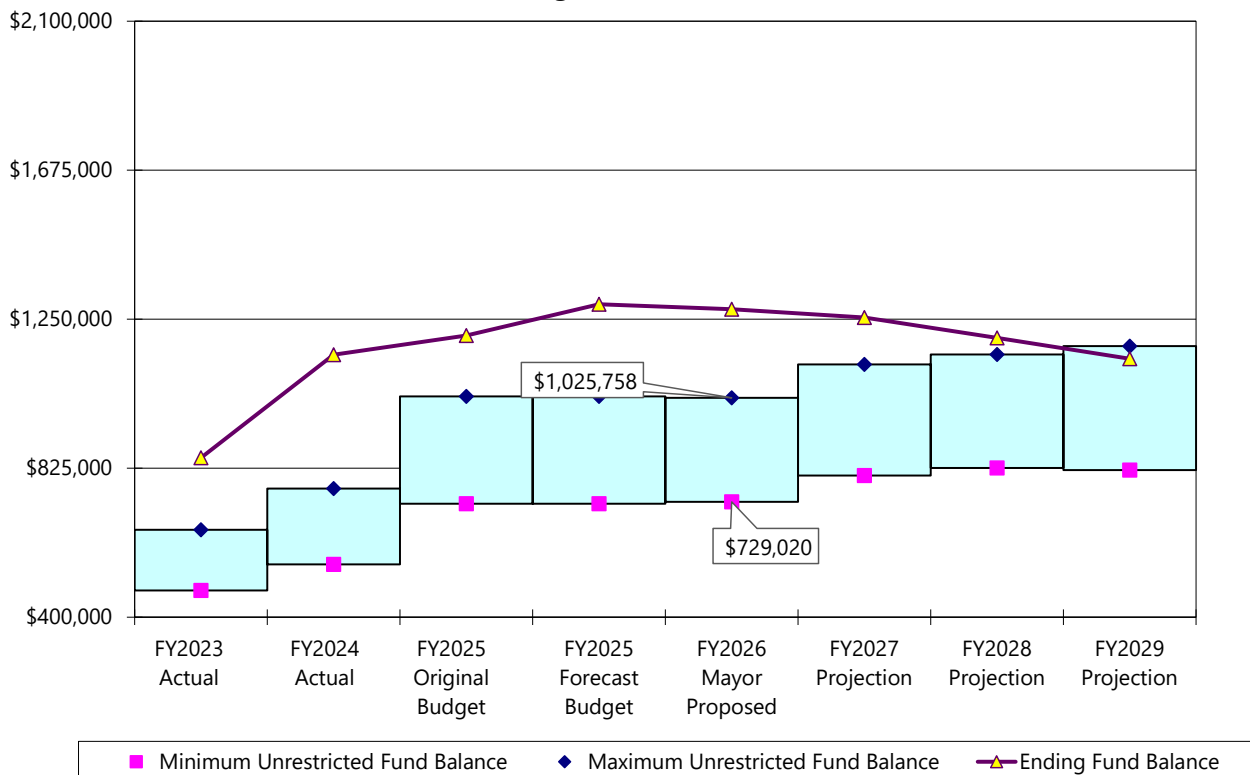
## Fund: 212 Kachemak Emergency Service Area - Budget Projection

Fund Budget:	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	467,246	525,675	570,404	570,494	639,368	645,762	652,220	665,264
Personal	8,544	9,178	9,401	9,514	10,184	10,286	10,389	10,493
	475,790	534,853	579,805	580,008	649,552	656,048	662,609	675,757
Mill Rate	3.66	3.66	3.66	3.66	3.26	3.26	3.26	3.26
Revenues:								
Property Taxes								
Real	\$ 1,709,884	\$ 1,907,541	\$ 2,087,679	\$ 2,088,008	\$ 2,063,496	\$ 2,105,184	\$ 2,126,237	\$ 2,168,761
Personal	31,450	33,938	33,720	34,125	32,536	32,862	33,191	33,523
Interest	3,889	3,369	1,800	1,800	1,800	1,836	1,873	1,910
Flat Tax	8,197	9,114	7,136	7,136	7,136	7,279	7,425	7,574
Motor Vehicle Tax	27,936	28,298	26,516	26,516	28,117	28,679	29,253	29,838
Total Property Taxes	1,781,356	1,982,260	2,156,851	2,157,585	2,133,085	2,175,840	2,197,979	2,241,606
Federal Revenue	10,803	16,615	-	20,298	-	-	-	-
State Revenue	45,323	18,996	-	-	-	-	-	-
Interest Earnings	31,246	71,971	17,906	26,903	45,241	38,354	25,090	23,930
Other Revenue	194,946	230,030	95,500	96,291	95,500	96,455	101,278	106,342
Total Revenues	2,063,674	2,319,872	2,270,257	2,301,077	2,273,826	2,310,649	2,324,347	2,371,878
Expenditures:								
Personnel	1,054,322	1,176,047	1,399,146	1,399,146	1,412,390	1,440,638	1,469,451	1,498,840
Supplies	113,320	110,965	150,951	150,951	164,001	167,281	170,627	174,040
Services	230,715	289,477	302,861	304,464	323,327	329,794	336,390	343,118
Capital Outlay	141,123	118,545	65,000	67,035	91,758	92,676	93,603	94,539
Interdepartmental Charges	37,838	42,372	47,949	47,994	49,787	50,760	51,752	52,763
Total Expenditures	1,577,318	1,737,406	1,965,907	1,969,590	2,041,263	2,081,149	2,121,823	2,163,300
Operating Transfers To:								
Special Revenue Fund	14,394	17,504	18,117	18,117	18,117	18,842	19,596	20,380
Capital Projects Fund	491,305	271,000	300,000	300,000	300,000	307,500	315,188	323,068
Total Operating Transfers	505,699	288,504	318,117	318,117	318,117	326,342	334,784	343,448
Total Expenditures and Operating Transfers	2,083,017	2,025,910	2,284,024	2,287,707	2,359,380	2,407,491	2,456,607	2,506,748
Net Results From Operations	(19,343)	293,962	(13,767)	13,370	(85,554)	(96,842)	(132,260)	(134,870)
Projected Lapse	-	-	68,807	130,483	71,444	72,840	74,264	75,716
Change in Fund Balance	(19,343)	293,962	55,040	143,853	(14,110)	(24,002)	(57,996)	(59,154)
Beginning Fund Balance	874,119	854,776	1,148,738	1,148,738	1,292,591	1,278,481	1,254,479	1,196,483
Ending Fund Balance	\$ 854,776	\$ 1,148,738	\$ 1,203,778	\$ 1,292,591	\$ 1,278,481	\$ 1,254,479	\$ 1,196,483	\$ 1,137,329

### Kachemak Emergency Service Area Revenues and Expenditures



### Kachemak Emergency Service Area Ending Fund Balance



## Department Function

**Fund 212**

**Kachemak Emergency Service Area**

**Dept 51810**

### Mission commitment

Kachemak Emergency Services Area (KESA) protects lives and property through fire protection, rescue, and emergency medical services with honor, skill, and dedication.

### Program Description

KESA provides fire suppression, rescue, and emergency medical services to a 214-square mile area surrounding the City of Homer on the South Kenai Peninsula. KESA operates out of two stations, one of which is volunteer staffed and one of which has a fulltime crew.

### Major Long-Term Issues and Concerns:

- Sustainability of responses for Kachemak community without commercial or industrial revenue.
- Recruitment and retention of active volunteer responders.
- Modifications to Station 2 to incorporate living quarters and office space.
- Addition of storage space at Station 1 to protect brush units during winter months; sleeping quarters for volunteer staff.
- Support for a response plan for the Kachemak Selo community and the proposed new school.

### FY2025 Accomplishments:

- Successfully transitioned from 40-hour Firefighter Technician positions to 56-hour Firefighter positions with 24-hour coverage at Station 1.
- Completed pump operator and aerial operator training for paid and volunteer personnel.
- Started a Firefighter 1 class in March 2025 to support KESA and other local rescue departments.
- Transitioned seven new Advanced Life Support (ALS) providers and upgraded one existing ALS provider to Advanced Emergency Medical Technician (AEMT) roster.

### FY2026 New Initiatives:

- Conduct Firefighter 2, Fire Officer, Fire Instructor, and Live Fire Training Instructor (LFTI) training.
- Establish mentorship-type program for area high school aged students.
- Establish community response program for outlying areas of service area.
- Develop 5-year Strategic Plan.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Projected
Full-Time Staffing History	9	9	9	9
Volunteer Staffing History	20	12	12	16

**Priority:** Fire and Emergency Medical Response

**Goal:** Respond to all emergency calls in a timely and safe manner, while providing the highest level of emergency services to our community.

**Objective:** Reduce injuries; protect life and property from fire, motor vehicle accidents, and environmental emergencies.

Call Volume by Calendar Year	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Projected
Fires (buildings, vehicles, others)	22	18	21	23
Emergency Medical Services and Rescue	180	158	159	162
Hazardous Conditions (leaks, wires down, etc.)	4	7	9	11
All Other Responses	66	76	76	78
<b>Total Call Volume</b>	<b>272</b>	<b>259</b>	<b>265</b>	<b>274</b>

<p><b>Department Function</b></p> <p><b>Fund 212</b></p> <p><b>Dept 51810</b></p>		<p><b>Kachemak Emergency Service Area - Continued</b></p>
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**Priority:** Fire and Emergency Medical Response  
**Goal:** Ensure arrival of effective force to the scene of fire and emergency incidents.  
**Objective:** Assemble effective response force per NFPA 1720 for rural areas with volunteer departments.

Responders per Call	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Projected
Emergency Medical Calls (NFIRS 300 series)	4	4	4	4	4
Structure fires	6	6	7	6	6
All others	4	3	2	3	3

**Priority:** Fire and Emergency Medical Response  
**Goal:** Increase Service Level for Fire and Rescue Response  
**Objective:** 1. Increase number of ALS responders available through training of existing personnel and recruitment of new personnel.  
2. Increase level of capability for firefighters through training of existing personnel and recruitment of new personnel.

Department Personnel	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Projected
BLS Trained	10	13	14	13	8
ALS Trained	9	9	11	7	13
Firefighter I trained	8	10	11	5	6
Firefighter II trained	8	5	6	6	10
Total responders available	25	36	29	21	25

<p><b>Commentary</b></p> <p>Overall, KESA continues to see a steady increase in call volume, and population growth estimates by the US Census Bureau and the Alaska Department of Labor and Workforce Development suggest this trend will continue for at least the next 15 years. The transition to 24-hour coverage has enabled KESA consistently to deliver fire and EMS resources to customers in a timelier manner than previously possible. In addition, intrinsic training resources will allow KESA steadily to improve its capabilities.</p>
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# Kenai Peninsula Borough

## Budget Detail

### Fund 212

### Department 51810 - Kachemak Emergency Service Area

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
Personnel								
40110	Regular Wages	\$ 509,525	\$ 568,579	\$ 682,584	\$ 667,498	\$ 711,991	\$ 29,407	4.31%
40111	Special Pay	-	-	8,640	8,640	8,640	-	0.00%
40120	Temporary Wages	38,431	13,129	14,695	29,781	23,538	8,843	60.18%
40130	Overtime Wages	54,154	75,382	69,065	69,065	71,915	2,850	4.13%
40131	FLSA Overtime Wages	-	-	19,810	19,810	21,111	1,301	6.57%
40210	FICA	48,299	53,027	69,405	69,405	73,074	3,669	5.29%
40221	PERS	136,155	164,792	172,819	172,819	181,680	8,861	5.13%
40321	Health Insurance	206,734	229,851	264,580	264,580	224,000	(40,580)	-15.34%
40322	Life Insurance	742	891	975	975	1,017	42	4.31%
40410	Leave	60,282	70,396	96,573	96,573	95,424	(1,149)	-1.19%
Total: Personnel		1,054,322	1,176,047	1,399,146	1,399,146	1,412,390	13,244	0.95%
Supplies								
42210	Operating Supplies	12,603	15,444	20,200	20,200	21,500	1,300	6.44%
42220	Fire/Medical/Rescue Supplies	26,919	14,396	25,250	25,250	25,000	(250)	-0.99%
42230	Fuel, Oils and Lubricants	30,342	28,230	40,000	40,000	40,000	-	0.00%
42250	Uniforms	8,077	11,588	10,100	10,100	10,100	-	0.00%
42263	Training Supplies	2,793	2,842	5,151	5,151	5,151	-	0.00%
42310	Repair/Maintenance Supplies	2,489	7,953	15,150	15,150	15,150	-	0.00%
42360	Motor Vehicle Supplies	21,796	21,509	25,000	25,000	37,000	12,000	48.00%
42410	Small Tools & Minor Equipment	8,301	9,003	10,100	10,100	10,100	-	0.00%
Total: Supplies		113,320	110,965	150,951	150,951	164,001	13,050	8.65%
Services								
43011	Contractual Services	38,110	28,553	31,293	31,153	33,778	2,485	7.94%
43014	Physical Examinations	5,673	120	10,000	10,000	10,000	-	0.00%
43019	Software Maintenance	2,714	2,441	2,600	3,178	2,700	100	3.85%
43026	Software Licensing	-	10,153	10,193	12,155	11,393	1,200	11.77%
43110	Communications	18,485	18,833	20,000	20,000	20,000	-	0.00%
43140	Postage and Freight	684	258	1,515	1,515	1,515	-	0.00%
43210	Transportation & Subsistence	13,014	32,112	25,225	25,225	24,919	(306)	-1.21%
43260	Training	14,634	8,934	7,200	7,200	6,650	(550)	-7.64%
43410	Printing	-	-	510	510	510	-	0.00%
43510	Insurance/Litigation Fund Premiums	55,289	83,855	88,832	88,832	100,507	11,675	13.14%
43610	Utilities	49,087	41,310	45,000	45,000	46,350	1,350	3.00%
43720	Equipment Maintenance	4,061	13,190	14,000	14,000	19,000	5,000	35.71%
43750	Vehicle Maintenance	7,956	23,829	15,000	15,000	15,000	-	0.00%
43780	Building/Grounds Maintenance	13,918	18,160	25,000	23,131	25,000	-	0.00%
43810	Rents and Operating Leases	2,423	2,804	3,000	4,072	3,500	500	16.67%
43920	Dues and Subscriptions	4,667	4,925	3,493	3,493	2,505	(988)	-28.29%
Total: Services		230,715	289,477	302,861	304,464	323,327	20,466	6.76%
Capital Outlay								
48120	Major Office Equipment	12,313	-	-	-	-	-	0.00%
48311	Major Machinery and Equipment	-	9,727	-	-	-	-	-
48514	Major Fire Fighting/Rescue Equipment	29,738	-	-	-	1,000	1,000	0.00%
48515	Major Medical Equipment	11,665	30,874	-	-	-	-	-
48630	Improvements other than buildings	-	-	-	-	15,000	-	-
48710	Minor Office Equipment	4,750	8,751	10,000	10,000	18,258	8,258	82.58%
48740	Minor Machinery & Equipment	-	3,186	-	937	-	-	-
48750	Minor Medical Equipment	9,747	8,668	5,000	2,460	5,000	-	0.00%
48760	Minor Fire Fighting/Rescue Equipment	67,681	57,339	50,000	53,638	52,500	2,500	5.00%
48770	Minor Improvements Other Than Bldgs	5,229	-	-	-	-	-	-
Total: Capital Outlay		141,123	118,545	65,000	67,035	91,758	11,758	18.09%
Transfers								
50264	911 Communications	14,394	17,504	18,117	18,117	18,117	-	0.00%
50446	KES Capital Projects	491,305	271,000	300,000	300,000	300,000	-	0.00%
Total: Transfers		505,699	288,504	318,117	318,117	318,117	-	0.00%

## Kenai Peninsula Borough Budget Detail

### Fund 212

### Department 51810 - Kachemak Emergency Service Area - Continued

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Interdepartmental Charges</b>							
60004 Mileage Ticket Credit	(253)	-	-	-	-	-	-
61990 Administrative Service Fee	38,091	42,372	47,949	47,994	49,787	1,838	3.83%
Total: Interdepartmental Charges	37,838	42,372	47,949	47,994	49,787	1,838	3.83%
<b>Department Total</b>	<b>\$ 2,083,017</b>	<b>\$ 2,025,910</b>	<b>\$ 2,284,024</b>	<b>\$ 2,287,707</b>	<b>\$ 2,359,380</b>	<b>\$ 60,356</b>	<b>2.64%</b>

#### Line-Item Explanations

<p><b>40110 Regular Wages.</b> Staff includes: 1 Chief, 1 Deputy Chief, 2 Captains, 1 Firefighter Technician, and 4 56-Hour Firefighters.</p> <p><b>Reclassified:</b> 1 56-Hour Firefighter to 1 Captain</p> <p><b>40120 Temporary Wages.</b> Increase due to interest from volunteers to help cover open shifts if available.</p> <p><b>42210 Operating Supplies.</b> Increased due to 24-hour occupancy of building.</p> <p><b>42360 Motor Vehicle Supplies.</b> Increased to begin multi-year tire replacement plan on large fire apparatus.</p> <p><b>43011 Contractual Services.</b> Increase to hire instructor for a local Rope Rescue Class (2,500). Includes contracts for medical director contract (\$16,808), Image Trend support (\$1,220), ambulance billing service (\$2,000), turnout gear repairs (\$1,000), UL pump and ladder testing (\$9,000), fire extinguisher service (\$650), and misc. small contracts (\$600).</p> <p><b>43019 Software Maintenance.</b> Increased due to anticipated installation of building access control system. Security camera system (\$600), and CrewForce CAD software (\$2,100).</p> <p><b>43026 Software Licensing.</b> Increase due to increase in cost of ImageTrend software. IamResponding emergency notification system (\$660), Handtevy medical protocol software (\$793), ImageTrend report writing (\$1,600), Vector Solutions for narcotics tracking, vehicle checks, training documentation (\$6,788), Zoom (\$268), KNOX narcotics security (\$584), and other small software licenses (\$700).</p> <p><b>43210 Transportation &amp; Subsistence.</b> Attendance at FDIC. Anticipate travel to and attendance at Alaska EMS symposium, Alaska Fire Chiefs Conference, Alaska State Firefighters Conference; and rehab (nutrition and fluids) on incident scenes of extended duration.</p> <p><b>43260 Training.</b> Alaska State Firefighters Conference, Alaska Fire Chiefs Summit, Alaska EMS symposium, miscellaneous recertifications and training; and Fire Department Instructors Conference to conduct classes locally that result in State and National certifications.</p> <p><b>43510 Insurance and Litigation Fund Premiums.</b> Increase in premium for coverage for workman's compensation, property, liability, and other insurance.</p> <p><b>43610 Utilities.</b> Increased due to anticipated 3% cost increase for utilities.</p>	<p><b>43720 Equipment Maintenance:</b> Increase due to refurbishment of old Station 1 compressor to install and use at Station 2 and to account for CPI increases.</p> <p><b>43810 Rents &amp; Operating Leases.</b> Includes repeater site rental, propane tank lease, O2 cylinder rental, and postage meter rental.</p> <p><b>43920 Dues &amp; Subscriptions</b> Decrease due to elimination of NFPA subscription.</p> <p><b>48515 Major Medical Equipment.</b> Decrease for one-time FY24 Match amount/local funding portion for major medical equipment purchased through Code Blue Grant.</p> <p><b>48514 Major firefighting equipment.</b> \$1,000 for matching VFC grant.</p> <p><b>48630 Improvements other than Buildings.</b> Increase due to one-time purchase of integrated building access control system for Station 1 and 2.</p> <p><b>48710 Minor Office Equipment.</b> One-time purchase of 2 replacement computers for medic units (\$3,258) and one-time purchase of radio headsets for Ladder-1 (6 ea.) and Engine-2 (2 ea.) which will provide hearing protection and improved communications (\$15,000).</p> <p><b>48750 Minor Medical Equipment.</b> Miscellaneous minor equipment (\$5,000) part of which is the match amount/local funding portion for minor medical equipment purchased through the Code Blue Grant.</p> <p><b>48760 Minor Fire Fighting/Rescue Equipment.</b> Purchase 5 sets of new turnout gear (helmets, boots, gloves and other related PPE - 3 will be one time purchase, other 2 will begin 10-year replacement plan - \$27,500); miscellaneous tools, firefighting equipment, air-monitoring equipment, appliances, and other related items - \$25,000.</p> <p><b>50264 Transfer to 911 Fund.</b> To cover charges from the 911 fund for the cost of operating the 911 call center.</p> <p><b>50446 Transfer to KES Capital Projects Fund.</b> Increased FY2026 transfer to fund capital projects.</p> <p><b>61990 Admin Service Fee.</b> The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.</p>
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**For capital projects information on this department - See the Capital Projects Section - Pages 344-345, 349, 361, 392-393**

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## Eastern Peninsula Highway Emergency Service Area

This service area was created on May 16, 2017, to provide fire protection and emergency services along the heavily traveled highways that serve as the sole road connections between various communities of the Kenai Peninsula and Turnagain Pass. The department is staffed by 0.50 contracted FTEs. Five Borough residents are appointed by the mayor and confirmed by the Assembly to serve on its board.

The response area covered by the service area is between milepost 8.5 and 75 along the Seward Highway, between mile post 37 and 58 along the Sterling Highway, and between milepost 0 and 13 along the Hope Highway near the communities of Hope, Cooper Landing, Moose Pass, and Seward. Emergency services will be contracted with community volunteer groups in the area.

The major source of revenue is a transfer from the General Fund utilizing the federal Payment in Lieu of Taxes (PILT) funds.

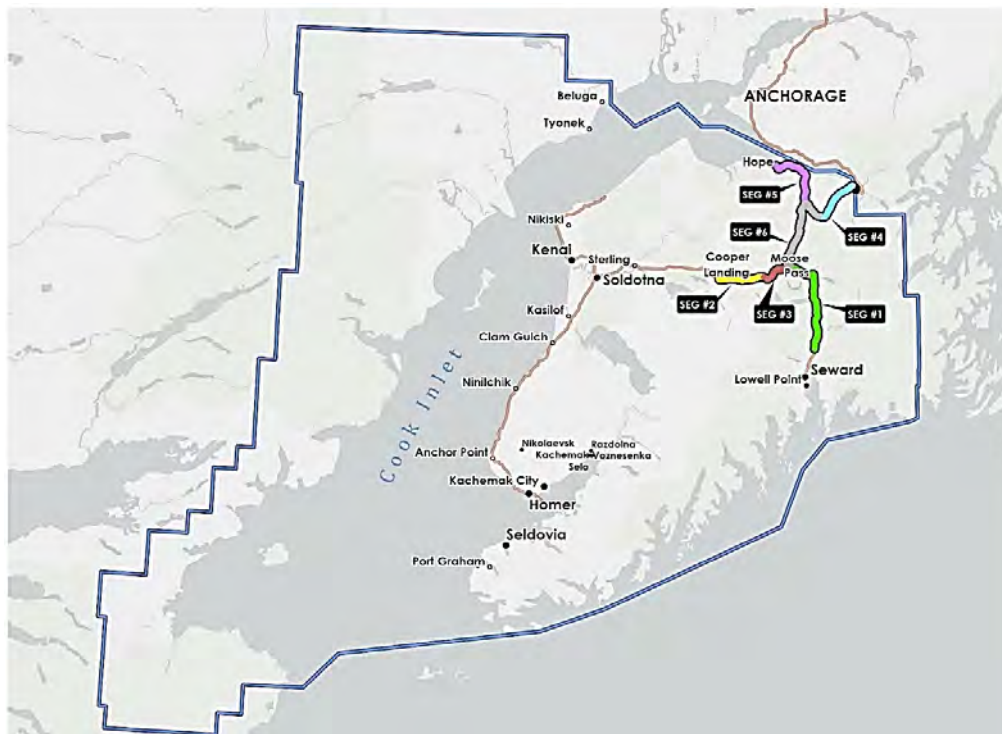
### Board Members

Sean Carrington  
Jessica Hogan  
Clay Adam  
Judy Ingersoll  
Vacant

**Mill Rate:** 0.00

**Population:** 0

**Highway Miles:** 103.5



### EPHESA DISPATCH RESPONSE AREAS

- Segment#1: Seward Hwy MP 8.5 to Seward Hwy MP 37
- Segment#2: Sterling Hwy MP 46 to Sterling Hwy MP 58
- Segment#3: Seward Hwy MP 37 (Sterling Y) to Sterling Hwy MP45
- Segment#4: Seward Hwy MP 51 to Seward Hwy MP 75 (Borough boundary)
- Segment#5: Hope Hwy (Seward Hwy MP 55) to end of Hope Hwy
- Segment#6: Seward Hwy MP 37.1 to Seward Hwy MP 50

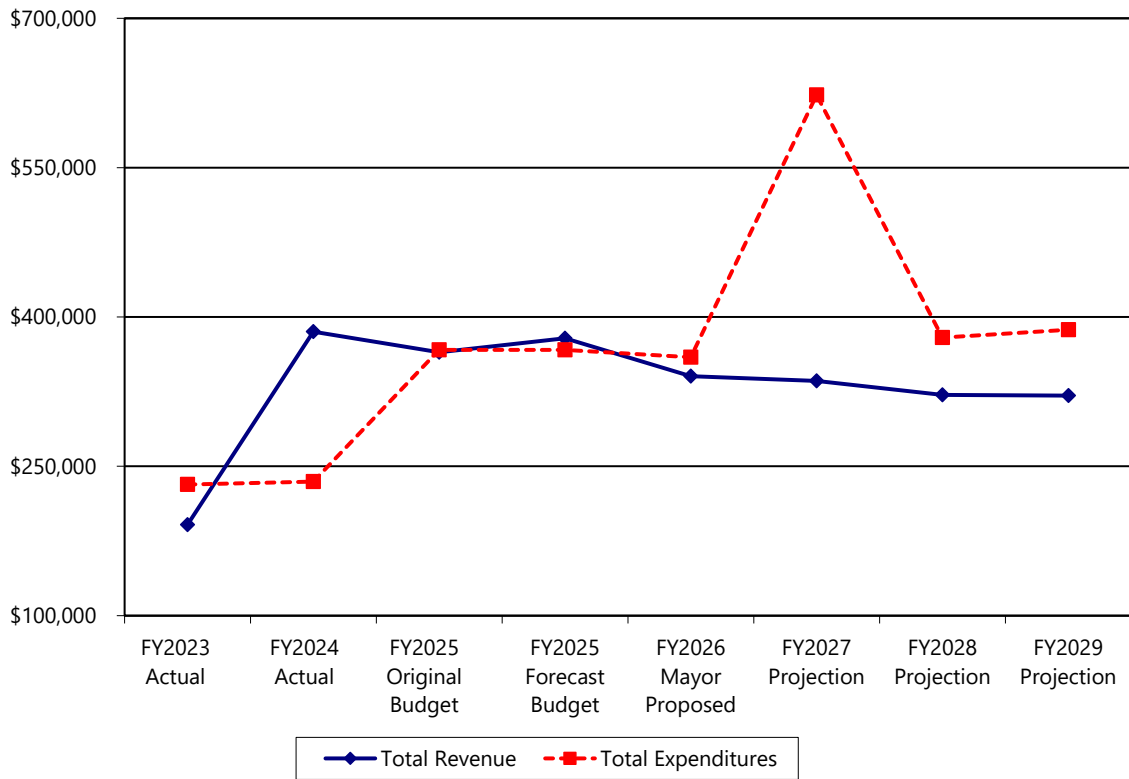




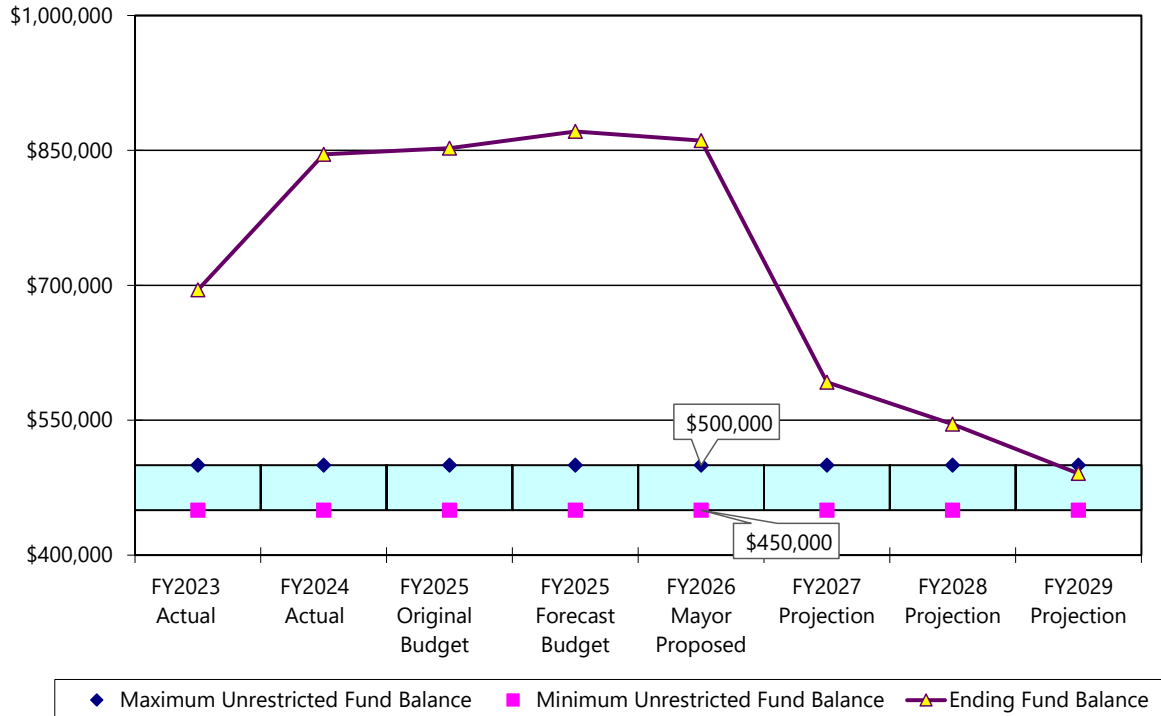
## Fund: 235 Eastern Peninsula Highway Emergency Service Area - Budget Projection

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Revenues:								
Interest Earnings	\$ 13,048	\$ 45,226	\$ 14,688	\$ 28,524	\$ 30,487	\$ 25,828	\$ 11,843	\$ 10,914
Total Revenues	13,048	45,226	14,688	28,524	30,487	25,828	11,843	10,914
Operating Transfers From:								
General Fund	178,338	340,000	350,000	350,000	310,000	310,000	310,000	310,000
Total Operating Transfers	178,338	340,000	350,000	350,000	310,000	310,000	310,000	310,000
Total Revenues and Operating Transfers	191,386	385,226	364,688	378,524	340,487	335,828	321,843	320,914
Expenditures:								
Supplies	-	925	1,893	1,893	1,893	1,931	1,970	2,009
Services	216,277	219,296	326,938	326,938	339,808	596,604	358,536	365,707
Capital Outlay	-	-	20,000	20,000	-	-	-	-
Interdepartmental Charges	5,398	5,505	8,949	8,949	8,771	14,963	9,013	9,193
Total Expenditures	221,675	225,726	357,780	357,780	350,472	613,498	369,519	376,909
Operating Transfers To:								
Special Revenue Fund	10,050	8,834	9,143	9,143	9,143	9,509	9,889	10,285
Total Operating Transfers	10,050	8,834	9,143	9,143	9,143	9,509	9,889	10,285
Total Expenditures and Operating Transfers	231,725	234,560	366,923	366,923	359,615	623,007	379,408	387,194
Net Results From Operations	(40,339)	150,666	(2,235)	11,601	(19,128)	(287,179)	(57,565)	(66,280)
Projected Lapse	-	-	9,237	13,852	9,018	18,405	11,086	11,307
Change in Fund Balance	(40,339)	150,666	7,002	25,453	(10,110)	(268,774)	(46,479)	(54,973)
Beginning Fund Balance	735,270	694,931	845,597	845,597	871,050	860,940	592,166	545,687
Ending Fund Balance	\$ 694,931	\$ 845,597	\$ 852,599	\$ 871,050	\$ 860,940	\$ 592,166	\$ 545,687	\$ 490,714

### Eastern Peninsula Highway Emergency Service Area Revenues and Expenditures



### Eastern Peninsula Highway Emergency Service Area Ending Fund Balance



## Department Function

**Fund 235**

**Eastern Peninsula Highway Emergency Service Area**

**Dept 51710**

### Mission

The mission of the Eastern Peninsula Highway Emergency Service Area is to provide consistent and coordinated response to incidents requiring fire and emergency medical services along this heavily traveled highway corridor.

### Program Description:

- The Eastern Peninsula Highway Emergency Service Area provides fire protection and emergency medical services within the highway corridor between mileposts 8.5 - 75 of the Seward Highway, mile 0 – 13 of the Hope Highway, and mile 37-58 of the Sterling Highway, consisting of 103.5 highway miles.
- The Service Area has 0.50 contracted FTE employees, and 5 appointed board members.

### Major Long-Term Issues and Concerns:

- Poor communication along the highway corridor limits people being able to call 911, and limits the ability of agencies to communicate and coordinate with each other.
- Providing consistent, coordinated responses that can provide reliable resources to all emergencies along the highway corridor.
- Restricted and lack of maintenance of the Seward Highway and Hope Highway limiting first responder and ambulance response.

### FY2025 Accomplishments:

- Provided a vehicle fire trainer for contracted agencies to train for fire related responses on the highway.

### FY2026 New Initiatives:

- Provide increased assistance for ETT/EMT I Bridge, Haz-Mat, and Fire courses to the contracted agencies that host them by paying for testing fees.
- Continue to maintain match funding for legislative request to construct tower and critical communications infrastructure under the Turnagain Pass Communications Platform Segment.
- Continue to incentivize reduced response times and responder availability.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Contracted Staffing History	0.50	0.50	0.50	0.50

**Priority:** Consistent Emergency Medical/Fire/Rescue Extrication Response on the Highway Corridor

**Goal:** 100% coverage for all identified segments and emergency response activities.

Percent Covered per Segment	FY2025 Response Coverage to Current Date			
	Benchmark	First Response	Ground Transport	Fire/ Extrication
8.5 to 37 Seward Hwy	100%	100%	100%	100%
37.1 to 62 Seward Hwy	100%	87%	100%	100%
62.1 to 75 Seward Hwy	100%	100%	100%	N/A
37 to 45 Sterling Hwy	100%	100%	100%	100%
46 to 58 Sterling Hwy	100%	80%	100%	100%
0 to 13 Hope Hwy	100%	N/A	N/A	N/A

- All Percentages reflect responses that qualified for payment (Adequate Apparatus/Adequate Personnel).

## Department Function

**Fund 235**

**Eastern Peninsula Highway Emergency Service Area - Continued**

**Dept 51710**

**Priority:** Public Safety

**Goal:** Improve Coverage Through Tiered Dispatch

**Objective:**

1. Improve the success of Primary Dispatch Response for Medical/Fire/Rescue Extrication.
2. Award dispatch priority based on agency strength and location.
3. Improve communications.

**Measures:** Call Volume per segment, % of primary, secondary, and tertiary response in each segment for ea. level of service.

Call Volume per Segment	Segment 1 8.5 to 37 Seward Hwy		Segment 2 46 to 58 Sterling Hwy		Segment 3 37 to 45.9 Sterling Hwy		Segment 4 62.1 to 75 Seward Hwy		Segment 5 0 to 13 Hope Hwy		Segment 6 37.1 to 62 Seward Hwy	
	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26
EPHESA – *MVC	13	18	13	6	1	4	17	14	-	-	18	26
EPHESA – EMS Calls Only	3	2	2	4	3	4	3	10	1	-	3	-
EPHESA – Fire Calls Only	1	-	1	2	-	-	-	8	-	-	-	2

\*MVC: Motor Vehicle Collisions

Primary Dispatch	Segment 1		Segment 2		Segment 3		Segment 4		Segment 5		Segment 6	
	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26
First Responder	88%	100%	64%	80%	100%	100%	87.5%	100%	100%	N/A	95%	87%
Ground Transport	100%	100%	87%	100%	100%	100%	84%	100%	100%	N/A	95%	100%
Fire/Rescue Extrication	50%	100%	100%	100%	N/A	N/A	100%	100%	N/A	N/A	100%	100%

Secondary Dispatch	Segment 1		Segment 2		Segment 3		Segment 4		Segment 5		Segment 6	
	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26
First Responder	12%	-	N/A	N/A	-	-	12.5%	-	-	-	N/A	N/A
Ground Transport	-	-	N/A	-	-	-	16%	-	-	-	N/A	-
Fire/Rescue Extrication	50%	-	-	-	-	-	-	-	-	-	-	-

- All FY26 figures in the tables above are estimated as complete annual data is not available.
- All Percentages reflect responses that qualified for payment (Adequate Apparatus/Adequate Personnel).
- No Tertiary Dispatches expected in FY2025 or FY2026.

**Priority:** Public Safety

**Goal:** Improve Response Times by Interior Agencies on the Highway Corridor

**Objective:**

1. Award dispatch priority based on agency strength and location.
2. Award dispatch priority based on Dispatch to Enroute Times.
3. Financially incentivize agencies to improve Response Times.

Average Enroute Times	Cooper Landing		Moose Pass		Hope		*SVAC	
Benchmark: Under 15 Min.	FY25	FY26	FY25	FY26	FY25	FY26	FY25	FY26
Dispatch to Enroute Times	5m 21s	5m 13s	13m 29s	5m 54s	N/A	N/A	12m 0s	8m 6s

\*Seward Volunteer Ambulance Corps

**Kenai Peninsula Borough  
Budget Detail**

**Fund 235**

**Department 51710 - Eastern Peninsula Highway Emergency Service Area**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Supplies</b>								
42210	Operating Supplies	\$ -	\$ -	\$ 750	\$ 750	\$ 750	\$ -	0.00%
42250	Uniforms	-	-	18	18	18	-	0.00%
42263	Training Supplies	-	925	1,125	1,125	1,125	-	0.00%
	Total: Supplies	-	925	1,893	1,893	1,893	-	0.00%
<b>Services</b>								
43011	Contractual Services	207,748	208,168	307,965	307,965	322,563	14,598	4.74%
43019	Software Maintenance	-	-	113	113	113	-	0.00%
43026	Software Licensing	-	2,172	2,200	2,200	2,400	200	9.09%
43110	Communications	2,209	2,126	2,300	2,300	2,500	200	8.70%
43140	Postage and Freight	-	-	100	100	100	-	0.00%
43210	Transportation/Subsistence	836	1,877	4,650	4,650	4,150	(500)	-10.75%
43260	Training	-	200	1,510	1,510	2,400	890	58.94%
43510	Insurance/Litigation Fund Premiums	2,186	3,244	5,540	5,540	3,167	(2,373)	-42.83%
43610	Utilities	1,006	1,509	2,200	2,200	2,200	-	0.00%
43720	Equipment Maintenance	33	-	110	110	115	5	4.55%
43780	Buildings/Grounds Maintenance	99	-	250	250	100	(150)	-60.00%
43920	Dues and Subscriptions	2,160	-	-	-	-	-	-
	Total: Services	216,277	219,296	326,938	326,938	339,808	12,870	3.94%
<b>Capital Outlay</b>								
48514	Major Fire Fighting/Rescue Equipment	-	-	20,000	20,000	-	(20,000)	-100.00%
	Total: Capital Outlay	-	-	20,000	20,000	-	(20,000)	-100.00%
<b>Transfers</b>								
50264	911 Communications	10,050	8,834	9,143	9,143	9,143	-	0.00%
	Total: Transfers	10,050	8,834	9,143	9,143	9,143	-	0.00%
<b>Interdepartmental Charges</b>								
61990	Admin Service Fee	5,398	5,505	8,949	8,949	8,771	(178)	-1.99%
	Total: Interdepartmental Charges	5,398	5,505	8,949	8,949	8,771	(178)	-1.99%
<b>Department Total</b>		<b>\$ 231,725</b>	<b>\$ 234,560</b>	<b>\$ 366,923</b>	<b>\$ 366,923</b>	<b>\$ 359,615</b>	<b>\$ (7,308)</b>	<b>-1.99%</b>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 235**

**Department 51710 - Eastern Peninsula Highway Emergency Service Area - Continued**

**Line-Item Explanations**

<p><b>43011 Contractual Services.</b> Increase due to higher agency-performance stipends (\$167,500). Other services: Agency-strengthening stipends (\$60,000), contracted personnel (\$75,113), Medical Director contract (\$12,500), instructor-provided training for Fire/Extrication/HAZMAT Course (\$3,550), ETT course (\$1,500), and EMT I course (\$2,400).</p>	<p><b>43510 Insurance &amp; Litigation Fund Premiums.</b> Premiums are for coverage of workmans' compensation, property, liability, and other insurance.</p>
<p><b>43019 Software Maintenance.</b> Milestone Surveillance (\$100) and Zoom license (\$13).</p>	<p><b>43780 Building and Grounds Maintenance.</b> Decreased due to majority of snow plowing being done in-house.</p>
<p><b>43026 Software Licensing.</b> Cellular-based dispatch software (\$2,400).</p>	<p><b>48514 Major Firefighting Equipment.</b> Decreased due to one-time purchases in FY25.</p>
<p><b>43210 Transportation &amp; Subsistence.</b> Decrease reflects actuals from travel to agency locations. Includes travel to Juneau for Fire Chief's Legislative Conference, and administrative travel to Soldotna and contracted agencies.</p>	<p><b>50264 911 Communications.</b> To cover E911 Dispatch fee from Soldotna.</p>
<p><b>43260 Training.</b> Increased to cover additional certification testing fees. Includes registration for Fire Chief's Conference in Juneau, and certification fees for ETT, EMT I, Haz-Mat, and Firefighter I courses .</p>	<p><b>61990 Admin Service Fee.</b> The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.</p>

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## **Seward-Bear Creek Flood Service Area**

Established in August 2003, this service area was established to provide flood planning, protection and mitigation services to the residents of the service area. The service area is overseen by an elected seven-member board, each serving one to three-year terms. The department is staffed by 1.75 permanent employees.

Revenue is raised through property tax. The mill rate is set at 1.00 mill for fiscal year 2026.

### **Board Members**

David Hettick Sr.  
Robert (Bob) Reisner  
Nicola Murawsky  
Rodney Roemmich  
Steven Taylor  
Andy Bacon  
Mark Ganser

**Mill Rate:** 1.00

**Population:** 4,558

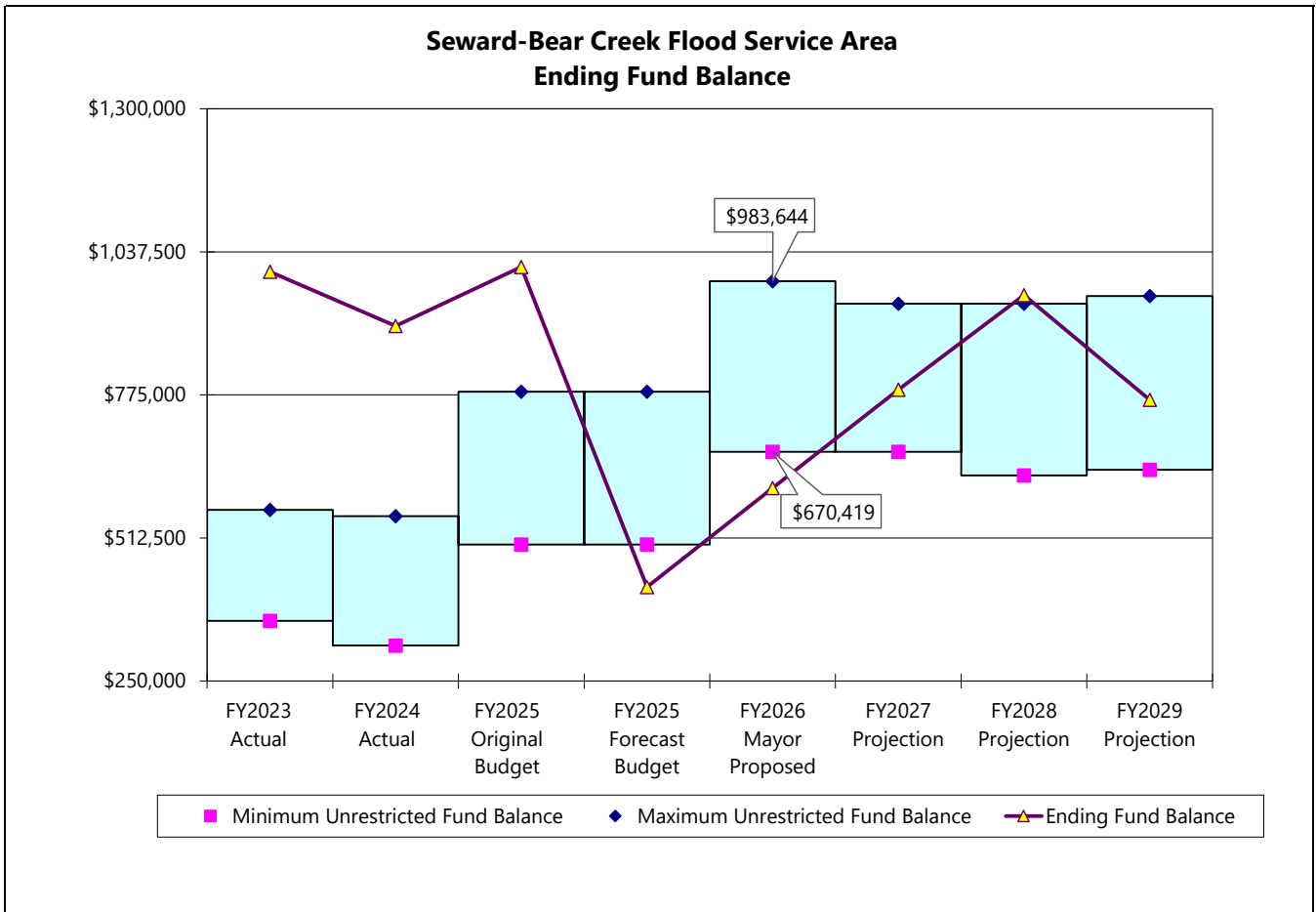
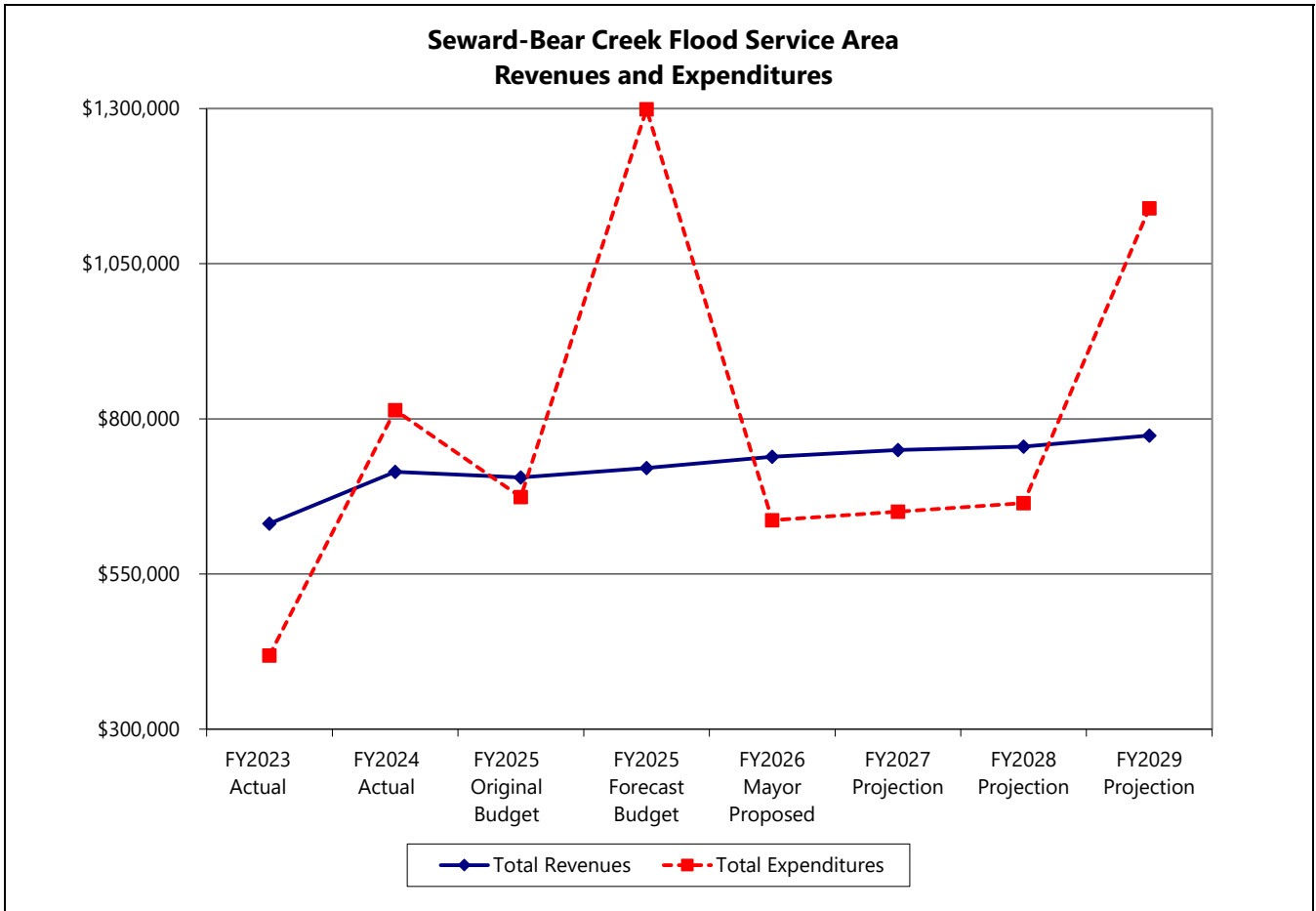
**Square Miles:** 87





# Fund: 259 Seward-Bear Creek Flood Service Area - Budget Projection

Fund Budget:	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	527,953	594,702	637,787	637,787	673,338	680,071	686,872	700,609
Personal	24,522	26,827	23,849	29,646	21,076	21,287	21,500	21,715
Oil & Gas (AS 43.56)	-	144	-	-	-	-	-	-
	552,475	621,673	661,636	667,433	694,414	701,358	708,372	722,324
Mill Rate	0.75	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Revenues:								
Property Taxes								
Real	\$ 395,156	\$ 594,988	\$ 637,787	\$ 637,787	\$ 673,338	\$ 680,071	\$ 686,872	\$ 700,609
Personal	18,043	27,711	23,372	29,053	20,654	20,861	21,070	21,281
Oil & Gas (AS 43.56)	-	144	-	-	-	-	-	-
Interest	855	1,571	1,322	1,322	1,388	1,402	1,416	1,444
Flat Tax	22,139	28,777	21,160	21,160	21,160	21,583	22,015	22,455
Motor Vehicle Tax	6,943	8,545	6,864	6,864	7,744	7,899	8,057	8,218
Total Property Taxes	443,136	661,736	690,505	696,186	724,284	731,816	739,430	754,007
Federal Revenue	125,819	-	-	-	-	-	-	-
State Revenue	44,721	4,013	-	-	-	-	-	-
Interest Earnings	17,644	48,872	15,235	24,568	14,790	18,125	15,694	19,163
Total Revenues	631,320	714,621	705,740	720,754	739,074	749,941	755,124	773,170
Total Revenues and Operating Transfers	631,320	714,621	705,740	720,754	739,074	749,941	755,124	773,170
Expenditures:								
Personnel	190,852	258,076	270,380	270,380	264,802	270,098	275,500	281,010
Supplies	5,787	2,526	6,100	6,100	6,250	6,375	6,503	6,633
Services	201,281	502,469	376,043	984,273	390,490	398,300	406,266	864,391
Capital Outlay	11,567	31,257	-	1,500	-	-	-	-
Interdepartmental Charges	9,408	19,858	21,438	36,681	(24,727)	(24,396)	(24,058)	(12,464)
Total Expenditures	418,895	814,186	673,961	1,298,934	636,815	650,377	664,211	1,139,570
Total Expenditures and Operating Transfers	418,895	814,186	673,961	1,298,934	636,815	650,377	664,211	1,139,570
Net Results From Operations	212,425	(99,565)	31,779	(578,180)	102,259	99,564	90,913	(366,400)
Projected Lapse	-	-	76,429	99,187	79,348	80,935	82,554	174,205
Change in Fund Balance	212,425	(99,565)	108,208	(478,993)	181,607	180,499	173,467	(192,195)
Beginning Fund Balance	788,705	1,001,130	901,565	901,565	422,572	604,179	784,678	958,145
Ending Fund Balance	\$ 1,001,130	\$ 901,565	\$ 1,009,773	\$ 422,572	\$ 604,179	\$ 784,678	\$ 958,145	\$ 765,950



## Department Function

**Fund 259**

## Seward-Bear Creek Flood Service Area

**Dept 21212**

### Mission

The mission of the Seward-Bear Creek Flood Service Area is to provide flood planning, protection, and mitigation services in coordination with the appropriate agencies to reduce the risk of flood damage to private and public property through addressing issues that best reflect a fair use of the tax-levy for watershed-wide benefit.

### Program Description

The Seward-Bear Creek Flood Service Area is responsible for providing hazard planning and mitigation services to the Seward-Bear Creek and Lowell Point communities. The Board of Directors is tasked to determine flood-planning needs in order to advise and facilitate hazard-reduction measures.

### Major Long-Term Issues and Concerns:

- Disposal of material excavated from area creeks and determining areas outside the floodplain for gravel depositing.
- Engineering Revetments for Box Canyon Creek, SC15, and Kwechak Creek as a water diversion structure.
- Sourcing Rip Rap economically for Revetment construction.

SBCFSA requests assistance from KPB Departments on these long-term issues:

- Bridge replacements at the intersections of Forest Road and Lost Creek, and Nautical Ave and the Seward Highway.
- KPB land development, Rip Rap supply and stockpile locations.

### FY2025 Accomplishments

- Worked in partnership with Trout Unlimited, US Fish and Wildlife, City of Seward, and the Kachemak Heritage Land Trust on fish culvert design and placement using grant funds.
- Worked in partnership with the City of Seward and Bell Engineering to develop design plans and revetment drawings for channelization and bank enforcement of the Scheffler Creek drainage.
- Procured drone equipment to save time and money on mitigation project quality control and to be able to survey the service area in a timelier manner.
- Continued work in an advisory capacity with the Alaska Railroad to remove approximately 40,000 cubic yards (CY's) of unclassified excavation from Japanese Creek.
- Contracted and managed projects that removed 46,000 CY's of sediment from the Salmon Creek drainage.
- Completed emerging situation repairs to address rapidly eroding embankments at Kwechak, Japanese, Salmon, and Box Cannon Creeks.

### FY2026 New Initiatives:

- Continue partnership with US Fish & Wildlife Service, State of Alaska Fish & Game, Kachemak Heritage Land Trust, and other local stakeholders on fish culvert design and placement using grant funds.
- Continue to work in partnership with the City of Seward to find a solution to the Scheffler Creek drainage using the design plan created in FY2025 to create a framework for construction on the project in starting in FY2027.
- New design plans for Lost Creek extending the mitigation area down to the highway crossing.
- Partner with Land Management on material storage and a Rip Rap source.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Service Area Staffing History	1.5	1.75	1.75	1.75

**Priority/Goal:** Public Outreach and Education

**Goal:** Raise public awareness of floodplain risks, mitigation Efforts, and the National Flood Insurance Program

- Objective:**
1. Send out educational mailing to all service area property owners.
  2. Conduct community work sessions/public meetings.

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Number of Bulk Educational Mailings	1	1	1	1	1
Number of Community Work Sessions/Public Meetings	2	2	2	2	2

## Department Function

Fund 259

Seward-Bear Creek Flood Service Area - Continued

Dept 21212

**Priority/Goal:** Flood Mitigation

**Goal:** Prioritize, plan, and facilitate flood mitigation projects

**Objective:** 1. Obtain grant funding for risk assessment or mitigation projects.  
2. Complete in-stream and multi-agency mitigation projects.

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Grant/Partnership Mitigation Funding Applications	1	2	1	2	2
In-Stream Mitigation Projects	7	2	7	4	2
Multi-Agency Mitigation Projects	1	1	1	1	1

### Commentary

In-progress and completed FY25 mitigation projects approved by the service area board under contractual services:

#### **Flood Mitigation Projects (project costs expended in FY25)**

- Salmon Creek Revetment Sediment Management & Embankment Maintenance -59,730
- Salmon Creek Revetment Sediment Management & Embankment Maintenance Push-23,500
- Salmon Creek @ Nautical Sediment Management & Embankment Maintenance -147,328.44
- Upper Kwechak Sediment Management & Embankment Maintenance - (Began planning phase in FY2025. To be completed in FY2026)

#### **Multi-Agency Mitigation Projects (project costs expended in FY25)**

- Multiple projects in the planning phase.

#### **Emerging Situation Projects (project costs expended in FY25)**

- Box Cannon Creek-\$2,200
- Kwechak Creek- \$19,500

# Kenai Peninsula Borough

## Budget Detail

### Fund 259

### Department 21212 - Seward-Bear Creek Flood Service Area

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed &	
				Budget	Budget	Proposed	Original Budget	%
<b>Personnel</b>								
40110	Regular Wages	\$ 84,749	\$ 133,020	\$ 143,870	\$ 143,870	\$ 148,812	\$ 4,942	3.44%
40130	Overtime Wages	744	-	1,330	1,330	1,311	(19)	-1.43%
40210	FICA	7,133	10,943	12,628	12,628	13,106	478	3.79%
40221	PERS	24,292	34,839	32,334	32,334	33,412	1,078	3.33%
40321	Health Insurance	60,761	65,479	65,520	65,520	53,000	(12,520)	-19.11%
40322	Life Insurance	133	205	202	202	210	8	3.96%
40410	Annual Leave	13,040	13,590	14,496	14,496	14,951	455	3.14%
Total: Personnel		190,852	258,076	270,380	270,380	264,802	(5,578)	-2.06%
<b>Supplies</b>								
42020	Signage Supplies	-	-	350	271	-	(350)	-100.00%
42120	Computer Software	828	492	-	-	-	-	-
42210	Operating Supplies	1,100	646	2,250	2,250	2,250	-	0.00%
42230	Fuel, Oil and Lubricants	518	223	1,000	1,000	1,000	-	-
42250	Uniforms	130	-	500	579	1,000	500	100.00%
42360	Motor Vehicle Supplies	1,277	-	1,000	1,000	1,000	-	0.00%
42410	Small Tools & Minor Equipment	1,934	1,165	1,000	1,000	1,000	-	0.00%
Total: Supplies		5,787	2,526	6,100	6,100	6,250	150	2.46%
<b>Services</b>								
43011	Contractual Services	176,403	473,246	338,898	947,128	353,600	14,702	4.34%
43019	Software Maintenance	520	-	2,034	2,034	1,600	(434)	-21.34%
43026	Software Licensing	-	1,006	1,006	1,006	1,306	300	29.82%
43110	Communications	1,671	2,676	3,087	3,087	3,087	-	0.00%
43140	Postage and Freight	419	25	600	600	600	-	0.00%
43210	Transportation and Subsistence	7,409	6,039	8,677	8,677	9,137	460	5.30%
43220	Car Allowance	48	3,596	3,600	3,600	3,600	-	0.00%
43260	Training	-	645	1,125	1,125	1,125	-	0.00%
43310	Advertising	2,285	841	1,200	1,200	700	(500)	-41.67%
43510	Insurance/Litigation Fund Premiums	812	885	854	854	773	(81)	-9.48%
43610	Utilities	2,201	3,224	4,571	4,571	4,571	-	0.00%
43720	Equipment Maintenance	134	274	400	400	400	-	0.00%
43750	Vehicle Maintenance	150	285	325	325	325	-	0.00%
43780	Building/Grounds Maintenance	115	-	-	-	-	-	-
43810	Rents and Operating Leases	8,650	8,656	8,650	8,650	8,650	-	0.00%
43920	Dues and Subscriptions	464	1,071	1,016	1,016	1,016	-	0.00%
Total: Services		201,281	502,469	376,043	984,273	390,490	14,447	3.84%
<b>Capital Outlay</b>								
48310	Vehicles	8,900	-	-	-	-	-	-
48311	Machinery and Equipment	-	29,330	-	-	-	-	-
48610	Land Purchase	599	-	-	-	-	-	-
48710	Minor Office Equipment	2,068	1,432	-	-	-	-	-
48720	Minor Office Furniture	-	495	-	-	-	-	-
48740	Minor Machinery and Equipment	-	-	-	1,500	-	-	-
Total: Capital Outlay		11,567	31,257	-	1,500	-	-	-
<b>Interdepartmental Charges</b>								
60000	Charges (To) From Other Depts.	-	-	5,000	5,000	(40,259)	(45,259)	-905.18%
60004	Mileage Ticket Credits	(715)	-	-	-	-	-	-
61990	Admin. Service Fee	10,123	19,858	16,438	31,681	15,532	(906)	-5.51%
Total: Interdepartmental Charges		9,408	19,858	21,438	36,681	(24,727)	(46,165)	-215.34%
<b>Department Total</b>		<b>\$ 418,895</b>	<b>\$ 814,186</b>	<b>\$ 673,961</b>	<b>\$ 1,298,934</b>	<b>\$ 636,815</b>	<b>\$ (37,146)</b>	<b>-5.51%</b>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 259**

**Department 21212 - Seward-Bear Creek Flood Service Area - Continued**

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: 1 Service Area Program Manager and 0.75 Administrative Assistant.

**42020 Signage Supplies.** Decrease due to one-time purchase in FY25.

**42250 Uniforms.** Increased due to onboard of new Admin Assistant.

**43011 Contractual Services.** Increase due to rock blasting and sorting (243,600). Projects approved by the Board are: Spruce Creek (\$20,000) Lost Creek Redesign (\$60,000), and emerging situations (\$30,000).

**43019 Software Maintenance.** Reduced to meet actuals. Software needed for survey equipment (\$1,600).

**43026 Software Licensing.** Increase due to rising software costs. Autodesk Ady for Trimble surveying equipment (\$486), 2 Zoom licenses (\$520), and Adobe (\$300).

**43210 Transportation and Subsistence.** Increased for travel to out-of-state floodplain conferences. Also includes mileage for in-field work in personal vehicle, travel for meetings/training in Anchorage & Soldotna, and board meetings.

**43220 Car Allowance.** Program Manger car allowance.

**43260 Training.** Registration fees for out-of-state conferences for Program Manager. Floodplain management certification requires 16 continuing education credits every 2 years.

**43310 Advertising.** Decrease due to anticipated need and actuals.

**48740 Minor Machinery and Equipment.** Decrease due to one-time purchase in FY25.

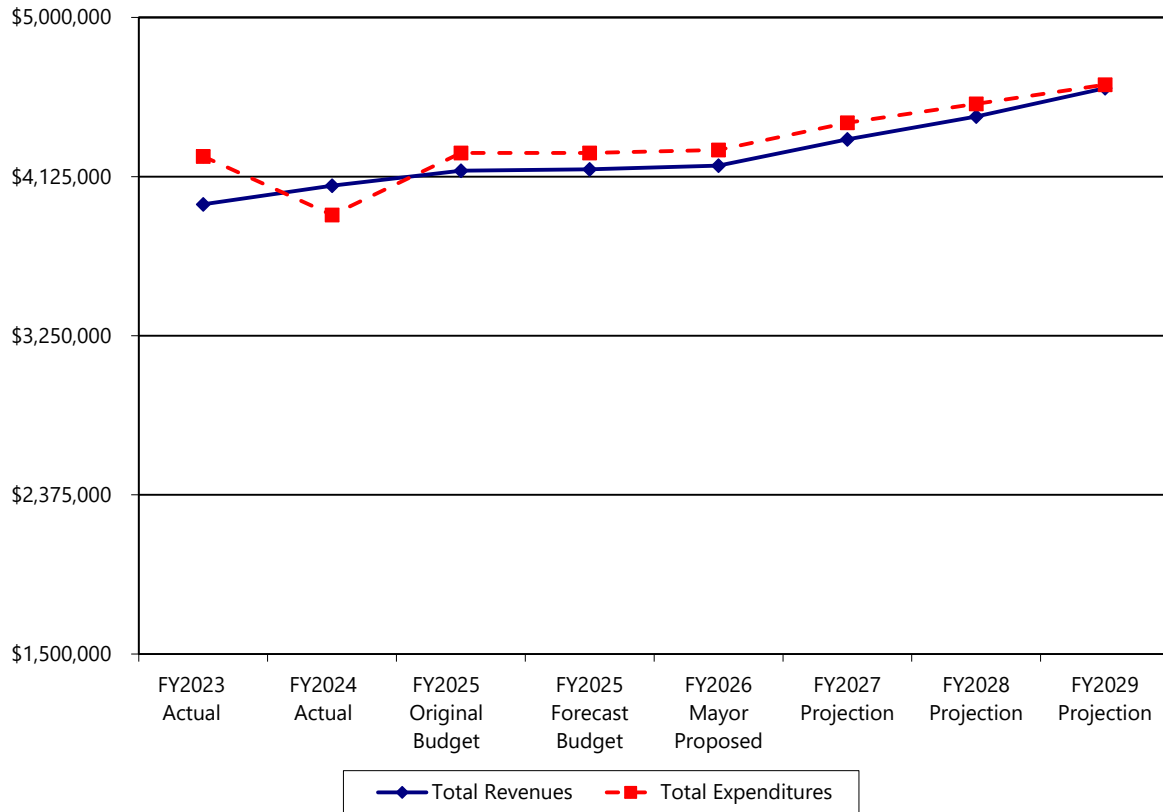
**60000 Charges (To) From Other Depts.** This reflects a (\$40,259) charge back for up to 25% of the SBCFSA Manager's salary for Road Service Area purposes.

**61990 Admin. Service Fee.** The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The amount is 2.5% of the personnel, supplies, services, capital outlay, and interdepartmental wage charges.

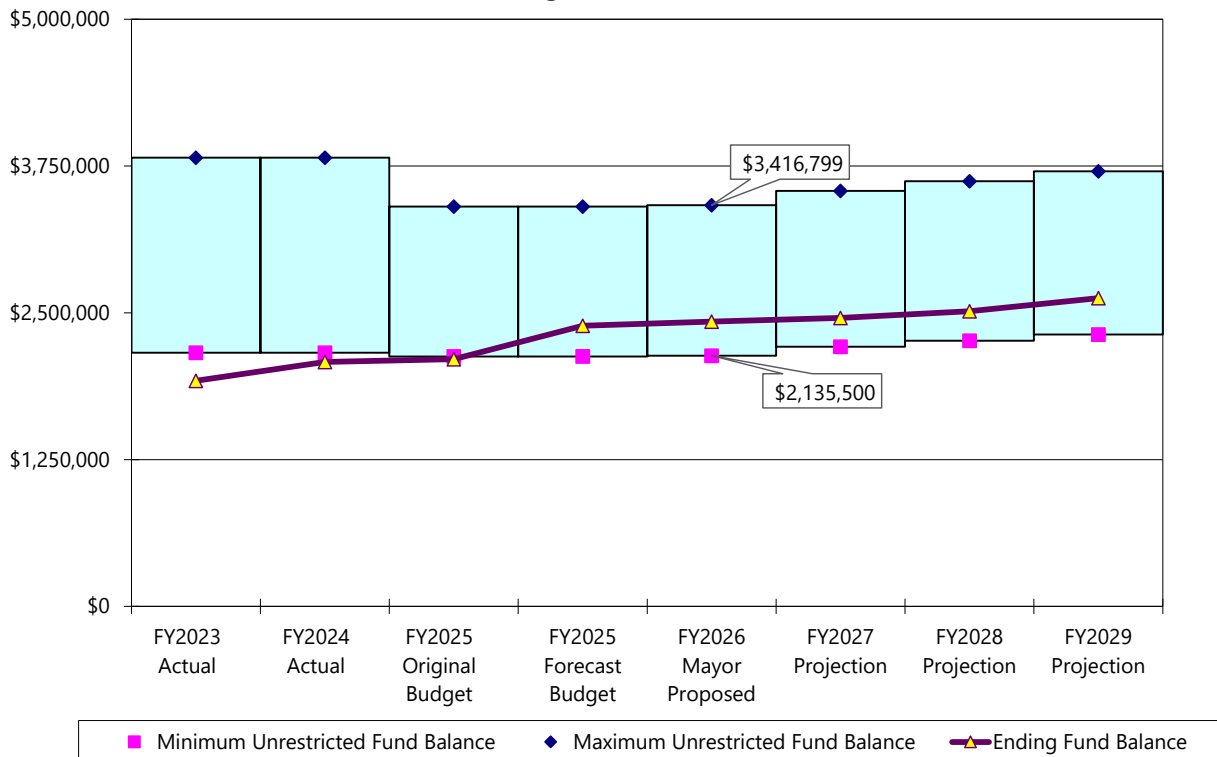
## Fund: 264 911 Communications - Budget Projection

Fund Budget:	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Revenues:								
E911 Surcharge Charges	\$ 1,436,271	\$ 1,428,584	\$ 1,450,000	\$ 1,450,000	\$ 1,450,000	\$ 1,457,250	\$ 1,464,536	\$ 1,471,859
Fees for service	2,093,460	2,133,611	2,222,348	2,222,348	2,222,348	2,345,174	2,472,505	2,604,495
State revenues	44,168	48,047	-	-	-	-	-	-
Interest earnings	-	29,743	43,514	52,000	71,701	72,740	49,136	50,288
Other Revenue	2,700	3,463	-	-	-	-	-	-
Total Revenues	3,576,599	3,643,448	3,715,862	3,724,348	3,744,049	3,875,164	3,986,177	4,126,642
Operating Transfers From:								
General Fund	150,000	150,000	150,000	150,000	150,000	152,250	154,534	156,852
Nikiski Fire Service Area	58,200	66,774	69,111	69,111	69,111	71,875	74,750	77,740
Bear Creek Fire Service Area	11,114	8,156	8,441	8,441	8,441	8,779	9,130	9,495
Western Emergency Service Area	21,119	31,167	32,258	32,258	32,258	33,548	34,890	36,286
Central Emergency Service Area	131,208	148,690	153,894	153,894	153,894	160,050	166,452	173,110
Kachemak Emergency Service Area	14,394	17,504	18,117	18,117	18,117	18,842	19,596	20,380
EPHESA	10,050	8,834	9,143	9,143	9,143	9,509	9,889	10,285
Total Operating Transfers	396,085	431,125	440,964	440,964	440,964	454,853	469,241	484,148
Total Revenues and Operating Transfers	3,972,684	4,074,573	4,156,826	4,165,312	4,185,013	4,330,017	4,455,418	4,610,790
Expenditures:								
Personnel	2,870,000	2,990,540	3,239,696	3,239,696	3,168,115	3,247,318	3,328,501	3,411,714
Supplies	11,699	7,743	14,550	14,550	14,550	14,914	15,287	15,669
Services	646,073	635,640	704,317	704,317	720,369	738,378	756,837	775,758
Capital Outlay	7,166	2,995	5,000	5,000	5,000	5,125	5,253	5,384
Interdepartmental Charges	76,987	76,092	113,316	113,316	112,965	115,789	118,684	121,651
Total Expenditures	3,611,925	3,713,010	4,076,879	4,076,879	4,020,999	4,121,524	4,224,562	4,330,176
Operating Transfers To:								
Capital Projects Fund - 911	624,000	200,921	178,538	178,538	250,000	300,000	300,000	300,000
Total Operating Transfers	624,000	200,921	178,538	178,538	250,000	300,000	300,000	300,000
Total Expenditures and Operating Transfers	4,235,925	3,913,931	4,255,417	4,255,417	4,270,999	4,421,524	4,524,562	4,630,176
Net Results From Operations	(263,241)	160,642	(98,591)	(90,105)	(85,986)	(91,507)	(69,144)	(19,386)
Projected Lapse	-	-	122,306	398,229	120,630	123,646	126,737	129,905
Change in Fund Balance	(263,241)	160,642	23,715	308,124	34,644	32,139	57,593	110,519
Beginning Fund Balance	2,184,498	1,921,257	2,081,899	2,081,899	2,390,023	2,424,667	2,456,806	2,514,399
Ending Fund Balance	\$ 1,921,257	\$ 2,081,899	\$ 2,105,614	\$ 2,390,023	\$ 2,424,667	\$ 2,456,806	\$ 2,514,399	\$ 2,624,918
Fund Balance Designation:								
Restricted for Capital Replacement	\$ 455,631	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unrestricted	1,465,626	2,081,899	2,105,614	2,390,023	2,424,667	2,456,806	2,514,399	2,624,918
Ending Fund Balance	\$ 1,921,257	\$ 2,081,899	\$ 2,105,614	\$ 2,390,023	\$ 2,424,667	\$ 2,456,806	\$ 2,514,399	\$ 2,624,918

### 911 Communications Revenues & Expenditures



### 911 Communications Ending Fund Balance





## Department Function

Fund 264

911 Communications

Dept 11255

### Mission

Our mission is to enhance the quality of life of the Kenai Peninsula Borough citizens by serving as the communications link between the citizen and the public safety services.

### Program Description

The Soldotna Public Safety Communications Center (SPSCC) is responsible for providing emergency and routine public safety radio, telephone, 9-1-1 and computer-aided dispatching services to multiple law enforcement, fire, and EMS agencies. We will strive to handle all 9-1-1 and other calls for service in a prompt, courteous, professional manner. We recognize that service is our one and only product and we share a common ongoing goal to provide it at the highest possible level. We recognize that our strength and success are tied directly to the unique contributions of each of us working in the spirit of cooperation and teamwork.

### Major Long-Term Issues and Concerns:

- Increased facility space to accommodate personnel, office and storage.

### FY2025 Accomplishments:

- Began utilizing **Virtual Academy (VA) Training Platform**. This provides quality online training for public safety professionals across all three disciplines.
- Management of the Center achieved **NCMEC Leadership Certification**. This is designed for leaders in public safety, this three-day course focused on current issues related to missing and sexually exploited children through a case study approach.

- Implemented **Protocol 41**. With the increase in mental health crisis calls and suicidal callers to 9-1-1-SPSCC implemented Protocol 41: Caller in Crisis to our Medical Dispatch Priority System. This assists staff in handling these difficult calls with specific calming and control techniques and pre-arrival instructions to reduce the risk of injury or death when faced with an imminent suicide threat patient.
- 988 Collaboration**. SPSCC staff utilize clear guidelines and protocols to identify certain mental health crisis calls for hand off to 988. This collaboration with 988 allows for a more coordinated and effective approach to the management of mental health emergencies reducing the need for the standard law enforcement or EMS intervention.
- Attended the **Cyber Resilient 911 Symposium** to increase cyber awareness among 9-1-1 professionals and reduce susceptibility to phishing and ransomware attacks along with other important considerations.
- Access the **NENA – Enhanced PSAP Registry and Census (EPRC)**. This registry provides benefit from a centralized database and location tools to quickly locate and contact out-of-area 9-1-1 PSAPs during emergencies and other critical outreach situations.

### FY2026 New Initiatives:

- Continue to exploring new AI technology for 911 call taking and Quality Improvement.
- QI Program - Continue to make strides and improvements to ensure we meet national benchmarks and standards.
- Establish and provide a Wellness/Quiet Room for employees.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	23	23	23	23

CAD Calls	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
CAD (Computer Aided Dispatch) Calls for Service Law Enforcement	63,270	61,727	64,160	71,676	76,097
CAD (Computer Aided Dispatch) Calls for Service EMS/Fire	7,007	6,488	7,665	7,780	7,896

<b>Department Function</b>	
<b>Fund 264</b>	<b>911 Communications - Continued</b>
<b>Dept 11255</b>	

**Priority:** Training  
**Goal:** Educate our staff  
**Objective:** Have all staff complete and pass EMD and EFD classes and receive certification.

Staff Training	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Percent of Staff Passing EMD, EFD Classes	100%	100%	100%	100%	100%

**Priority:** Public Safety Communications  
**Goal:** To deliver the highest level of professional service to the public, emergency responders and external agencies.  
**Objective:** 1. Answer 95% of all 9-1-1 calls within 15 seconds or less (NFPA 1221).  
 2. Answer 90% of all 9-1-1 calls within 10 seconds or less (internal goal).

9-1-1 Call Data	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Average 9-1-1 Time to Answer	:10	:03	:03	:03	:03
Total 9-1-1 Calls Received		31,197	30,834	28,367	29,000
Average 9-1-1 Call Duration		2:35	2:39	2:35	2:35
E911 Surcharge		\$ 2.00	\$ 2.00	\$ 2.00	\$ 2.00

**Kenai Peninsula Borough  
Budget Detail**

**Fund 264**

**Department 11255 - 911 Communications**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %		
<b>Personnel</b>								
40110 Regular Wages	\$ 1,413,829	\$ 1,455,693	\$ 1,736,951	\$ 1,736,951	\$ 1,741,403	\$ 4,452	0.26%	
40120 Temporary Wages	10,298	16,935	10,499	10,499	27,496	16,997	161.89%	
40130 Overtime Wages	162,349	171,932	70,425	70,425	74,448	4,023	5.71%	
40210 FICA	132,513	138,833	160,954	160,954	162,201	1,247	0.77%	
40221 PERS	385,873	417,142	411,043	411,043	413,071	2,028	0.49%	
40321 Health Insurance	561,589	562,778	624,940	624,940	534,500	(90,440)	-14.47%	
40322 Life Insurance	2,076	2,367	2,500	2,500	2,506	6	0.24%	
40410 Leave	201,473	224,860	222,384	222,384	212,490	(9,894)	-4.45%	
Total: Personnel	2,870,000	2,990,540	3,239,696	3,239,696	3,168,115	(71,581)	-2.21%	
<b>Supplies</b>								
42120 Computer Software	-	-	450	450	450	-	0.00%	
42210 Operating Supplies	1,367	1,778	3,000	3,000	3,000	-	0.00%	
42263 Training Supplies	1,064	521	1,100	1,100	1,100	-	0.00%	
42310 Repair/Maintenance Supplies	7,300	2,565	7,000	7,000	7,000	-	0.00%	
42410 Small Tools & Minor Equipment	1,968	2,879	3,000	3,000	3,000	-	0.00%	
Total: Supplies	11,699	7,743	14,550	14,550	14,550	-	0.00%	
<b>Services</b>								
43011 Contractual Services	180,681	181,827	182,170	182,420	182,741	571	0.31%	
43019 Software Maintenance	172,496	121,386	155,050	140,787	130,100	(24,950)	-16.09%	
43026 Software Licensing	-	41,119	36,239	50,502	77,186	40,947	112.99%	
43110 Communications	99,174	98,811	110,000	109,509	110,000	-	0.00%	
43210 Transportation/Subsistence	1,004	3,341	6,950	6,950	6,950	-	0.00%	
43260 Training	15,348	8,145	20,200	20,200	20,200	-	0.00%	
43410 Printing	-	-	100	100	100	-	0.00%	
43510 Insurance/Litigation Fund Premiums	10,545	12,713	14,295	14,495	13,551	(744)	-5.20%	
43610 Utilities	52,534	55,677	61,500	61,500	61,500	-	0.00%	
43720 Equipment Maintenance	17,036	17,074	17,250	17,250	17,250	-	0.00%	
43780 Buildings/Ground Maintenance	13,142	11,427	16,500	16,500	16,500	-	0.00%	
43810 Rents and Operating Leases	19,800	19,800	19,800	19,800	19,800	-	0.00%	
43812 Equipment Replacement Payments	63,163	63,163	63,163	63,163	63,163	-	0.00%	
43920 Dues and Subscriptions	1,150	1,157	1,100	1,141	1,328	228	20.73%	
Total: Services	646,073	635,640	704,317	704,317	720,369	16,052	2.28%	
<b>Capital Outlay</b>								
48710 Minor Office Equipment	7,166	2,995	2,000	2,000	2,000	-	0.00%	
48720 Minor Office Furniture	-	-	3,000	3,000	3,000	-	0.00%	
Total: Capital Outlay	7,166	2,995	5,000	5,000	5,000	-	0.00%	
<b>Transfers</b>								
50455 911 Capital Projects Fund	624,000	200,921	178,538	178,538	250,000	71,462	40.03%	
Total: Transfers	624,000	200,921	178,538	178,538	250,000	71,462	40.03%	
<b>Interdepartmental Charges</b>								
60000 Charges (To) From Other Depts.	76,987	76,092	113,316	113,316	112,965	(351)	-0.31%	
Total: Interdepartmental Charges	76,987	76,092	113,316	113,316	112,965	(351)	-0.31%	
<b>Department Total</b>	<b>\$ 4,235,925</b>	<b>\$ 3,913,931</b>	<b>\$ 4,255,417</b>	<b>\$ 4,255,417</b>	<b>\$ 4,270,999</b>	<b>\$ 15,582</b>	<b>0.37%</b>	

## Kenai Peninsula Borough Budget Detail

### Fund 264

### Department 11255 - 911 Communications - Continued

#### Line-Item Explanations

**40110 Regular Wages.** Staff includes: 1 Emergency Communications Coordinator, 1 911 Operations Manager, 3 Shift Supervisors, 1 Shift Supervisor/Training Officer, 14 Public Safety Dispatchers, 1 Quality Assurance Specialist, 1 CAD Specialist, and 1 911 Technical Specialist (IT).

**42310 Repair & Maintenance Supplies.** Spare parts not under warranty or support (\$3,000).

**42410 Small Tools & Minor Equipment.** Dispatch headsets and bases (\$3,000).

**43011 Contractual Services.** Payments to cities for E911 services (\$158,400), EMD sponsoring physician (\$15,491), telelanguage services (\$250), janitorial services (\$8,400), and shredding (\$200).

**43019 Software Maintenance.** Solacom Guardian technical support call handling annual maintenance (\$37,990), security camera software renewal, (\$175), CAD software maintenance (\$47,500), Solarwinds software maintenance (\$490), AudioCodes Voice Gateways annual technical support & hardware support (\$11,235), Cisco contract support renewals (\$10,820), TimeClock scheduling software (\$940), and Stancil maintenance (\$20,950).

**43026 Software Licensing.** EMD, EFD, AQUA protocol software and cardset support and updates, (\$20,104), Pacific Applied Technology-ASPIN connectivity (\$1,900), Microsoft Windows Server (\$8,000), Zoom License (\$277), PowerDMS policy-procedure training platform (\$7,100), Prepared Live (\$3,860), Blue Zone licensing-APSIN (\$565), 911 Datamaster ALI/GIS database software tech support and licensing (\$13,000), VMWare renewal foundation for 911 servers (\$19,880), and Red Hat Enterprise server support (\$2,500).

**43110 Communications.** Dedicated long distance circuits, trunks, and data lines/connectivity and cell phone stipend for IT Specialist, Emergency Communications Coordinator and Operations Manager.

**43210 Transportation/Subsistence.** Travel costs and lodging for annual conferences with subject matter pertaining to 911, public safety, and emerging technologies.

**43260 Training.** IAED EMD/EFD recertifications (\$1,500), BLS (\$200), and miscellaneous staff training (\$4,000), supervisory training (\$4,000), emergency dispatch professional conference (\$1,500) EMD/EFD courses (\$6,000), and mental health and peer support training (\$3,000).

**43720 Equipment Maintenance.** Radio maintenance contract (\$16,375) and Bizhub maintenance contact (\$750).

**43780 Buildings/Grounds Maintenance.** Grounds maintenance (\$1,000), elevator maintenance (\$2,500), generator/building maintenance (\$9,500), and snow removal (\$3,500).

**43810 Rents and Operating Leases.** 911 back up center location lease (\$19,800).

**48710 Minor Office Equipment.** Wireless intercom system (\$2,000).

**48720 Minor Office Furniture.** Dispatch chair replacement (\$1,500) and ergonomic office furniture (\$1,500).

**60000 Charges (To) From Other Departments.** These are charges from Resource Planning - GIS for 60% of the wages and benefits of the Addressing Officer and 20% of the GIS Specialist, responsible for all 911 addressing and database management (\$112,965).

**For capital projects information on this department - See the Capital Projects Section - Pages 344-345, 348, 356**

#### Equipment Replacement Payment Schedule

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-29</u>
Call Manager Software	\$ 147,204	\$ 36,801	\$ 36,801	\$ 110,403
Logger FY22	79,086	26,362	26,362	36,032
	<u>\$ 226,290</u>	<u>\$ 63,163</u>	<u>\$ 63,163</u>	<u>\$ 146,435</u>

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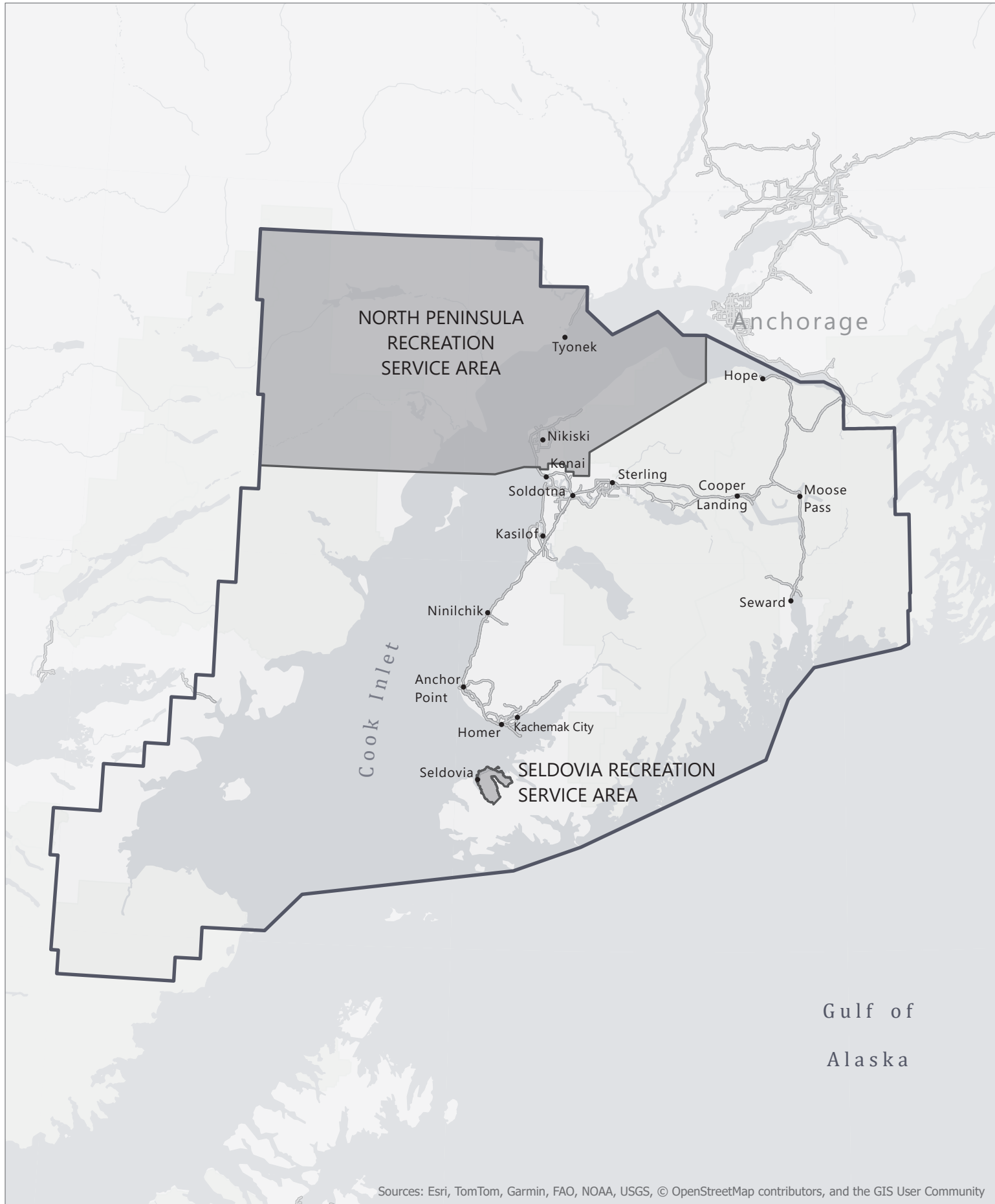
## ***Recreation Service Areas***

The Borough has two (2) recreation service areas, the North Peninsula Recreation Service Area and the Seldovia Recreation Service Area. Each service area has a separate board of directors and its own taxing jurisdiction although the Borough sets the mill rate and approves their budget

The major source of revenue for each of these service areas is property tax. Additional funding is provided through user fees, state grants and interest earnings.

**North Peninsula Recreation Service Area** – this service area provides recreation services for the residents of Nikiski and Tyonek.

**Seldovia Recreational Service Area** – this service area provides recreational services for the residents of Seldovia.



## Kenai Peninsula Borough Recreation Service Areas



**North Peninsula Recreation Service Area**

The recreation service area was formed to provide recreation services for the Nikiski and Tyonek area residents. Established in 1974, five elected members serve on its board. The service area has 11 permanent employees. Programs include basketball, volleyball, flag football, pickle ball, kickball, hockey, teen night, open gym activities, community classes and aquatic programs. The service area sponsors "Family Fun in the Midnight Sun" in June as a community wide event. The Boys & Girls Club of South-Central Alaska is contracted to provide the recreation services for the Village of Tyonek.

Facilities in Nikiski, operated/owned by the North Peninsula Recreation Service Area, consist of an indoor swimming pool with waterslide, multipurpose fields, community playgrounds, covered natural ice rink, trail systems, skateboard park, racquet ball courts with exercise area, disc golf course and a community center. The Nikiski Community Recreation Center (NCRC) currently houses a teen center, full swing golf simulator, gymnasium used for sporting activities and leagues, and banquet room and classroom/training spaces used for rentals for small and large group gatherings.

Revenues are derived primarily through property tax. The mill rate for fiscal year 2026 is set at 1.15 mills. Other revenues include facility user fees, program fees, and interest income.

**Board Members**  
Misty Peterkin  
Alexa McClure  
Felix Martinez, II  
Erin Bellotte  
Stacy Oliva

**Mill Rate:** 1.15  
**Population:** 5,898  
**Square Miles:** 5,530

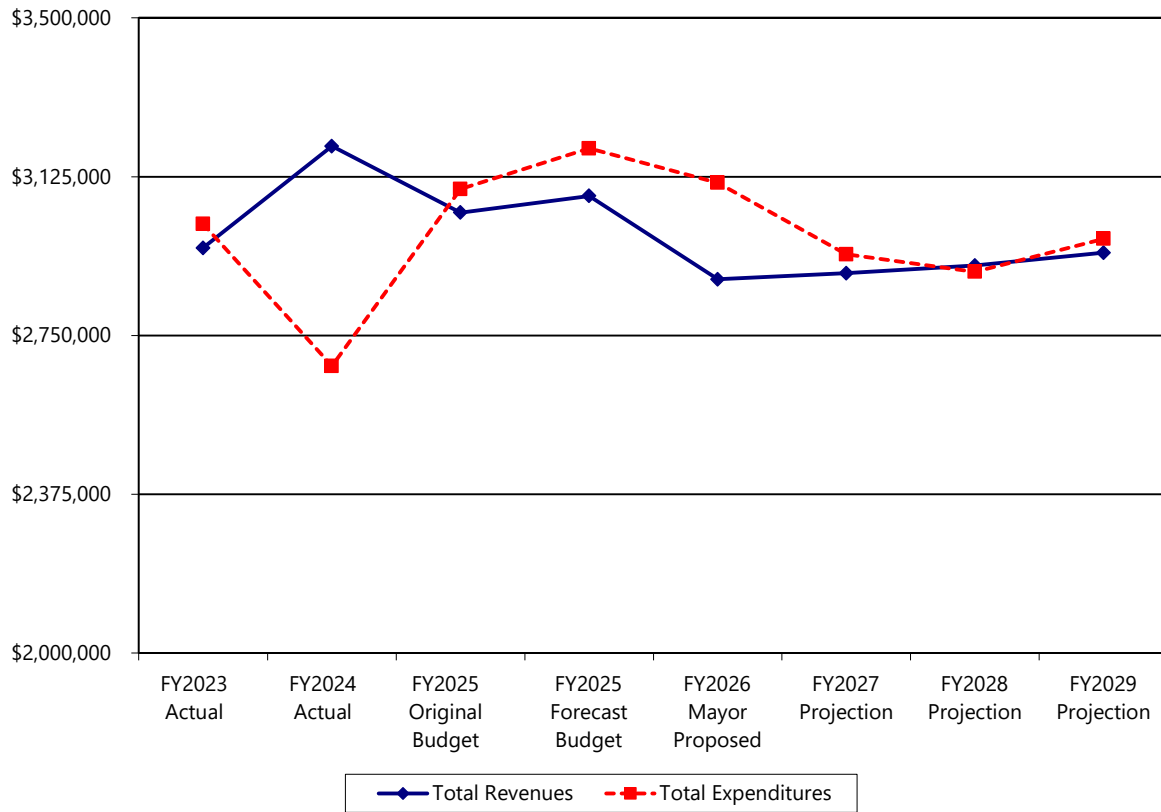




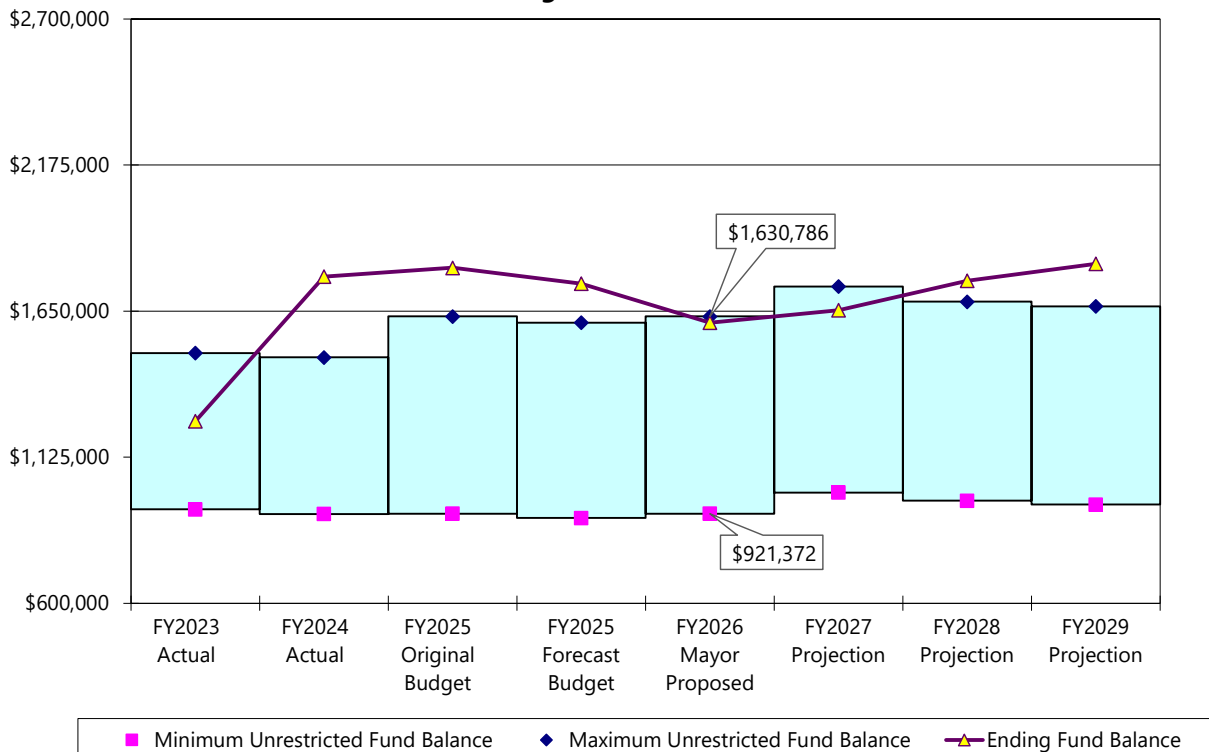
## Fund: 225 North Peninsula Recreation Service Area - Budget Projection

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	647,106	745,397	811,895	811,990	874,619	883,365	892,199	910,043
Personal	42,287	44,427	48,623	49,175	50,378	50,882	51,391	51,905
Oil & Gas (AS 43.56)	1,108,539	1,171,423	1,214,439	1,214,439	1,276,009	1,276,009	1,276,009	1,276,009
	1,797,932	1,961,247	2,074,957	2,075,604	2,201,006	2,210,256	2,219,599	2,237,957
Mill Rate	1.40	1.40	1.30	1.30	1.15	1.15	1.15	1.15
Revenues:								
Property Taxes								
Real	\$ 887,909	\$ 1,043,430	\$ 1,055,464	\$ 1,055,587	\$ 1,005,812	\$ 1,015,870	\$ 1,026,029	\$ 1,046,549
Personal	59,042	62,544	61,946	62,649	56,776	57,344	57,918	58,497
Oil & Gas (AS 43.56)	1,551,955	1,639,993	1,578,771	1,578,771	1,467,410	1,467,410	1,467,410	1,467,410
Interest	2,244	2,895	8,566	8,237	8,566	8,909	9,265	9,636
Flat Tax	5,921	6,437	4,356	4,356	4,356	4,443	4,532	4,623
Motor Vehicle Tax	19,843	19,837	17,355	17,355	19,840	20,237	20,642	21,055
Total Property Taxes	2,526,914	2,775,136	2,726,458	2,726,955	2,562,760	2,574,213	2,585,796	2,607,770
State Revenue	16,790	17,350	-	-	-	-	-	-
Interest Earnings	40,283	117,284	29,001	67,649	34,973	32,174	33,066	35,186
Other Revenue	372,822	287,467	285,000	285,000	285,000	290,700	296,514	302,444
Total Revenues	2,956,809	3,197,237	3,040,459	3,079,604	2,882,733	2,897,087	2,915,376	2,945,400
Total Revenues and Other Financing Sources	2,956,809	3,197,237	3,040,459	3,079,604	2,882,733	2,897,087	2,915,376	2,945,400
Expenditures:								
Personnel	1,234,565	1,260,127	1,518,492	1,518,492	1,550,259	1,581,264	1,620,796	1,669,420
Supplies	97,492	105,347	133,400	133,400	123,800	126,276	128,802	132,666
Services	574,131	560,198	738,708	738,708	726,201	740,725	755,540	778,206
Capital Outlay	17,568	4,842	44,295	44,295	49,089	31,201	31,825	32,780
Interdepartmental Charges	47,674	47,440	60,872	60,872	61,234	61,987	63,424	65,327
Total Expenditures	1,971,430	1,977,954	2,495,767	2,495,767	2,510,583	2,541,453	2,600,387	2,678,399
Operating Transfers To:								
Capital Projects Fund	1,041,950	700,000	600,000	696,000	600,000	400,000	300,000	300,000
Debt Service	-	-	-	-	-	-	-	-
Total Operating Transfers	1,041,950	700,000	600,000	696,000	600,000	400,000	300,000	300,000
Total Expenditures and Operating Transfers	3,013,380	2,677,954	3,095,767	3,191,767	3,110,583	2,941,453	2,900,387	2,978,399
Net Results From Operations	(56,571)	519,283	(55,308)	(112,163)	(227,850)	(44,366)	14,989	(32,999)
Projected Lapse	-	-	87,352	87,352	87,870	88,951	91,014	93,744
Change in Fund Balance	(56,571)	519,283	32,044	(24,811)	(139,980)	44,585	106,003	60,745
Beginning Fund Balance	1,310,770	1,254,199	1,773,482	1,773,482	1,748,671	1,608,691	1,653,276	1,759,279
Ending Fund Balance	\$ 1,254,199	\$ 1,773,482	\$ 1,805,526	\$ 1,748,671	\$ 1,608,691	\$ 1,653,276	\$ 1,759,279	\$ 1,820,024

### North Peninsula Recreation Revenues and Expenditures



### North Peninsula Recreation Ending Fund Balance



## Department Function

**Fund 225**

## North Peninsula Recreation Service Area

**Dept 61110**

### Mission

To provide a variety of quality programs, community activities and recreational opportunities that create positive experiences.

### Program Description

NPRSA operates and maintains the following facilities: Nikiski Pool, Exercise Room with Racquetball/Wallyball Courts, Jason Peterson Memorial (JPM) Ice Rink, Nikiski Community Trails, Poolside Trails, Disc Golf Course, Multi-Purpose Fields, Community Playgrounds, Skate Park, and the Nikiski Community Recreation Center (NCRC). NPRSA also provides recreational, education, aquatics, athletics and fitness programming people of all ages.

### Major Long-Term Issues and Concerns:

- Maintain sustainable services and operations with the increased costs of providing services.
- Continuous recruitment of quality full-time and temporary staff continues to be a struggle.
- Heavy reliance on revenues from the oil and gas industry for the annual budget.

### FY2025 Accomplishments:

#### Administration:

- Worked with IT team to develop a much-needed user friendly modern website specifically for the North Peninsula Recreation Service Area.
- Continued addressing aging infrastructure by replacing the failing waterline from the well to the pool, and starting the renovation of the lobby and hallways at the pool facility.

#### Operations:

- Pool Supervisor successfully passed the WSIT course and we have been able to train water safety instructors which has allowed us to start offering more classes in the evening. This also has long term cost savings on training.

- Renovated one of our softball fields that has been grown in for a number of years, giving more areas for the public to enjoy.
- Celebration of NPRSA's 50<sup>th</sup> Anniversary was a success. We were able to honor past board members, directors and staff. We handed out 250+ backpacks with school supplies and had hamburger, hotdogs and cake for the community.
- Added programming at the Nikiski Community Recreation Center that targeted the middle school and high school market, including 5<sup>th</sup> Quarter, Top Notch Chef, Nerf Gun Battles Nights, and Teen Nights.
- Nikiski Youth Hockey Association continued to grow to 104 players. This is up from 66 players in 2022.
- Introduced two aquatics programs for adults, a triathlon training program along with a stroke clinic program.

### FY2026 New Initiatives:

- Double the number of swim lessons we can provide to the youth in the community.
- Develop a consistent suite of fitness programs that serve a broad range of ages and fitness interest.
- Work to develop a long-term Master Plan for NPRSA that meets the needs of the community.
- Work to address the facility needs of the hockey community as they continue to grow.
- Continue to invest in our youth through STEM type programming at the recreation center.
- Complete the remodel of the Recreation Center, which will make the building warmer and inviting to the public; with better programming space and new furniture also.
- Create dynamic programming for our homeschool population.
- Develop a beautification and marketing plan that highlights our trail side picnic pavilion, and some of our lesser-known amenities. This will bring more awareness to the public on all NPRSA has to offer.

### Performance Measures:

#### Priority:

Staffing

#### Goal:

Maintain appropriate staff levels for continued operations of programs and services.

#### Objective:

1. Evaluate permanent staff scheduling for efficient and effective operations of NPRSA facilities.
2. Increase recruitment of volunteers for additional class and program instruction.

Staffing	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Estimated	FY2026 Proposed
Permanent Staffing History (FTEs)	11	11	11	11	11
Temporary Staffing History (FTEs)	7	6	6	6	6
Total Staff Hours	34,210	35,090	29,780	30,000	35,040
Estimated # Volunteers/Volunteer Hours	600-800/ 900-1,200	650/815	617/803	750/1,000	750/1,200

Department Function	
Fund 225	North Peninsula Recreation Service Area - Continued
Dept 61110	

Staff Certifications/License	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
ARC Lifeguard Certified (Incl. CPR/AED/First Aid)	25-30	12	15	20-25	20-25
ARC Professional CPR/First Aid/AED	15	6	7	12	15
ARC Water Safety Instructor/Lifeguard Instructor	6/1	2/1	2/1	5/1	6/1
NRPA Certified Pool Operator	7	6	5	5	7
NRPA Aquatic Facility Operator	1	2	1	1	1
NRPA Certified Playground Safety Inspector	1-2	1	0	0	1
Safe Sport & Concussion Training	15	5	7	10	15

**Priority:** Community Events  
**Goal:** Enhance the services of NPRSA by providing additional community events and programs.  
**Objective:** 1. Increase the number of new community events and programs annually.  
2. Develop special events to promote seasonal programming for aquatics and recreation.  
3. Collaborate with local organizations and businesses to offer diverse programs.

Community Events & Special Programs	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Recreation	35	18	23	29	35
Aquatics	12	4	8	10	12

**Priority:** Attendance/Participation—Admissions/Programs/Classes/Events/Reservations/Leagues/Memberships/Punch Cards  
**Goal:** Increase participation and attendance of NPRSA facilities, programs and events.  
**Objective:** 1. Local recruitment of more volunteers and community leaders to offer additional classes and services.  
2. Develop partnerships with schools and local community organizations to further optimize the delivery of services to the community.  
3. Increase public awareness of programs and facilities through schools, businesses and community organizations.

Nikiski Pool- Attendance/Participation	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Admissions/Classes/Programs	65,000	32,460	56,888	58,000	65,000
Events	500	222	303	450	500
Facility Reservations (Rental Attendance)	3,500	1,546	2,668	3,000	3,500
Learn To Swim Programs/Classes	3,500	725	809	1,750	3,500
Memberships/Punch Cards	25,000	23,446	22,559	23,000	25,000
Spectators	800	413	623	725	800
Nikiski Community Recreation Center- Attendance/Participation					
Admissions/Classes/Programs	28,000	3,797	20,237	23,000	28,000
Events	7,000	4,486	5,128	6,000	7,000
Facility Reservations (Rental Attendance)	8,000	8,224	5,516	7,000	8,000
Leagues	700	501	408	550	700
Memberships/Punch Cards	1,800	1,240	1,671	1,750	1,800
Spectators	7,000	2,750	5,145	6,500	7,000

## Department Function

**Fund 225**

**North Peninsula Recreation Service Area - Continued**

**Dept 61110**

### Commentary

For FY26 the North Peninsula Recreation Service Area is dedicated to offering top notch recreational programs, classes, leagues, and events. This year we are focused on adding water fitness classes, more stroke clinics, and master swim classes for adults. We will also explore some stroke clinics for youth who are looking to improve beyond our basic swim lessons while also increasing our evening swim lesson program.

At the Nikiski Community Recreation Center, we are focused on growing our middle school and high school age programming and opportunities. This includes tapping into the homeschool community to provide space and programming for recreational education. We are excited to explore our homeschool market as they have expressed interest in traditional P.E., Home Economics, and STEM recreational programming. We are also look to build more consistent adult fitness opportunities beyond our current spin class offerings. This may include dance, aerobics, Pilates, kettlebell training, yoga, circuit training, and fitness boot camp.

We are also excited about the growth of our Hockey Association over the last few years but it hasn't come without growing pains. In this budget we are looking to address some of the immediate needs to accommodate that growth. Specifically, we are looking to add a new warming hut for female players as our current option has become inadequate. We are also looking to purchase new goals and a new scoreboard as we are currently using equipment that is 15 years old or older.

The FY26 budget was created to be fiscally responsible while looking to address the current needs as well as planning for what the future of NPRSA will look like. We are able to keep the staffing cost down while continuing to grow programs due to the awesome pool of volunteers that are always eager and willing to serve the community.

**Kenai Peninsula Borough  
Budget Detail**

**Fund 225**

**Department 61110 - North Peninsula Recreation Administration**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 586,009	\$ 567,513	\$ 702,612	\$ 702,612	\$ 730,312	\$ 27,700	3.94%
40120	Temporary Wages	152,055	184,142	186,940	186,940	189,375	2,435	1.30%
40130	Overtime Wages	3,093	3,587	5,863	5,863	3,113	(2,750)	-46.90%
40210	FICA	60,910	62,543	76,905	76,905	93,096	16,191	21.05%
40221	PERS	146,096	150,602	161,231	161,231	165,155	3,924	2.43%
40321	Health Insurance	204,103	210,753	297,340	297,340	282,500	(14,840)	-4.99%
40322	Life Insurance	868	904	1,012	1,012	1,041	29	2.87%
40410	Leave	75,141	79,867	84,589	84,589	83,667	(922)	-1.09%
40511	Other Benefits	6,290	216	2,000	2,000	2,000	-	0.00%
Total: Personnel		1,234,565	1,260,127	1,518,492	1,518,492	1,550,259	31,767	2.09%
<b>Supplies</b>								
42020	Signage Supplies	-	-	5,000	5,000	-	(5,000)	-100.00%
42120	Computer Software	-	-	1,000	1,000	1,000	-	0.00%
42210	Operating Supplies	43,977	50,865	56,500	56,500	56,500	-	0.00%
42230	Fuel, Oils and Lubricants	7,544	6,092	7,300	7,300	7,300	-	0.00%
42250	Uniforms	2,314	1,232	2,000	2,000	2,000	-	0.00%
42310	Repair/Maintenance Supplies	32,418	25,322	42,000	42,000	38,000	(4,000)	-9.52%
42360	Motor Vehicle Supplies	615	950	2,100	2,100	1,500	(600)	-28.57%
42410	Small Tools & Minor Equipment	2,210	4,985	5,000	5,000	5,000	-	0.00%
42960	Recreational Supplies	8,414	15,901	12,500	12,500	12,500	-	0.00%
Total: Supplies		97,492	105,347	133,400	133,400	123,800	(9,600)	-7.20%
<b>Services</b>								
43011	Contractual Services	24,389	36,856	38,993	38,993	38,243	(750)	-1.92%
43019	Software Maintenance	4,532	1,010	1,150	1,150	1,150	-	0.00%
43026	Software Licensing	-	3,652	4,425	4,425	4,770	345	7.80%
43110	Communications	8,440	8,934	8,800	8,800	9,000	200	2.27%
43140	Postage and Freight	254	260	500	500	300	(200)	-40.00%
43210	Transportation/Subsistence	372	2,137	2,554	2,554	-	(2,554)	-100.00%
43220	Car Allowance	3	14	-	-	-	-	-
43260	Training	1,833	723	2,640	2,640	3,160	520	19.70%
43310	Advertising	6,329	3,350	8,675	8,675	6,000	(2,675)	-30.84%
43510	Insurance/Litigation Fund Premiums	140,147	158,157	191,566	191,566	194,253	2,687	1.40%
43610	Utilities	326,955	304,019	390,195	390,195	390,195	-	0.00%
43720	Equipment Maintenance	637	2,884	1,500	1,500	1,500	-	0.00%
43750	Vehicle Maintenance	7,008	933	2,000	2,000	2,000	-	0.00%
43780	Buildings/Grounds Maintenance	44,676	26,236	70,000	70,000	61,000	(9,000)	-12.86%
43810	Rents and Operating Leases	4,087	6,004	6,000	6,000	6,000	-	0.00%
43920	Dues and Subscriptions	564	591	710	710	630	(80)	-11.27%
43960	Recreation Program Expenses	3,905	4,438	8,000	8,000	8,000	-	0.00%
49311	Design Service	-	-	1,000	1,000	-	(1,000)	-100.00%
Total: Services		574,131	560,198	738,708	738,708	726,201	(12,507)	-1.69%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	-	-	-	6,900	6,900	-
48311	Major Machinery and Equipment	-	-	6,000	-	-	(6,000)	-100.00%
48513	Major Recreational Equipment	-	-	-	-	27,000	27,000	-
48710	Minor Office Equipment	2,716	2,677	12,295	12,295	3,577	(8,718)	-70.91%
48720	Minor Office Furniture	-	-	11,600	11,600	9,112	(2,488)	-21.45%
48740	Minor Machinery and Equipment	14,274	-	1,200	7,200	-	(1,200)	-100.00%
48755	Minor Recreational Equipment	578	2,165	13,200	13,200	2,500	(10,700)	-81.06%
Total: Capital Outlay		17,568	4,842	44,295	44,295	49,089	4,794	10.82%
<b>Transfers</b>								
50459	North Pen Rec Capital Projects	1,041,950	700,000	600,000	696,000	600,000	-	0.00%
Total: Transfers		1,041,950	700,000	600,000	696,000	600,000	-	0.00%

## Kenai Peninsula Borough Budget Detail

### Fund 225

### Department 61110 - North Peninsula Recreation Administration - Continued

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Interdepartmental Charges</b>							
60004 Mileage Ticket Credits	-	(803)	-	-	-	-	-
61990 Admin Service Fee	47,674	48,243	60,872	60,872	61,234	362	0.59%
Total: Interdepartmental Charges	47,674	47,440	60,872	60,872	61,234	362	0.59%
<b>Department Total</b>	<b>\$ 3,013,380</b>	<b>\$ 2,677,954</b>	<b>\$ 3,095,767</b>	<b>\$ 3,191,767</b>	<b>\$ 3,110,583</b>	<b>\$ 14,816</b>	<b>0.48%</b>

### Line-Item Explanations

**40110 Regular Wages.** Staff includes: 1 Director, 1 Recreation Supervisor, 1 Pool Supervisor, 1 Maintenance Mechanic II, 2 Shift Supervisors, 1 Admin Assistant, 1 Lifeguards, 2 Instructor-Lifeguard, and 1 General Maintenance Operator.

**42020 Signage.** Decreased as this was a line item added for our 50th Anniversary Celebration.

**42310 Repair/Maintenance Supply.** Decreased to be more in line with historical spend amounts.

**42360 Motor Vehicle Supply.** Decreased to be more in line with historical spend amounts.

**43011 Contractual Services.** Contract with Boys & Girls Club to provide recreation services for the Village of Tyonek (\$14,000), HVAC service contract (\$18,213), Background check/screening services (\$1,050), Water testing (\$1,250), Security monitoring (\$1,780), Bus services (\$1,000), Hazardous waste pickup (\$150), and fire extinguisher service (800).

**43019 Software Maintenance.** Milestone (CCTV software) (\$1,150).

**43026 Software Licensing.** Zoom (\$275), Canva (\$200), Registration software (\$3,495), Adobe License (\$300), and Survey monkey (\$500).

**43210 Transportation/Subsistence.** No cost associated with training this fiscal year, training will be delivered via web or on premise.

**42360 Training.** Life guard certifications, certified pool operator certifications and exams, 1st Aid/CPR/AED certification for general staff. Increased this year due to the cost associate with 1st aid training for regular staff.

**43310 Advertising** - Decreased to be more in line with recent historical spend amounts and marketing strategy.

**43510 Insurance Premium.** Insurance premium for property, workman's compensation and liability. Increase due to increase in value of property and equipment and associated premiums for FY26.

**43780 Building/Grounds Maintenance.** Decreased to be more in line with historical spend amounts.

**48120 Major Office Equipment** - New Copier/Printer at the Recreation Center (\$6,900).

**48513 Major Recreational Equipment** - New Scoreboard for the Ice Rink (\$15,000), and Indoor Ninja Course equipment (12,000).

**48710 Minor Office Equipment.** Scheduled replacement of 3 standard desktop computers, (\$909 each), and scheduled replacement for 2 UPS units (\$425 each).

**48720 Minor Office Furniture.** 16 Rolling nesting tables for recreation center classroom (\$375 each), 16 Standard folding tables (\$157 each), and 2 Office Desk Chairs (\$300).

**48755 Minor Recreation Equipment.** 2 hockey goals for the Ice Rink (\$2,500).

**50459 Transfer.** Transfer to capital project fund to support long term capital improvement plan. FY2026 includes a master plan development, various improvements at the recreation center and pool, general equipment replacement, and a warming hut at the ice rink

**61990 Admin Service Fee.** The admin service fee is to cover a portion of costs associated with providing general government services. The FY2026 amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

**For capital projects information on this department - See the Capital Projects Section - Pages 344-345, 349-350, 362, 394-397**

## **Seldovia Recreation Service Area**

This service area was established on October 4, 2011 to provide recreational services for the Seldovia community. Five service area residents are appointed by the Mayor and confirmed by the Assembly to serve on its board and provide oversight of the operations, each serving a three-year term.

The Seldovia Recreational Service Area is based out of and utilizes the Sea Otter Community Center, formerly known as the Seldovia Community Center, located adjacent to Susan B. English School. Services to be provided may include but are not limited to senior citizens and youth programs, musical instruction and practice, accommodation of visiting schools during field trips, facility rental for organizations and individuals for meetings and celebrations, adult education, high speed internet access, community gatherings, construction and support for recreational assets within the service area, arts and crafts instruction and facilitation, science and nature education and outdoor activities.

The major source of revenue is property tax. The mill rate for fiscal year 2026 is set at 0.75 mills.

### **Board Members**

Elizabeth Diamant, Chair  
Piper Paulish  
Valisa Higman  
Jenifer Cameron  
Vacant

**Mill Rate:** 0.75

**Population:** 419

**Square Miles:** 43



**SELDOVIA'S  
WATERFRONT ICE  
RINK IS SKATEABLE**



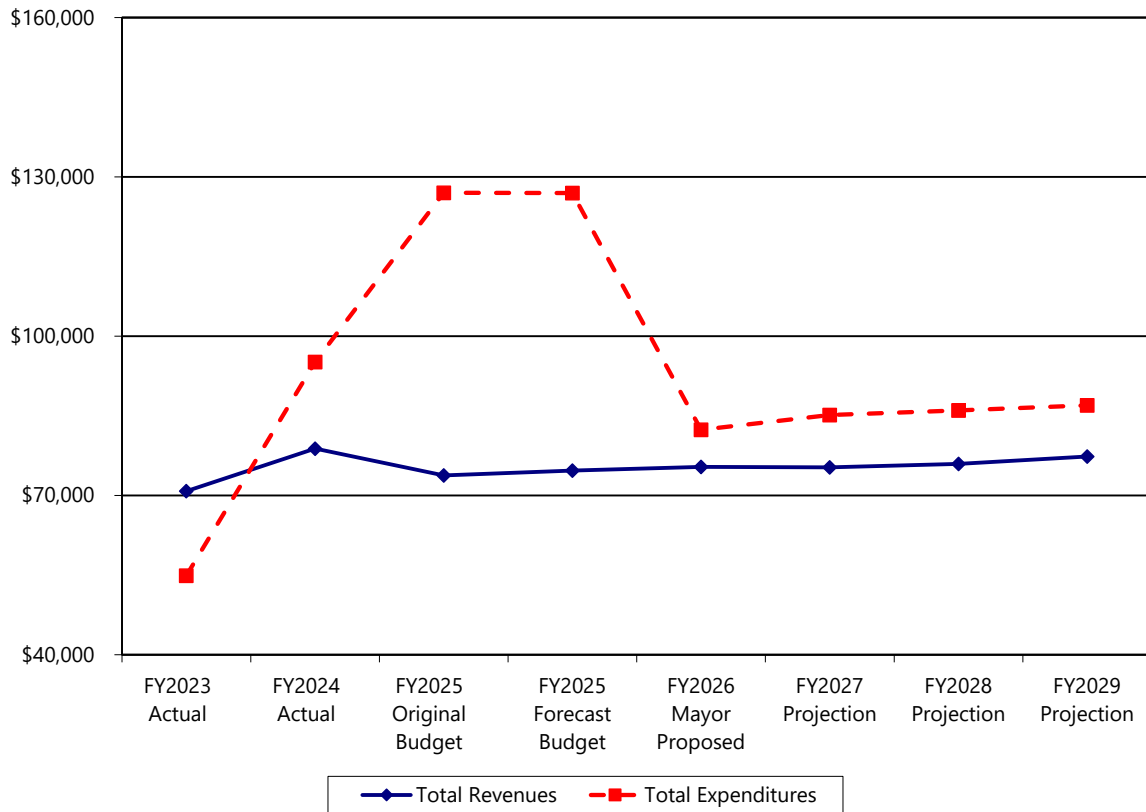
To provide healthy, year-around activities the whole community can enjoy.



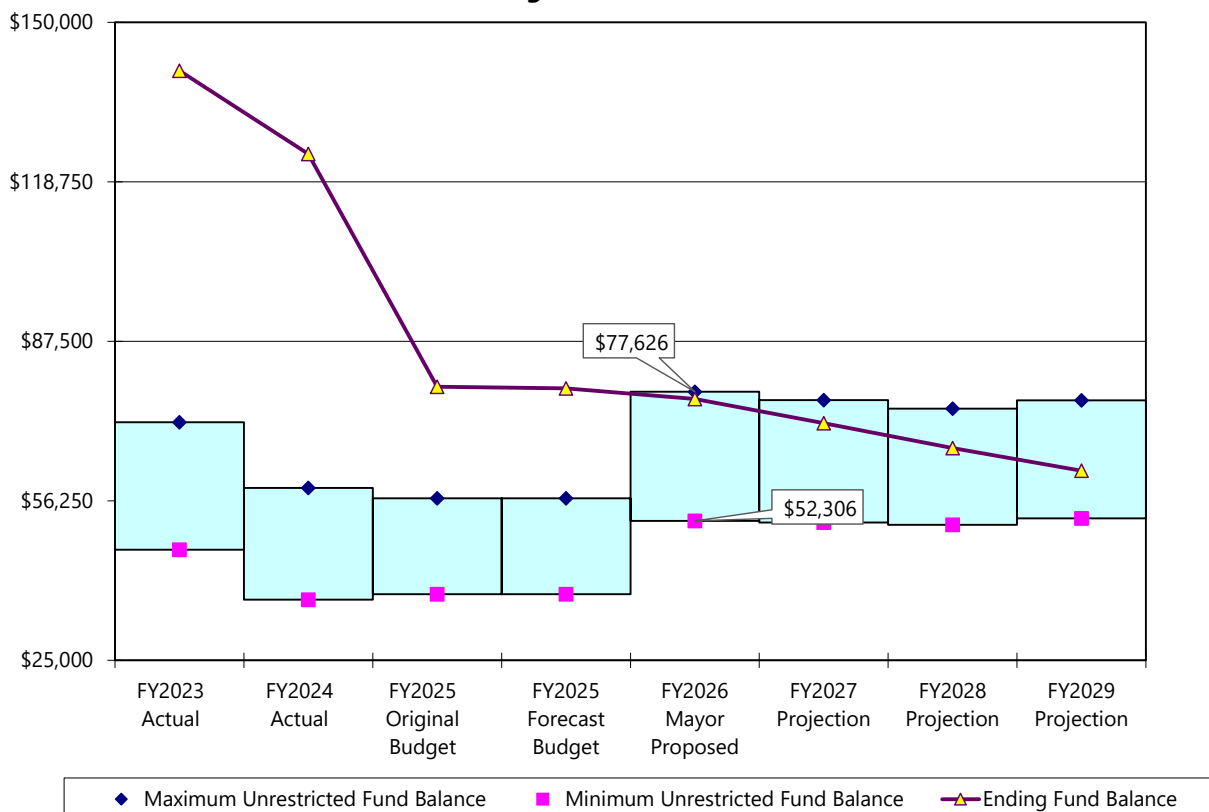
# Fund: 227 Seldovia Recreational Service Area - Budget Projection

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	FY2027 Projection	FY2028 Projection	FY2029 Projection
Fund Budget:								
Taxable Value (000's)								
Real	80,733	89,969	89,757	89,757	91,802	92,720	93,647	95,520
Personal	819	1,112	1,079	1,113	1,274	1,287	1,300	1,313
	81,552	91,081	90,836	90,870	93,076	94,007	94,947	96,833
Mill Rate	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
Revenues:								
Property Taxes								
Real	\$ 62,178	\$ 65,558	\$ 67,318	\$ 67,318	\$ 68,852	\$ 69,540	\$ 70,235	\$ 71,640
Personal	599	1,090	793	818	936	946	956	965
Interest	863	199	-	-	-	-	-	-
Flat Tax	1,970	2,290	1,909	1,909	1,909	1,947	1,986	2,026
Motor Vehicle Tax	284	279	252	252	282	288	294	300
Total Property Taxes	65,894	69,416	70,272	70,297	71,979	72,721	73,471	74,931
Interest Earnings	2,840	7,824	2,442	3,315	2,348	1,524	1,430	1,331
Other Revenue	2,070	1,585	1,050	1,050	1,050	1,050	1,050	1,050
Total Revenues	70,804	78,825	73,764	74,662	75,377	75,295	75,951	77,312
Expenditures:								
Personnel	75	-	-	1,745	-	-	-	-
Supplies	3,699	8,439	7,180	7,180	9,000	9,180	9,364	9,551
Services	47,170	59,561	66,104	66,604	69,871	69,871	70,570	71,276
Capital Outlay	2,616	24,819	50,620	48,375	1,500	4,000	4,000	4,000
Interdepartmental Charges	1,339	2,320	3,098	3,054	2,009	2,076	2,098	2,121
Total Expenditures	54,899	95,139	127,002	126,958	82,380	85,127	86,032	86,948
Total Expenditures and Operating Transfers	54,899	95,139	127,002	126,958	82,380	85,127	86,032	86,948
Net Results From Operations	15,905	(16,314)	(53,238)	(52,296)	(7,003)	(9,832)	(10,081)	(9,636)
Projected Lapse	-	-	7,620	6,348	4,943	5,108	5,162	5,217
Change in Fund Balance	15,905	(16,314)	(45,618)	(45,948)	(2,060)	(4,724)	(4,919)	(4,419)
Beginning Fund Balance	124,622	140,527	124,213	124,213	78,265	76,205	71,481	66,562
Ending Fund Balance	\$ 140,527	\$ 124,213	\$ 78,595	\$ 78,265	\$ 76,205	\$ 71,481	\$ 66,562	\$ 62,143

### Seldovia Recreational Service Area Revenues and Expenditures



### Seldovia Recreational Service Area Ending Fund Balance



## Department Function

Fund 227

## Seldovia Recreational Service Area

Dept 61210

### Mission

To provide healthy, year-round recreational activities the whole community can enjoy.

### Program Description

Seldovia Recreational Service Area (SRSA) sponsors the Sea Otter Community Center (SOCC) which provides free or low-cost space for individuals and organizations to gather for community-wide events, youth-specific programming, community education classes, meetings, and private events. The SRSA Board also provides additional activities in the SA outside the SOCC – often in collaboration with other local organizations – with the intent of providing healthy, year-round activities the community can enjoy.

### Major Long-Term Issues & Concerns:

- Aging structures in a rural area can create costly repairs as inflation and additional freight charges exacerbate already stretched resources.
- Due to location, it can be difficult to source cost effective supplies for events and large gatherings for area residents.
- Being off the road creates challenges when it comes to building recreational assets and supporting community needs. Including maintaining valuable working relationships with the City of Seldovia, Seldovia Arts Council, Seldovia Village Tribe, Susan B. English School, and others to combine resources to support the needs of students, stakeholders, and the SRSA residents.

### FY2025 Accomplishments:

#### Administration:

- With consistent staff now in place for several years, SRSA has been able to effectively utilize the fund balance to complete upgrades and implement programs, as well as gain a better understanding of the entire budget process.
- With the success of programs like after school clubs and sports education, student numbers grew to nearly unmanageable amounts for our facility coordinator to handle. To remedy this, a sign-up system with program limits was instituted. The best outcomes from the change were higher quality programs with a more focused education feel which made it smoother for the coordinator, with children mentioning the positivity of the change.
- Partnership with the City of Seldovia allowed for the development of the Seldovia Waterfront Ice Rink which has

been set up on the City's waterfront property with the objective to persist with improvements and beautification of that area for healthy recreation and sustainable living practices.

#### Operations:

- The Sea Otter Community Center, being an event space and recreational support for SRSA residents has built on our equipment rentals for community events or private parties to provide local, low-cost access to items such as our mobile dance floor, pop up event tent, sports equipment, and large supply of gathering and party needs.
- Securing funding from the SRSA fund balance to replace the flooring in the SOCC has given the room a fresh new look. The replacement of carpets in main walkways will also reduce damage from wet shoes and allow for a cleaner space for all to enjoy.
- With the completion of the SBE Sport Court maintenance, such as new tennis posts and nets, debris blocker to keep rocks off the court, newly resealed concrete seams and the return of the tennis rebound boards the SOCC was able to provide tennis lessons to youth over the summer.

### FY2026 New Initiatives:

- With many of Seldovia's youth educating separately due to different familial ideals for educational pathways for their children, the SOCC is working to find ways to effectively combine resources to offer science and music instruction in cooperation with Susan B English School to build better connections and enhance the education of Seldovia's youth.
- Due to the struggle with food security compounded by growing inflation and our remote location, the SRSA/SOCC plans to support agricultural education with programs such as seed swaps, soil sampling, gardening classes, and food storage and preparation to help Seldovia become less dependent on shipping supplies and foods into the community.
- Due to the success of Science Fridays, SRSA plans to implement the program into Susan B English (SBE) school to bring both homeschool and SBE students together to learn from local scientists and science educators. With the program implemented at SBE it will be facilitated through our partner entities and SRSA will advertise the program and perform organizational and administrative duties.

## Department Function

**Fund 227**

## Seldovia Recreational Service Area - Continued

**Dept 61210**

### Performance Measures:

**Priority:** Number of Patron Visits and Utilization of the Facility.

**Goal:** Maintain the levels of participation and attendance at SOCC facility programs and events to maximize participant-hours use and track the number of hours the facility is being used by community members. FY 2020 will serve to establish a benchmark for the SOCC.

**Objective:**

1. Local recruitment of more volunteers and community leaders to offer additional classes and services.
2. Maintain and develop new partnerships with local community organizations to optimize the delivery of services to the community.
3. Document the time the facility is being used by community member to assist in managing the coordinator and ensuring maximum benefit to the Service Area.

Attendance/Participation	Benchmark	FY2023 Actual	FY2024 * Actual	FY2025 * Projected	FY2026 Estimated
Gatherings & Events	250	800	200	200	250
Community Education Classes	350	110	230	350	400
Youth Programming	1,500	730	1,550	1,500	2,000
Open Center	600	50	600	600	600

Attendance/Participation	Benchmark	FY2023 Actual	FY2024 * Actual	FY2025 * Projected	FY2026 Estimated
Meetings	125	72	235	140	200
Private Building Rentals	250	140	245	200	200
Adult Programs	300	45	1,200	425	300

Volunteers	Benchmark	FY2023 Actual	FY2024 * Actual	FY2025 * Projected	FY2026 Estimated
Number of Volunteers	30	n/a	31	31	31
Number of Volunteer Instances**	100	6	102	150	100
Quantity of Volunteer Hours	200	20	250	250	200

Facility Utilization	Benchmark	FY2023 Actual	FY2024 * Actual	FY2025 * Projected	FY2026 Estimated
Patrons in the Facility	4,000	2,500	4,000	4,000	4,500

**\*Benchmark increases FY24 and FY25:** The benchmark increases are a result of increased attendance due to the addition of regular classes, programming, and events, as well as partnerships with outside agencies and the success of the Drama Club. The intent is to continue to build on these programs to provide value to the Service Area residents which drive the benchmark estimates higher.

**\*\*This Benchmark represents the number of individual times that a volunteer volunteered at the SOCC or for an SOCC program.**

**Kenai Peninsula Borough  
Budget Detail**

**Fund 227**

**Department 61210 - Seldovia Recreational Service Area**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Personnel Expense	\$ 75	\$ -	\$ -	\$ 1,745	\$ -	\$ -	-
	Total: Personnel	75	-	-	1,745	-	-	-
<b>Supplies</b>								
42210	Operating Supplies	718	1,140	800	800	800	-	0.00%
42310	Repair/Maintenance Supplies	79	1,359	100	100	100	-	0.00%
42410	Small Tools & Minor Equipment	125	211	100	485	2,100	2,000	2000.00%
42960	Recreational Supplies	2,777	5,729	6,180	5,795	6,000	(180)	-2.91%
	Total: Supplies	3,699	8,439	7,180	7,180	9,000	1,820	25.35%
<b>Services</b>								
43011	Contractual Services	26,543	37,172	40,475	40,475	42,434	1,959	4.84%
43019	Software Maintenance	160	-	-	-	-	-	-
43026	Software Licensing	-	160	100	100	130	30	30.00%
43110	Communications	1,804	1,849	2,600	2,700	2,600	-	0.00%
43210	Transportation/Subsistence	-	-	-	200	-	-	-
43220	Car Allowance	2	-	-	200	-	-	-
43510	Insurance/Litigation Fund Premiums	2,819	3,255	4,046	4,046	3,885	(161)	-3.98%
43610	Utilities	12,308	12,810	13,905	13,905	14,322	417	3.00%
43780	Buildings/Grounds Maintenance	727	1,784	400	400	1,900	1,500	375.00%
43920	Dues and Subscriptions	132	131	78	78	100	22	28.21%
43960	Recreational Program Expenses	2,675	2,400	4,500	4,500	4,500	-	0.00%
	Total: Services	47,170	59,561	66,104	66,604	69,871	3,767	5.70%
<b>Capital Outlay</b>								
48630	Improvements Other Than Buidlings	-	18,721	50,000	41,840	-	(50,000)	-100.00%
48720	Minor Office Furniture	609	618	-	5,915	-	-	-
48740	Minor Machinery & Equipment	1,128	4,414	-	-	-	-	-
48755	Minor Recreational Equipment	879	1,066	620	620	1,500	880	141.94%
	Total: Capital Outlay	2,616	24,819	50,620	48,375	1,500	(49,120)	-97.04%
<b>Interdepartmental Charges</b>								
61990	Admin Service Fee	1,339	2,320	3,098	3,054	2,009	(1,045)	-34.22%
	Total: Interdepartmental Charges	1,339	2,320	3,098	3,054	2,009	(1,045)	-34.22%
<b>Department Total</b>		<b>\$ 54,899</b>	<b>\$ 95,139</b>	<b>\$ 127,002</b>	<b>\$ 126,958</b>	<b>\$ 82,380</b>	<b>\$ (44,578)</b>	<b>-35.10%</b>

**Line-Item Explanations**

**42410 Small Tools & Minor Equipment.** Increase for replacement of failing appliances.

**43011 Contractual Services.** Contract with City of Seldovia for administrative, program services, and janitorial services at the Sea Otter Community Center. Budget reflects a 3% COLA for the coordinator position. Budget also reflects ARPA General Liability Insurance through the City of Seldovia (\$42,434).

**43026 Software Licensing.** Microsoft Office subscription (\$130).

**43510 Insurance and Litigation Fund Premiums.** General property and liability insurance increased premium.

**43780 Buildings and Grounds Maintenance.** Funds to support quarterly chargebacks of Borough maintenance of the SOCC and installation estimate to replace the timeworn front door.

**48630 Improvements Other than Buildings.** Decrease due to completion of one-time projects, roof repair, flooring replacement, and Waterfront Ice Rink.

**48755 Minor Recreational Equipment.** Replacement liner for ice rink (\$1,500).

**61990 Admin Service Fee.** The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services.

## ***Road Improvement Funds***

The Road Service Area has four (4) funds; the Road Service Area Fund, the Engineer's Estimate Fund, the RIAD Match Fund, and the Road Service Area Capital Improvement Fund. A listing and summary of each fund is shown below.

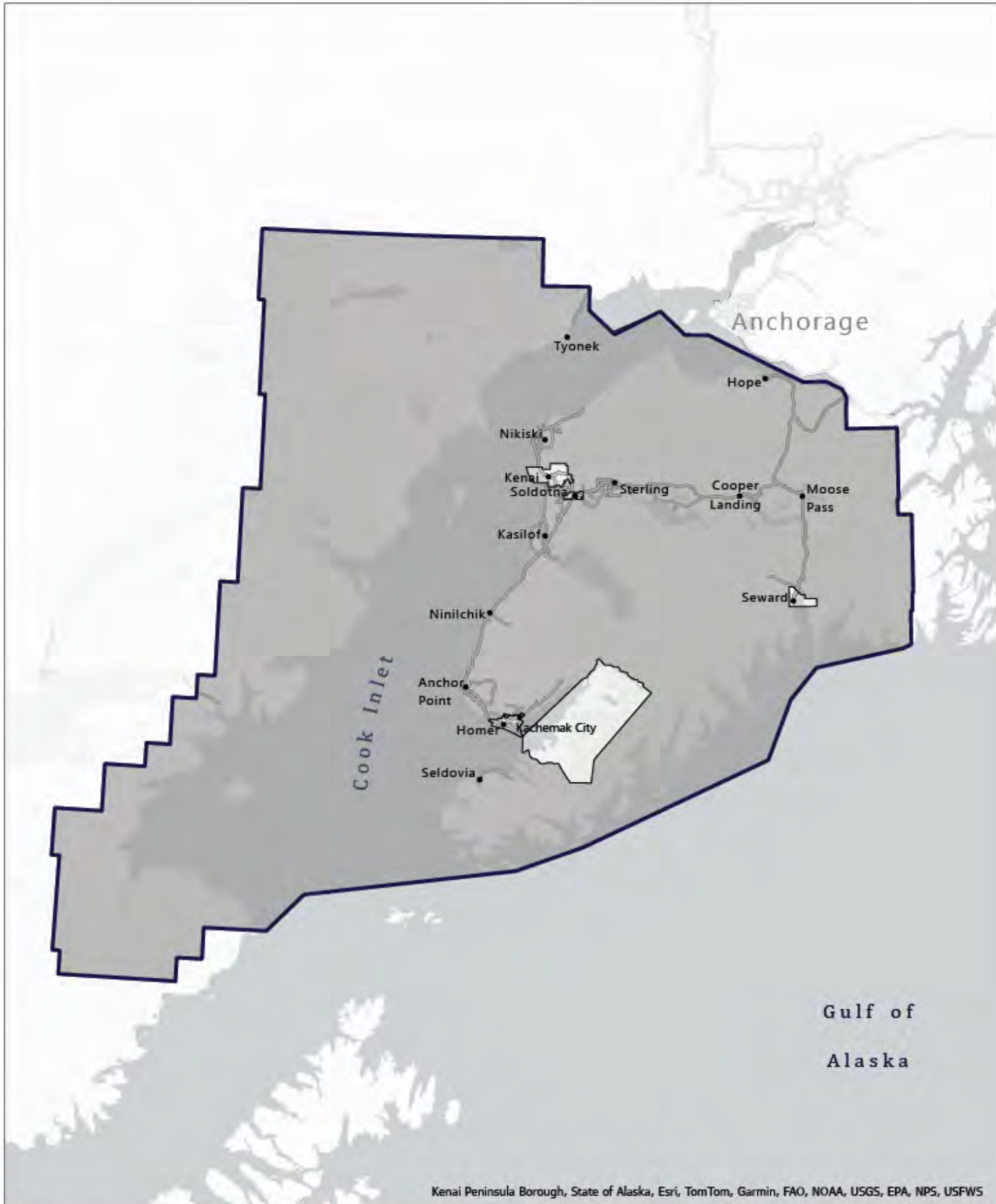
The major source of revenue for Road Service Area Fund is property taxes, with additional funding provided through state grants and interest earnings. The road service area encompasses all areas outside the city limits of Soldotna, Kenai, Homer, Seward, Seldovia, and the area on the south side of Kachemak Bay. There are currently 6.75 permanent employees.

**Road Service Area Fund** – this fund provides summer and winter road maintenance on roads within the Road Service Area, administers the right-of-way permit system, administers a dust control program, and oversees the abandoned vehicle removal policy. This fund also provides funding to the Road Service Area Capital Project Fund, the Engineer's Estimate Fund, and the RIAD Match Fund. The Borough contracts out all road maintenance.

**Engineer's Estimate Fund** – this fund provides funding for preliminary engineering costs associated with estimating the total project cost for road improvement assessment districts pursuant to KPB 14.31 to assess viability.

**RIAD Match Fund** – this fund provides funding to defray costs associated with road improvement assessment districts. Borough policy allows for up to 50% funding for local or internal subdivision road improvements and up to 70% funding for improvement to collector roads.

**Road Service Area Capital Improvement Fund** – this fund accounts for major repairs of Borough roads and is funded by contributions from the road service area operating fund, grants, and interest earnings. Detailed expenditures of this fund are in the Capital Improvement Fund section of this document, see pages 344-345, 350-351, 363-364, and 398-402.



Kenai Peninsula Borough  
**Road Service Area**





## **Road Service Area**

Four road maintenance service areas were established in 1982 after voter approval. During fiscal year 1991-92 the Borough Assembly consolidated the four areas into one borough-wide area for greater efficiency. A seven-member board, with at least one representative from each service area and two at-large members, is appointed by the Mayor and confirmed by the Assembly for three-year terms. The Roads Director and 5.75 staff members oversee the maintenance of over 661.5 miles (98% gravel and 2% paved) of roads within the Road Service Area.

The mill levy for fiscal year 2026 is set at 1.30 mills. Revenue is raised through property taxes.

### **Board Members**

Terry Fraley  
Heidi Covey  
James Fellman  
Ed Holsten  
Michele Hartline  
William Clarke  
Kathryn Thomas

**Mill Rate:** 1.30

**Population:** 39,730

**Square Miles:** 24,131

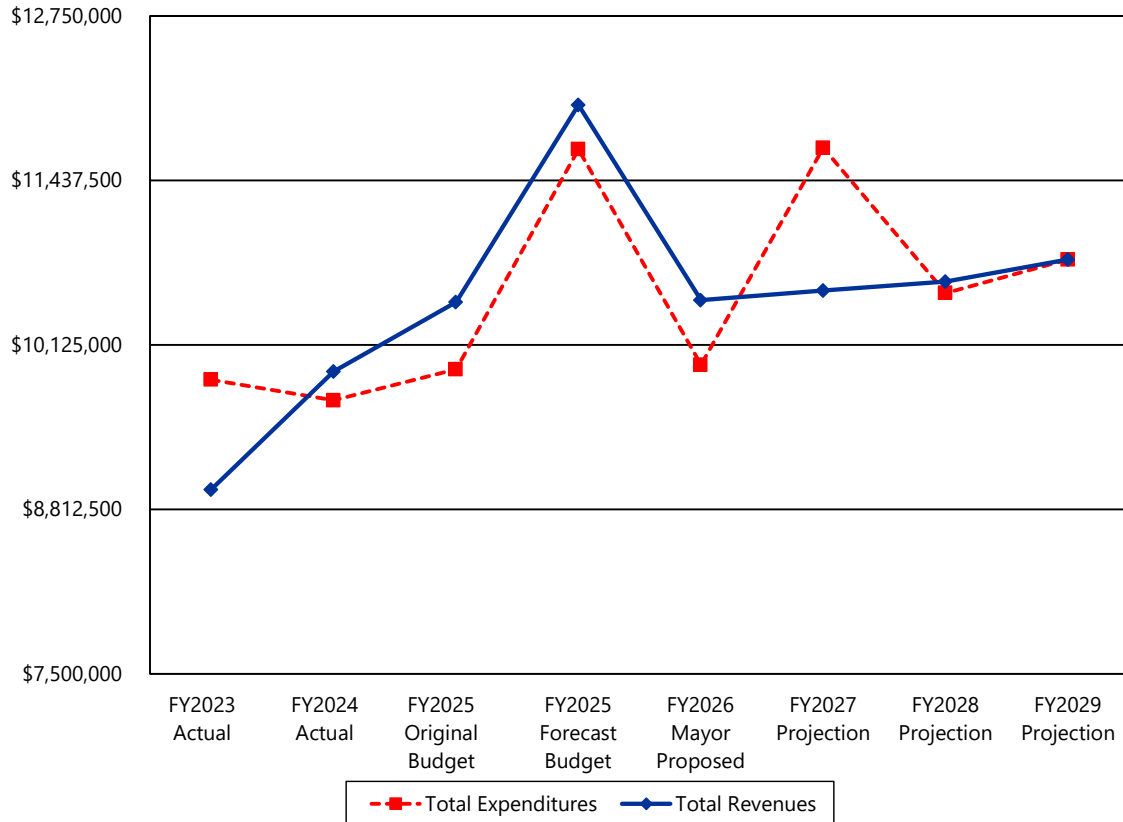




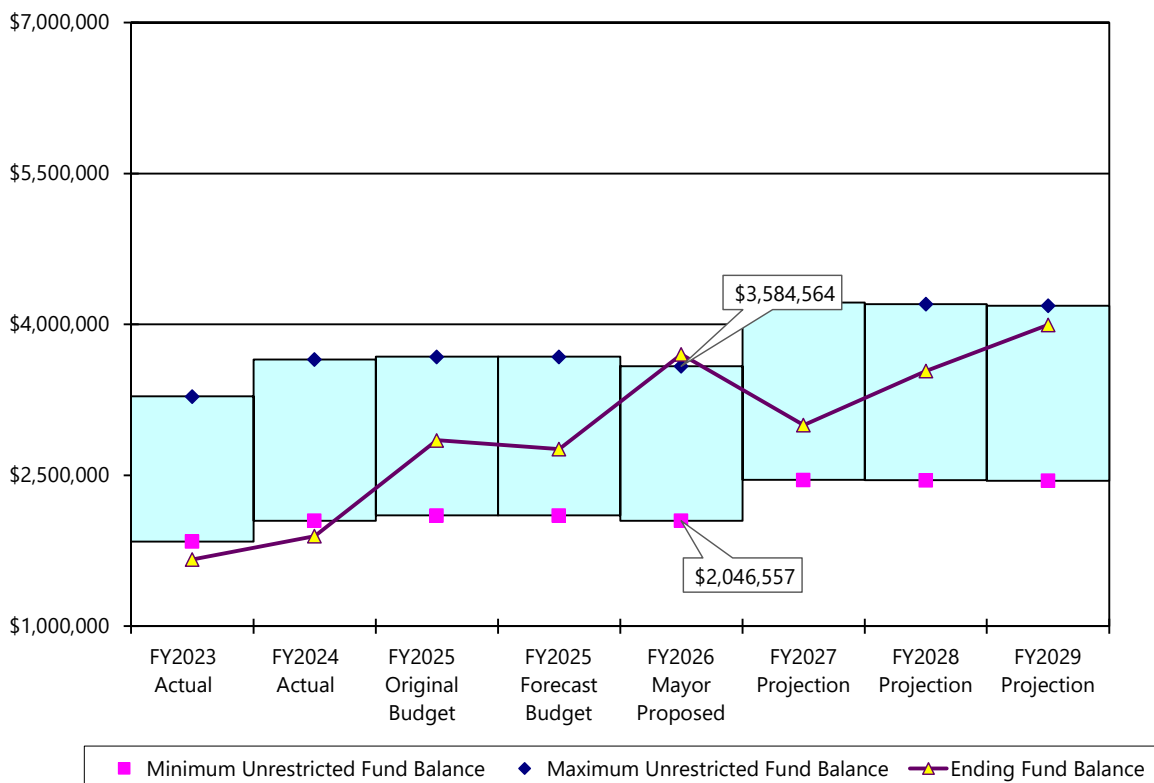
# Fund: 236 Road Service Area - Budget Projection

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original	Forecast	Mayor	Projection	Projection	Projection
			Budget	Budget	Proposed			
Taxable Value (000's)								
Real	4,549,968	5,073,488	5,516,347	5,518,509	5,991,085	6,050,996	6,111,506	6,233,736
Personal	204,488	215,066	236,247	244,561	254,083	256,624	259,190	261,782
Oil & Gas (AS 43.56)	1,451,221	1,522,296	1,574,325	1,574,325	1,624,895	1,624,895	1,624,895	1,624,895
	6,205,677	6,810,850	7,326,919	7,337,395	7,870,063	7,932,515	7,995,591	8,120,413
Mill Rate	1.40	1.40	1.40	1.40	1.30	1.30	1.30	1.30
Revenues:								
Property Taxes								
Real	\$ 6,339,270	\$ 7,046,602	\$ 7,722,886	\$ 7,725,913	\$ 7,788,411	\$ 7,866,295	\$ 7,944,958	\$ 8,103,857
Personal	285,607	300,465	324,131	335,538	323,702	326,939	330,208	333,510
Oil & Gas (AS 43.56)	2,031,710	2,131,214	2,204,055	2,204,055	2,112,364	2,112,364	2,112,364	2,112,364
Interest	19,269	19,234	20,502	19,038	20,449	20,611	20,775	21,099
Flat Tax	49,600	51,292	44,817	44,817	44,817	45,713	46,627	47,560
Motor Vehicle Tax	110,892	110,045	111,715	118,218	110,469	112,678	114,932	117,231
Total Property Taxes	8,836,348	9,658,852	10,428,106	10,447,579	10,400,212	10,484,600	10,569,864	10,735,621
Federal Revenue	-	-	-	1,515,000	-	-	-	-
State Revenue	16,427	18,510	-	-	-	-	-	-
Interest Earnings	101,564	235,222	38,603	78,000	82,782	74,031	59,981	70,709
Other Revenues	17,188	900	-	-	-	-	-	-
Total Revenues	8,971,527	9,913,484	10,466,709	12,040,579	10,482,994	10,558,631	10,629,845	10,806,330
Total Revenues and Operating Transfers	8,971,527	9,913,484	10,466,709	12,040,579	10,482,994	10,558,631	10,629,845	10,806,330
Expenditures:								
Personnel	998,301	1,137,133	1,202,192	1,242,665	1,193,949	1,217,828	1,248,274	1,285,722
Supplies	74,082	72,203	66,255	66,255	67,255	68,600	69,972	71,371
Services	5,983,076	6,074,492	6,128,302	6,278,366	6,250,158	6,406,412	6,566,572	6,730,736
Capital Outlay	4,464	4,743	5,943	1,520,998	3,729	3,804	3,880	3,958
Interdepartmental Charges	176,087	182,214	185,067	185,067	229,143	233,681	238,355	243,122
Total Expenditures	7,236,010	7,470,785	7,587,759	9,293,351	7,744,234	7,930,325	8,127,053	8,334,909
Operating Transfers To:								
Special Revenue Funds	12,000	12,000	22,550	72,550	22,550	1,512,000	102,000	102,000
Capital Project Fund	2,600,000	2,200,000	2,320,000	2,320,000	2,200,000	2,255,000	2,311,375	2,369,159
Total Operating Transfers	2,612,000	2,212,000	2,342,550	2,392,550	2,222,550	3,767,000	2,413,375	2,471,159
Total Expenditures and Operating Transfers	9,848,010	9,682,785	9,930,309	11,685,901	9,966,784	11,697,325	10,540,428	10,806,068
Net Results From Operations	(876,483)	230,699	536,400	354,678	516,210	(1,138,694)	89,417	262
Projected Lapse	-	-	417,327	511,134	425,933	436,168	446,988	458,420
Change in Fund Balance	(876,483)	230,699	953,727	865,812	942,143	(702,526)	536,405	458,682
Beginning Fund Balance	2,539,388	1,662,905	1,893,604	1,893,604	2,759,416	3,701,559	2,999,033	3,535,438
Ending Fund Balance	\$ 1,662,905	\$ 1,893,604	\$ 2,847,331	\$ 2,759,416	\$ 3,701,559	\$ 2,999,033	\$ 3,535,438	\$ 3,994,120

### Road Service Area Revenues and Expenditures



### Road Service Area Ending Fund Balance



## Department Function

**Fund 236**

**Road Service Area**

**Dept 33950**

### Mission

Maintain safe and accessible roads within the KPB Road Service Area while reacting to ever-changing weather conditions throughout the region. Continue to provide the highest level of road maintenance possible within the limits of service area funding. Striving to prevent budgetary impacts that would pass on additional burden to taxpayers in the form of an increased RSA mill rate.

### Program Description:

- Winter road maintenance includes plowing snow, serratation and/or sanding of ice-covered roads, thawing culverts to aid drainage, and "winging" ditches to maintain the width of the travel way.
- Summer road maintenance includes grading and shaping roads, clearing brush, ditching, replacing lost gravel, placing culverts to improve drainage, applying dust control, making pavement repairs and other tasks as time and available funds allow.

### Major Long-Term Issues and Concerns:

- Continue to address code compliance issues throughout the borough.
- Securing qualified road maintenance contractors and closely monitor and report on work performance.
- Increase the current level of road maintenance by finding efficiencies within the department and partnering with contractors to do the same.
- Upgrading existing "grandfathered" roads with maintenance funds due to lack of capital funding via grants.
- Rehabilitating roads and bridges, decreasing maintenance costs by making it easier for equipment to service.

### FY2025 Accomplishments:

- Continued work with GIS, IT and Purchasing/Contracting to produce a public notification system to help inform residents of project impacts and to promote cooperative involvement.
- Incorporated new fillable forms created in FY24 into the new KPB website, creating additional ease of use for the public.
- Performed a test project, utilizing E1 gravel on a high traffic roadway. This test is to confirm improved road surface integrity and resistance to degradation; which would reduce maintenance costs. Currently diagnosing impacts. Fall '24 went very well. Awaiting spring thaw for final verdict.
- Continued work with GIS toward refining field mapping tools to produce an improved infrastructure record to better support incident reporting.
- Continued to work with Code Compliance to resolve Right-of-Way issues; Code revisions are drafted and review process with Legal is underway.

- Investigated over 130 Right-of-Way conflict complaints with some leading to citation.
- Dedicated approximately 320 labor hours to Right-of-Way enforcement efforts.
- Added road service unit North 6 to our maintenance program – North Road extension 8 miles.
- Shifted the rotational maintenance schedule of our brushing contracts to involve whole units rather than piece-meal. This will greatly simplify the public notification process through the viewer portal that GIS has developed.

### FY2026 New Initiatives:

- Work with IT to build upon the new KPB website to create a streamlined department web resource that communicates and promotes our mission, while providing the public a set of tools that add value and are simple to use, including providing clear rotational service announcements detailing road status and safety issues.
- Continue working with the Planning department to consolidate KPB permitting forms, supported by automated routing mechanisms.
- Continue to work with GIS to improve mapping tools for documenting maintenance concerns, new road improvements and road maintenance inspections in the field. A part of this is development of "offline" abilities for areas without network service.
- Work with IT to develop a new "Road Tracking" database platform that additionally supports tracking of issue associated with unmaintained and undeveloped ROW sections.
- Continue working with Purchasing/Contracting to develop new strategies for promoting road improvements, potentially utilizing the KPB road standard and an engineer involved design/build process to address targeted road issues more economically than employing the traditional CIP process.
- Complete draft review of Right-of-Way code changes. The department is spending a lot of money on repeated towing associated with: initial impound, shuffling of impounded vehicles and transporting to disposal. The RSA is looking to create a mechanism in code that allows to "notice in place". This would limit towing to only the disposal phase of the process.
- Draft code process to deal with consistent encroachment and impound burdens associated with specific nuisance properties. Currently the process is strictly tied to ownership of the encroaching object and not the property.

<p style="text-align: center;"><b>Department Function</b></p> <p><b>Fund 236</b></p> <p><b>Dept 33950</b></p>		<p style="text-align: center;"><b>Road Service Area - Continued</b></p>
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**Performance Measures:**

**Priority:** Fiscal Health

**Goal:** Absorption of increased operating costs where possible to enable the department to stay within the current 1.4 mill funding level.

**Objective:** Control public expense by maintaining current mill rate, and keeping expenditures as prudent as possible without reduction of current services.

Staffing, Mill Rate and Miles	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	6.15	6.75	6.75	6.75
Mill Rate	1.4	1.4	1.4	1.33
Number of Miles Maintained	649.9	650.4	659.5	661.5

Maintenance Cost per Mile by Region	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
North (127.7 Miles)	\$4,175	\$6,923	\$4,175	\$5,270	\$5,500
South (114.1 Miles)	\$8,727	\$8,416	\$8,727	\$9,120	\$9,300
East (39.3 Miles)	\$16,660	\$17,182	\$16,660	\$17,700	\$18,000
West (194.7 Miles)	\$4,900	\$5,303	\$4,900	\$5,140	\$5,250
Central (183.7 Miles)	\$4,600	\$4,530	\$4,600	\$4,550	\$4,700

**Priority:** Improve Public Service

**Goal:** Ensure maintenance service is as timely as possible, and that the public is made better aware of adopted RSA maintenance policies.

**Objective:**

1. Improve roads through brushing, ditching, and other maintenance & capital projects to enhance safety, and reduce overall expenditures needed to care for borough roads.
2. Enhance Road Service Area public profile through improved public outreach.
3. Improve roads/driving conditions by eliminating safety hazards and obstructions that prevent road maintenance, interruption to traffic flow, and prevention of emergencies services.
4. Enhance Road Service Area public profile through responding to public complaints (Customer Service).

Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Applied Calcium Chloride Application by Mile	200	150	232	195	235
Brushing by Mile	260	245	252	287	280
Right-of-Way Permits Processed	175	214	200	215	200
Abandoned/Junk Vehicles	75	130	130	110	100
Unauthorized Encroachments	15	20	20	15	20
Enforcement Labor Hours	700	652	348	320	400

**Kenai Peninsula Borough  
Budget Detail**

**Fund 236**

**Department 33950 - Road Service Area**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 473,616	\$ 552,997	\$ 585,445	\$ 608,078	\$ 610,876	\$ 25,431	4.34%
40120	Temporary Wages	-	-	26,999	26,999	34,499	7,500	27.78%
40130	Overtime Wages	43,516	44,668	67,794	67,794	54,712	(13,082)	-19.30%
40210	FICA	44,488	51,227	60,218	61,956	62,061	1,843	3.06%
40221	PERS	143,512	160,650	147,818	152,797	150,709	2,891	1.96%
40321	Health Insurance	204,948	231,828	229,320	238,023	193,000	(36,320)	-15.84%
40322	Life Insurance	747	889	839	881	876	37	4.41%
40410	Leave	87,474	94,874	83,759	86,137	87,216	3,457	4.13%
Total: Personnel		998,301	1,137,133	1,202,192	1,242,665	1,193,949	(8,243)	-0.69%
<b>Supplies</b>								
42020	Signage Supplies	21,944	16,740	20,000	16,450	20,000	-	0.00%
42120	Computer Software	1,962	492	500	500	500	-	0.00%
42210	Operating Supplies	2,977	4,604	3,500	3,650	3,500	-	0.00%
42230	Fuel, Oils and Lubricants	35,830	33,798	35,000	35,000	35,000	-	0.00%
42250	Uniforms	120	-	255	255	255	-	0.00%
42310	Repair/Maintenance Supplies	152	119	500	500	500	-	0.00%
42360	Motor Vehicle Supplies	8,926	7,564	4,500	6,900	4,500	-	0.00%
42410	Small Tools & Minor Equipment	2,171	8,886	2,000	3,000	3,000	1,000	50.00%
Total: Supplies		74,082	72,203	66,255	66,255	67,255	1,000	1.51%
<b>Services</b>								
43011	Contractual Services	102,186	131,242	114,000	114,000	114,000	-	0.00%
43019	Software Maintenance	576	50	-	52	-	-	-
43026	Software Licensing	-	360	2,360	2,308	1,360	(1,000)	-42.37%
43110	Communications	7,782	8,298	9,000	9,053	9,000	-	0.00%
43140	Postage and Freight	1,526	711	2,000	2,000	2,000	-	0.00%
43210	Transportation/Subsistence	4,023	4,146	5,990	5,990	6,046	56	0.93%
43220	Car Allowance	3,207	4,180	3,600	3,611	3,600	-	0.00%
43310	Advertising	2,541	2,497	5,500	5,500	2,600	(2,900)	-52.73%
43410	Printing	-	-	40	40	40	-	0.00%
43510	Insurance/Litigation Fund Premiums	28,119	28,000	25,217	25,217	24,225	(992)	-3.93%
43610	Utilities	6,750	7,001	6,390	6,390	6,582	192	3.00%
43720	Equipment Maintenance	1,340	1,275	1,500	1,500	1,500	-	0.00%
43750	Vehicle Maintenance	4,041	578	7,500	7,500	4,000	(3,500)	-46.67%
43780	Buildings/Grounds Maintenance	375	-	-	-	-	-	-
43810	Rents and Operating Leases	1,000	-	-	-	-	-	-
43920	Dues and Subscriptions	214	76	205	205	205	-	0.00%
43951	Road Binding Treatment	737,350	641,501	745,000	745,000	745,000	-	0.00%
43952	Road Maintenance	5,082,046	5,244,577	5,200,000	5,200,000	5,330,000	130,000	2.50%
49311	Design Service	-	-	-	150,000	-	-	-
Total: Services		5,983,076	6,074,492	6,128,302	6,278,366	6,250,158	121,856	1.99%
<b>Capital Outlay</b>								
48120	Major Office Equipment	2,120	-	-	1,630	-	-	100.00%
48630	Improvements Other Than Buildings	-	-	-	1,515,055	-	-	-
48710	Minor Office Equipment	2,344	2,378	5,943	4,313	3,229	(2,714)	-45.67%
48720	Minor Office Furniture	-	-	-	-	500	500	-
48740	Minor Machinery & Equipment	-	2,365	-	-	-	-	-
Total: Capital Outlay		4,464	4,743	5,943	1,520,998	3,729	(2,214)	-37.25%
<b>Transfers</b>								
50237	Engineers Estimate Fund	12,000	12,000	22,550	72,550	22,550	-	0.00%
50434	Road Service Area Capital Projects	2,600,000	2,200,000	2,320,000	2,320,000	2,200,000	(120,000)	-5.17%
Total: Transfers		2,612,000	2,212,000	2,342,550	2,392,550	2,222,550	(120,000)	-5.17%

**Kenai Peninsula Borough  
Budget Detail**

**Fund 236**

**Department 33950 - Road Service Area - Continued**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Interdepartmental Charges</b>							
60000 Charges (To) From Other Depts.	-	-	-	-	40,259	40,259	-
61990 Admin Service Fee	176,087	182,214	185,067	185,067	188,884	3,817	2.06%
Total: Interdepartmental Charges	176,087	182,214	185,067	185,067	229,143	44,076	23.82%
<b>Department Total</b>	<b>\$ 9,848,010</b>	<b>\$ 9,682,785</b>	<b>\$ 9,930,309</b>	<b>\$ 11,685,901</b>	<b>\$ 9,966,784</b>	<b>\$ 36,475</b>	<b>0.37%</b>

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: 1 Roads Director, 1 Lead Inspector 3 Road Inspectors, and 1.75 Administrative Assistants.

**40120 Temporary Wages.** Temporary personnel will be used in fieldwork. Primary fieldwork will be sign installation, road brushing, tree removal, and culvert marker installation.

**40130 Overtime Wages.** Overtime while on call on the weekend, after normal business hours, after hour meetings, and sign installation.

**42410 Small Tools & Minor Equip.** Increased by an amount to better align with historical needs.

**43011 Contract Services.** Abandoned vehicle removal from Borough right-of-ways and ROW encroachments enforcement (\$80,000), steam thaw, tree removal, and culvert clearing (\$30,000), and janitorial services (\$4,000)

**43026 Software Licensing.** Decrease due to Granicus' one-time cost for platform implementation being completed. Granicus meetings platform (\$1,000), Zoom (\$260), and OtterAI (\$100).

**43210 Transportation/Subsistence.** Mileage costs for road inspectors.

**43310 Advertising.** Decrease due to reduction in required advertising associated with contracting.

**43750 Vehicle Maintenance.** Anticipated decrease due to new vehicles being purchased. New vehicles require less maintenance.

**43952 Road Maintenance.** Increase due to annual CPI and in anticipation of increases due to contract renewals.

**48710 Minor Office Equipment.** Reduced following the acquisition of RSA Board equipment in FY25. Three replacement standard desktop computers (\$909 each), two standard monitors (\$230 each) and one soundbar (\$42).

**48720 Minor Office Furniture.** Replacement office chair (\$500).

**50237 Engineer's Estimate Fund.** Annual transfer to estimate fund that is used for projects that require initial engineering to estimate long term project cost.

**50238 RIAD Match Fund.** Potential RIAD match projects remain in queue, representing yet undetermined obligation.

**50434 Transfer to Capital Projects Fund.** Annual transfer to long-term capital projects fund. See capital project section of this document.

**60000 Charges (To) From Other Depts.** This reflects a (\$40,259) charge back for up to 25% of the SBCFSA Manager's salary for Road Service Area purposes.

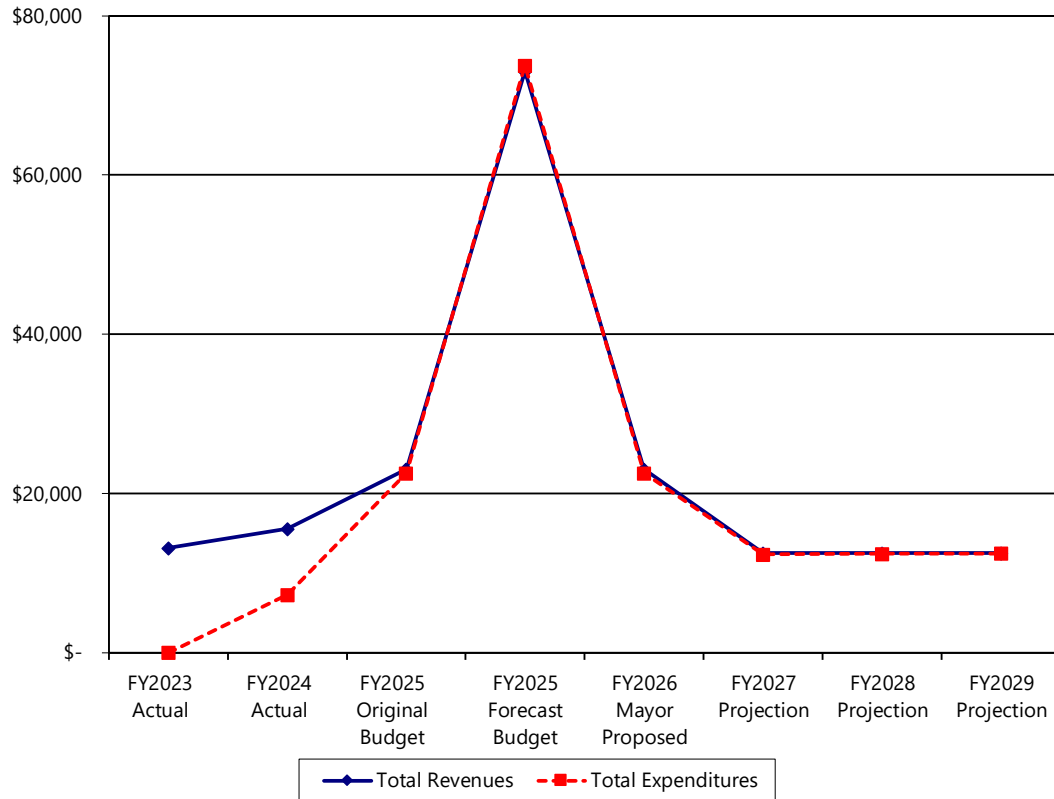
**61990 Admin Service Fee.** The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The FY2026 amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

**For capital projects information on this department - See the Capital Projects Section - Pages 344-345, 350-351, 363-364, 398-402**

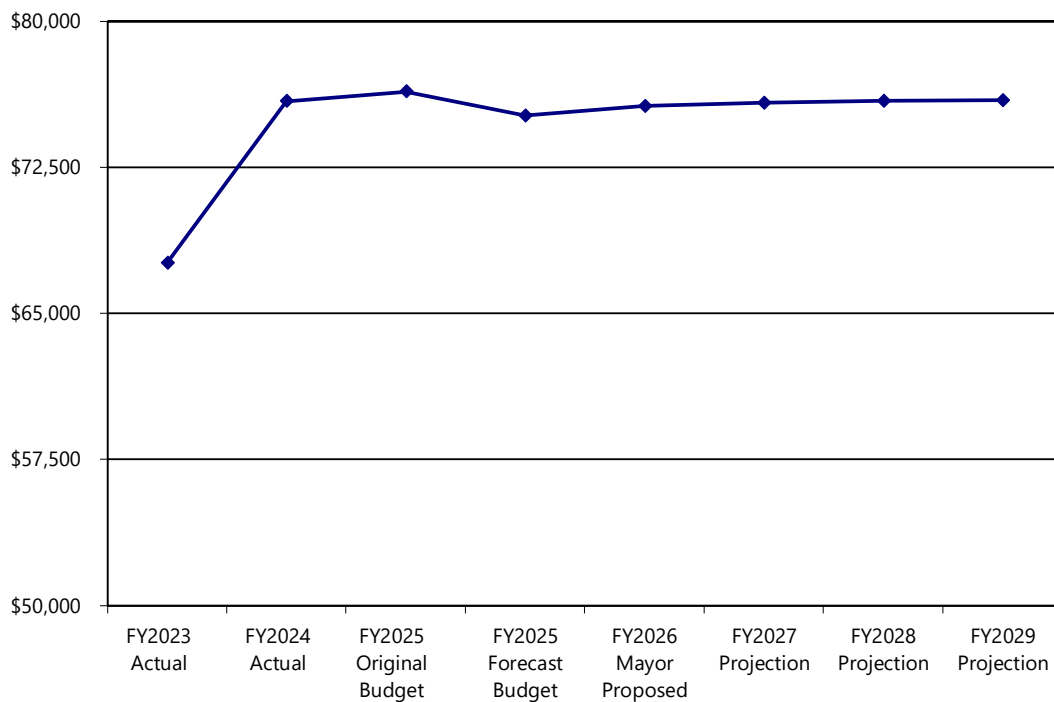
## Fund: 237 Engineer's Estimate Fund

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original	Forecast	Mayor	Projection	Projection	Projection
			Budget	Budget	Proposed			
Revenues:								
Interest Earnings	\$ 1,144	\$ 3,592	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500	\$ 500
Total Revenues	1,144	3,592	500	500	500	500	500	500
Operating Transfers From:								
Special Revenue Fund	12,000	12,000	22,550	72,550	22,550	12,000	12,000	12,000
Total Operating Transfer	12,000	12,000	22,550	72,550	22,550	12,000	12,000	12,000
Total Revenues and Operating Transfers	13,144	15,592	23,050	73,050	23,050	12,500	12,500	12,500
Expenditures:								
Personnel	-	-	2,000	2,000	2,000	2,040	2,091	2,154
Services	-	7,122	20,000	70,000	20,000	10,000	10,000	10,000
Interdepartmental Charges	-	178	550	1,800	550	301	302	304
Total Expenditures	-	7,300	22,550	73,800	22,550	12,341	12,393	12,458
Net Results From Operations	13,144	8,292	500	(750)	500	159	107	42
Change in Fund Balance	13,144	8,292	500	(750)	500	159	107	42
Beginning Fund Balance	54,457	67,601	75,893	75,893	75,143	75,643	75,802	75,909
Ending Fund Balance	\$ 67,601	\$ 75,893	\$ 76,393	\$ 75,143	\$ 75,643	\$ 75,802	75,909	\$ 75,951

### Engineer's Estimate Fund Revenues and Expenditures



### Engineer's Estimate Fund Ending Fund Balance





**Kenai Peninsula Borough  
Budget Detail**

**Fund 237**

**Department 33950 - Engineer's Estimate Fund**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ -	\$ -	\$ 1,320	\$ 1,320	\$ 1,320	\$ -	0.00%
40210	FICA	-	-	80	80	80	-	0.00%
40221	PERS	-	-	300	300	300	-	0.00%
40321	Health Insurance	-	-	298	298	298	-	0.00%
40322	Life Insurance	-	-	2	2	2	-	0.00%
Total: Personnel		-	-	2,000	2,000	2,000	-	0.00%
<b>Services</b>								
43011	Contractual Services	-	7,122	20,000	70,000	20,000	-	0.00%
Total: Services		-	7,122	20,000	70,000	20,000	-	0.00%
<b>Interdepartmental Charges</b>								
61990	Admin Service Fee	-	178	550	1,800	550	-	0.00%
Total: Interdepartmental Charges		-	178	550	1,800	550	-	0.00%
<b>Department Total</b>		\$ -	\$ 7,300	\$ 22,550	\$ 73,800	\$ 22,550	\$ -	0.00%

**Line-Item Explanations**

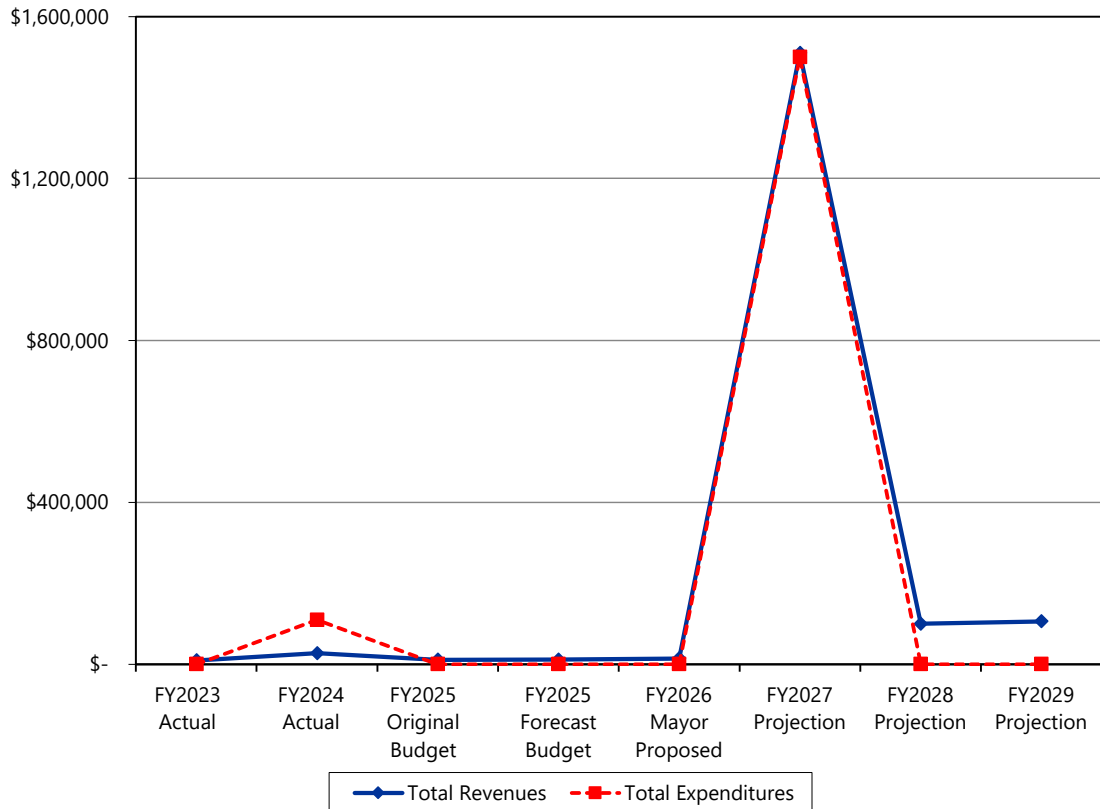
**43011 Contractual Services.** Contingency funding for projects that require preliminary cost estimates.

**61990 Admin Service Fee.** The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The FY2026 amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

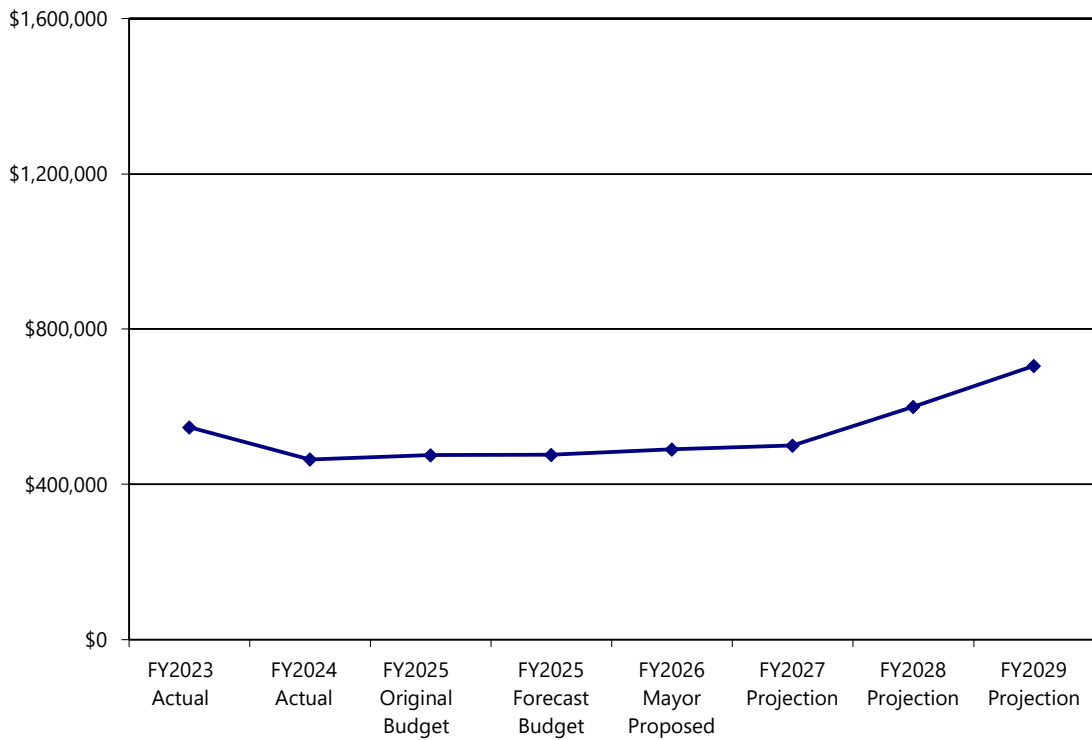
## Fund: 238 RIAD Match Fund - Budget Projection

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original	Forecast	Mayor	Projection	Projection	Projection
			Budget	Budget	Proposed			
Revenues:								
Interest Earnings	\$ 9,255	\$ 27,061	\$ 11,153	\$ 11,237	\$ 14,272	\$ 9,800	\$ 9,996	\$ 15,745
Total Revenues	9,255	27,061	11,153	11,237	14,272	9,800	9,996	15,745
Operating Transfers From:								
Special Revenue Fund	-	-	-	-	-	1,500,000	90,000	90,000
Total Operating Transfer	-	-	-	-	-	1,500,000	90,000	90,000
Total Revenues and Operating Transfers	9,255	27,061	11,153	11,237	14,272	1,509,800	99,996	105,745
Expenditures:								
Transfers	-	109,261	-	-	-	1,500,000	-	-
Total Expenditures	-	109,261	-	-	-	1,500,000	-	-
Total Expenditures and Operating Transfers	-	109,261	-	-	-	1,500,000	-	-
Net Results From Operations	9,255	(82,200)	11,153	11,237	14,272	9,800	99,996	105,745
Change in Fund Balance	9,255	(82,200)	11,153	11,237	14,272	9,800	99,996	105,745
Beginning Fund Balance	537,441	546,696	464,496	464,496	475,733	490,005	499,805	599,801
Ending Fund Balance	\$ 546,696	\$ 464,496	\$ 475,649	\$ 475,733	\$ 490,005	\$ 499,805	\$ 599,801	\$ 705,546

### RIAD Match Fund Revenues and Expenditures



### RIAD Match Fund Ending Fund Balance



**Kenai Peninsula Borough  
Budget Detail**

**Fund 238**

**Department 33950 - RIAD Match Fund**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>								
43011	Contractual Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
	Total: Services	-	-	-	-	-	-	-
<b>Transfers</b>								
50830	RIAD Projects	-	109,261	-	-	-	-	-
	Total: Transfers	-	109,261	-	-	-	-	-
<b>Interdepartmental Charges</b>								
61990	Admin Service Fee	-	-	-	-	-	-	-
	Total: Transfers	-	-	-	-	-	-	-
<b>Department Total</b>		\$ -	\$ 109,261	\$ -	\$ -	\$ -	\$ -	0.00%

**Line-Item Explanations**

**43011 Contractual Services.** There are two RIADs in process currently, but are not yet to an engineer estimate status. Contribution will be determined and funded through appropriation once project numbers are determined.

**61990 Admin Service Fee.** The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services. The FY2026 amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

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## **Education Special Revenue Funds**

The Borough has two (2) Special Revenue Funds that have been established for school purposes: the School Fund and the Postsecondary Education Fund.

### **School Funded**

The School Fund records activity associated with operational funding the Borough provides the Kenai Peninsula Borough School District. Operational funding for the FY2026 budget year is \$57,634,015.

Operational funding for the school district is appropriated as follows: \$42,153,164 for local effort and in-kind of \$15,480,851 consisting of \$9,688,754 for maintenance, \$81,600 for utilities, \$5,398,898 for property, liability insurance and worker's compensation, \$166,908 for audit cost, and \$144,691 for custodial services. The Borough controls the budget for in-kind expenditures; local effort is controlled by the School District.

Revenue for the School Fund is provided by the Borough's General Fund and is generated from sales tax, property taxes and other revenue sources. The Borough's 3% sales tax is dedicated for schools.

In addition to operational funding, the Borough also provides funding of \$4,948,328 for school related debt of which \$1,795,380 is expected to be reimbursed from the State of Alaska, and \$4,100,000 for school district capital projects. Total funding provided for school purposes is \$64,886,963. Total funding for schools represents approximately **63%** of the Borough's General Fund budget; sales tax revenues provide approximately **74%** of the Borough's funding provided for schools, the balance comes from property taxes and other revenue sources.

### **Key Measures**

	FY23 <u>Actual</u>	FY24 <u>Actual</u>	FY25 <u>Estimated</u>	FY26 <u>Projected</u>
# of students	8,370	8,301	8,230	8,125
Operational Funding				
Funding from sales tax	\$ 42,650,831	\$ 47,547,330	\$ 47,500,000	\$ 47,975,000
Funding from property tax	9,913,454	7,093,212	9,257,880	9,659,015
Federal Funding	-	-	-	-
Total funding	\$ 52,564,285	\$ 54,640,542	\$ 56,757,880	\$ 57,634,015
Mill rate equivalent in funding	5.89	5.61	5.40	5.09
Borough funding per student	\$ 6,280	\$ 6,582	\$ 6,896	\$ 7,093
Non Operational Funding:				
School capital projects	\$ 5,250,000	\$ 4,000,000	\$ 5,050,000	\$ 4,100,000
School Debt Service (net of State payment)	1,489,786	3,145,232	3,151,310	3,152,948
Total Borough Funding	\$ 59,304,071	\$ 61,785,774	\$ 64,959,190	\$ 64,886,963
Total mill rate equivalent in funding	6.92	6.53	6.35	5.89
Total mill rate equivalent in funding (net of debt reimbursement from State)	6.65	6.34	6.18	5.73
Equivalent mill rate, net of sales tax	1.87	1.46	1.66	1.49

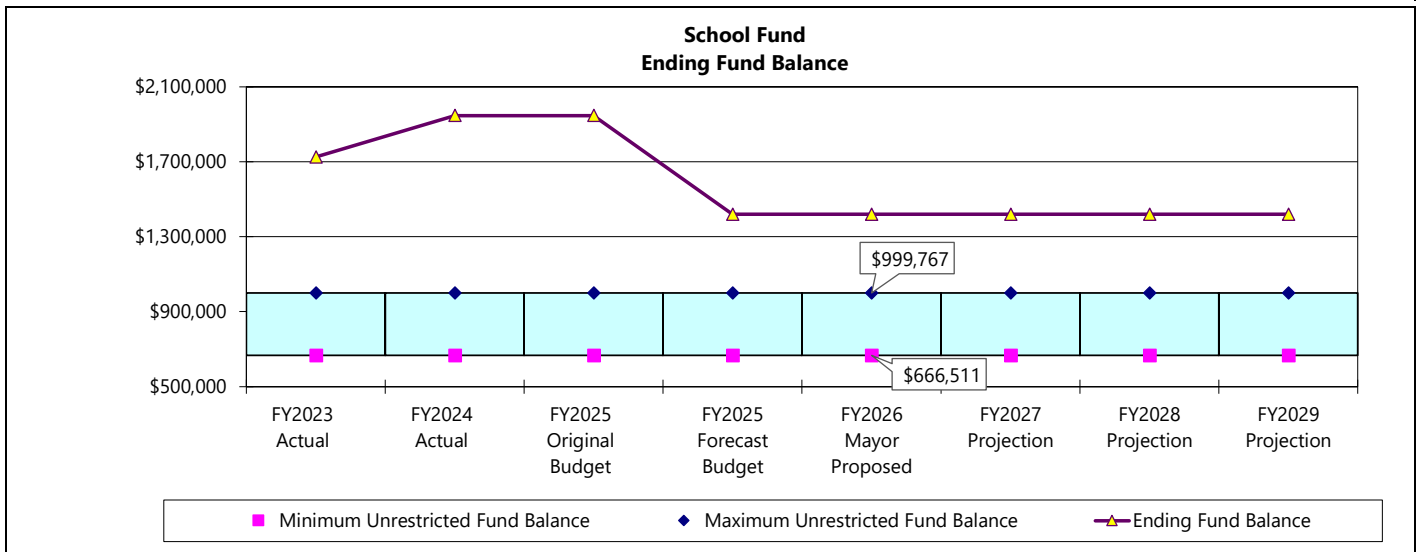
### **Postsecondary Education Fund**

The Postsecondary Education Fund was set up to account for funding provided by the Borough to institutions that are part of the University of Alaska system. Borough voters approved funding for this program at an amount not to exceed the amount that would be generated by an areawide tax levy of .1 mills. Funding is restricted to operations and may only be used for instruction and the operations of facilities used to provide curriculum or programs offered within the Borough. Funds may not be used for capital improvements or construction of facilities.



## Fund: 241 School Fund - Budget Projection

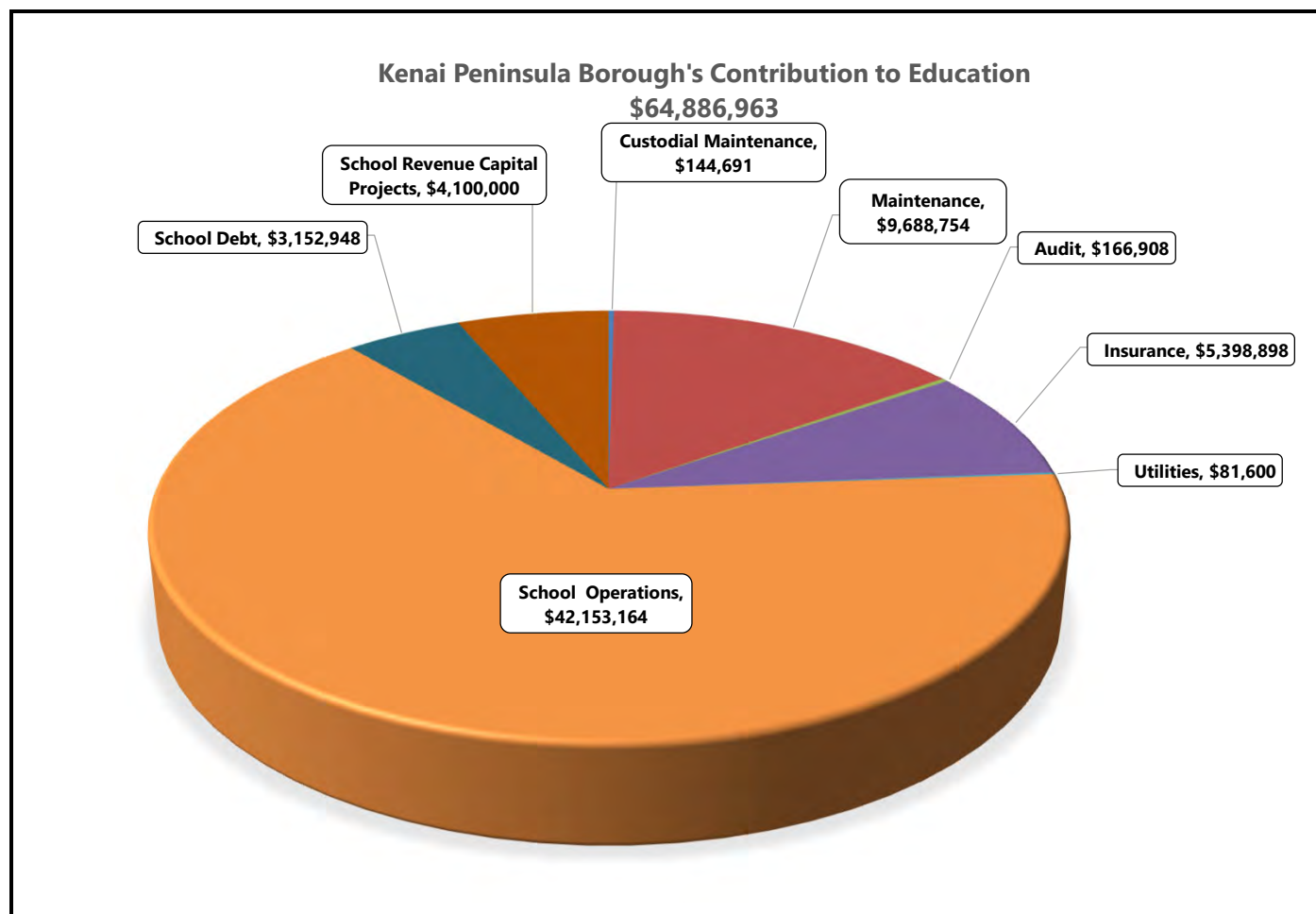
<b>Fund Budget:</b>	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	FY2027 Projection	FY2028 Projection	FY2029 Projection
Revenues:								
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Revenue	99,151	108,813	-	-	-	-	-	-
Other Revenue	1,122	150	-	2,200	-	-	-	-
Total Revenues	100,273	108,963	-	2,200	-	-	-	-
Other Financing Sources:								
Transfers From Other Funds	52,564,284	54,753,114	56,228,307	56,228,307	57,634,015	59,074,865	60,551,737	62,065,530
Federal Revenue	-	-	-	-	-	-	-	-
Total Operating Transfers	52,564,284	54,753,114	56,228,307	56,228,307	57,634,015	59,074,865	60,551,737	62,065,530
Total Revenues and Other Financing Sources	52,664,557	54,862,077	56,228,307	56,230,507	57,634,015	59,074,865	60,551,737	62,065,530
Expenditures:								
Custodial Maintenance	127,896	142,822	146,585	146,585	144,691	148,308	152,016	155,816
Maintenance	9,049,098	9,313,144	9,613,555	10,126,583	9,688,754	9,930,973	10,179,247	10,433,728
Non-Departmental:								
Audit	100,773	144,600	146,770	163,315	166,908	171,081	175,358	179,742
Insurance Premium	3,824,600	4,501,908	5,325,586	5,325,586	5,398,898	5,533,870	5,672,217	5,814,022
Utilities	71,730	77,405	81,600	81,600	81,600	83,640	85,731	87,874
School Operations	39,741,388	40,460,663	40,914,211	40,914,211	42,153,164	43,206,993	44,287,168	45,394,348
Capital Projects	-	-	-	-	-	-	-	-
Total Expenditures	52,915,485	54,640,542	56,228,307	56,757,880	57,634,015	59,074,865	60,551,737	62,065,530
Total Expenditures and Operating Transfers	52,915,485	54,640,542	56,228,307	56,757,880	57,634,015	59,074,865	60,551,737	62,065,530
Net Results From Operations	(250,928)	221,535	-	(527,373)	-	-	-	-
Projected Lapse	-	-	-	-	-	-	-	-
Change in Fund Balance	(250,928)	221,535	-	(527,373)	-	-	-	-
Beginning Fund Balance	1,976,704	1,725,776	1,947,311	1,947,311	1,419,938	1,419,938	1,419,938	1,419,938
Ending Fund Balance	1,725,776	1,947,311	1,947,311	1,419,938	1,419,938	1,419,938	1,419,938	1,419,938
Restricted Fund Balance	377,519	377,519	377,519	377,519	377,519	377,519	377,519	377,519
Unrestricted Fund Balance	1,348,257	1,569,792	1,569,792	1,042,419	1,042,419	1,042,419	1,042,419	1,042,419
Total Fund Balance	\$ 1,725,776	\$ 1,947,311	\$ 1,947,311	\$ 1,419,938	\$ 1,419,938	\$ 1,419,938	\$ 1,419,938	\$ 1,419,938





## Mill Rate Equivalents for the Borough's Contribution to Education

Expenditures	FY2023 Actual		FY2024 Actual		FY2025 Forecast Budget		FY2026 Proposed Budget	
	Taxable Value	Mill Rate Equivalent	Taxable Value	Mill Rate Equivalent	Taxable Value	Mill Rate Equivalent	Taxable Value	Mill Rate Equivalent
	8,921,886,000		9,744,380,000		10,510,915,000		11,315,570,000	
Local Effort to School District								
Custodial Maintenance	\$ 127,896	0.01	\$ 142,822	0.01	\$ 146,585	0.01	\$ 144,691	0.01
Maintenance	9,049,098	1.01	9,313,144	0.96	10,126,583	0.96	9,688,754	0.86
Audit	100,773	0.01	144,600	0.01	163,315	0.02	166,908	0.01
Insurance	3,824,600	0.43	4,501,908	0.46	5,325,586	0.51	5,398,898	0.48
Utilities	71,730	0.01	77,405	0.01	81,600	0.01	81,600	0.01
School Operations	39,741,388	4.45	40,460,663	4.15	40,914,211	3.89	42,153,164	3.73
Total Expenditures and Operating Transfers	52,915,485	5.93	54,640,542	5.61	56,757,880	5.40	57,634,015	5.09
State on-behalf payment - PERS	99,151	0.01	108,813	0.01	-	-	-	-
Federal Coronavirus Funds	-	-	-	-	-	-	-	-
Other Revenue	1,122	-	150	-	2,200	-	-	-
Fund Balance - unspent funds	(250,928)	(0.03)	221,535	0.02	(527,373)	(0.05)	-	-
Total Local Effort to School District	52,564,284	5.89	54,753,114	5.62	56,228,307	4.97	57,634,015	5.09
Other Educational Funding								
School Debt	1,489,786	0.17	3,145,232	0.32	3,151,310	0.30	3,152,948	0.28
School Revenue Capital Projects	5,250,000	0.59	4,000,000	0.41	5,050,000	0.48	4,100,000	0.36
Total Other Educational Funding	6,739,786	0.76	7,145,232	0.73	8,201,310	0.78	7,252,948	0.64
Total Education from Borough	\$ 59,304,070	6.65	\$ 61,898,346	6.35	\$ 64,429,617	6.13	\$ 64,886,963	5.73



<b>Department Function</b>	
<b>Fund 241</b>	<b>School Fund</b>
<b>Dept 11235</b>	<b>Human Resources – Custodial Maintenance</b>

#### Mission

The mission of the Custodial Division is to provide prompt and effective custodial services to the Main Borough building, the Risk Management and Human Resources annexes, the school district portables and the records center.

#### Program Description

This division provides janitorial services to the buildings located within the Binkley/Park Street complex.

#### Major Long-Term Issues and Concerns:

- Retaining existing staff.
- Managing snow removal and sanding of paths and walkways during unpredictable weather. Time spent on this task is above and beyond daily requirements of custodial tasks.

#### FY2025 Accomplishments:

- Continued to meet building custodial needs.
- Kept pathways and entryways for employees safe by maintaining an increased focus on maintaining those areas based on weather and other factors.

#### FY2026 New Initiatives:

- Continue to Improve work assignment efficiency to ensure maximum return on investment of custodial efforts.
- Continue conducting a building equipment audit to determine needs related to efficient and effective building maintenance.
- Continue with a focus safety by ensuring staff is knowledgeable on custodial equipment and procedures for quality facility maintenance.
- Safety was a focus in FY25 and will continue to be in FY26 and beyond. Auditing current custodial practices will help ensure a safe and healthy work environment and staff.

#### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History*	1.25	1.25	1.25	1.25

\*Custodial staffing total 2.5 employees; 50% is paid by Borough and 50% is paid by School District

#### Priority:

Custodial Maintenance

#### Goal:

In addition to regular custodial activities, timely response to all non-routine custodial requests.

#### Objective:

1. Timely response to requests may lower the risk of injury to employees and the public.
2. Timely response may lower our overall maintenance costs.

Percentage of Timely Response*	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Custodial	100%	100%	100%	100%	100%

\*Percentages gauged by number of complaints received by Human Resources

**Kenai Peninsula Borough  
Budget Detail**

**Fund 241**

**Department 11235 - School Fund Custodial Maintenance**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 61,877	\$ 66,576	\$ 67,604	\$ 67,604	\$ 70,071	\$ 2,467	3.65%
40120	Temporary Wages	-	-	901	901	901	-	0.00%
40130	Overtime Wages	-	349	1,301	1,301	1,989	688	52.88%
40210	FICA	5,087	5,452	6,281	6,281	6,550	269	4.28%
40221	PERS	16,048	17,713	15,758	15,758	16,470	712	4.52%
40321	Health Insurance	34,072	40,950	40,950	40,950	35,000	(5,950)	-14.53%
40322	Life Insurance	85	100	97	97	101	4	4.12%
40410	Leave	7,733	8,347	9,573	9,573	9,861	288	3.01%
Total: Personnel		124,902	139,487	142,465	142,465	140,943	(1,522)	-1.07%
<b>Supplies</b>								
42210	Operating Supplies	196	84	325	325	257	(68)	-20.92%
42250	Uniforms	293	624	624	624	624	-	0.00%
42310	Repair/Maintenance Supplies	-	-	100	100	100	-	0.00%
42410	Small Tools & Minor Equipment	297	640	800	800	500	(300)	-37.50%
Total: Supplies		786	1,348	1,849	1,849	1,481	(368)	-19.90%
<b>Services</b>								
43011	Contractual Services	892	913	950	950	950	-	0.00%
43110	Communications	66	67	130	130	130	-	0.00%
43210	Transportation/Subsistence	-	-	60	60	30	(30)	-50.00%
43610	Utilities	711	1,007	1,031	1,031	1,057	26	2.52%
43720	Equipment Maintenance	-	-	100	100	100	-	0.00%
Total: Services		1,669	1,987	2,271	2,271	2,267	(4)	-0.18%
<b>Capital Outlay</b>								
48710	Minor Office Equipment	539	-	-	-	-	-	-
Total: Capital Outlay		539	-	-	-	-	-	-
<b>Department Total</b>		\$ 127,896	\$ 142,822	\$ 146,585	\$ 146,585	\$ 144,691	\$ (1,894)	-1.29%

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: 1 full-time Lead Custodian and 1.5 custodians.

Note: 50% of the staffing expenditures are charged to the School District and 50% to the Borough Human Resources Department.

**42210 Operating Supplies.** Decreased based on prior year patterns.

**42410 Small Tools & Minor Equipment.** Decreased based on prior year patterns.

**43011 Contractual Services.** Window washing at the main Borough building, Human Resources, and Records offices (\$950).

## Department Function

Fund 241

School Fund

Dept 41010

Facilities Maintenance

### Mission

Maintain Borough schools and administrative facilities to a level that provides a safe and secure environment for all occupants. Conduct comprehensive preventative maintenance programs that promote long system and equipment life. Manage and administer project upgrades that replace building components that are end of life and contribute to enhanced efficiencies or code compliance.

### Program Description

The Kenai Peninsula Borough Maintenance Department is responsible for the repair and maintenance of the Kenai Peninsula Borough school facilities and select Borough buildings.

### Major Long-Term Issues and Concerns:

- Increasing demand on the Borough and the Maintenance Department to protect the integrity of our aging facilities.
- Many critical systems and structure elements of the Borough are maintained well beyond their expected useful life. As a result, maintaining the safe and secure environment within our schools is becoming more difficult. Some of our fire alarm systems aren't supported currently.
- While the current budget trend has been able to keep pace with basic maintenance, progress is slow with respects to the replacement of many of our aged HVAC control systems. Funding of approximately \$5,000,000 will be needed, spread over several years, to replace these systems.
- Additionally, facility security and intrusion management continue to be an important need for District and Borough facilities.

### FY2025 Accomplishments:

- Area wide flooring upgrades including 21,000 sq ft of carpet and 7,000 sq ft of alternate flooring.
- Replace two Kenai Central High boilers with high efficiency boilers.
- Replace bleachers at Nikiski High School.
- Replace hall lockers at Skyview.
- Pool pump replacement at Kenai Central High and Soldotna High.
- Replace valves on arsenic treatment tanks at Tustumena, Sterling, and Nikiski High Schools.
- Complete upgrade of Homer Middle School elevator components including car upgrades.
- Water Quality SCADA system upgrades at McNeil Canyon, Nikiski Fire Station 2, North Star Elementary, and Ninilchik.

- Start on a replacement Generator upgrade at Redoubt Elementary.
- Continue area wide lighting upgrades at Kenai Central High auditorium, halls and corridors.
- Continue with the prioritized upgrade of safety and security systems (fire control systems, intercoms, access card systems and HALO sensors) area wide. Design for fire alarm system upgrades at West Homer and K-Beach Elementary, card access systems at Ninilchik, North Star, and Sterling.
- Replaced 138,000 sq ft of asphalt at Kenai Central High School encompassing the new comfort station. Performed 260,000 sq ft of crack seal and seal coat.
- Continue upgrading HVAC control systems area wide.
- Continue with prioritized, area wide repairs or replacements of windows and siding, designing North Star Elementary and Mountain View window projects.
- Completed staining of Homer High School siding.

### FY2026 New Initiatives:

- Area wide flooring upgrades.
- Replace boilers at 2 schools, design future projects.
- Replace bleachers at Soldotna High School, Skyview Middle and Ninilchik
- Replace hall lockers at Homer Middle School and Kenai Central High School.
- Pool upgrades and improvements Seward High School.
- Upgrade water quality monitoring system
- Complete upgrade of Skyview Middle School elevator components including car upgrades.
- Provide ticket booths and tractor sheds at needed sites.
- Start on a replacement Generator upgrade at North Star Elementary
- Continue area wide LED lighting upgrades to improve schools.
- Sifting prioritized monies to Fire Alarm upgrades and replacements.
- Continue with asphalt improvements, including redressing lots to gravel for cost savings.
- Continue upgrading HVAC control systems area wide.
- Identify, count and prioritize septic tanks for future replacement.
- Continue with prioritized, area wide repairs or replacements of windows and siding, with design and installation of North Star Elementary window project.

<b>Department Function</b>	
<b>Fund 241</b>	<b>School Fund</b>
<b>Dept 41010</b>	<b>Facilities Maintenance - Continued</b>

#### Performance Measures

<b>Staffing History</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Actual</b>	<b>FY2026 Proposed</b>
Maintenance Staff	48.75	48.75	49.25	49.75

#### Performance Measures

**Priority/Goal:** Maintain Borough Schools and administrative facilities to a level that provides for a safe and secure environment.

**Goal:** Increase efforts to perform our duties in the most effective and efficient manner as possible.

**Objective:**

1. Monitor our programs to ensure efficiency through projects and upgrades.
2. Use our work order program and technology to enable us to perform to a high level.
3. Providing training to keep abreast of current codes and maintenance trends.
4. Provide the best safety program to maintenance personnel; limiting time loss and liability.

#### Measures:

<b>Work Order Requests</b>	<b>Benchmark</b>	<b>FY2023 Actual</b>	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Estimated</b>
Boroughwide	12,377	12,387	11,669	11,222	11,500

#### Commentary:

The Kenai Peninsula Borough Maintenance Department is dedicated to economically and efficiently maintaining our facilities. Recognized as one of the finest organizations of its kind in the state, we take pride in our commitment to excellence. To continue this trend, it is crucial to attract and hire the best staff possible. Additionally, we must persist in identifying sources of funding that support the necessary and required improvements to our aging facilities.

# Kenai Peninsula Borough

## Budget Detail

### Fund 241

### Department 41010 - School Fund Maintenance Department

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>								
40110	Regular Wages	\$ 3,078,782	\$ 3,303,661	\$ 3,938,638	\$ 3,938,638	\$ 4,102,000	\$ 163,362	4.15%
40120	Temporary Wages	217,916	176,070	234,962	234,962	235,391	429	0.18%
40130	Overtime Wages	34,748	21,362	45,360	45,360	17,416	(27,944)	-61.60%
40210	FICA	284,519	302,150	371,001	371,001	383,069	12,068	3.25%
40221	PERS	850,173	932,386	897,663	897,663	935,275	37,612	4.19%
40321	Health Insurance	1,176,032	1,280,360	1,356,350	1,356,350	1,224,997	(131,353)	-9.68%
40322	Life Insurance	4,701	5,505	5,655	5,655	5,890	235	4.16%
40410	Leave	493,591	542,423	481,838	481,838	494,429	12,591	2.61%
40511	Other Benefits	8,202	3,201	30,000	30,000	30,000	-	0.00%
Total: Personnel		6,148,664	6,567,118	7,361,467	7,361,467	7,428,467	67,000	0.91%
<b>Supplies</b>								
42120	Computer Software	2,548	2,219	4,600	4,600	3,000	(1,600)	-34.78%
42210	Operating Supplies	30,894	40,577	49,592	49,592	45,000	(4,592)	-9.26%
42230	Fuel, Oils and Lubricants	99,375	90,776	123,900	123,900	95,000	(28,900)	-23.33%
42250	Uniforms	11,725	19,134	20,416	20,416	17,056	(3,360)	-16.46%
42263	Training Supplies	-	-	500	500	500	-	0.00%
42310	Repair/Maintenance Supplies	762,781	733,281	788,610	776,458	788,610	-	0.00%
42360	Motor Vehicle Supplies	30,504	41,096	46,818	46,818	40,000	(6,818)	-14.56%
42410	Small Tools & Minor Equipment	40,011	27,563	30,000	30,000	30,000	-	0.00%
Total: Supplies		977,838	954,646	1,064,436	1,052,284	1,019,166	(45,270)	-4.25%
<b>Services</b>								
43011	Contractual Services	70,309	45,834	75,000	71,500	55,000	(20,000)	-26.67%
43014	Physical Examinations	3,004	3,776	6,120	6,120	3,800	(2,320)	-37.91%
43015	Water/Air Sample Testing	19,595	23,736	21,000	21,000	21,000	-	0.00%
43019	Software Maintenance	29,072	1,065	4,500	12,278	13,500	9,000	200.00%
43026	Software Licensing	-	57,395	62,193	62,193	65,850	3,657	5.88%
43050	Solid Waste Fees	762	2,483	1,700	1,700	1,700	-	0.00%
43110	Communications	40,401	44,368	42,300	44,800	45,000	2,700	6.38%
43140	Postage and Freight	8,086	7,650	18,360	18,360	13,000	(5,360)	-29.19%
43210	Transportation/Subsistence	166,542	177,431	169,949	169,949	165,000	(4,949)	-2.91%
43220	Car Allowance	-	470	-	-	-	-	-
43260	Training	14,419	19,371	25,750	25,750	25,750	-	0.00%
43310	Advertising	-	1,036	2,000	2,000	1,225	(775)	-38.75%
43410	Printing	-	-	199	199	199	-	0.00%
43610	Utilities	102,203	101,473	110,848	110,848	110,848	-	0.00%
43720	Equipment Maintenance	2,379	2,867	2,550	3,550	3,550	1,000	39.22%
43750	Vehicle Maintenance	2,359	3,173	7,000	15,263	12,000	5,000	71.43%
43764	Snow Removal	1,028,456	680,652	350,000	633,000	350,000	-	0.00%
43780	Buildings/Grounds Maintenance	467,324	602,504	558,000	673,291	675,000	117,000	20.97%
43810	Rents & Operating Leases	933	2,887	13,260	13,260	3,500	(9,760)	-73.60%
43812	Equipment Replacement Payments	74,437	118,728	142,860	142,860	134,039	(8,821)	-6.17%
43920	Dues and Subscriptions	2,590	1,973	4,500	4,500	4,500	-	0.00%
Total: Services		2,032,871	1,898,872	1,618,089	2,143,269	1,704,461	86,372	5.34%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	15,662	-	1,630	-	-	-
48311	Major Machinery & Equipment	32,660	22,991	29,000	36,071	35,000	6,000	20.69%
48522	Surveillance Equipment	-	-	19,200	19,200	-	(19,200)	-100.00%
48710	Minor Office Equipment	31,630	15,277	23,500	21,870	11,500	(12,000)	-51.06%
48720	Minor Office Furniture	743	3,310	10,000	10,000	5,000	(5,000)	-50.00%
48740	Minor Machinery & Equipment	23,725	14,960	25,000	17,929	24,100	(900)	-3.60%
49433	Plan Reviews	415	367	750	750	750	-	0.00%
Total: Capital Outlay		89,173	72,567	107,450	107,450	76,350	(31,100)	-28.94%

**Kenai Peninsula Borough  
Budget Detail**

**Fund 241**

**Department 41010 - School Fund Maintenance Department - Continued**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Interdepartmental Charges</b>							
60001 Charges (To) From Purchasing	217,467	242,182	262,113	262,113	260,310	(1,803)	-0.69%
60002 Charges (To) From Other Depts.	(328,640)	(337,383)	(400,000)	(400,000)	(400,000)	-	-
60003 Charges (To) From Capital Projects	(88,275)	(84,858)	(400,000)	(400,000)	(400,000)	-	-
Total: Interdepartmental Charges	(199,448)	(180,059)	(537,887)	(537,887)	(539,690)	(1,803)	-
<b>Department Total</b>	<b>\$ 9,049,098</b>	<b>\$ 9,313,144</b>	<b>\$ 9,613,555</b>	<b>\$ 10,126,583</b>	<b>\$ 9,688,754</b>	<b>\$ 75,199</b>	<b>0.78%</b>

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: 1 Director of Maintenance, 5 Maintenance Foremen, 1 Control Systems Technician, 1 Lead Electrician, 5 Electricians I/II, 1 Lead Automotive and Diesel Mechanic, 2 Automotive and Diesel Mechanics I/II, 1 Lead Energy Systems Mechanic, 4 Energy Systems Mechanics I/II, 1 Lead Painter, 3 Painters I/II, 1 Lead Electronics Technician, 3 GM Utility Technicians, 3 Lead General Maintenance Mechanics, 2 Locksmith-General Maintenance Mechanic I/II, 4 General Maintenance Mechanics I/II, 2 Millwright-General Maintenance Mechanics I/II, 3 Plumber-General Maintenance Mechanic I/II, 1 Carpenter-General Maintenance, 1 Lead Water Treatment Operator/Plumber II, 1 Water Treatment Operator, 1 Safety Specialist, 1 Administrative Assistant, .75 Admin. Assistant-Dispatcher (Homer), 1 Admin Assistant-Dispatcher.

**Added:** 1/2 FTE Homer General Maintenance Mechanic

**40120 Temporary Wages.** Increased planned average wage to attract a larger number of candidates.

**40130 Overtime Wages.** Decreased due to FY25 year to date and historic trend.

**42120 Computer Software.** Decreased due to fewer licenses for Visio, ViaCAD, and other desktop software.

**42210 Operating Supplies.** Decreased due to be more in line with historical.

**42230 Fuels, Oils, Lubricants.** Decreased due to be more in line with historical.

**42360 Motor Vehicle Supplies.** Decreased due to be more in line with historical.

**43011 Contractual Services.** Decreased due to moving janitorial to 43780 and SCADA support to 43019. Contracts include fire alarm monitoring (\$15,000), background checks (\$1,500), water quality consulting (\$1,500), movers (\$5,500), fabrication shops (\$1,800), septic pumping (\$5,000), hazardous waste disposal (\$2,000), motor repair (\$3,500), engineering services (\$4,000), and misc. small contracts (\$15,200).

**43019 Software Maintenance.** SCADA system technical support (\$5,500) and Siemens BAS support (\$8,000.)

**43026 Software Licensing.** Increase of \$3,657 due to expected increase in licensing costs. Includes Mitchel-1 (\$5,500), Brightly (\$56,000), Zoom (\$1,000), Crowdstrike (\$50), Milestone (\$200), Snap-on (\$1,000), CAD software (\$300), and Vibration Analysis system (\$1,800.)

**43110 Communications.** Increase of \$2,700 due to FY25 YTD and historic trend.

**43140 Postage & Freight.** Decrease of \$5,360 due to FY25 YTD and historic trend.

**43210 Transportation & Subsistence.** Decrease of \$4,949 due to FY25 YTD and historic trend.

**43310 Advertising.** Decreased due to FY25 YTD and historic trend.

**43720 Equipment Maintenance.** Increase by \$1,000 for annual calibration of special tools.

**43750 Vehicle Maintenance.** Increase of \$5,000 due to windshield replacements no longer handled by insurance claims, and backlog of windshield replacements.

**43764 Snow Removal.** Budgeting below historic trend with intent of appropriating from School Maintenance Fund if required.

**43780 Buildings/Grounds Maintenance.** Increase of \$317,000 due to reclassifying (\$13,000) in janitorial contracts from 43011, snow plow/sand for non School District facilities (\$36,000) from 74764, and to provide for needed to contract Fire Alarm inspections (\$210,000.) Also provides for typical contracts for Landscaping, State Inspections, Janitorial, Septic pumping, Pest Control, Life Safety system repairs, Waste treatment, Refrigeration repairs, Emergency call-outs, and other misc. contracts such as tree removal, stump removal, misc. landscaping window repairs, construction services, elevator repairs, grading, and roof repairs.

**48311 Major Machinery and Equipment.** Vibration analysis system (\$17,000), Boroscope (\$8,000), and SeeSnake (\$10,000.)

**48710 Minor Office Equipment.** Autoshop printer (\$1,500), and (\$10,000) for schedule replacements for laptop/desktop computers.

**48720 Minor Office Furniture.** Office furniture replacement (\$5,000)

**48740 Minor Machinery and Equipment.** Remote monitoring/alert systems (\$15,000), Laser level (\$1,500), fire extinguisher service cart (\$4,000), fire extinguisher hydrotest pump (\$2,000), and glass check pro tool (\$1,600.)

**60001-60003 Charges (to) From Other Departments.** (\$537,887). Amount includes warehouse personnel costs charged to Maintenance Department (\$262,113), chargeout for Maintenance time and materials provided to other departments (\$400,000), and charge out for maintenance time and materials on capital projects (400,000.)

**For capital projects information on this department - See the Capital Project section - Pages 344-345, 346-347, 352, 369-380**

**Kenai Peninsula Borough  
Budget Detail**

**Fund 241**

**Department 94910 - School Fund Non-Departmental**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>							
43012 Audit Services	\$ 100,773	\$ 144,600	\$ 146,770	\$ 163,315	\$ 166,908	\$ 20,138	13.72%
43510 Insurance/Litigation Fund Premiums	3,824,600	4,501,908	5,325,586	5,325,586	5,398,898	73,312	1.38%
43610 Utilities	71,730	77,405	81,600	81,600	81,600	-	0.00%
Total: Services	3,997,103	4,723,913	5,553,956	5,570,501	5,647,406	93,450	1.68%
<b>Transfers</b>							
50241 School District Operations	39,741,388	40,460,663	40,914,211	40,914,211	42,153,164	1,238,953	3.03%
Total: Transfers	39,741,388	40,460,663	40,914,211	40,914,211	42,153,164	1,238,953	3.03%
<b>Department Total</b>	<b>\$ 43,738,491</b>	<b>\$ 45,184,576</b>	<b>\$ 46,468,167</b>	<b>\$ 46,484,712</b>	<b>\$ 47,800,570</b>	<b>\$ 1,332,403</b>	<b>2.87%</b>

**Line-Item Explanations**

**43012 Audit Services.** School district funding of annual audit, which includes State and Federal Single audit. Compliance audits, as well as financial audits, are required of the Borough and all component units. Anticipated contract increase due to renewal of audit service contract.

**43510 Insurance and Litigation Fund Premiums.** School district portion from allocation of insurance costs, including claims fees, risk management expense, general liability, fire and extended coverage, auto liability, auto physical damage, worker's compensation, educational errors and omissions, bonds, business travel, non-owned aircraft travel.

**43610 Utilities.** School district share of natural gas, electricity, water and sewer for administration building and administration annex buildings.

**50241 School District Operations.** Funding provided to school district from local sources.



**Kenai Peninsula Borough  
Budget Detail**

**Fund 241 School Fund  
Expenditure Summary By Line Item**

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed &	Original Budget %
<b>Personnel</b>				Budget	Budget	Proposed		
40110	Regular Wages	\$ 3,140,659	\$ 3,370,237	\$ 4,006,242	\$ 4,006,242	\$ 4,172,071	\$ 165,829	4.14%
40120	Temporary Wages	217,916	176,070	235,863	235,863	236,292.00	429	0.18%
40130	Overtime Wages	34,748	21,711	46,661	46,661	19,405.00	(27,256)	-58.41%
40210	FICA	289,606	307,602	377,282	377,282	389,619.00	12,337	3.27%
40221	PERS	866,221	950,099	913,421	913,421	951,745.00	38,324	4.20%
40321	Health Insurance	1,210,104	1,321,310	1,397,300	1,397,300	1,259,997.00	(137,303)	-9.83%
40322	Life Insurance	4,786	5,605	5,752	5,752	5,991.00	239	4.16%
40410	Leave	501,324	550,770	491,411	491,411	504,290.00	12,879	2.62%
40511	Other Benefits	8,202	3,201	30,000	30,000	30,000.00	-	0.00%
Total: Personnel		6,273,566	6,706,605	7,503,932	7,503,932	7,569,410	65,478	0.87%
<b>Supplies</b>								
42120	Computer Software	2,548	2,219	4,600	4,600	3,000	(1,600)	-34.78%
42210	Operating Supplies	31,090	40,661	49,917	49,917	45,257	(4,660)	-9.34%
42230	Fuel, Oils and Lubricants	99,375	90,776	123,900	123,900	95,000	(28,900)	-23.33%
42250	Uniforms	12,018	19,758	21,040	21,040	17,680	(3,360)	-15.97%
42263	Training Supplies	-	-	500	500	500	-	0.00%
42310	Repair/Maintenance Supplies	762,781	733,281	788,710	776,558	788,710	-	0.00%
42360	Motor Vehicle Supplies	30,504	41,096	46,818	46,818	40,000	(6,818)	-14.56%
42410	Small Tools & Minor Equipment	40,308	28,203	30,800	30,800	30,500	(300)	-0.97%
Total: Supplies		978,624	955,994	1,066,285	1,054,133	1,020,647	(45,638)	-4.28%
<b>Services</b>								
43011	Contractual Services	71,201	46,747	75,950	72,450	55,950	(20,000)	-26.33%
43012	Audit Services	100,773	144,600	146,770	163,315	166,908	20,138	13.72%
43014	Physical Examinations	3,004	3,776	6,120	6,120	3,800	(2,320)	-37.91%
43015	Water/Air Sample Testing	19,595	23,736	21,000	21,000	21,000	-	0.00%
43019	Software Maintenance	29,072	1,065	4,500	12,278	13,500	9,000	200.00%
43026	Software Licensing	-	57,395	62,193	62,193	65,850	3,657	5.88%
43050	Solid Waste Fees	762	2,483	1,700	1,700	1,700	-	0.00%
43110	Communications	40,467	44,435	42,430	44,930	45,130	2,700	6.36%
43140	Postage and Freight	8,086	7,650	18,360	18,360	13,000	(5,360)	-29.19%
43210	Transportation/Subsistence	166,542	177,431	170,009	170,009	165,030	(4,979)	-2.93%
43220	Car Allowance	-	470	-	-	-	-	-
43260	Training	14,419	19,371	25,750	25,750	25,750	-	0.00%
43310	Advertising	-	1,036	2,000	2,000	1,225	(775)	-38.75%
43410	Printing	-	-	199	199	199	-	0.00%
43510	Insurance/Litigation Fund Premiums	3,824,600	4,501,908	5,325,586	5,325,586	5,398,898	73,312	1.38%
43600	Project Management	-	-	-	110,848	-	-	-
43610	Utilities	174,644	179,885	193,479	193,479	193,505	26	0.01%
43720	Equipment Maintenance	2,379	2,867	2,650	3,650	3,650	1,000	37.74%
43750	Vehicle Maintenance	2,359	3,173	7,000	15,263	12,000	5,000	71.43%
43764	Snow Removal	1,028,456	680,652	350,000	633,000	350,000	-	0.00%
43780	Buildings/Grounds Maintenance	467,324	602,504	558,000	673,291	675,000	117,000	20.97%
43810	Rents	933	2,887	13,260	13,260	3,500	(9,760)	-73.60%
43812	Equipment Replacement Payment	74,437	118,728	142,860	142,860	134,039	(8,821)	-6.17%
43920	Dues and Subscriptions	2,590	1,973	4,500	4,500	4,500	-	0.00%
Total: Services		6,031,643	6,624,772	7,174,316	7,716,041	7,354,134	179,818	2.51%
<b>Capital Outlay</b>								
48120	Major Office Equipment	-	15,662	-	1,630	-	-	-
48311	Major Machinery & Equipment	32,660	22,991	29,000	36,071	35,000	6,000	20.69%
48522	Surveillance Equipment	-	-	19,200	19,200	-	(19,200)	-
48710	Minor Office Equipment	32,169	15,277	23,500	21,870	11,500	(12,000)	-51.06%
48720	Minor Office Furniture	743	3,310	10,000	10,000	5,000	(5,000)	-50.00%
48740	Minor Machinery & Equipment	23,725	14,960	25,000	17,929	24,100	(900)	-3.60%
49433	Plan Reviews	415	367	750	750	750	-	0.00%
Total: Capital Outlay		89,712	72,567	107,450	107,450	76,350	(31,100)	-28.94%

**Kenai Peninsula Borough  
Budget Detail**

**Fund 241 School Fund**

**Expenditure Summary By Line Item - Continued**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Transfers</b>								
50241	School District Operations	39,741,388	40,460,663	40,914,211	40,914,211	42,153,164	1,238,953	3.03%
	Total: Transfers	39,741,388	40,460,663	40,914,211	40,914,211	42,153,164	1,238,953	3.03%
<b>Interdepartmental Charges</b>								
60001	Charges (To) From Purchasing	217,467	242,182	262,113	262,113	260,310	(1,803)	-0.69%
60002	Charges (To) From Other Depts.	(328,640)	(337,383)	(400,000)	(400,000)	(400,000)	-	-
60003	Charges (To) From Capital Projects	(88,275)	(84,858)	(400,000)	(400,000)	(400,000)	-	-
	Total: Interdepartmental Charges	(199,448)	(180,059)	(537,887)	(537,887)	(539,690)	(1,803)	-
<b>Department Total</b>		<b>\$ 52,915,485</b>	<b>\$ 54,640,542</b>	<b>\$ 56,228,307</b>	<b>\$ 56,757,880</b>	<b>\$ 57,634,015</b>	<b>\$ 1,405,708</b>	<b>2.50%</b>

**Kenai Peninsula Borough  
Budget Detail**

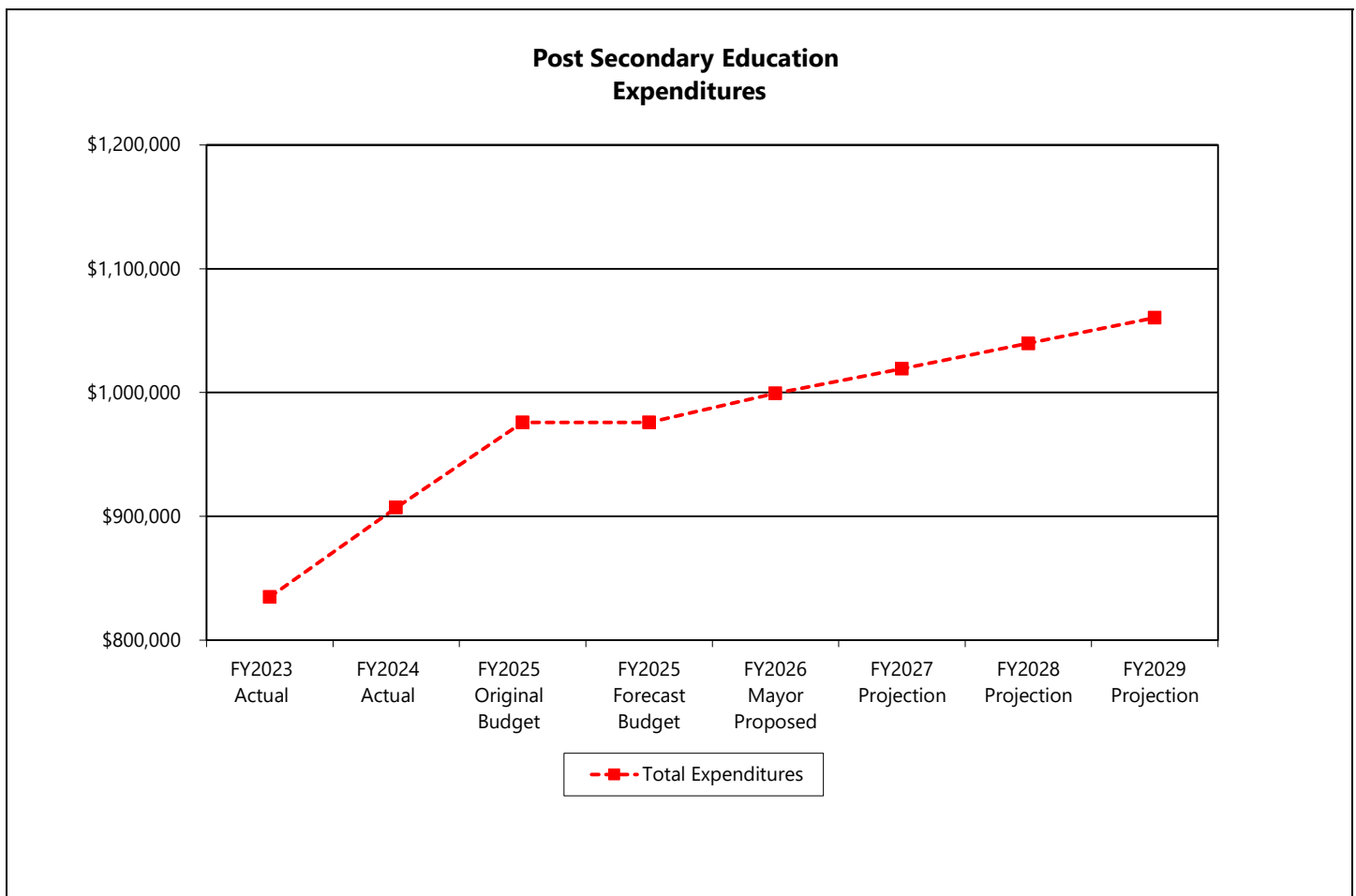
**Fund 241 School Fund  
Total Summary**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
40XXX	Total Personnel	\$ 6,273,566	\$ 6,706,605	\$ 7,503,932	\$ 7,503,932	\$ 7,569,410	\$ 65,478	0.87%
42XXX	Total Supplies	978,624	955,994	1,066,285	1,054,133	1,020,647	(45,638)	-4.28%
43XXX	Total Services	6,031,643	6,624,772	7,174,316	7,716,041	7,354,134	179,818	2.51%
48XXX	Total Capital Outlay	89,712	72,567	107,450	107,450	76,350	(31,100)	-28.94%
50XXX	Total Transfers	39,741,388	40,460,663	40,914,211	40,914,211	42,153,164	1,238,953	3.03%
6XXXX	Total Interdepartmental Charges	(199,448)	(180,059)	(537,887)	(537,887)	(539,690)	(1,803)	-
Fund Totals		<u>\$ 52,915,485</u>	<u>\$ 54,640,542</u>	<u>\$ 56,228,307</u>	<u>\$ 56,757,880</u>	<u>\$ 57,634,015</u>	<u>\$ 1,405,708</u>	<u>2.50%</u>

## Fund: 242 Postsecondary Education - Budget Projection

<b>Fund Budget:</b>	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	FY2027 Projection	FY2028 Projection	FY2029 Projection
Revenues:								
Operating Transfers From:								
General Fund	\$ 834,762	\$ 906,955	\$ 975,800	\$ 975,800	\$ 999,300	\$ 1,019,286	\$ 1,039,672	\$ 1,060,465
Total Operating Transfers								
Total Revenues and Other Financing Sources	834,762	906,955	975,800	975,800	999,300	1,019,286	1,039,672	1,060,465
Expenditures:								
Services	834,762	906,955	975,800	975,800	999,300	1,019,286	1,039,672	1,060,465
Total Expenditures	834,762	906,955	975,800	975,800	999,300	1,019,286	1,039,672	1,060,465
Total Expenditures and Operating Transfers	834,762	906,955	975,800	975,800	999,300	1,019,286	1,039,672	1,060,465
Results From Operations	-	-	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Mill Rate Equivalency for Operating Transfer from the General Fund	0.09	0.09	0.09	0.09	0.09	0.09	0.09	0.09
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## Kenai Peninsula Borough Budget Detail

### Fund 242 Postsecondary Education Department 78090 - Kenai Peninsula College

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Services</b>								
43023	Kenai Peninsula College	\$ 834,762	\$ 906,955	\$ 975,800	\$ 975,800	\$ 999,300	\$ 23,500	2.41%
	Total: Services	834,762	906,955	975,800	975,800	999,300	23,500	2.41%
<b>Department Total</b>								
		\$ 834,762	\$ 906,955	\$ 975,800	\$ 975,800	\$ 999,300	\$ 23,500	2.41%

### Line-Item Explanations

**43023 Kenai Peninsula College (KPC).** Funding to be used as follows:

**JumpStart Program/Tuition Waiver.** Funding provides a two-thirds reduction in UAA tuition at KPC for KPB resident high school juniors and seniors. After meeting with an academic advisor they can take up to 6 credits per semester for 5 semesters, totaling 30 credits, equivalent to 1 year of full-time college. Students can register for classes after completing their sophomore year and are billed \$80 per credit instead of the standard \$241. Advanced students, with instructor approval, can take upper-level courses at \$96 per credit compared to \$290. This reflects a 3% tuition increase approved by the UA Board of Regents (\$275,000).

**Adult Education/Workforce Development.** Funding provides personnel, travel, and support costs to make the ABE/GED program available throughout the Kenai Peninsula Borough, including Soldotna, Kenai, Nikiski, Homer, Ninilchik, Anchor Point, Tyonek, Seldovia, Port Graham, Nanwalek, Vozsensenka, and other remote communities as needed (\$238,466).

Kenai River Campus positions	\$151,133
Kachemak Bay Campus positions	\$ 87,333

**Learning Center Tutors.** Tutoring enhances academic skills for students struggling with specific concepts. Both campuses offer in-person and virtual tutoring in Math and Writing, staffed by qualified faculty, staff, and peers. This support is vital for keeping students engaged and successful in their degree programs. Staff also assist potential students with scholarship application essays (\$101,488).

Kenai River Campus	\$79,833
Kachemak Bay Campus	\$21,655

**Resurrection Bay Extension Site.**

The KPC Resurrection Bay Extension Site (RBES) is located in the Seward High School. A variety of classes are offered to meet basic general requirements. RBES students are made up of high school JumpStart students, traditional college students and adult learners (\$41,758).

**Instructional Support - Kachemak Bay Campus**

Located in the Bay View Hall across the parking lot from the main KBC building, Pioneer Hall, this ten-month position is the sole support for staff, faculty, and students at Bay View. In addition to proctoring tests, duties include scheduling rooms, maintaining records, and acting as first point of contact for all campus incoming phone calls. Funding covers 50% of this full-time year-round staff member (\$38,424).

**Information/Registration Clerk - Kachemak Bay Campus**

The KBC information/registration clerk is often the first point of contact for Homer students on campus. This position provides routine advice to students, parents, and the general public. The information/registration clerk assists students with setting up their UAOnline accounts, navigating the admissions process, and registering for classes. Funding covers 50% of this full-time year-round staff member (\$42,478).

**Advising/Support Services Specialist - Kachemak Bay Campus.**

This position assists students in planning schedules, recommends classes and supports them in overcoming obstacles that would otherwise interfere, delay, defer or halt attainment of their educational and career goals. The advising and support specialist monitors KBC students' progress and will reach out at the first sign of potential trouble such as declining grades or low attendance and, recommend resources for non-academic related challenges when needed. KPB covers 50% of the cost of this year-round staff member. Hours are reduced during the summer months (\$49,334).

**Student Resource Advisor/Student Workers - Kenai River Campus.**

Students that struggle with basic Mathematics and English skills are our most vulnerable. They need extra support to ensure their success. The advisor works closely with these at-risk students monitoring their academic progress to ensure they stay on track. Based on Accuplacer and ALEKS testing results, students are advised on class selections and an achievable path to graduation. KPB funding pays the salary of this year-round position as well as part-time student workers that manages scheduling and data collection for the advising department (\$100,735).

**Veteran Services/Financial Aid Coordinator - College Wide.**

The duties of the Veteran Services Coordinator, the first point of contact for active duty and Veteran students attending KPC includes the duties of the KPC Financial Aid Coordinator. This position advises students on their VA and military educational benefits and provides support in navigating the many services available to them at KPC. In addition, this position will also support nonmilitary students through the financial aid scholarship application process. Funding supports this full-time, 12-month position. Located at KRC, this staff member also travels to the Homer campus to provide support to KBC Veteran students and the KBC staff who assist them (\$72,180).

**Grant Writing Course Instructor, College Wide.**

This funding supports the continued delivery of a series of courses developed in FY24 to aid Kenai Peninsula Borough organizations and individuals pursuing grant opportunities through state, federal and local sources. The grant writing courses are geared to improve success rates in accessing funding. KPC developed noncredit curriculum that will be delivered online allowing access to more KPB residents. Mentoring through the grant application process will also be offered to attendees. Funding supports adjunct instructors, outreach, and supplies (\$4,437).

**KPB Paramedic Course Delivery Partnership - College Wide.**

Kenai Peninsula Borough Central Emergency Services will identify two employees to complete the Associate of Applied Science degree in Paramedical Technology (PMED). Funds will be used to cover the cost of tuition, fees and textbooks. The KPB employees must be able to meet the eligibility requirements associated with student enrollment. Upon registration for each of the three semesters, funds from this grant will be applied to the student's account as payment. These two students will be responsible for registration, adhering to the University of Alaska student code of conduct and maintaining the standards of the PMED program (\$35,000).

## ***General Government Special Revenue Funds***

The Borough has two (2) General Government special revenue funds, with annual budgets, that were established for specified purposes due to legal requirements restricting specific resources for expenditure or which are not appropriately budgeted elsewhere. These funds are the Land Trust Fund and the Nikiski Senior Service Area Fund.

**Land Trust Fund** – this fund was established to account for all moneys accruing to the Borough in lieu of lands or from the use or sale of lands and to manage all Borough owned and municipal entitlement lands. The major sources of revenues are from land sales and interest earnings.

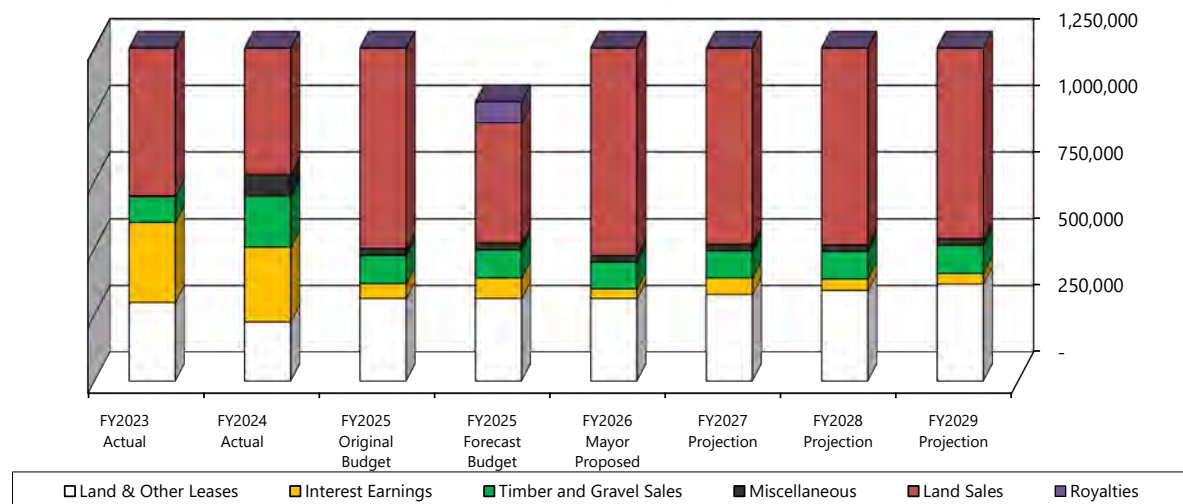
**Nikiski Senior Service Area** – the voters in the Nikiski and Tyonek area in 1993 created this service area. The purpose of the service area is to provide programs and services to seniors who live in the service area. The service area provides funding to the Native Village of Tyonek for Tyonek Senior Citizen programs, and to Nikiski Senior Citizens, Inc., a non-profit organization that provides meals, transportation, social activities, and information and referral. The major source of revenue is from property taxes.



## Fund: 250 Land Trust Fund - Budget Projection

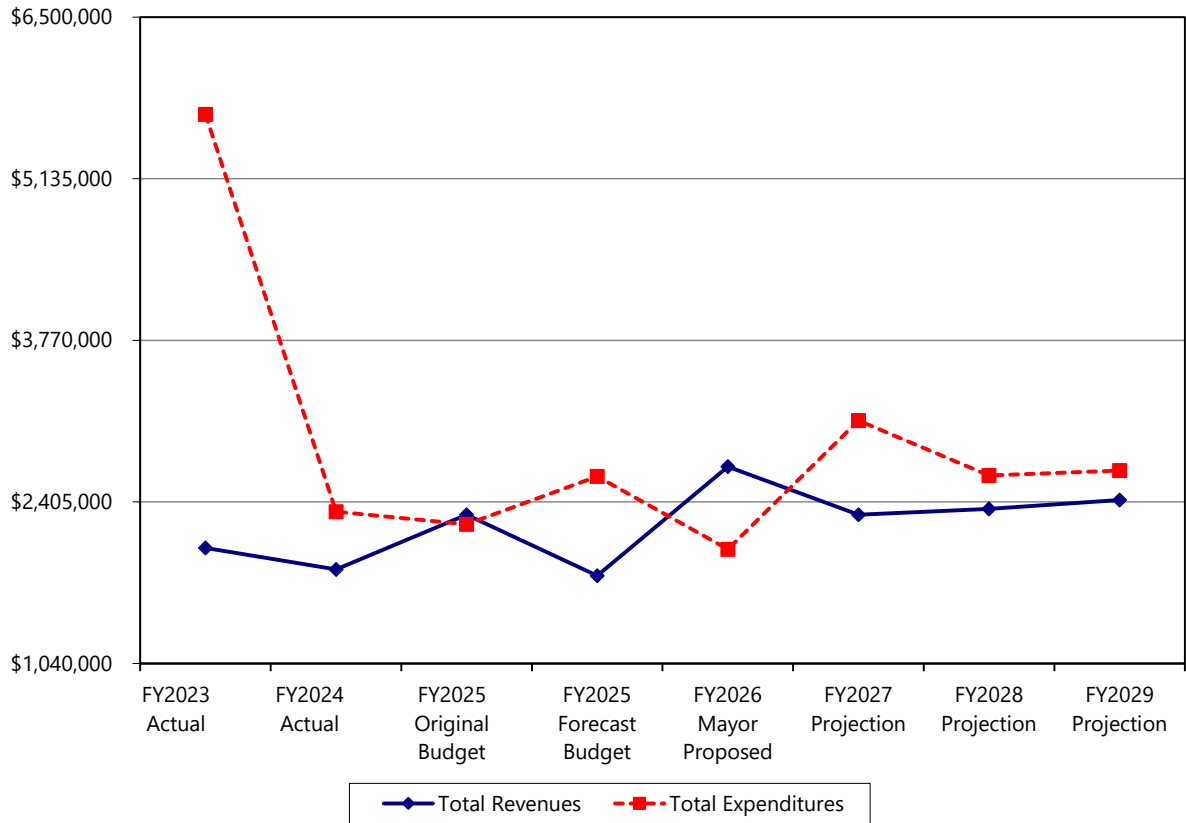
<b>Fund Budget:</b>	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	FY2027 Projection	FY2028 Projection	FY2029 Projection
Revenues:								
Federal Revenues	\$ -	\$ 396	\$ -	\$ 88,604	\$ -	\$ -	\$ -	\$ -
State Revenue	9,140	12,485	-	-	-	-	-	-
Other Revenue:								
Land Sales	1,230,762	978,472	1,075,000	450,000	1,500,000	1,000,000	1,000,000	1,000,000
Land & Other Leases	295,095	221,943	310,000	310,000	310,000	325,000	340,000	365,000
Timber and Gravel Sales	94,177	189,818	106,000	106,000	100,000	102,000	104,040	106,121
Interest Earnings	300,972	281,089	56,457	77,425	36,725	62,314	43,245	39,692
Royalties	81,823	70,061	80,000	80,000	80,000	81,600	83,232	84,897
Site Reclamation	-	-	-	-	6,000	6,120	6,242	6,367
Miscellaneous	4,190	81,397	25,000	25,000	25,000	25,000	25,000	25,000
Total Revenues	2,016,159	1,835,661	1,652,457	1,137,029	2,057,725	1,602,034	1,601,759	1,627,077
Operating Transfers From:								
Land Trust Investment Fund	-	-	645,000	645,000	645,000	695,000	745,000	795,000
Total Operating Transfers	-	-	645,000	645,000	645,000	695,000	745,000	795,000
Total Revenues and Other Financing Sources	2,016,159	1,835,661	2,297,457	1,782,029	2,702,725	2,297,034	2,346,759	2,422,077
Expenditures:								
Personnel	570,602	755,382	956,267	956,267	929,814	948,410	972,120	1,001,284
Supplies	4,008	10,929	12,000	37,117	16,100	16,422	16,750	17,085
Services	400,664	222,516	486,837	551,125	545,437	562,148	573,391	584,859
Capital Outlay	113,260	120,144	13,460	72,460	26,025	26,025	26,025	26,025
Interdepartmental Charges	24,931	27,728	36,714	37,600	37,934	38,825	39,707	40,731
Total Expenditures	1,113,465	1,136,699	1,505,278	1,654,569	1,555,310	1,591,830	1,627,993	1,669,984
Operating Transfers To:								
Land Trust Investment Fund	4,565,000	1,185,810	710,000	966,275	450,000	1,500,000	1,000,000	1,000,000
Total Operating Transfers	4,565,000	1,185,810	710,000	966,275	450,000	1,500,000	1,000,000	1,000,000
Total Expenditures and Operating Transfers	5,678,465	2,322,509	2,215,278	2,620,844	2,005,310	3,091,830	2,627,993	2,669,984
Net Results From Operations	(3,662,306)	(486,848)	82,179	(838,815)	697,415	(794,796)	(281,234)	(247,907)
Projected Lapse	-	-	150,528	165,457	155,531	159,183	162,799	166,998
Change in Fund Balance	(3,662,306)	(486,848)	232,707	(673,358)	852,946	(635,613)	(118,435)	(80,909)
Beginning Fund Balance	6,046,688	2,384,382	1,897,534	1,897,534	1,224,176	2,077,122	1,441,509	1,323,074
Ending Fund Balance	\$ 2,384,382	\$ 1,897,534	\$ 2,130,241	\$ 1,224,176	\$ 2,077,122	\$ 1,441,509	\$ 1,323,074	\$ 1,242,165

**Land Trust Fund  
Historical and Projected Revenues**

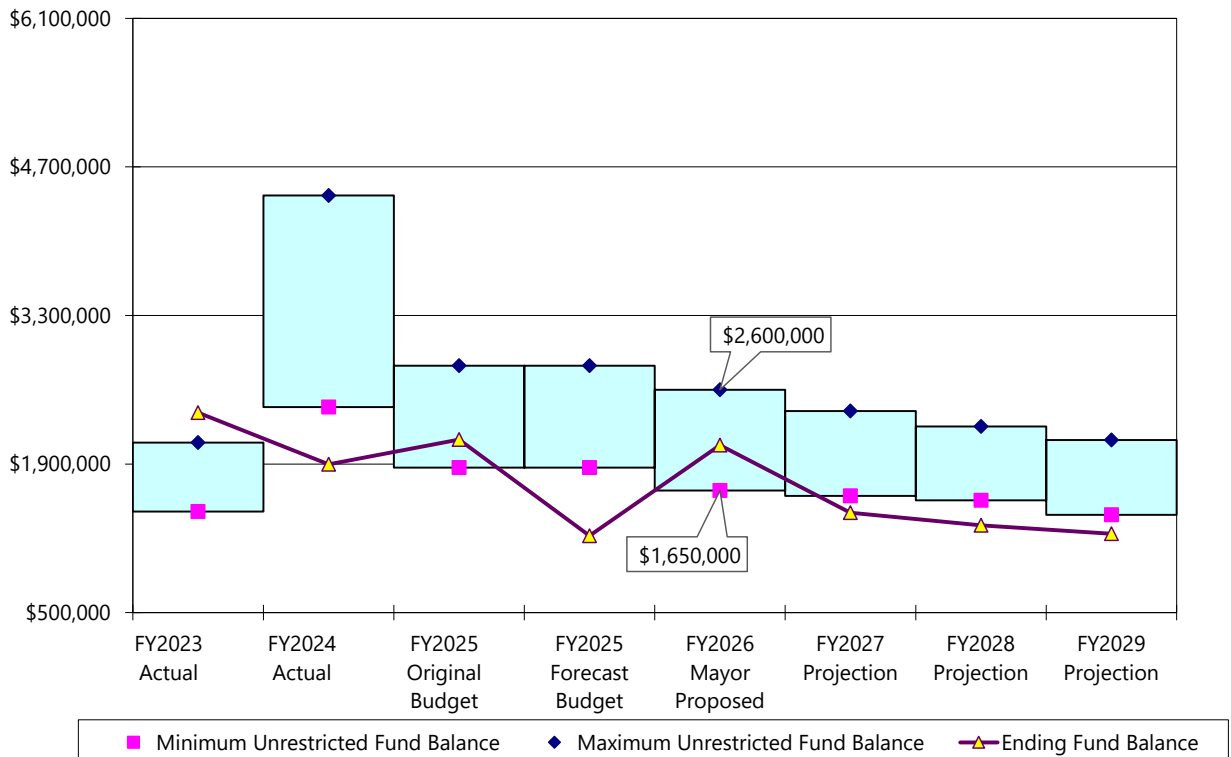




### Land Trust Fund Revenues and Expenditures



### Land Trust Fund Ending Fund Balance



## Department Function

**Fund 250**

## Land Management Administration

**Dept 21210**

### Mission

To make informed management recommendations, decisions, and actions on the Borough's land inventory and natural resources in accordance with KPB Chapter 17.10 and the Kenai Peninsula Borough Comprehensive Plan with three primary operational objectives:

- Acquire and hold land for the operations of the Kenai Peninsula Borough, including the School District and service areas.
- Manage lands and natural resources for identified community needs and general social, environmental, and economic public benefits.
- Create the capacity for perpetuating the implementation of these.

### Program Description

The Land Management Division is responsive to current and foreseeable land-based needs of the Borough and its residents which are addressed through inventory, land planning, land acquisition, land use authorizations, resource management, land disposals, and public land information under the general powers authority of AS 29.35.010(8) using enterprising methods.

### Major Long-Term Issues and Concerns:

- Establishing policy and formalizing best practices necessary to align with Borough long-term planning, land, and resource needs. Finding the time and department resources to develop associated new programs and code changes.
- Protecting and progressing KPB's interest in the municipal entitlement process.
- Establishing an integrated information management system for land program records.
- Public facing mapping of all Borough land.
- Revision of the land classification system to be concise and understandable as it pertains to land management.
- Development of a comprehensive land management plan including classification of all KPB lands, a prioritized multi-year work plan with classification-based management plans, forecasted acquisitions to support all operations of KPB, KPBSD, and Service Areas, and other operational objectives.
- Establishing productive, healthy, and sustainable soil, water, and forest management in KPB owned and managed lands.
- Staffing succession and capacity to serve mission with a strategic staffing and contracting portfolio.
- Establish reasonable annual revenue program goals and strategies.

### FY2025 Accomplishments

- Completed the administration of \$106,385 USDA Community Compost grant.

- Provided administrative support to the Planning Commission, and the KPB Resilience and Security Advisory Commission (RSAC) and its 3 subcommittees, facilitating the potential transfer of the RSAC to the Mayor's Office.
- Provided information to 1,932 front counter callers, 1110 front counter walk-ins, delivered 407 maps to public customers and addressed 416 email inquiries.
- Prepared 5 subdivision contracts and completed 3 KPB subdivision to produce 22 new lots for future land sale inventory.
- Developed draft Comprehensive Land Plan.
- Developed draft Land Sale Implementation Plan (LSIP) identifying inventory for future land sale offerings.
- Requested State Patent to 390 acres of Municipal Entitlement Lands.
- Facilitated review of 81 tax-foreclosed properties and conducted an inter-departmental tax foreclosure review committee meeting.
- Facilitated Tax Foreclosure Land Sale consisting of 34 properties generating \$599,800 in gross sale proceeds.
- Facilitated closing of remaining properties from the 2024 Spring Land Sale and 2023 Substandard Lot sale.
- Strategic acquisition of property adjacent to the North Star School using the Land Trust Fund.
- Managed 60 reservations for education and government use of space at the So Prep Building.
- Recording of Summit Lake Municipal Entitlement Survey securing 345.21 acres of Borough lands.
- Facilitated the acquisition of property in K-Selo for future school use.
- Contracted for the completion of Spruce Bark Beetle (SBB) mitigation on 38 KPB owned sites (8 units completed).
- Completed SBB Safe Egress mitigation efforts comprised of 102 parcels and 26 ROW units.
- Facilitated slash disposal pile burns in 2 Borough-managed material sits.
- Developed MOA's with HEA and Chugiak Electric Association (CEA) for efficient treatment of SBB hazard trees in utility row on Borough-owned land.
- Captured over 800 acres of aerial imagery across 24 land management zones in the development of facility mapping program (30% complete).
- Completed 336 acres of material site surveying, installed 3 deep rod benchmarks, and completed aerial imagining baseline Unmanned Aerial Vehicle (UAV) survey at 4 KPB material sites.
- Applied for \$8 million U.S. Forestry Service (USFS) Community Wildfire Defense Grant (CWDG).

## Department Function

**Fund 250**

## Land Management Administration - Continued

**Dept 21210**

### FY2026 Ongoing Initiatives:

- Recording of Municipal Entitlement Final Decision documents leading to the parcel mapping of all 40,000 acres of KPB management authority lands.
- Continue to prioritize, plan, and initiate land development and improvement projects to generate new land sale inventory.
- Establishing a general lease offering program for commercial, residential, recreational, and agricultural uses in select areas to be used in combination with ongoing land sales.
- Complete the survey of 1,648 acres of Municipal Entitlement lands in the Cooper Landing area.
- Continue to assist GIS Division with developing and implementing technical methods for spatial adjustment of all tax parcel GIS data to improve spatial accuracy and better meet the demands of internal and external map data users.
- Complete the remaining survey and mapping needs to finalize the KPB Facility and Land Management Zone Program.
- Complete long-term Land Sale Implementation Plan (LSIP) for final approval.
- Complete initial inventory review and proposed management designation for Comprehensive Land Plan.
- Continue to satisfy performance requirements for three existing SBB related grants.
- Install deep rod benchmarks, and complete aerial imaging baseline UAV survey at remaining KPB material sites.
- Complete SBB public facilities treatment program on remaining KPB facilities.

### FY2026 New Initiatives:

- Development and implement KPB Lease Audit program to proactively manage KPB leases.
- Initiate review of Borough land inventory to identify and resolve title or other related matters to perfect condition of real property asset.
- Increased management and inventory efforts across all KPB material site locations.
- Onboard new practices and software necessary to track Land Management lease and royalty revenues.
- Implement new business practices to establish annual department revenue goals.
- Engineering and access/utility extensions to serve Caribou Crossing Subdivision and Browns Cohoe Loop Subdivision.
- Subdivision design concept and survey for 2 new KPB subdivision projects in Hope and Anchor Point for incorporation into future land disposal offerings.
- Replat of Birch and Grouse properties impacted by Sterling Highway MP 45-60 right of way disposal.
- Implementation of 2025 Tax Foreclosure Auction projected at 20 or more parcels to be offered.
- Implementation of 2025 General Land Sale offering with a revenue goal of \$1,500,000 for contribution to the Land Trust Investment Fund.
- Signage and security improvements for Hope and Snug Harbor Material sites.
- Assist with SBB project initiation in the event of \$8M CWDG grant award (Pending).
- Work directly with the administration to streamline Municipal Entitlement survey requirements and conveyance.
- Begin the process to address a detailed rewrite of KPB Code Chapter 17 to address various matters including classification and land disposals.

### Performance Measures

#### Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	5	6	6	6
Seasonal Field Staff	0	1	1	1

## Department Function

**Fund 250**

## Land Management Administration - Continued

**Dept 21210**

**Priority/Goal:** Land Acquisition

**Goal:** Support Borough operations and community interests with appropriately located lands.

**Objective:** To acquire lands meeting operational criteria for Borough purposes and appropriate for inclusion in community land use planning including lands supporting public purposes, community expansion, resource management, recreation, and ecological values. To obtain patent to approved municipal entitlement grant lands.

**Measures:**

Key Measures	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Projected
Parcels Acquired for KPB Purposes	n/a	15	2	28	6
Properties Leased by KPB	n/a	16	15	16	16
Municipal Entitlement Acres Received	500	89	0	384.45	1,648.60

**Priority/Goal:** Land Disposal

**Goal:** To dispose of tax-foreclosed surplus and community expansion lands guided by public processes. To contribute to the Land Trust Investment Fund (LTIF) and the goals of the fund established in Ordinance 2018-29.

**Objective:** To conduct disposal programs of appropriate surplus, planned lands, and to periodically tax foreclosure auctions. To build the LTIF to a level which can sustain KPB Land needs via POMV and land investments, and to further build the LTIF to a self-sustaining level which can endow KPB with additional financial tools.

**Measures:**

Key Measures	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Projected
Tax Foreclosure Parcels Sold/Retained	n/a	0/0	0/0	34/26	18/4
Parcels Sold at Market Value	12	36	8	28	20
Deeds of Trust in Escrow #/\$ Value	32 / \$1,672,558	40 / \$2,051,564	32 / \$1,672,558	31 / \$1,612,827	40 / \$2,100,000
Land Sale Earnings Deposit	\$500,000	\$4,565,000	\$1,185,810	\$500,000	\$1,500,000

**Priority/Goal:** Land Use Authorizations and Natural Resource Sales

**Goal:** To provide for appropriate uses of Borough land and natural resources.

**Objective:** 1. To orderly administer land authorization programs for special use of Borough land.  
2. To offer Borough gravel and hard rock resources in support of community and public project needs.

**Measures:**

Key Measures	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Projected
Active Land Leases & Rent Agreements	43	51	43	48	48
Communication Site Agreements (*no data)	18	*	18	18	21
Land Use Permits/Easements Granted	28/3	33/4	28/3	10/3	10/4
Right-of-Way Utility Permits	195	162	194	196	200
Small Quantity Gravel Permits	8	5	8	1	10
Gravel Volume All Sites (cubic yards)	40,310	37,437	40,310	17,318	40,000
Hard Rock Volume (cubic yards)	262	0	262	0	100
Disposal of Earthen Materials (*no data)	255,698	*	255,698	0	200

**Kenai Peninsula Borough  
Budget Detail**

**Fund 250**

**Department 21210 - Land Management Administration**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget	%
<b>Personnel</b>								
40110	Regular Wages	\$ 286,344	\$ 397,213	\$ 514,943	\$ 514,943	\$ 529,955	\$ 15,012	2.92%
40120	Temporary Wages	-	-	11,522	11,522	12,802	1,280	11.11%
40130	Overtime Wages	945	5,088	5,341	5,341	6,356	1,015	19.00%
40210	FICA	24,126	33,455	47,335	47,335	49,283	1,948	4.12%
40221	PERS	79,805	108,391	117,247	117,247	120,660	3,413	2.91%
40321	Health Insurance	134,615	158,249	196,560	196,560	142,500	(54,060)	-27.50%
40322	Life Insurance	447	672	732	732	752	20	2.73%
40410	Leave	44,320	52,314	62,587	62,587	67,506	4,919	7.86%
	Total: Personnel	570,602	755,382	956,267	956,267	929,814	(26,453)	-2.77%
<b>Supplies</b>								
42020	Signage Supplies	-	-	1,500	1,500	1,500	-	0.00%
42120	Computer Software	1,108	984	1,200	1,200	1,000	(200)	-16.67%
42210	Operating Supplies	1,926	5,231	5,000	14,289	7,000	2,000	40.00%
42230	Fuel, Oils and Lubricants	266	470	1,200	1,200	1,500	300	25.00%
42250	Uniforms	-	-	-	750	1,000	1,000	-
42310	Repair/Maintenance Supplies	120	133	500	500	500	-	0.00%
42360	Motor Vehicle Supplies	-	-	500	500	1,500	1,000	200.00%
42410	Small Tools & Minor Equipment	588	4,111	2,100	17,178	2,100	-	0.00%
	Total: Supplies	4,008	10,929	12,000	37,117	16,100	4,100	34.17%
<b>Services</b>								
43011	Contractual Services	374,839	172,955	371,150	435,438	427,000	55,850	15.05%
43019	Software Maintenance	1,379	-	1,500	1,500	1,000	(500)	-33.33%
43026	Software Licensing	-	5,579	5,800	5,800	14,400	8,600	148.28%
43050	Solid Waste Fees	-	-	500	500	500	-	0.00%
43100	Land Management Program Services	-	-	15,000	15,000	15,000	-	0.00%
43110	Communications	2,906	4,559	4,900	4,900	6,700	1,800	36.73%
43140	Postage and Freight	668	820	4,000	4,000	3,000	(1,000)	-25.00%
43210	Transportation/Subsistence	1,984	3,593	8,082	8,082	10,500	2,418	29.92%
43220	Car Allowance	3,546	6,408	10,800	10,800	10,800	-	0.00%
43260	Training	545	1,495	3,250	3,250	3,550	300	9.23%
43310	Advertising	5,226	2,019	8,000	8,000	6,000	(2,000)	-25.00%
43410	Printing	241	1,041	500	500	500	-	0.00%
43510	Insurance/Litigation Fund Premiums	3,933	4,861	5,690	5,690	5,577	(113)	-1.99%
43610	Utilities	4,698	5,473	5,995	5,995	6,150	155	2.59%
43720	Equipment Maintenance	511	895	1,000	1,000	1,000	-	0.00%
43750	Vehicle Maintenance	-	-	1,000	1,000	1,000	-	0.00%
43810	Rents and Operating Leases	-	210	1,200	1,200	1,000	(200)	-16.67%
43920	Dues and Subscriptions	-	240	970	970	1,260	290	29.90%
43931	Recording Fees	188	222	7,000	7,000	5,000	(2,000)	-28.57%
43933	Collection Fees	-	-	500	500	500	-	0.00%
43936	USAD Assessments	-	12,146	-	-	-	-	-
45110	Land Sale Property Tax	-	-	30,000	30,000	25,000	(5,000)	-16.67%
	Total: Services	400,664	222,516	486,837	551,125	545,437	58,600	12.04%
<b>Capital Outlay</b>								
48311	Major Machinery and Equipment	-	96,670	4,000	2,854	5,000	1,000	25.00%
48610	Land	108,205	-	-	59,000	-	-	-
48710	Minor Office Equipment	2,596	6,505	-	1,146	8,555	8,555	-
48720	Minor Office Furniture	989	1,208	1,000	1,000	3,000	2,000	200.00%
48740	Minor Machinery & Equipment	-	14,291	1,000	1,000	1,000	-	0.00%
49433	Plan Reviews	1,470	1,470	7,460	7,460	8,470	1,010	13.54%
	Total: Capital Outlay	113,260	120,144	13,460	72,460	26,025	12,565	93.35%
<b>Transfers</b>								
50252	Land Trust Investment Fund	4,565,000	1,185,810	710,000	966,275	450,000	(260,000)	-36.62%
	Total: Transfers	4,565,000	1,185,810	710,000	966,275	450,000	(260,000)	-36.62%

**Kenai Peninsula Borough  
Budget Detail**

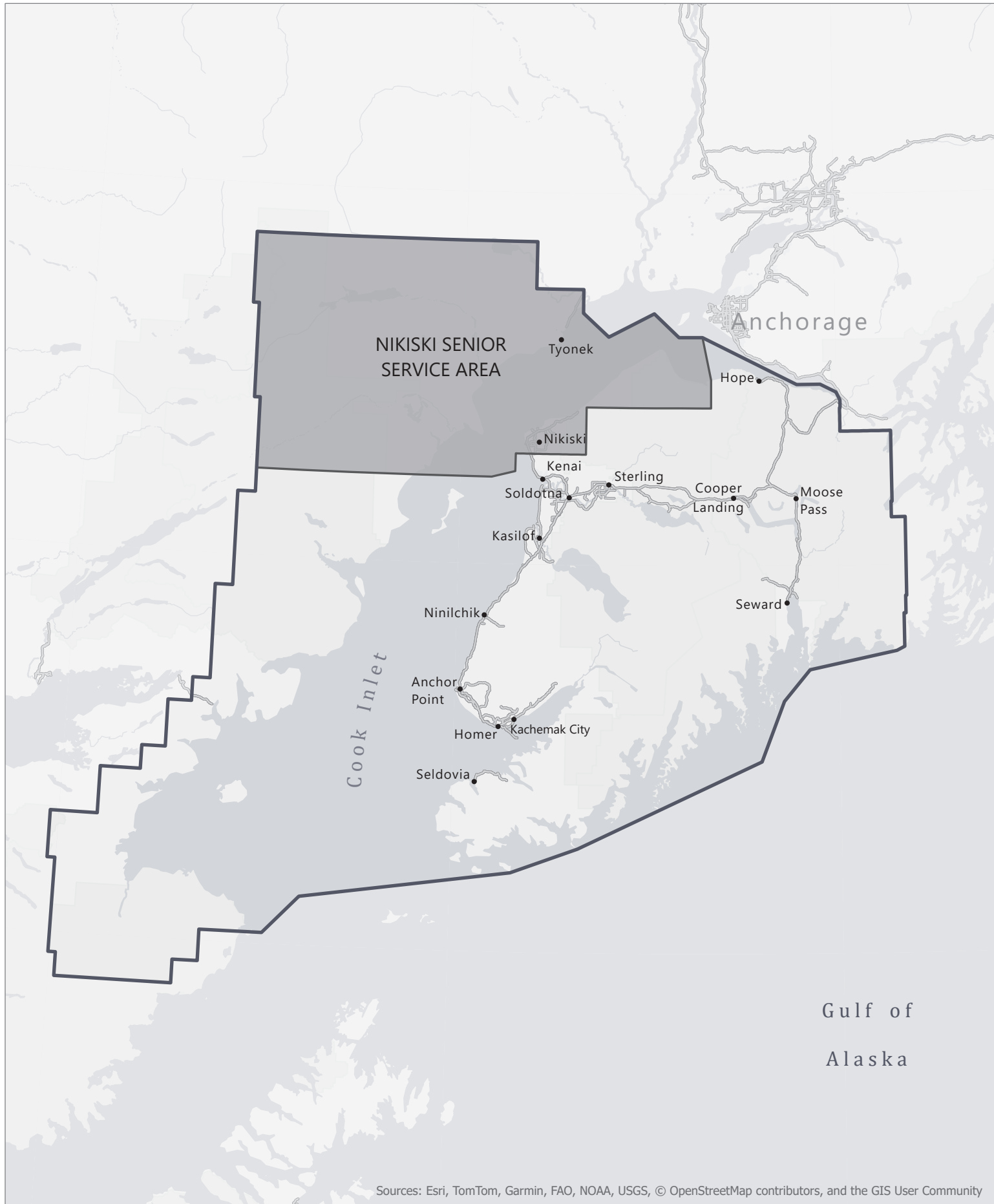
**Fund 250**

**Department 21210 - Land Management Administration - Continued**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Interdepartmental Charges</b>							
61990 Administrative Service Fee	24,931	27,728	36,714	37,600	37,934	1,220	3.32%
Total: Interdepartmental Charges	24,931	27,728	36,714	37,600	37,934	1,220	3.32%
<b>Department Total</b>	<b>\$ 5,678,465</b>	<b>\$ 2,322,509</b>	<b>\$ 2,215,278</b>	<b>\$ 2,620,844</b>	<b>\$ 2,005,310</b>	<b>\$ (209,968)</b>	<b>-9.48%</b>

**Line-Item Explanations**

<b>40110 Regular Wages.</b> Staff includes: 1 Senior Manager, 1 Program Manager-Surveyor, 2 Land Management Agents, 1 Land Management Technician IV, and 1 Administrative Assistant.	<b>43310 Advertising.</b> Decrease due to prior year actuals and anticipated FY26 need.
<b>42120 Computer Software.</b> Reduced based on prior year actuals.	<b>43410 Postage and Freight.</b> Decreased due to prior year actuals and planned FY26 need.
<b>42210 Operating Supplies.</b> Increase due to survey program needs. Field supplies including stakes, grass seed, barrier fencing, rebar, flagging, paint, nails, monuments, and other consumables.	<b>43810 Rents and Operating Leases.</b> Decrease due to prior year actuals and planned FY26 need.
<b>42230 Fuel, Oil and Lubricants.</b> Increase due to additional planned inspections and survey field work.	<b>43920 Dues and Subscriptions.</b> Increase due to Garmin Inreach (\$180) and Chat GPT (\$240) subscriptions.
<b>42250 Uniforms.</b> Increase to provided necessary logowear for field operations.	<b>43931 Recording Fees.</b> Reduced due to planned FY26 need.
<b>42360 Motor Vehicle Supplies.</b> Increase due to anticipated tire replacement.	<b>45110 Land Sale Property Tax.</b> Decrease due to anticipated tax foreclosure sale numbers.
<b>43011 Contractual Services.</b> Increase due to land engineering, design, survey and development of Borough Subdivisions (\$300,000) as well as inflationary effects on contract services. Land Sale Engineering/ Permitting/Survey (\$30,000), Tax & General Land Sale Auction & Marketing Services (\$80,000), Docusign for land management contracting and sales (\$2,000), and Monument Location Contract (\$15,000).	<b>48311 Major Machinery and Equipment.</b> Purchase of survey drone (\$5,000).
<b>43019 Software Maintenance.</b> Decrease due to prior year actuals. Trimble units for survey program (\$1,000).	<b>48710 Minor Office Equipment.</b> Increase based on FY25 provided costs for the scheduled replacement of 3 computer work stations (\$5,250), 1 laptop (\$2,352), 4 computer monitors (\$869), 2 soundbars (\$84).
<b>43026 Software Licensing.</b> Increase due to continued use of survey related software Trimble (\$1,200), Pix4D (\$2,300), Civil3D (\$2,900), divisional use of Adobe (\$1,500), and new use of Visual Lease program (\$6,500).	<b>48720 Minor Office Furniture.</b> Increase based on FY26 needs. Replacement of 2 office desks (\$3,000).
<b>43110 Communications.</b> Increase due to expanded need for cellular connectivity for survey and field use (\$1,800).	<b>48740 Minor Machinery and Equipment.</b> Purchase of field survey equipment (\$1,000).
<b>43210 Transportation / Subsistence.</b> Increase based on planned inspections and management activities in Beluga and Seldovia.	<b>49433 Plan Reviews.</b> Increase due to applications fees. Municipal Entitlement Survey Instruction Fees for 2 surveys (\$5,000), LOZD Applications fees for KPB Developments (\$2,000), and ADEC SWPPP (\$1,470).
	<b>61990 Admin Service Fee.</b> The admin service fee is charged to service areas and various funds to cover a portion of costs associated with providing general government services.



Kenai Peninsula Borough  
**Senior Service Area**



## **Nikiski Senior Service Area**

Voters in the Nikiski area approved the formation of the Nikiski Senior Service Area in October 1993 to provide programs and services for the senior citizens within the service area. A five-member board of directors, elected by the voters in that service area, has the power to provide for these services and programs. The board members, who are qualified voters in the Borough and residents of the Nikiski Senior Service Area, serve staggered three-year terms. The major source of revenue is property tax.

The mill rate is set at .25 mills for the fiscal year 2026.

### **Board Members**

Mike Love  
Joe Thirlwell  
Lois Solmonson  
Vacant  
Vacant

**Mill Rate:** .25

**Population:** 4,802

**Square Miles:** 5,396

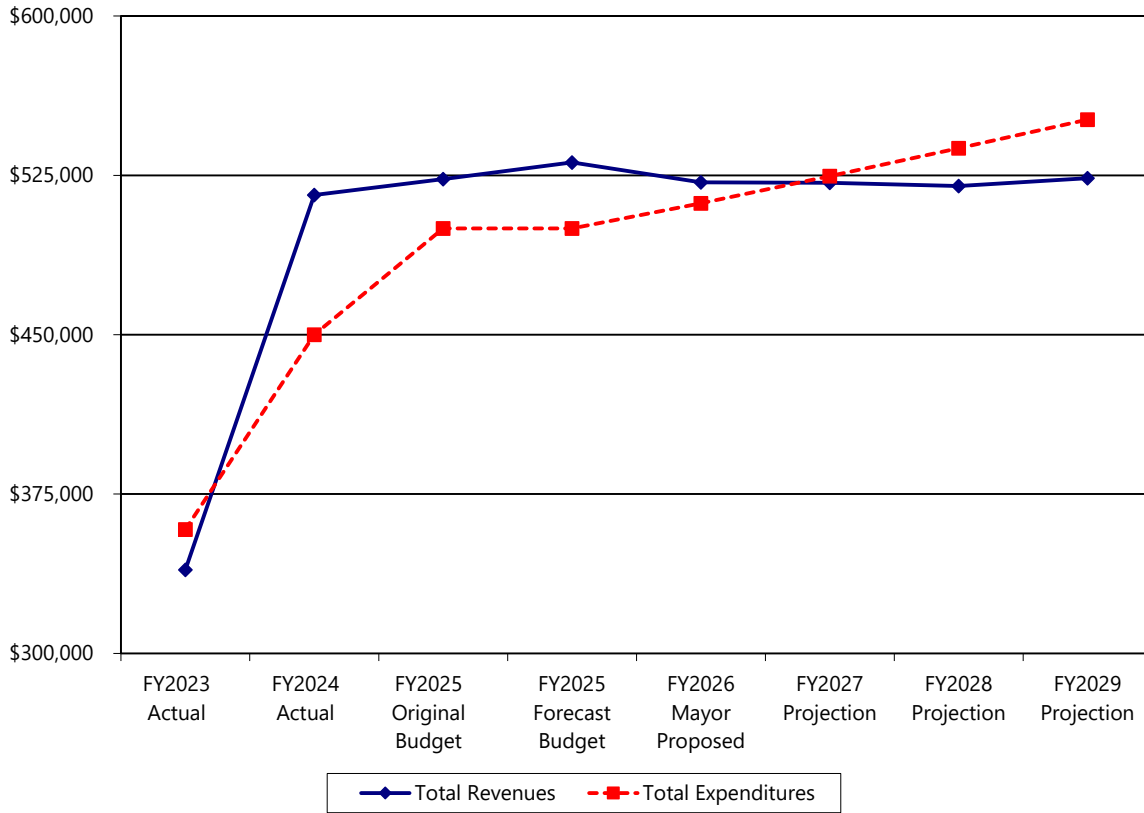




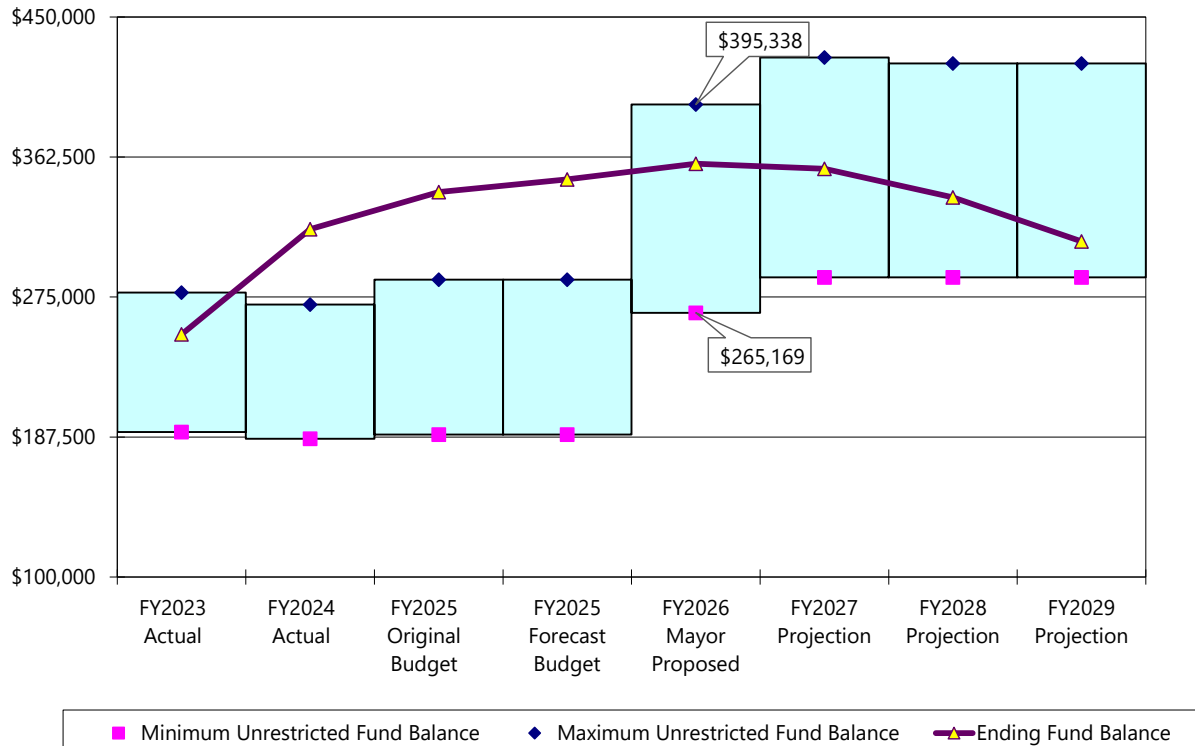
## Fund: 280 Nikiski Seniors Service Area - Budget Projection

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	563,602	655,166	718,302	718,397	773,286	781,019	788,829	804,606
Personal	37,670	40,155	43,612	44,128	45,046	45,496	45,951	46,411
Oil & Gas (AS 43.56)	1,056,721	1,113,617	1,145,885	1,145,885	1,208,868	1,208,868	1,208,868	1,208,868
	1,657,993	1,808,938	1,907,799	1,908,410	2,027,200	2,035,383	2,043,648	2,059,885
Mill Rate	0.20	0.27	0.27	0.27	0.25	0.25	0.25	0.25
Revenues:								
Property Taxes								
Real	\$ 111,711	\$ 177,299	\$ 193,942	\$ 193,967	\$ 193,322	\$ 195,255	\$ 197,207	\$ 201,152
Personal	7,531	10,881	10,840	10,840	10,336	10,433	10,530	10,628
Oil & Gas (AS 43.56)	211,344	300,676	309,389	309,389	302,217	302,217	302,217	302,217
Interest	311	419	272	272	272	277	283	289
Flat Tax	706	1,021	700	700	700	714	728	743
Motor Vehicle Tax	2,288	3,083	2,344	2,344	2,686	1,856	1,893	1,931
Total Property Taxes	333,891	493,379	517,487	517,512	509,533	510,752	512,858	516,960
Interest Earnings	5,488	22,343	5,711	13,578	12,196	10,749	7,103	6,746
Total Revenues	339,379	515,722	523,198	531,090	521,729	521,501	519,961	523,706
Total Revenues and Other Financing Sources	339,379	515,722	523,198	531,090	521,729	521,501	519,961	523,706
Expenditures:								
Services	320,219	450,000	500,000	500,000	511,875	524,672	537,789	551,234
Capital Outlay	38,142	-	-	-	-	-	-	-
Total Expenditures	358,361	450,000	500,000	500,000	511,875	524,672	537,789	551,234
Change in fund balance	(18,982)	65,722	23,198	31,090	9,854	(3,171)	(17,828)	(27,528)
Beginning Fund Balance	270,630	251,648	317,370	317,370	348,460	358,314	355,143	337,315
Ending Fund Balance	\$ 251,648	\$ 317,370	\$ 340,568	\$ 348,460	\$ 358,314	\$ 355,143	\$ 337,315	\$ 309,787

### Nikiski Senior Service Area Revenues and Expenditures



### Nikiski Senior Service Area Ending Fund Balance



## Department Function

Fund 280

Nikiski Senior Service Area

Dept 63190

### Mission

To provide funding for programs and services which enhance the "aging in place" experience for all persons fifty-five and older.

### Program Description

The Nikiski Senior Service Area provides meals, transportation, social services, State and area information, referral services, and programs for seniors in the Service Area.

### Major Long-Term Issues and Concerns:

- Maintain sustainable services and operations with the increased cost of providing services.
- Continue to integrate into a long-range plan to provide the needed level of services and activities available to area seniors.
- Develop plans for providing services collaboratively with local businesses and facilities for seniors in our area.
- As our community changes, we continue to be aware of the increasing demand for senior services, demographic changes and adapt accordingly.
- Replacement of boiler system in Nikiski Senior Citizens Inc. facility.

**Contractual Services, Village of Tyonek.** The Service Area "Reimbursement Program" provides \$25,000 in annual funding to the Village of Tyonek for meal delivery to the elders served Monday through Friday, as well as transportation to congregate meals.

**Contractual Services, Nikiski Senior Services, Inc.** The Service Area provides annual funding to Nikiski Senior Services, Inc. (NSC); the following was accomplished in FY2025:

- To meet the increasing demand for safe and reliable transportation, the Inc. hired 2 new transportation program employees and utilized grant-funded ADA and transit vans, this allowed more seniors to access essential services.
- Operational processes of the Center were revised to prioritize safety and effectiveness.
- In partnership with the Nikiski Senior Independent Senior Living Center, we began providing regular in-house Medicare assistance and Q&A sessions, ensuring seniors have direct access to crucial healthcare information and resources.
- Launched a Surface Pro laptop check-out program and provided specialized computer training. This initiative has empowered seniors to engage in virtual activities and access remote services with confidence.

- Hired a new Head Cook and Assistant Cook for the meal programs and also collaborated with a Nutritionist, to evaluate and enhance meal plans, introducing dietary substitutions to provide diverse, nutritious options for both the Congregate Lunch Program and Meals on Wheels.
- To support low-income seniors and foster a sense of belonging, free meals were provided during celebrations and holidays, ensuring no senior is left out during important occasions.
- We successfully developed and implemented a Volunteer Program, establishing a dedicated team of volunteers who provide ongoing support, strengthening our ability to serve the senior community effectively.

### FY2026 New Initiatives:

With the funding provided, the Nikiski Senior Services, Inc. plans the following in FY2026:

- We are committed to enhancing senior wellness by developing outdoor-friendly activities that promote physical health, social engagement, and overall well-being in a safe and accessible environment.
- To ensure our seniors receive the best possible support, we will continuously explore and implement new services and programs that address evolving needs and interests.
- We will continue providing free meals to seniors during celebrations and holidays, ensuring that all seniors, regardless of financial circumstances, can participate in meaningful community events.
- In response to our growing senior membership, we remain dedicated to offering healthy congregate meals while expanding supplemental food options through our Senior Food Pantry to combat food insecurity.
- We will introduce comprehensive educational workshops covering essential topics such as estate planning, tax preparation, Medicare and Social Security guidance, financial and medical power of attorney, retirement planning, and board of directors training.
- To improve efficiency and sustainability, we will transition Board of Directors meetings to a fully electronic, paperless format, enhancing accessibility and reducing waste.
- We will continue the full implementation of "My Senior Center", a digital tracking system that monitors attendance, activities, volunteer hours, and other key data, allowing us to better understand and serve our senior community.
- We remain dedicated to meeting all obligations outlined in our Operating Agreement, ensuring compliance and excellence in service delivery.

## Department Function

**Fund 280**

**Nikiski Senior Service Area - Continued**

**Dept 63190**

### Performance Measures:

**Priority/Goal:** Contain operational costs for delivered meal program with increased senior participation at Nikiski Senior Services, Inc. Meeting the needs of seniors' increasing services through staffing and operational changes.

**Priority/Goal:** Retain nutritional value of delivered meals and costs associated with increased meals of 1 to 2 X daily and increased client participation. Containing food and employee costs while providing necessary nutritional values.

Delivered Meals (Nikiski Senior Services, Inc.)	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Congregate and Home Delivered Meals	14,500	15,056	13,712	14,500	15,000
Miles Driven for Meals Delivery	14,000	11,359	13,312	14,000	14,500
Nikiski Senior Services, Inc. – Costs of Goods	\$261,000	\$246,252	\$252,710	\$261,000	\$268,100

### Commentary from Nikiski Senior Services, Inc.

As the senior population in Nikiski and its surrounding areas continues to grow, the demand for essential, sustainable, and adequately funded senior services has never been more urgent. Access to reliable transportation, nutritious meals, and comprehensive support programs is critical in ensuring that seniors can maintain their independence, well-being, and quality of life.

The NSC Transportation Program has experienced a remarkable 46% increase in utilization following strategic staff expansion and program restructuring. This surge underscores the urgent need for continued funding to keep up with rising operational costs. Reliable transportation remains a lifeline for seniors, providing access to medical appointments, grocery shopping, and social activities—key components of a healthy and engaged lifestyle.

Similarly, improvements to our meal services have led to greater efficiency and sustainability. Since hiring a new Head Cook and Assistant Cook, we have successfully lowered operational costs while maintaining high-quality, nutritious meal options. Our partnerships with the Kenai Peninsula Borough School District (KPBSD) and Nikiski Middle/High School (NMHS) have further strengthened our ability to provide well-balanced meals, yet rising grocery costs remain a significant concern. Continued financial support is essential to ensure that no senior goes hungry.

With growth comes the need for additional staffing. Our dedicated team is the backbone of our center, ensuring seniors receive the exceptional service and support they deserve. However, the increasing workload has led to staff burnout, as employees work tirelessly to organize events, coordinate essential services, and adapt to evolving community needs. To address this, we are actively pursuing funding to provide competitive wages and benefits, ensuring job sustainability and staff retention. Investing in our workforce directly translates to better services for our senior population.

Demographic trends further emphasize the urgency of these efforts. Rural Alaska's senior population is growing at an unprecedented rate, outpacing both state and national averages. By 2030, Alaska's senior population is expected to double, with rural communities like Nikiski experiencing the most significant increases. A proactive approach is necessary—securing long-term funding, expanding programs, and strengthening infrastructure will ensure that seniors have consistent access to vital services for years to come.

Our mission remains clear: to provide sustainable, high-quality services that enhance the well-being of our senior community. With continued investment and community collaboration, we can build a strong foundation for the future, ensuring that Nikiski's seniors receive the care, dignity, and support they deserve.

**Kenai Peninsula Borough  
Budget Detail**

**Fund 280**

**Department 63190 - Nikiski Seniors Service Area**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>							
43011 Contractual Services	\$ 320,219	\$ 450,000	\$ 500,000	\$ 500,000	\$ 511,875	\$ 11,875	2.38%
43012 Audit Services	-	-	-	-	-	-	-
Total: Services	320,219	450,000	500,000	500,000	511,875	11,875	2.38%
<b>Capital Outlay</b>							
48310 Vehicles	38,142	-	-	-	-	-	-
Total: Capital Outlay	38,142	-	-	-	-	-	-
<b>Department Total</b>	<u>\$ 358,361</u>	<u>\$ 450,000</u>	<u>\$ 500,000</u>	<u>\$ 500,000</u>	<u>\$ 511,875</u>	<u>\$ 11,875</u>	<u>2.38%</u>

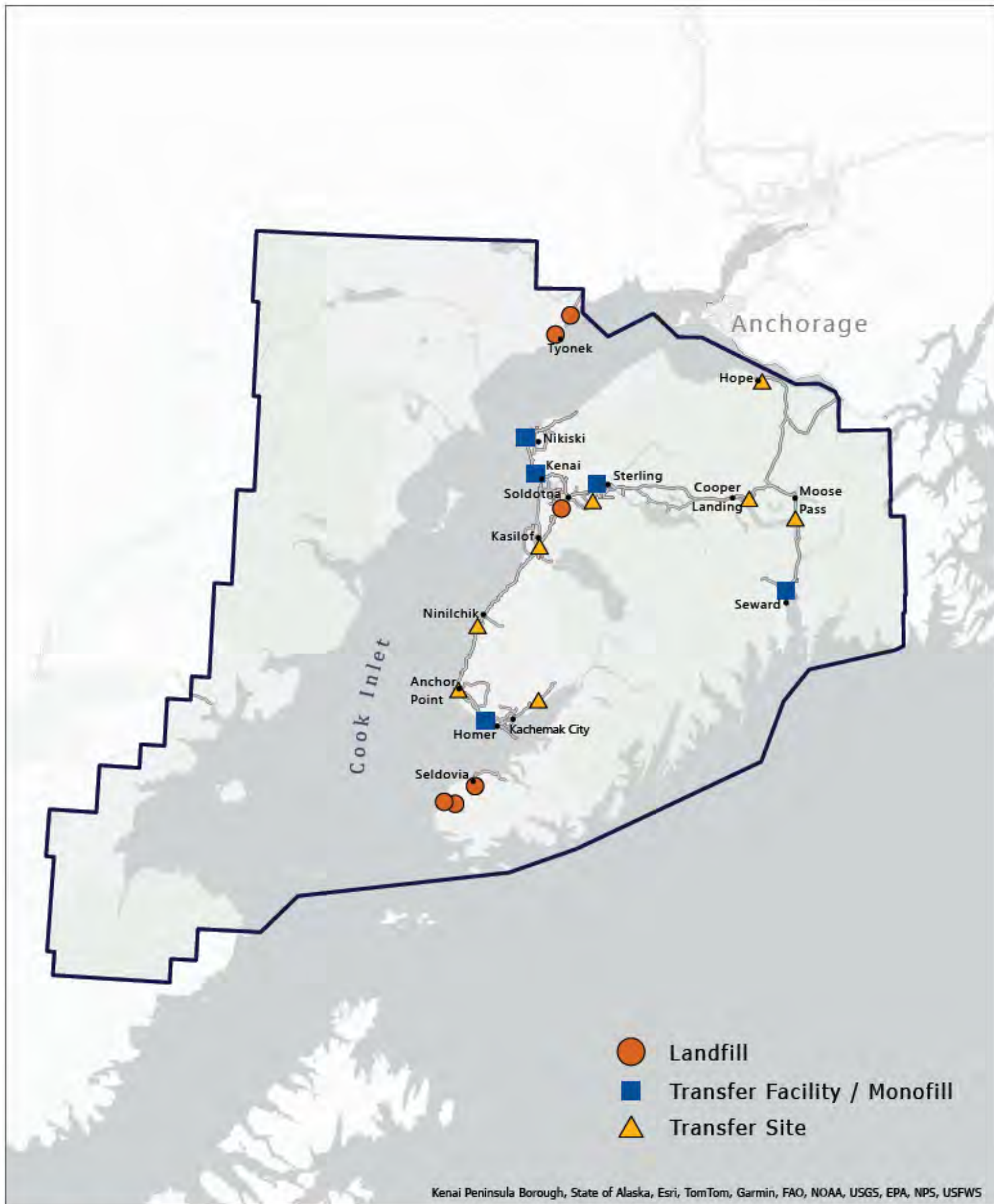
**Line-Item Explanations**

**43011 Contractual Services.** Contracting with Nikiski Senior Citizens, Inc. to provide the services and programs to meet the general objectives of the service area (\$486,875). Native Village of Tyonek to provide for the administration of the Tyonek Senior Citizen programs (\$25,000).

## ***Solid Waste Fund***

The Borough has one (1) Solid Waste fund with an annual budget. It was established for specified purposes due to legal requirements restricting specific resources for expenditure or which are not appropriately budgeted elsewhere.

**Solid Waste Fund** – this fund was established to account for activities of the Borough's solid waste program. This program was being accounted for as a special revenue fund because less than 10% of its revenues come from user fees, 90% of its revenues are transferred from the Borough's General Fund. To comply with new GASB reporting requirements, this fund will be reported as part of the General Fund for reporting purposes. This fund will continue to be shown in the special revenue fund section for budgetary purposes.



Kenai Peninsula Borough  
**Solid Waste Facilities**



## Kenai Peninsula Borough Solid Waste Fund

### **Mission:**

The mission of the Kenai Peninsula Borough Solid Waste Department is to develop and implement solid waste programs and dispose of waste generated in the KPB in the most economically feasible and environmentally responsible manner in accordance with the KPB Code and with federal and state requirements.

### **Division Functions:**

The Solid Waste fund was established to account for activities of the borough's solid waste program.

The Solid Waste fund is made up of 5 divisions as follows; Administration; Central Peninsula Landfill; Seward Transfer Facility; Homer Transfer Facility; and Landfills, Hauling and Waste Program.

Solid Waste Administration – this division provides for the planning, design, development and operations of the solid waste facilities. This division is responsible for ensuring waste is managed in accordance with the Borough Code and state and federal requirements. This division also plans for the closure and post-closure requirements of borough landfills.

Central Peninsula Landfill – this division's mission is to collect and dispose of solid waste in the Kenai Peninsula Borough in a cost effective and efficient manner, while meeting regulatory requirements and providing for proper hazardous materials disposal. . This facility is located in Soldotna.

Seward Transfer Facility – this division's mission is to collect and transfer solid waste generated in the Eastern Peninsula to the Central Peninsula Landfill in Soldotna for disposal, manage inert waste with on-site burial, recycle to reduce waste requiring burial, and provide for proper hazardous materials disposal. The operations of this site are outsourced to a private contractor.

Homer Transfer Facility – this division's mission is to consolidate, transport and manage waste generated in the Southern Peninsula in a cost effective and efficient manner while meeting regulatory requirements and providing for proper hazardous materials disposal. The facility's operations are managed in-house by KPB.

Landfills, Hauling and Waste Program – this division's mission is to collect, consolidate, and dispose of solid waste within the Kenai Peninsula Borough rural disposal sites in a cost effective and efficient manner while meeting regulatory requirements and providing for proper hazardous materials disposal. It also provides integrated solid waste programs including the development, operations and maintenance of landfills in remote areas of the borough, eight waste drop box/transfer sites, hazardous waste collection program, solid waste environmental monitoring and litter program. These programs are all contracted out.

### Key Measures

	FY2023 <u>Actual</u>	FY2024 <u>Actual</u>	FY2025 <u>Projected</u>	FY2026 <u>Proposed</u>
Staffing History	21	21	21.5	21.5
Summary for All Areas: (Tons)	FY2023 <u>Actual</u>	FY2024 <u>Actual</u>	FY2025 <u>Projected</u>	FY2026 <u>Estimated</u>
Asbestos	31	343	127	140
Construction Debris	36,310	36,832	36,600	37,515
Mixed Solid Waste	45,506	45,479	46,325	47,500
Recycle	<u>2,494</u>	<u>2,560</u>	<u>2,570</u>	<u>800</u>
Total All Waste	84,341	85,214	85,622	85,955
Hazardous Waste (drums/boxes)	412	580	485	485
Used Oil Collected (gal)	17,452	13,515	15,500	15,500



## Fund: 290 Solid Waste - Budget Projection

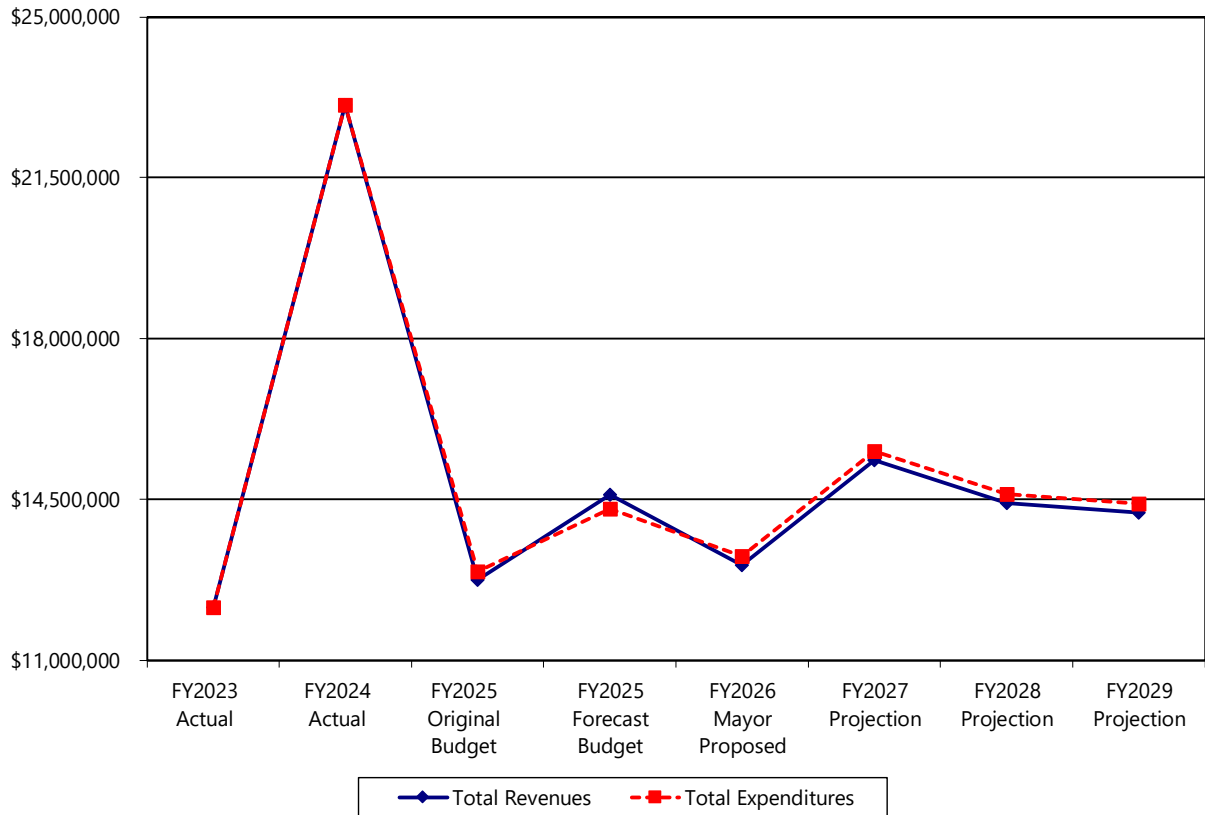
Fund Budget:	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Revenues:								
Federal Revenues	\$ 43,733	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
State Revenues	55,953	43,446	-	-	-	-	-	-
Interest Earnings	3,828	2,946	2,000	2,000	2,000	2,000	2,000	2,000
Other Revenue	684,063	1,228,271	1,025,000	1,525,000	1,575,000	1,606,500	1,638,630	1,671,403
Total Revenues	787,577	1,274,663	1,027,000	1,527,000	1,577,000	1,608,500	1,640,630	1,673,403
Operating Transfers From:								
General Fund	11,355,538	21,804,733	11,719,442	13,072,526	11,485,368	13,738,290	12,773,718	12,531,305
Total Operating Transfers	11,355,538	21,804,733	11,719,442	13,072,526	11,485,368	13,738,290	12,773,718	12,531,305
Total Revenues and Operating Transfers	12,143,115	23,079,396	12,746,442	14,599,526	13,062,368	15,346,790	14,414,348	14,204,708
Expenditures:								
Personnel	2,717,788	2,918,923	3,365,664	3,371,205	3,308,615	3,374,787	3,459,157	3,562,932
Supplies	681,544	705,633	732,550	735,274	859,050	876,231	893,756	911,631
Services	6,383,157	18,275,489	8,141,713	9,463,343	8,366,760	8,366,760	8,534,095	8,704,777
Capital Outlay	276,656	54,351	40,725	72,601	117,725	120,080	122,482	124,932
Total Expenditures	10,059,145	21,954,396	12,280,652	13,642,423	12,652,150	12,737,858	13,009,490	13,304,272
Operating Transfers To:								
Debt Service Fund - Solid Waste	833,970	-	-	-	-	-	600,000	600,000
Capital Projects Fund - Solid Waste	1,250,000	1,125,000	650,000	650,000	600,000	2,800,000	1,000,000	500,000
Total Operating Transfers	2,083,970	1,125,000	650,000	650,000	600,000	2,800,000	1,600,000	1,100,000
Total Expenditures and Operating Transfers	12,143,115	23,079,396	12,930,652	14,292,423	13,252,150	15,537,858	14,609,490	14,404,272
Net Results From Operations	-	-	(184,210)	307,103	(189,782)	(191,068)	(195,142)	(199,564)
Projected Lapse	-	-	184,210	(307,103)	189,782	191,068	195,142	199,564
Change in Fund Balance	-	-	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Mill Rate Equivalency for Operating  
Transfer from the General Fund

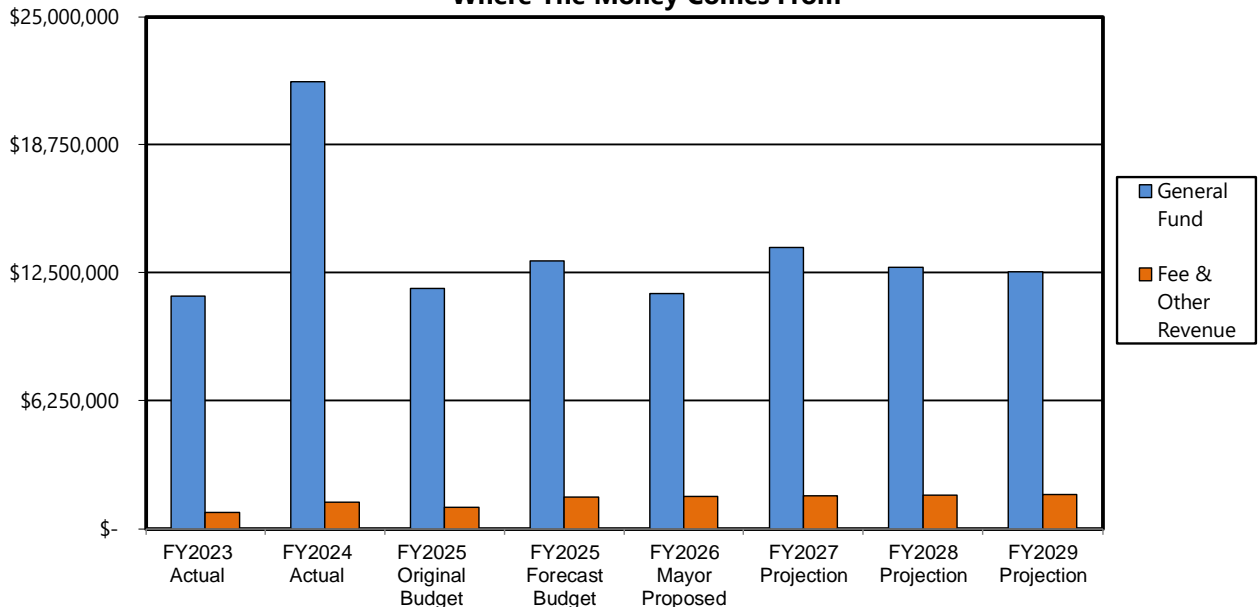
1.27      2.24      1.12      1.24      1.02      1.18      1.07      1.03

This fund was established to account for activities of the Borough's solid waste program and is included in the Borough's General Fund for financial statement purposes to comply with Governmental Accounting Standards Board pronouncements. On average, less than 7% of revenues needed to fund the solid waste program are generated by user fees, the balance is paid for by the Borough's General Fund.

### Solid Waste Revenues and Expenditures



### Solid Waste Where The Money Comes From



#### Mill Rate Equivalency for Operating Transfer from the General Fund

FY2023 Actual	FY2024 Actual	FY2025 Forecast Budget	FY2026 Mayor Proposed	FY2027 Projection	FY2028 Projection
1.27	2.24	1.24	1.02	1.18	1.07

<b>Fund 290</b>	<b>Department Function</b>
<b>Dept 32010</b>	<b>Solid Waste Fund</b>
	<b>Administration</b>

#### Program Description

Plan, design, develop, and operate solid waste facilities and programs to ensure waste is managed in accordance with the Borough Code and with state and federal requirements. Provide an integrated solid waste program, including development, operations, and maintenance of five rural landfills, two inert waste monofill/landfills, one lined landfill/inert waste landfill/baling facility, five transfer facilities, eight waste drop-box/transfer sites, recycling and hazardous waste collection stations, environmental monitoring, and litter programs. Ensure feasible and cost-effective waste management and compliance with regulatory requirements. Plan for closure and post-closure requirements for all Borough landfills.

#### Major Long-Term Issues and Concerns:

- Maintaining adequate fund in the closure and post closure liability account to support future regulatory requirements and adequate funding to repair and replace infrastructure and equipment.
- Rising costs for solid waste operations and determining appropriate funding sources for future increased costs.

#### FY2025 Accomplishments:

- Continued hauling leachate to wastewater treatment plants for disposal has proven successful at reducing leachate inventory.
- Increased Solid Waste disposal rates to recover costs and be more in line with other solid waste departments within the state.
- Began construction of new leachate concentrator.

#### FY2026 New Initiatives:

- Develop a revised cost model that reflects changing price structures within solid waste landfill operations, new environmental regulations, and increasing waste hauling volumes and cost.
- Decrease cost per ton of waste burial.
- Start new leachate concentrator and reduce leachate inventory further.
- Implement new software programming to accept credit cards for customer payment of chargeable loads.

#### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	5	5	5	5

**Priority/Goal:** Provide disposal capacity for solid waste generated within the Borough in an environmentally sound and cost-effective manner.

**Objective:** 1. Assess the amount of disposal capacity available at existing KPB landfills.  
2. Initiate actions to arrange for sufficient capacity to accommodate present and projected KPB needs.

**Measure:** Input received from tonnage data, volume surveys and other tracking methods.

**Tool:** Landfill capacity surveys, tonnage reports, Design Basis Report

**Frequency:** Annual, Tri-annual

Landfill	Benchmark	2026 Projected Available Airspace Remaining	2027 Projected Available Airspace Remaining	2028 Projected Available Airspace Remaining
Central Peninsula (Cells 1-8)	31 years	31 years	30 years	30 years

**Kenai Peninsula Borough  
Budget Detail**

**Fund 290**

**Department 32010 - Solid Waste Administration**

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed &	
				Budget	Budget	Proposed	Original Budget	%
<b>Personnel</b>								
40110	Regular Wages	\$ 360,433	\$ 341,800	\$ 441,791	\$ 441,791	\$ 453,701	\$ 11,910	2.70%
40130	Overtime Wages	5,958	3,282	8,149	8,149	8,440	291	3.57%
40210	FICA	30,917	29,350	40,211	40,211	40,963	752	1.87%
40221	PERS	98,029	97,775	100,856	100,856	103,607	2,751	2.73%
40321	Health Insurance	151,523	144,511	163,800	163,800	112,000	(51,800)	-31.62%
40322	Life Insurance	535	582	625	625	641	16	2.56%
40410	Leave	50,691	50,364	59,091	59,091	53,415	(5,676)	-9.61%
Total: Personnel		698,086	667,664	814,523	814,523	772,767	(41,756)	-5.13%
<b>Supplies</b>								
42120	Computer Software	490	-	-	-	-	-	-
42210	Operating Supplies	1,768	708	1,000	1,000	1,000	-	0.00%
42230	Fuel, Oils and Lubricants	5,866	4,766	5,000	5,000	5,000	-	0.00%
42250	Uniforms	-	144	200	3,000	200	-	0.00%
42310	Repair/Maintenance Supplies	-	119	250	250	250	-	0.00%
42360	Vehicle Repair Supplies	3,644	97	350	350	350	-	0.00%
42410	Small Tools & Minor Equipment	-	980	500	500	500	-	0.00%
Total: Supplies		11,768	6,814	7,300	10,100	7,300	-	0.00%
<b>Services</b>								
43011	Contractual Services	4,212	30,320	8,700	8,700	100,000	91,300	1049.43%
43019	Software Maintenance	316	280	60	60	1,260	1,200	2000.00%
43026	Software Licensing	-	260	500	500	500	-	0.00%
43110	Communications	6,355	6,282	8,560	8,560	8,560	-	0.00%
43140	Postage and Freight	1,124	1,602	1,200	1,200	1,600	400	33.33%
43210	Transportation/Subsistence	4,740	3,201	8,220	5,010	8,230	10	0.12%
43220	Car Allowance	7,200	6,053	7,200	7,200	7,200	-	0.00%
43260	Training	1,559	390	2,550	2,550	2,068	(482)	-18.90%
43310	Advertising	347	347	200	200	200	-	0.00%
43410	Printing	-	-	200	200	200	-	0.00%
43510	Insurance/Litigation Fund Premiums	3,302	3,874	4,422	4,422	5,867	1,445	32.68%
43600	Project Management	-	-	4,000	1,200	4,000	-	0.00%
43610	Utilities	3,440	3,442	4,385	4,385	4,385	-	0.00%
43720	Equipment Maintenance	816	1,182	2,000	2,000	2,000	-	0.00%
43750	Vehicle Maintenance	-	-	400	400	400	-	0.00%
43780	Buildings/Grounds Maintenance	-	-	1,250	1,250	1,250	-	0.00%
43920	Dues and Subscriptions	899	941	735	735	900	165	22.45%
Total: Services		34,310	58,174	54,582	48,572	148,620	94,038	172.29%
<b>Capital Outlay</b>								
48120	Major Office Equipment	1,720	-	-	1,630	-	-	-
48525	Software Licensing	-	-	-	-	6,700	6,700	-
48710	Minor Office Equipment	555	363	-	1,580	-	-	-
48720	Minor Office Furniture	1,910	-	1,000	1,000	1,000	-	0.00%
Total: Capital Outlay		4,185	363	1,000	4,210	7,700	6,700	670.00%
<b>Transfers</b>								
50340	Solid Waste Debt Service	833,970	-	-	-	-	-	-
50411	Solid Waste Capital Projects	1,250,000	1,125,000	650,000	650,000	600,000	(50,000)	-7.69%
Total: Transfers		2,083,970	1,125,000	650,000	650,000	600,000	(50,000)	-7.69%
<b>Department Total</b>		<b>\$ 2,832,319</b>	<b>\$ 1,858,015</b>	<b>\$ 1,527,405</b>	<b>\$ 1,527,405</b>	<b>\$ 1,536,387</b>	<b>\$ 8,982</b>	<b>0.59%</b>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 290**

**Department 32010 - Solid Waste Administration - Continued**

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes Solid Waste Director, Contract Administrator, Administrative Assistant - Contract Administrator, Environmental Program Manager, and an Administrative Assistant.

**43011 Contractual Services.** Consulting fees (\$95,695); SWD portion of Poppy Lane office custodial services (\$4,300). Reporting fees (\$5).

**43019 Software Maintenance.** Security camera licensing (\$60). Required annual support relating to weigh system software (\$1,200).

**43026 Software Licensing.** Zoom and Bluebeam license (\$500).

**43210 Transportation/Subsistence.** Increased storm water management site visits, ADEC regulatory/permit meetings, SWANA meetings/trainings, and site visit to other in-state landfills (\$8,230).

**43260 Training.** Professional development training, storm water regulations, SWANA certification, and HAZWOPER training (\$2,068).

**43600 Project Management.** Funding required to support KPB Project Managers effort to develop capital construction costs (\$4,000).

**48525 Software Licensing.** WasteWorks auto email module purchase, install and training (\$6,700.)

**48720 Minor Office Furniture.** New monitors and stand for staff (\$1,000).

**For capital projects information on this department - See the Capital Projects Section - Pages 344-345, 347-348, 354-355, 382-385**

<b>Fund 290</b>	<b>Department Function</b>
<b>Dept 32122</b>	<b>Solid Waste Fund</b>
	<b>Central Peninsula Landfill</b>

**Program Description**

To collect and dispose of waste, recycle to reduce waste requiring burial and provide for proper hazardous materials disposal.

**Major Long-Term Issues and Concerns:**

- Implementation of the master plan for the current landfill and adjacent Solid Waste designated borough properties.
- Funding to maintain growing infrastructure and equipment.
- Leachate management.
- Cell 4 design and construction to be funded with GO Bonds.
- Limiting public access throughout facility.
- Storm Water Management

**FY2025 Accomplishments:**

- Excavated 34,000 yards of Phase III inert waste cell.
- Completed installation of Cell 3 lift 2 Landfill Gas passive Monitoring
- Continued Phase II Leachate Improvements.
- Improved storm water handling infrastructure

**FY2026 New Initiatives:**

- Complete functional checkout of new leachate concentrator.
- Complete Cell 4 design and integration into Master Plan.
- Continue implementing recommendations from Master Plan.
- Revise long term operational plan for MSW, CD, and Recycling and integrate with Solid Waste cost model.

**Performance Measures:**

**Priority:** Maintain an efficient and well-run solid waste facility.  
**Goal:** Ensure effective operation of public facility.  
**Objective:** Provide necessary personnel to maintain a well-run operation.

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	12	13	13	13

**Priority:** Manage and operate the Central Peninsula Landfill in a manner that protects public health, safety and the environment. Assist in achieving other goals of the KPB Solid Waste Program.  
**Goal:** Ensure compliance with ADEC and EPA laws and regulations regarding waste disposal and management.  
**Objective:** 1. Monitor and manage leachate, groundwater, and landfill gas.  
2. Monitor and manage the closed landfill cap, slopes and surface vegetation.

ADEC Annual Site Inspection Maximum Score	Benchmark	FY2023 440	FY2024 440	FY2025 440	FY2026 440
Annual Site Inspection Score	90% – 100%	419/435 (96.3%)	403/435 (92.6%)	311/335 (92.8%)	(>90%)

<b>Fund 290</b>		<b>Department Function</b>	
<b>Dept 32122</b>		<b>Solid Waste Fund</b>	
		<b>Central Peninsula Landfill - Continued</b>	

Key Measures	Benchmark		FY2023 Actual		FY2024 Actual		FY2025 Projected		FY2026 Estimated	
	Hauls	Tons	Hauls	Tons	Hauls	Tons	Hauls	Tons	Hauls	Tons
Total Waste Accepted	171,457	63,052	166,896	63,480	172,856	66,167	171,417	64,593	171,417	64,593
Hazardous Waste (drums/boxes)		284		307		313		311		311
Used Oil Energy Recovery (gal)		5,500		4,717		6,188		5,500		5,500
Leachate Processed (gal)		4,000,000		4,007,210		4,866,154		6,500,000		7,600,000

Major Materials Accepted (% of Total Tonnage)	Benchmark		FY2023 Actual		FY2024 Actual		FY2025 Projected		FY2026 Estimated	
	Tons	%	Tons	%	Tons	%	Tons	%	Tons	%
Municipal Solid Waste	44,154	70.0%	45,181	71.2%	44,375	69.0%	45,453	70.9%	45,453	70.9%
Construction Debris	17,832	28.3%	17,710	27.3%	18,699	29.1%	18,157	28.3%	18,157	28.3%
Recycle	1,044	1.7%	958	1.5%	905	1.4%	350	.55%	350	.55%
Asbestos	22	<1.0%	31	<1.0%	343	.50%	127	<1.0%	127	<1.0%
<b>Total</b>	<b>63,052</b>		<b>63,881</b>		<b>64,322</b>		<b>64,087</b>		<b>64,087</b>	

**Kenai Peninsula Borough  
Budget Detail**

**Fund 290**

**Department 32122 - Central Peninsula Landfill**

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed &	
				Budget	Budget	Proposed	Original Budget	%
<b>Personnel</b>								
40110	Regular Wages	\$ 678,028	\$ 753,384	\$ 898,061	\$ 898,061	\$ 930,705	\$ 32,644	3.63%
40120	Temporary Wages	134,141	126,607	152,672	152,672	152,672	-	0.00%
40130	Overtime Wages	51,018	41,873	75,990	75,990	77,048	1,058	1.39%
40210	FICA	72,759	78,324	96,794	96,794	100,429	3,635	3.76%
40221	PERS	197,915	210,576	219,860	219,860	227,561	7,701	3.50%
40321	Health Insurance	318,339	359,545	360,360	360,360	282,500	(77,860)	-21.61%
40322	Life Insurance	1,062	1,243	1,294	1,294	1,340	46	3.55%
40410	Leave	113,856	130,521	106,835	106,835	116,054	9,219	8.63%
40511	Other Benefits	1,137	(73)	-	-	-	-	-
Total: Personnel		1,568,255	1,702,000	1,911,866	1,911,866	1,888,309	(23,557)	-1.23%
<b>Supplies</b>								
42020	Signage Supplies	-	10,090	4,000	4,000	2,000	(2,000)	-50.00%
42210	Operating Supplies	92,149	121,810	210,000	210,000	250,400	40,400	19.24%
42230	Fuel, Oils and Lubricants	185,701	180,507	205,000	200,000	220,000	15,000	7.32%
42250	Uniforms	3,787	6,235	7,500	7,500	7,500	-	0.00%
42310	Repair/Maintenance Supplies	28,878	66,628	70,000	70,000	100,000	30,000	42.86%
42360	Motor Vehicle Supplies	186,199	97,967	75,000	75,000	75,000	-	0.00%
42410	Small Tools & Minor Equipment	1,788	14,455	9,000	9,000	9,000	-	0.00%
Total: Supplies		498,502	497,692	580,500	575,500	663,900	83,400	14.37%
<b>Services</b>								
43011	Contractual Services	208,529	1,278,841	506,000	812,309	654,000	148,000	29.25%
43014	Physical Examinations	5,105	1,500	6,500	6,500	7,100	600	9.23%
43015	Water/Air Sample Testing	34,110	43,407	73,000	73,000	73,000	-	0.00%
43019	Software Maintenance	2,948	2,859	2,900	3,872	4,290	1,390	47.93%
43026	Software Licensing	-	2,990	3,000	3,000	3,000	-	0.00%
43095	Solid Waste Closure/Post-Closure	783,655	10,989,321	416,243	1,066,655	416,243	-	0.00%
43110	Communications	6,497	7,147	7,000	7,000	7,000	-	0.00%
43140	Postage and Freight	120	60	1,700	1,700	1,700	-	0.00%
43210	Transportation/Subsistence	1,375	492	1,500	1,500	1,691	191	12.73%
43220	Car Allowance	228	-	-	-	-	-	-
43260	Training	760	455	2,650	2,650	1,290	(1,360)	-51.32%
43310	Advertising	181	323	500	500	500	-	0.00%
43410	Printing	-	-	250	250	250	-	0.00%
43510	Insurance/Litigation Fund Premiums	129,895	147,482	111,149	111,149	179,575	68,426	61.56%
43600	Project Management	-	-	-	-	-	-	-
43610	Utilities	654,413	664,529	1,100,000	792,720	950,000	(150,000)	-13.64%
43720	Equipment Maintenance	-	-	-	4,000	4,000	4,000	-
43750	Vehicle Maintenance	47,225	199,122	55,000	55,000	55,000	-	0.00%
43780	Buildings/Grounds Maintenance	17,049	38,709	88,000	78,349	88,000	-	0.00%
43810	Rents and Operating Leases	60,163	54,555	40,000	40,000	40,000	-	0.00%
43812	Equipment Replacement Payments	216,024	216,024	384,415	384,415	409,155	24,740	6.44%
43920	Dues and Subscriptions	2,493	290	245	2,000	300	55	22.45%
Total: Services		2,170,770	13,648,106	2,800,052	3,446,569	2,896,094	96,042	3.43%
<b>Capital Outlay</b>								
48210	Communication Equipment	-	-	20,000	20,000	4,800	(15,200)	-76.00%
48310	Vehicles	58,750	-	-	-	-	-	-
48311	Major Machinery & Equipment	151,392	19,827	-	6,506	51,000	51,000	-
48710	Minor Office Equipment	7,097	2,632	2,500	2,500	2,500	-	0.00%
48720	Minor Office Furniture	-	1,339	500	500	-	(500)	-100.00%
48740	Minor Machinery & Equipment	7,581	1,875	-	16,400	26,000	26,000	-
49433	Plan Reviews	10,770	9,735	9,735	9,735	9,735	-	0.00%
Total: Capital Outlay		235,590	35,408	32,735	55,641	94,035	76,500	233.69%
<b>Department Total</b>		<b>\$ 4,473,117</b>	<b>\$ 15,883,206</b>	<b>\$ 5,325,153</b>	<b>\$ 5,989,576</b>	<b>\$ 5,542,338</b>	<b>\$ 232,385</b>	<b>3.88%</b>



# Kenai Peninsula Borough Budget Detail

## Fund 290

## Department 32122 - Central Peninsula Landfill - Continued

### Line-Item Explanations

**40110 Regular Wages.** Staff includes: Landfill Manager, Lead Landfill Operator, 2 Landfill Operator II, 2 Landfill Operator I, 1 Landfill Operator/General Maintenance Mechanic, 2 Landfill Operator/Mechanic, 2 Landfill Laborer/Operator, and 2 Laborer.

**42210 Operating Supplies.** Leachate processing chemicals (\$165,000), miscellaneous items and supplies including seed and calcium chloride (\$45,400), and storm water control supplies (\$40,000).

**42230 Fuels, Oils and Lubricants.** Bulk fuel purchases (\$180,000) and oils and lubricants (\$40,000). Increase due to the new leachate concentrator unit anticipated to be operational fall/winter 2025.

**42310 Repair/Maintenance Supplies.** Parts and supplies for maintaining operational equipment, leachate management operations, waste oil heater, dumpster repairs, plumbing and electrical systems (\$93,500), repair supplies including welding, painting and building supplies (\$6,500).

**42360 Motor Vehicle Supplies.** Parts and supplies for maintaining heavy equipment and other rolling stock (\$75,000).

**43011 Contractual Services.** Offsite leachate hauling and disposal costs (\$488,000), maintenance, and diagnostic analysis of instrument data equipment, leachate management systems, leachate analysis, and rolling stock (\$60,000), truck scale recertification, and repair (\$35,000), environmental/civil consulting, Volume Survey, Monitor Well Survey (\$65,000), new employee screening (\$1,000), monitoring equipment maintenance (\$2,000), and freon disposal fees (\$3,000).

**43014 Physical Examinations.** Increase due to change in Safety Program at the Landfill to include medical evaluation for respiratory fit testing, and pulmonary function. Bi-ennial medical evaluations for landfill staff (\$4,500), and respiratory fit testing evaluations (\$2,000). Annual hearing tests (\$600).

**43019 Software Maintenance.** Required annual technical support relating to weigh system software (\$2,400), diagnostics for heavy equipment (\$990), and security camera licensing (\$900).

**43026 Software Licensing.** Software licenses for mechanic diagnostic software (\$3,000).

**43015 Water/Air Sample Testing.** Water monitoring for CPL (\$55,000), leachate, stormwater and special waste samples (\$18,000).

**43095 Solid Waste Closure/Post-Closure.** Annual amount funded toward landfill closure and post-closure activities.

**43610 Utilities.** Energy needs associated with landfill facilities and the new leachate concentrator unit anticipated to be operational fall/winter of 2025 (\$950,000).

**43750 Vehicle Maintenance.** Troubleshooting and repair of heavy equipment and rolling stock (\$55,000).

**43780 Buildings/Grounds Maintenance.** Road maintenance (\$5,000), fire suppression system / fire alarm / security cameras / lighting / HVAC maintenance/ standby generator maintenance & repair (\$23,000), overhead door maintenance (\$25,000), miscellaneous facility maintenance (\$15,000), and monitor well maintenance and repair (\$20,000).

**43810 Rents and Operating Leases.** Rental of equipment as needed such as mini-excavator, dump truck, motor grader, and compactor (\$40,000).

**43812 Equipment Replacement Payments.** Payment on solid waste equipment. See payment schedule below.

**48210 Communication Equipment.** On-site radio communications improvement two base station upgrades (\$4,800).

**48311 Major Machinery & Equipment.** Steel flatbed for plowtruck (\$45,000) and meter calibration kit (\$6,000).

**48710 Minor Office Equipment.** Replacement of two computers (\$1,740) and printer (\$760) per replacement schedule.

**48740 Minor Machinery & Equipment.** Replacement of washer/dryer and Hotsy (\$6,000). Purchase 4" gas portable stormwater pumps and hoses (\$20,000).

**49433 Plan Reviews.** ADEC permitting and plan review fees (\$9,735).

### Equipment Replacement Payment Schedule

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-29</u>
Loader	\$ 278,113	\$ 40,440	\$ 40,440	\$ 121,320
Excavator	188,322	-	-	-
Wheel loader	132,739	15,428	-	-
Dozer	60,330	20,110	20,110	60,330
FY2020 Roll-off Truck	82,113	19,685	19,685	59,055
FY2020 Wheeled scrapper	523,015	100,747	100,747	302,241
FY2025 Loader	-	98,267	98,267	294,801
FY2025 Compact Front end Loader	-	33,691	33,691	101,073
FY2025 Telehandler	-	17,548	17,548	52,644
FY2025 Mechanic Truck	-	15,605	15,605	46,815
FY2025 Pickup Truck w/ Plow	-	13,769	13,769	41,307
FY25 Foam Filled Tires	-	-	40,168	58,796
FY2025 Forklift	-	9,125	9,125	27,375
<b>Total</b>	<b>\$ 1,264,632</b>	<b>\$ 384,415</b>	<b>\$ 409,155</b>	<b>\$ 1,165,757</b>

<b>Fund 290</b>  <b>Dept 32150</b>	<b>Department Function</b>  <b>Solid Waste Fund</b>  <b>Seward Transfer Facility</b>
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**Program Description**

To collect and transfer solid waste generated in the Eastern Peninsula to the Central Peninsula Landfill in Soldotna for disposal, manage inert waste with on-site burial, recycle to reduce waste requiring burial, and provide for proper hazardous materials disposal. The operations of this site are outsourced to a private contractor.

**FY2025 Accomplishments:**

- Implemented digital monthly paperwork process with on site manager to replace old hand written forms for greater efficiency.
- Completed drain repairs on tipping floor.
- New contractor for road maintenance has gone above and beyond in repairing and maintaining Dimond Blvd.

**Major Long-Term Issues and Concerns:**

- Flooding/road maintenance issues with Dimond Blvd., the access road to the transfer facility.
- Replacement of the fire suppression system in the Transfer Facility.
- High recycling shipment costs.

**FY2026 New Initiatives:**

- Develop comprehensive cost model for STF operation, MSW and recycling hauling, and CD burial.
- Develop plan for expansion of monofill and how it impacts operational cost.
- Implement credit card payment option and add WasteWORKS to eliminate handwritten tickets.

**Performance Measures:**

**Priority/Goal:** Provide appropriate service to the Eastern Peninsula in the area of solid waste management.

**Objective:** Manage the Eastern Peninsula solid waste operations including, but not limited to, providing the following services:

1. Four (4) Hazardous Waste Collection days per year.
2. Containers for recyclables and special collections.
3. Collection of batteries for recycling.

Key Measures	Benchmark		FY2023 Actual		FY2024 Actual		FY2025 Projected		FY2026 Estimated	
	Hauls	Tons	Hauls	Tons	Hauls	Tons	Hauls	Tons	Hauls	Tons
Mixed Solid Waste	257	4459	259	4,436	245	4,523	259	4,267	259	4,267
Recycle	n/a	840	n/a	818	n/a	694	n/a	840	n/a	840
Total	257	5,298	259	5,254	245	5,217	259	5,107	259	5,107
Hazardous Waste (drums/boxes)	66				63		70		83	
Used Oil (gal)	502				489		479		290	

**Kenai Peninsula Borough  
Budget Detail**

**Fund 290**

**Department 32150 - Seward Transfer Facility**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Supplies</b>							
42020 Signage Supplies	\$ -	\$ 4,000	\$ 1,000	\$ 1,000	\$ 500	\$ (500)	-50.00%
42210 Operating Supplies	-	-	250	250	250	-	0.00%
42310 Repair/Maintenance Supplies	997	-	2,000	2,000	500	(1,500)	-75.00%
42410 Small Tools & Minor Equipment	-	-	500	500	500	-	0.00%
Total: Supplies	997	4,000	3,750	3,750	1,750	(2,000)	-53.33%
<b>Services</b>							
43011 Contractual Services	773,570	1,033,470	1,096,865	1,096,865	1,096,865	-	0.00%
43015 Water/Air Sample Testing	7,374	8,510	14,000	14,000	14,000	-	0.00%
43019 Software Maintenance	-	-	1,700	1,700	2,000	300	17.65%
43026 Software Licensing	-	763	-	-	-	-	-
43095 Solid Waste Closure/Post-Closure	118,197	51,775	51,775	103,452	51,775	-	0.00%
43110 Communications	545	1,170	6,700	6,700	6,700	-	0.00%
43140 Postage and Freight	-	-	100	100	100	-	0.00%
43210 Transportation/Subsistence	60	108	400	400	400	-	0.00%
43310 Advertising	575	-	200	200	-	(200)	-100.00%
43410 Printing	171	607	20	20	220	200	1000.00%
43510 Insurance/Litigation Fund Premiums	7,161	8,227	9,361	9,361	10,239	878	9.38%
43610 Utilities	4,514	5,107	5,700	5,700	5,700	-	0.00%
43780 Buildings/Grounds Maintenance	25,189	14,978	38,000	36,902	40,000	2,000	5.26%
Total: Services	937,356	1,124,715	1,224,821	1,275,400	1,227,999	3,178	0.26%
<b>Capital Outlay</b>							
48520 Storage Equipment	5,850	-	-	-	-	-	-
48525 Software Licensing	-	-	-	-	7,000	7,000	-
48710 Minor Office Equipment	-	10,757	-	1,098	-	-	-
48740 Minor Machinery & Equipment	-	-	-	-	-	-	-
49433 Plan Reviews	2,225	2,225	2,225	2,225	2,225	-	0.00%
Total: Capital Outlay	8,075	12,982	2,225	3,323	9,225	7,000	314.61%
<b>Department Total</b>	<b>\$ 946,428</b>	<b>\$ 1,141,697</b>	<b>\$ 1,230,796</b>	<b>\$ 1,282,473</b>	<b>\$ 1,238,974</b>	<b>\$ 8,178</b>	<b>0.66%</b>

**Line-Item Explanations**

**42020 Signage Supplies.** To support enhanced public outreach programs (\$500).

**43011 Contractual Services.** Contract cost for O&M of Transfer Facility and hauling and related services (\$1,082,000), facility wastewater disposal (\$10,000), Oil/water separator cleanour (\$4,700), boiler certification (\$165).

**43015 Water/Air Sample Testing.** Water and air sampling / testing needed to comply with ADEC mandated ground water sampling requirements (\$14,000).

**43019 Software Maintenance.** WasteWorks weigh system software (\$2,000).

**43095 Solid Waste Closure/Post-Closure.** Annual funding required for closure and postclosure cost.

**43780 Buildings/Grounds Maintenance.** Dimond Blvd road maintenance and repair (\$12,000), fire system/security camera maintenance (\$5,000), and miscellaneous facility maintenance, and lighting repair (\$23,000).

**48525 Software Licensing.** Purchase, install, and training of weigh system software (\$7,000)

**49433 Plan Reviews.** ADEC fee structure (\$2,225).

<b>Fund 290</b>	<b>Department Function</b>
<b>Dept 32310</b>	<b>Solid Waste Fund</b>
	<b>Homer Transfer Facility</b>

#### Program Description

To consolidate, transport and manage waste generated in the Southern Peninsula, recycle to reduce waste requiring burial, and provide for proper hazardous materials disposal.

#### Major Long-Term Issues and Concerns:

- Evaluation of long-term management of inert waste options after closure of the existing inert waste monofill.
- Site traffic safety and disposal monitoring.
- Maintaining aging baler for future operations.

#### FY2025 Accomplishments:

- Replaced leachate storage tank and reconstructed oil/water/sediment trap in leachate collection system.
- Moved air curtain burner to site for reduced smoke during burn operations.
- Repaved area in front of recycling tent
- Built inert monofill attendant shack to reduce hazardous material disposal and contamination from non-inert waste.

#### FY2026 New Initiatives:

- Increase staff efficiency by replacing terminal tractor with newer model designed for cold weather
- Improve baler maintenance program
- Improve metal salvaging operation
- Repair baler facility structure and overhead doors
- Increase inert waste cell compaction efforts

#### Performance Measures:

**Priority:** Maintain an efficient and well-run solid waste facility.  
**Goal:** Ensure effective operation of public facility.  
**Objective:** Provide necessary personnel to maintain a well-run operation.

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	4	4	4.5	4.5

**Priority:** Manage and operate the Homer Landfill in a manner that protects the public health, safety and the environment. Assist in achieving other goals of the KPB Solid Waste Program.  
**Goal:** Ensure compliance with ADEC and EPA laws and regulations regarding waste disposal and management.  
**Objective:** 1. Continue to monitor and manage leachate, groundwater, stormwater, and landfill gases.  
2. Continue to monitor and manage slopes and subsurface vegetation.

Key Measures	Benchmark		FY2023 Actual		FY2024 Actual		FY2025 Projected		FY2026 Estimated	
	Hauls	Tons	Hauls	Tons	Hauls	Tons	Hauls	Tons	Hauls	Tons
Mixed Solid Waste	436	8,677	440	8,681	432	8,674	432	8,715	432	8,715
Recycle	n/a	791	n/a	718	n/a	863	n/a	765	n/a	765
Total	436	9,468	440	9,399	432	9,537	432	9,480	432	9,480
Hazardous Waste (drums/boxes)	92				101		87		87	
Used Oil (gal)	3,602				3,620		3,560		3,560	

**Kenai Peninsula Borough  
Budget Detail**

**Fund 290**

**Department 32310 - Homer Transfer Facility**

		FY2023	FY2024	FY2025	FY2025	FY2026	Difference Between	
		Actual	Actual	Original	Forecast	Mayor	Mayor Proposed &	Original Budget %
				Budget	Budget	Proposed		
<b>Personnel</b>								
40110	Regular Wages	\$ 213,347	\$ 230,540	\$ 287,860	\$ 287,860	\$ 303,377	\$ 15,517	5.39%
40120	Temporary Wages	30,240	27,288	22,880	22,880	22,880	-	0.00%
40130	Overtime Wages	30,568	22,738	33,108	33,108	38,041	4,933	14.90%
40210	FICA	23,138	23,400	29,784	29,784	31,712	1,928	6.47%
40221	PERS	65,527	66,167	73,167	73,167	77,797	4,630	6.33%
40321	Health Insurance	54,441	126,767	147,420	147,420	126,000	(21,420)	-14.53%
40322	Life Insurance	330	376	418	418	438	20	4.78%
40410	Leave	33,862	33,526	33,873	33,873	36,529	2,656	7.84%
40511	Other Benefits	-	-	-	-	-	-	-
Total: Personnel		451,453	530,802	628,510	628,510	636,774	8,264	1.31%
<b>Supplies</b>								
42020	Signage Supplies	-	5,242	1,000	1,000	1,000	-	0.00%
42210	Operating Supplies	44,041	107,714	22,000	22,000	75,000	53,000	240.91%
42230	Fuel, Oils and Lubricants	29,665	31,466	40,000	40,000	40,000	-	0.00%
42250	Uniforms	963	2,333	2,500	2,500	2,500	-	0.00%
42310	Repair/Maintenance Supplies	57,655	18,612	20,000	18,300	20,000	-	0.00%
42360	Motor Vehicle Supplies	16,723	21,680	35,000	35,000	25,000	(10,000)	-28.57%
42410	Small Tools & Minor Equipment	4,653	3,212	5,000	5,000	5,000	-	0.00%
Total: Supplies		153,700	190,259	125,500	123,800	168,500	43,000	34.26%
<b>Services</b>								
43011	Contractual Services	385,430	404,229	485,500	467,441	476,800	(8,700)	-1.79%
43014	Physical Examinations	1,315	731	2,500	2,500	2,500	-	0.00%
43015	Water/Air Sample Testing	31,535	42,886	57,000	57,000	57,000	-	0.00%
43019	Software Maintenance	1,870	1,806	1,900	1,900	2,240	340	17.89%
43026	Software Licensing	-	-	-	-	-	-	-
43095	Solid Waste Closure/Post-Closure	311,394	74,145	74,145	344,756	74,145	-	0.00%
43110	Communications	4,654	4,806	4,800	4,800	4,800	-	0.00%
43140	Postage and Freight	128	1,036	1,400	1,400	1,400	-	0.00%
43210	Transportation/Subsistence	2,948	1,890	4,000	4,000	750	(3,250)	-81.25%
43260	Training	-	1,263	400	400	100	(300)	-75.00%
43310	Advertising	-	-	1,000	188	1,000	-	0.00%
43410	Printing	-	75	200	200	200	-	0.00%
43510	Insurance/Litigation Fund Premiums	47,623	62,822	66,619	66,619	78,420	11,801	17.71%
43610	Utilities	75,538	84,560	75,000	75,000	75,000	-	0.00%
43750	Vehicle Maintenance	60,394	6,736	5,000	5,000	5,000	-	0.00%
43780	Buildings/Grounds Maintenance	42,651	12,055	35,000	35,000	45,000	10,000	28.57%
43810	Rents and Operating Leases	46,299	46,986	40,000	57,059	65,000	25,000	62.50%
43812	Equipment Replacement Payments	59,643	32,969	44,806	44,806	44,806	-	0.00%
43920	Dues and Subscriptions	-	245	245	245	300	55	22.45%
Total: Services		1,071,422	779,240	899,515	1,168,314	934,461	34,946	3.88%
<b>Capital Outlay</b>								
48311	Major Machinery & Equipment	11,496	-	-	150	-	-	-
48710	Minor Office Equipment	2,981	-	-	-	2,000	2,000	-
48720	Minor Office Furniture	-	-	-	850	-	-	-
48740	Minor Machinery & Equipment	6,306	-	-	2,512	-	-	-
49433	Plan Reviews	3,515	3,515	3,515	3,515	3,515	-	0.00%
Total: Capital Outlay		24,298	3,515	3,515	7,027	5,515	2,000	56.90%
<b>Department Total</b>		<b>\$ 1,700,873</b>	<b>\$ 1,503,816</b>	<b>\$ 1,657,040</b>	<b>\$ 1,927,651</b>	<b>\$ 1,745,250</b>	<b>\$ 88,210</b>	<b>5.32%</b>

**Kenai Peninsula Borough  
Budget Detail**

**Fund 290**

**Department 32310 - Homer Transfer Facility - Continued**

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: Lead Landfill Operator and 3.5 Landfill Laborer/Operators.

**42210 Operating Supplies.** Increased to provide for cover material (\$50,000), hauled water (\$2,000), storm water materials (\$5,000) and safety, office, Baling wire (\$14,000), and shop supplies (\$4,000).

**42360 Motor Vehicle Supplies.** Misc motor vehicle and heavy equipment repair and maintenance supplies.

**43011 Contractual Services.** Hauling contract (\$403,000), brush management (\$8,300), storm water and environmental consulting (\$10,000), scale certification, maintenance, and cleaning (\$30,000), wastewater disposal (\$5,000), Volume and Monitor Well Survey (\$20,000), and alarm monitoring (\$500).

**43015 Water/Air Sample Testing.** Needed to support wastewater, stormwater, groundwater, and air sampling/testing required to comply with EPA and DEC guidelines (\$57,000).

**43019 Software Licensing.** Required annual support relating to weigh system software (\$1,800), and security camera licensing (\$640).

**43095 Solid Waste Closure/Post-Closure.** Annual funding required for closure and post-closure cost.

**43780 Buildings/Grounds Maintenance.** Miscellaneous building maintenance, fire suppression system, fire alarm system, surveillance system, emergency generator maintenance, road maintenance, and building overhead door maintenance (\$45,000).

**43810 Rents and Operating Leases.** Yard tractor (\$18,000) and equipment as needed for breakdown, ditching or brush burning (\$47,000).

**43812 Equipment Replacement Payments.** Payment on solid waste equipment. See payment schedule below (\$44,806).

**48710 Minor Office Equipment.** Handheld radios (\$2,000.)

**49433 Plan Reviews.** ADEC permitting and plan review fees (\$3,515).

**Equipment Replacement Payment Schedule**

<u>Items</u>	<u>Prior Years</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>	<u>Projected Payments FY2027-29</u>
Wheeled Loader	\$ 72,518	\$ 34,759	\$ 34,759	\$ 104,277
Skid Steer	20,094	10,047	10,047	30,141
Total	<u>\$ 92,612</u>	<u>\$ 44,806</u>	<u>\$ 44,806</u>	<u>\$ 134,418</u>

<b>Fund 290</b>  <b>Dept 32570</b>	<b>Department Function</b>  <b>Solid Waste Fund</b>  <b>Landfills, Hauling and Waste Programs</b>
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**Program Description**

Collect, consolidate, and dispose of solid waste, recycle to reduce waste requiring burial, and provide for proper hazardous materials disposal. Provide an integrated solid waste program including the development, operations, and maintenance of landfills in Seldovia, Port Graham, Nanwalek, Beluga, and Tyonek; eight waste drop-box/transfer sites; three transfer sites (Kenai, Nikiski, & Sterling); recyclable collection stations; hazardous waste and used oil collection programs; solid waste environmental monitoring; and litter program.

**Major Long-Term Issues and Concerns:**

- Unattended sites and associated risks.
- Long-term solid waste management in communities where the Borough does not own property for landfill development.
- Track progress of Alaska DOT road and airport project between Port Graham and Nanwalek, and identify suitable site for joint landfill.

**FY2025 Accomplishments:**

- Dumpster maintenance for Area 1 and 2 containers ongoing.
- Major repairs to Cooper Landing gates and fencing for site security.
- Uniformity of signage at Area 1 & 2 sites for public education.
- Received renewed permit for Beluga Class III landfill.
- Facilitated in Port Graham junk vehicle haul out.

**FY2026 New Initiatives:**

- Work with Nanwalek and Port Graham communities to best determine long-term needs for landfill.
- Improve site surveillance by increasing contract administrator and SW administration visits
- Burn box repairs for Rural Landfills.

**Performance Measures:**

- Priority:** The Borough recognizes disposal of hazardous waste is critical to sound solid waste management.
- Goal:** Maximize collection and disposal of household hazardous waste.
- Objective:**
1. Provide and promote 16 hazardous waste collection events.
  2. Develop a public education program intent on teaching hazardous waste reduction techniques.  
These public education programs can be tied into the actual collection events.

Hazardous Waste Collection Events	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Central Peninsula Landfill	7	7	7	7	7
Homer Landfill	4	4	4	4	4
Seward Transfer Facility	4	4	4	4	4
Seldovia	1	1	1	1	1

<b>Fund 290</b>  <b>Dept 32570</b>	<b>Department Function</b>  <b>Solid Waste Fund</b>  <b>Landfills, Hauling and Waste Programs - Continued</b>
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Key Measures	Benchmark		FY2023 Actual		FY2024 Actual		FY2025 Projected		FY2026 Estimated	
	Hauls	Tons	Hauls	Tons	Hauls	Tons	Hauls	Tons	Hauls	Tons
<b><u>Hauling Area 1</u></b>										
Mixed Solid Waste Total	1,700	3,577	1,693	3,498	1,665	3,517	1,699	3,577	1,699	3,577
Recycle Total	106	95	100	90	108	96	0	0	0	0
<b><u>Hauling Area 2</u></b>										
Mixed Solid Waste Total	1,243	2,680	1,202	2,662	1,227	2,676	1,161	2,630	1,161	2,630
Recycle Total	161	128	161	132	159	120	163	131	163	131
<b><u>Transfer Facilities</u></b>										
Mixed Solid Waste Total	820	5,732	784	5,599	849	5,756	820	5,732	820	5,732
Construction Debris Total	947	2,259	906	2,163	964	2,296	973	2,308	973	2,308
Recycle Total	203	209	198	211	203	209	103	103	103	103
Used Oil (gal)		9,082		8,663		8,891		9,082		9,082
<b><u>Miscellaneous Landfills</u></b>										
Mixed Solid Waste Total		1,325		1,325		1,325		1,325		1,325
Hazardous Waste (drums/boxes)		42		18		83		25		25



**Kenai Peninsula Borough  
Budget Detail**

**Fund 290**

**Department 32570 - Landfills, Hauling, and Waste Programs**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>							
40110 Regular Wages	\$ -	\$ 6,455	\$ -	\$ 3,545	\$ -	\$ -	-
40120 Temporary Wages	-	-	10,000	10,000	10,000	-	0.00%
40130 Overtime Wages	-	4,321	-	-	-	-	-
40210 FICA	-	916	765	765	765	-	0.00%
40221 PERS	-	2,680	-	-	-	-	-
40321 Health Insurance	-	2,713	-	1,987	-	-	-
40322 Life Insurance	(6)	16	-	9	-	-	-
40410 Leave	-	1,356	-	-	-	-	-
Total: Personnel	(6)	18,457	10,765	16,306	10,765	-	0.00%
<b>Supplies</b>							
42020 Signage Supplies	-	-	2,000	2,000	-	(2,000)	-100.00%
42210 Operating Supplies	4,865	1,504	8,500	2,946	100	(8,400)	-98.82%
42230 Fuel, Oils and Lubricants	42	1,166	-	3,334	-	-	-
42250 Uniforms	-	14	-	-	-	-	-
42310 Repair/Maintenance Supplies	108	2,907	4,000	4,405	5,000	1,000	25.00%
42360 Motor Vehicle Supplies	467	136	-	-	500	500	-
42410 Small Tools & Minor Equipment	11,095	1,141	1,000	9,439	12,000	11,000	1100.00%
Total: Supplies	16,577	6,868	15,500	22,124	17,600	2,100	13.55%
<b>Services</b>							
43011 Contractual Services	1,883,127	2,388,709	2,898,700	3,034,691	2,898,700	-	0.00%
43015 Water/Air Sample Testing	26,872	38,200	45,000	45,000	45,000	-	0.00%
43019 Software Maintenance	837	1,508	876	1,581	1,000	124	14.16%
43095 Solid Waste Closure/Post-Closure	152,205	99,654	99,654	316,535	99,654	-	0.00%
43110 Communications	20,494	21,078	2,250	2,250	4,518	2,268	100.80%
43140 Postage and Freight	684	253	700	1,574	300	(400)	-57.14%
43210 Transportation/Subsistence	4,056	4,706	9,135	9,891	5,890	(3,245)	-35.52%
43310 Advertising	735	726	500	447	100	(400)	-80.00%
43410 Printing	-	183	150	150	200	50	33.33%
43510 Insurance/Litigation Fund Premiums	4,738	5,676	6,728	6,728	7,324	596	8.86%
43610 Utilities	22,988	22,754	27,300	27,300	27,300	-	0.00%
43750 Vehicle Maintenance	2,645	-	-	-	-	-	-
43765 Security and Surveillance	-	-	7,000	5,203	-	(7,000)	-100.00%
43780 Buildings/Grounds Maintenance	49,918	61,195	64,500	64,500	69,350	4,850	7.52%
43810 Rents and Operating Leases	-	20,612	250	8,638	250	-	0.00%
Total: Services	2,169,299	2,665,254	3,162,743	3,524,488	3,159,586	(3,157)	-0.10%
<b>Capital Outlay</b>							
48710 Minor Office Equipment	3,258	-	-	-	-	-	-
48740 Minor Machinery & Equipment	-	833	-	1,150	-	-	-
49433 Plan Reviews	1,250	1,250	1,250	1,250	1,250	-	0.00%
Total: Capital Outlay	4,508	2,083	1,250	2,400	1,250	-	0.00%
<b>Department Total</b>	<b>\$ 2,190,378</b>	<b>\$ 2,692,662</b>	<b>\$ 3,190,258</b>	<b>\$ 3,565,318</b>	<b>\$ 3,189,201</b>	<b>\$ (1,057)</b>	<b>-0.03%</b>

**Line-Item Explanations**

**Operating Supplies.** Purchase totes (\$12,000).

**43019 Software Licensing.** Security camera licensing (\$1,000).

**43011 Contractual Services.** Contract costs for O&M, hauling, and related services at three (3) Transfer Facilities (\$1,225,000); O&M at five (5) rural landfills (\$420,000); and hauling services at ten (10) drop-box/transfer sites (\$720,000). Household hazardous waste collection program, used oil program, and wastewater disposal (\$377,000). Cooking Oil/Grease Disposal (\$100,000). Fire alarm monitoring (\$500). Sewer line thawing (\$1,200). Replacement signs (\$4,000). Rural landfill burn box repairs (\$51,000).

**43095 Solid Waste Closure/Post-Closure.** Annual amount funded toward landfill closure and post-closure activities for the Seldovia, Beluga, Tyonek, Port Graham, and Nanwalek landfills.

**43210 Transportation/Subsistence.** Increased to provide oversight of rural facilities, and ADEC rural landfill inspections.

**43015 Water/Air Sample Testing.** Water and air sampling / testing needed to comply with ADEC mandated ground water sampling requirements (\$45,000).

**43780 Buildings/Grounds Maintenance.** Road maintenance services (\$36,000), gate/fence repairs (\$20,000), and lights, building and site repairs and maintenance (\$13,350).

**49433 Plan Reviews.** ADEC permitting and plan review fees (\$1,250).

**Kenai Peninsula Borough  
Budget Detail**

**Fund 290 Solid Waste  
Department Total By Line Item**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>							
40110 Regular Wages	\$ 1,251,808	\$ 1,332,179	\$ 1,627,712	\$ 1,631,257	\$ 1,687,783	\$ 60,071	3.69%
40120 Temporary Wages	164,381	153,895	185,552	185,552	185,552	-	0.00%
40130 Overtime Wages	87,544	72,214	117,247	117,247	123,529	6,282	5.36%
40210 FICA	126,814	131,990	167,554	167,554	173,869	6,315	3.77%
40221 PERS	361,471	377,198	393,883	393,883	408,965	15,082	3.83%
40321 Health Insurance	524,303	633,536	671,580	673,567	520,500	(151,080)	-22.50%
40322 Life Insurance	1,921	2,217	2,337	2,346	2,419	82	3.51%
40410 Leave	198,409	215,767	199,799	199,799	205,998	6,199	3.10%
40511 Other Benefits	1,137	(73)	-	-	-	-	-
Total: Personnel	2,717,788	2,918,923	3,365,664	3,371,205	3,308,615	(57,049)	-1.70%
<b>Supplies</b>							
42020 Signage Supplies	-	19,332	8,000	8,000	3,500	(4,500)	-56.25%
42120 Computer Software	490	-	-	-	-	-	-
42210 Operating Supplies	142,823	231,736	241,750	236,196	326,750	85,000	35.16%
42230 Fuel, Oils and Lubricants	221,274	217,905	250,000	248,334	265,000	15,000	6.00%
42250 Uniforms	4,750	8,726	10,200	13,000	10,200	-	0.00%
42310 Repair/Maintenance Supplies	87,638	88,266	96,250	94,955	125,750	29,500	30.65%
42360 Vehicle Repair Supplies	207,033	119,880	110,350	110,350	100,850	(9,500)	-8.61%
42410 Small Tools & Minor Equipment	17,536	19,788	16,000	24,439	27,000	11,000	68.75%
Total: Supplies	681,544	705,633	732,550	735,274	859,050	126,500	17.27%
<b>Services</b>							
43011 Contractual Services	3,254,868	5,135,569	4,995,765	5,420,006	5,226,365	230,600	4.62%
43014 Physical Examinations	6,420	2,231	9,000	9,000	9,600	600	6.67%
43015 Water/Air Sample Testing	99,891	133,003	189,000	189,000	189,000	-	0.00%
43019 Software Maintenance	5,971	6,453	7,436	9,113	10,790	3,354	45.10%
43026 Software Licensing	-	4,013	3,500	3,500	3,500	-	0.00%
43095 Solid Waste Closure/Post-Closure	1,365,451	11,214,895	641,817	1,831,398	641,817	-	0.00%
43110 Communications	38,545	40,483	29,310	29,310	31,578	2,268	7.74%
43140 Postage and Freight	2,056	2,951	5,100	5,974	5,100	-	0.00%
43210 Transportation/Subsistence	13,179	10,397	23,255	20,801	16,961	(6,294)	-27.07%
43220 Car Allowance	7,428	6,053	7,200	7,200	7,200	-	0.00%
43260 Training	2,319	2,108	5,600	5,600	3,458	(2,142)	-38.25%
43310 Advertising	1,838	1,396	2,400	1,535	1,800	(600)	-25.00%
43410 Printing	171	865	820	820	1,070	250	30.49%
43510 Insurance/Litigation Fund Premiums	192,719	228,081	198,279	198,279	281,425	83,146	41.93%
43600 Project Management	-	-	4,000	1,200	4,000	-	0.00%
43610 Utilities	760,893	780,392	1,212,385	905,105	1,062,385	(150,000)	-12.37%
43720 Equipment Maintenance	816	1,182	2,000	6,000	6,000	4,000	200.00%
43750 Vehicle Maintenance	110,264	205,858	60,400	60,400	60,400	-	0.00%
43765 Security and Surveillance	-	-	7,000	5,203	-	(7,000)	-100.00%
43780 Buildings/Grounds Maintenance	134,807	126,937	226,750	216,001	243,600	16,850	7.43%
43810 Rents and Operating Leases	106,462	122,153	80,250	105,697	105,250	25,000	31.15%
43812 Equipment Replacement Payments	275,667	248,993	429,221	429,221	453,961	24,740	5.76%
43920 Dues and Subscriptions	3,392	1,476	1,225	2,980	1,500	275	22.45%
Total: Services	6,383,157	18,275,489	8,141,713	9,463,343	8,366,760	225,047	2.76%
<b>Capital Outlay</b>							
48120 Major Office Equipment	1,720	-	-	1,630	-	-	-
48210 Communications Equipment	-	-	20,000	20,000	4,800	(15,200)	-
48310 Vehicles	58,750	-	-	-	-	-	-
48311 Major Machinery & Equipment	162,888	19,827	-	6,656	51,000	51,000	-
48520 Storage Building/Containers	5,850	-	-	-	-	-	-
48525 Software Licensing	-	-	-	-	13,700	13,700	-
48630 Improvements Other Than Buildings	-	-	-	-	-	-	-
48710 Minor Office Equipment	13,891	13,752	2,500	5,178	4,500	2,000	80.00%
48720 Minor Office Furniture	1,910	1,339	1,500	2,350	1,000	(500)	-33.33%
48740 Minor Machinery & Equipment	13,887	2,708	-	20,062	26,000	26,000	-
49311 Design Services	-	-	-	-	-	-	-
49433 Plan Reviews	17,760	16,725	16,725	16,725	16,725	-	0.00%
Total: Capital Outlay	276,656	54,351	40,725	72,601	117,725	77,000	189.07%
<b>Transfers</b>							
50340 Solid Waste Debt Service	833,970	-	-	-	-	-	-
50411 Solid Waste Capital Projects	1,250,000	1,125,000	650,000	650,000	600,000	(50,000)	-7.69%
Total: Transfers	2,083,970	1,125,000	650,000	650,000	600,000	(50,000)	-7.69%
<b>Department Total</b>	<b>\$ 12,143,115</b>	<b>\$ 23,079,396</b>	<b>\$ 12,930,652</b>	<b>\$ 14,292,423</b>	<b>\$ 13,252,150</b>	<b>\$ 321,498</b>	<b>2.49%</b>

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## ***Hospital Service Areas***

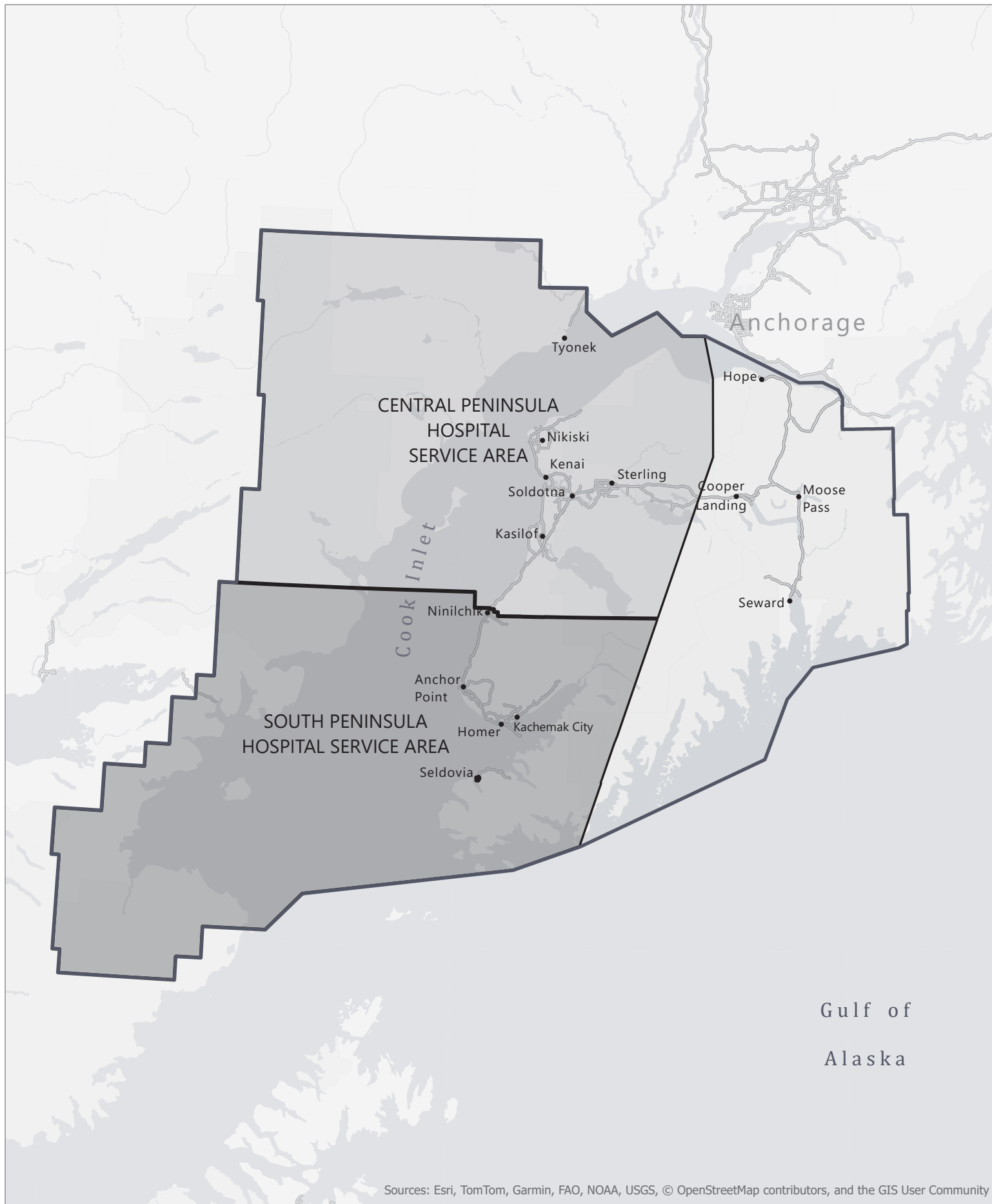
The Borough has two (2) hospital service areas, the Central Kenai Peninsula Hospital Service Area and the South Kenai Peninsula Hospital Service Area.

The major source of revenue for the hospital service areas is property taxes, with additional funding provided through state grants and interest earnings. Powers granted by the voters authorize these service areas to construct, maintain, and operate a hospital; and to provide other health care or health facilities within the service areas' jurisdiction. Both service areas support hospitals and long-term care facilities.

Only the expenditures budgeted by the service areas appear within this budget document. Each hospital prepares a separate operating and capital budget, which is approved by the operating board of each respective entity. The annual comprehensive financial report is done on a combined basis, and copies are available from each respective hospital.

**Central Kenai Peninsula Hospital Service Area** – this service area encompasses the area from Tyonek to Hope to Ninilchik. Operation of the Central Peninsula Hospital (the hospital), including Heritage Place (a long-term care facility purchased in 2006) has been contracted out to Central Peninsula Hospital Inc. Prior to FY2011, Service Area funding was used to pay debt service, capital expenditures, an operating subsidy for an alcohol and drug treatment program, an operating grant for a sexual abuse program, and for the operating expense of the service area board. Starting in FY2011, the hospital has provided the necessary funding for debt service, capital expenditures, and all operating cost including property insurance.

**South Kenai Peninsula Hospital Service Area** – this service area encompasses the area from south of Ninilchik to Homer to Kachemak City to the land south of Kachemak Bay excluding the City of Seldovia. Operation of the South Peninsula Hospital has been contracted out to South Peninsula Hospital Inc. Service Area funding is currently being used to pay debt service, capital expenditures, and for operating expense of the service area board.



Kenai Peninsula Borough

# Hospital Service Areas



## **Central Kenai Peninsula Hospital Service Area**

Established in April of 1969, this was the first service area in the Borough. Its purpose is to provide a hospitalization facility for residents in the Central Peninsula area. Management of the hospital is contracted out to, CPGH, Inc., a non-profit entity. The CPGH, Inc. board hires an independent CEO to manage its operations.

In the October 2018 election, voters from the southern peninsula approved moving the service area boundaries. This created the requirement to continue to assess a mill rate against parcels that were a part of the previous service area boundaries for both the Central Peninsula Hospital Service Area and the South Peninsula Hospital Service Area and no longer a part of the new service area boundaries to pay for bonded indebtedness. Parcels that were a part of the service area at the time of the vote to approve each bond must continue to pay the debt service while it is outstanding. Central Peninsula Hospital Service Area debt service is currently paid for with Hospital operational monies, therefore no mill is currently being levied for debt service.

Service area taxes have provided for debt service requirements, equipment purchases, construction, auditing costs, and board expenses. The mill rate for fiscal year 2026 is 0.01 mills.

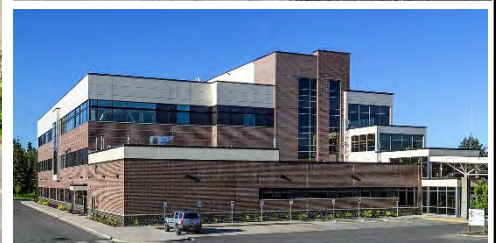
### **Board Members**

Effective July 1, 2016 with the enactment of Ordinance 2016-11, the Kenai Peninsula Borough Assembly has oversight of the Service Area.

**Mill Rate:** .01

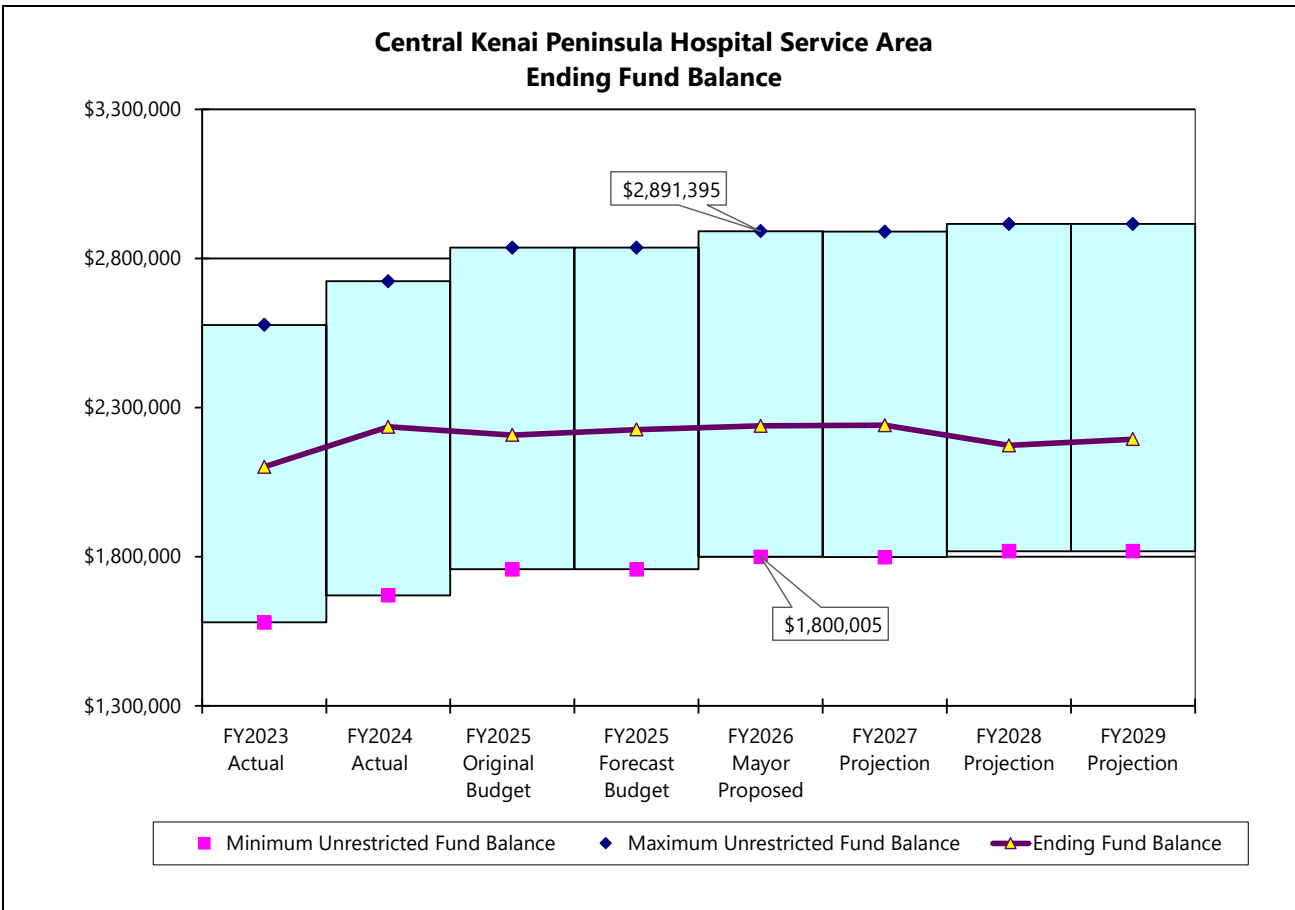
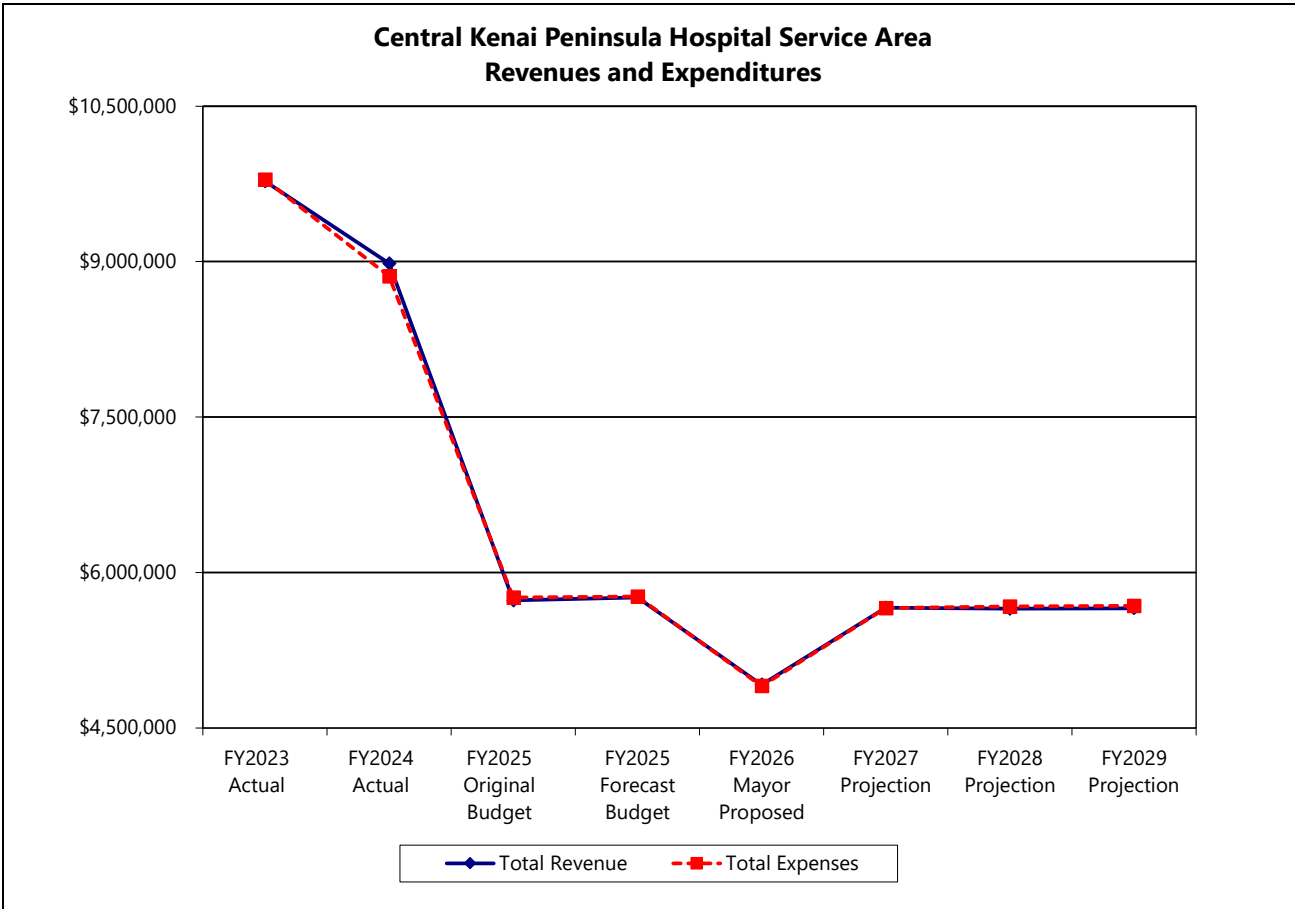
**Population:** 40,090

**Square Miles:** 9,733



**Fund: 600 Central Kenai Peninsula Hospital Service Area**

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	4,476,856	4,874,167	5,243,183	5,243,845	5,659,601	5,716,197	5,773,359	5,888,826
Personal	194,293	201,398	201,581	212,327	220,406	222,610	224,836	227,084
Oil & Gas (AS 43.56)	1,314,754	1,389,139	1,442,394	1,442,394	1,504,403	1,504,403	1,504,403	1,504,403
Total Taxable Value:	5,985,903	6,464,704	6,887,158	6,898,566	7,384,410	7,443,210	7,502,598	7,620,313
Mill Rate:	0.01	0.01	0.01	0.01	0.01	0.01	0.01	0.01
Revenues:								
Property Taxes								
Real	\$ 44,509	\$ 48,431	\$ 52,432	\$ 52,438	\$ 56,596	\$ 57,162	\$ 57,734	\$ 58,888
Personal	2,469	2,002	1,975	2,081	2,160	2,182	2,203	2,225
Oil & Gas (AS 43.56)	12,648	13,891	14,424	14,424	15,044	15,044	15,044	15,044
Interest	135	111	138	138	148	149	150	152
Flat Tax	830	429	800	800	800	816	832	849
Motor Vehicle Tax	801	787	797	797	794	810	826	843
Total Property Taxes	61,392	65,651	70,566	70,678	75,542	76,163	76,789	78,001
Interest Earnings	33,924	107,941	42,619	71,000	77,929	67,166	44,821	44,374
CPH - Bond Payment/Other	9,677,947	8,809,572	5,618,201	5,618,201	4,763,189	5,515,278	5,528,703	5,532,326
Other Revenue	3,211	22	-	-	-	-	-	-
Total Revenues	9,776,474	8,983,186	5,731,386	5,759,879	4,916,660	5,658,607	5,650,313	5,654,701
Operating Transfers From:								
Capital Projects Fund	-	-	-	-	-	-	-	-
Total Operating Transfers	-	-	-	-	-	-	-	-
Total Revenues and Operating Transfers	9,776,474	8,983,186	5,731,386	5,759,879	4,916,660	5,658,607	5,650,313	5,654,701
Expenditures:								
Services	503,275	585,421	723,443	733,390	621,845	621,845	634,282	646,968
InterDepartmental Charges	12,582	14,588	18,086	18,335	15,546	15,546	15,857	16,174
Total Expenditures:	515,857	600,009	741,529	751,725	637,391	637,391	650,139	663,142
Operating Transfers To:								
Debt Service Fund	9,275,922	8,258,716	5,017,038	5,017,038	4,266,949	5,019,038	5,022,538	5,016,038
Total Operating Transfers:	9,275,922	8,258,716	5,017,038	5,017,038	4,266,949	5,019,038	5,022,538	5,016,038
Total Expenditures and Operating Transfers	9,791,779	8,858,725	5,758,567	5,768,763	4,904,340	5,656,429	5,672,677	5,679,180
Net Results From Operations	(15,305)	124,461	(27,181)	(8,884)	12,320	2,178	(22,364)	(24,479)
Beginning Fund Balance	2,126,276	2,110,971	2,235,432	2,235,432	2,226,548	2,238,868	2,241,046	2,218,682
Ending Fund Balance	\$ 2,110,971	\$ 2,235,432	\$ 2,208,251	\$ 2,226,548	\$ 2,238,868	\$ 2,241,046	\$ 2,218,682	\$ 2,194,203





<p style="text-align: center;"><b>Department Function</b></p> <p><b>Fund 600</b></p> <p><b>Central Kenai Peninsula Hospital Service Area</b></p> <p><b>Dept 81110</b></p>	
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<p><b>Mission</b></p> <p>Meet the changing health care needs of the residents of the Service Area.</p>	<p><b>Program Description</b></p> <p>Provide funding for the payment of debt service, purchase of capital equipment, operational expenses of the hospital, operating cost of the Service Area, and other health-care-related items within the Service Area.</p>
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**Performance Measures:**

<b>Priority:</b>	Effective Governance
<b>Goal:</b>	Provide funding for payment of debt service, capital expenditures, and other related hospital expenses.
<b>Objective:</b>	Providing funding as needed to supplement revenue generated from hospital operations for payment of debt service, capital purchases, and other related hospital expenses.

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Mill Rate	.00	.01	.01	.01	.01
Property Tax Revenue	\$0.00	\$61,392	\$65,651	\$70,678	\$75,542

<b>Priority:</b>	Effective Governance
<b>Goal:</b>	Provide funding for payment of debt service, capital expenditures, and other related hospital expenses.
<b>Objective:</b>	Providing funding as needed to supplement revenue generated from hospital operations for payment of debt service, capital purchases, and other related hospital expenses.

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Service Area Funds Used for Payment of Debt Service, Capital Purchases, and Other Related Hospital Expenses	\$0.00	\$113,832	\$49,153	\$150,562	\$141,151
Hospital Funds Used for Payment of Debt Service, Capital Purchases, and Other Related Expenses	\$5,517,403	\$9,677,947	\$8,809,572	\$5,618,201	\$4,763,189

**Kenai Peninsula Borough  
Budget Detail**

**Fund 600**

**Department 81110 - Central Kenai Peninsula Hospital Service Area Administration**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>								
43011	Contractual Services	\$ 4,000	\$ 6,637	\$ 5,250	\$ 5,250	\$ 6,000	\$ 750	14.29%
43012	Audit Services	100,000	108,500	117,030	126,977	119,605	2,575	2.20%
43210	Transportation/Subsistence	-	-	-	-	-	-	-
43260	Training	-	-	-	-	-	-	-
43310	Advertising	-	-	-	-	-	-	-
43510	Insurance/Litigation Fund Premiums	399,275	470,284	601,163	601,163	496,240	(104,923)	-17.45%
Total: Services		503,275	585,421	723,443	733,390	621,845	(101,598)	-14.04%
<b>Transfers</b>								
50360	Debt Service	9,275,922	8,258,716	5,017,038	5,017,038	4,266,949	(750,089)	-14.95%
Total: Transfers		9,275,922	8,258,716	5,017,038	5,017,038	4,266,949	(750,089)	-14.95%
<b>Interdepartmental Charges</b>								
61990	Administrative Service Fee	12,582	14,588	18,086	18,335	15,546	(2,540)	-14.04%
Total: Interdepartmental Charges		12,582	14,588	18,086	18,335	15,546	(2,540)	-14.04%
<b>Department Total</b>		<b>\$ 9,791,779</b>	<b>\$ 8,858,725</b>	<b>\$ 5,758,567</b>	<b>\$ 5,768,763</b>	<b>\$ 4,904,340</b>	<b>\$ (854,227)</b>	<b>-14.83%</b>

**Line-Item Explanations**

**43011 Contract Services.** Annual debt arbitrage calculation fees (\$3,000), and annual debt reserve depository account fees (\$1,000), and misc. small contracts (\$2,000). **50360 Debt Service Fund.** Debt service on revenue bonds issued in the amount of \$32.5 million in FY2014 and \$28.9M in FY2018.

**43012 Audit Services.** As required by Alaska Administrative Code 45.010 and in conformance with Alaska State Statute 29.35.120. Anticipated contract increase due to contractual increases and anticipated single audit cost associated with receipts of federal coronavirus funding. **61990 Admin Service Fee.** The admin service fee is charged to service areas and departments to cover a portion of costs associated with providing general government services. The FY2026 amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

**43510 Insurance and Litigation Fund Premiums.** Premium for property insurance coverage; workman's compensation, liability, and other insurance requirements are required to be met by the Operator (CPGH, Inc.) per the Lease and Operating Agreement.

**For capital projects information on this department - See the capital projects section - Page 344-345, 365-366**

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## **South Peninsula Hospital Service Area**

Established in April of 1969, the service area was formed to provide hospitalization and medical services to the residents of Homer and the surrounding areas. A nonprofit corporation operates the hospital and other medical facilities pursuant to a contract with the borough. The nine-member service area board is elected by the service area residents. It advises and make recommendations to the mayor and the assembly concerning the operation and management of service area activities, reviews and recommends the annual service area budget, and performs such additional functions as the assembly may authorize. The hospital is located in Homer.

In the October 2018 election, voters approved moving the service area boundaries. This created the requirement to continue to assess a mill rate against parcels that were a part of the previous service area boundaries and no longer a part of the new service area boundaries to pay for bonded indebtedness. These parcels were a part of the service area at the time of the vote to approved each bond and participated in elections that approved bonded indebtedness, therefore they must continue to pay the debt service while it is outstanding.

Service area taxes fund the hospital's debt service requirements, equipment purchases, capital improvements, major repairs, and board expenses. The mill rate for fiscal year 2026 is set at 1.12 for operations and .34 for debt prior to FY2020.

### **Board Members**

Kathryn Ault  
Tamara Fletcher  
Helen Armstrong  
Tim Daugharty  
Francie Roberts  
Willy Dunne  
Amber Cabana  
Roberta Highland  
Ralph Broshe

### **Mill Rates:**

Boundaries:

Prior to 7/1/19 .34

As of 7/1/19 1.12

**Population:** 14,395

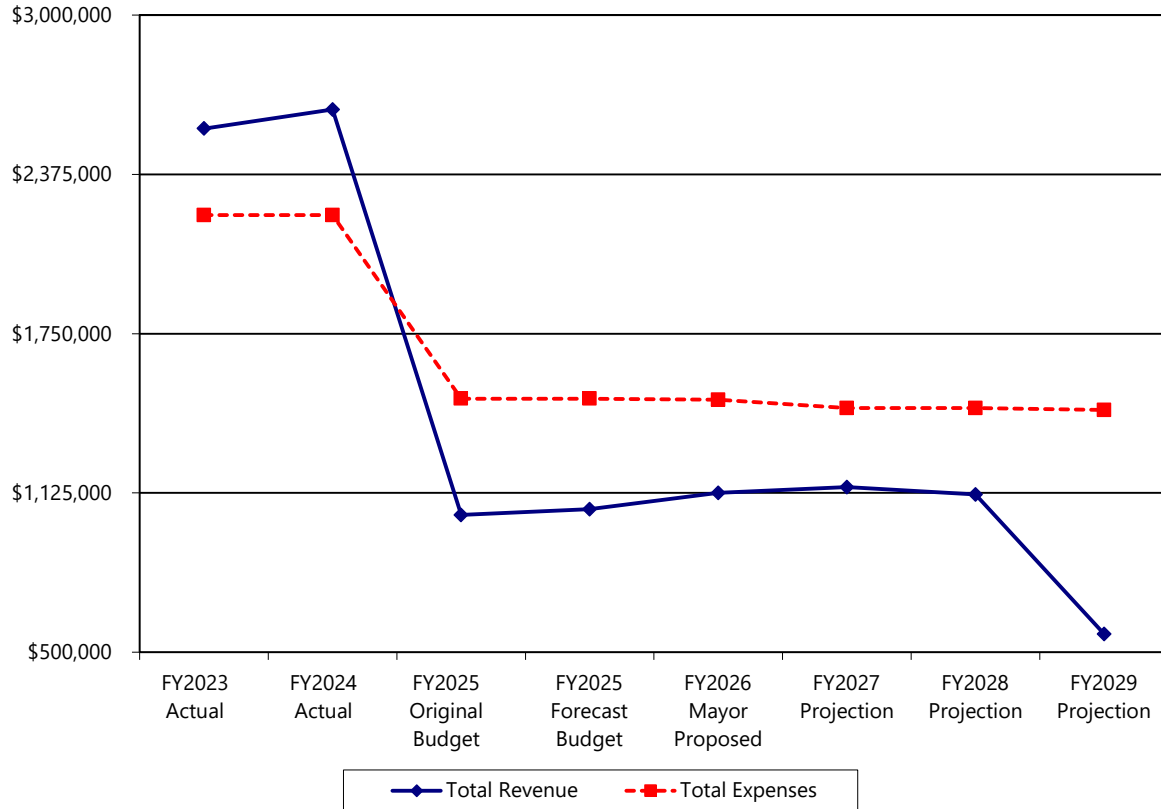
**Square Miles:** 9,749



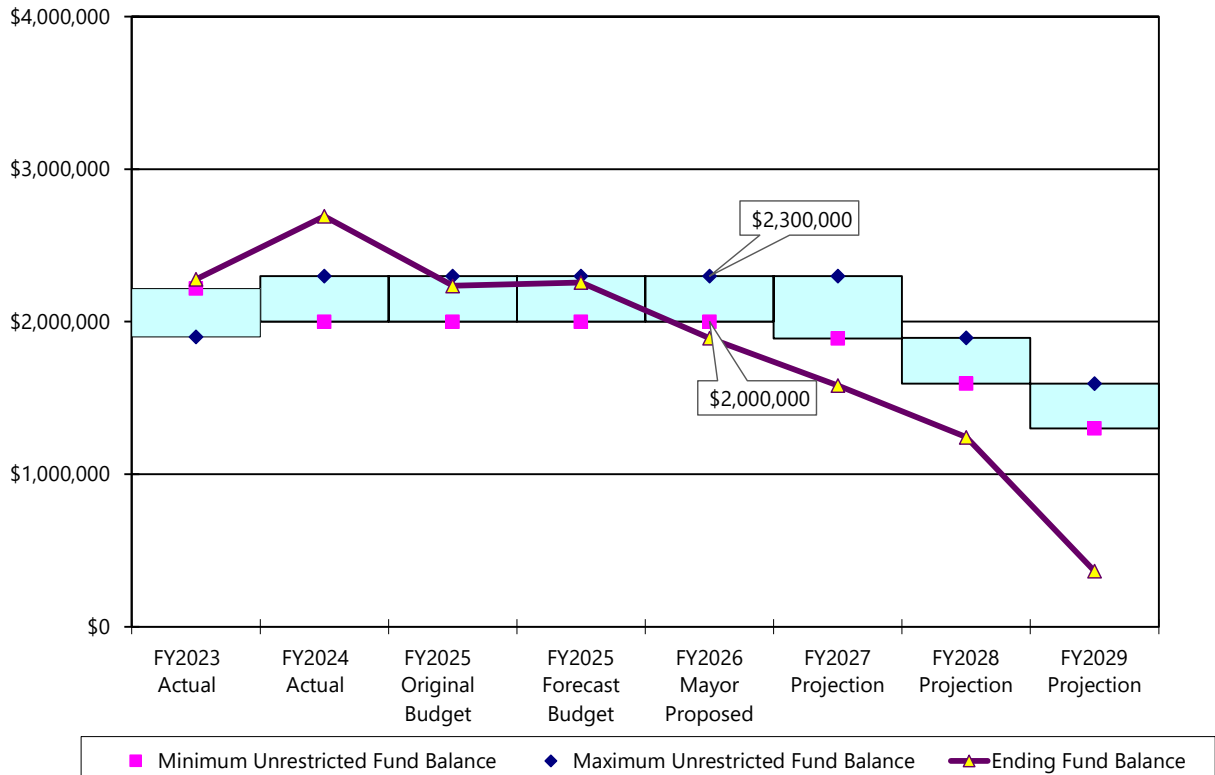
**Fund: 601 South Kenai Peninsula Hospital Service Area (Debt issued prior to 7/1/19)**

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	1,790,691	2,021,364	2,301,522	2,303,386	2,590,157	2,616,059	2,642,220	2,668,642
Personal	102,925	106,173	105,105	107,216	105,457	106,512	107,577	108,653
Oil & Gas (AS 43.56)	255,985	267,598	271,791	271,791	259,107	259,107	259,107	259,107
Total Taxable Value:	2,149,601	2,395,135	2,678,418	2,682,393	2,954,721	2,981,678	3,008,904	3,036,402
Mill Rate:	1.12	1.00	0.34	0.34	0.34	0.34	0.33	0.15
Revenues:								
Property Taxes								
Real	\$ 2,002,315	\$ 2,009,848	\$ 782,517	\$ 783,151	\$ 880,653	\$ 889,460	\$ 871,933	\$ 400,296
Personal	120,865	107,433	35,021	35,724	35,138	35,490	34,789	15,971
Oil & Gas (AS 43.56)	286,704	267,598	92,409	92,409	88,096	88,096	85,505	38,866
Interest	6,160	5,868	1,820	4,774	2,008	2,026	1,984	910
Flat Tax	52,342	50,439	50,026	50,026	50,026	51,027	52,048	53,089
Motor Vehicle Tax	28,630	25,946	24,219	24,219	24,219	24,703	25,197	25,701
Total Property Taxes	2,497,016	2,467,132	986,012	990,303	1,080,140	1,090,802	1,071,456	534,833
Interest Earnings	51,125	161,688	53,246	71,046	45,139	56,754	47,441	37,267
Other Revenue	6,572	-	-	-	-	-	-	-
Total Revenues:	2,554,713	2,628,820	1,039,258	1,061,349	1,125,279	1,147,556	1,118,897	572,100
Operating Transfers From:								
SPH Operating Fund	-	-	-	-	-	-	-	-
Total Revenues and Operating Transfers	2,554,713	2,628,820	1,039,258	1,061,349	1,125,279	1,147,556	1,118,897	572,100
Expenditures:	-	-	-	-	-	-	-	-
Operating Transfers To:								
Debt Service Fund - Bonds	2,215,219	2,215,294	1,495,169	1,495,169	1,490,419	1,458,013	1,458,013	1,449,888
Total Operating Transfers:	2,215,219	2,215,294	1,495,169	1,495,169	1,490,419	1,458,013	1,458,013	1,449,888
Total Expenditures and Operating Transfers	2,215,219	2,215,294	1,495,169	1,495,169	1,490,419	1,458,013	1,458,013	1,449,888
Net Results From Operations	339,494	413,526	(455,911)	(433,820)	(365,140)	(310,457)	(339,116)	(877,788)
Beginning Fund Balance	1,937,749	2,277,243	2,690,769	2,690,769	2,256,949	1,891,809	1,581,352	1,242,236
Ending Fund Balance	\$ 2,277,243	\$ 2,690,769	\$ 2,234,858	\$ 2,256,949	\$ 1,891,809	\$ 1,581,352	\$ 1,242,236	\$ 364,448

### South Kenai Peninsula Hospital Service Area Revenues and Expenditures (Debt Issued Prior to 7/1/19)



### South Kenai Peninsula Hospital Service Area Ending Fund Balance (Debt Issued Prior to 7/1/19)



## Department Function

**Funds 601 and 602**

**South Kenai Peninsula Hospital Service Area**

**Dept 81210**

### Mission

Meet the health care needs of the residents of the Service Area.

### Program Description

Provide funding for payment of debt service, purchase of capital equipment, operational expenses of the hospital, and other health-care-related items within the Service Area.

### Major Long-Term Issues and Concerns:

- Aging demographic on the Southern Kenai Peninsula will place pressure on the healthcare system, requiring more complex services from all areas of the facility including outpatient, home health, primary and specialty clinics, infusion, inpatient care, surgery, long-term care, and ancillary services.
- Capital Facilities require infrastructure upgrades and expansion to facilitate increased demand for services, parking, and family medicine & mental health services.

### FY2025 Accomplishments:

- Appropriated service area funding for \$2.5 million in capital expenditures.
- Support the hospital through approval of a \$7 million loan to implement a new electronic medical record.

### FY2026 New Initiatives:

- Appropriated service area funding for \$2.5 million in capital expenditures.
- Partner with South Peninsula Hospital to develop a strategic plan to solve the issue of aging infrastructure and secure funding sources.

### Performance Measures:

**Priority:** Effective Governance

**Goal:** Provide funding for payment of debt service, capital expenditures, and other related hospital expenses.

**Objective:** Providing funding as needed to supplement revenue generated from hospital operations for payment of debt service, capital purchases, and other related hospital expenses.

Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Mill Rate – Operations and Debt Issued after July 1, 2019	1.12	1.12	1.12	1.12	1.12
Total Revenues	\$3,242,138	\$2,475,518	\$2,736,242	\$3,037,161	\$3,348,665
Mill Rate – Debt Issued Prior to July 1, 2019	1.00	1.12	1.00	.34	.34
Total Revenues	\$1,130,764	\$2,554,713	\$2,628,820	\$1,061,349	\$1,125,279

**Priority:** Effective Governance

**Goal:** Provide funding for payment of debt service, capital expenditures, and other related hospital expenses.

**Objective:** Providing funding as needed to supplement revenue generated from hospital operations for payment of debt service, capital purchases, and other related hospital expenses.

Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Service Area Funds Expended for Payment of Debt Service, Capital Purchases, and Other Related Hospital Expenses	\$5,006,308	\$3,848,986	\$5,699,041	\$7,279,350	\$4,091,266
Hospital PREF and Operating Funds Expended for Payment of Capital Purchases	\$ -	\$ 989,604	\$1,146,242	\$2,268,761	\$ -
Total Expenditures	\$5,006,308	\$4,838,590	\$6,845,283	\$9,548,111	\$4,091,266

\* Anticipates expenditures of all remaining outstanding projects as of 6/30/2024 (FY2024.)

**Kenai Peninsula Borough  
Budget Detail**

**Fund 601**

**Department 81210 - South Kenai Peninsula Hospital Service Area (Debt issued prior to 7/1/19)**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Transfers</b>							
50361 SKPH-Debt Service Fund	\$ 2,215,219	\$ 2,215,294	\$ 1,495,169	\$ 1,495,169	\$ 1,490,419	\$ (4,750)	-0.32%
Total: Transfers	2,215,219	2,215,294	1,495,169	1,495,169	1,490,419	(4,750)	-0.32%
<b>Department Total</b>	<u>\$ 2,215,219</u>	<u>\$ 2,215,294</u>	<u>\$ 1,495,169</u>	<u>\$ 1,495,169</u>	<u>\$ 1,490,419</u>	<u>\$ (4,750)</u>	<u>-0.32%</u>

**Line-Item Explanations**

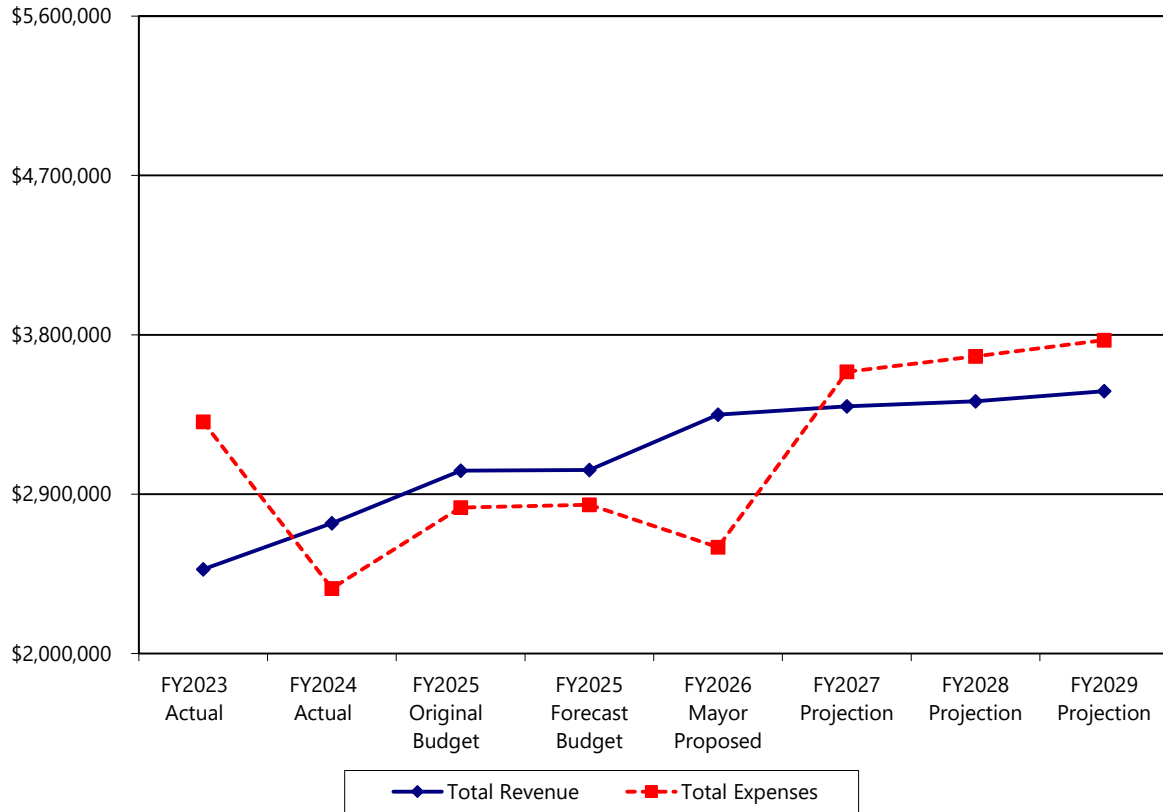
**50361 Transfer to Debt Service Fund.** For debt on hospital expansion project phase III (\$1,088,250), Homer Medical Center expansion and hospital HVAC improvements (\$399,669), and debt fees (\$2,500).



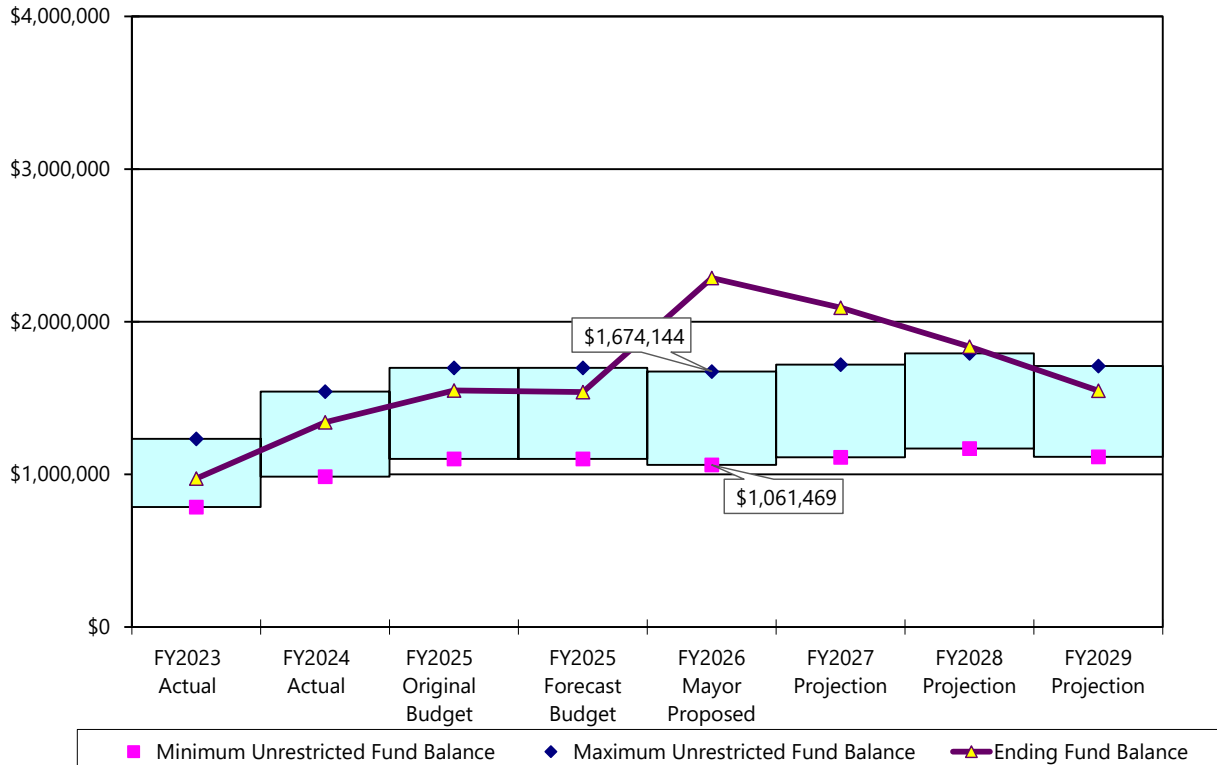
**Fund: 602 South Kenai Peninsula Hospital Service Area**

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Taxable Value (000's)								
Real	1,808,963	2,049,472	2,328,069	2,329,705	2,609,030	2,635,120	2,661,471	2,714,700
Personal	103,152	105,545	104,473	106,712	104,809	105,857	106,916	107,985
Oil & Gas (AS 43.56)	186,419	180,962	175,927	175,927	172,685	172,685	172,685	172,685
Total Taxable Value:	2,098,534	2,335,979	2,608,469	2,612,344	2,886,524	2,913,662	2,941,072	2,995,370
Mill Rate:	1.12	1.12	1.12	1.12	1.12	1.12	1.12	1.12
Revenues:								
Property Taxes								
Real	\$ 2,022,447	\$ 2,278,547	\$ 2,607,437	\$ 2,609,270	\$ 2,922,114	\$ 2,951,334	\$ 2,980,848	\$ 3,040,464
Personal	116,488	119,578	114,670	117,127	115,038	116,189	117,351	118,524
Oil & Gas (AS 43.56)	208,790	202,677	197,038	197,038	193,407	193,407	193,407	193,407
Interest	7,224	6,489	5,838	5,838	6,461	6,522	6,583	6,705
Flat Tax	52,942	57,184	52,000	52,000	52,000	53,040	54,101	55,183
Motor Vehicle Tax	28,874	29,306	28,874	28,874	28,874	29,451	30,040	30,641
Total Property Taxes	2,436,765	2,693,781	3,005,857	3,010,147	3,317,894	3,349,943	3,382,330	3,444,924
Interest Earnings	38,753	42,457	27,014	27,014	30,771	45,727	41,825	36,735
Other Revenue	-	4	-	-	-	-	-	-
Total Revenues:	2,475,518	2,736,242	3,032,871	3,037,161	3,348,665	3,395,670	3,424,155	3,481,659
Expenditures:								
Supplies	-	-	-	-	-	-	-	-
Services	291,764	241,974	356,858	371,910	364,905	372,203	379,647	388,740
InterDepartmental Charges	4,730	6,049	8,921	9,298	9,123	9,305	9,491	9,719
Total Expenditures	296,494	248,023	365,779	381,208	374,028	381,508	389,138	398,459
Operating Transfers To:								
Capital Projects Fund	3,012,929	2,119,853	2,458,393	2,458,393	2,226,819	3,209,275	3,289,507	3,371,745
Total Operating Transfers:	3,012,929	2,119,853	2,458,393	2,458,393	2,226,819	3,209,275	3,289,507	3,371,745
Total Expenditures and Operating Transfers	3,309,423	2,367,876	2,824,172	2,839,601	2,600,847	3,590,783	3,678,645	3,770,204
Net Results From Operations	(833,905)	368,366	208,699	197,560	747,818	(195,113)	(254,490)	(288,545)
Beginning Fund Balance	1,806,531	972,626	1,340,992	1,340,992	1,538,552	2,286,370	2,091,257	1,836,767
Ending Fund Balance	\$ 972,626	\$ 1,340,992	\$ 1,549,691	\$ 1,538,552	\$ 2,286,370	\$ 2,091,257	\$ 1,836,767	\$ 1,548,222

### South Kenai Peninsula Hospital Service Area Revenues and Expenditures



### South Kenai Peninsula Hospital Service Area Ending Fund Balance



## Kenai Peninsula Borough

### Budget Detail

#### Fund 602

#### Department 81210 - South Kenai Peninsula Hospital Service Area Administration

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>								
43011	Contractual Services	\$ 95,393	\$ 5,364	\$ 19,000	\$ 24,105	\$ 19,000	\$ -	0.00%
43012	Audit Services	64,775	84,500	92,670	102,617	94,709	2,039	2.20%
43210	Transportation/Subsistence	6,365	4,550	7,000	7,000	7,000	-	0.00%
43260	Training	1,350	1,575	3,000	3,000	3,000	-	0.00%
43310	Advertising	-	-	700	700	300	(400)	-57.14%
43410	Printing	168	271	300	300	400	100	33.33%
43510	Insurance/Litigation Fund Premiums	123,713	145,714	234,188	234,188	240,496	6,308	2.69%
Total: Services		291,764	241,974	356,858	371,910	364,905	8,047	2.25%
<b>Transfers</b>								
50361	SKPH-Debt Service Fund	-	-	-	-	-	-	-
50491	SKPH-Capital Projects Fund	3,012,929	2,119,853	2,458,393	2,458,393	2,226,819	(231,574)	-9.42%
Total: Transfers		3,012,929	2,119,853	2,458,393	2,458,393	2,226,819	(231,574)	-9.42%
<b>Interdepartmental Charges</b>								
60004	Mileage Ticket Credits	(2,502)	-	-	-	-	-	-
61990	Administrative Service Fee	7,232	6,049	8,921	9,298	9,123	202	2.26%
Total: Interdepartmental Charges		4,730	6,049	8,921	9,298	9,123	202	2.26%
<b>Department Total</b>		<b>\$ 3,309,423</b>	<b>\$ 2,367,876</b>	<b>\$ 2,824,172</b>	<b>\$ 2,839,601</b>	<b>\$ 2,600,847</b>	<b>\$ (223,325)</b>	<b>-7.91%</b>

#### Line-Item Explanations

**43011 Contractual Services.** Secretarial services (\$14,000) and bond counsel services (5,000).

**43012 Audit Services.** As required by Alaska Administrative Code 45.010 and in conformance with Alaska State Statute 29.35.120.

**43210 Transportation/Subsistence.** Fees for transportation and subsistence (meals) for Service Area Board Members to attend training (\$7,000).

**43260 Training.** Fees for Service Area Board Members to attend training and board member education (\$3,000).

**43310 Advertising.** Advertising and notifications on behalf of the service area (\$300).

**43410 Printing.** Printing of service area documents (\$400).

**50361 Transfer to Debt Service Fund.** All debt issued prior to fiscal year 2020 has been presented in a different fund, to allow for taxpayers in the previous boundaries, that voted on prior debt issuances, to support the debt service outside of the operational service area funds.

**50491 Transfer to SKPH-Capital Projects Fund.** Transfer to capital projects fund for equipment and major remodel expenditures.

**61990 Admin Service Fee.** The admin service fee is charged to service areas and departments to cover a portion of costs associated with providing general government services. The amount is 2.5% of the personnel, supplies, services, and capital outlay budgets.

**For capital projects information on this department - See the capital projects section - Page 344-345, 351, 367-368, 403-405**

## ***Debt Service Funds***

The Borough's Debt Service Funds, pages 337-340, are used to accumulate monies for payment of general obligation bonds issued for construction, improvements, and equipping of public facilities throughout the Borough and for debt issued for the purchase of equipment. The following debt service funds have activity:

### **School Debt Service Fund**

This fund was set up to account for debt issued for construction and capital improvement to various schools located in the Borough. Bond payments are paid from the Borough's General Fund tax levy and School Debt issued between 1983 and 2019 are 70% reimbursable from the State of Alaska under the DEED Debt Reimbursement Program. The School Debt issued in 2023 is not reimbursable under the Debt reimbursement program due to a moratorium. The current outstanding issues are as follows:

- 20-year bonds issued December 2010 for roof repairs at various schools, in the amount of \$16,865,000. The outstanding balance as of July 1, 2025 is \$5,435,000.
- 20-year bonds issued November 2013 for roof repairs at various schools and Homer high school field project, in the amount of \$20,860,000. The outstanding balance as of July 1, 2025 is \$12,385,000.
- 20-year bonds issued February 2023 in the amount of \$30,000,000 for planning, designing, site preparations, construction, acquiring, renovating, installing, and equipping educational capital improvement projects throughout the borough. \$31,462,085 remains authorized but unissued as of June 30, 2025. The outstanding balance as of July 1, 2025 is \$28,165,000.

### **Solid Waste Debt Service Fund**

This fund was set up to account for debt issued for construction, capital improvement, and equipment at Borough landfill sites. Bond payments are paid from the Borough's General Fund tax levy. Voters in 2016 authorized the issuance of \$10,600,000 for planning, design, site preparation, construction and equipping solid waste facilities, of which \$5,405,000 was issued in April 2017. The remaining balance of \$4,567,495 is expected to be issued in 2027. These bonds have been fully paid off as of June 30, 2023.

### **Central Emergency Services Debt Service Fund**

This fund was set up to account for debt issued for construction, capital improvement, and equipment for the Central Emergency Service (CES) Area. Bond payments are paid from the CES tax levy. The current outstanding issue is as follows:

- 20-year bonds issued June 2006, for constructing and equipping a station in Kasilof and upgrading the Funny River station in the amount of \$2,500,000. The outstanding balance as of July 1, 2025 is \$175,000.
- 15-year bonds issued February 2016, for purchasing emergency response vehicles in the amount of \$2,465,000. The outstanding balance as of July 1, 2025 is \$975,000.
- 15-year bonds issued November 2019, for purchasing emergency response vehicles in the amount of \$1,335,000. The outstanding balance as of July 1, 2025 is \$1,000,000.
- 20-year bonds issued February 2023, for planning, designing, acquiring property for, site preparing, installing, equipping and constructing a new Central Emergency Service Station in the amount of \$14,520,000. The outstanding balance as of July 1, 2025 is \$13,630,000.

### **Central Kenai Peninsula General Hospital Service Area Debt Service Fund**

This fund was set up to account for debt issued for construction, capital improvement, and equipment at the Central Peninsula Hospital. Bond payments are paid from the Central Kenai Peninsula General Hospital Service Area tax levy (if needed), and from operating revenues of the hospital. The current outstanding issue is as follows:

- 15-year revenue bonds issued February 2014, for engineering, design, construction and equipping a Specialty Clinic Building in the amount of \$32,490,000. The total outstanding balance as of July 1, 2025 is \$10,490,000 (tax-exempt).
- 20-year revenue bond issued November 2017 for design and construction of obstetrics facilities, cardiac catheterization laboratory and related projects at Central Peninsula Hospital in the amount of \$28,955,000 (tax-exempt). The outstanding balance as of July 1, 2025 is \$21,625,000.

### **South Kenai Peninsula General Hospital Service Area Debt Service Fund**

This fund was set up to account for debt issued for construction, capital improvement, and equipment at the South Peninsula Hospital. Bond payments are paid from the South Kenai Peninsula General Hospital Service Area tax levy. The current outstanding issues are as follows:

- 20-year bonds issued August 2007, for Phase III expansion of the hospital in the amount of \$14,555,000. The outstanding balance as of July 1, 2025 is \$2,965,000.
- 15-year bonds issued April 2017, for planning, designing, construction, and equipping of facilities at the South Peninsula Hospital and Homer Medical Center in the amount of \$4,500,000. The outstanding balance as of July 1, 2025 is \$2,455,000.

### **Bear Creek Fire Service Area Debt Service Fund**

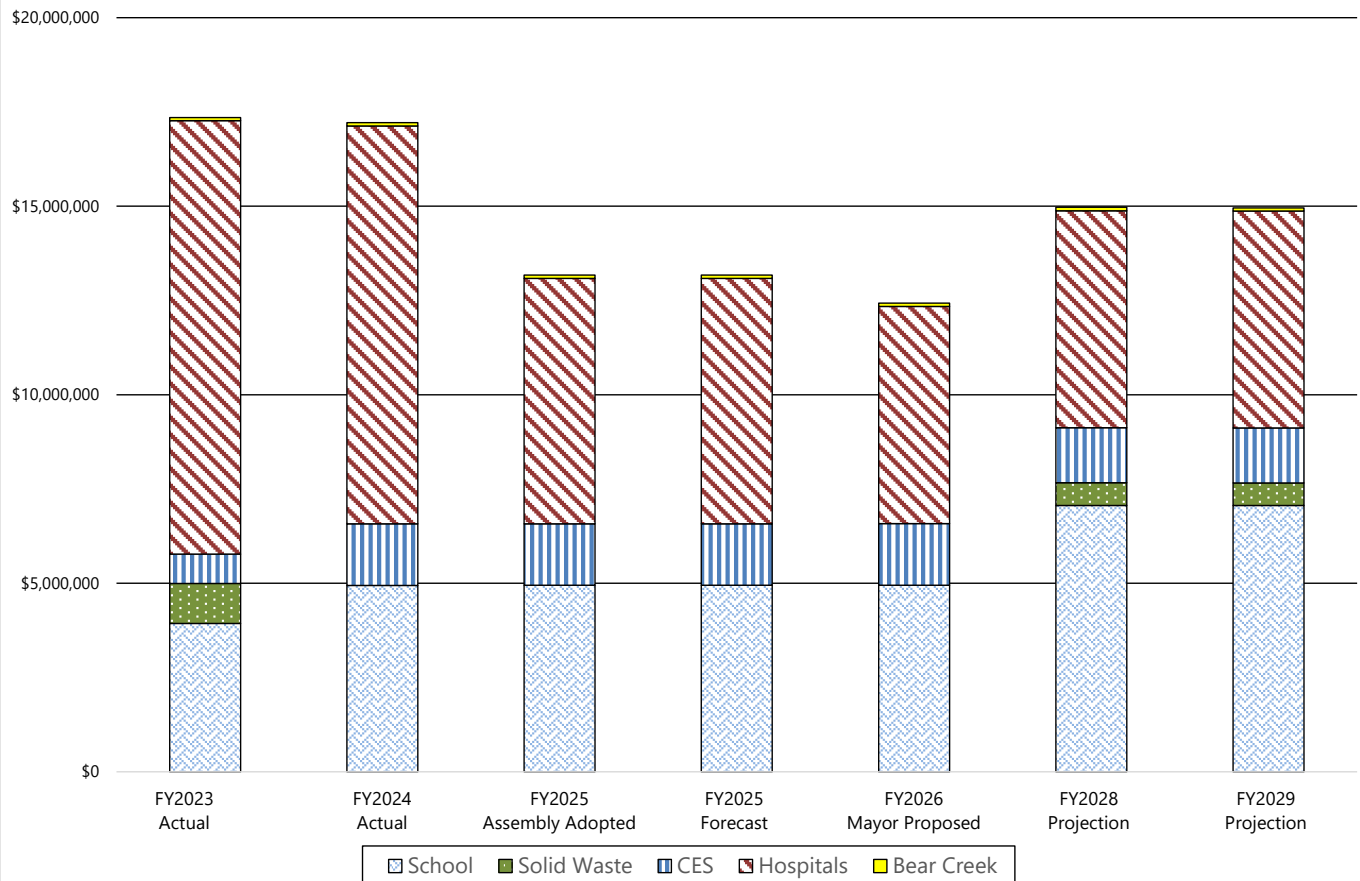
This fund was set up to account for debt issued for planning and design, property acquisition, construction, capital improvement, and equipping of the Bear Creek Fire Service Area Public Safety Building. Bond payments are paid from the Bear Creek Service Area tax levy. The current outstanding issue is as follows:

- 20-year bonds issued March 2013, for constructing and equipping a station in Bear Creek Fire Service Area in the amount of \$1,215,000. The outstanding balance as of July 1, 2025 is \$645,000.

## Total Debt Service Funds - Budget Projection

Fund Budget:	FY2023		FY2024		FY2025	FY2025	FY2026	FY2027		FY2028	FY2029
	Actual		Actual		Original Budget	Forecast Budget	Mayor Proposed	Projection		Projection	Projection
Revenues											
Interest	\$ 1,533		\$ -		\$ -	\$ -	\$ -	\$ -		\$ -	\$ -
Other Revenue	-		-		-	-	-	-		-	-
Total Revenues	1,533		-		-	-	-	-		-	-
Operating Transfer From:											
General Fund	3,931,900		4,942,153		4,946,951	4,946,951	4,948,328	7,065,358		7,061,166	7,063,170
Special Revenue Fund	13,193,263		12,186,847		8,228,149	8,228,149	7,479,661	7,905,090		7,894,793	6,805,327
Capital Project Fund	225,000		84,977		-	-	-	-		-	-
Total Operating Transfer	17,350,163		17,213,977		13,175,100	13,175,100	12,427,989	14,970,448		14,955,959	13,868,497
Total Revenue and											
Operating Transfers	17,351,696		17,213,977		13,175,100	13,175,100	12,427,989	14,970,448		14,955,959	13,868,497
Expenditures:											
Services	17,351,696		17,213,977		13,175,100	13,175,100	12,427,989	14,970,448		14,955,959	13,868,497
Total Expenditures	17,351,696		17,213,977		13,175,100	13,175,100	12,427,989	14,970,448		14,955,959	13,868,497
Net Results from Operations	-		-		-	-	-	-		-	-
Beginning Fund Balance	-		-		-	-	-	-		-	-
Ending Fund Balance	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -		\$ -	\$ -

## General Government Debt Requirements FY2023 To FY2029



# Kenai Peninsula Borough

## Summary of Debt Service Requirements FY2026 - FY2045

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031-2035	FY 2036-2040	FY 2041-2045	TOTAL
<b>School Debt</b>									
Principal	3,085,000	5,217,857	4,388,001	4,551,876	4,717,133	20,326,461	16,795,732	15,852,589	74,934,649
Interest & Fees	1,863,328	1,847,501	2,673,165	2,511,294	2,339,638	9,263,770	5,732,513	1,910,531	28,141,740
<b>Total</b>	<b>\$ 4,948,328</b>	<b>\$ 7,065,358</b>	<b>\$ 7,061,166</b>	<b>\$ 7,063,170</b>	<b>\$ 7,056,771</b>	<b>\$ 29,590,231</b>	<b>\$ 22,528,245</b>	<b>\$ 17,763,120</b>	<b>\$ 103,076,389</b>
<b>Solid Waste Debt</b>									
Principal	-	310,000	310,000	310,000	310,000	1,550,000	1,500,000	-	4,290,000
Interest & Fees	-	290,000	290,000	290,000	290,000	1,450,000	1,450,000	-	4,060,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 600,000</b>	<b>\$ 3,000,000</b>	<b>\$ 2,950,000</b>	<b>\$ -</b>	<b>\$ 8,350,000</b>
<b>Bear Creek Fire Service Area Debt</b>									
Principal	75,000	80,000	75,000	80,000	80,000	255,000	-	-	645,000
Interest & Fees	10,855	9,995	8,948	7,682	6,200	8,288	-	-	51,968
<b>Total</b>	<b>\$ 85,855</b>	<b>\$ 89,995</b>	<b>\$ 83,948</b>	<b>\$ 87,682</b>	<b>\$ 86,200</b>	<b>\$ 263,288</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 696,968</b>
<b>Central Emergency Services Debt</b>									
Principal	885,000	745,000	780,000	810,000	850,000	4,140,000	4,370,000	3,200,000	15,780,000
Interest & Fees	751,438	713,013	678,013	639,888	601,232	2,411,000	1,368,000	245,250	7,407,834
<b>Total</b>	<b>\$ 1,636,438</b>	<b>\$ 1,458,013</b>	<b>\$ 1,458,013</b>	<b>\$ 1,449,888</b>	<b>\$ 1,451,232</b>	<b>\$ 6,551,000</b>	<b>\$ 5,738,000</b>	<b>\$ 3,445,250</b>	<b>\$ 23,187,834</b>
<b>Central Kenai Peninsula Hospital Service Area Debt</b>									
Principal	3,070,000	3,285,000	3,455,000	3,630,000	1,555,000	8,680,000	5,885,000	-	29,560,000
Interest & Fees	1,196,949	979,663	811,163	634,038	504,413	1,619,915	289,770	-	6,035,911
<b>Total</b>	<b>\$ 4,266,949</b>	<b>\$ 4,264,663</b>	<b>\$ 4,266,163</b>	<b>\$ 4,264,038</b>	<b>\$ 2,059,413</b>	<b>\$ 10,299,915</b>	<b>\$ 6,174,770</b>	<b>\$ -</b>	<b>\$ 35,595,911</b>
<b>South Kenai Peninsula Hospital Service Area Debt (601 - Debt issued prior to 7/1/19)</b>									
Principal	1,250,000	1,315,000	1,375,000	355,000	365,000	760,000	-	-	5,420,000
Interest & Fees	240,419	177,419	111,669	48,719	38,069	41,138	-	-	657,433
<b>Total</b>	<b>\$ 1,490,419</b>	<b>\$ 1,492,419</b>	<b>\$ 1,486,669</b>	<b>\$ 403,719</b>	<b>\$ 403,069</b>	<b>\$ 801,138</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,077,433</b>

Authorized but Not-Issued Debt as of June 30, 2025:

School  
Solid Waste

Principal  
\$31,462,085  
\$4,567,495

Anticipated Issue Date  
Fiscal Year 2027  
Fiscal Year 2027

Anticipated Payment Date  
Fiscal Year 2027  
Fiscal Year 2027

**Kenai Peninsula Borough  
Budget Detail**

**Funds 308-361  
Debt Service Fund**

Acct	Description	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
308.79000	School 2022 (2004/2012) Issue	\$ 922,500	\$ -	\$ -	\$ -	\$ -	-	-
308.79000	School 2021 (2011) Issue	1,058,875	1,058,250	1,055,875	1,055,875	1,056,625	750	0%
308.79000	School 2014 Issue	996,875	999,375	-	-	-	-	-
308.79000	School 2021 (2014) Issue	510,483	509,402	1,509,326	1,509,326	1,508,203	(1,123)	0%
308.79000	School 2023 Issue	441,667	2,372,625	2,371,750	2,371,750	2,373,500	1,750	0%
349.94910	School Bond Issue Expense	1,500	2,500	10,000	10,000	10,000	-	0%
340.32000	Solid Waste 2017 Issue	1,060,500	-	-	-	-	-	-
342.51210	Bear Creek 2013 Issue	57,200	-	-	-	-	-	-
342.51210	Bear Creek 2021 (2013) Issue	27,123	86,931	86,504	86,504	85,855	(649)	-1%
358.51610	CES Debt 2015 (2006) Issue	178,750	181,000	177,875	177,875	179,375	1,500	1%
358.51610	CES 2016 Issue	262,313	178,687	176,813	176,813	179,563	2,750	2%
358.51610	CES 2020 Issue	129,000	125,500	126,875	126,875	128,000	1,125	1%
358.51610	CES 2023 Issue	213,767	1,150,125	1,147,875	1,147,875	1,149,500	1,625	0%
360.81110	CPGH 2021 (2004/2012) Issue	3,334,375	3,321,000	-	-	-	-	-
360.81110	CPGH 2014 Issue	2,957,500	2,955,500	2,958,250	2,958,250	-	(2,958,250)	-100%
360.81110	CPGH 2025 (2014) Issue	-	-	-	-	2,205,286	2,205,286	-
360.81110	CPGH 2015 Issue	436,123	-	-	-	-	-	-
360.81110	CPGH 2016 Issue	489,013	-	-	-	-	-	-
360.81110	CPGH 2018 Issue	2,058,913	2,057,788	2,058,788	2,058,788	2,061,663	2,875	0%
361.81210	SPH 2016 (2004) Issue	722,000	722,625	-	-	-	-	-
361.81210	SPH 2015 (2008) Issue	1,092,800	1,091,000	1,093,250	1,093,250	1,088,250	(5,000)	0%
361.81210	SPH 2017 Issue	400,419	401,669	401,919	401,919	402,169	250	0%
Total Current Debt Service		\$ 17,351,696	\$ 17,213,977	\$ 13,175,100	\$ 13,175,100	\$ 12,427,989	\$ (747,111)	-5.67%



**Kenai Peninsula Borough  
Summary of Debt By Issuance Date**

**Debt Service Fund**

Date of Issue	Amount Issued	Amount Reimbursable from the State of Alaska Department of Education	Interest Rate % (Remaining)	Maturity Dates FY	Annual Installments (Remaining)	Principal Outstanding 6/30/25
<b><u>School:</u></b>						
12/9/2010	16,865,000	up to 70%	5.00	2011-2031	\$1,040,125 to \$1,056,625	5,435,000
11/14/2013	20,860,000	up to 70%	1.032 - 2.352	2014-2034	\$1,501,560 to \$1,509,270	12,385,000
2/15/2023	30,000,000		5.00	2023-2043	\$2,370,250 to \$2,374,875	28,165,000
	<u>\$ 67,725,000</u>					<u>\$ 45,985,000</u>
<b><u>Bear Creek Fire Service Area:</u></b>						
3/12/2013	<u>\$ 1,215,000</u>		1.032 - 2.222	2013-2033	\$83,948 to \$89,995	<u>\$ 645,000</u>
<b><u>Central Emergency Services:</u></b>						
6/21/2006	2,500,000		5.00	2006-2026	NA	175,000
2/2/2016	2,465,000		2.00 - 4.00	2016-2031	\$177,481 to \$179,563	975,000
11/21/2019	1,335,000		5.00	2020-2035	\$125,000 - \$129,500	1,000,000
2/15/2023	14,520,000		5.00	2023-2043	\$1,145,750 to \$1,149,875	13,630,000
	<u>\$ 20,820,000</u>					<u>\$ 15,780,000</u>
<b><u>Central Kenai Peninsula Hospital Debt:</u></b>						
2/20/2014	32,490,000		5.00	2014-2029	\$2,203,375 to \$2,205,285	7,935,000
11/29/2017	28,955,000		3.00 - 5.00	2018-2038	\$2,057,663 to \$2,062,538	21,625,000
	<u>\$ 61,445,000</u>					<u>\$ 29,560,000</u>
<b><u>South Kenai Peninsula Hospital Debt:</u></b>						
8/28/2007	14,555,000		5.00	2008-2028	\$1,086,750 to \$1,091,250	2,965,000
4/27/2017	4,500,000		3.00 - 5.00	2017-2032	\$397,919 to \$402,719	2,455,000
	<u>\$ 19,055,000</u>					<u>\$ 5,420,000</u>

## **Capital Projects Funds**

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# **Kenai Peninsula Borough**

## **FY2026 Budget Capital Improvement Program**

### **Introduction**

The Capital Improvement Program (CIP) is a projection of the Borough's capital investments plan over a ten-year period. Capital investments normally involve major projects that have long useful lives. The CIP is both a fiscal and planning device that allows the Borough to monitor all capital project costs, funding sources, department responsibilities, and timing which will allow the Borough to maintain its assets at a level adequate to protect its capital investments and to minimize future maintenance and replacement cost.

The first year of the Capital Improvement Plan (CIP) organizes all known, non-routine capital needs based on priority, potential costs, financing options, and future budgetary effects. The capital items typically have a useful life of five years or longer and a cost of \$20,000 or more. The CIP matches capital costs with financing sources in order to provide long term planning for projects with significant financial impact. Recurring capital costs or one-time projects under \$20,000 are typically included in the annual operating budgets of the General Fund or Special Revenue Funds and are not part of the CIP.

The Capital Project section has overviews of capital requests submitted by Departments and Special Revenue Funds. These requests represent projected needs of these departments and Special Revenue Funds over the next nine years.

The operating and capital budgets are closely dependent upon one another. The operating budget must cover financing, maintaining and operating new facilities that are built under the capital budget. In addition, the operating budget must pay principal and interest payments on all debt related projects.

The CIP contained herein includes nine years of projected needs. The first year of the program will become the capital budget for which project money will be authorized. The remaining eight years of the CIP will serve as a financial plan for capital investments. This financial plan will be reviewed each year as the CIP is updated and prepared.

### **Organization of the CIP**

The CIP is broken into six sections. The first section shown below describes the various funds that have been set up for the CIP. The second section also shown below is a summary of the funding sources. The third section is a Budget Projection and Expenditure Summary for the Fiscal Years 2025 through 2034 and starts on page 344. The fourth section is a listing of the projects being funded for the current fiscal year and starts on page 346. The fifth section consists of a detailed five-year summary for each fund and starts on page 352. The sixth section is individual capital improvement project details for General Government and Service Areas (not including Central Kenai Peninsula Hospital) and starts on page 369.

### **Capital Project Funds**

The Borough has two functional categories for which capital project funds have been created; one category that serves the general government, and a second category that serves service areas and other voter authorized programs.

General Government capital project funds have been set up to account for school projects funded by the general government, projects funded by bond proceeds, general government capital projects, 911 communication projects, resource management projects, and solid waste projects.

Service area capital project funds have been set up for Nikiski Fire Service Area, Bear Creek Fire Service Area, Western Emergency Service Area, Central Emergency Service Area, Kachemak Emergency Service Area, North Peninsula Recreation Service Area, Road Service Area, Central Kenai Peninsula Hospital Service Area, and South Kenai Peninsula Hospital Service Area.

### **Summary of Funding Sources**

With the exception of capital projects that are funded from bond proceeds, the major source of revenue for each capital project fund is property taxes in the form of a transfer from each individual oversight fund. Additional funding is provided through state and federal grants, and interest earnings.

## Total Capital Project Funds - Budget Projection

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<b>Funds Provided:</b>						
Interest Revenue	\$ 1,755,033	\$ 621,833	\$ 669,869	\$ 722,429	\$ 813,199	\$ 3,129,313
Operating Transfers In From:						
General Fund	5,250,000	5,650,000	5,737,500	5,878,438	6,022,899	30,854,855
General Fund - PILT Grant	55,446	-	-	-	-	-
Solid Waste Fund	650,000	600,000	2,800,000	1,000,000	500,000	1,000,000
911 Communication	178,538	250,000	300,000	300,000	300,000	1,500,000
Closure/Post-Closure Liability Funds	-	-	-	-	-	-
Nikiski Fire Service Area	300,000	1,000,000	1,500,000	1,500,000	1,500,000	2,500,000
Bear Creek Fire Service Area	225,000	225,000	225,000	225,000	225,000	500,000
Western Emergency Service Area	100,000	155,000	158,875	162,847	166,918	955,455
Central Emergency Service Area	800,000	800,000	900,000	950,000	1,000,000	5,000,000
Kachemak Emergency Service Area	300,000	300,000	307,500	315,188	323,068	250,000
North Peninsula Recreation Service Area	696,000	600,000	400,000	300,000	300,000	375,000
Road Service Area	2,320,000	2,200,000	2,255,000	2,311,375	2,369,159	11,000,000
* CPH Plant Replacement and Expansion Fund	7,521,741	32,115,031	90,373,886	35,020,000	20,915,000	9,355,405
South Kenai Peninsula Hospital Service Area	2,458,393	2,226,819	2,500,000	2,500,000	2,500,000	12,500,000
South Kenai Peninsula Hospital Inc.	6,954,550	-	-	-	-	-
SPH Plant Replacement and Expansion Fund	2,268,761	-	-	-	-	-
Other Financing Sources:						
Grants and Authorized Debt Issuance	17,143,580	-	-	12,386,900	-	-
Other Funds Provided	90,980	-	-	-	-	-
* Equipment Replacement Fund	-	-	250,000	1,105,000	405,000	-
Unsecured Revenue Sources Unapproved Projects	-	-	59,638,000	27,205,000	8,530,000	41,830,000
<b>Total Funds Provided</b>	<b>49,068,022</b>	<b>46,743,683</b>	<b>168,015,630</b>	<b>91,882,177</b>	<b>45,870,243</b>	<b>120,750,028</b>
<b>General Government:</b>						
School Revenue	22,588,998	4,124,000	15,025,500	16,660,000	10,240,000	34,451,000
General Government	2,119,792	408,000	65,000	7,280	-	50,000
911 Communication	83,220	40,200	8,289	8,289	8,289	106,445
* Solid Waste (1)	9,790,928	1,200,000	16,665,000	13,145,000	1,325,000	6,695,000
<b>Service Areas:</b>						
Nikiski Fire Service Area	239,540	510,000	400,000	475,000	50,000	5,390,000
Bear Creek Fire Service Area	1,260,700	45,000	-	20,000	50,000	1,278,000
Western Emergency Service Area	120,000	160,000	-	1,050,000	-	2,140,000
Central Emergency Service Area	23,249,140	775,000	1,575,000	2,375,000	550,000	6,595,000
Kachemak Emergency Service Area	172,237	310,000	665,000	-	500,000	-
North Peninsula Recreation Service Area	1,419,951	685,000	1,050,000	7,961,900	-	148,500
Road Service Area	4,843,279	1,395,000	23,290,000	2,350,000	2,360,000	11,620,000
* Central Kenai Peninsula Hospital (2)	7,521,741	32,115,031	90,373,886	35,020,000	20,915,000	9,355,405
South Kenai Peninsula Hospital	14,585,374	2,226,819	16,275,000	7,875,000	3,600,000	38,250,000
<b>Total Expenditures</b>	<b>87,994,900</b>	<b>43,994,050</b>	<b>165,392,675</b>	<b>86,947,469</b>	<b>39,598,289</b>	<b>116,079,350</b>
Funded through Equipment Replacement Fund (1)	-	-	(250,000)	(1,105,000)	(405,000)	-
Less Central Peninsula Hospital (2)	-	(32,115,031)	(90,373,886)	(35,020,000)	(20,915,000)	(9,355,405)
Less Unsecured/Unapproved Projects	-	-	(59,638,000)	(27,205,000)	(8,530,000)	(41,830,000)
<b>Total Appropriations</b>	<b>\$ 87,994,900</b>	<b>\$ 11,879,019</b>	<b>\$ 15,130,789</b>	<b>\$ 23,617,469</b>	<b>\$ 9,748,289</b>	<b>\$ 64,893,945</b>
Net Results From Operations	(38,926,878)	2,749,633	2,622,955	4,934,708	6,271,954	4,670,678
Beginning Fund Balance	79,195,458	40,268,580	43,018,213	45,641,168	50,575,877	56,847,831
<b>Ending Fund Balance</b>	<b>\$ 40,268,580</b>	<b>\$ 43,018,213</b>	<b>\$ 45,641,168</b>	<b>\$ 50,575,877</b>	<b>\$ 56,847,831</b>	<b>\$ 61,518,509</b>

\* (1) Expenditures for these funds include an appropriation in the Equipment Replacement Fund. This is being shown for informational purposes only. See pages 354 and 428 for additional information.

\* (2) Expenditures for these funds are not being appropriated through the budget process and are being shown for informational purposes only. See the individual worksheets for additional information.

**Kenai Peninsula Borough Capital Project Funds**  
**Expenditure Summary**  
**Fiscal Years 2026 Through 2034**

	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>General Government:</u>					
School Revenue	\$ 4,124,000	\$ 15,025,500	\$ 16,660,000	\$ 10,240,000	\$ 34,451,000
General Government	408,000	65,000	7,280	-	50,000
911 Communication	40,200	8,289	8,289	8,289	106,445
* Solid Waste (1)	1,200,000	16,665,000	13,145,000	1,325,000	6,695,000
<u>Service Areas:</u>					
Nikiski Fire Service Area	510,000	400,000	475,000	50,000	5,390,000
Bear Creek Fire Service Area	45,000	-	20,000	50,000	1,278,000
Western Emergency Service Area	160,000	-	1,050,000	-	2,140,000
Central Emergency Service Area	775,000	1,575,000	2,375,000	550,000	6,595,000
Kachemak Emergency Service Area	310,000	665,000	-	500,000	-
North Peninsula Recreation Service Area	685,000	1,050,000	7,961,900	-	148,500
Road Service Area	1,395,000	23,290,000	2,350,000	2,360,000	11,620,000
* Central Kenai Peninsula Hospital (2)	32,115,031	90,373,886	35,020,000	20,915,000	9,355,405
South Kenai Peninsula Hospital	2,226,819	16,275,000	7,875,000	3,600,000	38,250,000
Total Expenditures	43,994,050	165,392,675	86,947,469	39,598,289	116,079,350
* Funded through Equipment Replacement Fund (1)	-	(250,000)	(1,105,000)	(405,000)	-
Less Central Kenai Peninsula Hospital (2)	(32,115,031)	(90,373,886)	(35,020,000)	(20,915,000)	(9,355,405)
Total Appropriations	\$ 11,879,019	\$ 74,768,789	\$ 50,822,469	\$ 18,278,289	\$ 106,723,945

\* (1) Expenditures for these funds include an appropriation in the Equipment Replacement Fund. This is being shown for informational purposes only. See pages 354 and 428 for additional information.

\* (2) Expenditures for these funds are not being appropriated through the budget process and are being shown for informational purposes only. See the individual worksheets for additional information.

# **Kenai Peninsula Borough Capital Project Funds Detailed Project Descriptions**

## **School Revenue Capital Projects**

### **Areawide Asphalt, Sidewalk, and Curb Repair (project cost \$39,000)**

These funds will be used to seal, repair and/or replace asphalt parking lots and sidewalks at various schools. This project will extend the life of the current asphalt. Project #400.78050.24802.49999.

### **Areawide Bleacher Replacements (project cost \$200,000)**

Funds are intended to replace bleacher systems and auditorium seating at facilities district wide. Priority will be based on functionality of old systems and availability of funding. Project #400.78050.25727.49999.

### **Areawide Design Improvements (project cost \$570,000)**

Funds to be utilized to develop engineering/design solutions for known project needs. This effort is intended to produce plan modeling adequate to progress to in house construction, contracted bidding, and/or to support the appropriation of available funding resources. Availability of these funds will contribute to a more efficient and timely resolution process. Project #400.78050.25DSG.49999.

### **Areawide Drainage and Interior Renovations (project cost \$400,000)**

School facility systems and designs, over time, may become inadequate to perform the function intended, or new functionality is needed. Facility drainage system requirements may become inadequate, original kitchen designs are unable to serve current student needs, or class room functionality no longer supports current curriculum. Funds are intended to renew, upgrade or replace inadequate systems or locations to meet current needs area wide. Project #400.78050.24862.49999.

### **Areawide Electrical and Lighting Upgrades (project cost \$200,000)**

These funds are required for replacement of existing lamps and ballasts with more efficient devices, and will include planning and designing for upgrades to parking lot lighting and for adding or upgrading electrical services. Additional funds may be requested for site specific projects generated from planning and design. When completed, this project will lower school district utility bills. Project #400.78050.24758.49999.

### **Areawide Elevator Upgrades (project cost \$150,000)**

These funds are required to upgrade elevators throughout the district. These funds will primarily be utilized to replace or upgrade door openers and main controls on various elevators that are having operation issues due to age and available repair parts. Project #400.78050.25803.49999.

### **Areawide Building Envelope Upgrade/Replacement (project cost \$140,000)**

These funds will be used to replace the building envelope which is the physical separator between the conditioned and unconditioned environment of a building including the resistance to air, water, heat, light, and noise transfer. These funds would be made available to focus on the highest priority issues related to weather intrusion, operability of hardware systems and security. Project #400.78050.24714.49999.

### **Areawide Flooring Replacement Upgrades (project cost \$275,000)**

Annual funding for upgrading flooring throughout the school district, including gym floors, working in conjunction with asbestos abatement funds, where applicable. Projects consist of replacing the carpet and flooring material at district-wide areas identified during site visits. Project #400.78050.24755.49999.

### **Areawide Generator and Associated Hardware Upgrades (project cost \$60,000)**

These funds are required in order to continue replacing and upgrading the generators, transfer switches and switch gear for district use. These projects will allow the Maintenance department to experience fewer call outs and repairs to antiquated equipment that has outlived their useful life. Project #400.78050.24860.49999.

Areawide HVAC/DDC Upgrades and Repairs (project cost \$1,480,000)

These funds will be used to replace and/or upgrade existing control systems, circulation pumps, hot water units and various HVAC devices to eliminate constant maintenance and to improve energy consumption at schools. These projects will reduce both utility and maintenance costs. Project #400.78050.24801.49999.

Areawide Locker Upgrades (project cost \$50,000)

These funds will be used to purchase and install hall and locker room lockers throughout the Borough. Project decision is based on priority relating to condition and need. Project #400.78050.24855.49999.

Areawide Playground Upgrades (project cost \$25,000)

These funds will be used to remove old and damaged play structures at schools and replace with new. Funds would also be utilized to make improvements to resilient materials. Priority is based on condition and need, as determined by area wide inspections. Project #400.78050.24780.49999.

Areawide Portables and Outbuildings (project cost \$130,000)

These funds will be used to transport portable structures from one location to another or to make improvements to existing structures. Funds would also be utilized to construct new outbuilds on-site if need were determined. Priority is based on condition and need, as determined by area wide inspections. Project #400.78050.26851.49999.

Areawide Roof Repair/Replace (project cost \$150,000)

Borough facility roofs are aging, with roofing material separating, bubbled, heavily worn, and brittle. Evidence of roof leaks are present in multiple facilities. Funds from this project would replace sections of worn roofing, prioritized based on roofing condition and history of leaks detected. Project #400.78050.24711.49999.

Areawide Security and Safety Improvements (project cost \$100,000)

Funds to be utilized for the replacement of obsolete and/or non-code compliant life safety systems, the addition of new life safety or security systems, and for the implementation of an area wide school district card entry system. The systems together will provide for improvements to both security and life-safety. Project #400.78050.24856.49999.

Areawide Septic System Improvements (project cost \$100,000)

These funds will be used to replace septic tanks, leach fields, and other septic systems components that are past their typical life at various locations. Priority is based on condition and need, as determined by area wide inspections. Project #400.78050.26852.49999.

Areawide Water Quality Improvements (project cost \$55,000)

Replacement of water/waste-water treatment/conditioning systems at various location and installation of water conservation fixtures. This project will improve water quality and reduce water consumption. Project #400.78050.24759.49999.

**General Government**

Carpet replacement in Office of the Borough Clerk (project cost \$14,000)

Replacement of carpet in Office of the Borough Clerk. The flooring is 14 years old. Project #407.21135.26471.49999.

Financial Services Budgeting Software (project cost \$60,000)

This project is for implementation of budgeting software. This software will increase efficiency for the annual budget process; including efficiencies for service areas and departments. Project #407.11430.26472.49999.

Remote Sensing Aerial Photography (project cost \$334,000)

These funds will pay for high-resolution ortho and oblique imagery Pictometry products and services which include online access for KPB and the public through a five-year negotiated contract with the company that provides them. Project #407.11430.26473.49999.

**Solid Waste**

Loader Tires – Homer Transfer Facility (project cost \$35,000)

This cost is to replace the loader tires at Homer Transfer Facility. Project #411.32310.26491.49999.

Baler Repairs – Homer Transfer Facility (project cost \$25,000)

The purpose of this project is to provide repairs, such as pumps and motors. Project #411.32310.26492.49999.



Overhead Door Replacement – Homer Transfer Facility (project cost \$140,000)

The purpose of this project is to provide repairs or replacement of the overhead door at Homer Transfer Facility. Project #411.32310.26493.49999.

Siding and roof for baler Building-Homer Transfer Facility (project cost \$250,000)

The purpose of this project is to replace or repair roof and siding on the Homer Transfer Facility Baler building and maintenance shop, including major maintenance items that require long lead times. Project #411.32310.26494.49999.

Repair of Seeping for cells 1 and 2 – Central Peninsula Landfill (project cost \$650,000)

The purpose of the project is to repair leachate seeps on the slope surface of cells 1 & 2 and complete rain sheet cover to mitigate storm water saturation. Project #411.32122.26495.49999.

Overhead Door Replacement – Central Peninsula Landfill (project cost \$100,000)

The purpose of this project is to provide repairs or replacement of the overhead door at Central Peninsula Landfill. Project #411.32122.26496.49999.

**911 Communications**

Workstation, Monitor and Network Equipment (project cost \$1,700)

This project is to replace end of life workstations, monitors, and other network equipment for 911 Communications, to include installation, parts, licensing, and other project related expenditures. Project #455.11255.26431.49999.

Air Conditioning – Server Room (project cost \$10,500)

This project provides for air conditioning of the CAD & 911 servers and other associated project costs. Project #455.11255.26432.49999.

Furnishings and Equipment for EOC (project cost \$28,000)

This project provides for furnishings and equipment required to create new office spaces in newly allocated space for 911 dispatch. Project #455.11255.26434.49999.

**Nikiski Fire Service Area**

Ambulance Replacement for Station #2 (project cost \$375,000)

This project is intended to replace (1) aging ambulance for Nikiski Fire Service Area. This will allow NFSA to update the ambulance fleet in Tyonek by moving the 2008 ambulance to Tyonek and placing the new ambulance in Nikiski. Project #441.51110.26411.49999.

Emergency Response Vehicle Replacement for Station #2 (project cost \$75,000)

This project is intended to replace an Emergency Response vehicle that is operating out of station #2. This vehicle is used for daily emergency responses and is starting to have mechanical problems. Project #441.51110.26412.49999.

Hydrant Repair (project cost \$60,000)

This project is intended to fix a fill-site located at station 2 that keeps freezing during the winter months. The project includes digging up the water line and wrapping with heat tape to prevent freezing. This also includes burying and repaving the dug-up areas. Project #441.51110.26413.49999.

**Bear Creek Fire Service Area**

Power Gurney and Loading Rail (project cost \$45,000)

This power gurney is for the newly-purchased ambulance and will assist the paid and volunteer staff with lifting and loading patients into the ambulance for transport to the hospital, reducing the chances for injury. Project #442.51210.26426.49999.

**Western Emergency Service Area**

Command/Utility SUV (project cost \$80,000)

This utility/response vehicle will be used for emergency response and for transportation of members between stations and/or other departments for training events. This vehicle will replace a 2004 SUV. Project 444.51410.26441.49999.

Command/Utility Pick-up (project cost \$80,000)

This utility/response vehicle will be used for emergency response and for transportation of members between stations and/or other departments for training events. This vehicle will replace a 2003 pickup. Project #444.51410.26442.49999.

**Central Emergency Services**

Off Road EMS Rescue Vehicles and Trailer (\$175,000)

Replacement of off-road search and rescue vehicles and a new cargo trailer used for transport. The vast majority of CES emergency response coverage includes large rural or back country areas often only accessible by off-road vehicles. Project is for three snowmachines, three ATVs and one enclosed cargo trailer. Project #443.51610.26461.49999.

Station Vehicle Exhaust Purification System (project cost \$600,000)

To improve safety and limit station personnel and visitors from contaminated air, install air purification systems at Stations 3, 4, 5 and 6. Located in the station apparatus bays, ceiling mounted filtration systems will provide removal of harmful substances, particulates, toxic gases and airborne contaminants. Project #443.51610.26462.49999.

**Kachemak Emergency Services**

Design/Development of Pole Barn for Cold Storage (project cost \$35,000)

These funds will pay for the design and development of a pole barn to cover Conex boxes and the area between to protect items and provide a protected storage location for winterized equipment. Project #446.51810.26481.49999.

Paving Station 1 (project cost \$110,000)

These funds will pay for the paving of the KESA Station 1 parking lot. Project #446.51810.26482.49999.

Station 2 Housing and Fill Site Design and Development (project cost \$50,000)

These funds will pay for architectural assessment regarding improvements to KESA Station 2 to allow for a living space for volunteer and full-time personnel as well as a water fill site to support firefighting operations. Project #446.51810.26483.49999.

Fill Site Upgrade/Improvement (project cost \$35,000)

These funds will pay for upgrades and improvements to the water fill site at KESA Station 1. The current system is aging and has reduced capacity for filling fire apparatus. Project #446.51810.26484.49999.

Station 1 Boiler Repair/Upgrade (project cost \$80,000)

These funds will pay for assessment and repair or replacement of the boiler system at KESA Station 1 which is experiencing failures and leaks. Project #446.51810.26485.49999.

**North Peninsula Recreation Service Area**

NPRSA Master Plan (project cost \$150,000)

The North Peninsula Recreation Service Area will be at the end of its current 10-year Master plan in FY27. Creating a master plan generally takes 12-18 months to compile, therefore we want to start the master planning process so we have an updated plan as soon as the current plan is complete. Project #459.61110.26451.49999.

Pool Room Renovation (project cost \$175,000)

Once the recreation center remodel is complete, fitness equipment will be moved there. This frees up a large room in the pool building that we can update to create space that is more conducive to party rentals. This area would be renovated to provide more space for parties and activities that could produce revenue. Project #459.61110.26452.49999.

NCRC Commercial Appliance Replacements (project cost \$100,000)

The kitchen appliances in the Nikiski Community Recreation Center were purchased in 2006, so they will be reaching the end of their 20-year life cycle in FY27. These appliances include a large commercial 3 door freezer, a commercial refrigerator/freezer combo, a commercial food warmer, 2 heated food servers and a cold food server. Project #459.61110.26453.49999.

NCRC Lighting Replacement (project cost \$150,000)

Nikiski Community recreation Center has outdated, less energy efficient lighting. This project would be to upgrade our lighting throughout the building to be more energy efficient to help combat the rising cost of energy. Project #459.61110.26454.49999.

#### Warming Hut (project cost \$50,000)

The Nikiski Hockey Association has seen growth beyond what our two current warming huts can hold. We also need a hut dedicated to our female players; this new hut will be dedicated to female use. Project #459.61110.26455.49999.

#### Full Swing Golf Simulator (project cost \$30,000)

The Gold Simulator at NCRC failed in FY25. Originally purchased in 2012, replacement parts can no longer be sourced. This purchase would be for the newer version of the simulation; which also includes other sports (hockey, soccer). Estimated annual revenue is \$5,000 to \$8,000; resulting in an ROI of roughly 5 years. Project #459.61110.26456.49999.

#### Snow Machine and Groomer (project cost \$30,000)

Project for replacement of thirteen-year-old snow machine and groomer. NPRSA has seen a dramatic increase in trail usage in the winter; and new equipment is needed to ensure we can reliably keep trails groomed and maintained for continuous winter use. Project #459.61110.26457.49999.

### **Road Service Area**

#### Boroughwide Gravel Project (overall project cost: \$500,000)

The gravel CIP allows us to address roads that have increased maintenance cost due to poor conditions on portions of the road. These roads are not bad enough to need a full CIP. The gravel CIP allows us to do remediation repairs, which extend the life of the road. Project #434.33950.26GRV.49999.

#### Boroughwide Bridge Project (overall project cost: \$300,000)

The bridge CIP allows us to address bridges that have increased maintenance cost due to poor conditions and general age of assets. These bridges are not bad enough to need a full CIP/replacement. The bridge CIP allows us to do remediation repairs which extend the life of the bridge. Project #434.33950.26BRG.49999.

#### Boroughwide High Traffic E1/CaCl2 Capping (\$250,000)

With emphasis on high traffic roadways, this project supports the placement of State of Alaska DOT specified "E1" capping material. The overall scope includes reshaping the roadway and ditch line, reestablishment of a good width and crown, capping placement of E1 material, and CaCl2 application as a binder. Results after treatment should be a firmer surface that resists potholes. Project #434.33950.26CPM.49999.

#### Inspection Pickup Trucks (overall project cost: \$120,000)

Two new trucks for road inspectors. The new trucks will be used to replace a 2011 and 2016 Ford F250. These older vehicles incur higher maintenance costs and regular replacements are necessary for reliability. Project #434.33950.26421.49999.

#### Boroughwide Road Improvements (overall cost to FY2026 projects \$225,000) Project #434.33950.26CIP.49999

##### Murwood Ave – Project design (estimated cost \$45,000)

The project area involves a paved surface that is in an advanced state of deterioration due to poor road bed beneath the placed pavement. Project would involve designation of improved and proper ditch drainage infrastructure and proper road bed accommodations, in order to support an improved asphalt lifespan.

##### Lighthouse/Rozella – Project design (estimated cost \$45,000)

The included roadways are narrow, lack sufficient material depth for year-round integrity and generally do not match the KPB RSA standard. There are areas in need of drainage improvements, where periodic ponding exists. The initial section of Lighthouse lacks ROW dedication, but resides on KPB owned property. Some utility relocate may also be required.

##### Beach Drive – Project design (estimated cost \$55,000)

Area experiences periodic flooding, particularly during spring. Roadside ditching is insufficient to support conveyance of accumulated runoff. Need exists for the establishment of a storm drainage easement to the water's edge. Additionally, there is no established turnaround at the location where the ROW terminates.

##### Patty/Southwind/Merkes – Project design (estimated cost \$40,000)

The included roadways are narrow, lack sufficient material depth for year-round integrity and generally do not match the KPB RSA standard. There are areas in need of drainage improvements, where water accumulates and has insufficient path to natural runoff.

Bastein Dr – Project design (estimated cost \$40,000)

The roadway is narrow, lacks sufficient material depth for year-round integrity and generally does not match the KPB RSA standard. A portion of the project area involves a lack of dedication adjacent to an unsubdivided parcel. However, the roadway is aligned with a DNR section line, supporting the KPB authority to construct.

**South Peninsula Hospital Service Area – Service Area Funds**

Ancillary Services Equipment (project cost \$1,145,284)

Various Hospital Equipment - to include Pharmacy Laminar, Imaging Fluoroscopy, Radiology Equipment, Hi-flow bipap machine, Rehab treatment table, MRI safe infusion pumps, Trophons, IT switches, Phototherapy unit and Laboratory refrigerator. Project #491.81210.23SHA.48516.

Impatient, Long-Term Care and Emergency Room Equipment (project cost \$700,048)

Various Hospital Equipment - to include IV infusion pumps, sleeper, patient room furniture, bed, sofa sleeper, cribs, wheelchairs, fluid infusers and warmers. Project #491.81210.26SHB.48516.

Surgery Equipment (project cost \$381,487)

Various Hospital Equipment – operating room tables, orthopedic tables, and replacement of gastrointestinal scope drying cabinet, instruments for surgeries such as orthopedics, cystoscopy and ear, nose and throat procedures. Project #491.81210.26SHC.48516.

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 400**

**Department 78050 - School Revenue Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Operating Transfers In From:						
General Fund	\$ 5,050,000	\$ 4,100,000	\$ 4,202,500	\$ 4,307,563	\$ 4,415,252	\$ 22,628,165
Other Financing Sources:						
Grants and Debt Issuance	10,101,407	-	-	-	-	-
Other Funds Provided	90,980	-	-	-	-	-
Unsecured Revenue Sources Unapproved Projects	-	-	10,548,000	12,180,000	6,180,000	11,680,000
Total Funds Provided	15,242,387	4,100,000	14,750,500	16,487,563	10,595,252	34,308,165
<u>Funds Applied:</u>						
Areawide ADA Upgrades	51,015	-	-	100,000	-	300,000
Areawide Asbestos Abatement	235,430	-	-	100,000	-	200,000
Areawide Asphalt/Sidewalk/Curb Repairs	1,103,759	39,000	1,000,000	1,000,000	1,000,000	5,000,000
Areawide Auditorium Lighting Upgrades	602,522	-	150,000	50,000	150,000	400,000
Areawide Bleacher Replacements	251,192	200,000	300,000	250,000	200,000	650,000
Areawide Design Improvements	418,032	570,000	100,000	100,000	100,000	500,000
Areawide Doors & Entries	200,977	-	100,000	-	100,000	300,000
Areawide Drainage Systems and Interior Renovation	126,024	400,000	500,000	300,000	500,000	1,900,000
Areawide Electrical & Lighting Upgrades	50,101	200,000	125,000	125,000	125,000	625,000
Areawide Elevator Upgrades	252,489	150,000	150,000	150,000	-	300,000
Areawide Building Envelope Upgrade/Replacement	660,519	140,000	200,000	200,000	200,000	1,060,000
Areawide Flooring Replacement/Upgrades	396,828	275,000	350,000	200,000	200,000	1,100,000
Areawide Generator Upgrades/Replacements	193,279	60,000	60,000	100,000	100,000	200,000
Areawide HVAC/DDC/Boiler Upgrades	1,784,650	1,480,000	-	-	-	4,500,000
Areawide Locker Replacement	481,697	50,000	200,000	200,000	50,000	500,000
Areawide Playground Upgrades	108,706	25,000	30,000	25,000	30,000	140,000
Areawide Pool Repairs/Upgrades	17,633	-	150,000	100,000	40,000	290,000
Areawide Portables & Outbuildings	49,113	130,000	125,000	80,000	400,000	400,000
Areawide Roof Replacements/Upgrades	75,000	150,000	512,500	585,000	585,000	1,756,000
Areawide Security & Safety Improvements	441,880	100,000	225,000	465,000	200,000	2,000,000
Areawide Septic System Upgrades	-	100,000	150,000	300,000	30,000	400,000
Areawide Water Quality Upgrades	209,413	55,000	50,000	50,000	50,000	250,000
Ninilchik Sewer System	200,000	-	-	-	-	-
Chapman School Campus Land Acquisition	850,000	-	-	-	-	-
K-Selo New School Construction (G)	12,791,118	-	-	-	-	-
Homer High School Roof Phase II and III	669,701	-	-	-	-	-
Homer El Water Filtration	110,000	-	-	-	-	-
Hope Roof Replacement	11,930	-	-	-	-	-
Seward Middle Siding	245,990	-	-	-	-	-
<u>Unfunded Capital Projects:</u>						
Areawide Asphalt/Sidewalk/Curb Repairs	-	-	1,000,000	500,000	400,000	2,000,000
Areawide HVAC/DDC/Boiler Upgrades	-	-	4,000,000	4,000,000	1,850,000	6,000,000
Direct Digital Control System Replacement (G)	-	-	900,000	500,000	500,000	750,000
Window and Siding Replacements (G)	-	-	518,000	550,000	500,000	-
Asphalt Renovate/Replace/Travel Improvements (G)	-	-	2,000,000	2,000,000	2,000,000	2,000,000
District Access Control	-	-	930,000	930,000	930,000	930,000
Teacher Housing @ Remotes Sites (G)	-	-	1,200,000	-	-	-
Kenai Middle School Safety Reconfiguration (G)	-	-	-	2,500,000	-	-
Homer Elementary Wall Repair (G)	-	-	-	450,000	-	-
Homer Middle School Drainage (G)	-	-	-	750,000	-	-
Total Funds Applied	22,588,998	4,124,000	15,025,500	16,660,000	10,240,000	34,451,000
Net Results From Operations	(7,346,611)	(24,000)	(275,000)	(172,437)	355,252	(142,835)
Beginning Fund Balance	7,847,609	500,998	476,998	201,998	29,561	384,813
Ending Fund Balance	\$ 500,998	\$ 476,998	\$ 201,998	\$ 29,561	\$ 384,813	\$ 241,978
(G) Grant Funded						

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 407**

**Department 94910 - General Government Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Operating Transfers In From:						
General Fund	\$ 200,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 500,000
Total Funds Provided	200,000	150,000	100,000	100,000	100,000	500,000
Other Financing Sources including Grants and Debt Issuance:	-	-	-	-	-	-
Total Funds and Other Financing Sources Provided	200,000	150,000	100,000	100,000	100,000	500,000
<u>Funds Applied:</u>						
Card Entry Security System	1,710	-	-	-	-	-
B/W Access Cntrl Improvements	4,018	-	-	-	-	-
Siren Warning System Replacement	588,912	-	-	-	-	-
BAB Roof Replacement	715,636	-	-	-	-	-
BAB Chiller Replacement	23,422	-	-	-	-	-
Records Center Control Panel	6,566	-	-	-	-	-
Special Assessment Software	85,603	-	-	-	-	-
River Center Roof	490,058	-	-	-	-	-
River Center Handicapped Access Improvements (ADA)	153,867	-	-	-	-	-
Poppy Ln Building Sewer System Replacement	50,000	-	-	-	-	-
Clerk Department Carpet Replacement	-	14,000	-	-	-	-
Financial Services Budgeting Software	-	60,000	-	-	-	-
GIS - Pictometry	-	334,000	-	-	-	-
OEM - EOC Paving & Electrical Installation	-	-	65,000	-	-	-
OEM - Siren battery replacement	-	-	-	7,280	-	-
General Government Capital FY29	-	-	-	-	-	50,000
Total Funds Applied	2,119,792	408,000	65,000	7,280	-	50,000
Net Results From Operations	(1,919,792)	(258,000)	35,000	92,720	100,000	450,000
Beginning Fund Balance	2,182,382	262,590	4,590	39,590	132,310	232,310
Ending Fund Balance	\$ 262,590	\$ 4,590	\$ 39,590	\$ 132,310	\$ 232,310	\$ 682,310

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 411**

**Department 32XXX - Solid Waste Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 520,571	\$ 342,532	\$ 359,670	\$ 386,365	\$ 415,123	\$ 1,558,078
Operating Transfers In From:						
Solid Waste Fund	650,000	600,000	2,800,000	1,000,000	500,000	1,000,000
General Fund	-	1,400,000	1,435,000	1,470,875	1,507,647	7,726,690
Grants and Debt Issuance	6,387,922	-	-	-	-	-
Equipment Replacement Fund	-	-	250,000	1,105,000	405,000	-
Closure/Post-Closure Liability Funds	-	-	-	-	-	-
Other Financing Sources:						
Authorized Solid Waste Debt Issuance	-	-	-	4,600,000	-	-
Unsecured Revenue Sources Unapproved Projects	-	-	13,600,000	6,500,000	500,000	6,000,000
Total Funds and Other Financing Sources Provided	7,558,493	2,342,532	18,444,670	15,062,240	3,327,770	16,284,768
<u>Funds Applied:</u>						
Transfer Sites Surveillance Improvements	100,000	-	-	-	-	-
CPL Building Fire Detection System Rebuild	40,000	-	-	-	-	-
Areawide Facility Lighting	32,543	-	-	-	-	-
Leachate Improvements Construction & Implementation (G)	7,291,511	-	-	-	-	-
CPL Landfill Gas and Leachate Collection Materials	41,878	-	-	-	-	-
CPL Landfill Gas Collection Design	100,000	-	-	-	-	-
South Peninsula Monofill Investigation and Design	250,000	-	-	-	-	-
HTF Site Repairs and Improvements	138,600	-	-	-	-	-
CPL Site Security Improvements	200,000	-	-	-	-	-
CPL CD Excavation, Clearing and Expansion	2,153	-	-	-	-	-
Utility Vehicle (CPL)	23,459	-	-	-	-	-
Transfer Site Improvements Design	100,000	-	-	-	-	-
Used Hydroseeder (CPL)	80,000	-	-	-	-	-
CPL Baler Building Boiler Replacement	125,212	-	-	-	-	-
Seward Monofill Clearing and Excavation	100,000	-	-	-	-	-
Tire Replacement	1,440	-	-	-	-	-
Annual Dumpster Repairs and Replacement	219,603	-	120,000	120,000	-	-
Compactor Engine Replacement and Repairs	130,000	-	-	-	-	-
CPL Landfill Gas and Leachate Collection Materials	75,000	-	125,000	-	-	-
CPL Fire Detection System Rebuild	160,000	-	-	-	-	-
CPL Cell 4 Design & Preliminary Construction	500,000	-	-	-	-	-
SW Homer Mono/Trsf Facility Site Work & Equipment	79,529	-	-	-	-	-
McNeil Canyon Transfer Site Expansion	-	-	600,000	-	-	-
HTF - Loader Tires	-	35,000	-	-	-	-
HTF - Baler Maintenance (Pump and Drive Motors)	-	25,000	-	-	-	-
HTF - Overhead Door Replacement	-	140,000	-	-	-	-
HTF - Siding and Roof for Baler Building	-	250,000	-	-	-	-
CPL - Cells 1 and 2 Seep Repair	-	650,000	-	-	-	-
CPL - Overhead Door Replacements	-	100,000	-	-	-	-
CPL - D8 Dozer with Ripper	-	-	950,000	-	-	-
CPL - Cab and Chassis Vehicle	-	-	-	100,000	-	-
CPL - Flatbed Plow/Sander	-	-	-	130,000	-	-
CPL - Waste Water Truck	-	-	-	265,000	-	-

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 411**

**Department 32XXX - Solid Waste Capital Projects Fund - Continued**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Applied - Continued:</u>						
Front End Loader (CPL)	-	-	700,000	-	-	-
Hope Transfer Site Relocation	-	-	700,000	-	-	-
Peterbuilt Roll-Off Truck (HTF)*	-	-	250,000	-	-	-
Dewatering Pump (CPL)	-	-	50,000	-	-	-
CPL Tractor/Mower	-	-	200,000	-	-	-
CPL CD Excavation, Clearing and Expansion	-	-	250,000	-	-	-
Used Dump Truck (CPL)	-	-	70,000	-	-	-
Cell 4 Development	-	-	-	4,600,000	-	-
Pick Up Truck (CPL)	-	-	-	75,000	-	-
Waste Compactor	-	-	-	950,000	-	-
Skid Steer Loader	-	-	-	80,000	-	-
CPL Stormwater and Drainage Improvements	-	-	-	500,000	-	-
Homer Maintenance Shop Roof/Siding Replacement	-	-	-	250,000	-	-
Seward Transfer Facility Sprinkler Replacement	-	-	-	70,000	-	-
Peterbuilt Roll-Off Truck (CPL)	-	-	-	-	250,000	-
1 Ton Flat Bed Pick Up Truck (CPL)	-	-	-	-	80,000	-
Pick Up Truck (CPL)	-	-	-	-	75,000	-
Solid Waste Capital FY29	-	-	-	-	420,000	-
Solid Waste Capital FY30	-	-	-	-	-	350,000
Solid Waste Capital FY31	-	-	-	-	-	250,000
Solid Waste Capital FY32	-	-	-	-	-	95,000
Solid Waste Capital FY33	-	-	-	-	-	-
Solid Waste Capital FY34	-	-	-	-	-	-
<u>Potential Bond Projects:</u>						
Rock Truck	-	-	-	-	500,000	-
Transfer Site Improvements Construction	-	-	600,000	-	-	-
Areawide Baler Replacements	-	-	2,000,000	-	-	-
CPL Hazardous Material Storage Building and Office Space	-	-	3,500,000	-	-	-
CPL Transfer Site Construction	-	-	7,500,000	-	-	-
South Peninsula Monofill/Transfer Site Construction	-	-	-	5,000,000	-	-
HTF Transfer Site Reconfiguration	-	-	-	1,500,000	-	-
CPL Cell 5 Design and Construction	-	-	-	-	-	6,000,000
Total Funds Applied	9,790,928	1,200,000	16,665,000	13,145,000	1,325,000	6,695,000
Net Results From Operations	(2,232,435)	1,142,532	1,779,670	1,917,240	2,002,770	9,589,768
Beginning Fund Balance	25,067,878	22,835,443	23,977,975	25,757,645	27,674,885	29,677,655
Ending Fund Balance	\$ 22,835,443	\$ 23,977,975	\$ 25,757,645	\$ 27,674,885	\$ 29,677,655	\$ 39,267,423
Restricted Fund Balance - Closure Post Closure	21,689,968	23,089,969	24,489,969	25,889,969	27,289,969	34,289,969
Unrestricted Fund Balance	\$ 1,145,475	\$ 888,006	\$ 1,267,676	\$ 1,784,916	\$ 2,387,686	\$ 4,977,454
* Funding from Equipment Replacement Fund (G) Grant Funded						



**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 455**

**Department 11255 - 911 Communications Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 20,249	\$ 17,553	\$ 22,668	\$ 29,742	\$ 36,974	\$ 103,530
Operating Transfers In From:						
911 Communications Fund	178,538	250,000	300,000	300,000	300,000	1,500,000
Total Funds Provided	198,787	267,553	322,668	329,742	336,974	1,603,530
<u>Funds Applied:</u>						
Cisco Router/Switch Replacement	22,000	-	2,038	2,038	2,038	-
Workstation, Monitor and Network Equipment	16,000	1,700	1,700	1,700	1,700	-
Uninterruptible Power Supply	11,000	-	-	-	-	-
Dell Host Server	13,000	-	-	-	-	-
Server Migration Project	21,220	-	-	-	-	-
Air Conditioning Unit - 911 Server Room	-	10,500	-	-	-	-
Furnishings and Equipment for Center	-	28,000	-	-	-	-
Voice Gateway	-	-	4,551	4,551	4,551	-
911 Capital Projects FY30	-	-	-	-	-	21,289
911 Capital Projects FY31	-	-	-	-	-	21,289
911 Capital Projects FY32	-	-	-	-	-	21,289
911 Capital Projects FY33	-	-	-	-	-	21,289
911 Capital Projects FY34	-	-	-	-	-	21,289
Total Funds Applied	83,220	40,200	8,289	8,289	8,289	106,445
Net Results From Operations	115,567	227,353	314,379	321,453	328,685	1,497,085
Beginning Fund Balance	664,553	780,120	1,007,473	1,321,852	1,643,305	1,971,990
Ending Fund Balance	\$ 780,120	\$ 1,007,473	\$ 1,321,852	\$ 1,643,305	\$ 1,971,990	\$ 3,469,075

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 441**

**Department 51110 - Nikiski Fire Service Area Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 16,243	\$ 10,085	\$ 21,337	\$ 46,567	\$ 70,677	\$ 367,126
Operating Transfers In From:						
Nikiski Fire Service Area	300,000	1,000,000	1,500,000	1,500,000	1,500,000	2,500,000
Total Funds Provided	316,243	1,010,085	1,521,337	1,546,567	1,570,677	2,867,126
<u>Funds Applied:</u>						
SCBA/Radio Communications - PILT Grant	8,743	-	-	-	-	-
Engine #3 - New Engine (Station #3)	793	-	-	-	-	-
Drager Gas Detection Monitors (6 ea.)	5,004	-	-	-	-	-
Unit #6 Chevy 1500 Truck (Station #3)	75,000	-	-	-	-	-
Unit #3 Chevy 1500 Truck (Station #2)	75,000	-	-	-	-	-
Unit #1 Response P/U (Station #1)	75,000	-	-	-	-	-
Medic #6290 Chevy Ambulance (Station 2)	-	375,000	-	-	-	-
Unit #2 Response P/U GMC 2500 (Station #2)	-	75,000	-	-	-	-
Hydrant Repair	-	60,000	-	-	-	-
Medic #9844 GMC Ambulance (Station #3)	-	-	400,000	-	-	-
Medic #0631 GMC Ambulance (Station #2)	-	-	-	400,000	-	-
Mech-1 Chevy 1500 Truck Mechanic /ops (Station #1)	-	-	-	75,000	-	-
Yamaha Rhino (Station #2)	-	-	-	-	35,000	-
Yamaha 4 Wheeler (Station #2)	-	-	-	-	15,000	-
Utility/Vehicle/Apparatus Replacements FY30	-	-	-	-	-	165,000
Utility/Vehicle/Apparatus Replacements FY31	-	-	-	-	-	2,550,000
Utility/Vehicle/Apparatus Replacements FY32	-	-	-	-	-	425,000
Utility/Vehicle/Apparatus Replacements FY33	-	-	-	-	-	300,000
Utility/Vehicle/Apparatus Replacements FY34	-	-	-	-	-	1,950,000
Total Funds Applied	239,540	510,000	400,000	475,000	50,000	5,390,000
Net Results From Operations	76,703	500,085	1,121,337	1,071,567	1,520,677	(2,522,875)
Beginning Fund Balance	371,522	448,225	948,310	2,069,647	3,141,214	4,661,891
Ending Fund Balance	\$ 448,225	\$ 948,310	\$ 2,069,647	\$ 3,141,214	\$ 4,661,891	\$ 2,139,017

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 442**

**Department 51210 - Bear Creek Fire Service Area Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 33,874	\$ 12,630	\$ 16,964	\$ 22,408	\$ 27,525	\$ 74,858
Operating Transfers In From:						
Bear Creek Fire Service Area	225,000	225,000	225,000	225,000	225,000	500,000
General Fund - PILT Grant	55,446	-	-	-	-	-
Other Financing Sources						
Including Grants and Debt Issuance	495,000	-	-	-	-	-
Total Funds Provided	809,320	237,630	241,964	247,408	252,525	574,858
<u>Funds Applied:</u>						
Type III/Wildland/Heavy Rescue	1,171	-	-	-	-	-
SCBA/Radio Communications - PILT Grant	59,529	-	-	-	-	-
Ambulance (Unit 139)	250,000	-	-	-	-	-
Replace 1986 Tanker (Unit 125)	500,000	-	-	-	-	-
BC Paving	450,000	-	-	-	-	-
Power Cot Gurney and Receiver	-	45,000	-	-	-	-
Replace Snow Machine (1)	-	-	-	20,000	-	-
Replace Breathing Air Compressor	-	-	-	-	50,000	-
Utility/Vehicle/Apparatus Replacements FY30	-	-	-	-	-	110,000
Utility/Vehicle/Apparatus Replacements FY31	-	-	-	-	-	18,000
Utility/Vehicle/Apparatus Replacements FY32	-	-	-	-	-	-
Utility/Vehicle/Apparatus Replacements FY33	-	-	-	-	-	500,000
Utility/Vehicle/Apparatus Replacements FY34	-	-	-	-	-	650,000
Total Funds Applied	1,260,700	45,000	-	20,000	50,000	1,278,000
Net Results From Operations	(451,380)	192,630	241,964	227,408	202,525	(703,142)
Beginning Fund Balance	1,012,697	561,317	753,947	995,911	1,223,319	1,425,844
Ending Fund Balance	\$ 561,317	\$ 753,947	\$ 995,911	\$ 1,223,319	\$ 1,425,844	\$ 722,702

**Kenai Peninsula Borough  
Projected Revenues and Appropriations**

**Fund 444**

**Department 51410 - Western Emergency Service Area Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 6,048	\$ 3,061	\$ 3,018	\$ 6,660	\$ 2,599	\$ 22,446
Operating Transfers In From:						
Western Emergency Service Area	100,000	155,000	158,875	162,847	166,918	955,455
Other Financing Sources:						
Unsecured Revenue Sources Unapproved Projects	-	-	-	700,000	-	900,000
Total Funds Provided	106,048	158,061	161,893	869,507	169,517	1,877,901
<u>Funds Applied:</u>						
Command Vehicle	80,000	-	-	-	-	-
Shop Door Replacement	40,000	-	-	-	-	-
Utility/Response Vehicle SUV Replacement	-	80,000	-	-	-	-
Utility/Response Vehicle Pickup Replacement	-	80,000	-	-	-	-
Ambulance	-	-	-	350,000	-	-
Utility/Vehicle/Apparatus Replacements FY30	-	-	-	-	-	105,000
Utility/Vehicle/Apparatus Replacements FY31	-	-	-	-	-	125,000
Utility/Vehicle/Apparatus Replacements FY33	-	-	-	-	-	1,000,000
Utility/Vehicle/Apparatus Replacements FY34	-	-	-	-	-	910,000
<u>Unfunded Capital Projects:</u>						
Ambulance	-	-	-	350,000	-	-
Ambulance	-	-	-	350,000	-	-
Total Funds Applied	120,000	160,000	-	1,050,000	-	2,140,000
Net Results From Operations	(13,952)	(1,939)	161,893	(180,493)	169,517	(262,100)
Beginning Fund Balance	150,017	136,065	134,126	296,019	115,526	285,043
Ending Fund Balance	\$ 136,065	\$ 134,126	\$ 296,019	\$ 115,526	\$ 285,043	\$ 22,944

**Kenai Peninsula Borough  
Projected Revenues and Appropriations**

**Fund 443**

**Department 51610 - Central Emergency Service Area Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 583,909	\$ 52,010	\$ 53,742	\$ 56,639	\$ 42,726	\$ 188,342
Operating Transfers In From:						
Central Emergency Service Area	800,000	800,000	900,000	950,000	1,000,000	5,000,000
Other Financing Sources:						
Unsecured Revenue Sources Unapproved Projects	-	-	750,000	750,000	-	-
Total Funds Provided	1,383,909	852,010	1,703,742	1,756,639	1,042,726	5,188,342
<u>Funds Applied:</u>						
SCBA Compressor	64,576	-	-	-	-	-
Station #1 Land Acquisition	19,524	-	-	-	-	-
Station #1 Relocation	1,124,656	-	-	-	-	-
SCBA/Radio Communications - PILT Grant	62,048	-	-	-	-	-
Stations #5 and #6 Interior LED Lighting Project	125,000	-	-	-	-	-
Security Door Upgrades All Stations	175,000	-	-	-	-	-
Stations #4 & #6 Bayfloors Resurface	200,000	-	-	-	-	-
Station Interior Upgrades/Flooring (#3, 4, 5 & 6)	33,796	-	-	-	-	-
CES Bond-Station 1 New Construction	15,194,540	-	-	-	-	-
Local-Station 1 New Construction	5,000,000	-	-	-	-	-
Fire Training Live Burn Buildings/Props	150,000	-	500,000	-	-	-
Tanker Replace (922)	1,100,000	-	-	-	-	-
Off Road EMS Winter Rescue Trailer/Vehicles	-	175,000	-	-	-	-
Station Vehicle Exhaust Removal System	-	600,000	-	-	-	-
Station #4 Baydoor Replacements	-	-	250,000	-	-	-
Utility Replace (992)	-	-	75,000	-	-	-
Squad/Utility Replacement (991)	-	-	-	75,000	-	-
Station #3 Baydoor Replacement	-	-	-	250,000	-	-
Tanker Replace (923)	-	-	-	975,000	-	-
Ambulance Replace (933)	-	-	-	325,000	-	-
Admin/Mech Truck (905)	-	-	-	-	75,000	-
Brush Truck (945)	-	-	-	-	400,000	-
Utility Truck (994)	-	-	-	-	75,000	-
Utility/Vehicle/Apparatus Replacements FY30	-	-	-	-	-	2,880,000
Utility/Vehicle/Apparatus Replacements FY31	-	-	-	-	-	405,000
Utility/Vehicle/Apparatus Replacements FY32	-	-	-	-	-	635,000
Utility/Vehicle/Apparatus Replacements FY33	-	-	-	-	-	525,000
Utility/Vehicle/Apparatus Replacements FY34	-	-	-	-	-	2,150,000
<u>Unfunded Capital Projects:</u>						
Training Site Building/Water Pump Facility	-	-	750,000	750,000	-	-
Total Funds Applied	23,249,140	775,000	1,575,000	2,375,000	550,000	6,595,000
Net Results From Operations	(21,865,231)	77,010	128,742	(618,361)	492,726	(1,406,658)
Beginning Fund Balance	24,176,769	2,311,538	2,388,548	2,517,290	1,898,929	2,391,655
Ending Fund Balance	\$ 2,311,538	\$ 2,388,548	\$ 2,517,290	\$ 1,898,929	\$ 2,391,655	\$ 984,997

**Kenai Peninsula Borough  
Projected Revenues and Appropriations**

**Fund 446**

**Department 51810 - Kachemak Emergency Service Area Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 19,383	\$ 12,466	\$ 12,522	\$ 4,760	\$ 11,958	\$ 19,243
Operating Transfers In From:						
Kachemak Emergency Service Area	300,000	300,000	307,500	315,188	323,068	250,000
Total Funds Provided	319,383	312,466	320,022	319,948	335,026	269,243
<u>Funds Applied:</u>						
SCBA/Radio Communications - PILT Grant	12,237	-	-	-	-	-
Command/Rapid Intervention w/Plow Ford F250	80,000	-	-	-	-	-
Utility Vehicle w/ Snow Plow - Ford F350	80,000	-	-	-	-	-
Pole Barn for Cold Storage	-	35,000	65,000	-	-	-
Paving Station 1	-	110,000	-	-	-	-
Engineering Estimate Station 2	-	50,000	-	-	-	-
Water Pump Upgrade Station 1 (Fill Site Upgrade)	-	35,000	-	-	-	-
Boiler Repair	-	80,000	-	-	-	-
Replace Tanker 2 with Type III Engine.	-	-	600,000	-	-	-
Station 2 Renovations	-	-	-	-	500,000	-
Total Funds Applied	172,237	310,000	665,000	-	500,000	-
Net Results From Operations	147,146	2,466	(344,978)	319,948	(164,974)	269,243
Beginning Fund Balance	406,903	554,049	556,515	211,537	531,485	366,511
Ending Fund Balance	\$ 554,049	\$ 556,515	\$ 211,537	\$ 531,485	\$ 366,511	\$ 635,754

**Kenai Peninsula Borough  
Projected Revenues and Appropriations**

**Fund 459**

**Department 61110 - North Peninsula Recreation Service Area Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 48,726	\$ 15,558	\$ 13,428	\$ 592	\$ 2,727	\$ 24,315
Operating Transfers In From: North Peninsula Recreation Operations	696,000	600,000	400,000	300,000	300,000	375,000
Other Financing Sources: Including Grants and Debt Issuance	-	-	-	7,786,900	-	-
Total Funds Provided	744,726	615,558	413,428	8,087,492	302,727	399,315
<u>Funds Applied:</u>						
Truck w/Plow	65,000	-	-	-	-	-
Re-Surface Skate Park Asphalt/Multi-Purpose Court	62,000	-	-	-	-	-
Trail Groomer	26,000	-	-	-	-	-
Pool Floor and Front Desk Replacement	282,951	-	-	-	-	-
Main Pool and Spa Circulation Pumps	126,000	-	-	-	-	-
NCRC Remodel/Fitness Equipment/Furnishings	710,000	-	-	-	-	-
Well Line Replacement	148,000	-	-	-	-	-
NPRSA Master Plan Project	-	150,000	-	-	-	-
Pool Room Renovations	-	175,000	-	-	-	-
NCRC Kitchen Appliances Replacement	-	100,000	-	-	-	-
NCRC Lighting Replacement	-	150,000	-	-	-	-
Warming Hut for Hockey Rink	-	50,000	-	-	-	-
Full Swing Golf Simulator Replacement	-	30,000	-	-	-	-
Snow Machine & Groomer Equipment	-	30,000	-	-	-	-
Replace NCRC Commercial Ovens	-	-	50,000	-	-	-
Replace John Deere UTV/Groomer	-	-	50,000	-	-	-
Replace Zero Turn Mower	-	-	50,000	-	-	-
Parking Lot Expansion - Rink/Pool	-	-	500,000	-	-	-
Outdoor Pavilion	-	-	400,000	-	-	-
Backup Generator for Pool	-	-	-	100,000	-	-
Skate Park Equipment	-	-	-	75,000	-	-
Master Plan Projects/Equipment Replacements FY31	-	-	-	-	-	148,500
<u>Unfunded Capital Projects:</u>						
Hockey Rink	-	-	-	7,786,900	-	-
Total Funds Applied	1,419,951	685,000	1,050,000	7,961,900	-	148,500
Net Results From Operations	(675,225)	(69,442)	(636,572)	125,592	302,727	250,815
Beginning Fund Balance	1,416,064	740,839	671,397	34,825	160,417	463,144
Ending Fund Balance	\$ 740,839	\$ 671,397	\$ 34,825	\$ 160,417	\$ 463,144	\$ 713,959

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 434**

**Department 33950 - Road Service Area Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 273,832	\$ 72,868	\$ 81,647	\$ 81,513	\$ 81,942	\$ 289,987
Operating Transfers In From:						
Road Service Area Fund	2,320,000	2,200,000	2,255,000	2,311,375	2,369,159	11,000,000
Other Financing Sources:						
Grants and Debt Issuance	159,251	-	-	-	-	-
Unsecured Revenue Sources Unapproved Projects	-	-	20,940,000	-	-	-
Total Funds Provided	2,753,083	2,272,868	23,276,647	2,392,888	2,451,101	11,289,987
<u>Funds Applied:</u>						
<b>District &amp; Project</b>						
<b>Grant Funded:</b>						
16NRD North Road Extension	159,251	-	-	-	-	-
21SAL Fish Passage/Old Exit Glacier	91,039	-	-	-	-	-
<b>Service Area Funded:</b>						
<b>Boroughwide FY20 CIPs</b>						
S7WAL Walters/Wilderness/Sarah/Frontier	8,772	-	-	-	-	-
<b>Boroughwide FY21 CIPs</b>						
C2MRR Moose River Dr (glaciation sect.)	4,000	-	-	-	-	-
S7MAN Mansfield Ave	21,227	-	-	-	-	-
<b>Boroughwide FY22 CIPs</b>						
S8BSR Basargin Road	216,246	-	-	-	-	-
N3DUK Duke St	21,901	-	-	-	-	-
W7AND St. Andrews Rd	254,667	-	-	-	-	-
C5SPO Sports Lake/Hakala/Cotman	79,403	-	-	-	-	-
<b>Boroughwide FY23 CIPs</b>						
23CIP Roads	553,121	-	-	-	-	-
C5PAR Parkway/Sylvan/Northern Lights	65,147	-	-	-	-	-
N3LIS Lisburn Ave	123,902	-	-	-	-	-
W6GOO Goodrich/Center/Retirement (Design Phase)	41,827	-	-	-	-	-
W1GRI Griffing/Way/Territorial	19,217	-	-	-	-	-
N4MCG McGahan Dr (Design Phase)	51,993	-	-	-	-	-
<b>Boroughwide FY24 CIPs</b>						
S8BSN Basargin Rd (2,640') Phase 4 Design	10,477	-	-	-	-	-
C3SEC Seclusion/Robin/Lourdes/Robert Design	47,060	-	-	-	-	-
<b>Boroughwide FY25 CIPs</b>						
25CIP Roads	-	-	-	-	-	-
C3CRL Seclusion/Robin/Lourdes/Robert	1,210,000	-	-	-	-	-
W6GRC Goodrich/Center Ave/Retirement	765,000	-	-	-	-	-
<b>Areawide Projects/Needs</b>						
Boroughwide Gravel Projects	426,988	500,000	300,000	300,000	300,000	1,500,000
Boroughwide Bridge Repair/Replacements	600,000	300,000	300,000	300,000	300,000	1,500,000
High Traffic E1/CaC12 Capping	-	250,000	150,000	150,000	100,000	500,000
Department Vehicle Replacements	-	120,000	-	-	60,000	120,000
DRAIN Eastway Drainage Improvements	72,041	-	-	-	-	-
<b>Boroughwide FY26 CIPs</b>						
W7 Murwood Ave (back half, out to Ollie St) (Design) \$45,000	-	225,000	-	-	-	-
N3 Lighthouse/Rozella (Design) \$45,000	-	-	-	-	-	-
E3 Beach Dr (Design) \$55,000	-	-	-	-	-	-
C1 Patty/Southwind/Merkes (Design) \$40,000	-	-	-	-	-	-
N2 Bastein Dr (Design) \$40,000	-	-	-	-	-	-
<b>Boroughwide FY27 CIPs</b>						
N4 Mcgahan Dr (Defer due to water system conflict)	-	-	1,600,000	-	-	-
W7 Patty/Southwind/Merkes (Constr.)	-	-	-	-	-	-
W7 Murwood Ave (back half, out to Ollie St) (Constr.)	-	-	-	-	-	-
W2 Independence/Anushka/Carlene (Design)	-	-	-	-	-	-
C4 Delcie/Brenda/Kendanemken (Design)	-	-	-	-	-	-



**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 434**

**Department 33950 - Road Service Area Capital Projects Fund - Continued**

		FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<b><u>Boroughwide FY28 CIPs</u></b>	Estimate *	-	-	-	1,600,000	-	-
N3 Lighthouse/Rozella (Constr.)							
E3 Beach Dr (Constr.)							
N2 Bastein Dr (Construction)							
W7 Murwood Ave (Front half, Ollie St Hwy) (Design)							
S3 SpinakerAve/NelsonSt (Design)							
C10 Fontaine Ave/Fontaine Ct (Design)							
N5 Neighbors Rd (Design)							
W4 Carol Rd/Nita St (Design)							
<b><u>Boroughwide FY29 CIPs</u></b>	Estimate *	-	-	-	-	1,600,000	-
W7 Murwood Ave (Front half, Ollie St Hwy) (Constr.)							
W2 Independence/Anushka/Carlene (Constr.)							
C4 Delcie/Brenda/Kendenemken (Constr.)							
S5 Eagleaerie Ave (Design)							
<b><u>Boroughwide FY30 CIPs</u></b>	Estimate *	-	-	-	-	-	1,600,000
<b><u>Boroughwide FY31 CIPs</u></b>	Estimate *	-	-	-	-	-	1,600,000
<b><u>Boroughwide FY32 CIPs</u></b>	Estimate *	-	-	-	-	-	1,600,000
<b><u>Boroughwide FY33 CIPs</u></b>	Estimate *	-	-	-	-	-	1,600,000
<b><u>Boroughwide FY34 CIPs</u></b>	Estimate *	-	-	-	-	-	1,600,000
<b>Unfunded Capital Projects:</b>							
<b>Priority 1 Repaving:</b> Sunrise Ct, Cavu St, Sports Lake Rd, Danna Ln, St Joseph St ; <b>Priority 2 Repaving:</b> Boregen Ave, Paul Ct, Wrangell Dr, McKinley Ave, Silver Spring, Nanook Rd, Nanook Cir, Keystone Dr, Midway Dr, Community College Dr, Divine Ct, Estate Ct, Jones Rd, Rustic Ave. 40,000' paved roads	Estimate *	-	-	2,000,000	-	-	-
<b>Priority 3 Paving:</b> Cabin Lake Dr, Bastien Dr, Lake Marie, Bruno Rd, Stoney Creek Ave, Depot Rd, Campus Dr, Breezewood Dr, Lakewood Rd, Calendula St, Cosmoview Ct, Frontier Ave, Kobuk St, Moser Ave, Spruce Ave, Edgington Rd, St Theresa Rd, West Lake Ct, Captains Court Cir, Chinulna Dr, Ocean Entrance Dr, Sailors Watch Cir, Cohoe Beach Rd, Aspen Ave, Aries Ct, Brumlow Pl, Commerce St, Liberty Ln, Libra Ct, Masters Ct, Moose Run Ave, Pisces Ct, Poppy Wood St, Singleton Ct, Virgo Ct, Winston Cir, Even Ln, Forest Wood Ave, Franke Rd, Huntington Dr, Memory Cir, Ophir Way, Poppy Ridge Rd, Raintree Cir, Ravenwood St, River Hills Dr, Rockwood Dr, Ryan Creek Cir, Slikok Creek Dr, Vanderberg Ct, West Brook Dr, Winridqe Ave, Woods Dr. 85,165' paved roads	Estimate *	-	-	6,000,000	-	-	-
<b>Priority Bridge Replacements:</b> Running Water Ave, Brody Ln, Tall Tree Ave, Chakok Rd, Cottonwood Ln, Henry Creek, Dorothy Dr, Bruno Rd, Grouse Creek, Lost Creek, Forest Rd, Spruce Creek, Nautical Rd, Old Exit Glacier #2, Tinker Ln. 823' of bridges	Estimate *	-	-	4,300,000	-	-	-
<b>Priority 1 Gravel Road Projects</b> Fox Rd, Eagleaerie Ave. 3,860'	Estimate *	-	-	8,000,000	-	-	-
<b>Priority 2 Gravel Road Projects</b> 352,455' of gravel roads, approx. 67 miles	Estimate *	-	-	640,000	-	-	-
Total Funds Applied		4,843,279	1,395,000	23,290,000	2,350,000	2,360,000	11,620,000
Net Results From Operations		(2,090,196)	877,868	(13,353)	42,888	91,101	(330,013)
Beginning Fund Balance		9,377,026	7,286,830	8,164,698	8,151,345	8,194,234	8,285,335
Ending Fund Balance		\$ 7,286,830	\$ 8,164,698	\$ 8,151,345	\$ 8,194,234	\$ 8,285,335	\$ 7,955,322

Districts: C - Central; N - North; S - South; W - West; E - East

\* If project exceeds estimate by more than 20%, notice will be provided to the Service Area board and the Assembly.

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 490**

**Department 81110 - Central Kenai Peninsula Hospital Service Area Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 83,441	\$ 65,233	\$ 66,701	\$ 68,202	\$ 69,736	\$ 249,568
Other Financing Sources:						
Grants and Debt Issuance	-	-	-	-	-	-
CPH Plant Replacement and Expansion Fund	7,521,741	32,115,031	90,373,886	35,020,000	20,915,000	9,355,405
Total Funds Provided	7,605,182	32,180,264	90,440,587	35,088,202	20,984,736	9,604,973
<u>Funds Applied:</u>						
CT Scanner Replacement - Hospital	1,400,000	-	-	-	-	-
Neurology Buildout	842,230	-	-	-	-	-
Spacelabs Monitoring Replacement (ED/PACU)	803,906	-	-	-	-	-
Cellular Repeater Network	665,000	-	-	-	-	-
River Tower Basement Offices	555,189	-	-	-	-	-
Ventilators - planning for FY25	455,416	-	-	-	-	-
Spine Surgery Robot - Planning for FY25	2,800,000	-	-	-	-	-
Heritage Place - 100 Bed Replacement Facility	-	9,000,000	60,000,000	-	20,000,000	-
Fire alarm system replacement - campus-wide	-	3,000,000	-	-	-	-
Phase VII Expansion - OR + Mountain Tower Bed Capacity	-	2,880,000	21,120,000	-	-	-
daVinci 5 Surgical Robot	-	2,500,000	-	-	-	-
Clinical Lab Remodel	-	2,000,000	-	-	-	-
IV pump replacement (entire hospital)	-	2,000,000	-	-	-	-
Negative pressure chemo storage room - MOB Pharmacy	-	1,500,000	-	-	-	-
CT Scanner Replacement - River Tower	-	1,450,186	-	-	-	-
Pure Roche Analyzer - Replaces Chemistry Analyzer	-	727,400	-	-	-	-
Securitas Staff Protection - Hospital	-	714,486	-	-	-	-
Server Room HVAC Replacement & Heat Recovery Loop	-	650,000	-	-	-	-
Securitas Elopement - ECU/MS & HUGS OB	-	609,895	-	-	-	-
Kenai Health Center Mammography & DEXA Replacement	-	597,584	-	-	-	-
Windows 11 Upgrades & Equipment Replacement	-	563,000	-	-	-	-
Uninterruptible Power Supply	-	450,000	-	-	-	-
Offsite Security Upgrades - Phases 1 & 2	-	400,000	400,000	-	-	-
Automated User Provisioning Software	-	400,000	-	-	-	-
Spine Microscope	-	400,000	-	-	-	-
Corridor Refresh	-	375,000	-	-	-	-
Olympus Camera System	-	360,000	-	-	-	-
Amico Boom & Surgical Lights	-	350,000	-	-	-	-
Biomerieux Vitek MS Prime (MALDI-TOF)	-	337,926	-	-	-	-
Patient Room Refresh - Phase II	-	300,000	300,000	200,000	-	-
Ultrasound Machines	-	299,554	-	-	-	-
SPM Surgical Asset Tracking System	-	250,000	-	-	-	-
Future Design for Program Identified in Master Planning	-	-	3,000,000	3,000,000	-	-
Central Building Mechanical upgrade - Phases 1&2 of 4	-	-	1,500,000	-	-	-
IT equipment replacement (end of life/service)	-	-	825,000	870,000	915,000	960,000
Hematology Analyzer purchase and construction	-	-	738,886	-	-	-
Arctic Wolf Cloud Security Monitoring Software	-	-	550,000	-	-	-
Cloud Security Software	-	-	540,000	-	-	-
Mobility Enablement - Communications	-	-	500,000	-	-	-
Security Office Remodel/Replacement	-	-	350,000	-	-	-

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 490**

**Department 81110 - Central Kenai Peninsula Hospital Service Area Capital Projects Fund - Continued**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Applied Continued:</u>						
Elevator #4 Modernization	-	-	300,000	-	-	-
Basement Mechanical to Replace AHU2	-	-	250,000	-	-	-
Medical/Office expansion	-	-	-	20,000,000	-	-
Kenai Expansion	-	-	-	5,000,000	-	-
Emergency department expansion	-	-	-	2,500,000	-	-
Central Building Mechanical Upgrade - Phases 3&4 of 4	-	-	-	2,200,000	-	-
Laundry department remodel	-	-	-	850,000	-	-
Elevator Replacement at 245 Binkley	-	-	-	400,000	-	-
Cyclotron for Nuclear Medicine	-	-	-	-	-	3,500,000
PET CT Scanner - River Tower	-	-	-	-	-	2,645,405
PET Scanner for Nuclear Medicine	-	-	-	-	-	2,250,000
Total Funds Applied	7,521,741	32,115,031	90,373,886	35,020,000	20,915,000	9,355,405
Net Results From Operations	83,441	65,233	66,701	68,202	69,736	249,568
Beginning Fund Balance	2,815,805	2,899,246	2,964,479	3,031,180	3,099,382	3,169,118
Ending Fund Balance	\$ 2,899,246	\$ 2,964,479	\$ 3,031,180	\$ 3,099,382	\$ 3,169,118	\$ 3,418,686

The schedule is for information purposes only, and the projects shown are not being appropriated through the budget process. Appropriation of capital projects for the hospital will come back to the Assembly and the Service Area in separate appropriations as required by the contract.

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 491**

**Department 81210 - South Kenai Peninsula Hospital Service Area Capital Projects Fund**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Provided:</u>						
Interest Revenue	\$ 148,757	\$ 17,837	\$ 18,172	\$ 18,981	\$ 51,212	\$ 231,823
Operating Transfers In From:						
South Peninsula Hospital Service Area Fund	2,458,393	2,226,819	2,500,000	2,500,000	2,500,000	12,500,000
SPH Plant Replacement and Expansion Fund	2,268,761	-	-	-	-	-
Other Financing Sources:						
Funds Provided by South Peninsula Hospital Inc.	6,954,550	-	-	-	-	-
Unsecured Revenue Sources Unapproved Projects	-	-	13,800,000	7,075,000	1,850,000	23,250,000
Total Funds Provided	11,830,461	2,244,656	16,318,172	9,593,981	4,401,212	35,981,823
<u>Funds Applied:</u>						
<b>Funds Provided by Local Funds:</b>						
Homer Medical Center Remodel	1,478	-	-	-	-	-
Nuclear Medicine System	303,673	-	-	-	-	-
Security Upgrade	13,284	-	-	-	-	-
Hot Water System Replacement	380,243	-	-	-	-	-
Imaging Nuc Med System Part 2	614,206	-	-	-	-	-
Prelim Design Master Plan	254,524	-	-	-	-	-
OB Care Minor Hospital Equipment	27,906	-	-	-	-	-
Long-Term Care Minor Hospital Equipment	21,705	-	-	-	-	-
Surgery Minor Hospital Equipment	29,866	-	-	-	-	-
Emergency Room Minor Hospital Equipment	51,871	-	-	-	-	-
Transformer Replacement (SPLIT funding total \$159,120)	49,545	-	-	-	-	-
Physical Therapy Minor Hospital Equipment	34,933	-	-	-	-	-
Imaging Minor Hospital Equipment	29,832	-	-	-	-	-
Anesthesia Monitors Project	74,517	-	-	-	-	-
DynaCAD Imaging Software	72,720	-	-	-	-	-
Meal Suite Software	10,786	-	-	-	-	-
Loading Dock Scissor Lift	15,150	-	-	-	-	-
IT Minor Hospital Equipment	16,447	-	-	-	-	-
Various Hospital Equipment	1,189,978	-	-	-	-	-
Replacement Floor Obstetrics	11,006	-	-	-	-	-
Wander Management System	111,967	-	-	-	-	-
PACS Archive Storage Replacement	225,624	-	-	-	-	-
Security System Replacement	173,400	-	-	-	-	-
Behavioral Health Acute Care Room	107,100	-	-	-	-	-
Flooring Installation in Hospital First Floor Hallway	40,800	-	-	-	-	-
Heated Sidewalks/Medical Ctr + 203 West Pioneer	255,000	-	-	-	-	-
Liquid Oxygen System	153,000	-	-	-	-	-
Walk in Cooler Repair	17,340	-	-	-	-	-
Information System upgrades/Replacements	159,120	-	-	-	-	-

**Kenai Peninsula Borough**  
**Projected Revenues and Appropriations**

**Fund 491**

**Department 81210 - South Kenai Peninsula Hospital Service Area Capital Projects Fund - Continued**

	FY2025 Active Projects	FY2026 Mayor Proposed	FY2027 Projected	FY2028 Projected	FY2029 Projected	Five Year FY2030-34 Projected
<u>Funds Applied - Continued:</u>						
<b>Funds Provided by Local Funds - Continued:</b>						
Hospital Construction and Infrastructure Repairs	915,042	-	-	-	-	-
Ancillary Services Equipment	-	1,145,284	-	-	-	-
Inpatient, Long-Term Care, and ER Equipment	-	700,048	-	-	-	-
Surgery Equipment	-	381,487	-	-	-	-
Nurse Call System	-	-	850,000	-	-	-
Infrastructure Repairs	-	-	500,000	-	-	-
Acute Care Flooring	-	-	225,000	-	-	-
Mammography Unit Replacement	-	-	900,000	-	-	-
Roof Replacement	-	-	-	800,000	-	-
Hydronic System Upgrades	-	-	-	-	1,750,000	-
Operating Room Expansion	-	-	-	-	-	5,000,000
Hospital Equipment FY30	-	-	-	-	-	2,000,000
Hospital Equipment FY31	-	-	-	-	-	2,000,000
Hospital Equipment FY32	-	-	-	-	-	2,000,000
Hospital Equipment FY33	-	-	-	-	-	2,000,000
Hospital Equipment FY34	-	-	-	-	-	2,000,000
<b>Funds Provided by South Peninsula Hospital, Inc.:</b>						
Electronic Medical Records Software	6,954,550	-	-	-	-	-
<b>Funds Provided by Hospital Plant Replacement Fund:</b>						
* A/C Unit - Long Term Care/Rehab	278,780	-	-	-	-	-
* Minor Hospital Equipment	56,831	-	-	-	-	-
* Design for Infrastructure Deferred Maint	41,851	-	-	-	-	-
* SPH Annunciator Switch	613,020	-	-	-	-	-
* ER Room 4 Exam Door	12,625	-	-	-	-	-
* Transformer Replacement (SPLIT funding total \$159,120)	107,120	-	-	-	-	-
* SPH Women's Health Remodel 4300 Bartlett	1,013,534	-	-	-	-	-
* SPH Lease/Purchase Earnest Money	145,000	-	-	-	-	-
<u>Unfunded Capital Projects:</u>						
** Nuclear Medicine, Pharmacy & Infusion Expansion	-	-	8,800,000	-	-	-
** Generator/Power Plant Replacement	-	-	5,000,000	-	-	-
Windows and Siding for LTC	-	-	-	200,000	-	-
Parking Expansion	-	-	-	5,000,000	-	-
CT Replacement	-	-	-	1,875,000	-	-
MRI Upgrade and Overhaul	-	-	-	-	1,850,000	-
Courtyard Expansion	-	-	-	-	-	10,000,000
Air Handler Replacement	-	-	-	-	-	3,750,000
Equipment Replacement/Updates	-	-	-	-	-	8,000,000
Kitchen/Cafeteria Expansion	-	-	-	-	-	1,500,000
Total Funds Applied	14,585,374	2,226,819	16,275,000	7,875,000	3,600,000	38,250,000
Net Results From Operations	(2,754,913)	17,837	43,172	1,718,981	801,212	(2,268,178)
Beginning Fund Balance	3,706,233	951,320	969,157	1,012,329	2,731,310	3,532,522
Ending Fund Balance	\$ 951,320	\$ 969,157	\$ 1,012,329	\$ 2,731,310	\$ 3,532,522	\$ 1,264,345
* To be paid for with Plant Replacement Equipment Funds						
** For informational purposes only, will not appropriated as part of the budget process, a separate appropriated will be needed						

## School Revenue Fund Capital Improvement Project

Project Name	Bleacher Replacement	
Priority	Medium	
Department - Service Area	School Maintenance	
Total Funding	\$200,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local                      400.78050.25727.4999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	200,000	300,000	250,000	200,000	200,000	\$ 1,150,000
Other (Specify)						
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ 300,000</b>	<b>\$ 250,000</b>	<b>\$ 200,000</b>	<b>\$ 200,000</b>	<b>\$ 1,150,000</b>


### Description (Justification and Explanation)

Funds are intended to replace bleacher systems and auditorium seating at facilities district wide. Priority will be based on functionality of old systems and availability of funding.

### Impact on Annual Operating Budget

Personnel		These projects will result in a reduction in maintenance costs savings for the KPB School District. It also provides improvements to ADA accessibility, by adding the required companion seating, implemented by ADA.
Operating		
Capital Outlay		
Other		
Total	\$ -	

## School Revenue Fund Capital Improvement Project

Project Name	School System Assessment/Design Needs	
Priority	High	
Department - Service Area	School Maintenance	
Total Funding	\$570,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local                      400.78050.25DSG.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Design (Engineering)	\$ 570,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 970,000
Construction/Equipment						-
Other (Specify)						-
						-
<b>Total</b>	\$ 570,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 970,000

### Description (Justification and Explanation)

The fund will be utilized to develop engineering and design solutions for identified project needs. This initiative aims to produce plan models sufficient for in-house construction, contracted bidding, and/or to support the appropriation of available funding resources. The availability of these funds will contribute to a more efficient and timely resolution process. Currently, when a need is identified, there is an initial delay as funds are pursued and appropriated to support the assessment/design phase and/or the entire project scope. Additionally, legislative appropriation processes not supported by an assessment/design component may not accurately represent the actual project need, placing the governing body in a compromising position of making funding decisions based on unknown variables. These unknowns lead to under-informed funding decisions, construction phase complications, the need for additional appropriations, and delays. The emphasis of the fund will be on addressing existing identified needs throughout the district that have not yet been supported by assessment/design funding.

### Impact on Annual Operating Budget

Personnel		Availability of funds will benefit an improved timely response to need and a more accurate and informed project funds appropriation process.
Operating		
Capital Outlay		
Other		
Total	\$ -	

## School Revenue Fund Capital Improvement Project

Project Name	Drainage Systems & Interior Renovation	 
Priority	High	
Department - Service Area	School Maintenance	
Total Funding	\$400,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local 400.78050.24862.4999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 400,000	\$ 500,000	\$ 300,000	\$ 500,000	\$ 300,000	\$ 2,000,000
Other (Specify)						
<b>Total</b>	<b>\$ 400,000</b>	<b>\$ 500,000</b>	<b>\$ 300,000</b>	<b>\$ 500,000</b>	<b>\$ 300,000</b>	<b>\$ 2,000,000</b>

### Description (Justification and Explanation)


School facility systems and designs, over time, may become inadequate to perform the function intended, or new functionality is needed. Facility drainage system requirements may become inadequate, original kitchen designs are unable to serve current student needs, or class room functionality no longer supports current curriculum. Funds are intended to renew, upgrade or replace inadequate systems or locations to meet current needs area wide.

### Impact on Annual Operating Budget

Personnel		These projects may result in a reduction in maintenance costs and provide a slight energy savings for the KPB School District.
Operating		
Capital Outlay		
Other		
Total	\$ -	



## School Revenue Fund Capital Improvement Project

Project Name	School Electrical & Lighting Upgrades	 <p style="text-align: center;">LED Fixture replacements at Soldotna High Pool</p>
Priority	High	
Department - Service Area	School Maintenance	
Total Funding	\$200,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local                      400.78050.24758.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 200,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 700,000
Other (Specify)						
<b>Total</b>	\$ 200,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 700,000

### Description (Justification and Explanation)


The Kenai Peninsula Borough Maintenance Department is responsible for the upkeep of 195 School District buildings, which include 42 schools, 46 support buildings, and 77 storage buildings. Their tasks involve repairing and maintaining 2,500 motors, 80 scoreboards, 800 battery pack emergency lights, and over 40,000 light fixtures. To enhance efficiency, funds are required for replacing existing lamps and ballasts with more efficient devices, planning and designing upgrades for parking lot lighting, and adding or upgrading other electrical devices and services. As these projects are completed across various schools in the borough, the KPB School District benefits from reduced utility bills. Current projects focus on replacing older generation and failed ballasts with improved energy-efficient programmable types, which last longer and require less maintenance. The fluorescent fixture lighting upgrades are nearing completion. Future interior projects will concentrate on replacing high-consumption lamps, implementing scaled lighting where possible (which dims lamps when natural ambient light is available), and upgrading large horsepower pumps and fan units. For exterior projects, LED lighting upgrades will commence, resulting in substantial utility savings and higher quality light.

Funds for these projects have been appropriated annually during the budget process.

### Impact on Annual Operating Budget

Personnel		Upgrades to the lighting and electrical systems will generate utility savings due to the reduction in kilowatt usage.
Operating		
Capital Outlay		
Other		
Total	\$ -	

## School Revenue Fund Capital Improvement Project

Project Name	Elevator Upgrades	
Priority	High	
Department - Service Area	School Maintenance	
Total Funding	\$150,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local                      400.78050.25803.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ 150,000	\$ 600,000
Other (Specify)						
<b>Total</b>	\$ 150,000	\$ 150,000	\$ 150,000	\$ -	\$ 150,000	\$ 600,000

### Description (Justification and Explanation)

These funds are required to upgrade elevators throughout the district. This funds will primarily be utilized to replace or upgrade door openers and main controls on various elevators that are having operation issues due to age and available repair parts.

### Impact on Annual Operating Budget

Personnel		Projects will provide value related to a reduction in maintenance demand and increase to system reliability.
Operating		
Capital Outlay		
Other		
Total	\$ -	

## School Revenue Fund Capital Improvement Project

Project Name	Building Envelope Upgrade/Replacement	
Priority	High	
Department - Service Area	School Maintenance	
Total Funding	\$140,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local                      400.78050.24714.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 140,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 940,000
Other (Specify)						
<b>Total</b>	\$ 140,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 940,000

### Description (Justification and Explanation)

Many school facilities have aged and degraded window and siding structures that urgently need replacement. The scope of this issue exceeds the available funds of the Maintenance Department. The building envelope, which separates the conditioned and unconditioned environments, plays a crucial role in resisting air, water, heat, light, and noise transfer. The allocated funds will be prioritized to address the most critical issues, including weather intrusion, hardware operability, and security.

### Impact on Annual Operating Budget

Personnel		Upgrades to facility window and siding systems will provide savings to the Borough relating to system efficiency and costs associated with maintenance and repair.
Operating		
Capital Outlay		
Other		
Total	\$ -	

## School Revenue Fund Capital Improvement Project

Project Name	School Flooring Replacement Upgrades	
Priority	High	
Department - Service Area	School Maintenance	
Total Funding	\$275,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local 400.78050.24755.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 275,000	\$ 350,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,225,000
Other (Specify)						
<b>Total</b>	\$ 275,000	\$ 350,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,225,000

### Description (Justification and Explanation)

The flooring funds are allocated for replacing all types of flooring throughout the school district. Additionally, these funds are used for contracted refurbishment or replacement of gym floor surfaces. During refurbishment, the surface is completely sanded, game lines are laid out and painted, and the entire surface is refinished. A standard wood floor can undergo 2-3 sanding/resurfacing cycles. Depending on the wood's depth and condition, replacement may be necessary. When selecting flooring projects, safety concerns are the highest priority, followed by condition assessment. Projects are prioritized based on annual district-wide site walkthroughs. Flooring funds may also be used in conjunction with asbestos abatement funds when asbestos is encountered during flooring replacement.

### Impact on Annual Operating Budget

Personnel		Projects will have no effect on annual operating budget.
Operating		
Capital Outlay		
Other		
Total	\$ -	

## School Revenue Fund Capital Improvement Project

Project Name	School HVAC/DDC & Boiler Upgrades	
Priority	High	
Department - Service Area	School Maintenance	
Total Funding	\$1,480,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local 400.78050.24801.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 1,480,000	\$ 2,000,000	\$ 2,000,000	\$ 1,500,000	\$ 1,500,000	\$ 8,480,000
Other (Specify)						
<b>Total</b>	<b>\$ 1,480,000</b>	<b>\$ 2,000,000</b>	<b>\$ 2,000,000</b>	<b>\$ 1,500,000</b>	<b>\$ 1,500,000</b>	<b>\$ 8,480,000</b>

### Description (Justification and Explanation)

Funds will be utilized to replace and upgrade various HVAC systems and devices. The Borough faces challenges with much of its HVAC equipment and control systems, as many components are nearing or have exceeded their design life expectancy. Component obsolescence further complicates the situation, with industry support for older equipment dissolving, making service increasingly difficult. Key areas of concern include Direct Digital Control (DDC) and boiler systems. Many DDCs, installed in the 1980s, no longer have factory support, and third-party support and component availability are also diminishing. Our strategy involves incremental replacement at individual facilities, improving and stabilizing those sites while providing a spare parts inventory for other active old systems. For boiler systems, obsolescence and degradation are issues, with some appliances being 60-70 years old. The primary motivation for upgrading to modern, high-efficiency equipment is energy efficiency, which quickly recoups project costs and provides future savings over current equipment energy consumption. This funding includes systems related to facility control and overall heating generation and distribution, such as DDC head-in, control peripherals, boilers, hydronic system support components, and facility air distribution components. Replacements, improvements, and modifications will reduce maintenance costs and improve energy efficiency at district facilities.

### Impact on Annual Operating Budget

Personnel		Upgrades to HVAC systems will provide savings to the Borough relating to system efficiency and costs associated with maintenance and repair.
Operating		
Capital Outlay		
Other		
Total	\$ -	

## School Revenue Fund Capital Improvement Project

Project Name	Portables and Out Buildings	
Priority	Medium	
Department - Service Area	School Maintenance	
Total Funding	\$130,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local                      400.78010.26851.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 130,000	\$ 125,000	\$ 80,000	\$ 400,000	\$ 80,000	\$ 815,000
Other (Specify)						
<b>Total</b>	\$ 130,000	\$ 125,000	\$ 80,000	\$ 400,000	\$ 80,000	\$ 815,000

### Description (Justification and Explanation)

Funds are utilized to support the transport of portable structures from one facility to another or to provide resources for large scale improvements. Qualifying improvements include replacements of systems such as: roofs, siding, windows/doors, furnaces, or repairs relating to structural deficiencies. Funds may also support the construction of new onsite structures if a need were determined. There is a particular need at the Paul Banks Elementary facility in Homer. The two portable structures that exist there are in an advanced state of deterioration and require replacement. The units are beyond repair. The priority for the fund is to support site redeployment, based on District needs. If no need develops, the funds would be utilized to support system improvements (roofs, doors, windows, siding, heating) to existing units; many of which are in need.

### Impact on Annual Operating Budget

Personnel		If utilized for improvements, resulting projects would result in the reduction of both maintenance cost and utility spend related to energy efficiency.
Operating		
Capital Outlay		
Other		
Total	\$ -	



## School Revenue Fund Capital Improvement Project

Project Name	Roof Repair/Replace	
Priority	Medium	
Department - Service Area	School Maintenance	
Total Funding	\$150,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local                      400.78050.24711.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 150,000	\$ 512,500	\$ 512,500	\$ 585,000	\$ 585,000	\$ 2,345,000
Other (Specify)						
<b>Total</b>	<b>\$ 150,000</b>	<b>\$ 512,500</b>	<b>\$ 512,500</b>	<b>\$ 585,000</b>	<b>\$ 585,000</b>	<b>\$ 2,345,000</b>

### Description (Justification and Explanation)

Borough facility roofs are aging, with roofing material separating, bubbled, heavily worn, and brittle. Evidence of roof leaks are present in multiple facilities. Funds from this project would replace sections of worn roofing, prioritized based on roofing condition and history of leaks detected.

### Impact on Annual Operating Budget

Personnel		These projects will have some impact on reducing ongoing maintenance costs to repair moisture damage from roof leaks, and energy cost reduction.
Operating		
Capital Outlay		
Other		
Total	\$ -	

## School Revenue Fund Capital Improvement Project

Project Name	Safety and Security Improvements	
Priority	High	
Department - Service Area	School Maintenance	
Total Funding	\$100,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local 400.78050.24856.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 100,000	\$ 225,000	\$ 465,000	\$ 200,000	\$ 475,000	\$ 1,465,000
Other (Specify)						
<b>Total</b>	\$ 100,000	\$ 225,000	\$ 465,000	\$ 200,000	\$ 475,000	\$ 1,465,000

### Description (Justification and Explanation)

Funds will provide for the modification of entries, the replacement of obsolete, non-functional and/or non-code compliant life safety systems, or the addition of new life safety systems such as: Fire monitoring, intercom, access control and security sensors. Priorities will be based on functionality and code compliance of existing systems or the cost/value of new systems. Needed improvements have been identified in fire monitoring systems, intercom/bell notifications systems, and security access systems. The paging systems are an integral part of most site security protocols.

### Impact on Annual Operating Budget

Personnel		Fire system projects will impact annual budgets if the replaced facility system is not a currently monitored system (monitoring fees). Otherwise, the labor impacts will be minimal. Security projects will result in an increased labor demand, as they introduce a large number of additional equipment components and a system management role.
Operating		
Capital Outlay		
Other		
Total	\$ -	



## School Revenue Fund Capital Improvement Project

Project Name	School Septic Systems	
Priority	High	
Department - Service Area	School Maintenance	
Total Funding	\$100,000	
Project Manager	Maintenance Director	
Project Location	KPB schools - area wide	
Funding Source/ Project Number	Local 400.78050.26852.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Construction/Equipment	\$ 100,000	\$ 150,000	\$ 300,000	\$ 30,000	\$ 80,000	\$ 660,000
Other (Specify)						
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ 150,000</b>	<b>\$ 300,000</b>	<b>\$ 30,000</b>	<b>\$ 80,000</b>	<b>\$ 660,000</b>


### Description (Justification and Explanation)

Borough school facility septic systems, being completely out of sight, are often overlooked and are operated well past their typical life. These project funds would cover the cost of replacing septic tanks, leach fields, or other parts of our facility waste handling systems based on condition assessment.

### Impact on Annual Operating Budget

Personnel		Replacement of worn septic systems will be a matter of keeping our facilities functioning, and new systems will have little impact on operating or maintenance costs.
Operating		
Capital Outlay		
Other		
Total	\$ -	

## General Fund - Planning Department - GIS Capital Improvement Project

Project Name	Remote Sensing Aerial Photography	
Priority	High	
Department - Service Area	Planning GIS / Supports multiple departments/Svc. Areas	
Total Funding	\$334,000	
Project Manager	Planning Director	
Project Location	Boroughwide	
Funding Source/ Project Number	407.21110.26473.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Contracting	334,000	167,000	167,000	167,000	-	835,000
Total	334,000	167,000	167,000	167,000	-	835,000

### Description (Justification and Explanation)

Since 2020, KPB has contracted with Pictometry International Corp (dba Eagleview) to provide high-resolution ortho and oblique imagery. This imagery has proved invaluable to a multitude of KPB departments, outside stakeholders and the general public. Importantly, these products integrate with Pro Val CAMA that the Assessing Department uses for property valuation increasing the efficiency of the Assessing Dept while reducing risk and improving employee safety. There are two unique issues we are hoping to solve by moving this into a capital budget; 1) Averaging annual payouts; because this effort has differing geographic extents for imagery capture our year-to-year budget swings dramatically, making it difficult to consistently track expenses. We negotiated an annual level pay of \$167k/ year for the next 5-years to smooth out our fluctuating year-over-year expenses. Secondly the image capture requires minimal snow cover prior to vegetation "leaf on" conditions. Depending on where the capture is for a given year this work often spans the fiscal year between image capture and digital product. Moving this into the capital budget process assists with both of these challenges. The first two years' level payments are appropriated in year-one to allow flexibility in the timing of deliverables and the challenges associated with flight and imagery coordination.

Operating	\$ -	
Capital Outlay	-	
Other	-	
Total	\$ -	

## Solid Waste Capital Improvement Project

Project Name	Overhead Door Replacements	
Priority	High	
Department - Service Area	Solid Waste	
Total Funding	\$140,000	
Project Manager	Solid Waste Director	
Project Location	Homer Transfer Facility	
Funding Source/ Project Number	Local      411.32310.26493.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Construction Equipment	140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000
		-	-	-	-	-
<b>Total</b>	\$ 140,000	\$ -	\$ -	\$ -	\$ -	\$ 140,000

### Description (Justification and Explanation)

The purpose of this project is to replace damaged overhead doors on the HTF Baler building, including major maintenance items that require long lead times.

### Impact on Annual Operating Budget

Operating	\$ -	This capital expense is not expected to have any increase on the annual operating budget.
Capital Outlay	-	
Other	-	
Total	\$ -	

## Solid Waste Capital Improvement Project

Project Name	Siding and Roof Repair/Replacement
Priority	High
Department - Service Area	Solid Waste
Total Funding	\$250,000
Project Manager	Solid Waste Director
Project Location	Homer Transfer Facility
Funding Source/ Project Number	Local 411.32310.26494.49999



	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Construction Equipment	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000
	-	-	-	-	-	-
<b>Total</b>	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 250,000

### Description (Justification and Explanation)

The purpose of this project is to replace or repair roof and siding on the HTF Baler building and maintenance shop, including major maintenance items that require long lead times.

### Impact on Annual Operating Budget

Operating	\$ -	This capital expense is not expected to have any increase on the annual operating budget.
Capital Outlay	-	
Other	-	
Total	\$ -	

## Solid Waste Department - CPL Capital Improvement Project

Project Name	Cells 1 & 2 Seep Repair	
Priority	High	
Department - Service Area	Solid Waste	
Total Funding	\$650,000	
Project Manager	Solid Waste Director/Project Manager	
Project Location	Central Peninsula Landfill	
Funding Source/ Project Number	Local 411.32122.26495.49999	

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	Five Year Total
Design (Engineering)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction/Equipment	650,000	-	-	-	-	650,000
KPB 2% Admin Fee	-	-	-	-	-	-
Project Management	-	-	-	-	-	-
<b>Total</b>	<b>\$ 650,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 650,000</b>

### Description (Justification and Explanation)

The purpose of the project is to repair leachate seeps on the slope surface of cells 1 & 2 and complete rain sheet cover to mitigate storm water saturation.

### Impact on Annual Operating Budget

Personnel		This project is not expected to have any increase on the annual operating budget.
Operating	\$ -	
Capital Outlay		
Other / Utilities		
Total	\$ -	

## Solid Waste Department - CPL Capital Improvement Project

Project Name	Overhead Door Replacements	
Priority	High	
Department - Service Area	Solid Waste	
Total Funding	\$100,000	
Project Manager	Solid Waste Director	
Project Location	Central Peninsula Landfill	
Funding Source/ Project Number	Local 411.32122.26496.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction Equipment	100,000	-	-	-	-	100,000
<b>Total</b>	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

### Description (Justification and Explanation)

The purpose of this project is to replace failing overhead doors, including major maintenance items that require long lead times.

### Impact on Annual Operating Budget

Operating	\$ -	This capital expense is not expected to have any increase on the annual operating budget.
Capital Outlay	-	
Other	-	
Total	\$ -	



## Nikiski Fire Service Area Capital Improvement Project

Project Name	Medic 4 (6290) Replacement (2016)	
Priority	High (Priority 1)	
Department - Service Area	Nikiski Fire Service Area	
Total Funding	\$375,000	
Project Manager	Nikiski Fire Chief	
Project Location	Nikiski Fire Service Area	
Funding Source/ Project Number	Local 441.51110.26411.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ 375,000
Other (Specify)	-	-	-	-	-	-
<b>Total</b>	<b>\$ 375,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 375,000</b>

### Description (Justification and Explanation)

This project is intended to replace (1) aging ambulance for Nikiski Fire Service Area. This will allow NFSA to update the ambulance fleet in Tyonek by moving the 2008 ambulance to Tyonek and placing the new ambulance in Nikiski. The Ambulance being replaced is a 2008 and has high mileage and increasing mechanical issues. This will increase the ambulance Fleet by one.

### Impact on Annual Operating Budget

Operating	\$ 1,000	This is a one time Capital Projects expenditure for this Emergency Response vehicle from the FY26 budget that will have annual fuel and maintenance costs.
Capital Outlay	-	
Other	-	
Total	\$ 1,000	

## Nikiski Fire Service Area Capital Improvement Project

Project Name	Unit Emergency Response Vehicle Replacement (2015)
Priority	High (Priority 3)
Department - Service Area	Nikiski Fire Service Area
Total Funding	\$75,000
Project Manager	Nikiski Fire Chief
Project Location	Nikiski Fire Service Area
Funding Source/ Project Number	Local 441.51110.26412.49999



	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Other (Specify)	-	-	-	-	-	-
<b>Total</b>	<b>\$ 75,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 75,000</b>

### Description (Justification and Explanation)

This project is intended to replace an Emergency Response vehicle that is operating out of station #2. This vehicle is used for daily emergency responses and is starting to have mechanical problems.

### Impact on Annual Operating Budget

Operating	\$ 1,000	The purchase of this Emergency Response Vehicle is a one time Capital Project expenditure from the FY26 budget, with annual maintenance that is included in the departments operating budget.
Capital Outlay	-	
Other	-	
<b>Total</b>	<b>\$ 1,000</b>	



## Western Emergency Services Capital Improvement Project

Project Name	Utility/Response Vehicle SUV Replacement	
Priority	High	
Department - Service Area	Western Emergency Services	
Total Funding	\$80,000	
Project Manager	WES Fire Chief	
Project Location	Western Emergency Services	
Funding Source/ Project Number	Local 444.51410.26441.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Other (Specify)	-	-	-	-	-	-
<b>Total</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>

### Description (Justification and Explanation)

This utility/response vehicle will be used for emergency response and for transportation of members between stations and/or other departments for training events. This vehicle will replace a 2004 Dodge Durango.

### Impact on Annual Operating Budget

Operating	\$ 1,000	
Capital Outlay		
Other	-	
<b>Total</b>	<b>\$ 1,000</b>	

## Western Emergency Services Capital Improvement Project

Project Name	Utility/Response Vehicle Pickup Truck Replacement	
Priority	High	
Department - Service Area	Western Emergency Services	
Total Funding	\$80,000	
Project Manager	WES Fire Chief	
Project Location	Western Emergency Services	
Funding Source/ Project Number	Local      444.51410.26442.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 80,000	\$ -	\$ -	\$ -	\$ -	\$ 80,000
Other (Specify)	-	-	-	-	-	-
<b>Total</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>

### Description (Justification and Explanation)

This utility/response vehicle will be used for emergency response and for transportation of members between stations and/or other departments for training events. This vehicle will replace a 2003 Ford F350.

### Impact on Annual Operating Budget

Operating	\$ 1,000	
Capital Outlay		
Other	-	
Total	\$ 1,000	

## Central Emergency Services Capital Improvement Project

Project Name	Off Road EMS Rescue Vehicles and Trailer (All seasons)	
Priority	High	
Department . Service Area	Central Emergency Services	
Total Funding	\$175,000	
Project Manager	CES Fire Chief	
Project Location	CES	
Funding Source/ Project Number	Local 443.51610.26461.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,000</b>

### Description (Justification and Explanation)


CES is requesting replacement of current off-road search and rescue vehicles and a new cargo trailer used for transport. The vast majority of our emergency response coverage includes large rural or back country areas often only accessible by off road vehicles. This project would include purchase of vehicles for all seasonal responses, such as UTV/ATVs, which would include options to add track kits to wheeled vehicles, EMS/Stokes stretcher units for patient transports, and snowmachines for winter use. Funding will be utilized also to purchase the required protective equipment such as helmets, cold weather gear, heaters, additional trailer hitches, options/accessories for the UTV/ATVs and snowmachines.

Purchases will include three snowmachines and three ATVs; along with one enclosed cargo trailer.

### Impact on Annual Operating Budget

Operating	\$ 1,500	CES currently has within the operating budget funds for maintenance and operations of the off road rescue program.
Capital Outlay	-	
Other	-	
Total	\$ 1,500	

## Central Emergency Services Capital Improvement Project

Project Name	Station Vehicle Exhaust Purification System	
Priority	High	
Department . Service Area	Central Emergency Services	
Total Funding	\$600,000	
Project Manager	CES Fire Chief	
Project Location	CES Stations #3, 4, 5 and 6	
Funding Source/ Project Number	Local      443.51610.26462.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 600,000	\$ -	\$ -	\$ -	\$ -	\$ 600,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 600,000</b>

### Description (Justification and Explanation)

To improve safety and limit station personnel and visitors from contaminated air by removing disease causing compounds utilizing an air purification system. Located in the Station Apparatus Bays, ceiling mounted filtration systems will provide the removal of harmful substances, particulates, toxic gases and airborne contaminants. We will also specify UV lamps for additional protections against viruses, bacteria and mold. The funding will be used for design, purchase, installation, training, accessories and filters.

### Impact on Annual Operating Budget

Operating	\$ 2,000	We will need to budget filters that require one being changed out every 6 mos, and another every 2 years on average.
Capital Outlay	-	
Other	-	
Total	\$ 2,000	

## Kachemak Emergency Service Area Capital Improvement Project

Project Name	Paving Station 1
Priority	medium
Department - Service Area	Kachemak Emergency Services Area
Total Funding	\$110,000
Project Manager	Capital Projects
Project Location	KESA Station 1
Funding Source/ Project Number	local 446.51810.26482.49999



	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 110,000	\$ -	\$ -	\$ -	\$ -	\$ 110,000
Other (Specify)	-	-	-	-	-	-
<b>Total</b>	<b>\$ 110,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 110,000</b>

### Description (Justification and Explanation)

Snow plow operations consistently remove gravel from parking lot, necessitating the purchase and delivery of replacement gravel at an average cost of \$15,000 per year. Paving of this parking lot will eliminate this recurring expense and will have the additional benefit of reducing the amount of dirt that is tracked into the building, thereby reducing the amount of wear and tear put on the station flooring.

### Impact on Annual Operating Budget

Operating	\$ (15,000)	Elimination of average \$15,000 per year for replacement gravel
Capital Outlay	-	
Other	-	
<b>Total</b>	<b>\$ (15,000)</b>	

## Kachemak Emergency Service Area Capital Improvement Project

Project Name	Station 1 boiler repair / upgrade
Priority	high
Department - Service Area	Kachemak Emergency Services Area
Total Funding	\$80,000
Project Manager	Capital Projects
Project Location	KESA Station 1
Funding Source/ Project Number	local 446.51810.26485.49999



	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ 40,000
labor	40,000	-	-	-	-	40,000
<b>Total</b>	<b>\$ 80,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 80,000</b>

### Description (Justification and Explanation)

Boiler #2 at Station 1 has tripped consistently and currently will not reset, putting entire load on Boiler #1 with no functional back up. Entire system has visible glycol leaks and possible leaks underground that cannot be seen; this makes it necessary to add approximately \$600 of glycol per year to the system. Assessment by contractor will determine if repairs can be made or if unit must be replaced. Previous assessment has determined that glycol needs to be replaced.

### Impact on Annual Operating Budget

Operating	\$ (600)	Will eliminate \$600 per year expenditure for glycol. Upgraded unit should have improved fuel efficiency.
Capital Outlay	-	
Other	-	
Total	\$ (600)	



## North Peninsula Recreation Service Area Capital Improvement Project

Project Name	NPRSA Master Plan
Priority	High
Department . Service Area	North Peninsula Recreation Service Area
Total Funding	\$150,000
Project Manager	Service Area Director
Project Location	Nikiski Pool
Funding Source/ Project Number	Local 459.61110.26451.49999



	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Services	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>

### Description (Justification and Explanation)

The North Peninsula Recreation Service Area will be at the end of its current 10 year Master plan in FY27. Creating a masterplan generally takes 12-18 months to compile, therefore we want to start the master planning process so we have an updated plan as soon as the current plan is complete.

### Impact on Annual Operating Budget

Operating	\$ -	This should have little impact to the current operating budget but could have a major impact to the operational budget in the years to come as we determine the communities priorities in the 1-10 year range.
Capital Outlay	-	
Other	-	
Total	\$ -	

## North Peninsula Recreation Service Area Capital Improvement Project

Project Name	Pool Room Renovation	
Priority	Medium	
Department . Service Area	North Peninsula Recreation Service Area	
Total Funding	\$175,000	
Project Manager	Service Area Director	
Project Location	Nikiski Pool	
Funding Source/ Project Number	Local      459.61110.26452.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Construction/Services	\$ 175,000	\$ -	\$ -	\$ -	\$ -	\$ 175,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>\$ 175,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 175,000</b>

### Description (Justification and Explanation)

Once the recreation center remodel is complete, fitness equipment will be moved there. This frees up a large room in the pool building that we can update to create space that is more conducive to party rentals. The pool is a high demand destination for birthday parties. On the weekends we host multiple parties each day. This area would be renovated to provide more space for parties and activities that could produce revenue.

### Impact on Annual Operating Budget

Operating	\$ -	This renovation is intended to raise revenues at no additional operating cost.
Capital Outlay	-	
Other	-	
Total	\$ -	



## North Peninsula Recreation Service Area Capital Improvement Project

Project Name	NCRC Commercial Appliance Replacement	
Priority	Medium	
Department . Service Area	North Peninsula Recreation Service Area	
Total Funding	\$100,000	
Project Manager	Service Area Director	
Project Location	Nikiski Community Recreation Center	
Funding Source/ Project Number	Local      459.61110.26453.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
Other	-	-	-	-	-	-
<b>Total</b>	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000

### Description (Justification and Explanation)

The kitchen appliances in the Nikiski Community Recreation Center were purchased in 2006, so they will be reaching the end of their 20 year life cycle in FY27. These appliances include a large commercial 3 door freezer, a commercial refrigerator/freezer combo, a commercial food warmer, 2 heated food servers and a cold food server.

### Impact on Annual Operating Budget

Operating	\$ -	This could potentially save on energy but it would be minimal impact on the operating budget but it will reset the life cycle of the equipment for the next 20 years.
Capital Outlay	-	
Other	-	
Total	\$ -	

## North Peninsula Recreation Service Area Capital Improvement Project

Project Name	NCRC Lighting Replacement	
Priority	High	
Department . Service Area	North Peninsula Recreation Service Area	
Total Funding	\$150,000	
Project Manager	Service Area Director	
Project Location	Nikiski Community Recreation Center	
Funding Source/ Project Number	Local 459.61110.26454.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment/Services	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ 150,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>\$ 150,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 150,000</b>

### Description (Justification and Explanation)

Nikiski Community recreation Center has outdated, less energy efficient lighting. This project would be to upgrade our lighting throughout the building to be more energy efficient to help combat the rising cost of energy.

### Impact on Annual Operating Budget

Operating	\$ (5,000)	This would have a positive impact on our operating budget saving at least \$5000 annually. In FY24 we spent roughly \$53,000 on electricity and are projecting to be around \$55,000 in FY25.
Capital Outlay	-	
Other	-	
Total	\$ (5,000)	

## Road Service Area Capital Improvement Project

Project Name	Boroughwide Bridge Repair/Replacement	
Priority	High	
Department . Service Area	Road Service Area	
Total Funding	\$300,000	
Project Manager	Roads Director	
Project Location	KPB Road Service Area	
Funding Source/ Project Number	434.33950.26BRG.49999      Local	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Construction/Equipment	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,500,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 1,500,000</b>

### Description (Justification and Explanation)

A number of bridges became the Kenai Peninsula Borough's responsibility upon its formation in 1964, but there was no mechanism in place to address bridge rehabilitation or replacement.

In the early days, there were no established construction standards, yet there were many miles of bridges earmarked for maintenance. Not surprisingly, aging bridges initially taken on by the RSA will require rehabilitation and/or replacement to ensure they are pass-able year round.


Many bridges "grandfathered" into the maintenance system need minor rehabilitation, major rehabilitation, and replacement. Without these improvements, it is a serious challenge for the RSA to keep these bridges safe and passable for residents (and tourists visiting our communities each year). The expense required to maintain a substandard bridge is far higher than for bridges meeting borough construction standards.

The RSA will perform a bridge assessment with the assistance of historic state bridge inspections to identify and prioritize rehabilitation/replacement projects for rebuilding and upgrading as many bridges as possible with available funding. These projects range from basic rehabilitation to complete replacement.

### Impact on Annual Operating Budget

Operating	\$ -	In the long term, this project should see a decrease in annual maintenance costs for bridges.
Capital Outlay	-	
Other	-	
Total	\$ -	

## Road Service Area Capital Improvement Project

Project Name	Boroughwide High Traffic E1/CaCl <sub>2</sub> Capping	
Priority	High	
Department . Service Area	Road Service Area	
Total Funding	\$250,000	
Project Manager	Roads Director	
Project Location	KPB Road Service Area	
Funding Source/ Project Number	434.33950.26CPM.49999      Local	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Construction/Equipment	\$ 250,000	\$ 150,000	\$ 150,000	\$ 100,000	\$ 100,000	\$ 750,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>\$ 250,000</b>	<b>\$ 150,000</b>	<b>\$ 150,000</b>	<b>\$ 100,000</b>	<b>\$ 100,000</b>	<b>\$ 750,000</b>

### Description (Justification and Explanation)

With emphasis on high traffic roadways, the project fund supports the placement of State of Alaska DOT specified "E1" capping material. The overall project scope includes: aggressive reshaping of the roadway and ditch-line, pulling materials back into the roadway and the reestablishment of proper width and crown; capping placement of the E1 material, maintaining road crown; application of CaCl<sub>2</sub>, acting as a material binder; followed by roll compaction of placed materials. The fund is classified as areawide, but primary targeted roadways will be KB Drive and Sonder Street. If funds are sufficient, scope would be expanded to address areas of Bonita Ave. Process will result in a road surface that has greatly enhanced material binding and a much firmer surface that resists potholing. Project goal supports service improvement and maintenance longevity. Long term impacts may contribute to reduced maintenance costs, as practice becomes more prevalent.

### Impact on Annual Operating Budget

Operating	\$ -	In the long term, this project should see a decrease in annual maintenance costs for the treated roads.
Capital Outlay	-	
Other	-	
Total	\$ -	

## Road Service Area Capital Improvement Project

Project Name	Boroughwide Gravel Road Rehabilitation	
Priority	High	
Department . Service Area	Road Service Area	
Total Funding	\$500,000	
Project Manager	Roads Director	
Project Location	KPB Road Service Area	
Funding Source/ Project Number	434.33950.26GRV.49999      Local	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Construction/Equipment	\$ 500,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,000	\$ 1,700,000
Other	-	-	-	-	-	-
<b>Total</b>	<b>\$ 500,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>	<b>\$ 1,700,000</b>

### Description (Justification and Explanation)


Funds support the rehabilitation of roadways that experience issues due to breakup, weather related occurrences, poor drainage and general degradation over time. Addressed roads are not in a condition state that justifies the full formal CIP process. The fund allows for resolution of localized condition issues through a much less expensive and more expedient process. The gravel road rehabilitation CIP allows us to address roadways that have increased maintenance cost due to poor conditions on specific portions of the overall road, thus extending the life of the road as a whole.

### Impact on Annual Operating Budget

Operating	\$ -	In the long term, this project should see a decrease in annual maintenance costs for the updated roads.
Capital Outlay	-	
Other	-	
Total	\$ -	



## Road Service Area Capital Improvement Project

Project Name	Inspection Pickup Trucks	
Priority	High	
Department . Service Area	Road Service Area	
Total Funding	\$120,000	
Project Manager	Roads Director	
Project Location	KPB Road Service Area	
Funding Source/ Project Number	Local      434.33950.26421.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Vehicles	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000
Other	-	-	-	-	-	-
<b>Total</b>	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 120,000

### Description (Justification and Explanation)

The new trucks will be used to replace a 2011 Ford F250 Pickup and a 2016 Ford F250 Extended Cab pickup. These older vehicles incur higher maintenance costs and regular replacements are needed for reliability.

### Impact on Annual Operating Budget

Operating	\$ -	Should see a reduction in vehicle maintenance costs once purchased/placed in service. This will grow the vehicle fleet for Road Service Area by one reserve vehicle.
Capital Outlay	-	
Other	-	
Total	\$ -	

## Road Service Area Capital Improvement Project

Project Name	Road Improvement Projects	
Priority	High	
Department - Service Area	Road Service Area	
Total Funding	\$225,000	
Project Manager	Service Area Director	
Project Location	KPB Road Service Area	
Funding Source/ Project Number	Local 434.33950.26CIP.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Design (Engineering)	\$ 225,000	\$ 300,000	\$ 300,000	\$ 225,000	\$ 225,000	\$ 1,275,000
Construction/Services	-	1,300,000	1,300,000	1,375,000	1,375,000	5,350,000
Other (Specify)	-	-	-	-	-	-
Total	\$ 225,000	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	\$ 1,600,000	\$ 6,625,000

### Description (Justification and Explanation)

In 1986, the RSA board adopted (and the Borough Assembly approved by ordinance) minimum road construction standards, establishing that any road not already RSA maintained had to meet these standards. While this helped to ensure that newly constructed roads would have a more reasonable maintenance cost, it did not solve the existing problem of the expense of maintaining hundreds of poorly constructed roads in desperate need of improvement.

Many roads "grandfathered" into the maintenance system need gravel upgrades, widening, paving, signage, repair, and realignment. Without these improvements, it is a serious challenge for the RSA to keep these roads safe and passable for residents (and tourists visiting our communities each year). The expense required to maintain a substandard road is far higher than for roads meeting borough construction standards.

The RSA has established objective criteria to identify priority construction projects for rebuilding and upgrading as many roads as possible with available funding. These projects range from correcting basic safety and access problems to complete upgrade and paving on others. In FY19, the legislative grants that have funded capital improvement projects since 2008 were exhausted. Capital improvement projects are now solely funded by tax dollars.

### Impact on Annual Operating Budget

Personnel	\$ -	Savings realized due to lower maintenance costs.
Operating	-	
Capital Outlay	-	
Other/Utilities	-	
Total	\$ -	

## South Peninsula Hospital Service Area Capital Improvement Project

Project Name	Ancillary Services Equipment	 
Priority	High	
Department - Service Area	South Kenai Peninsula Hospital Service Area	
Total Funding	\$1,145,284	
Project Manager	SPH Director of Materials Management	
Project Location	South Peninsula Hospital	
Funding Source/ Project Number	Local 491.81210.26SHA.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 1,131,714	\$ -	\$ -	\$ -	\$ -	\$ 1,131,714
KPB 1% Project Fees	13,570	-	-	-	-	13,570
<b>Total</b>	<b>\$ 1,145,284</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,145,284</b>

### Description (Justification and Explanation)

The Pharmacy laminar flow hood is end of life and needs to be replaced. The Imaging Fluoroscopy system is end of life and can no longer be serviced. As Imaging Fluoroscopy is the standard of care this needs to be replaced. The current Hi flow bipap machines have been recalled, are no longer serviceable and will need to be replaced. The Rehab treatment table is end of life and is due for replacement. MRI patients receiving procedures who are on infusion medication requires a specific MRI safe infusion pump. The current pump became no longer serviceable in 2024 and needs to be replaced. After ultrasound procedures, it is necessary to disinfect probes using Trophons. SPH currently has two end of life trophons that need to be replaced. IT virtual servers host hardware is currently 6 years old, exceeding the normal 4 year replacement cycle. It is necessary to replace this equipment to avoid downtime and disruption to systems. IT has two core switches that need to be replaced that all hospital network closets and key systems connect to. These switches will go end of life and be unsupported in 2026 and need to be replaced to prevent the loss of critical networks and hospital systems. A phototherapy unit is a key piece of equipment in dermatology to provide light therapy. SPH will be adding Dermatology services in the summer of 2025. This device will be used on a panel of 25 patients at any one time and should conservatively generate \$7,500 per month paying for itself in less than a year. The Laboratory microbiology fridge is over 15 years old and needs to be replaced before it fails.

### Impact on Annual Operating Budget

Operating	\$ -	
Capital Outlay	-	
Other	-	
Total	\$ -	



## South Peninsula Hospital Service Area Capital Improvement Project

Project Name	Inpatient, Long-Term Care, and ER Equipment	  
Priority	High	
Department - Service Area	South Kenai Peninsula Hospital Service Area	
Total Funding	\$700,049	
Project Manager	SPH Director of Materials Management	
Project Location	South Peninsula Hospital	
Funding Source/ Project Number	Local 491.81210.26SHB.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 693,117	\$ -	\$ -	\$ -	\$ -	\$ 693,117
KPB 1% Project Fees	6,931	-	-	-	-	6,931
<b>Total</b>	<b>\$ 700,048</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 700,048</b>

### Description (Justification and Explanation)

IV Infusion pumps are ten years old and at the end of life. They have been recalled and must be replaced.

Replacement of ten patient room sleeper sofas. The current sofas are in poor shape, many with holes and need to be upgraded.

Replacement of patient beds including a pediatric crib and mattress control unit. The beds are at end of life and are being replaced a few each year. The goal is to purchase 5 beds, 1 pediatric crib, and one mattress control unit.

Replacement of three wheelchairs. SPH supplies Long Term Care patients with wheel chairs. Specialized wheelchairs are required for residents to both accommodate their size and help assist them with sitting upright.

Replacement of a fluid infuser and warmer. The current device is not functional and manual pressure is used when traumas occur. The volume of traumas is increasing justifying the need for replacement.

### Impact on Annual Operating Budget

Operating	\$ -	
Capital Outlay	-	
Other	-	
Total	\$ -	

## South Peninsula Hospital Service Area Capital Improvement Project

Project Name	Surgery Equipment	  
Priority	High	
Department - Service Area	South Kenai Peninsula Hospital Service Area	
Total Funding	\$381,487	
Project Manager	SPH Director of Materials Management	
Project Location	South Peninsula Hospital	
Funding Source/ Project Number	Local 491.81210.26SHC.49999	

	FY2026	FY2027	FY2028	FY2029	FY2030	Five Year Total
Equipment	\$ 377,710	\$ -	\$ -	\$ -	\$ -	\$ 377,710
KPB 1% Project Fees	3,777	-	-	-	-	3,777
<b>Total</b>	<b>\$ 381,487</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 381,487</b>

### Description (Justification and Explanation)

Operating room tables are currently at end of life and are experiencing hydraulic failures are becoming more difficult to maintain. When the tables are down it results in cancelled and delayed procedures. In addition to replacing two standard operating room tables the end-of-life orthopedic table for which parts are no longer manufactured. This replacement will allow for the SPH to become efficient performing total hip surgeries. Cost

A Surgery GI Scope Drying Cabinet replacement is needed to meet the updated standards for scope sterilization. A new cabinet is required to allow scopes to dry while meeting the standard of providing forced HEPA filtered air through the scopes for 10 minutes.

Surgery Instrument Replacements are needed for orthopedics, cystoscopy and ear nose and throat procedures. The current instruments are out of date and in some cases certain functionalities are no longer available to do complete procedures. Updating will also allow the OR to increase the volumes of procedures done in a day and more rapidly turn over operating rooms.

### Impact on Annual Operating Budget

Operating	\$ -	
Capital Outlay	-	
Other	-	
Total	\$ -	

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## ***Internal Service Funds***

These funds are used to account for a government's business-type activities supported, at least in part, by fees or charges. These services are not rendered to the general public but are for other governmental units within the Borough, i.e., the service areas, individual funds and departments, and the school district. The following funds have been established:

	<b><u>Page #</u></b>
<b>Total Internal Service Funds Budget Projection</b> .....	409
<b>Combined Revenues and Expenses</b> .....	411
<b>Insurance and Litigation Reserve Fund</b> .....	412

The Borough and School District are self-insured and the Insurance and Litigation Reserve Fund is used to account for the provision of insurance for the Borough, not including health insurance. All funds requiring insurance coverage make contributions to this fund in amounts equal to their proportional share of the total cost of insurance. Additionally, the fund maintains reserves for litigation contingencies, insurance contingencies, and self-insurance deductible requirements.

<b>Health Insurance Reserve Fund</b> .....	424
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The Borough is self-insured for health insurance and the Health Insurance Reserve Fund is used to account for the costs of the Borough's employee health insurance plan. The reserve fund will accommodate the smoothing of plan cost variances by allowing the variances to be applied over multiple year's premiums. In years where the plan costs do not equal budgeted amounts for premiums in all borough funds, the amount over/under will be recovered/refunded in subsequent years through increases/decreases in plan premiums. This process will eliminate large year-end supplemental appropriations or unspent budget amounts in the Borough's and Service Area's operating funds.

<b>Equipment Replacement Fund</b> .....	428
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The Equipment Replacement Fund is used to finance the major purchases of user departments. Departments are charged an annual fee over the expected life of the vehicle or piece of equipment. This manner of financing major purchases eliminates the substantial impact such purchases would otherwise have on annual operating budgets.



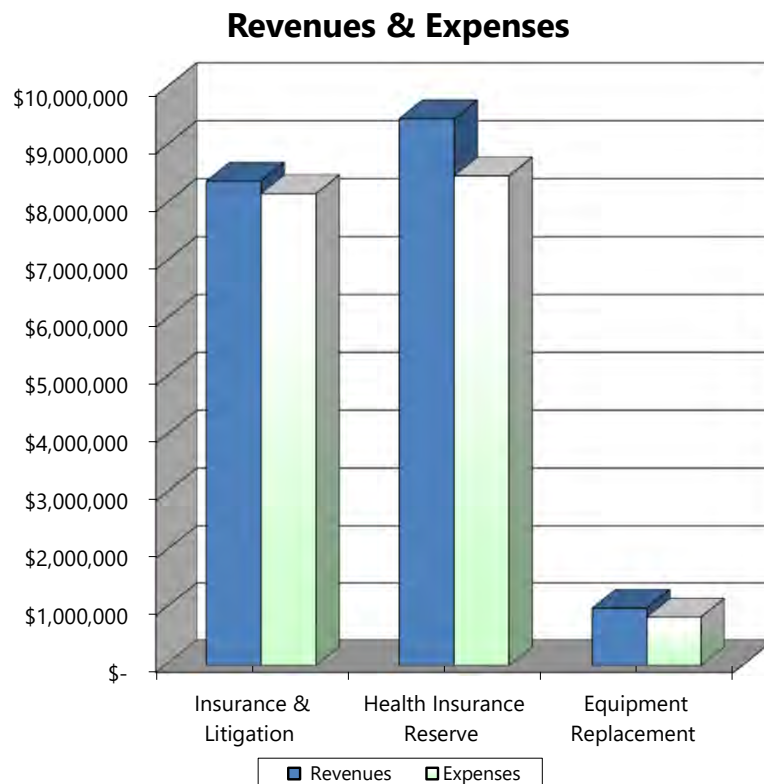
## Total Internal Service Funds - Budget Projection

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original	Forecast	Mayor	Projection	Projection	Projection
			Budget	Budget	Proposed			
Revenues:								
Interest Revenue	\$ 229,033	\$ 878,369	\$ 162,769	\$ 562,997	\$ 322,678	\$ 394,140	\$ 392,559	\$ 391,680
State Revenues	9,062	11,262	-	-	-	-	-	-
Charges to Other Depts.	15,063,328	16,932,265	17,953,093	17,953,093	17,807,078	16,973,619	17,620,958	18,378,039
Employee Insurance Premiums	704,445	697,264	755,400	755,400	755,400	755,400	755,400	755,400
Sales of Fixed Assets	(224,215)	342,500	-	-	-	-	-	-
other revenue	-	-	-	-	-	-	-	-
Total Revenues:	15,781,653	18,861,660	18,871,262	19,271,490	18,885,156	18,123,159	18,768,917	19,525,119
Expenses:								
Personnel	520,751	665,354	923,294	923,294	906,924	925,062	943,563	962,434
Supplies	2,816	1,130	3,650	3,650	3,218	3,282	3,348	3,415
Services	12,874,431	14,007,671	17,561,177	16,543,917	16,608,417	17,387,838	17,979,805	18,595,304
Capital Outlay	16,962	2,130	-	-	10,916	11,025	11,135	11,246
Total Expenses:	13,414,960	14,676,285	18,488,121	17,470,861	17,529,475	18,327,207	18,937,851	19,572,399
Total Expenses and Operating Transfers	13,414,960	14,676,285	18,488,121	17,470,861	17,529,475	18,327,207	18,937,851	19,572,399
Net Results From Operations	2,366,693	4,185,375	383,141	1,800,629	1,355,681	(204,048)	(168,934)	(47,280)
Beginning Retained Earnings	12,752,418	15,119,111	19,304,486	19,304,486	21,105,115	22,460,796	22,256,748	22,087,814
Ending Retained Earnings	\$ 15,119,111	\$ 19,304,486	\$ 19,687,627	\$ 21,105,115	\$ 22,460,796	\$ 22,256,748	\$ 22,087,814	\$ 22,040,534

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**Kenai Peninsula Borough  
Combined Revenues and Expenses  
Internal Service Funds  
Fiscal Year 2026**

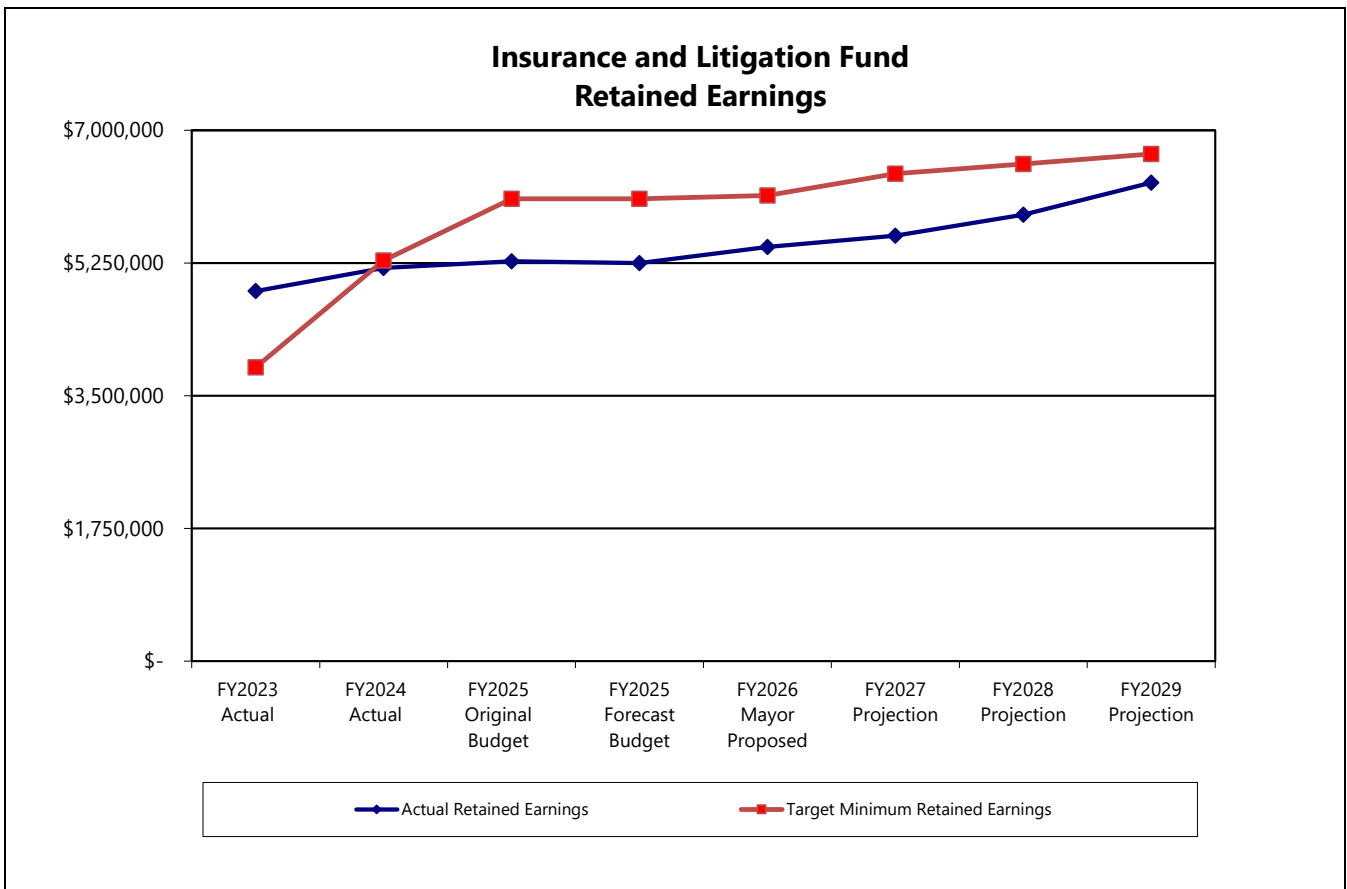
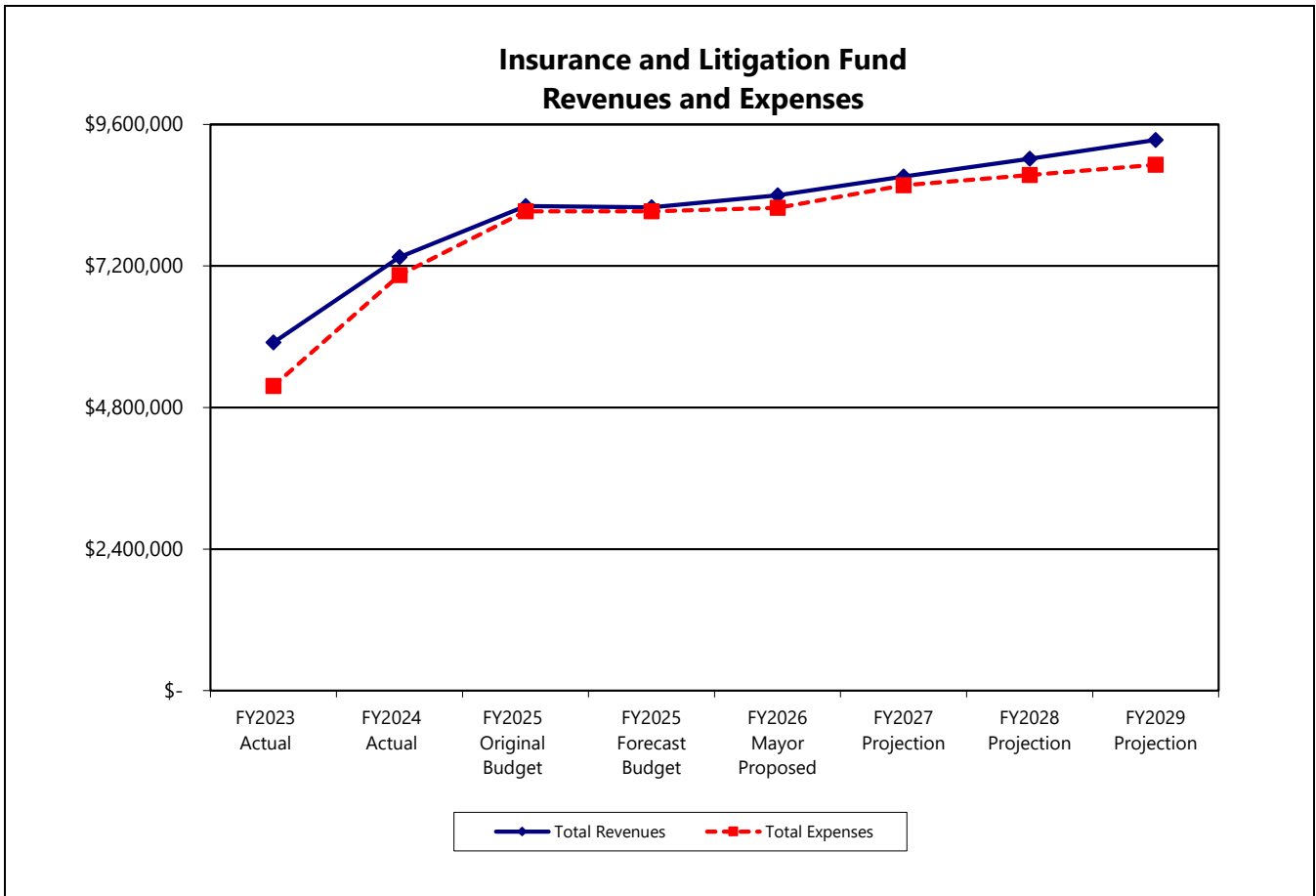
<u>Revenues</u>	Insurance & Litigation	Health Insurance Reserve	Equipment Replacement	Total
Interest Revenue	\$ 84,838	\$ 150,424	\$ 87,416	\$ 322,678
Charges To Other Depts	8,315,495	8,573,795	917,788	17,807,078
Miscellaneous Revenue	-	755,400	-	755,400
<b>Total Revenues</b>	<b>\$ 8,400,333</b>	<b>\$ 9,479,619</b>	<b>\$ 1,005,204</b>	<b>\$ 18,885,156</b>
<u>Expenses</u>				
Personnel	906,924	-	-	906,924
Supplies	3,218	-	-	3,218
Services	7,265,717	8,492,700	850,000	16,608,417
<b>Total Expenses</b>	<b>8,186,775</b>	<b>8,492,700</b>	<b>850,000</b>	<b>17,529,475</b>
<b>Total Expenses and Operating Transfers</b>	<b>8,186,775</b>	<b>8,492,700</b>	<b>850,000</b>	<b>17,529,475</b>
Net Results From Operations	213,558	986,919	155,204	1,355,681
Beginning Retained Earnings	5,249,070	10,028,291	5,827,754	21,105,115
<b>Ending Retained Earnings</b>	<b>\$ 5,462,628</b>	<b>\$ 11,015,210</b>	<b>\$ 5,982,958</b>	<b>\$ 22,460,796</b>





## Fund: 700 Insurance and Litigation Fund - Budget Projection

<b>Fund Budget:</b>	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Revenues:								
Interest Revenue	\$ 114,084	\$ 398,349	\$ 84,838	\$ 62,997	\$ 84,838	\$ 109,253	\$ 112,201	\$ 117,769
State Revenues	9,062	11,262	-	-	-	-	-	-
Federal Revenue	-	-	-	-	-	-	-	-
Charges to Other Depts.	5,779,181	6,939,148	8,129,861	8,129,861	8,315,495	8,606,537	8,907,766	9,219,538
Total Revenues:	5,902,327	7,348,759	8,214,699	8,192,858	8,400,333	8,715,790	9,019,967	9,337,307
Expenses:								
Personnel	520,751	665,354	923,294	923,294	906,924	925,062	943,563	962,434
Supplies	2,816	1,130	3,650	3,650	3,218	3,282	3,348	3,415
Services	4,625,077	6,374,783	7,201,217	7,201,217	7,265,717	7,629,003	7,783,518	7,939,188
Capital Outlay	16,962	2,130	-	-	10,916	11,025	11,135	11,246
Total Expenses:	5,165,606	7,043,397	8,128,161	8,128,161	8,186,775	8,568,372	8,741,564	8,916,283
Net Results From Operations	736,721	305,362	86,538	64,697	213,558	147,418	278,403	421,024
Beginning Retained Earnings	4,142,290	4,879,011	5,184,373	5,184,373	5,249,070	5,462,628	5,610,046	5,888,449
Ending Retained Earnings	\$ 4,879,011	\$ 5,184,373	\$ 5,270,911	\$ 5,249,070	\$ 5,462,628	\$ 5,610,046	\$ 5,888,449	\$ 6,309,473



## Department Function

Fund 700

Risk Management

Dept 11234

Administration

### Mission

The Risk Management Department works to protect the Kenai Peninsula Borough (KPB) and Kenai Peninsula Borough School District's (KPBSD) assets by identifying, analyzing and mitigating against the consequences of accidental losses and claims. The Risk Management Department serves as a resource for protecting the health, safety, and well-being of KPB and KPBSD employees and property through continuous efforts to reduce the frequency, severity and associated cost of risk and risk-related claims through continuous education, analysis, active participation and communication.

### Program Description

The Risk Management Department coordinates the insurance program for the KPB and KPBSD, manages Workers' Compensation claims, and consults with the KPB, Service Areas, and the KPBSD on loss prevention, safety, and environmental compliance programs.

### Major Long-Term Issues and Concerns:

- Navigating complex regulatory landscapes remains a challenge, impacting insurance procurement, compliance costs, and the ability to maintain adequate claim reserves.
- Employee retention issues continue to have both direct and indirect effects, including reduced operational capacity, loss of institutional knowledge, and increased regulatory compliance difficulties.
- Escalating cybersecurity threats and the need to quickly adapt to rapidly evolving technologies present ongoing risks and operational challenges.

### FY2025 Accomplishments:

- Developed an internal web-based library to manage contractor certificates of insurance, including tracking their current status and sending notifications to the Risk Management Department before expiration dates. The second phase of this project is underway, incorporating notifications for additional stakeholders.
- Established standard operating procedures (SOPs) for all major processes and cross-trained team members to ensure redundancy and operational resiliency in case of employee unavailability.
- Successfully managed the transition from our previous insurance broker to a new broker, ensuring a seamless handover and continuity of service.
- Migrated ten years of historical claims data into our new database, enhancing data structure, accessibility, reporting capabilities, analysis, data management, and consistency.

### FY2026 New Initiatives:

- Collaborate with KPBSD to enhance the Building Use Application process for differing levels of risk, potentially by further developing existing software to streamline operations.
- Implement digital records retention for approved retention groups and work to archive a backlog of departmental files, improving organization and accessibility of data.
- Assess the feasibility of transitioning from our current EHS Management System to Maintenance's software solution by comparing system capabilities, evaluating migration capacity and costs, and analyzing the long-term cost-benefit of a unified software platform.

### Performance Measures:

Staffing	FY2023 Actual	FY2024 Actual	FY2025 Actual	FY2026 Proposed
Staffing History	4	5	6	6

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Number of Insurance Policies Purchased	14	14	15	17	17
Number of Insurance Certificates Reviewed	313	256	273	257	317
Number of Contracts Reviewed for Insurance	365	553	698	805	864
Loss Control Incentive Program (LCIP) Inspection	138	114	114	138	138
Tax Foreclosure Environmental Reviews	111	93	120	81	81

**Kenai Peninsula Borough  
Budget Detail**

**Fund 700**

**Department 11234 - Risk Management - Administration**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
Personnel								
40110	Regular Wages	\$ 289,111	\$ 377,730	\$ 528,634	\$ 528,634	\$ 545,394	\$ 16,760	3.17%
40210	FICA	24,115	31,710	47,363	47,363	48,771	1,408	2.97%
40221	PERS	79,178	97,780	117,635	117,635	121,350	3,715	3.16%
40321	Health Insurance	95,623	110,361	166,300	166,300	102,500	(63,800)	-38.36%
40322	Life Insurance	450	591	843	843	765	(78)	-9.25%
40410	Leave	32,274	43,242	62,519	62,519	63,144	625	1.00%
40511	Other Benefits	-	3,940	-	-	25,000	25,000	-
Total: Personnel		520,751	665,354	923,294	923,294	906,924	(16,370)	-1.77%
Supplies								
42120	Computer Software	948	-	-	-	-	-	-
42210	Operating Supplies	653	570	1,500	1,500	2,265	765	51.00%
42250	Uniforms	-	515	500	500	500	-	0.00%
42310	Repair/Maintenance Supplies	104	-	150	150	-	(150)	-100.00%
42410	Small Tools & Minor Equipment	1,111	45	1,500	1,500	453	(1,047)	-69.80%
Total: Supplies		2,816	1,130	3,650	3,650	3,218	(432)	-11.84%
Services								
43011	Contractual Services	109,075	80,136	78,500	78,500	90,415	11,915	15.18%
43019	Software Maintenance	2,908	135	137	137	-	(137)	-100.00%
43026	Software Licensing	-	36,814	28,175	28,175	53,657	25,482	90.44%
43110	Communications	4,960	9,494	4,800	4,800	9,711	4,911	102.31%
43140	Postage & Freight	38	90	100	100	100	-	0.00%
43210	Transportation/Subsistence	5,022	7,253	17,107	17,107	12,029	(5,078)	-29.68%
43220	Car Allowance	10,661	13,430	18,000	18,000	18,000	-	0.00%
43260	Training	1,000	2,144	2,100	2,100	5,438	3,338	158.95%
43310	Advertisinq	199	-	300	300	-	(300)	-100.00%
43410	Printing	-	78	60	60	-	(60)	-100.00%
43510	Insurance/Litigation Fund Premiums	14,194	27,761	25,756	25,756	27,034	1,278	4.96%
43610	Utilities	8,502	(125)	-	-	-	-	-
43720	Equipment Maintenance	50	181	1,000	1,000	952	(48)	-4.80%
43810	Rents and Operating Leases	-	-	27,600	27,600	28,428	828	3.00%
43916	Equipment Depreciation	6,529	6,529	-	-	-	-	-
43919	Amortization	7,534	26,694	-	-	-	-	-
43920	Dues and Subscriptions	2,391	1,920	8,548	8,548	1,948	(6,600)	23.21%
44025	Interest Expense	-	1,124	-	-	-	-	-
Total: Services		173,063	213,658	212,183	212,183	247,712	35,529	16.74%
Capital Outlay								
48120	Office Machines	5,248	-	-	-	-	-	-
48710	Minor Office Equipment	1,578	1,533	-	-	9,272	9,272	-
48720	Minor Office Furniture	10,136	-	-	-	1,644	1,644	-
48740	Minor Office Furniture	-	597	-	-	-	-	-
Total: Capital Outlay		16,962	2,130	-	-	10,916	10,916	-
Interdepartmental Charges								
60000	Charge (To) From Other Depts	(713,592)	(882,272)	(1,139,127)	(1,139,127)	(1,168,770)	(29,643)	-
Total: Interdepartmental Charges		(713,592)	(882,272)	(1,139,127)	(1,139,127)	(1,168,770)	(29,643)	-
Department Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-

**Kenai Peninsula Borough  
Budget Detail**

**Fund 700**

**Department 11234 - Risk Management - Administration - Continued**

**Line-Item Explanations**

**40110 Regular Wages.** Staff includes: Risk Manager, Claims Manager, Safety Manager, Safety Specialist, Environmental Manager, and an Administrative Assistant.

**43011 Contractual Services.** Insurance Broker (\$80,000), SPCC Plan Updates (\$10,000), DocuSign (\$115), & Other Small Contracts (\$300).

**43026 Software Licensing.** MSDSOnline (\$13,314), Intelix Technologies (\$32,500), Monday (\$6,050), Zoom (\$844), Adobe Pro (\$600), & Sketchup Pro (\$349).

**43210 Transportation/Subsistence.** Reduced as a result of two fewer conferences, Alaska Waste Water Conference & PRIMA Institute. Also provides for travel to facilities for site visits, safety audits, tank inspections and continued education for members of Risk.

**43260 Training.** Increased \$3,338 to provide training for environmental, health and safety (EHS) training; risk management (ARM) certification training, and Board of Certified Safety Professionals (BCSP) certification training. EHS and BCSP have been reclassified to training from prior year dues and subscriptions.

**43810 Rents & Operating Leases.** Office Space Lease (\$28,428).

**43920 Dues & Subscriptions.** Reduced as a result of removing zoom licensing and reclassifying amounts to training from prior year subscriptions. Risk & Insurance Management Society, Public Risk Management Association, American Water Works Association, Board of Certified Safety Professionals, National Fire Protection Association, and Amazon Prime Business.

**48710 Minor Office Equipment.** Four replacement Surface Pro slate devices at \$2,318 each (\$9,272) that will reach their replacement schedule in FY26.

**48720 Minor Office Furniture.** One HON Ignition 2.0 Office Chair (\$490) & One Uline Height Adjustable Office Desk (\$1,154).

**60000 Charges (To) From Other Depts.** Allocation of risk management administration costs to insurances provided by the fund: (50%) Workers Compensation, (20%) Property Insurance, and (30%) General Liability.

<b>Fund 700</b>	<b>Department Function</b>
<b>Dept 11236</b>	<b>Risk Management</b>
	<b>Workers' Compensation</b>

#### Program Description

As required under the Alaska Workers' Compensation Act, Workers' Compensation is a program that requires employers to pay medical costs and lost wages in the event an employee becomes injured or ill due to working conditions. The Risk Management Department is responsible for complying with the Alaska Workers' Compensation Act by administering a compliant and comprehensive self-insurance program. This includes identifying and mitigating to the extent possible, the hazards that could cause injury to the visiting public, students, and employees; and analyzing, managing, and processing claims.

#### Mission

Our program serves to educate supervisors about our Workers' Compensation obligations and actions, and about providing accommodations to returning employees in temporary transitional work to help reduce time away from work and increase productivity.

#### Major Long-Term Issues and Concerns:

- Ongoing pressures from medical and wage inflation could significantly drive the cost of workers' compensation claims.
- Expansion of presumptive disability statutes, such as AS 23.30.118 for PTSD, continue to impact risk avoidance for emergency services organizations.

#### FY2025 Accomplishments:

- Enhanced incident investigations through in-person investigations for all recordable injuries to strengthen mitigation strategies, identify root causes, and improve workplace safety measures.
- Revised and standardized all Workers' Compensation materials, including forms, supervisor instructions, employee guides, and annual training materials, ensuring clarity and compliance for KPB&SD leadership groups.
- Expanded training opportunities by providing monthly in-person classroom sessions covering all eight (8) primary Risk Management training modules, enhancing accessibility and engagement for employees.

#### FY2026 New Initiatives:

- Enhancing our Job Hazard Analysis (JHA) Program by expanding the implementation of the JHA program to proactively identify and mitigate workplace hazards, improving overall safety and compliance.
- Strengthen our return-to-work policies and develop a structured stay-at-work program with a clearly defined list of light-duty work options to minimize lost-time incidents and support employee recovery.
- Create an easy-to-understand pamphlet providing essential workers' compensation information to streamline the claims process and to ensure employees and supervisors are well-informed and confident in navigating the processes.

#### Performance Measures:

Key Measures	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Estimated
Total Incidents for the KPB	34	34	40	25	29
Total Incidents for the KPBSD	98	117	119	116	112
Total Incidents for Year (KPB & KPBSD)	132	151	159	141	141
Number of No Treatment Incidents	58	60	62	48	49
Number of First Aid Treatment Incidents	33	59	48	58	55
Number of Recordable Incidents	41	32	49	35	37

Key Measures	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Estimated
KPB Total Recordable Incident Rate (TRIR)	3.00	2.57	5.90	2.90	2.10
KPBSD Total Recordable Incident Rate (TRIR)	3.00	2.75	3.28	2.88	3.07

Key Measures	Benchmark	CY2022 Actual	CY2023 Actual	CY2024 Actual	CY2025 Estimated
KPB Days Away, Restricted or Transferred (DART)	2.0	1.93	4.70	1.74	2.93
KPBSD Days Away, Restricted or Transferred (DART)	2.0	1.94	2.60	1.15	1.73

**Kenai Peninsula Borough  
Budget Detail**

**Fund 700**

**Department 11236 - Risk Management - Workers' Compensation**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>								
43011	Contract Services	\$ -	\$ 3,000	\$ -	\$ -	\$ 5,000	\$ 5,000	-
43210	Transportation/Subsistence	238	-	4,392	4,392	3,192	(1,200)	-27.32%
43260	Training	-	-	460	460	460	-	0.00%
43508	Workers' Compensation	688,308	873,374	841,619	841,619	960,106	118,487	14.08%
43530	Disability Coverage	6,090	7,128	7,875	7,875	7,215	(660)	-8.38%
43999	Contingency (Claim Reserves)	969,017	1,843,957	1,951,348	1,951,348	1,805,499	(145,849)	-7.47%
Total: Services		1,663,653	2,727,459	2,805,694	2,805,694	2,781,472	(24,222)	-0.86%
<b>Interdepartmental Charges</b>								
60000	Charges (To) From Other Depts.	356,796	441,136	569,564	569,564	584,385	14,821	2.60%
Total: Interdepartmental Charges		356,796	441,136	569,564	569,564	584,385	14,821	2.60%
<b>Department Total</b>		<b>\$ 2,020,449</b>	<b>\$ 3,168,595</b>	<b>\$ 3,375,258</b>	<b>\$ 3,375,258</b>	<b>\$ 3,365,857</b>	<b>\$ (9,401)</b>	<b>-0.28%</b>

**Line-Item Explanations**

**43011 Contract Services.** Worker's Comp Actuarial Study (\$5,000).

**43210 Transportation/Subsistence.** APRA Conference (\$2,748) & Alaska Bar Association's (ABA) Annual Workers' Comp Case Review (\$444).

**43260 Training.** Alaska Bar Association's (ABA) Annual Workers' Comp Case Review (\$460).

**43508 Workers' Compensation.** Estimated Workers' Comp Premium (\$798,246) & Estimated FY25 Payroll Audit (\$161,860). Increases in premium and audit are primarily based on linear projections and weighted against market outlook for each.

**43530 Disability Coverage.** Supplemental Volunteer Firefighter ADD Premium (\$7,215).

**43999 Contingency (Claim Reserves).** Self-Insured Workers' Comp Losses (\$1,805,499). Based on a 5-year average of actual loss increases weighted against a 10-year linear projection.

**60000 Charges to Other Depts.** Allocation of risk management administration costs to insurances provided by the fund: (50%) Workers Compensation, (20%) Property Insurance, and (30%) General Liability.

<b>Fund 700</b>	<b>Department Function</b>
<b>Dept 11237</b>	<b>Risk Management</b>
	<b>Property</b>

#### Program Description

Property Insurance including claims is for coverage of the buildings, contents, emergency equipment, and vehicles of the Borough, School District, and Service Areas.

#### Major Long-Term Issues and Concerns:

- Aging properties throughout the Borough resulting in increased frequency and cost of repairs to integral systems such as fire suppression, HVAC, and security.
- While appraisals have started to level off, significant increases to construction and replacement costs continue to challenge our annual insurance premiums.
- Efficient and accurate management of facilities across the KPB and KPBSD including purchasing, inspections, maintenance, remodels, appraisals, etc.

#### FY2025 Accomplishments:

- Performed comprehensive audits of video security systems and access control measures in several locations, providing recommendations for additional equipment placements and hardware upgrades.
- Conducted an audit of our facilities, automotive, and mobile equipment schedules, comparing them against multiple

- internal KPB&SD records and our insurer's schedule. This process resulted in significant savings of several thousand dollars in insurance premiums for FY25.
- Updated multiple floorplans to include detailed layers highlighting risk-related facility equipment, such as cameras, access control hardware, AEDs, and first aid supplies. This provides for better documentation of existing property and valuations.
- Collaborated with South Peninsula Hospital (SPH) to enhance our individual asset schedules and uncovered two facilities that previously lacked appropriate coverage.

#### FY2026 New Initiatives:

- Leverage web-based tools to implement the Management of Change (MOC) process initiative for property additions and property deletions.
- Continue to map camera locations and camera coverages at all KPB-operated facilities and identify if a need for additional resources is needed. This provides for better visibility and identification during events.
- Develop a comprehensive action plan based on the documented restitution process and identified improvements. This plan should include clear roles and responsibilities for the KPB&SD, establish measurable goals for restitution collection, and outline strategies for enhancing communication and collaboration between stakeholders.

#### Performance Measures:

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Total Number of Claims	27	27	28	22	29
Average Claim Cost (Auto, Property & Vandalism)	\$5,641	\$5,824	\$6,357	\$6,934	\$6,591



**Kenai Peninsula Borough  
Budget Detail**

**Fund 700**

**Department 11237 - Risk Management - Property**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>							
43011 Contract Services	\$ -	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	-
43511 Fire and Extended Coverage	1,297,561	1,811,742	2,378,105	2,378,105	2,298,235	(79,870)	-3.36%
43999 Contingency (Claim Reserves)	177,695	201,750	214,097	214,097	191,150	(22,947)	-10.72%
Total: Services	1,475,256	2,013,492	2,592,202	2,592,202	2,494,385	(97,817)	-3.77%
<b>Interdepartmental Charges</b>							
60000 Charges (To) From Other Depts.	147,518	176,454	227,825	227,825	233,754	5,929	2.60%
Total: Interdepartmental Charges	147,518	176,454	227,825	227,825	233,754	5,929	2.60%
<b>Department Total</b>	<b>\$ 1,622,774</b>	<b>\$ 2,189,946</b>	<b>\$ 2,820,027</b>	<b>\$ 2,820,027</b>	<b>\$ 2,728,139</b>	<b>\$ (91,888)</b>	<b>-3.26%</b>

**Line-Item Explanations**

**43011 Contract Services.** Property Claims Actuarial Study (\$5,000).

**43511 Fire & Extended Coverage.** Estimated Premiums for Property (\$2,142,655), Auto (\$96,645) & Equipment Breakdown (\$58,935).

**43999 Contingency (Claim Reserves).** Self-Insured Liability Losses (\$191,150). Based on a 10-year linear projection weighted against known losses.

**60000 Charges to Other Depts.** Allocation of Risk Management Administration costs to insurances provided by the fund; (50%) Workers Compensation, (20%) Property Insurance, and (30%) General Liability.

	<b>Department Function</b>
<b>Fund 700</b>	<b>Risk Management</b>
<b>Dept 11238</b>	<b>Liability</b>

**Program Description**

Administered by the Risk Management Department, the liability insurance program covers the Kenai Peninsula Borough (KPB) and Kenai Peninsula Borough School District (KPBSD) for risks imposed by lawsuits and other similar claims.

**Major Long-Term Issues and Concerns:**

- The KPB&SD’s exposures, loss ratio, and experience continue to present challenges in securing reasonably priced excess insurance.
- As evolving social dynamics continue to evolve, social inflation will prove a challenge for the excess market.

**FY2025 Accomplishments:**

- Create a Risk Register to capture identified operational risks, develop actionable response plans, prepare for possible impacts, and recommend mitigation methods to the Administration.
- Develop a web-based insurance requirements flowchart to improve departments’ user experience, streamline the contracting and insurance process, and provide clear definitions and expectations in departments’ planning stages. This has been a long-term issue for other

departments and will likely resolve many of the hurdles they’ve experience.

- Met with stakeholders from the Department of Juvenile Justice and the District Attorney’s Office to document the restitution process across all agencies and identify opportunities for improvement in restitution collection.

**FY2026 New Initiatives:**

- Broaden the use of our risk register by linking identified risks to specific compliance and legal obligations, while also developing a communication plan to keep stakeholders informed.
- Utilize newly available tools and datasets to create quarterly risk reports for all departments, highlighting loss categories, associated costs, and recommended mitigation strategies to help reduce risk and associated experience.
- Develop a web-based insurance requirements flowchart to improve departments’ user experience, streamline the contracting and insurance process, and provide clear definitions and expectations in departments’ planning stages. This has been a long-term issue for other departments and will likely resolve many of the hurdles they’ve experience.

**Performance Measures:**

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Total Number of Claims	7	12	7	7	7
Average Claim Cost (Liability Only)	\$38,842	\$46,419	\$62,353	\$35,714	\$58,317

**Kenai Peninsula Borough  
Budget Detail**

**Fund 700**

**Department 11238 - Risk Management - Liability**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>								
43011	Contractual Services	\$ -	\$ -	\$ -	\$ -	5,000	5,000	-
43515	CGL Excess Liability	669,070	817,953	897,623	897,623	1,190,267	292,644	32.60%
43519	Finance Officer Bond	600	-	3,000	3,000	3,000	-	0.00%
43520	Employee Bond	100	400	650	650	650	-	0.00%
43521	Other Bonds	240	480	520	520	520	-	0.00%
43525	Travel Accident Coverage	-	14,715	7,800	7,800	4,905	(2,895)	-37.12%
43528	Aviation Liability	27,305	29,653	32,140	32,140	26,995	(5,145)	-16.01%
43529	Other Miscellaneous Coverage	80,479	89,972	112,091	112,091	102,595	(9,496)	-8.47%
43999	Contingency (Claim Reserves)	535,311	467,001	537,314	537,314	408,216	(129,098)	-24.03%
Total: Services		1,313,105	1,420,174	1,591,138	1,591,138	1,742,148	151,010	9.49%
<b>Interdepartmental Charges</b>								
60000	Charges (To) From Other Depts.	209,278	264,682	341,738	341,738	350,631	8,893	2.60%
Total: Interdepartmental Charges		209,278	264,682	341,738	341,738	350,631	8,893	2.60%
<b>Department Total</b>		<b>\$ 1,522,383</b>	<b>\$ 1,684,856</b>	<b>\$ 1,932,876</b>	<b>\$ 1,932,876</b>	<b>\$ 2,092,779</b>	<b>\$ 159,903</b>	<b>8.27%</b>

**Line-Item Explanations**

**43011 Contract Services.** Liability claims actuarial study (\$5,000).

**43515 CGL Excess Liability.** Estimated Premiums for Liability (\$744,193), Crime (\$3,812), Excess Liability 5M\*15M (\$274,589), Excess Liability 5M\*20M (\$199,763), KPB&SD Cyber Liability (\$44,439), and Loss Control Credit (\$76,528). Increases are primarily based on linear projections and weighted against market outlook for each line of coverage. This increase also includes two additional lines of coverage for cyber.

**43519 Finance Officer Bond.** Five (5) State-Required Fiduciary Bonds for KPB&SD Officials (\$3,000).

**43520 Employee Bond.** Thirteen (13) Fidelity Bonds for Public Employee Notaries (\$650).

**43521 Other Bonds.** Thirteen (13) State of Alaska Notary Bond Fees (\$520).

**43525 Travel Accident Insurance.** Estimated Business Travel Accident (BTA) Premium (\$4,905).

**43528 Aviation Liability.** Estimated Non-Owned Aircraft Liability Premium (\$26,995).

**43529 Other Miscellaneous Coverage.** Estimated Premiums for Environmental Pollution Liability (\$41,392), Storage Tank Liability (\$12,395), Medical Professional Liability (\$7,920), and Mobile Equipment (\$40,888).

**43999 Contingency (Claim Reserves).** Self-Insured Liability Losses (\$408,216). Based on a 5-year average of actual loss increases weighted against a 10-year linear projection.

**60000 Charges (To) From Other Depts.** Allocation of Risk Management Administration costs to insurances provided by the fund: (50%) Workers Compensation, (20%) Property Insurance, and (30%) General Liability.

# Kenai Peninsula Borough

## Budget Detail

### Fund 700

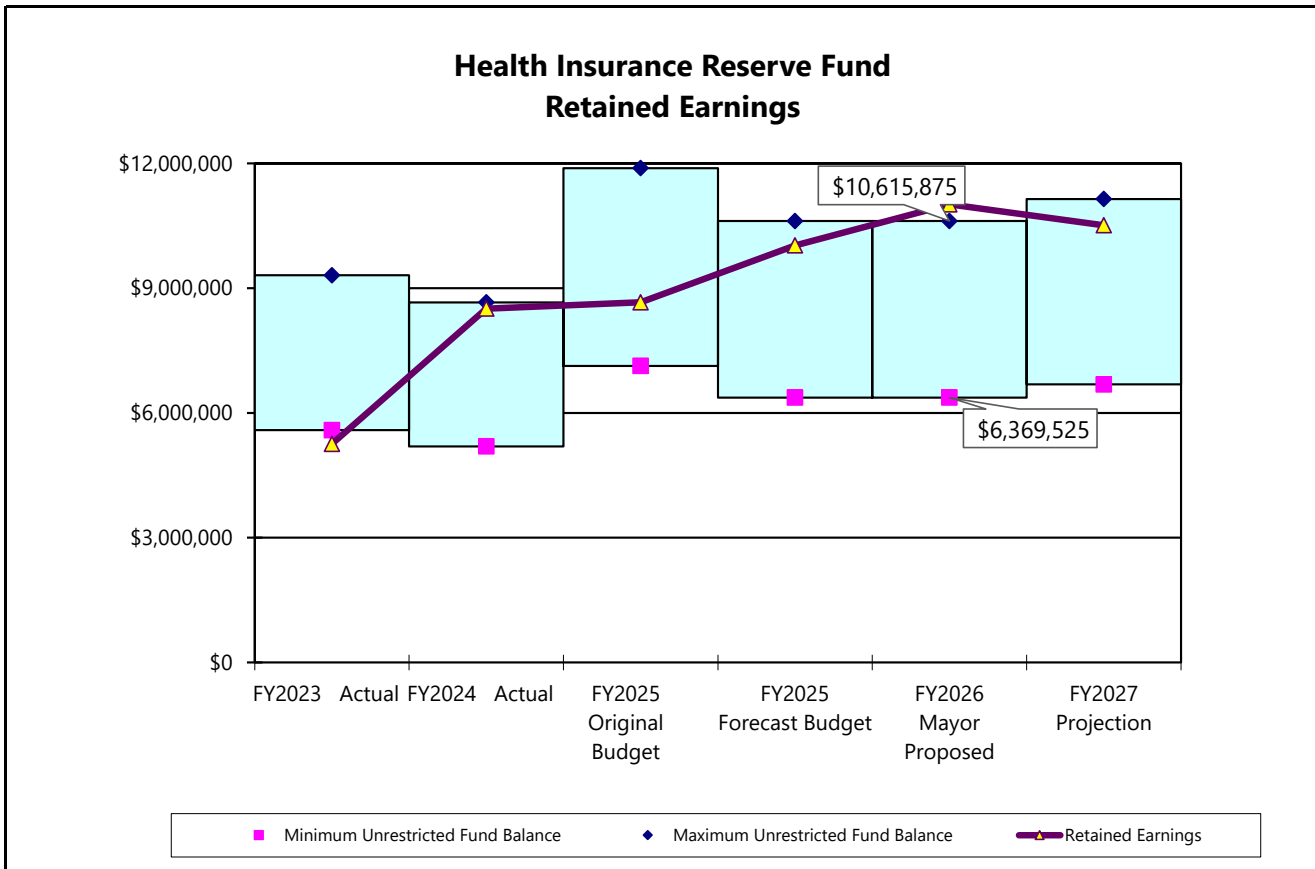
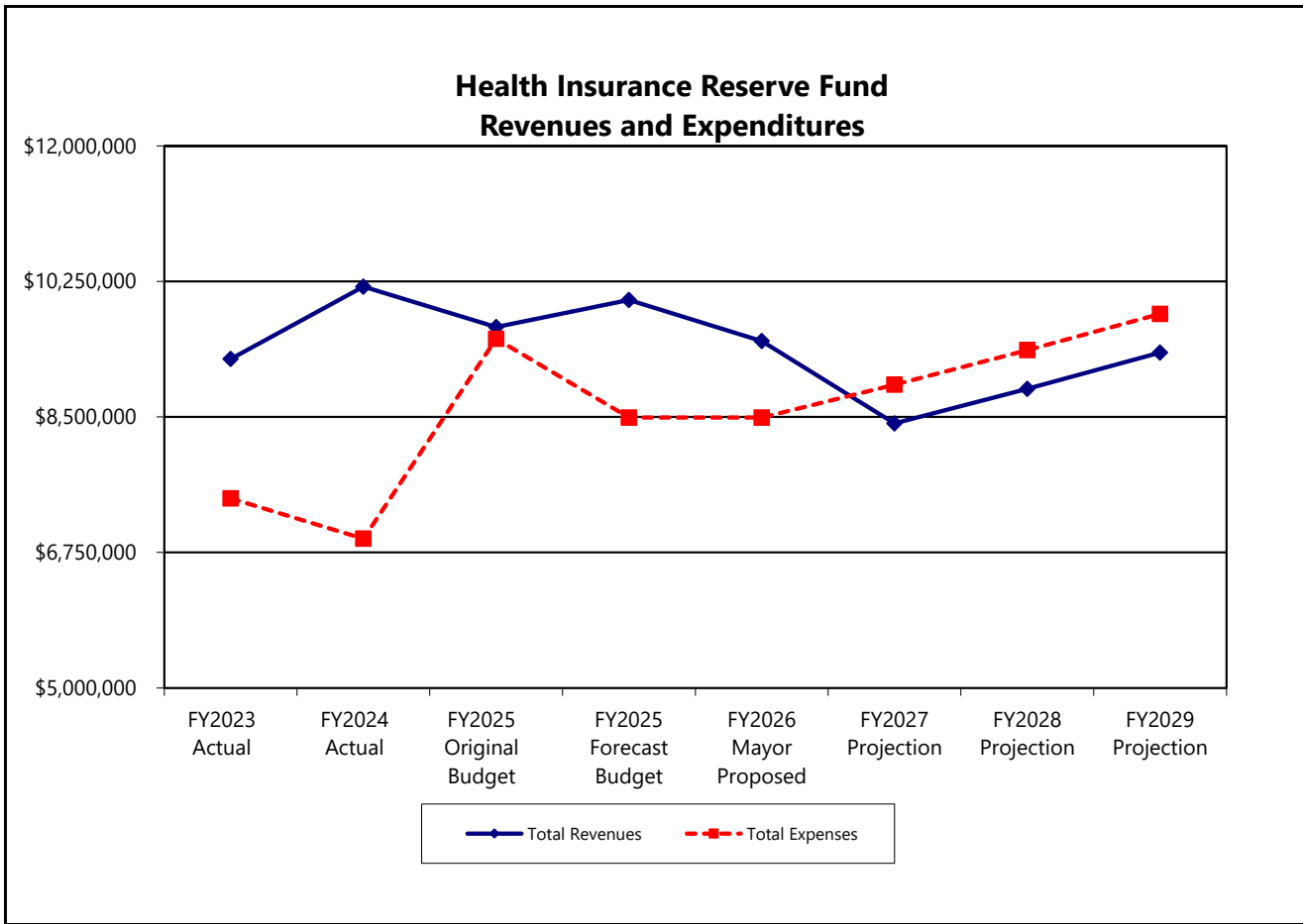
### Expenditure Summary By Line Item

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Personnel</b>							
40110 Regular Wages	\$ 289,111	\$ 377,730	\$ 528,634	\$ 528,634	\$ 545,394	\$ 16,760	3.17%
40210 FICA	24,115	31,710	47,363	47,363	48,771	1,408	2.97%
40221 PERS	79,178	97,780	117,635	117,635	121,350	3,715	3.16%
40321 Health Insurance	95,623	110,361	166,300	166,300	102,500	(63,800)	-38.36%
40322 Life Insurance	450	591	843	843	765	(78)	-9.25%
40410 Leave	32,274	43,242	62,519	62,519	63,144	625	1.00%
40511 Other Benefits	-	3,940	-	-	25,000	25,000	-
Total: Personnel	520,751	665,354	923,294	923,294	906,924	(16,370)	-1.77%
<b>Supplies</b>							
42120 Computer Software	948	-	-	-	-	-	-
42210 Operating Supplies	653	570	1,500	1,500	2,265	765	51.00%
42250 Uniforms	-	515	500	500	500	-	0.00%
42310 Repair/Maintenance Supplies	104	-	150	150	-	(150)	-100.00%
42410 Small Tools & Minor Equipment	1,111	45	1,500	1,500	453	(1,047)	-69.80%
Total: Supplies	2,816	1,130	3,650	3,650	3,218	(432)	-11.84%
<b>Services</b>							
43011 Contractual Services	109,075	83,136	78,500	78,500	105,415	26,915	34.29%
43019 Software Maintenance	2,908	135	137	137	-	(137)	-100.00%
43026 Software Licensing	-	36,814	28,175	28,175	53,657	25,482	90.44%
43110 Communications	4,960	9,494	4,800	4,800	9,711	4,911	102.31%
43140 Postage	38	90	100	100	100	-	0.00%
43210 Transportation/Subsistence	5,260	7,253	21,499	21,499	15,221	(6,278)	-29.20%
43220 Car Allowance	10,661	13,430	18,000	18,000	18,000	-	0.00%
43260 Training	1,000	2,144	2,560	2,560	5,898	3,338	130.39%
43310 Advertising	199	-	300	300	-	(300)	-100.00%
43410 Printing	-	78	60	60	-	(60)	-100.00%
43508 Workers' Compensation	688,308	873,374	841,619	841,619	960,106	118,487	14.08%
43510 Insurance/Litigation Fund Premiums	14,194	27,761	25,756	25,756	27,034	1,278	4.96%
43511 Fire and Extended Coverage	1,297,561	1,811,742	2,378,105	2,378,105	2,298,235	(79,870)	-3.36%
43515 CGL Excess Liability	669,070	817,953	897,623	897,623	1,190,267	292,644	32.60%
43519 Finance Officer Bond	600	-	3,000	3,000	3,000	-	0.00%
43520 Employee Bond	100	400	650	650	650	-	0.00%
43521 Other Bonds	240	480	520	520	520	-	0.00%
43525 Travel Accident Coverage	-	14,715	7,800	7,800	4,905	(2,895)	-37.12%
43528 Aviation Liability	27,305	29,653	32,140	32,140	26,995	(5,145)	-16.01%
43529 Other Miscellaneous Coverage	80,479	89,972	112,091	112,091	102,595	(9,496)	-8.47%
43530 Disability Coverage	6,090	7,128	7,875	7,875	7,215	(660)	-8.38%
43610 Utilities	8,502	(125)	-	-	-	-	-
43720 Equipment Maintenance	50	181	1,000	1,000	952	(48)	-4.80%
43810 Rents and Operating Leases	-	-	27,600	27,600	28,428	828	3.00%
43916 Equipment Depreciation	6,529	6,529	-	-	-	-	-
43919 Amortization	7,534	26,694	-	-	-	-	-
43920 Dues and Subscriptions	2,391	1,920	8,548	8,548	1,948	(6,600)	-77.21%
43999 Contingency (Claim Reserves)	1,682,023	2,512,708	2,702,759	2,702,759	2,404,865	(297,894)	-11.02%
44025 Interest Expense	-	1,124	-	-	-	-	-
Total: Services	4,625,077	6,374,783	7,201,217	7,201,217	7,265,717	64,500	0.90%
<b>Capital Outlay</b>							
48120 Major Office Machines	5,248	-	-	-	-	-	-
48710 Minor Office Equipment	1,578	1,533	-	-	9,272	9,272	-
48720 Minor Office Furniture	10,136	-	-	-	1,644	1,644	-
48740 Minor Office Furniture	-	597	-	-	-	-	-
Total: Capital Outlay	16,962	2,130	-	-	10,916	10,916	-
<b>Interdepartmental Charges</b>							
60000 Charge (To) From Other Depts.	-	-	-	-	-	-	-
Total: Interdepartmental Charges	-	-	-	-	-	-	-
<b>Department Total</b>	<b>\$ 5,165,606</b>	<b>\$ 7,043,397</b>	<b>\$ 8,128,161</b>	<b>\$ 8,128,161</b>	<b>\$ 8,186,775</b>	<b>\$ 58,614</b>	<b>0.72%</b>

## Fund: 701 Health Insurance Reserve Fund - Budget Projection

Fund Budget:	FY2023	FY2024	FY2025	FY2025	FY2026	FY2027	FY2028	FY2029
	Actual	Actual	Original Budget	Forecast Budget	Mayor Proposed	Projection	Projection	Projection
Revenues:								
Interest Revenue	\$ 76,149	\$ 324,579	\$ -	\$ 350,000	\$ 150,424	\$ 165,228	\$ 157,728	\$ 150,228
Employee Insurance Premiums	704,445	697,264	755,400	755,400	755,400	755,400	755,400	755,400
Charges From Other Depts	8,467,880	9,160,945	8,905,444	8,905,444	8,573,795	7,496,707	7,950,074	8,425,734
Total Revenues:	9,248,474	10,182,788	9,660,844	10,010,844	9,479,619	8,417,335	8,863,202	9,331,362
Expenses:								
Services	7,449,122	6,927,764	9,509,960	8,492,700	8,492,700	8,917,335	9,363,202	9,831,362
Total Expenses:	7,449,122	6,927,764	9,509,960	8,492,700	8,492,700	8,917,335	9,363,202	9,831,362
Net Results From Operations	1,799,352	3,255,024	150,884	1,518,144	986,919	(500,000)	(500,000)	(500,000)
Beginning Retained Earnings	3,455,771	5,255,123	8,510,147	8,510,147	10,028,291	11,015,210	10,515,210	10,015,210
Ending Retained Earnings *	\$ 5,255,123	\$ 8,510,147	\$ 8,661,031	\$ 10,028,291	\$ 11,015,210	\$ 10,515,210	\$ 10,015,210	\$ 9,515,210

\* Includes \$300,000 advance from the General Fund.



	<b>Department Function</b>
<b>Fund 701</b>	<b>Health Insurance Reserve Fund</b>
<b>Dept 11240</b>	<b>Medical, Prescription, Dental &amp; Vision</b>

<p><b>Program Description</b></p> <p>This fund provides payment of Borough employees healthcare expenses (medical, prescriptions, dental, and vision) as well as claims administration and other benefit plan expenses.</p>	<p><b>FY2025 Accomplishments:</b></p> <ul style="list-style-type: none"> <li>Held open enrollment in fall 2024, provided online presentations of the plan structure, and options effective January 1, 2025.</li> </ul>
<p><b>Major Long-Term Issues and Concerns:</b></p> <ul style="list-style-type: none"> <li>Rising cost of health care benefits, federal and state changing compliance issues and administrative requirements.</li> <li>Continued rise in pharmaceutical costs on the national market.</li> <li>High cost of health care services in Alaska.</li> </ul>	<p><b>FY2026 New Initiatives:</b></p> <ul style="list-style-type: none"> <li>Increase communications through web portal and other means of communications to employees on improved benefit services and cost savings programs provided through new plan administrator.</li> </ul>

**Performance Measures:**

<b>Priority:</b>	Health Insurance Plan Delivery
<b>Goal:</b>	To provide appropriate, economical health coverage for our employees.
<b>Objective:</b>	<ol style="list-style-type: none"> <li>To decrease our per-employee cost by implementing effective utilization controls in plan design.</li> <li>To decrease our cost per employee by engaging in provider contracts.</li> <li>To continue to explore partnering with other organizations to benefit from economies of scale.</li> <li>While decreasing overall costs, to continue to provide appropriate healthcare coverage for our employees and their families.</li> </ol>

Key Measures	Benchmark	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Estimated
Monthly Cost per Employee (net of employee contributions)	\$2,345	\$2,059	\$1,835	\$2,345	\$2,345

**Kenai Peninsula Borough  
Budget Detail**

**Fund 701**

**Department 11240 - Health Insurance Reserve - Medical, Dental & Vision**

		FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>								
43011	Contractual Services	\$ 184,690	\$ 187,596	\$ 304,000	\$ 304,000	\$ 195,000	\$ (109,000)	-35.86%
43501	Medical/Dental/Vision Coverage	5,483,947	5,237,699	7,663,800	7,663,800	6,662,700	(1,001,100)	-13.06%
43502	Medical Stop Loss Coverage	1,046,521	1,071,043	992,160	992,160	1,085,000	92,840	9.36%
43503	Healthcare Savings Account	733,964	431,426	550,000	515,000	550,000	-	0.00%
Total: Services		7,449,122	6,927,764	9,509,960	9,474,960	8,492,700	(1,017,260)	-10.70%
<b>Department Total</b>		<b>\$ 7,449,122</b>	<b>\$ 6,927,764</b>	<b>\$ 9,509,960</b>	<b>\$ 9,474,960</b>	<b>\$ 8,492,700</b>	<b>\$ (1,017,260)</b>	<b>-10.70%</b>

**Line-Item Explanations**

**43011 Contract Services.** Claims administrator services. Reduction due to transition to new third party administrator.

**43502 Medical Stop Loss Coverage.** Coverage purchase to limit plan payments to no more than \$200,000 per covered incident per year.

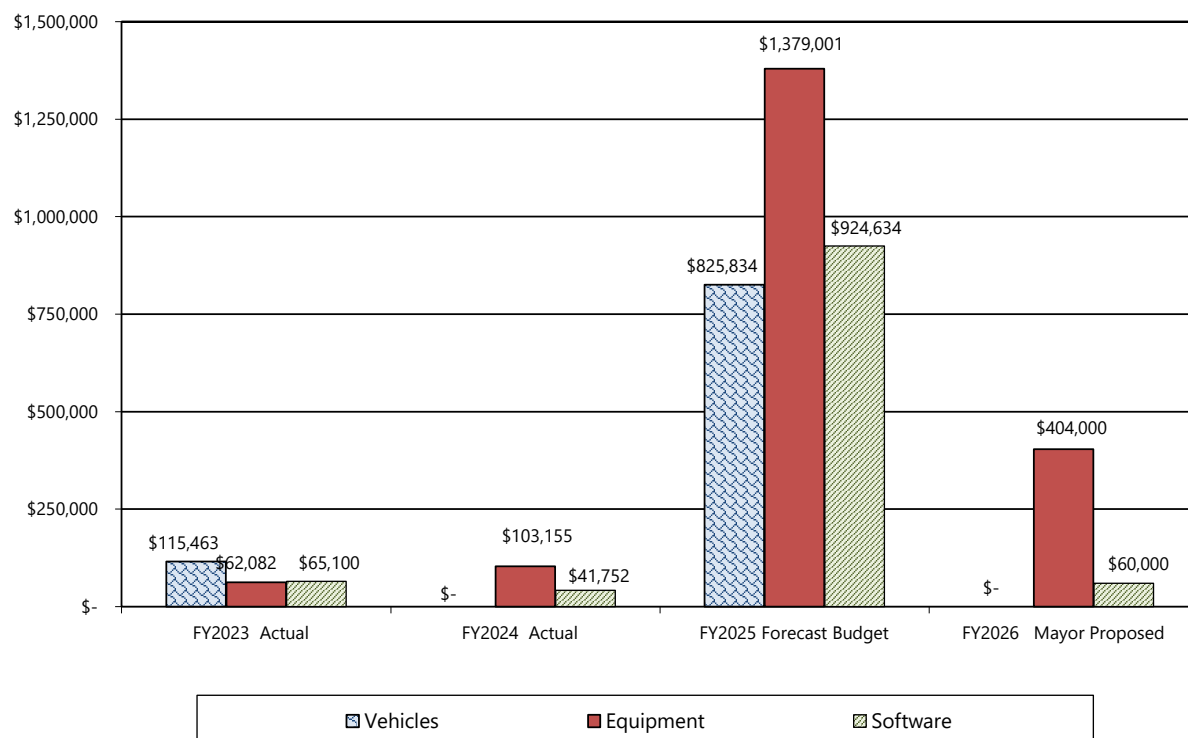
**43501 Medical/Dental/Vision Coverage.** Payments made for actual medical, dental, and vision claims by plan participants.



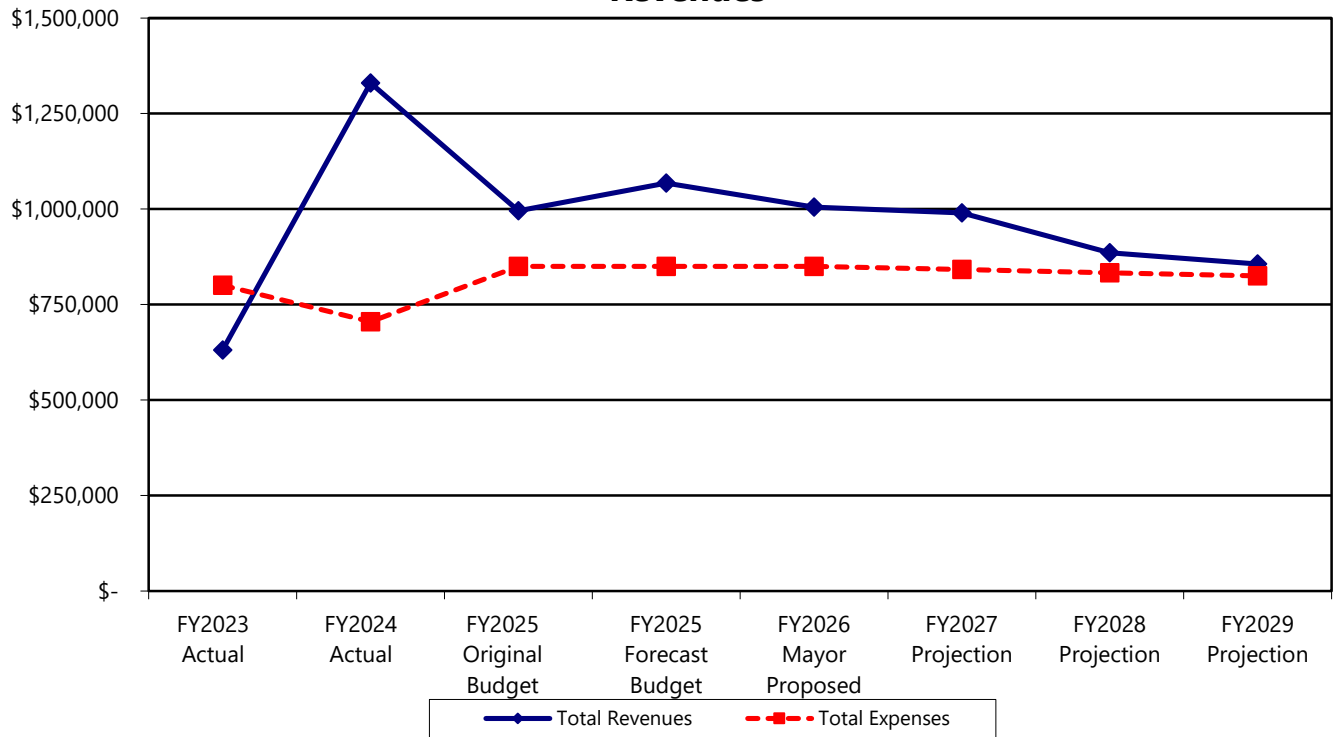
## Fund: 705 Equipment Replacement Fund - Budget Projection

Fund Budget:	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	FY2027 Projection	FY2028 Projection	FY2029 Projection
Revenues:								
Interest Revenue	\$ 38,800	\$ 155,441	\$ 77,931	\$ 150,000	\$ 87,416	\$ 119,659	\$ 122,630	\$ 123,683
Charges from Other Depts.	816,267	832,172	917,788	917,788	917,788	870,375	763,118	732,767
Sale of Fixed Assets	(224,215)	342,500	-	-	-	-	-	-
Total Revenues:	630,852	1,330,113	995,719	1,067,788	1,005,204	990,034	885,748	856,450
Expenses								
Services	800,232	705,124	850,000	850,000	850,000	841,500	833,085	824,754
Total Expenses:	800,232	705,124	850,000	850,000	850,000	841,500	833,085	824,754
Total Expenses and Operating Transfers	800,232	705,124	850,000	850,000	850,000	841,500	833,085	824,754
Net Results From Operations	(169,380)	624,989	145,719	217,788	155,204	148,534	52,663	31,696
Beginning Retained Earnings	5,154,357	4,984,977	5,609,966	5,609,966	5,827,754	5,982,958	6,131,492	6,184,155
Ending Retained Earnings	\$ 4,984,977	\$ 5,609,966	\$ 5,755,685	\$ 5,827,754	\$ 5,982,958	\$ 6,131,492	\$ 6,184,155	\$ 6,215,851
Retained Earnings Committed								
Retained Earnings estimated to be committed to future depreciation expense	\$ 2,471,145	\$ 3,028,732	\$ 2,468,515	\$ 2,468,515	\$ 4,747,984	\$ 4,361,984	\$ 4,070,484	\$ 4,467,399
Retained Earnings committed to unexpended authorized expenses	2,203,627	2,406,538	1,744,563	1,744,563	464,000	550,000	1,230,000	1,105,000
Uncommitted Retained Earnings	\$ 310,205	\$ 174,696	\$ 1,542,607	\$ 1,614,676	\$ 770,974	\$ 1,219,508	\$ 883,671	\$ 643,452

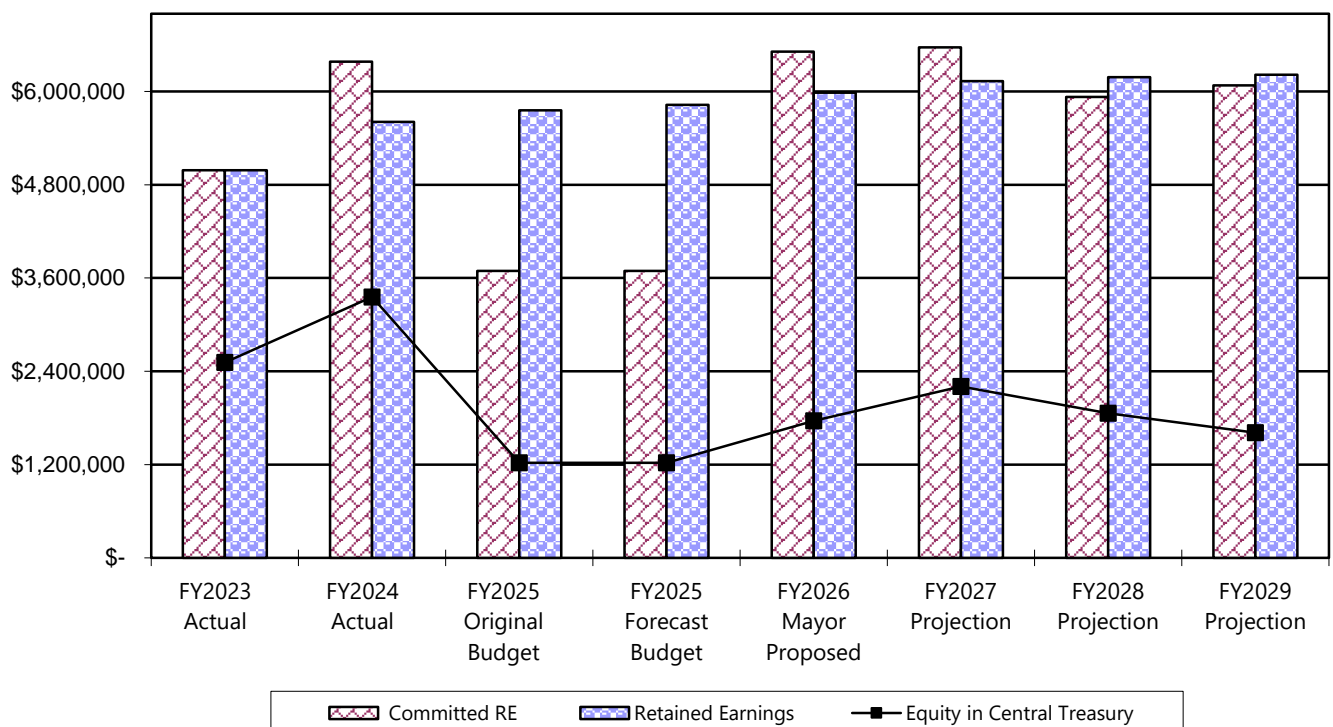
### Vehicle, Equipment & Software Purchases



### Equipment Replacement Fund Revenues



### Equipment Replacement Fund Retained Earnings



<b>Fund 705</b>  <b>Dept 94910</b>	<b>Department Function</b>  <b>Equipment Replacement Fund</b>  <b>Administration</b>
------------------------------------------	--------------------------------------------------------------------------------------------------

**Mission**

To provide a funding mechanism for departments to purchase vehicles and other equipment with the cost to be recaptured over time.

**Program Description**

This is a revolving fund which provides funding for user departments to purchase vehicles and equipment. The purchases are then recaptured through an annual billing process for the original cost of the vehicle or equipment plus accrued interest. The fund also provides an extended rental option for vehicles that have exceeded their original useful life of 5 years. The repayment and rental schedule is designed to recapture the original cost, depreciation and inflation factor within the life of the asset. This will replenish the fund resources in order to facilitate the scheduled replacement of vehicles and equipment.

**Major Long-Term Issues and Concerns:**

- The expected useful life of vehicle and equipment extending beyond the life cycles currently being assigned.
- Having adequate equity and uncommitted retained earnings to fund any unanticipated expenditure requests that departments may have.

**FY2025 Accomplishments:**

- Purchase vehicles and equipment for various departments within the borough.

**FY2026 New Initiatives:**

- Purchase vehicles and equipment for various departments within the borough.

**Performance Measures:**

**Priority:** Asset Acquisition and Funding  
**Goal:** Provide funding mechanism for Borough Departments to purchase vehicles and equipment.  
**Objective:** Continue to provide funding for vehicle and equipment purchases through annual billings amounts.

Purchases	FY2023 Actual	FY2024 Actual	FY2025 Projected	FY2026 Proposed
Vehicle Purchases	2 / \$115,463	- / -	10 / \$1,494,000	- / -
Equipment/Imagery Purchases	4 / \$62,082	3 / \$103,155	4 / \$130,000	5 / \$404,000
Software Purchases	2 / \$65,100	4 / \$41,752	-	1 / \$60,000

**Kenai Peninsula Borough  
Budget Detail**

**Fund 705**

**Department 94910 - Non-Departmental**

	FY2023 Actual	FY2024 Actual	FY2025 Original Budget	FY2025 Forecast Budget	FY2026 Mayor Proposed	Difference Between Mayor Proposed & Original Budget %	
<b>Services</b>							
43916 Equipment Depreciation	\$ 800,232	\$ 705,124	\$ 850,000	\$ 850,000	\$ 850,000	\$ -	0.00%
Total: Services	800,232	705,124	850,000	850,000	850,000	-	0.00%
<b>Department Total</b>	<u>\$ 800,232</u>	<u>\$ 705,124</u>	<u>\$ 850,000</u>	<u>\$ 850,000</u>	<u>\$ 850,000</u>	<u>-</u>	<u>0.00%</u>

**Line-Item Explanations**

**43916 Equipment Depreciation.** The Equipment Replacement Fund Policy requires assets of this fund be depreciated on a 7 to 15 year life cycle. Depreciation is the allowance provided for the reduction in value of the asset, usually by use or age.

**Details of FY2026 Equipment Replacement Purchases**

<u>Department</u>	<u>Quantity</u>	<u>Description</u>	<u>Cost Each</u>	<u>Total Cost</u>
Information Technology	1	2026 San Array	\$ 175,000	\$ 175,000
Human Resources - Print Shop	1	Envelope Stuffer	31,000	31,000
Finance - Financial Services	1	Budget Software	60,000	60,000
Clerk	1	Copier	13,000	13,000
	1	Election Equipment	80,000	80,000
Solid Waste	1	Foam Filled Tires	105,000	105,000
	<u>6</u>		<u>Grand Total</u>	<u>\$ 464,000</u>

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## ***Appendix***

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**Kenai Peninsula Borough**  
**Salary Schedule**  
**Effective July 1, 2025**  
Classified

**40 hour**

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
G	20.77	21.55	22.33	22.78	23.23	23.70	24.17	24.65	25.15	25.65	26.16	26.69
H	22.22	23.06	23.89	24.37	24.86	25.36	25.86	26.38	26.91	27.44	27.99	28.55
I	23.78	24.67	25.57	26.08	26.60	27.13	27.67	28.23	28.79	29.37	29.95	30.55
J	25.44	26.40	27.35	27.90	28.46	29.03	29.61	30.20	30.80	31.42	32.05	32.69
K	27.22	28.24	29.27	29.85	30.45	31.06	31.68	32.31	32.96	33.62	34.29	34.98
L	29.13	30.22	31.32	31.94	32.58	33.23	33.90	34.58	35.27	35.97	36.69	37.43
M	31.16	32.34	33.51	34.18	34.86	35.56	36.27	37.00	37.74	38.49	39.26	40.05
N	33.35	34.60	35.85	36.57	37.30	38.05	38.81	39.59	40.38	41.19	42.01	42.85
O	35.68	37.02	38.36	39.13	39.91	40.71	41.53	42.36	43.20	44.07	44.95	45.85
P	38.18	39.61	41.05	41.87	42.71	43.56	44.43	45.32	46.23	47.15	48.09	49.06
Q	40.85	42.39	43.92	44.80	45.70	46.61	47.54	48.49	49.46	50.45	51.46	52.49
R	43.71	45.35	47.00	47.94	48.89	49.87	50.87	51.89	52.93	53.98	55.06	56.16

**56 hour**

	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 7</u>	<u>Step 8</u>	<u>Step 9</u>	<u>Step 10</u>	<u>Step 11</u>	<u>Step 12</u>
K	19.12	19.84	20.56	20.97	21.39	21.82	22.25	22.70	23.15	23.62	24.09	24.57
L	20.46	21.23	22.00	22.44	22.89	23.34	23.81	24.29	24.77	25.27	25.77	26.29
M	21.89	22.71	23.54	24.01	24.49	24.98	25.48	25.99	26.51	27.04	27.58	28.13
N	23.42	24.30	25.18	25.69	26.20	26.73	27.26	27.81	28.36	28.93	29.51	30.10
O	25.06	26.00	26.95	27.49	28.04	28.60	29.17	29.75	30.35	30.95	31.57	32.20
P	26.82	27.82	28.83	29.41	30.00	30.60	31.21	31.83	32.47	33.12	33.78	34.46
Q	28.69	29.77	30.85	31.47	32.10	32.74	33.39	34.06	34.74	35.44	36.15	36.87
R	30.70	31.86	33.01	33.67	34.34	35.03	35.73	36.45	37.17	37.92	38.68	39.45

Management

<u>Level</u>	<u>Minimum</u>	<u>Mid point</u>	<u>Maximum</u>
1	69,211	84,823	102,457
2	74,042	90,744	109,611
3	79,200	97,065	117,245
4	84,857	102,904	126,227
5	90,855	111,165	140,235
6	97,196	121,464	151,595
7	104,055	130,098	162,425



**Kenai Peninsula Borough**  
**Full-Time Equivalent Employees by Function - FY2026 and Last Ten Fiscal Years**

	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	Change between FY2025 & FY2026	Change between FY2017 & FY2026
<b>Assembly</b>												
Clerk's Office	3.67	3.67	3.67	3.67	3.67	3.67	4.00	4.00	4.00	4.00	0.00	0.33
Records Management	1.83	1.83	1.83	1.83	2.33	2.33	3.00	3.00	3.00	3.00	0.00	1.17
Department Total	5.50	5.50	5.50	5.50	6.00	6.00	7.00	7.00	7.00	7.00	0.00	1.50
<b>Mayor</b>	6.00	5.00	4.50	4.50	4.25	4.25	6.00	6.00	6.00	6.00	0.00	0.00
<b>Purchasing, Contracting and Capital Projects</b>	10.00	9.00	8.00	8.00	8.00	8.00	9.00	9.00	10.00	10.00	0.00	0.00
<b>Office of Emergency Management</b>	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00	0.00
<b>General Services</b>												
Administration/Human Resources	5.00	5.00	5.00	5.00	5.00	5.00	5.25	5.25	5.25	5.00	-0.25	0.00
Printing/Mail	1.25	1.25	1.25	0.75	1.25	1.50	2.00	1.50	1.50	1.50	0.00	0.25
Custodial Maintenance	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	0.00	0.00
Department Total	7.50	7.50	7.50	7.00	7.50	7.75	8.50	8.00	8.00	7.75	-0.25	0.25
<b>IT</b>	11.50	11.50	11.50	11.50	12.00	12.00	12.00	13.00	13.00	13.00	0.00	1.50
<b>Legal</b>	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	0.00	0.00
<b>Finance</b>												
Administration	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	0.00	0.00
Financial Services	8.00	8.00	7.50	7.50	7.50	7.50	8.00	8.00	8.00	8.00	0.00	0.00
Property Tax and Collections	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	7.00	0.00	0.00
Sales Tax	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00	0.00
Department Total	22.00	22.00	21.50	21.50	21.50	21.50	22.00	22.00	22.00	22.00	0.00	0.00
<b>Assessing</b>												
Administration	10.00	10.00	10.00	10.00	9.00	9.00	10.00	10.00	10.00	10.00	0.00	0.00
Appraisal	12.00	12.00	14.00	14.00	14.00	12.00	12.00	12.00	12.00	12.00	0.00	0.00
Department Total	22.00	22.00	24.00	24.00	23.00	21.00	22.00	22.00	22.00	22.00	0.00	0.00
<b>Resource Planning</b>												
Administration	9.00	9.00	8.75	8.75	8.00	8.00	8.00	8.00	8.00	8.00	0.00	-1.00
GIS	4.00	4.00	4.00	4.00	3.25	3.25	3.00	4.00	4.00	4.00	0.00	0.00
River Center	5.00	5.00	5.00	5.00	4.00	4.00	4.00	4.00	4.00	4.00	0.00	-1.00
Department Total	18.00	18.00	17.75	17.75	15.25	15.25	15.00	16.00	16.00	16.00	0.00	-2.00
<b>Total General Government</b>	111.50	109.50	109.25	108.75	106.50	104.75	110.50	112.00	113.00	112.75	-0.25	1.25

# Kenai Peninsula Borough

## Full-Time Equivalent Employees by Function - FY2026 and Last Ten Fiscal Years

	FY2017	FY2018	FY2019	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025	FY2026	Change between FY2025 & FY2026	Change between FY2017 & FY2026
<b>Other Funds:</b>												
<b>School</b>												
Custodial Maintenance	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	1.25	0.00	0.00
Maintenance Department	45.00	45.00	44.60	43.50	44.50	45.35	48.75	48.75	49.25	49.75	0.50	4.75
Department Total	46.25	46.25	45.85	44.75	45.75	46.60	50.00	50.00	50.50	51.00	0.50	4.75
<b>Nikiski Fire Service Area</b>	21.75	21.75	21.25	21.00	21.00	25.00	25.00	25.00	26.00	26.00	0.00	4.25
<b>Bear Creek Fire Service Area</b>	1.50	1.50	2.00	2.00	2.00	2.00	3.00	3.00	3.00	3.00	0.00	1.50
<b>Western Emergency Service Area</b> <sup>1</sup>	4.00	4.00	5.00	5.00	10.00	10.00	10.00	10.00	13.00	13.00	0.00	9.00
<b>Central Emergency Service Area</b>	41.00	41.00	44.00	44.00	44.00	48.00	48.00	49.00	49.00	53.00	4.00	12.00
<b>Kachemak Emergency Service Area</b>	4.00	4.00	5.00	5.00	5.00	7.00	9.00	9.00	9.00	9.00	0.00	5.00
<b>911 Communication</b>	12.50	13.00	13.00	16.00	16.00	23.00	23.00	23.00	23.00	23.00	0.00	10.50
<b>Seward-Bear Creek Flood Service Area</b>	0.75	1.50	1.50	1.50	1.50	1.50	1.75	1.75	1.75	1.75	0.00	1.00
<b>North Peninsula Recreation Service Area</b>	16.65	16.65	16.50	16.50	16.50	17.00	16.75	16.75	16.85	16.85	0.00	0.20
<b>Roads Service Area</b>	8.00	8.00	7.40	6.50	6.50	5.90	6.75	6.75	6.75	6.75	0.00	-1.25
<b>Land Trust</b>	5.00	5.00	5.00	5.00	4.75	4.75	6.00	6.00	6.00	6.00	0.00	1.00
<b>Solid Waste</b>												
Administration	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	0.00	0.00
Central Peninsula Landfill	10.50	10.50	10.50	10.50	10.50	11.00	12.00	13.00	13.00	13.00	0.00	2.50
Homer Baler	0.00	0.00	0.00	0.00	0.00	4.00	4.00	4.00	4.50	4.50	0.00	0.00
Department Total	15.50	15.50	15.50	15.50	15.50	20.00	21.00	22.00	22.50	22.50	0.00	7.00
<b>Insurance and Litigation</b>	4.00	4.00	4.00	4.00	4.00	4.00	6.00	6.00	6.00	6.00	0.00	2.00
<b>Total Other Funds</b>	180.90	182.15	186.00	186.75	192.50	214.75	226.25	228.25	233.35	237.85	4.50	56.95
<b>Total - All Funds</b>	292.40	291.65	295.25	295.50	299.00	319.50	336.75	340.25	346.35	350.60	4.25	58.20

<sup>1</sup> Formerly Anchor Point Fire & Emergency Service Area, change in February 2021

<sup>1</sup> Staffing increased from 5 to 10 per Resolution 2021-010

**Kenai Peninsula Borough  
Schedule of Rates, Charges and Fees  
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Clerk	FY2025 Fee	FY2026 Proposed Fee Change
<b>Public records request up to 5 hrs staff time per month</b>	<b>-\$0.25 per page-</b>	<b>Removal</b>
Public records request <del>taking longer than 5 hrs staff time per month</del>	actual costs	Title Change
Copies and Production Fees	<b>-\$0.25 per page-</b>	Reordered & named
Regular 8.5 x 11 B/W	\$0.25 per page	
<b>Regular 8.5 x 11 Color (NEW)</b>	-	\$0.30 per page
<b>Regular 8.5 x 14 B/W (NEW)</b>	-	\$0.30 per page
<b>Regular 8.5 x 14 Color (NEW)</b>	-	\$0.35 per page
<b>Tabloid 11 x 14 B/W &amp; Color</b>	-	\$0.50 per page
<b>Transcription Preparation (NEW)</b>	-	Actual cost
<b>Record Preparation</b>	<b>\$100.00 plus copy costs</b>	New Fee
Certified copies	\$5.00 plus copy costs	
Media		
<b>Flash drive (4-8GB)</b>	\$3.00	\$5.00
<b>Flash drive (large capacity &gt;8GB)</b>	-	\$45.00
Audio / Data CD	\$2.50 per copy	
Assembly agenda and minutes <del>mailing</del>	\$12.50	<b>\$12.50 + copy costs</b>
Assembly <del>meeting</del> packets, complete (black and white copy only)	\$90.00	<b>\$90.00 + postage (if mailed)</b>
Borough code, complete	\$150.00	<b>\$150.00 + postage (if mailed)</b>
Filing Fees		
Appeal <del>Planning Commission or Planning Department Decision to Board of Adjustment (BOA)</del>	\$300.00	
<b>Appeal Assessment</b> Valuation and flat tax <del>appeal (BOE), refundable if appeal upheld</del>		
Assessed value less than \$100K	\$30.00	
Assessed value \$100K to less than \$500K	\$100.00	
Assessed value \$500K to less than \$2 million	\$200.00	
Assessed value \$2 million or greater	\$1,000.00	
Elections		
Election recount (may be refundable or additional may apply)	\$100.00	<b>\$300.00 deposit applied to actual costs</b>
<b>Election Contest (may be refundable or additional may apply)</b>	-	<b>\$300.00 deposit applied to actual costs</b>
<b>Special Election at the request of a Service Area</b>	-	Actual cost of election paid by service area
Initiative/Referendum Petition Application (Refunded Upon Certification)	\$100.00	
<b>Recall petition application (refunded upon certification)</b>	-	\$100.00
<b>Emergency Medical</b>		
Ambulance billing (rates will be adjusted annually based on prior calendar years' annual Anchorage CPI rate)		
Basic Life Support (BLS-NE)	\$388.14	\$396.68
Basic Life Support Emergency (BLS-E)	\$646.90	\$661.13
Advanced Life Support (ALS)	\$517.53	\$528.92
Advanced Life Support (ALS 1)	\$776.28	\$793.36
Advanced Life Support (ALS 2)	\$1,035.04	\$1,057.81
Mileage	\$14.24	\$14.55
Mileage in excess of 17	\$9.05	\$9.25
Ambulance billing - air transport (if needed)	\$3,986 per hour + fuel charge	<b>\$4,074 per hour + fuel charge</b>
Note - fees are subject to change to meet Medicare definitions and rates for maximum reimbursement		
<b>Finance</b>		
Tax foreclosure recording fees including advertising	direct pass through cost from vendor	
Litigation report fees	direct pass through cost from vendor	
	direct pass through cost from vendor,	
Certified Mailing Fee	\$15 minimum for processing	
Redemption fee	\$250.00	
Personal property tax return, late filing or failure to file	10%	
Sales tax exemption card - owner builder	\$100.00	
Sales tax exemption card - reseller	\$10.00	
<b>Sales tax exemption card - exempt (each card in excess of 10 per account)</b>	-	\$10.00
Sales tax exemption card replacement	\$10.00	
Sales tax return not filed	\$25.00	
Reinstatement of business to active roll	\$100.00	
Publication fee for Real property tax delinquency	\$5.00	
Publication fee for Personnel property tax delinquency	\$3.00	
Audit estimate preparation	\$25.00 per hr NTE \$100.00	
Annual audit, paper copy	\$25.00	
Annual audit, electronic copy	no charge	
Annual Budget, paper copy	\$25.00	
Annual Budget, electronic copy	no charge	
Wire transfer fee	\$25.00	
Returned Check/e-check fee (NSF)	\$25.00	
Utility special assessment district application fee (USAD)	\$1,000.00	
USAD administration fee (USAD), plus estimated cost parcel share	\$6,000 plus \$70 per parcel	

**Kenai Peninsula Borough  
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<b>Geographic Information (GIS)</b>		
8 1/2 x 11 map	\$3.00	
11 x 17 map	\$4.00	
<del>18 x 24 22 x 34 map</del>	<del>\$12.00</del>	<del>\$6.00</del>
<del>24 x 36 map</del>	<del>\$24.00</del>	<del>Remove</del>
34 x 44 map	\$30.00	\$12.00
<b>Digital DVD map books (complete set)</b>	<b>\$30.00</b>	<b>Remove</b>
Map books - hardcopy (each)	\$50.00	
Street naming/renaming petition	\$300.00	
Installation of new street sign & post	\$150.00	
Replacement of existing sign	\$80.00	
Uniform address sign fee	\$20.00	
<b>Land Management</b>		
<b>Commercial temporary land use permit application fee</b>	<b>\$500.00</b>	<b>New Fee</b>
<b>Commercial temporary land use permit fee (up to 20 acres)</b>	<b>\$1,000.00</b>	
<b>Permit fee each additional 20 acres</b>	<b>\$400.00</b>	
<b>General temporary land use permit application fee</b>	<b>\$200.00</b>	
<b>General temporary land use permit fee (up to 5 acres)</b>	<b>\$400.00</b>	<b>New Fee</b>
Permit fee for over 5 acres will be considered commercial	NA	
Right Of Way or easement <b>application</b>	\$500.00	\$750.00
<b>Commercial right of way or easement application</b>	<b>\$750.00</b>	<b>New Fee</b>
<b>Negotiated lease application</b>	<b>\$750.00</b>	<b>New Fee</b>
<b>KPB Facility Rental</b>	<b>Varies</b>	<b>New Fee</b>
<b>Negotiated sale- Lease or exchange</b>	<b>\$500.00</b>	<b>Remove</b>
Commercial quantity material extractions	\$300.00	\$500.00
<b>Sand and gravel</b>	<b>\$5.50 per CY</b>	<b>New Fee</b>
<b>Sorted rock (when available)</b>	<b>\$8.25 per CY</b>	<b>New Fee</b>
Small quantity material extraction application	\$25.00	\$150
<b>Sand and gravel</b>	<b>\$5.50 per CY</b>	<b>New Fee</b>
<b>Sorted rock (when available)</b>	<b>\$8.25 per CY</b>	<b>New Fee</b>
<b>Temporary land use permit annual fee</b>	<b>\$400.00</b>	<b>Remove</b>
General utility Right Of Way use (base fee)	\$500.00	\$750.00
General utility Right Of Way use (line fee)	\$25.00 per connection	\$50.00 per connection
Individual utility construction project (base fee)	\$50.00	\$100.00
Individual utility construction project (line fee)	\$0.10 per foot after first 200 feet	
<b>Application to classify or reclassify Borough land</b>	<b>\$500.00</b>	<b>\$1,000.00</b>
<b>Application to modify conveyance document restrictions</b>	<b>\$500.00</b>	<b>\$1,000.00</b>
Borough financed land sales	Prime + 2%	
Minimum down payment amount	10%	
late fees, more than 10 days late	10% of payment amt	
<b>Agricultural Lease</b>	<b>Fair Market Value</b>	<b>New Fee</b>
<b>Agricultural Lease Areas (authorized by Resolution 2021-002 approved 2/2/2021)</b>		
<b>Tillable, LCC 3-5</b>	<b>\$15.00 per acre per year</b>	
<b>Highly Erodible Fields</b>	<b>\$10.00 per acre per year</b>	
<b>Hayland to Rangeland</b>	<b>\$5.00 per acre per year</b>	
<b>Managed Forestland</b>	<b>\$2.50 per acre per year</b>	
<b>Non-Farmed Sensitive Land</b>	<b>\$1.00 per acre per year</b>	
<b>Access Reserves - Ungated</b>	<b>No fee</b>	
<b>On-site Materials limited to 1,000 CY</b>	<b>\$3.00 per CY</b>	
<b>Barnyard Site</b>	<b>\$25.00 each + \$10.00 per acre per year</b>	
<b>Grazing Lease Areas (authorized by Resolution 2021-002 approved 2/2/2021)</b>		
<b>Hayland to Rangeland</b>	<b>\$5.00 per acre per year</b>	
<b>Non-Farmed Sensitive Land</b>	<b>\$1.00 per acre per year</b>	
<b>Access Reserves - Ungated</b>	<b>No fee</b>	
<b>On-site Materials limited to 1,000 CY</b>	<b>\$3.00 per CY</b>	
<b>Barnyard Site</b>	<b>\$25.00 each + \$10.00 per acre per year</b>	
<b>Planning Department</b>		
Platting - Preliminary plats	\$400.00	
<b>Platting - Preliminary plats; first major revision of previously approved preliminary</b>	<b>No charge</b>	<b>New</b>
<b>Platting - Preliminary plats; additional submittal with additional major revisions</b>	<b>\$400.00</b>	<b>New Fee</b>
Platting - Preliminary Section Line Easement Vacation	No charge	
Platting - Abbreviated plat	\$400.00	
Platting - Final <b>plats-Final paper plat; first submittal for review</b>	\$400.00	Language Change
<b>Platting - Final paper plat; additional submittal for review (per submittal)</b>	<b>\$100.00</b>	<b>New Fee</b>
<b>Platting - Final mylar plat; first submittal for review</b>	<b>No charge</b>	<b>New</b>
<b>Platting - Final mylar plat; additional submittal for review (per submittal)</b>	<b>\$100.00</b>	<b>New Fee</b>
Platting - Final plats - Section Line Easement Vacation	\$200.00	
Platting - Time extensions	no charge	\$25.00
Platting - Building setback exception	\$100.00	
Platting - Easement vacation; <b>to be finalized by document not requiring public hearing</b>	\$100.00	
<b>Platting - Easement vacation; to be finalized by plat</b>	<b>\$100.00</b>	<b>New Fee</b>
Platting - Section line easement & ROW vacations	\$500.00	
Platting - Plat amendment	\$50.00	
Platting - Plat waivers	\$50.00	

**Kenai Peninsula Borough  
Schedule of Rates, Charges and Fees  
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<b>Planning Department - Continued</b>		
<del>Material Site - Counter Permit &amp; Recording Fee Over the counter permit (material extraction less than 2.5 acres)(includes recording fee)</del>	<del>\$250.00</del>	Language Change Remove
<del>Conditional (material site) land use permit (CLUP)(includes recording fee)</del>	<del>\$1,000.00</del>	
<del>Material Site - CLUP &amp; Recording Fee Modification of CLUP (material sites)(includes recording fee)</del>	<del>\$1,000.00</del>	Language Change
<del>Material Site - CLUP Variance-Variance to CLUP (material sites)</del>	<del>\$1,000.00</del>	Language Change
Local option zoning petition <b>&amp; Recording Fee</b>	\$1,000.00	Language Change
Correctional community residential center (CCRC)	\$1,000.00	
Concentrated animal feeding operation (CAFO)	\$1,000 plus price per animal \$.20	
<b>Title 21 Variance Application</b>	<b>\$300.00</b>	<b>New Fee</b>
Appeal of the Directors Decision	\$500.00	
Appeal to Office of Administrative Hearing (OAH); <u>time, fees, preparation of record and transcript (administrative management/appeal record/verbatim transcript/staff attendance)</u>	\$300.00	Language Change New Fee
<b>Transcription Fee</b>	<b>\$350.00</b>	
Recording Fee - 1 page plus recording fee	\$20.00 first page plus e-recording charges	
Recording Fee - each additional page plus e-recording charges	\$5.00 first page plus e-recording charges	
8 1/2 x 11 color copy	\$1.50	
11 x 17 color copy	\$3.00	
11 x 17 b&w copy	\$1.00	
<del>18 x 24 b&amp;w copy</del>	<del>\$1.00</del>	Remove
<del>24 x 36 b&amp;w copy</del>	<del>\$2.00</del>	Remove
<b>911 Communications Department</b>		
E911 surcharge	\$2.00	
<b>Purchasing</b>		
Contract award appeal (refundable if appellant prevails)	\$300.00	
<b>River Center *</b>		
<del>Floodplain permit (staff)</del>	<del>\$50.00</del>	Remove
<del>Staff Permit Floodplain development permit (staff)</del>	<del>\$50.00</del>	Language Change
Floodway development permit (staff)	\$300.00	Language Change
<del>Floodplain variance (PC)</del>	<del>\$300.00</del>	Remove
<del>Habitat protection permit (staff)</del>	<del>\$50.00</del>	Remove
<del>Habitat protection prior existing permit (staff)</del>	<del>\$50.00</del>	Remove
Habitat protection limited commercial permit (PC)	\$300.00	
Habitat protection conditional use permit (PC)	\$300.00	
<del>Habitat protection variance (PC)</del>	<del>\$300.00</del>	Remove
Conference room rental (rate for full day, partial days will be prorated)	\$175.00	
* If a project requires more than one borough River Center Department permit then		
<b>Roads</b>		
Encroachment Permit, upon approval of application	\$100.00	
Road Improvement district application fee (RIAD)		
Assessed value \$2 million or less	\$1,000.00	
Assessed value greater than \$2 million up to \$3 million	\$1,400.00	
Assessed value greater than \$3 million up to \$4 million	\$1,800.00	
Assessed value greater than \$4 million up to \$5 million	\$2,200.00	
Assessed value greater than \$5 million	\$2,200 plus \$400 for each add'l million	
Road Improvement district administration fee, included in the total cost of the project	\$6,000 plus \$70 per parcel	
Enforcement fees added via ordinance 2020-32 on 6/16/2020:		
Vehicle towing	actual cost	
Impound fee (per day up to a maximum of 30 days)	\$25.00/day	
Administrative fee (DMV search, certified mail, advertising)	\$35.00 per vehicle owner/lienholder	
Disposal fee	\$300.00	
<b>Solid Waste</b>		
Non commercial waste (residential)		
Asbestos (1 ton minimum charge)	\$200.00 per ton	
Automobiles	\$200.00 per vehicle, none allowed in Homer	
Household small batteries	No charge	
Trailers, RVs, Boats and Snow Machines	\$20.00 per foot	
Misc (animal carcasses, ashes, etc)	No charge	
Refrigerators and freezers	No charge	
Used oil (limits apply)	No charge	
Vehicle batteries (limits apply)	No charge	
Hazardous waste - 3 drums per year	No charge	
Fluorescent lamps and bulbs (limits apply)	No charge	
Cooking oil/grease, per gallon (maximum 5 gallons per month)	No charge	
Wood, brush, leaves, grass clippings, land clearing debris (No stumps or dirt allowed)	No charge	
Solid Waste Violation/Fine - Minor	\$100.00	
Solid Waste Violation/Fine - Major	\$500.00	

**Kenai Peninsula Borough**  
**Schedule of Rates, Charges and Fees**  
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**Solid Waste - Continued**

Commercial waste	
Bio Solids / Sewer Sludge	\$135.00 per ton
Solid waste	No Charge
Wastes generated outside of KPB	\$365.00 per ton
Asbestos (1 ton minimum charge)	\$200.00 per ton
Construction and demolition, tires, appliances, cardboard, metals, etc	
per ton	\$90 per ton, \$20 minimum
2-5 cubic yards	\$45.00
6-10 cubic yards	\$90.00
11-20 cubic yards	\$180.00
21-30 cubic yards	\$270.00
31-40 cubic yards	\$360.00
Wood, brush, leaves, grass clippings, land clearing debris (No stumps or dirt allowed)	
per ton	\$90 per ton, \$20 minimum
1 cubic yard	\$20.00
2-5 cubic yards	\$90.00
6-10 cubic yards	\$180.00
11-20 cubic yards	\$360.00
21-30 cubic yards	\$540.00
31-40 cubic yards	\$720.00
Acids/bases, liquid pesticides, etc. per gallon	\$30.00
Animal carcasses, ashes, etc per animal	\$5.00
Automobiles, per vehicle	\$200.00
Batteries, per pound	\$1.50
Empty drum, each	\$35.00
Fluorescent lamps and bulbs, each	\$0.52
Fuses and flares, per pound	\$30.00
Household appliances, per unit	\$20.00
Mercury, per pound	\$5.00
Oxidizers, per pound	\$60.00
Paint, solvent, fuel, oil, etc. per gallon	\$8.00
Solid pesticides, per pound	\$6.00
Solids or sludge, per gallon	\$12.00
Propane cylinders - small, 1 pound	\$3.00
Propane cylinders - large, 2-30 pound	\$30.00
Special waste, per ton (1 ton minimum charge)	\$135.00
Cooking oil/grease, per gallon	\$6.00
Commercial scale card, per additional card, 1st card per commercial account provided free (	\$4.00
Solid Waste Violation/Fine - Minor	\$100.00
Solid Waste Violation/Fine - Major	\$500.00

**North Peninsula Recreation**

Pool		
General admission	\$5.00	
General admission - Service Area member	no charge	
General admission - punch card (10 punches)	\$45.00	
General admission - Senior citizen (60+)	\$2.00	
General Admission - Youth (1-10yrs old)	\$4.00	
General Admission - Military (Military ID Required)	\$3.00	
General admission with water slide - service area—member	\$1.50	
Water Slide - non service area members	\$3.00	
General admission with water slide - service area member (20 punches)	\$20.00	
Pool Membership 1-Month with Waterslide	\$75.00	
Pool Memberships- Each Additional Immediate Family Member	\$30.00	
Group log rolling private rental	\$35 per hour	
Water fitness, per class	\$8.00	
Water fitness Senior (60+), per class	\$5.00	
Water fitness punch card (10 punches)	\$75.00	
Group swimming lessons	\$55.00	
Group swimming lessons, service area- members	\$50.00	
Swimming lessons, tiny tots	\$25.00	
Swimming lessons, semi-private	\$75.00	
Swimming lessons, private	\$150.00	
Pre-School Aquatic Play	\$2.00	
American Red Cross Lifeguard class	\$175.00	
<b>First Aid/CPR/AED Class</b>	\$55.00	<b>New Fee</b>
Instructed water safety classes for groups, per participant (in addition to admission)	\$3.00	
Base pool rental per hour (up to 30 people)	\$150.00	
Base pool rental per hour, service area member (up to 30 people)	\$100.00	
Additional people per hour (addition to base rate)		
31-70 people	\$25.00	
71-100 people	\$50.00	
100+ people	\$75.00	
Waterslide rental per hour, (in addition to pool rental)	\$75.00	
Waterslide rental per hour, service area-member (in addition to pool rental)	\$50.00	
Each additional 20 people	\$0.00	

**Kenai Peninsula Borough**  
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**North Peninsula Recreation - continued**

Birthday Swim Party - Service Area Member (includes dedicated party space for up to 15 swimmers and 5 spectators for 1 hour plus daily swim admission)	\$80.00	
Birthday Swim Party - Non Service Area Member (includes dedicated party space for up to 15 swimmers and 5 spectators for 1 hour plus daily swim admission)	\$100.00	
<b>Fitness Room &amp; Racquetball Courts</b>		
Fitness room	\$5.00	
Fitness room, punch card	\$45.00	
Fitness room service area member	\$3.00	
Fitness room service area member, punch card (10 punches)	\$30.00	
Fitness membership - 6 months - Service Area Member	\$135.00	
Fitness membership - 12 months - Service Area Member	\$255.00	
Family fitness membership - 6 months - Service Area (ages 12 & up)	\$250.00	
Family fitness membership - 12 months - Service Area (ages 12 & up)	\$475.00	
Fitness membership - 6 months	\$225.00	
Fitness membership - 12 months	\$425.00	
Racquetball courts per hour	\$9.00	
Racquetball courts per hour, service area member	\$6.00	
Wally ball per hour	\$12.00	
<b>Jason Peterson Memorial Ice Rink</b>		
Zammed ice per hour	\$60.00	
Practice rates for ice 1.5 hours (Nikiski teams, High school, USA hockey)	\$75.00	
Game 2 hours (with clock and zam between periods)	\$175.00	
Game 1.5 hours (with clock and no zam between periods)	\$100.00	
Open skate	no charge	
<b>Nikiski Community Recreation Center</b>		
Room Rentals-Class Room, Training Room, Multi-Purpose Room	\$30/hr or \$175/8hrs	
Room Rentals-Class Room, Training Room, Multi-Purpose Room w/Kitchen	\$50/hr or \$250/8 hrs	
Room Rentals-Banquet Hall, Gymnasium	\$50/hr \$250/8 hrs	
Room Rentals-Banquet Hall, Gymnasium w/Kitchen	\$70/hr or \$400/8 hrs	
Kitchen Rental (up to 4 hours)	\$75.00	
Alcohol Permit Fee for Rentals	\$200.00	
Alcohol Administration/Processing Fee	\$50.00	
Support, hourly (projector, sound system, computer)	\$25 flat rate	
Refundable Cleaning Deposit	\$100.00	
Gym floor covering (must provide labor)	\$100.00	
Dance floor	\$100.00	
Gym equipment	\$25.00	
Open Gym use, per participant	No Charge	
Open Gym use, family of 5+	No Charge	
Teen night, per participant	\$2.00	
Teen dance/events, per participant	\$2.00-\$5.00	
<del>Spin-f</del> Fitness class	\$8.00	Language Change
Senior fitness class (60+)	\$5.00	
<del>Spinning-f</del> Fitness class punch card (10 punches)	\$75.00	Language Change
Senior fitness (60+) punch card (10 punches)	\$45.00	
<del>Spinning fitness class punch card (5 punches)</del>	<del>\$22.50</del>	Remove
Arts n Craft class, per class (Youth)	\$3.00	
Arts n Craft class, per class (Adult)	\$10.00	
Full Swing Golf per hour (Monday-Saturday)	\$20.00	
<b>Summer-Camp</b> Camps		Title Change
Summer pass, eight weeks	\$300.00	
Summer pass, eight weeks (2nd child)	\$275.00	
Summer pass, eight weeks (3rd child+)	\$250.00	
4 Week Session	\$200.00	
Weekly Rate	\$75.00	
Daily rate	\$30.00	
1/2 Day Specialty Camps (Weekly)	\$40.00	
<b>After School Program (Service Area Members Only)</b>		
Per Day	No charge	
Per Month	No charge	
Annual	No charge	
<b>Sports Leagues</b>		
Service Area Member	\$50.00	
Non-Service Area Member	\$60.00	
Partnered Volunteered Organizations (Per Player)	\$35.00	

**Kenai Peninsula Borough**  
**Schedule of Rates, Charges and Fees**  
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**North Peninsula Recreation - continued**

Vendor Booth Fees		
Family Fun in the Midnight Sun Vendor-Profit	\$45.00	Language Change
Family Fun in the Midnight Sun Vendor-Non- Profit	\$35.00	
Family Fun in the Midnight Sun Vendor Electricity Hookup	\$5.00	
Craft Fairs Vendor	\$20.00	
<del>Craft Fairs Vendor with Tables</del> -Table Rental for Vendors	\$5.00	
Community Garage Sales	\$10.00	
Other		
Multi-Purpose Fields and Picnic Areas	No Charge	Language Change
Trail Systems-Poolside Trails & Nikiski Community Trails	No Charge	
Skate Park & Playgrounds	No Charge	
Limited Overnight Camping-Hockey Rink Parking Lot Only	\$10/night	
RV/Trailers Only-must be self-contained. No open fires.		
<del>Equipment</del> -Ice Skate rental (2 hours)	\$5.00	Language Change
Before or After Hours Staffing for Rental	\$35 per hour	

**North Peninsula Recreation - continued**

Point Of Sale Items	
Goggles (new)	\$7.00
Goggles (used)	\$2.00
Facemask (used)	\$5.00
Swim Caps	\$4.00
Swim Diapers (plastic)	\$3.00
Towel Rental	\$1.00
Swim Suit Rental	\$1.00
Snack Items Bagged (chips, pretzels, gummie snacks)	\$1.50
Snack Items Bars (Candy bars, protein bars, granola bars, nuts, and crackers)	\$1.75
Bottled Water	\$2.00
Bottled Sports Drink	\$2.25
Bottled Soda	\$2.50
Community events	
Various community events and special programs are offered throughout the year. Check the monthly calendar or contact NPRSA Staff to	
The North Peninsula Recreation Service Area accepts Visa and MasterCard. There is a 2.35% consumer processing fee for credit card	

**Seldovia Recreational Service Area**

Sea Otter Community Center		
Facility Rental, organization, free public or community education event up to 6 hours		10.00
Facility Rental, organization, free public or community education event 6-24 hours		20.00
Facility Rental, individual, free public or community education event		No Charge
Facility Rental, individual or organization, public or community education event charging fee	\$30 or 10% of sales whichever is less	
Cleaning fee (if applicable)		\$30 per hour
Facility Rental, Individual residing INSIDE the service area up to 6 hours		\$25.00
Facility Rental, Individual residing INSIDE the service area 6-24 hours		\$75.00
Facility Rental, Organization residing INSIDE the service area up to 6 hours		\$50.00
Facility Rental, Organization residing INSIDE the service area 6-24 hours		\$100.00
Facility Rental, Individual residing OUTSIDE the service area up to 6 hours		\$30.00
Facility Rental, Individual residing OUTSIDE the service area 6-24 hours		\$80.00
Facility Rental, Organization residing OUTSIDE the service area up to 6 hours		\$65.00
Facility Rental, Organization residing OUTSIDE the service area 6-24 hours		\$120.00
Basic dishes (dinner plate, bowl, dessert plate)		\$1.00 per set
60 piece silverware set (knife, fork, spoon, soup spoon, dessert fork)		\$.50 per set
Pint glasses		\$0.25
Glass beverage pitcher		\$1.00
Melamine Serving tray		\$0.50
Porcelain Serving platter		\$0.50
White chairs on cart (27 chairs)		\$.50 each
Dance Floor		\$1.00 per Sq Ft
Skate Sharpening		\$5.00
Please Note: the items above are included in the Facility Rental fee. If items above are rented for off site use the above fees apply plus a 50% of rental fee security deposit which will be returned upon safe return of the items. If item is damaged or broken the renter is responsible for full replacement as stated in the SOCC Inventory list.		
Other		
Equipment Rentals, including but not limited to, Pickleball, Tennis, Volleyball, Soccer, Badminton, Baseball, Softball, Tball, Football, Basketball, Disc Golf and light blocks.	\$5.00 per rental set (plus cost of item(s) if lost or damaged)	



## **CHART OF ACCOUNTS (FY2026)**

### **Personnel Services - 40XXX**

- 40110 Regular Wages:** Wages paid to budgeted staff.
- 40120 Temporary Wages:** Wages paid to temporary help.
- 40111 Special Pay:** Employee taxable commutes and contractual meals for emergency personnel.
- 40130 Overtime Wages:** Wages paid to regular staff for time exceeding 40 hours per week and wages paid to firemen and paramedics for holidays worked, overtime and double-time fire, additional meal allowances, and Fair Labor Standards Act settlement.
- 40131 FLSA Overtime Wages:** Wages paid to 56-hour employees for hours worked over the normal pay period threshold.
- 40210 FICA:** Federal Insurance Contributions Act. Social security payroll taxes.
- 40221 PERS:** Payment to the Public Employees Retirement System.
- 40321 Health Insurance:** Cost of health insurance for employees.
- 40322 Life Insurance:** Cost of life insurance for employees.
- 40410 Annual Leave:** Annual leave benefits.
- 40511 Other Benefits:** Other employee benefits including unemployment and flexible benefits program administrative fees.
- 40999 Interdepartmental Costs.** Payroll related costs charged between departments.

### **Supplies & Materials – 42XXX**

- 42020 Signage Supplies:** Supplies purchased for signs and installation of signs.
- 42021 Promotional Supplies:** Supplies purchases for the promotion of the Borough at various community functions. Mayor approval required.
- 42120 Computer Software:** Software purchased separately from computer hardware. To include software purchased and/or downloaded via the internet. Intellectual property includes the purchase of videos, patents or trademarks.
- 42210 Operating Supplies:** All operating type supplies, such as office supplies, institutional supplies, cleaning and sanitation supplies and general consumable supplies.

- 42220 Fire/Medical/Rescue Supplies:** All supplies purchased for the process of extinguishing fires, administering of medical attention by EMS personnel and performing rescue. This also includes promotional supplies for fire prevention.
- 42230 Fuel, Oil and Lubricants:** Gasoline/diesel used for the operations of vehicles or other machinery.
- 42250 Uniforms:** Clothing, boots and uniform purchases required for daily performance of job duties. Items should be specific to an individual, not to be placed in general use areas.
- 42263 Training Supplies:** Video tapes, fluids, manikins, slides/photos, drill constructing materials and provider cards.
- 42310 Repair & Maintenance Supplies:** All repair and maintenance type supplies, such as building materials and supplies, paint and painting supplies, plumbing supplies and electrical supplies. These items should be fully consumed during project or end up as a component in the final product.
- 42360 Motor Vehicle Supplies:** Repair/replacement parts and other supplies used to repair and maintain motorized vehicles and heavy equipment.
- 42410 Small Tools & Minor Equipment:** Small tools, minor machinery and equipment or furniture with a cost of less than \$1,000.00.
- 42960 Recreational Supplies:** Supplies used for recreational or fitness programs.

### **Services – 43XXX**

- 43006 Economic Development District:** Contacted services to the EDD.
- 43011 Contractual Services:** All contracted services, such as consulting services and other contract services.
- 43012 Audit Services:** Fees for annual audit of Borough and Service areas.
- 43014 Physical Examinations:** Cost for new employee and renewal physical examinations. To include physician, testing and lab fees.
- 43015 Water/Air Sample Testing:** Costs to administer water, air, soil and lead monitoring tests.
- 43017 Investment Portfolio Fees:** Fees paid to external investment advisors charged with

## **CHART OF ACCOUNTS (FY2026)**

investing borough funds.

**43019 Software Maintenance:** Period/reoccurring charges for software updates and enhancements; along with software support agreements.

**43021 Peninsula Promotion:** Services purchased for the promotion of the Borough at various community functions. Mayor approval required.

**43023 Kenai Peninsula College:** Funding provided to the Kenai Peninsula College for funding of post-secondary education.

**43026 Software Licensing:** Reoccurring subscription or license costs required for the use of software. This includes cloud based or subscription-based software where the license is not perpetual or permanent.

**43031 Litigation:** Fees paid for process server services, court and execution related costs.

**43034 Attorney Fees – Special Cases:** For the hiring of outside counsel in situations where a conflict of interest may exist.

**43036 Contractual Services – ARSSTC Fee:** Cost to cover the Alaska Remote Sellers Sales Tax Commission collection fee.

**43050 Solid Waste Fees:** Fees for the disposal of refuse.

**43095 Solid Waste Closure/Post-Closure:** Costs associated with closing out landfills and Post Closure and monitoring those landfills after closure.

**43100 Land Management Program Services:** Preliminary investigative site work prior to land acquisitions including title report, appraisal, soil investigation, site inspection, environmental review, and survey (for Land Management Division use only).

**43110 Communications:** Telephone and long-distance phone charges, data plans, satellite and other communication services.

**43140 Postage and Freight:** Stamps, certified mail, registered letters and cost of delivering purchases.

**43210 Transportation and Subsistence:** All transportation and subsistence, such as mileage, per diem, meals, airfare, hotels, cab fare, parking fees, baggage fees, and meeting allowance.

**43215 Travel Out of State – Assembly Members only:** Airfare, cab fare, hotel bills for travel out of state by Assembly members.

**43216 Travel in State – Assembly Members only:** Airfare, cab fare, hotel bills for travel in state by Assembly Members.

**43220 Car Allowance:** For those employees who receive car allowance.

**43260 Training:** All cost of educational, training, and developmental classes, seminars and courses. Cost of transportation to and from the event goes to 43210.

**43270 Employee Development:** Per employees' contract, Borough-related training through career development grants.

**43310 Advertising:** Newspaper and radio advertising.

**43410 Printing:** Costs of external printing of forms, including tax bills, letterhead and envelopes, assessment notices, pamphlets, booklets, etc.; printing paper, ink, and other printing machine supplies.

**43501 Medical/Dental/Vision Coverage:** Medical, dental and vision expenses for employees of the Borough, School District or services areas.

**43502 Medical Stop Loss Coverage (Internal Service Fund):** Funds for coverage purchase to limit plan payments to no more than \$200,000 per covered incident per year.

**43503 Healthcare Savings Account (Internal Service Fund):** Payments made for actual medical, dental, and vision claims by plan participants.

**43508 Worker's Compensation:** Premium for coverage on occupational injuries or illnesses.

**43510 Insurance and Litigation Fund Premiums:** Premiums paid to the Borough Self-insurance fund.

**43511 Fire and Extended Coverage (Internal Service Fund):** Cost for property, auto, boiler, and machinery premiums. Covers KPBSD, KPB and service area buildings and vehicles.

**43515 CGL Excess Liability (Internal Service Fund):** Cost of liability, excess liability, and crime insurance policies as well as loss control and rate stabilization.

**43519 Finance Officer Bond (Internal Service Fund):** Costs of bonds for KPB and KPBSD fiduciary officials, as required by State statutes.

**43520 Employee Bond:** Fidelity bonds for all Kenai Peninsula Borough and School district employees except for the Borough finance Director.

## **CHART OF ACCOUNTS (FY2026)**

**43521 Other Bonds:** Notaries fees

**43525 Travel Accident Coverage (Internal Service Fund):** Cost of the Travel Accident Insurance Policy.

**43528 Aviation Liability (Internal Service Fund):** Cost of liability insurance while traveling on chartered aircraft.

**43529 Other Miscellaneous Coverage (Internal Service Fund):** Cost for pollution liability, storage tank liability, professional medical liability, and mobile equipment liability policies.

**43530 Disability Coverage (Internal Service Fund):** Cost for supplemental volunteer fire fighter disability premium.

**43600 Project Management:** Fees charged by the Borough's Major Projects department for the management of capital projects.

**43610 Utilities:** Electricity, gas, water, sewer, heating fuel, trash removal.

**43720 Equipment Maintenance:** Maintenance of office and other equipment. Does not include maintenance of vehicles, buildings and grounds.

**43750 Vehicle Maintenance:** Repair and maintenance of motorized vehicles, heavy equipment and bailer equipment. To include all items that move on wheels or tracks.

**43764 Snow Removal (Maintenance Department):** Snow removal for all district facilities.

**43765 Security and Surveillance:** Services related to providing security and surveillance for all facilities.

**43780 Buildings and Grounds Maintenance:** All contracted repairs and maintenance. To also include sanding, snowplowing and sweeping.

**43810 Rents and Operating Leases:** Includes rents and operating lease payments on land, buildings, machinery, post office boxes and equipment.

**43812 Equipment Replacement Payments:** Rental payments to the Borough's Equipment Replacement Fund for equipment.

**43916 Equipment Depreciation (Internal Service Fund):** The Equipment Replacement Fund Policy requires assets of this fund be depreciated on a 7-to-15-year life cycle. Depreciation is the allowance provided for the reduction in value of the asset, usually by use or age.

**43920 Dues and Subscriptions:** Dues for professional organizations, re-certification cards; subscriptions to newspapers, magazines, trade journals, and publications.

**43931 Recording Fees:** Fees to record land sales and transfers of property.

**43932 Litigation Reports:** The purchase of title and other reports required in the real property tax collection process.

**43933 Collection Fees:** Escrow charges on payment contracts.

**43936 USAD Assessments:** Utility Special Assessment District - Assessment for Borough-owned properties.

**43951 Road Binding Treatment:** Dust control program on roads within the Roads Service Area system.

**43952 Road Maintenance:** Services purchase in the maintenance of all Borough maintained roads.

**43960 Recreational Program Expenses:** Services utilized in providing recreational services.

**43999 Contingency:** Amount for emergency or unexpected outflow of funds.

### **Services – 45XXX**

**45110 Land Sale Property Tax:** The payment of property taxes on land retained for ownership by the Borough's Land Trust Fund.

### **Debt Services – 44XXX**

**44010 Principal on Bonds:** Principal payments on bonds and note payables.

**44020 Interest and Fees on Debt:** Interest and fees on payments on bonds and note payables.

### **Capital Outlay – 48XXX**

**48110 Major Office Furniture:** Office furniture and furnishings costing \$5,000 or more (each item).

**48120 Major Office Equipment:** Includes copy machines, communication equipment, machines for sorting, batching, stamping or folding, etc., with a cost of \$5,000 or more (each item).

**48210 Major Communications Equipment:** Purchase of communications equipment costing more than \$5,000.

## **CHART OF ACCOUNTS (FY2026)**

**48310 Vehicles:** Automobile, trucks, ATV, Snow machines, etc. **DOES NOT** include emergency response vehicles.

**48311 Major Machinery and Equipment:** Purchase of machinery and equipment, with a cost of \$5,000 or more.

**48513 Major Recreational Equipment:** All recreational/physical fitness equipment with a cost of \$5,000 or more.

**48514 Major Fire Fighting/Rescue Equipment:** Purchase of firefighting and rescue equipment costing \$5,000 or more (each item).

**48515 Major Medical Equipment:** Purchase of medical equipment costing \$5,000 or more (each item).

**48516 Hospital Equipment:** Purchase of hospital equipment costing \$1,000 or more (each item.)

**48519 Training Equipment.** Purchase of training equipment (manikins, props etc.) costing more than \$5,000 each.

**48520 Storage/Buildings/Containers:** Purchase of storage containers/units costing more than \$5,000.

**48521 Playground Equipment:** Purchase of playground equipment costing more than \$5,000.

**48522 Surveillance Equipment:** Purchase of surveillance equipment costing more than \$5,000.

**48525 Major Computer Software and Intellectual Property:** Software purchased separately from computer hardware. To include software purchased and/or downloaded via the internet costing \$5,000 or more (each item). Intellectual property includes the purchase or lease of videos, patents or trademarks costing \$5,000 or more (each item).

**48610 Land Purchase:** Land purchases.

**48620 Building Purchase:** Buildings purchases.

**48630 Improvements Other Than Buildings:** Fences, parking lots, garage doors, lockers, bleachers, etc. costing over \$5,000.

**48710 Minor Office Equipment:** Capital office machines/equipment and communication equipment costing less than \$5,000 with a life of more than one year.

**48720 Minor Office Furniture:** Capital furniture, furnishings and cabinetry costing less than \$5,000 with a life of more than one year.

**48740 Minor Machinery and Equipment:** Machinery and equipment costing less than \$5,000 with a life of more than one year.

**48750 Minor Medical Equipment:** Medical equipment costing less than \$5,000 with a life of more than one year.

**48755 Minor Recreation Equipment:** Fitness equipment (Recreational/Physical) costing less than \$5,000 with a life of more than one year.

**48760 Minor Fire Fighting/Rescue Equipment:** Firefighting equipment and rescue equipment costing less than \$5,000, with a life of more than one year.

**48770 Minor Improvements Other Than Buildings:** Flag poles, fences, or other improvements on borough property costing less than \$5,000

### **Services – 49XXX**

**49101 Construction:** Costs associated with new construction or major remodel.

**49102 Site Work:** Costs associated with site work prior to construction.

**49125 Remodel:** Office renovations.

**49311 Design Services:** Professional engineering or architectural design services.

**49424 Surveying:** Survey costs on new construction.

**49433 Plan Reviews:** Fees paid for the review of plans for compliance with fire and building codes.

### **Transfers – 50XXX**

**50\*\*\* Interfund Transfers:** Transfer of funds from one fund to another. \*\*\* denotes receiving fund number.

### **Interdepartmental Charges – 6XXXX**

**60000 - 60003 Charges (To) From Other Depts.:** Interdepartmental charges.

**60004 Mileage Ticket Credits:** Offset of travel costs charged to department operating funds.

**61990 Admin. Service Fee:** Fees charged to cover portion of costs associated with providing general government services.

## **GLOSSARY OF KEY TERMS**

**Accrual Basis** – The basis of accounting under which the financial effects of a transaction and other events and circumstances that have cash consequences for the governmental entity are recorded in the period in which those transactions, events, and circumstances occur rather than only in the periods in which cash is received or paid by the entity.

**Adopted Budget** – Refers to the budget amounts as originally approved by the Kenai Peninsula Borough Assembly at the beginning of the fiscal year and also to the budget document which consolidates all beginning-of-the-year operating appropriations and new capital project appropriations.

**Annual Budget** – A budget developed and enacted to apply to a single fiscal year.

**Annual Comprehensive Financial Report (ACFR)** – The official annual report of a government. It includes: (a) the five combined financial statements in the combined statement-overview and their related notes and (b) combining statements by fund type and individual fund and account group financial statements prepared in conformity with GAAP, and organized into a financial report pyramid. It also includes support schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, required supplementary information, extensive introductory material, and detailed statistical sections.

**Appraise** – To estimate the value of something, particularly the value of property. If the property is valued for taxations, the narrower term "assess" is substituted.

**Appropriation Ordinance** – The official enactment by the Borough Assembly establishing the legal authority for the Borough administrative staff to obligate and expend resources.

**Assess** – To establish an official property value for taxation.

**Assessed Valuation** – The valuation set upon all real and personal property in the Borough that is used as a basis for levying taxes. Tax-exempt property is excluded from the assessable base.

**Assessment Roll** – With real property, the official list contains the legal description of each parcel of property and its assessed valuation, as well as the name and address of the last known owner. With personal property, the assessment roll contains the name and address of the owner, a description of the personal property, and its assessed value.

**Audit** – A systematic collection of the sufficient, competent evidential matter needed to attest to the fairness of management's assertions in the financial statements; or to evaluate whether management has efficiently and effectively carried out its responsibilities. The auditor obtains this evidential matter through inspections, observation, inquiries, and confirmations with third parties.

**Automatic Aid** – A plan developed between two or more fire departments for immediate joint response on first alarms. Defines the area of response and what will respond including initial response, vehicle, and manning.

**Available Fund Balance** – The difference between fund assets and fund liabilities of governmental and proprietary fund types that is not reserved for specific purposes.

**Basis of Accounting** – A term used to refer to when revenues, expenditures, expenses, and transfers (and the related assets and liabilities) are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made regardless of the nature of the measurement, on either the cash or accrual method.

**Bond** – Most often, a written promise to pay a specified sum of money, called the par value or principal, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The difference between a note and bond is that the latter is issued for a longer period and requires greater legal formality.

**Bond Ordinance** – An ordinance authorizing a bond issue.

**Budget** – A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Sometimes the term "budget" designates the financial plan presented to the appropriating governing body for adoption; and sometimes, the plan finally approved by that body.

**Budgetary Control** – The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

## **GLOSSARY OF KEY TERMS**

**Budget Document** – The official written statement prepared by the Borough's administrative staff to present a comprehensive financial program to the Borough Assembly. The first part provides overview information, together with a message from the budget-making authority, and a summary of the proposed expenditures and the means of financing them. The second part consists of schedules supporting the summary. These schedules show in detail the past years' actual revenues, expenditures, and other data used in making the estimates. The third part is composed of personnel and salary schedules, the chart of accounts, and a glossary.

**Capital Improvement Plan** – A plan that identifies: (a) all capital improvements which are proposed to be undertaken during a five to nine fiscal year period; (b) the cost estimate for each improvement; (c) the method of financing each improvement; and (d) the recommended time schedule for each project.

**Capital Projects** – Projects which purchase or construct fixed assets. Typically, a capital project encompasses a purchase of land and/or the construction of a building or facility.

**Capital Projects Funds** – Funds established to account for financial resources to be used for the acquisition or construction of major capital facilities (other than proprietary and trust funds).

**Component Unit** – A separate governmental unit, agency, or nonprofit corporation that is combined with other component units to constitute the reporting entity in conformity with GAAP.

**Contingency** – Those funds included in the budget for the purpose of providing a means to cover minor unexpected costs during the budget year.

**Contractual Services** – Items of expenditure from services the Borough receives primarily from an outside company.

**Debt Service Funds** – Funds established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest that resulted from the issuance of bonds.

**Deficit** – The excess of expenditures over revenues during an accounting period, or in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

**Department** – The Borough administration is divided into departments. While a department may refer to a single activity, it usually indicates a grouping of related activities.

**Depreciation** – In accounting for depreciation, the cost of a fixed asset, less any salvage value, is prorated over the estimated service life of the asset. Each period is charged with a portion of the cost. Through this process, the entire cost of the asset less the salvage value is ultimately charged off as an expense.

**Division** – A major organization unit within a department. Usually, divisions are responsible for carrying out a major component of the department.

**Employee Benefits** – Contributions made by the Borough to designated funds to meet commitments or obligations for employee fringe benefits. Included is the Borough's share of costs for Social Security and the various pension, medical, and life insurance plans.

**Encumbrances** – Commitments related to unperformed contracts, in the form of purchase orders or contracts, for goods or services. Used in budgeting, encumbrances are not expenditures or liabilities, but represent the estimated expenditure amount that will result if unperformed contracts in process are completed.

**Enterprise Fund** – A proprietary fund established to account for operations that are financed and operated in a manner similar to private business enterprises. In this case, the intent of the governing body is that the expenses, including depreciation of providing goods and services to the general public on a continuing basis, be financed or recovered primarily through user charges. Included in this category are two hospitals.

**Expenditures** – Decreases in net financial resources. Expenditures include current operating expenses requiring the present or future use of net current assets, debt service and capital outlays, and inter-governmental grants, entitlements, and shared revenues.

**Expenses** – Outflows or other using up of assets or incurrence of liabilities (or a combination of both) from delivering or producing goods, rendering services, or carrying out other activities that constitute the entity's ongoing major or central operations.

**Fiduciary Fund Types** – The trust and agency funds used to account for assets held by a government unit in a trustee capacity or an agent for individuals, private organizations, other government units, and/or other funds.

**Financial Resources** – Cash and other assets that, in the normal course of operations, will become cash.

## **GLOSSARY OF KEY TERMS**

**Fiscal Year** – The twelve-month period to which the annual operating budget applies, and at the end of which a government determines the financial position and results of its operations. The Borough's fiscal year extends from July 1 to the following June 30.

**Fixed Assets** – Long-lived tangible assets obtained or controlled as a result of past transactions, events, or circumstances. Fixed assets include buildings, equipment, and improvements other than buildings and land.

**Foreclosure** – The seizure of property as payment for delinquent tax. Ordinarily, property foreclosed is sold to liquidate delinquent tax, but on occasion governments retain possession for their own needs.

**Function** – A group of related activities aimed at accomplishing a major service for which a government is responsible.

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts in which cash and/or other financial resources, all related liabilities, residual equities or balances, and changes therein are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Balance** – The difference between fund assets and fund liabilities of governmental and similar trust funds.

**Fund Balance Appropriated** – The amount of fund balance budgeted as a revenue source.

**Fund Categories** – Funds used in governmental accounting are classified into three broad categories: governmental, proprietary, and fiduciary.

**Fund Type** – The three broad fund categories of governmental accounting are subdivided into seven fund types. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and fiduciary.

**General Fund** – A type of governmental fund used to account for revenues and expenditures for regular day-to-day operations of the Borough, including the School District, which is not accounted for in specific purpose funds. The primary sources of revenue for this fund are local taxes and federal and State revenues.

**Generally Accepted Accounting Principles (GAAP)** – Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules, and procedures

necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general applications, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

**Governmental Fund Types** – Funds used to account for the acquisition, use of, and balances of expendable financial resources and the related current liabilities - except those accounted for in the proprietary funds and fiduciary fund. Under current GAAP, there are four governmental fund types: general, special revenue, debt service, and capital projects.

**Grants** – Contributions or gifts of cash or other assets from another government or other organization to be used for a specified purpose, activity, or facility. Typically, these contributions are made to local governments from the state and federal governments.

**Interfund Transfers** – Amounts transferred from one fund to another fund. This includes reimbursements, residual equity transfers, and operating transfers.

**Intergovernmental Revenues** – Revenues from other governments in the form of grants, entitlements, shared revenues, or payments in lieu of taxes.

**Internal Service Fund** – A proprietary fund type used to account for the financing of goods or services provided by one department of a government to other departments.

**Investment** – Securities held for the production of income in the form of interest in compliance with the policies set out by the Borough code of ordinances.

**Landfill Closure/Post-Closure** – Funds used for municipal solid waste landfill closure and post-closure care costs that are required to be incurred by federal, State, or local laws and regulations.

**Levy** – To impose taxes, special assessments, or service charges for the support of government activities. Also used to denote the total amount of taxes, special assessments, or service charges imposed by a government.

**Liabilities** – Debt or other legal obligations arising from present obligations of a particular entity, to transfer assets or provide services to other entities in the future as a result of past transactions or events.

## **GLOSSARY OF KEY TERMS**

**Measurement Focus** – The accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported there, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

**Mill** – A measure of the rate of property taxation, representing one one-thousandth of a dollar of assessed value.

**Mill Rate** – The tax rate on property, based on mill(s). A rate of 1 mill applied to a taxable value of \$100,000 would yield \$100 in tax.

**Modified Accrual Basis of Accounting** – A basis of accounting in which revenues and other financial resources are recognized when they become susceptible to accrual, that is when they are both "measurable" and "available to finance expenditures of the current period." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds, and agency funds are accounted for using the modified accrual basis of accounting.

**Mutual Aid** – Reciprocal assistance by emergency services under a prearranged plan. Not an automatic response, but a requested response. Request identifies resources requested and manning. Does not need to be a defined area but generally is between adjacent entities or those relatively close in proximity to each other.

**Non-Departmental** – Refers to a group of governmental activities, which are not associated with and cannot be allocated to any particular department.

**Ordinance** – A formal legislative enactment by the legislative body which, if not in conflict with any higher form of law, has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**Other Financing Sources** – Increase in current financial resources that is reported separately from revenues to avoid distorting revenue trends. Governmental funding includes general long-term debt proceeds, land lease payments, land sale payments, proceeds from the sale of fixed assets, operating transfers in, service charges, and fees for governmental services.

**Performance Measures** – Specific quantitative productivity measures of work performed within an activity or program. Also, a specific quantitative measure of results obtained through a program or activity.

**Personnel Services** – Items of expenditures in the operating budget for salaries and wages paid for services performed by Borough employees, including employee benefit costs such as the Borough's contribution for retirement, Social Security, and health & life insurance.

**Program** – Group activities, operations, or organizational units directed to attaining specific purposes or objectives.

**Property Tax** – A tax levied on the assessed value of property.

**Proprietary Funds** – A type of fund that accounts for governmental operations that are financed and operated in a manner similar to private business enterprises. Proprietary fund types used by the Borough include the enterprise and internal service funds.

**Purchase Order** – A document authorizing the delivery of specified merchandise or the rendering of certain services for a stated estimated price. Outstanding purchase orders at the end of the fiscal year are called encumbrances.

**Replacement Cost** – The amount of cash or other consideration that would be required today to obtain the same asset or its equivalent.

**Retained Earnings** – An equity account reflecting the accumulated earning of an enterprise or internal service fund.

**Revenue** – Increases in the net current assets of a governmental fund type other than expenditure refunds and residual equity transfers. General long-term debt proceeds and operating transfers are classified as 'other financing sources' rather than as revenues. Increases in the net total assets of a proprietary fund type other than expense refunds, capital contributions, and residual equity transfers. Operating transfers, as in governmental fund types, are classified separately from revenues.



## **GLOSSARY OF KEY TERMS**

**SaaS (Software as a service)** – A way of delivering and licensing software that is accessed online via cloud rather than bought and installed on a computer.

**Sales Tax** – State legislation allows local governments to levy a sales tax on retail sales in its jurisdiction. The Borough currently levies and collects 3% on all taxable retail sales and also collects 3% sales tax on behalf of the cities located within the Borough.

**Self-Insurance** – The retention by an entity of a risk of loss arising out of the ownership of property or from some other cause, instead of transferring that risk to an independent third party through the purchase of an insurance policy. It is sometimes accompanied by the setting aside of assets to fund any related losses.

**Single Audit** – An audit performed in accordance with the Single Audit Act of 1984 and the Office of Management and Budget (OMB) Circular A-128, Audits of State and Local Governments. The Single Audit Act allows or requires governments (depending on the amount of federal assistance received) to have one audit performed to meet the needs of all federal grantor agencies.

**Special Revenue Fund** – A fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditure for specified purposes.

**Tax Levy** – The total dollar amount of tax that optimally should be collected based on tax rates and assessed values of personal and real properties.

## Acronyms

### A-B

<b>AAAO</b>	Alaska Association of Assessing Officers
<b>AAMC</b>	Alaska Association of Municipal Clerks
<b>ACA</b>	Affordable Care Act
<b>ACLS</b>	Advanced Cardiac Life Support
<b>ADA</b>	Americans with Disabilities Act
<b>ADL</b>	Alaska Division of Lands
<b>ADEC</b>	Alaska Dept of Environmental Conservation
<b>ADNR</b>	Alaska Dept of Natural Resources
<b>AGFOA</b>	Alaska Government Finance Officers Association
<b>AKDOT/PF</b>	Alaska Dept of Transportation/Public Facilities
<b>AK-CESCL</b>	Alaska Certified Erosion & Sediment Control Lead
<b>ALMR</b>	Alaska Land Mobile Radio
<b>AML</b>	Alaska Municipal League
<b>APA</b>	American Planning Association
<b>BLM</b>	Bureau of Land Management
<b>BOA</b>	Board of Adjustments
<b>BOE</b>	Board of Equalization

### C-D

<b>CBA</b>	Collective Bargaining Agreement
<b>CES</b>	Central Emergency Services
<b>CESCL</b>	Certified Erosion & Sediment Control Lead
<b>CIP</b>	Capital Improvement Projects
<b>CIRCAC</b>	Cook Inlet Regional Citizens Advisory Council
<b>CLAPC</b>	Cooper Landing Advisory Planning Commission
<b>CPGH</b>	Central Peninsula General Hospital
<b>CPEMSA</b>	Central Peninsula Emergency Medical Service Area
<b>DEPT(S)</b>	Department(s)

### E-F

<b>EDD</b>	Economic Development District
<b>EMS</b>	Emergency Medical Services
<b>EMT</b>	Emergency Medical Technician
<b>EOC</b>	Emergency Operation Center
<b>EPA</b>	Environmental Protection Agency
<b>EPHESA</b>	Eastern Peninsula Highway Emergency Service Area
<b>ETT</b>	Emergency Trauma Technician
<b>FEMA</b>	Federal Emergency Management Agency
<b>FY</b>	Fiscal Year

### G

<b>GAAP</b>	Generally Accepted Accounting Principles
<b>GASB</b>	Governmental Accounting Standards Board
<b>GFOA</b>	Government Finance Officers Association
<b>GIS</b>	Geographic Information Systems
<b>GRM</b>	Government Revenue Management

### H-I-J

<b>HBF</b>	Homer Baling Facility
<b>HEA</b>	Homer Electric Association
<b>HR</b>	Human Resources
<b>IAAO</b>	International Association of Assessing Officers
<b>IIMC</b>	International Institute of Municipal Clerks
<b>IRWA</b>	International Right-of-Way Association
<b>IT</b>	Information Technology Dept

### K-L

<b>KES</b>	Kachemak Emergency Services
<b>KPB</b>	Kenai Peninsula Borough
<b>KPTMC</b>	Kenai Peninsula Tourism Marketing Council
<b>LEPC</b>	Local Emergency Planning Committee
<b>LNG</b>	Liquid Natural Gas
<b>LTIF</b>	Land Trust Investment Fund

### M-N

<b>MATSU</b>	Matanuska-Susitna Borough
<b>MOA</b>	Memorandum of Agreement
<b>NACO</b>	National Association of Counties
<b>NFSA</b>	Nikiski Fire Service Area
<b>NPRSA</b>	North Peninsula Recreation Service Area

### O-P

<b>OEM</b>	Office of Emergency Management
<b>PACS</b>	Picture Archiving and Communication System
<b>PALS</b>	Pediatric Advanced Life Support
<b>PERS</b>	Public Employees Retirement System
<b>POMV</b>	Percentage of Market Value

### Q-R

<b>RIAD</b>	Road Improvement Assessment District
<b>RIM</b>	Records and Information Management
<b>RC</b>	River Center
<b>ROW</b>	Right-of-Way

### S-T

<b>SaaS</b>	Software as a service
<b>SBA</b>	Small Business Administration
<b>SBCFSA</b>	Seward Bear Creek Flood Service Area
<b>SCBA</b>	Self-contained breathing apparatus
<b>SOCC</b>	Sea Otter Community Center
<b>SPH</b>	South Peninsula Hospital
<b>SWANA</b>	Solid Waste Association of North America
<b>TFR</b>	Transfer

### U-Z

<b>USDA</b>	United States Dept of Agriculture
<b>USGS</b>	United States Geological Survey
<b>WESA</b>	Western Emergency Service Area
<b>WSI</b>	Water Safety Instructor (Certified)
<b>VFA</b>	Volunteer Fire Assistance

## **Tax Exemptions**

**\$10,000 Volunteer Firefighter/EMS Provider** – Exempts \$10,000 of assessed value of the home of an active volunteer firefighter or EMS provider. Maximum of 2 per household allowed. This exemption is also recognized by the cities of Soldotna, Seward, Homer, and Kachemak.

**Homeowner** – Available to any Borough resident who owns their own home and occupies it as their permanent place of residence. The exemption is a maximum of \$50,000 assessed value of the home and the land on which it sits. The cities of Kenai, Soldotna, Seward, and Seldovia do not recognize this exemption; the City of Homer recognizes a \$20,000 exemption.

**\$100,000 Personal Property** – Exempts the first \$100,000 of personal property owned by a taxpayer, excluding motor vehicles, aircraft, and watercraft.

**\$300,000 Senior Citizen** – Available to any Borough resident who is at least 65 years old, owns and occupies their home as their primary residence and permanent place of abode, and qualifies for a PFD. The State exempts up to \$150,000 of their total assessment. The Borough exempts an additional \$150,000. If a senior citizen lives inside city boundaries, the city only recognizes the exemption to \$150,000 value. The amount of exemption is proportional to the seniors' ownership and/or use of the property.

**Farm Deferral** – Mandated by the State of Alaska, this deferral is available to people who sell at least \$2,500 of agricultural products produced from the land, submit an IRS Schedule F (Form 1040), and must apply annually by May 15th. Qualifying property shall be assessed on the basis of full and true value for farm use.

**ANCSA Native** – Exempts property deeded to Alaskan native corporations under the Alaska Native Claims Settlement Act.

**Cemetery** – Exempts properties owned by a non-profit entity and used exclusively for cemetery purposes.

**Charitable** – Exempts properties owned by non-profit organizations that are used exclusively for charitable purposes.

**Community Purpose** – Exempts property of an organization not organized for business or profit-making purposes and used exclusively for community purposes.

**Conservation Easement Deferral** – To secure this deferral, the property owner of land subject to a conservation easement created under AS 34.17 must apply annually by May 15th. The Assessor shall maintain records valuing the land for both full and true value and value subject to the easement.

**Disabled Resident** – Available to any disabled resident who has been determined to be totally disabled by the US Social Security Program or other government alternative to Social Security. Qualified applicants receive a tax credit up to \$500 of Borough tax and \$250 of City of Kenai tax.

**Disabled Veteran** – Granted to honorably discharged veterans of the US armed forces who have a service-connected disability rating of 50% or more. The State exempts up to \$150,000 of their total assessment. The Borough and the City of Soldotna exempt the remainder. If a disabled veteran lives inside city boundaries, the city (except City of Soldotna) only recognizes the exemption to the \$150,000 value. The amount of exemption is proportional to the veteran's ownership and/or use of the property, up to the full value of the property.

**Economic Development Property** – Exempts up to 50% of the assessed value (general fund levy only) of property that is used for economic development for 5 years (effective FY2020).

**Electrical Cooperative** – Exempts property held by electricity producing cooperatives.

**Government** – Completely exempts all city, Borough, State, and federal properties from taxation.

**Habitat Protection** – Provides tax credits as partial reimbursement for habitat protection and restoration project expenses to promote the health of designated anadromous waters within the Borough. The credits are for one half of the tax on land for 3 years following completion of the approved project or until all costs are recovered, whichever comes first.

**Hospital** – Exempts properties owned by nonprofit organizations and used exclusively for hospital purposes.

**Housing Authority** – Granted in accordance with rules governing the Housing and Urban Development Authority and subject to a Cooperation Agreement with the Borough.

## **Tax Exemptions**

**Mental Health Trust** – Exempts Mental Health Trust property from taxation as a branch of State government.

**Multi-Purpose Senior Center** – Exempts a parcel which has a multi-purpose senior center developed and operated by a nonprofit corporation.

**Native Allotment** – BIA holds in trust and issues to native individuals a restricted deed for homestead purposes, which expressly states that the land is inalienable and nontaxable until otherwise provided by Congress.

**Religious** – Exempts properties owned by non-profit organizations that are used exclusively for non-profit religious purposes.

**River Restoration and Rehabilitation** – Exempts all or part of the improvement value for 4 years when the improvement meets the criteria defined for habitat

protection and restoration along the river.

**Educational** – Exempts property owned by non-profit entities and used exclusively for non-profit educational purposes.

**Vessel Exclusion** – Vessels having a homeport location outside the Borough, but which are brought into the Borough solely for lay-up or repair, are not deemed to have established taxable situs. This exclusion does not apply to city tax.

**Armed Forces Organization** – Exempts property of a non-business organization or its auxiliary composed entirely of persons with 90 days or more of active service in the armed services of the United States.

**University** – Exempts property owned by the University of Alaska as a branch of State government.

## **Miscellaneous Demographics**

### **Area**

24,750 square miles. The Kenai Peninsula Borough (KPB) lies directly south of Anchorage, the State's principal population center. The waters of the Gulf of Alaska and Prince William Sound border the borough on the south and east with the dramatic Chigmit Mountains of the Alaska Range rimming the borough to the west. The Cook Inlet divides the borough into two land masses. The peninsula itself encompasses 99 percent of the borough's population and most of the development. The Kenai Mountains run north and south through the peninsula, contrasting to the lowlands lying to their west. The west side of the Inlet is sparsely inhabited, with the village of Tyonek being the largest populated settlement. The boundaries of the borough encompass a total of 24,750 square miles, of which 16,000 square miles are land and fresh water. In comparison, the total land mass of the borough equals that of Massachusetts and New Jersey combined. However, the total borough population is less than 1/260th of that same area.

### **Population**

The Alaska Department of Labor & Workforce Development (AK DOL & WD) prepares annual population estimates for Alaska. Estimates include Armed Forces member serving in Alaska, but excludes seasonal populations. The KPB's population as of January 2025 is estimated at 61,350, a 4.3% increase from the 2020 Census.

### **Median Age**

The KPB's median age was 41.4 years as of the 2020 census; as of July 2024 estimates, KPB's median age is 43.6. Alaska's median age for this same estimate was 37.4 years while the U.S. was 39.2.

### **Median Income**

The most current information on median income from the State of Alaska DOL & WD is for 2023, when the Alaska per capita personal income was \$67,956 and the KPB per capita personal income was \$59,196, while the U.S. per capita personal income was \$72,360.

### **Unemployment Rate**

The KPB's annual average employment data for calendar year 2024 is as follows: average labor force 27,543; average number employed 26,127; the average number unemployed 1,416 for an unemployment rate of 5.15%. The average unemployment rate is a better indication of the economy due to the vast number of seasonal employment.

<b>Calendar Year</b>	<b>Average labor force</b>	<b>Average number employed</b>	<b>Average unemployed</b>	<b>Unemployment rate</b>
2022	27,944	26,624	1,320	4.77%
2023	28,170	26,841	1,329	4.74%
2024	27,543	26,127	1,416	5.15%

### **Education**

The Kenai Peninsula Borough School District consists of 42 schools in a variety of configurations: There are 42 schools; estimated enrollment for FY26 is 8,125 students, operated in 21 communities ranging in size from approximately 10 students to some with more than 500. Our communities are culturally diverse, including three Native communities, and four Russian-speaking communities. We have urban schools as well as remote, with some locations accessible only by air or boat. Schools on the peninsula can be found in almost any conceivable formation serving pre-kindergarten through 12th grades. In addition to the public school system, several private schools operate within the KPB. Four of these schools provide K-12 education while the others provide services to students ranging from pre-school through eighth grade. Post secondary education opportunities include the Kenai Peninsula College, which has three campuses in the Borough and operates as part of the University of Alaska System. The campuses are located in the central region near Soldotna, the Southern region in Homer and on the east side of the peninsula in Seward. The Alaska Vocational-Technical Center, located in Seward, also offers post-secondary training with a focus on industrial, technical and nursing curriculums.

**Kenai Peninsula Borough**  
Property Tax Rates  
Direct and Overlapping Governments  
Last Ten Fiscal Years

Fiscal Year	Borough wide		Overlapping Rates (2)											
	General Fund		City of Homer		City of Kachemak		City of Kenai		City of Seldovia		City of Seward		City of Soldotna	
	Maximum rate (1)	Approved rate (1)	Operating Districts (4)	Special Districts (3)	Operating Districts (4)	Special Districts (3)	Operating Districts (4)	Special Districts (3)	Operating Districts (4)	Special Districts (3)	Operating Districts (4)	Special Districts (3)	Operating Districts (4)	Special Districts (3)
2015	8.33	4.50	4.50	2.30	1.00	2.30	4.35	0.01	4.60	0.75	3.12	0.75	0.50	2.66
2016	8.17	4.50	4.50	2.30	1.00	2.30	4.35	0.01	4.60	0.75	3.12	0.75	0.50	2.66
2017	8.29	4.50	4.50	2.30	1.00	2.30	4.35	0.01	7.50	0.75	3.12	0.75	0.50	2.73
2018	8.30	4.50	4.50	2.30	1.00	2.30	4.35	0.01	7.50	0.75	3.12	0.75	0.50	2.61
2019	8.30	4.70	4.50	2.30	1.00	2.30	4.35	0.01	7.50	0.75	3.84	0.75	0.50	2.86
2020	8.45	4.70	4.50	2.24	1.00	2.30	4.35	0.01	7.50	0.75	3.84	0.75	0.50	2.86
2021	8.56	4.70	4.50	2.24	2.00	2.24	4.35	0.01	7.50	0.75	3.84	0.75	0.50	2.86
2022	8.40	4.70	4.50	2.24	2.00	2.24	4.35	0.01	7.50	0.75	3.84	0.75	0.50	2.86
2023	8.40	4.50	4.50	2.24	2.00	2.24	4.35	0.01	7.50	0.75	3.84	0.75	0.50	2.86
2024	8.69	4.30	4.50	1.46	1.75	1.46	4.35	0.01	7.50	0.75	3.84	1.00	0.50	3.22

(1) The Borough's General Fund maximum mill rate and approved rate.

(2) Overlapping rates are those of the first class cities located within the Borough. The mill rates shown consist of two components: the mill rate for the operating entity and the mill rate for special districts, which include fire and emergency response, higher education, and local support for hospitals.

**Sources:**

(3) Data provided from Kenai Peninsula Borough's resolution approving the mill rates for each respective year.

(4) Data provided by the City Clerk's Office for each respective City.

**Kenai Peninsula Borough**  
Ratios of Outstanding Debt by Type and Per Capita  
Last Ten Fiscal Years

Governmental Activities						
Fiscal Year	General Obligation Bonds (Area-Wide) (Net of Premiums/ Discounts/ Adjustments)	General Obligation Bonds (Service Area) (Net of Premiums/ Discounts/ Adjustments)	Leases and IT Subscription Liabilities (Area-Wide) (5)	Leases and IT Subscription Liabilities (Service Area) (5)	Total	Debt as a Percentage of Estimated Actual Value of Taxable Property (4) (Area- Wide)
2015	44,631,585	3,102,979	-	-	47,734,564	0.61%
2016	41,928,618	5,671,350	-	-	47,599,968	0.58%
2017	45,138,506	5,367,557	-	-	50,506,063	0.58%
2018	41,706,478	4,978,766	-	-	46,685,244	0.51%
2019	38,159,450	4,569,975	-	-	42,729,425	0.46%
2020	33,949,621	5,624,485	-	-	39,574,106	0.42%
2021	31,199,379	5,092,289	-	-	36,291,668	0.38%
2022	27,044,501	4,528,448	-	58,961	31,631,910	0.33%
2023	56,873,977	20,408,793	173,072	43,594	77,499,436	0.76%
2024	53,417,253	19,315,149	189,416	63,487	72,985,305	0.66%

Debt Per Capita (1)(2)

Service Areas						
Fiscal Year	Debt as a Percentage of Total Personal Income (3)	Area-Wide	Central Emergency Services Service Area	Bear Creek Fire Service Area	Western Emergency Services Service Area	Nikiski Fire Department Service Area
2015	1.60%	781	68	744	-	-
2016	1.56%	726	158	714	-	-
2017	1.70%	777	150	685	-	-
2018	1.57%	719	138	656	-	-
2019	1.40%	653	126	623	-	-
2020	1.24%	579	168	590	-	-
2021	1.09%	529	152	610	-	-
2022	0.90%	459	135	564	2	9
2023	2.20%	948	721	519	-	7
2024	1.96%	880	689	470	-	6

Note: Details regarding the Borough's outstanding debt can be found in the notes to the financial statements.

- (1) Other Governmental Fund-type debt is for the Central Emergency Services Service Area, Bear Creek Fire Service Area, Western Emergency Services Service Area and Nikiski Fire Department Service Area is debt of the Service Area and not the Primary Government.
- (2) Due to overlapping taxing jurisdictions, the Debt Per Capita of the Area-Wide must be combined with each overlapping Service Area to determine the total Debt Per Capita within each Tax Code Area.
- (3) Personal income data is provided by the Bureau of Economic Analysis, <http://www.bea.gov>, prior years may be updated as more data becomes available.
- (4) Assessed values and tax exempt values represent only those values/exemptions provided by the Borough. It does not include those values/exemptions provided by federal or state requirements. Population data can be found in Table XV
- (5) Lease disclosures were implemented in FY2022, Subscription IT Asset disclosures were implemented in FY2023.

**Kenai Peninsula Borough**  
Assessed Value and Estimated Actual Value of Taxable Property  
Last Ten Fiscal Years  
(in thousands of dollars)

Fiscal Year	Total estimated actual value of property less mandatory federal and state exemptions (1)	Assessed Values (1)			Tax Exempt Values (1)			Total Taxable Assessed Value	Total Direct Tax Rate	Assessed Value as a Percentage of Actual Value
		Real	Oil & Gas	Personal Property	Real	(2)	Personal			
2015	\$ 7,797,117	\$6,330,106	\$1,142,158	\$ 324,853	\$ 826,802		\$ 32,999	\$6,937,316	4.50	88.97%
2016	8,189,366	6,625,363	1,224,525	339,478	876,982		33,986	7,278,398	4.50	88.88%
2017	8,752,156	6,915,818	1,467,353	368,985	902,055		34,392	7,815,709	4.50	89.30%
2018	9,172,335	7,315,915	1,468,600	361,551	971,774		33,843	8,140,449	4.50	89.00%
2019	9,232,907	7,355,512	1,518,606	358,789	1,008,086		34,792	8,190,029	4.70	88.70%
2020	9,523,733	7,606,558	1,563,998	353,177	1,055,143		34,914	8,433,676	4.70	88.55%
2021	9,614,464	7,762,088	1,493,429	358,947	1,094,461		35,444	8,484,559	4.70	88.25%
2022	9,623,206	7,840,659	1,421,416	361,131	1,120,268		34,829	8,468,109	4.70	88.00%
2023	10,145,138	8,277,859	1,501,174	366,105	1,187,524		35,727	8,921,887	4.50	87.94%
2024	11,066,371	9,114,939	1,570,245	381,187	1,285,696		36,295	9,744,380	4.30	88.05%

(1) Assessed values and Tax exempt values represent only those values/exemptions provided by the Borough. It does not include those values/exemptions provided by federal or state requirements.

(2) Increase in real property exempt amount due to increase of residential exemption from \$20,000 to \$50,000 in FY15.

**Source:** Data is provided by the Kenai Peninsula Borough's Assessing Department.  
Does not include federal and state exempt property.



**Kenai Peninsula Borough**  
Principal Property Taxpayers  
Current and Nine Years Ago

<b><u>Taxpayer</u></b>	2024			2015		
	Taxable	Rank	Percentage	Taxable	Rank	Percentage
	Assessed Value (1)		of Total Taxable Assessed Value	Assessed Value (1)		of Total Taxable Assessed Value
Hilcorp	990,656,190	1	10.17%	460,096,690	1	6.61%
Harvest Alaska	232,220,150	2	2.38%	-	-	-
Tesoro Alaska	198,899,154	3	2.04%	178,222,079	3	2.56%
Bluecrest Energy	113,276,070	4	1.16%	-	-	-
Cook Inlet Natural Gas Storage Alaska LLC	109,978,783	5	1.13%	116,889,716	4	1.68%
Furie Operating Alaska LLC	80,461,190	6	0.83%	-	-	-
Alaska Pipeline	69,298,469	7	0.71%	58,676,344	7	0.84%
ACS	54,191,401	8	0.56%	77,886,637	5	1.12%
Cook Inlet Energy LLC	54,069,360	9	0.55%	36,446,610	9	0.52%
Enstar Natural Gas	51,256,023	10	0.53%	36,147,765	10	0.52%
Kenai Offshore Ventures, LLC	-	-	-	38,246,000	8	0.55%
Marathon Oil Co.	-	-	-	-	-	0.00%
ConocoPhillips Inc	-	-	-	240,642,477	2	3.46%
XTO Energy INC	-	-	-	61,522,320	6	0.88%
	<u>\$ 1,954,306,790</u>		<u>20.06%</u>	<u>\$ 1,304,776,638</u>		<u>18.74%</u>

(1) **Source:** Data is provided by the Kenai Peninsula Borough's Assessing Department.

**Kenai Peninsula Borough**  
Demographic and Economic Statistics  
Last Ten Fiscal Years

Fiscal Year	Population (1)	Personal Income - Borough (in thousands) (3)	Per Capita Personal Income - Borough (3)	Per Capita Personal Income - Alaska (3)	Median Age (2)	School Enrollment (5)	Unemployment Rate (2)	Number of Employed (2)
2015	57,147	2,759,412	51,734	54,582	40.5	8,826	7.70%	25,712
2016	57,763	2,981,871	52,639	56,147	40.0	8,788	7.60%	25,470
2017	58,060	3,056,190	49,544	55,674	40.6	8,785	8.20%	24,906
2018	58,024	2,965,755	49,697	56,042	41.4	8,712	7.70%	24,745
2019	58,471	2,965,755	51,975	59,871	41.0	8,680	7.10%	24,690
2020	58,671	3,046,230	54,026	61,742	41.8	8,535	6.30%	24,843
2021	58,934	3,182,915	56,139	62,756	41.8	7,756	9.60%	24,111
2022	58,957	3,528,727	59,041	65,813	42.1	8,298	7.30%	25,747
2023	60,017	3,718,013	61,262	68,635	43.0	8,489	4.70%	26,624
2024	60,690	3,718,013 (4)	61,262 (4)	68,635 (4)	42.9	8,301	4.70%	26,841

**Sources:**

- (1) Alaska Department of Labor estimates as of July 1 of each fiscal year.
- (2) Data is provided by the State of Alaska Department of Labor and is the annual rate for 12 months ending December of the prior calendar year. The Alaska Department of Labor amends every month the unemployment rate data for the previous month and again at the end of every calendar year. Some prior fiscal years have been updated to match updated statistical reported information.
- (3) Data is provided by the U.S. Department of Commerce, Bureau of Economic Analysis (BEA) and is for the 12-month period ending December of the prior calendar year. Some prior fiscal years have been updated to match updated statistical reported information.
- (4) Calendar year 2024 data currently unavailable from BEA.
- (5) Information provided from the Kenai Peninsula Borough School District.

**Kenai Peninsula Borough**  
Principal Employers  
Current and Nine Years Ago

<u>Employer</u>	<u>2024 *</u> <u>Rank</u>	<u>2015 *</u> <u>Rank</u>
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\* The State of Alaska passed legislation that prevents disclosure of employer ranking and or the number of employees for each employer.

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# FY2026 Mayor Proposed Budget

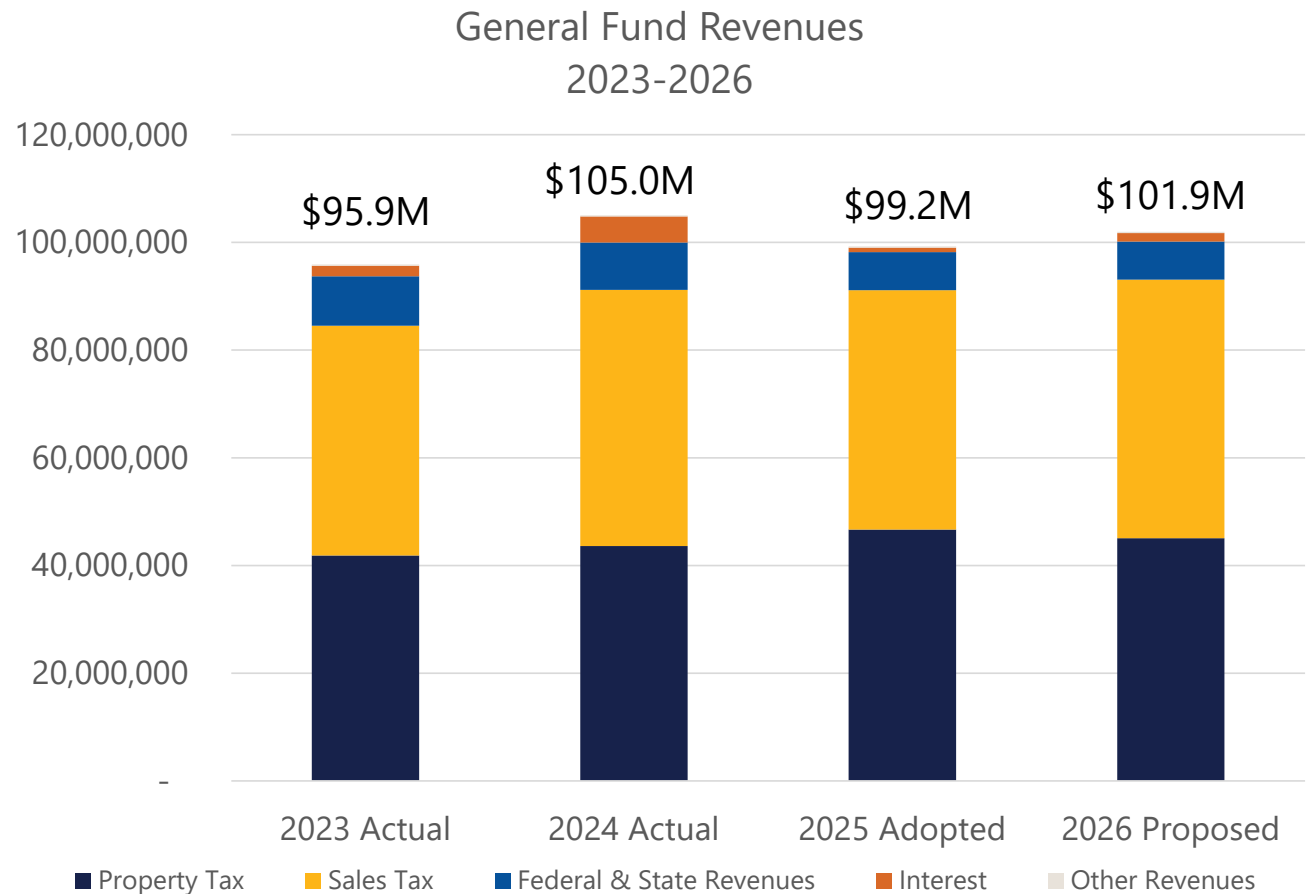
Finance Department  
May 6, 2025



**General Fund  
Revenues are  
Increasing 2.7%  
from FY2025 to  
2026**

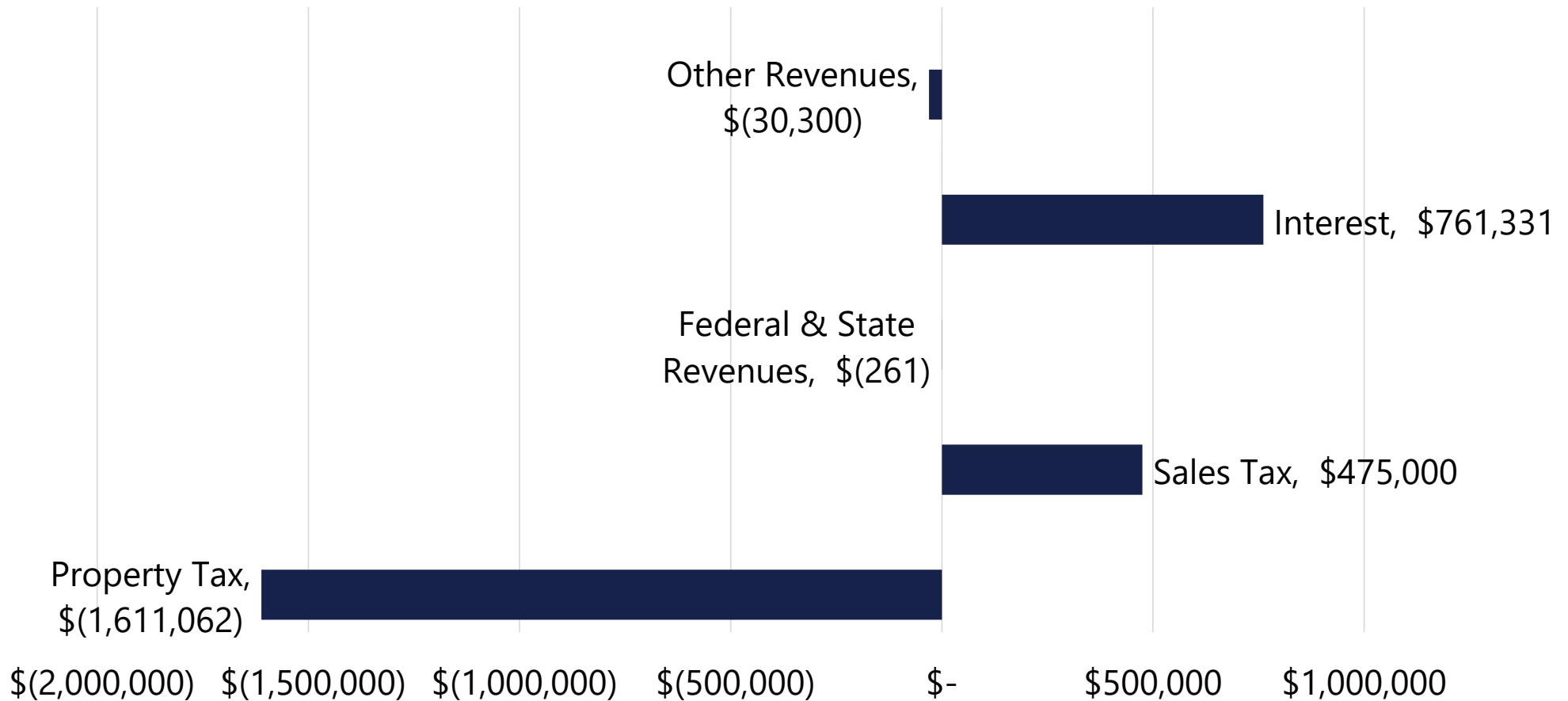
**Assessed Values  
Increase 7.84%**

**Mill Rate  
Decrease of .45  
From 4.30 to 3.85**

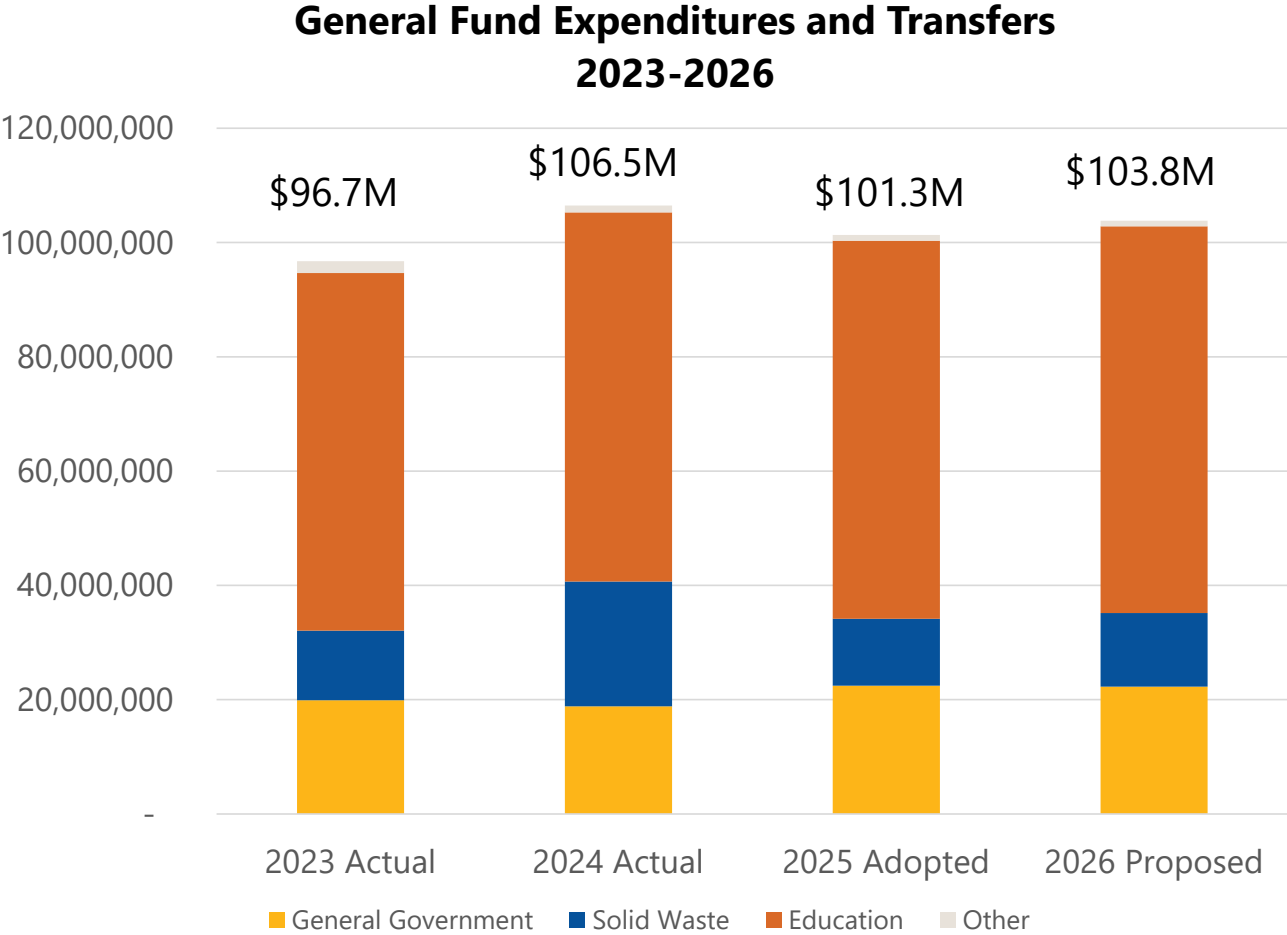




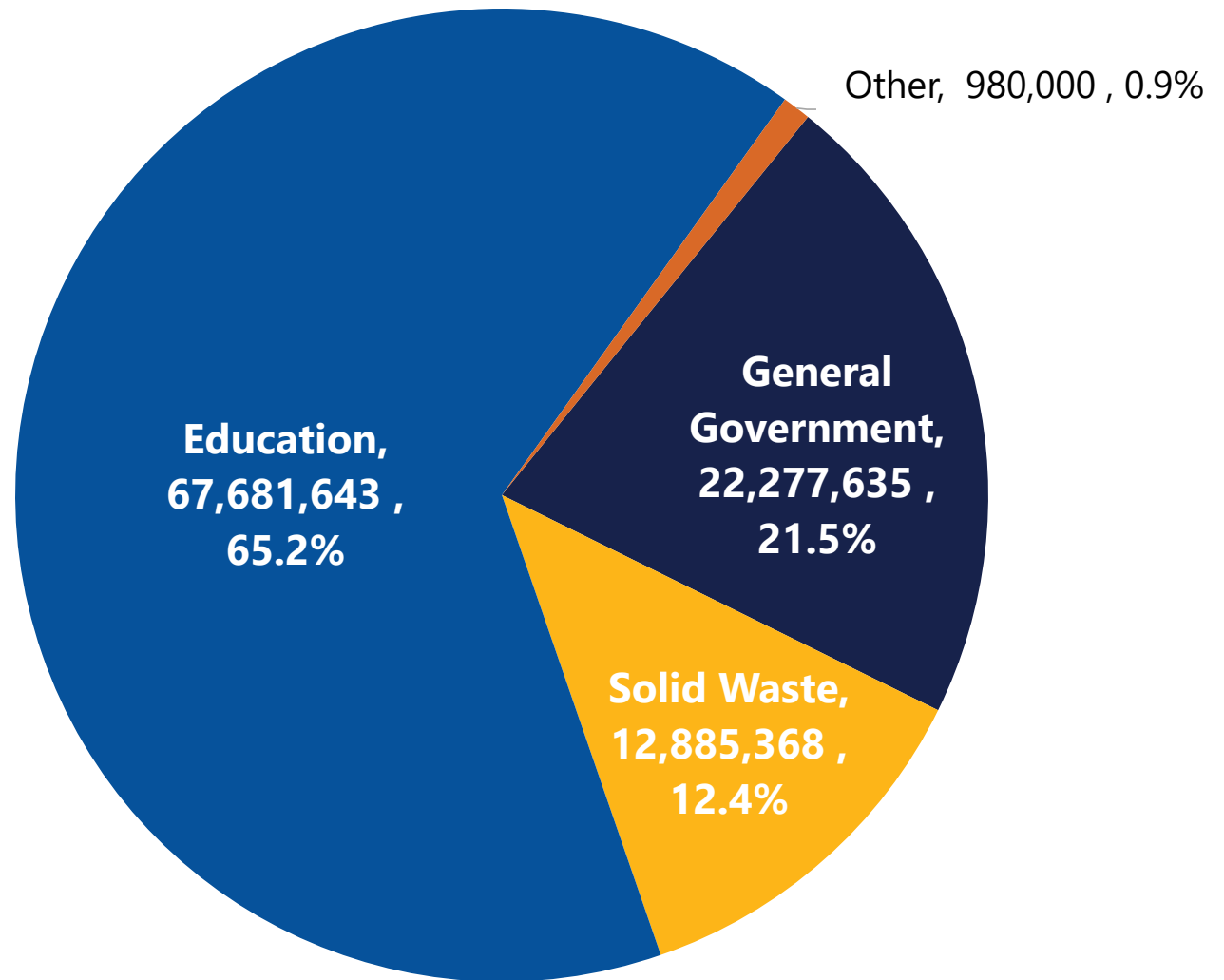
# General Fund Change by Revenue Type



General Fund Expenditures are Increasing 2.5% from FY2025 to 2026



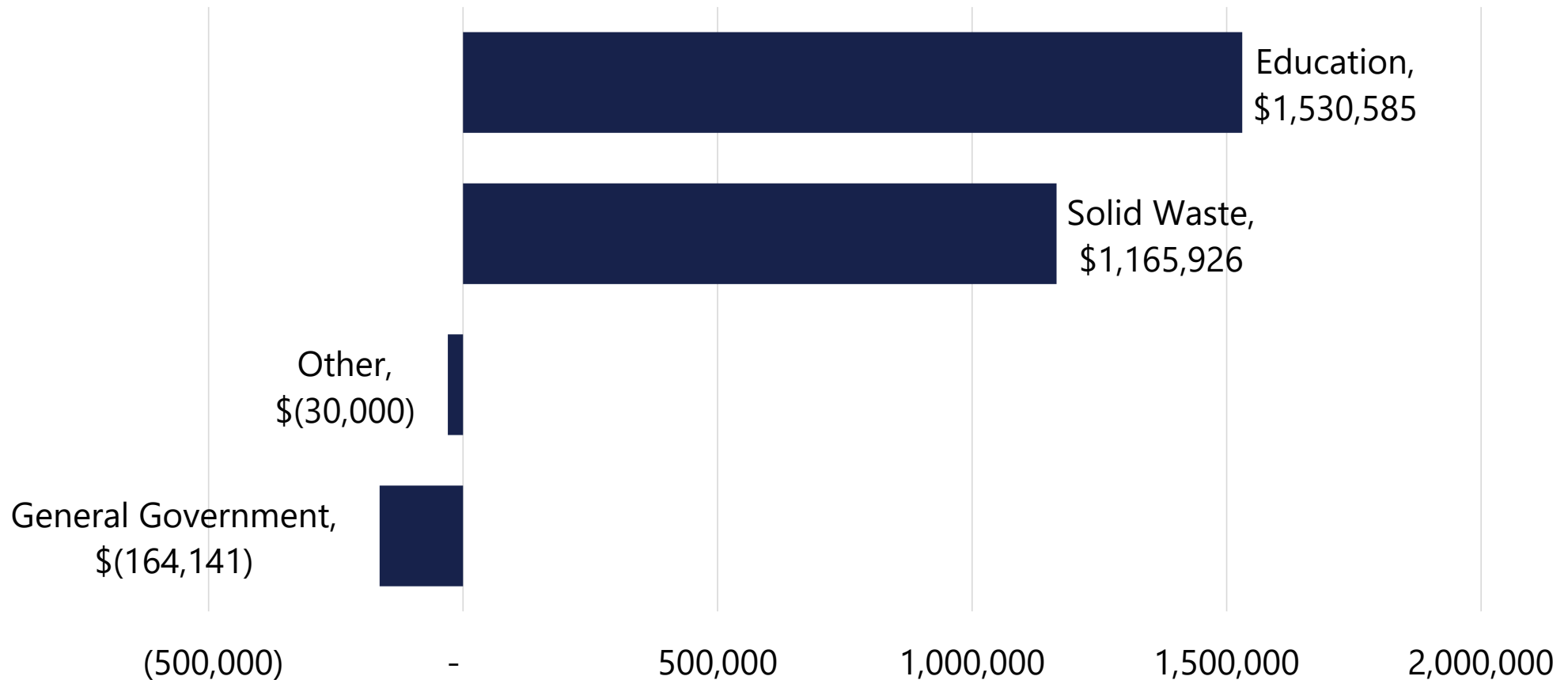
## General Fund Expenditures by Function







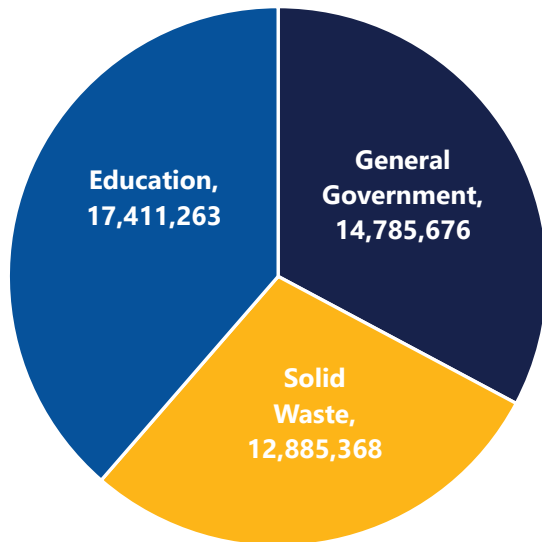
# General Fund: Change in Expenditure by Function



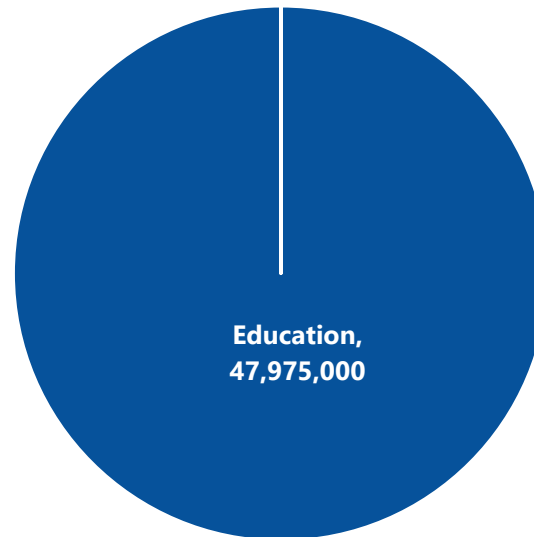


# How are we paying for each Function?

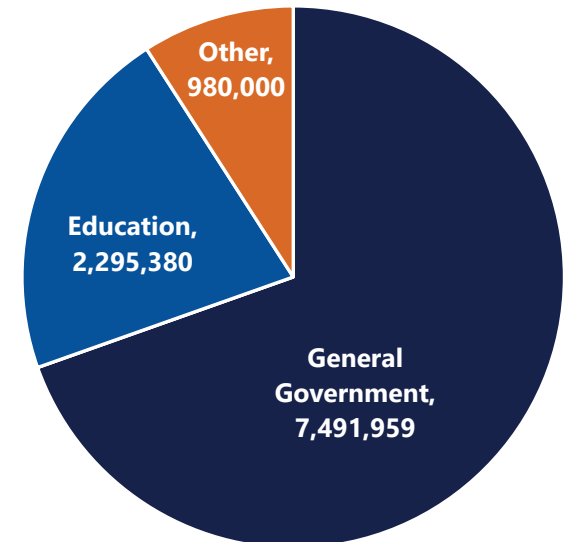
## Property Tax



## Sales Tax



## Other Revenues



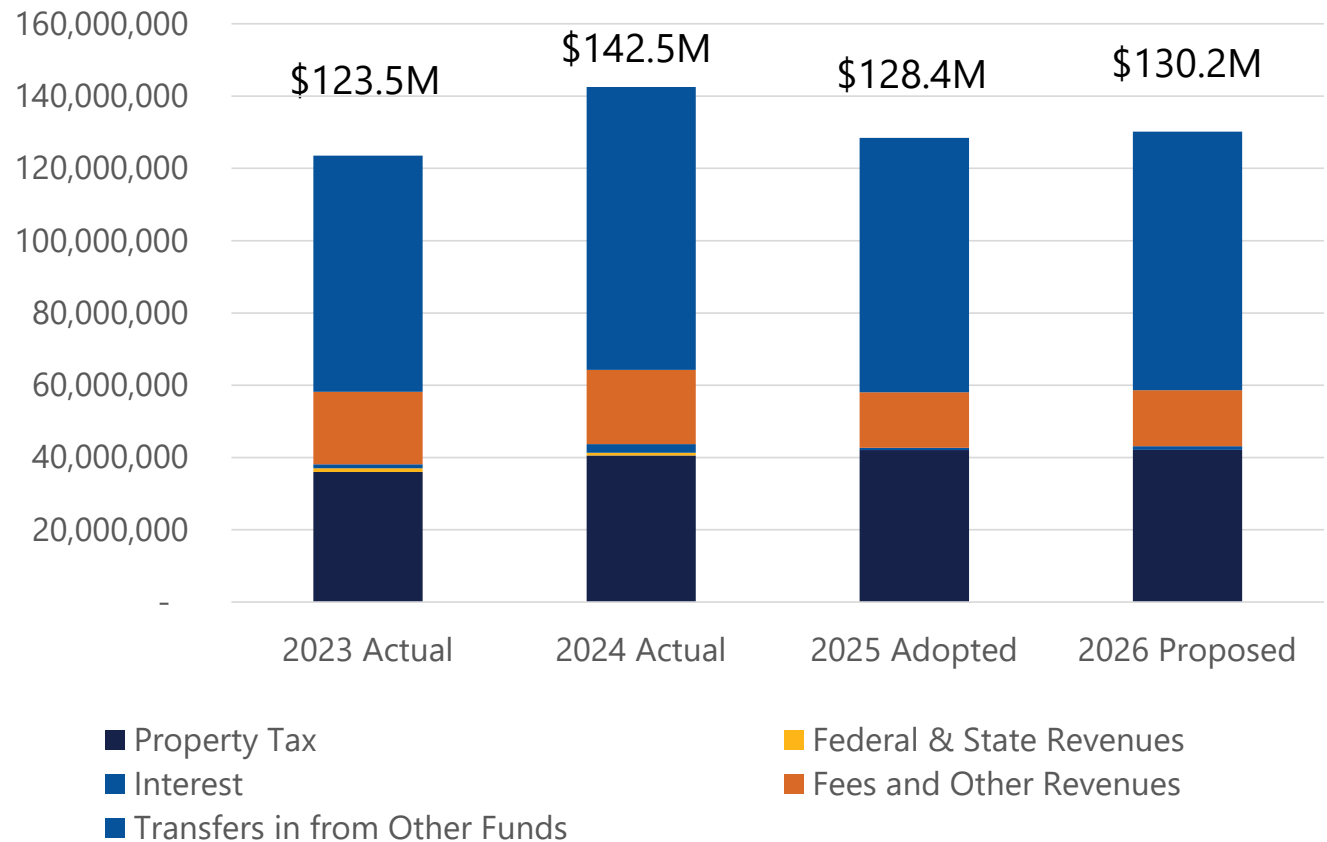
# Special Revenue Funds

## Special Revenue Funds:

Revenues are Increasing 1.35% from FY2025 to 2026

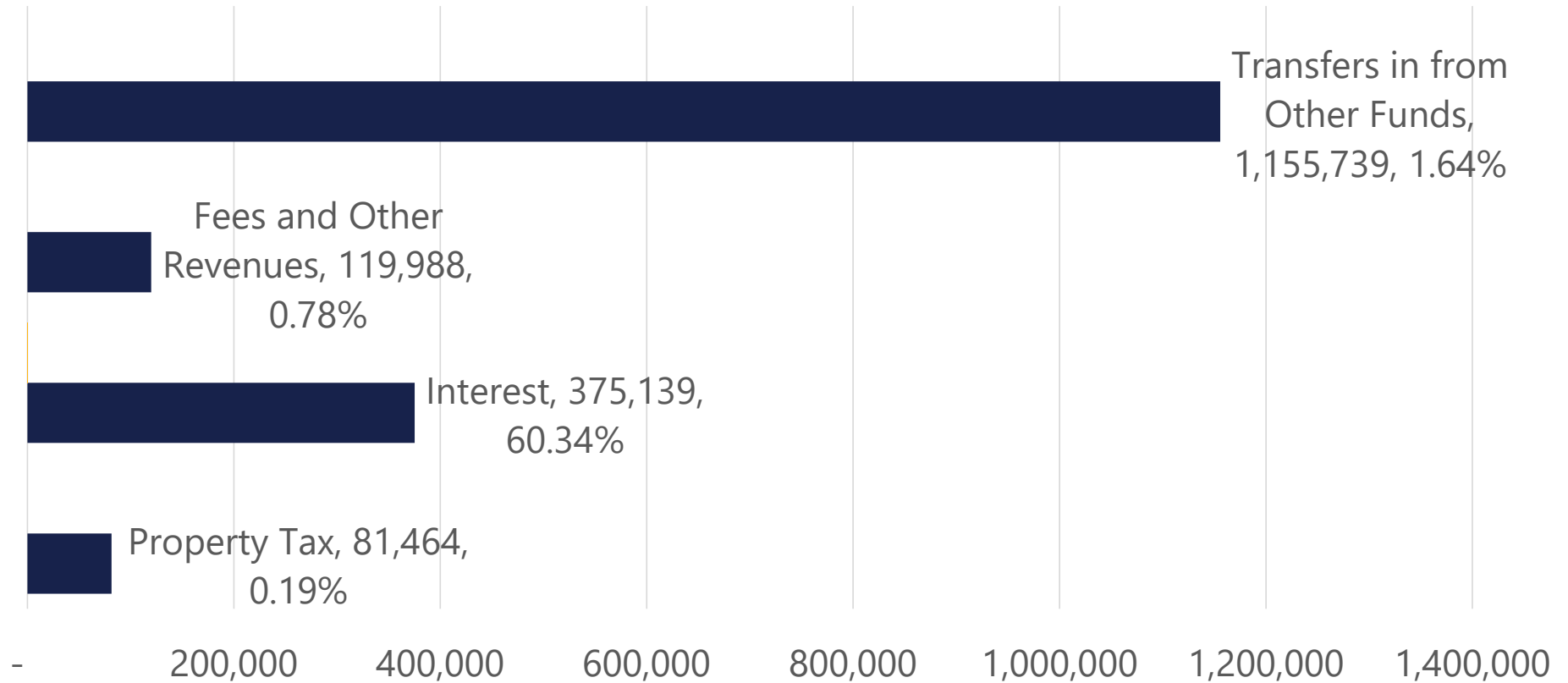
Six Service Area Mill rates are proposed to decrease

Special Revenue Fund - Revenues  
2023-2026





# SRF's Change by Revenue Type

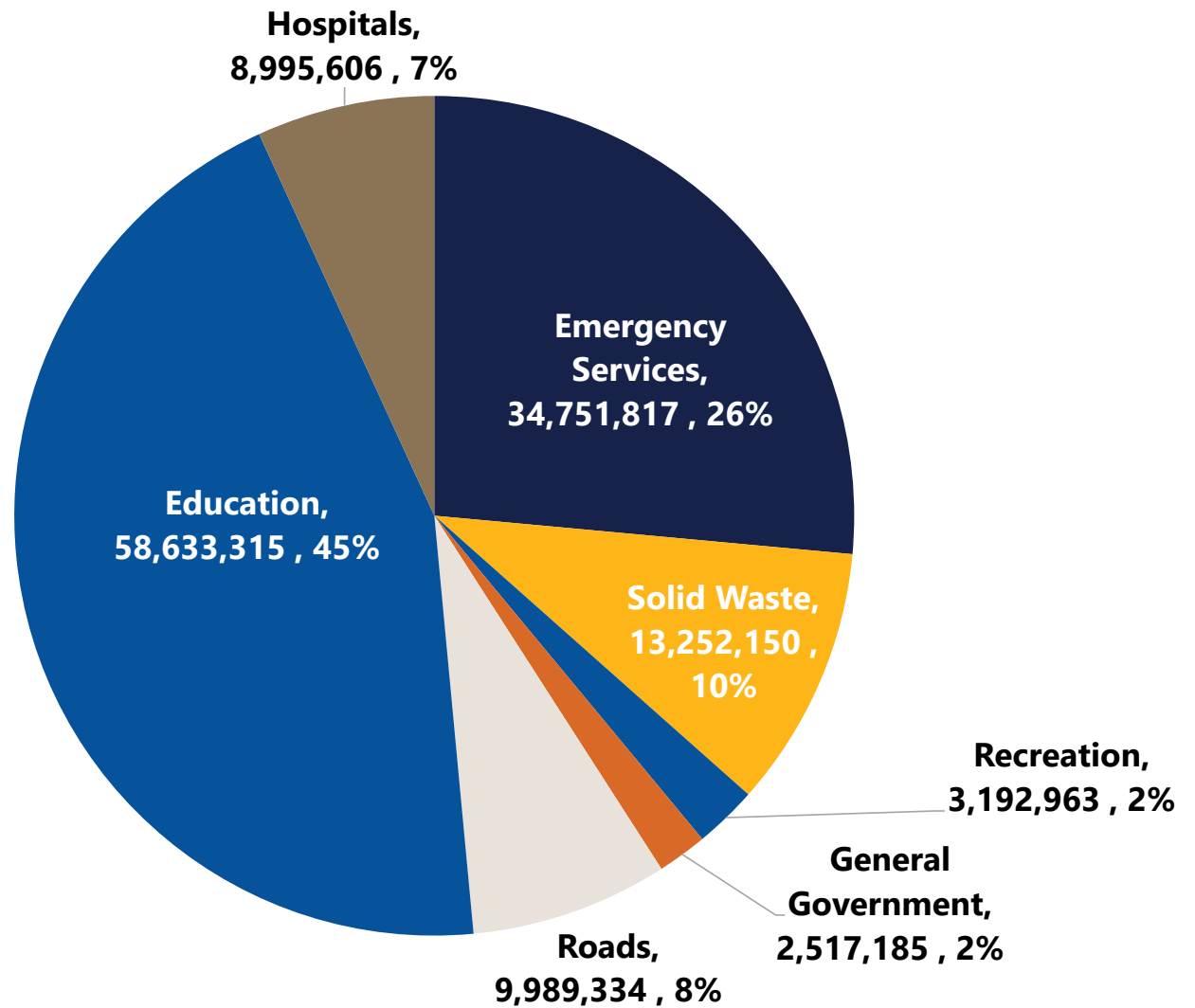


# Special Revenue Funds –

## Expenditures and Transfers by Function

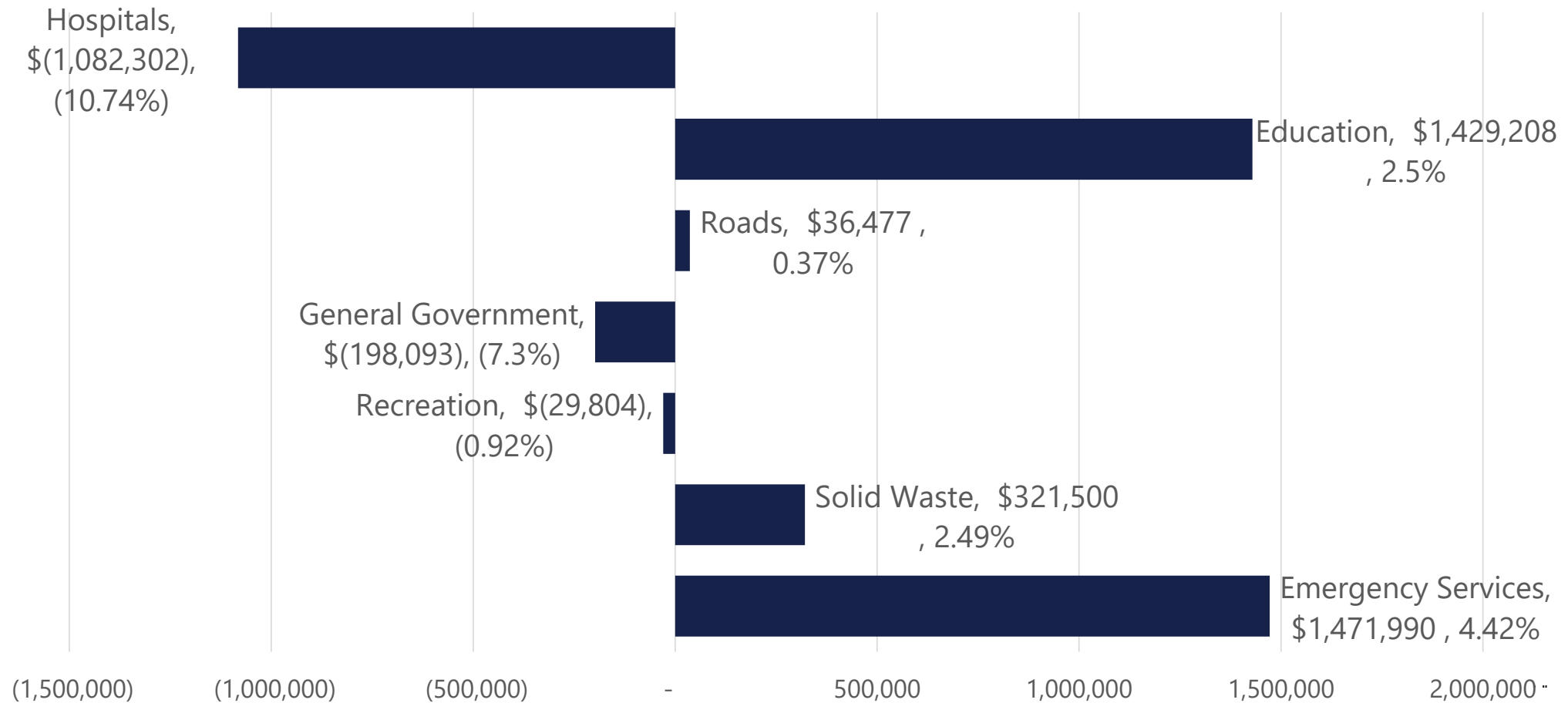
Expenditures are Increasing **1.51%** from FY2025 to 2026

Special Revenue Funds – Expenditures and Transfers by Function





# SRF's Change by Expenditure Type



# Capital Project Funds

## **Schools**

- Original request based on need was in excess of \$10M, only \$4.1M is being transferred from the General Fund to fund current year projects of \$4.124M. Largest project being \$1.48M for boilers/HVAC system.

## **Solid Waste**

- Larger projects consist of \$650,000 for cell seep repairs and \$250,000 for siding and roof repairs.

## **General Government**

- Larger projects consist of \$334,000 for Pictometry, and \$60,000 for budgeting software.

## **Central Emergency Services:**

- One large project to provide for station exhaust removal system for \$600,000.

## **Nikiski Fire:**

- Largest project being replacement of Medic Ambulance for \$375,000, allowing the 2008 ambulance to be sent to Tyonek.

## **Kachemak Emergency:**

- Largest project being paving for Station 1 for \$110,000.

## **North Peninsula Recreation:**

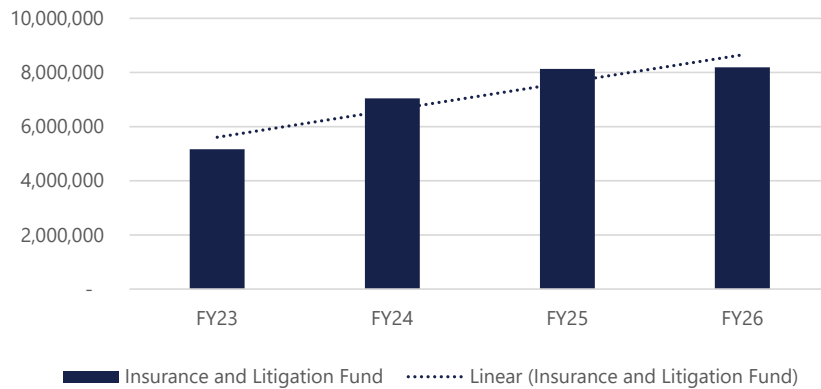
- Larger projects consist of Master Planning \$150,000 , Pool Renovations \$175,000, Kitchen appliance and lighting replacement for Recreation Center \$250,000.



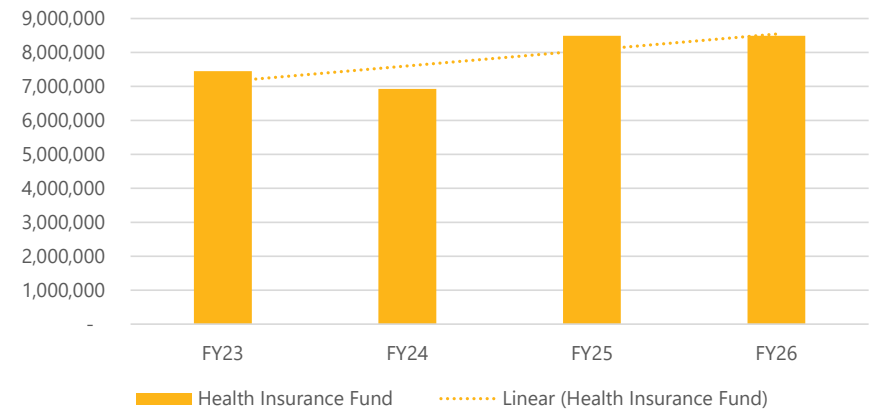


# Internal Service Funds

**Insurance and Litigation Fund  
FY2023-FY2026 Expenditures**

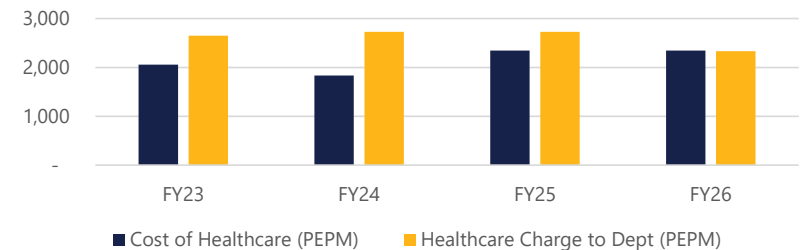


**Health Insurance Fund  
FY2023-FY2026 Expenditures**



The KPB has been a legacy member of the AMLJIA Insurance Pool since inception in 1988. In 2025, AK Municipal League Joint Insurance Association "AMLJIA" and Alaska Public Entity Insurance "APEI" Merged to create one Pool for all public entities, municipalities and School Districts. On July 1<sup>st</sup> the KPB/SD will purchase reinsurance from APRA.

**Healthcare Fund  
Cost and Charge-Out  
FY2023-FY2026**





# Positions (FTEs) Boroughwide

## General Fund

Human Resources  
Decreased 0.25 FTE

.25 FTE Seward Annex  
Administrative  
Assistance combined  
with .75 FTE Seward  
Bear Creek Flood  
Administrative Assistant  
to be 1 Full-Time  
Position 25/75%

## Central Emergency Services

CES increased 4 FTE

CES reclassified 1 Fire  
Tech to be a  
Engineer/Paramedic  
and Added 4  
Engineer/Paramedics,  
for total staffing of 53  
FTEs

## Maintenance

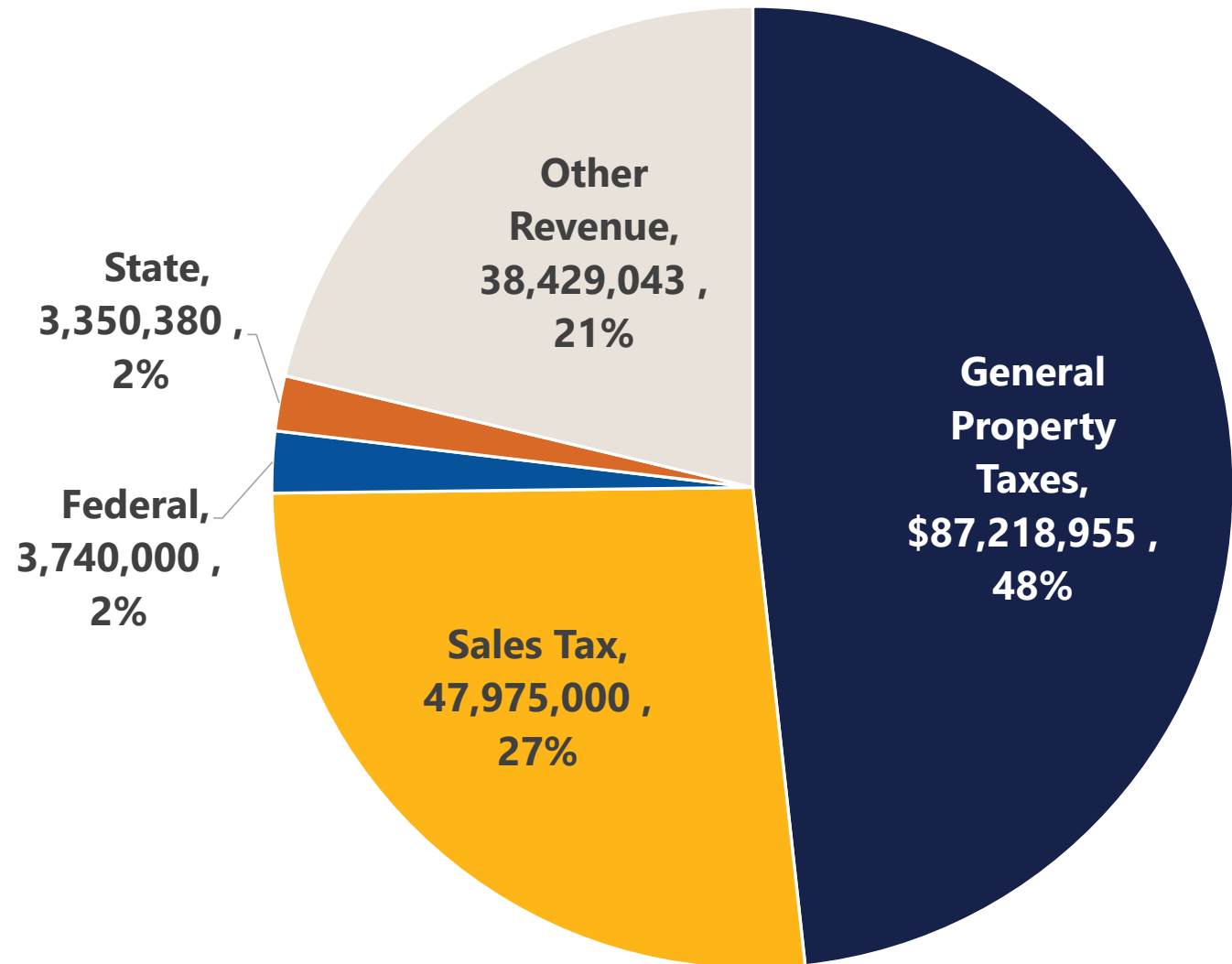
Maintenance increased  
0.5 FTE

Maintenance decreased  
Overtime and  
associated taxes to  
offset the increase of a  
Half-time position

# Boroughwide

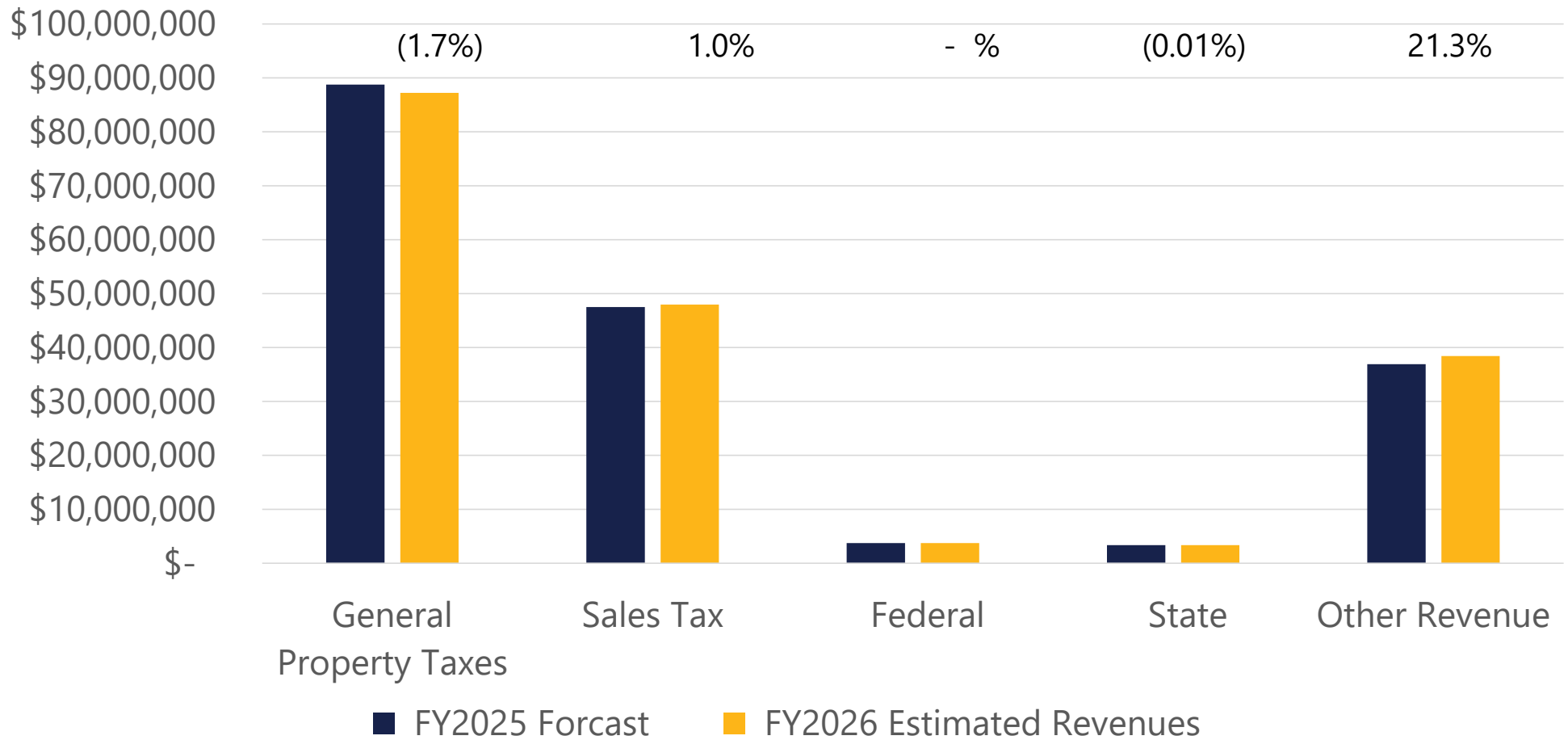
# Boroughwide Revenues

## FY2026



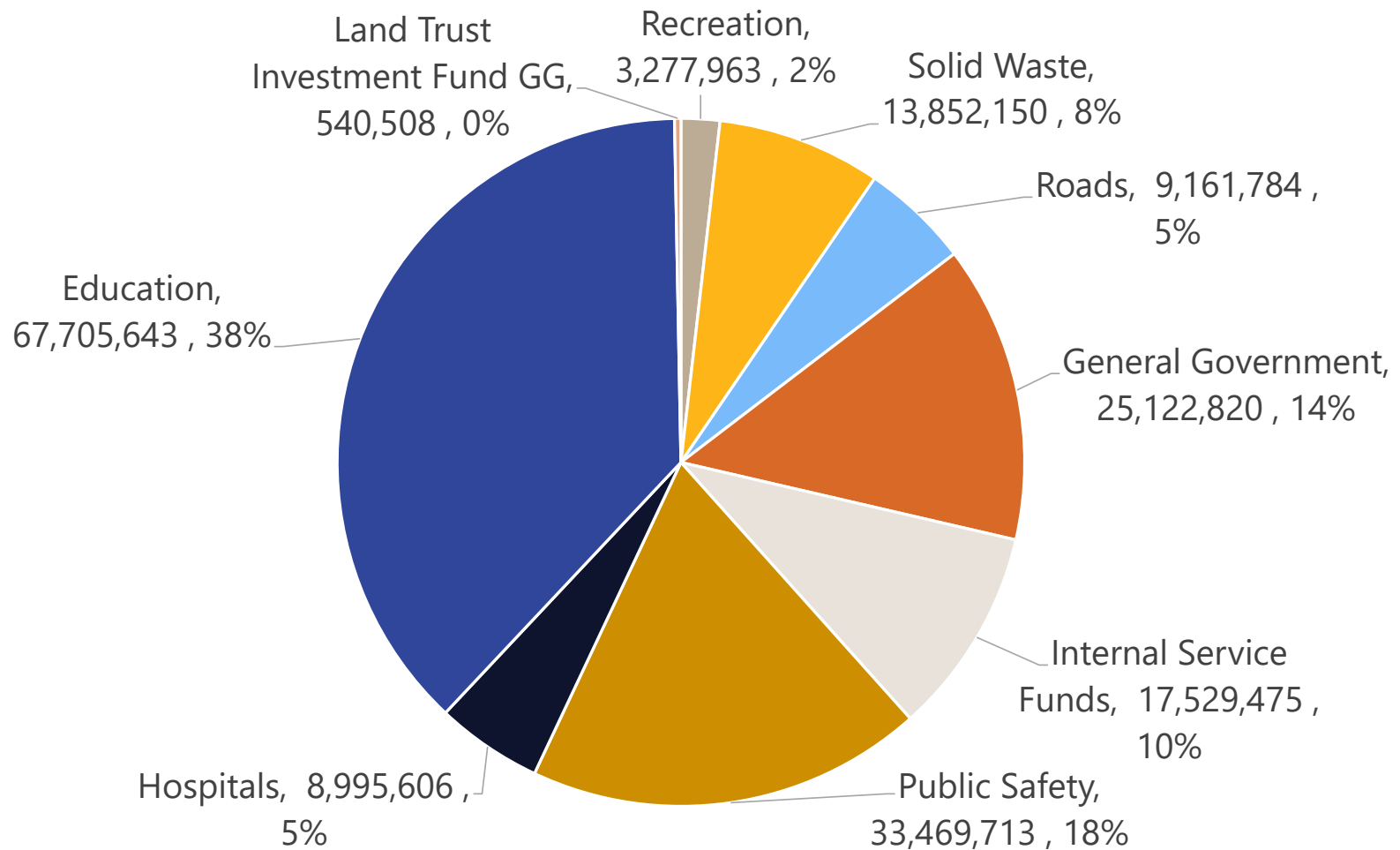


# Boroughwide Revenues FY2025 to FY2026 Change



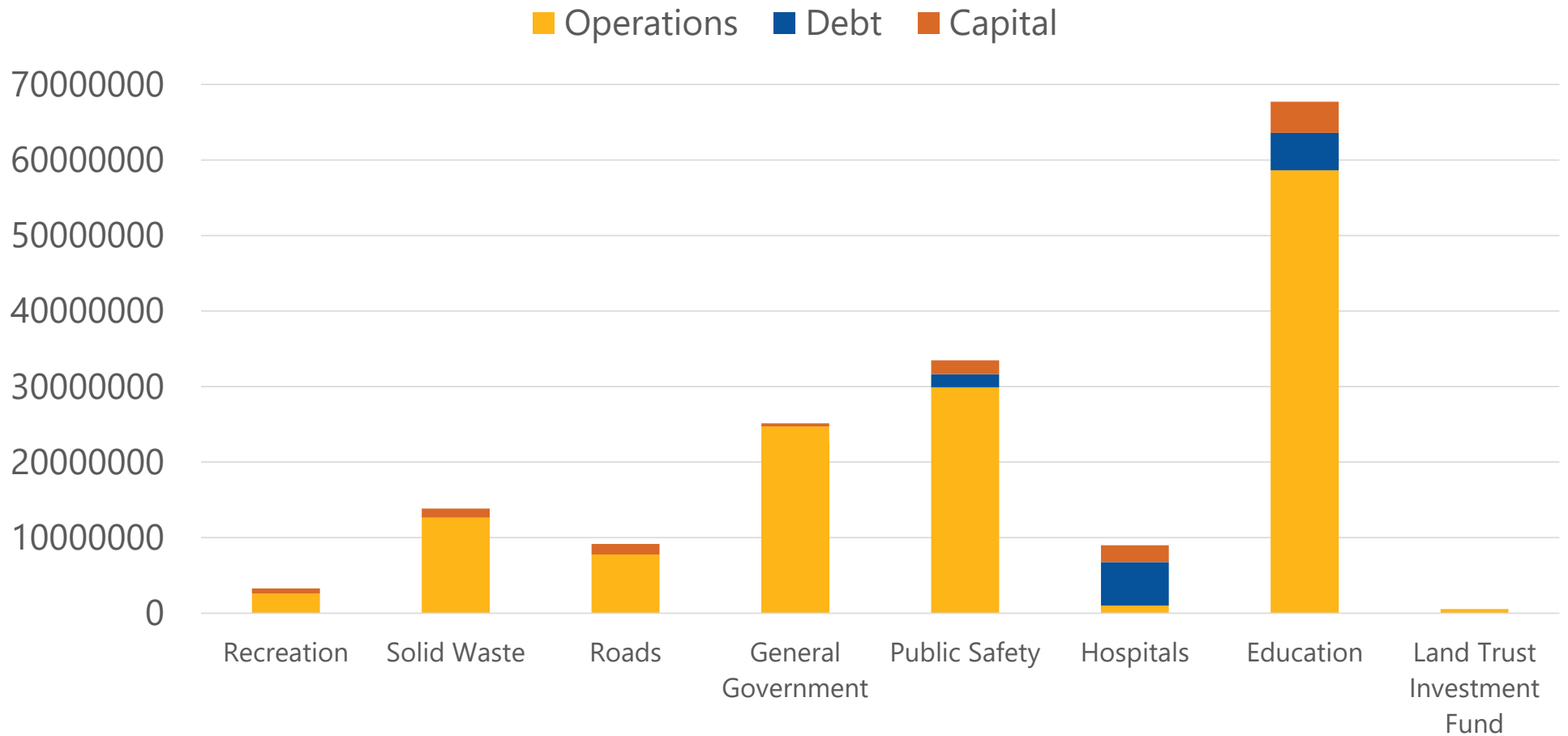


# Boroughwide Expenditures



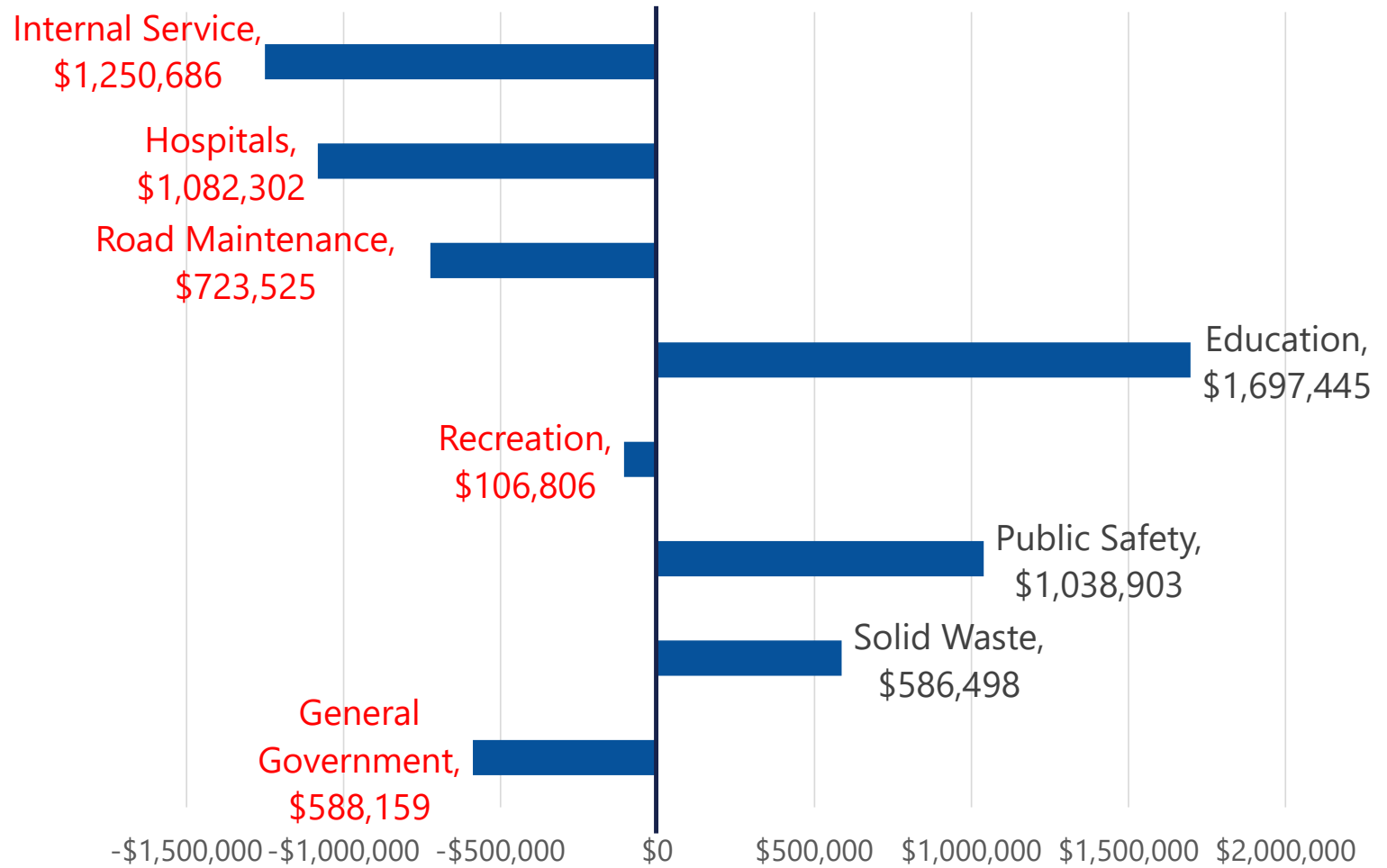


# Boroughwide Expenditures: Type of Expenditure by Function



# Change in Boroughwide Expenditures

From FY2025 to  
FY2026



**(\$3,751,478)**

+

**\$3,322,846**

=

**(\$428,632)**



# Impact to the Taxpayer

..



# What is the Impact to the Taxpayer?

Parcel in Nikiski:

**FY2025**

**Assessed Value  
\$249,200**

**Total Mill Rate:  
9.98**

**Total Tax Bill  
\$2,487.02**

**FY2026 w/ Mill  
Reductions**

**Assessed Value  
\$273,700**

**Total Mill Rate:  
9.16**

**Total Tax Bill  
\$2,507.09**

**Increase of  
\$20.07 or .81%**

**FY2026 w/o Mill  
Reductions**

**Assessed Value  
\$273,700**

**Total Mill Rate:  
9.98**

**Total Tax Bill  
\$2,731.53**

**Increase of  
\$244.51 or 10%**



# What is the Impact to the Taxpayer?

**Parcel in Sterling:**

**FY2025**

**Assessed Value  
\$443,300**

**Total Mill Rate:  
8.92**

**Total Tax Bill  
\$3,954.24**

**FY2026 w/ Mill  
Reductions**

**Assessed Value  
\$478,600**

**Total Mill Rate:  
8.11**

**Total Tax Bill  
\$3,881.45**

**Decrease of  
(\$72.79) or (2%)**

**FY2026 w/o Mill  
Reductions**

**Assessed Value  
478,600**

**Total Mill Rate:  
8.92**

**Total Tax Bill  
\$4,269.11**

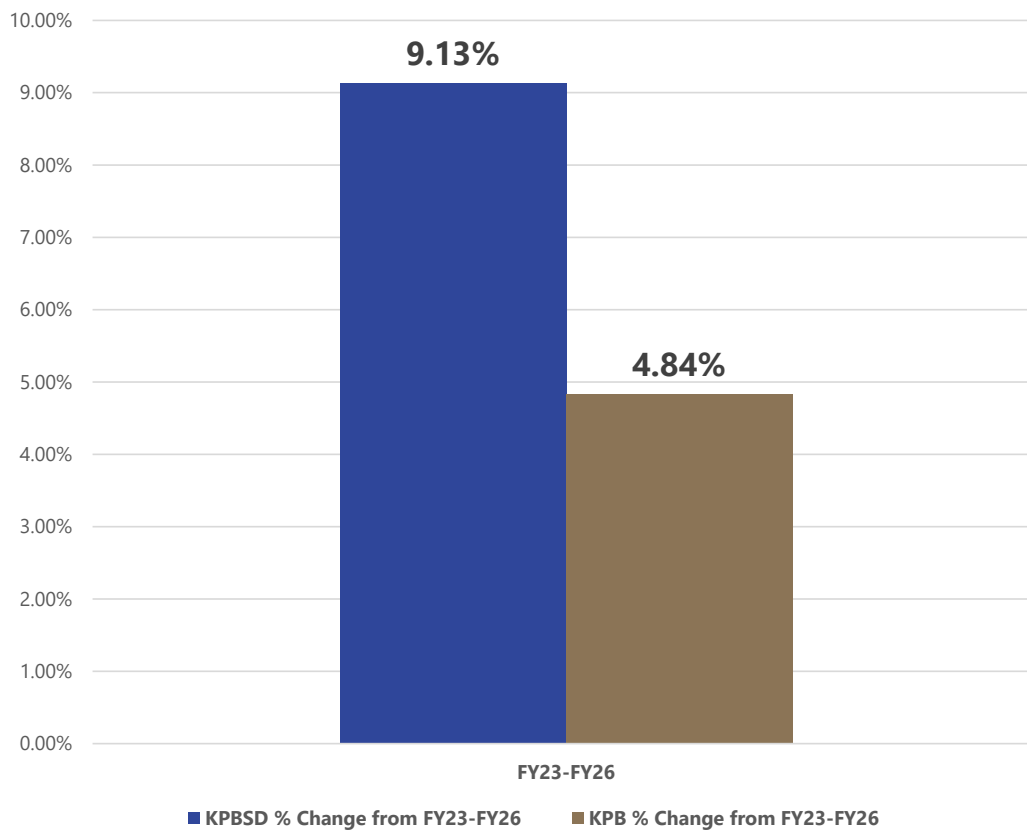
**Increase of  
\$314.88 or 8%**

# Education Funding

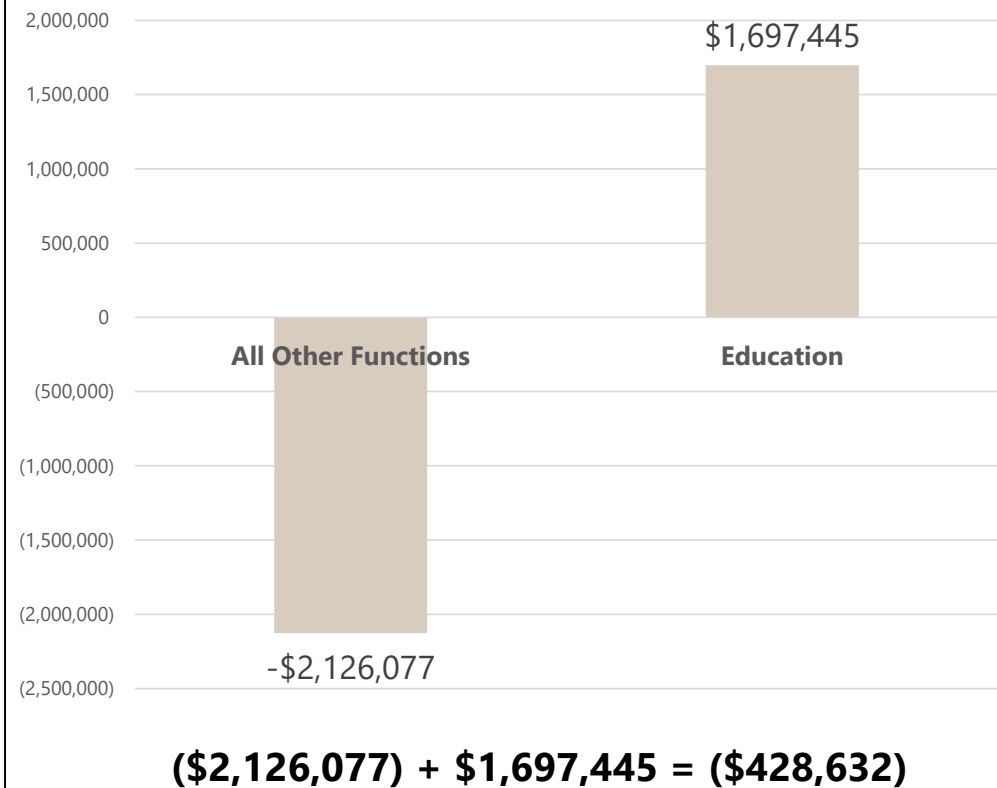


# Education Funding

Percentage Change in Total Expenditure Budget for KPBS and KPBSD from FY23-FY26



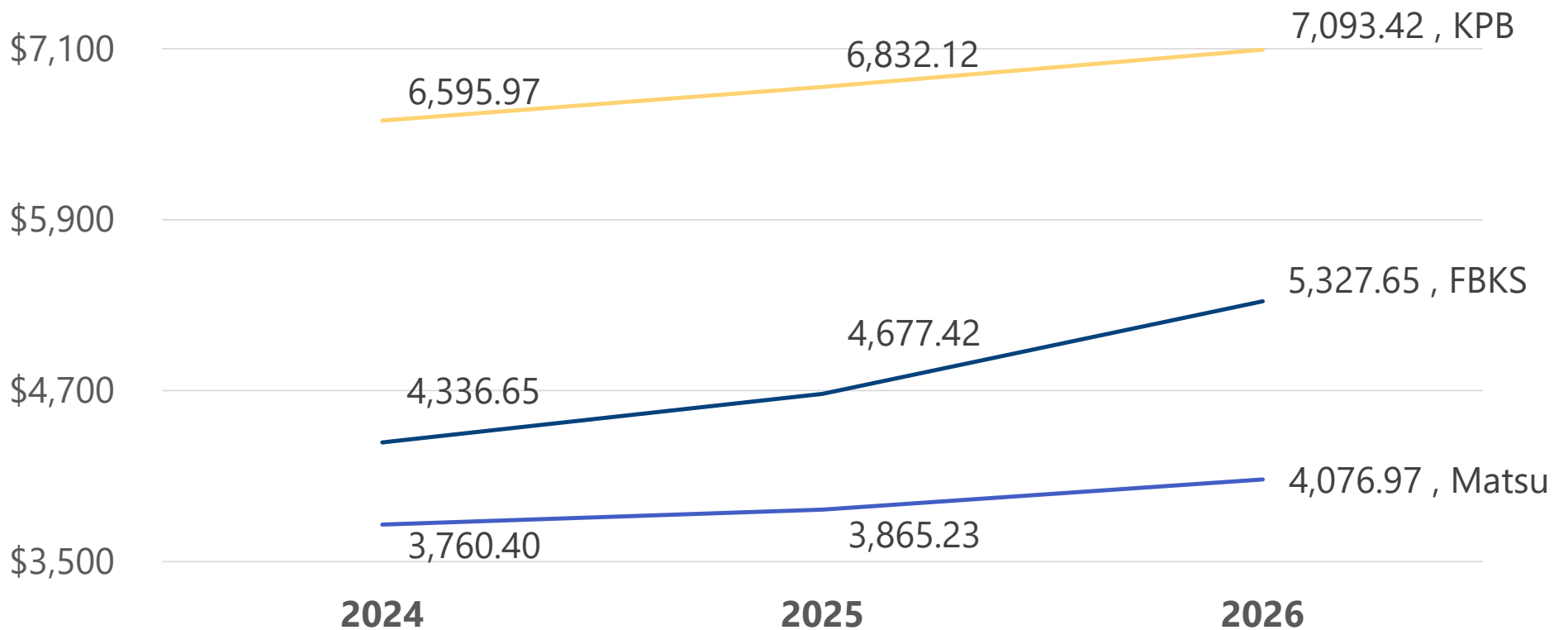
Increase (Decrease) in Boroughwide Expenditures from FY2025 to FY2026





# Education Funding

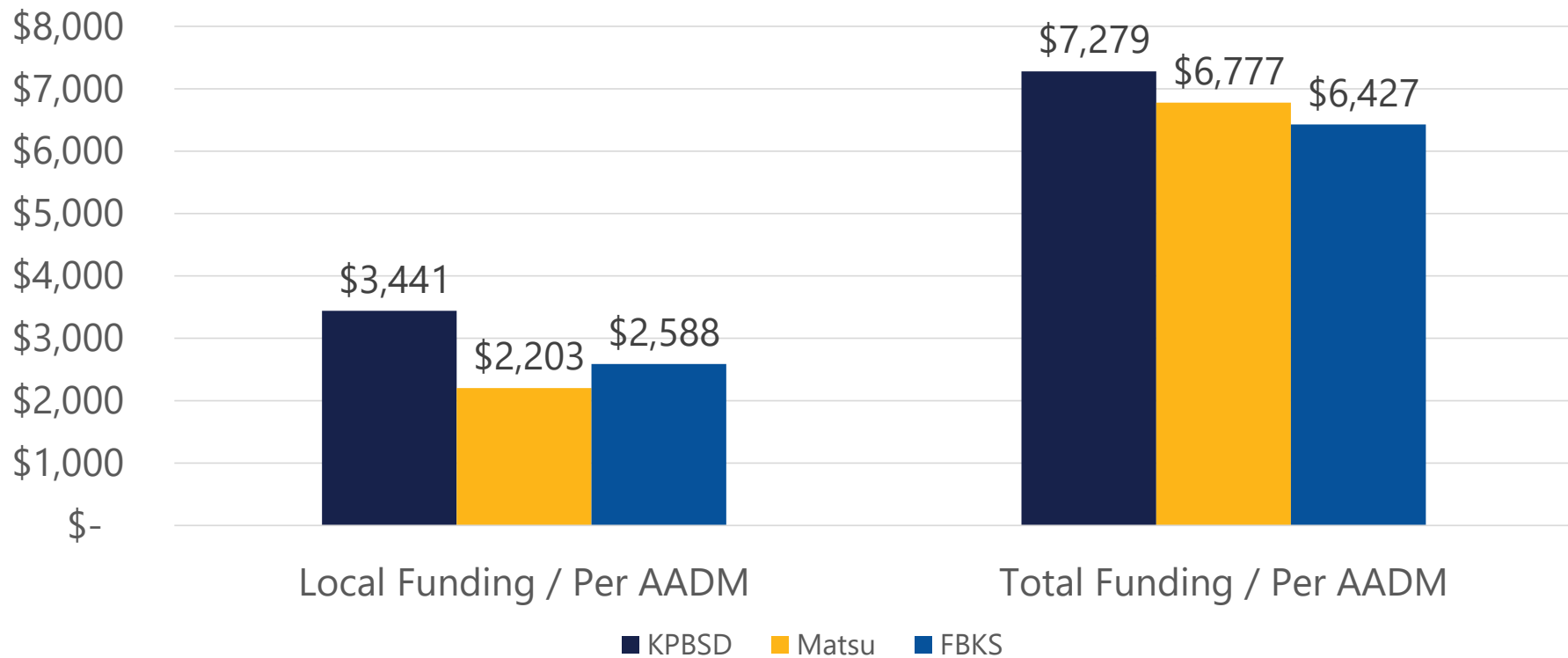
## Local Funding Per Student - FY2024-2026





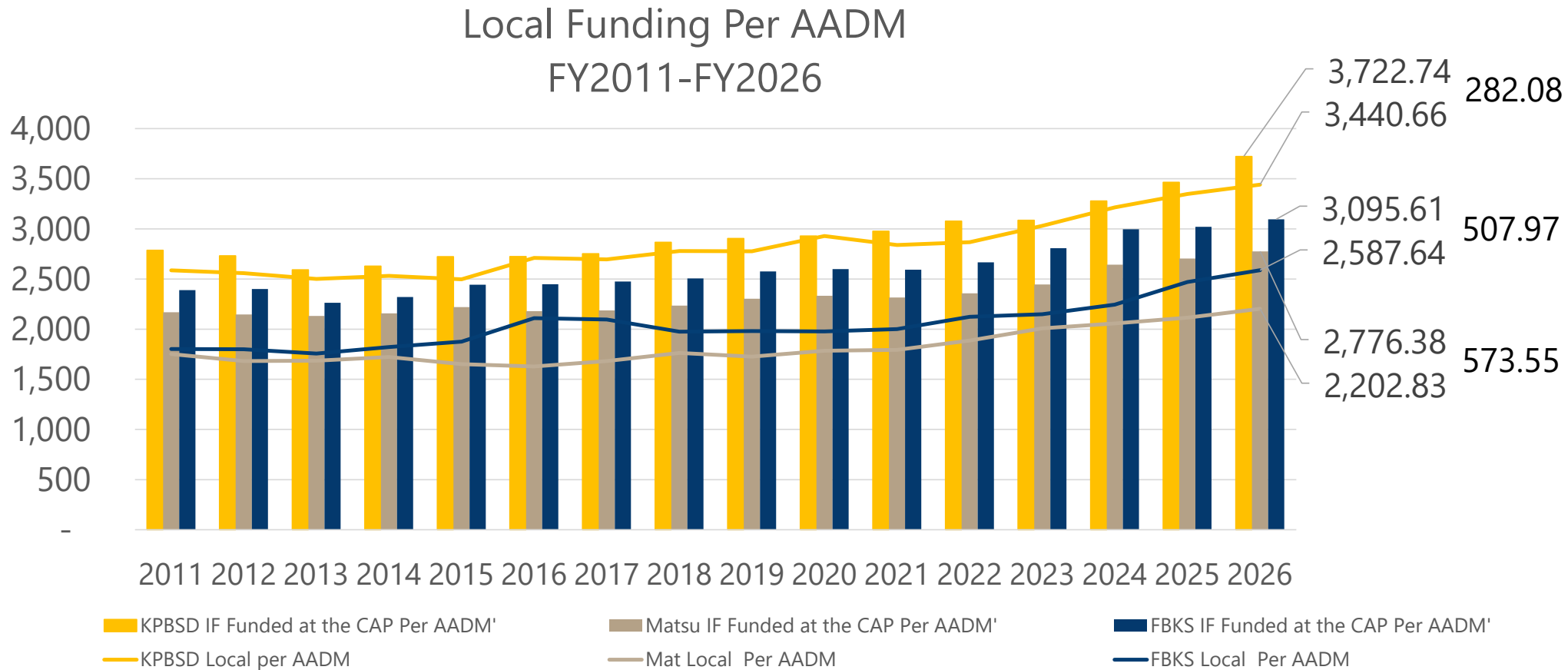
# Education Funding

State and Local Funding Per AADM per the Alaska Department of Education  
-Fiscal Year 2026 Projections





# GAP Between Local Funding and Local CAP Funding

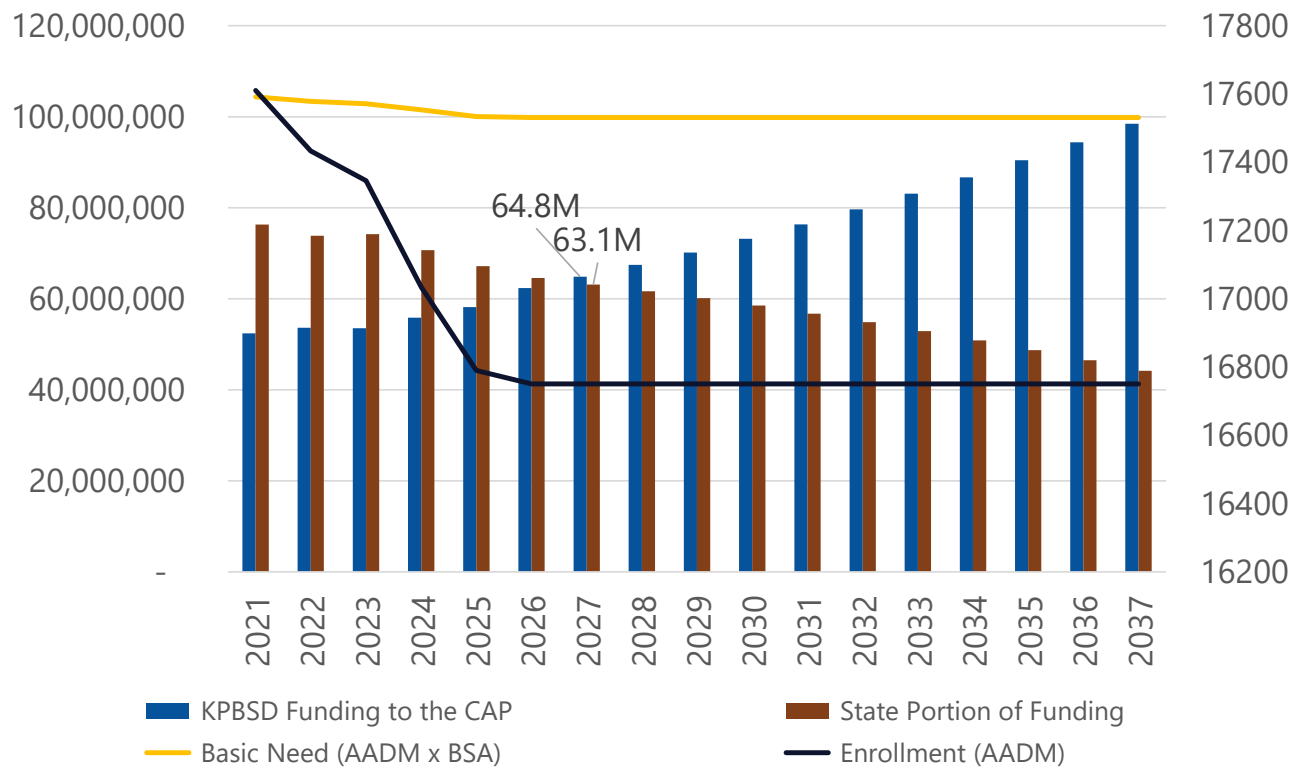






# Correlation of Assessed Values to Basic Need

KPB Full and True Values Correlated to Enrollment,  
State Funding and Basic Need



## Assumptions:

- Enrollment (AADM) stays at FY26 Level through FY2037
- BSA stays at 5,960 through FY2037
- Assessed Values grows at a rate of 4.33% ea. yr from FY2026 to FY2037

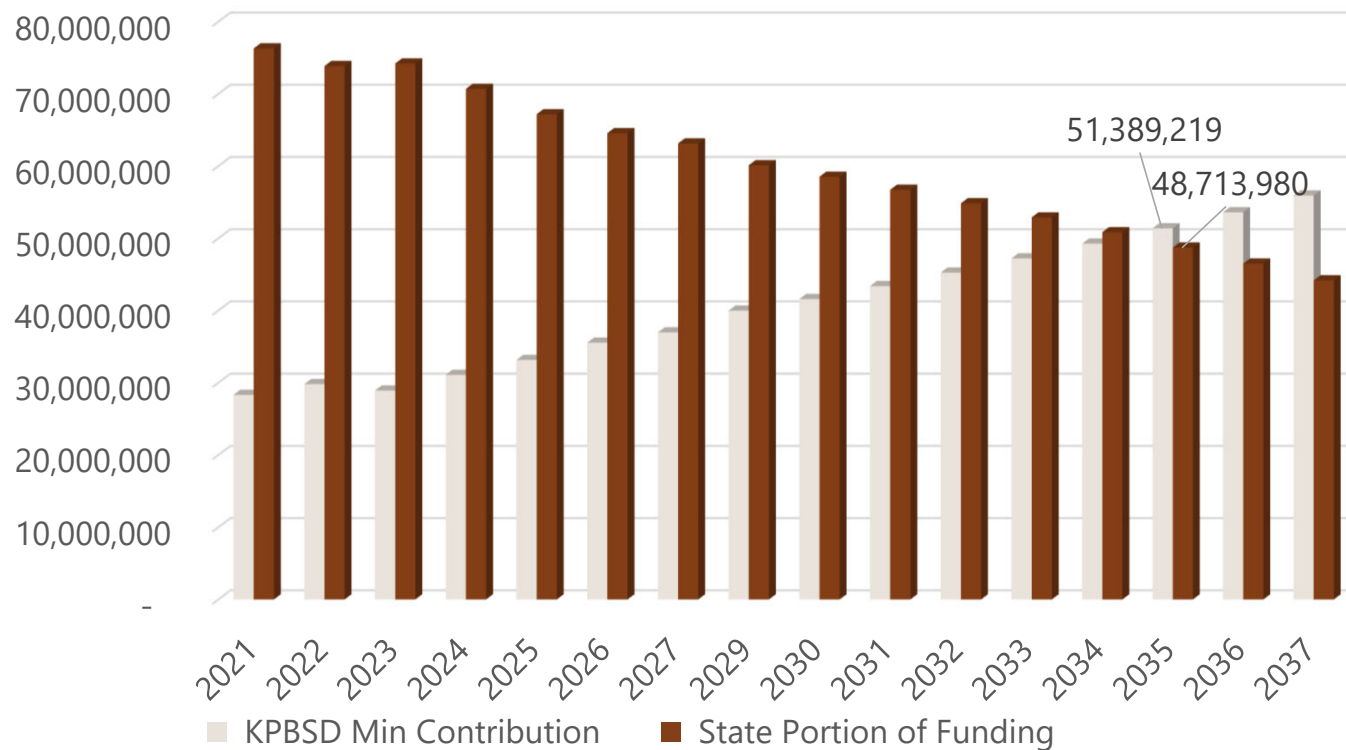
## Why is this important?

Because State portion of the pie declines as the KPB's Contribution and Assessed Values increase. In this model the KPB will pay more than the State by 2027

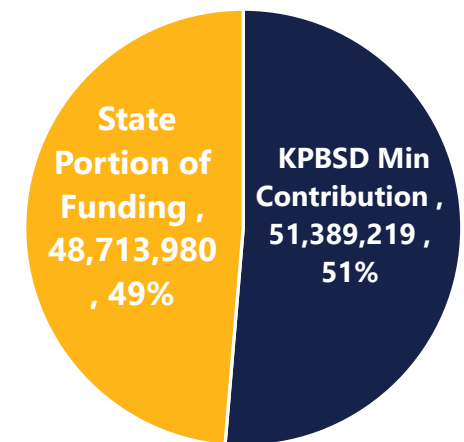


# Funding of Basic Need FY2021-FY2037

Funding Sources for Basic Need Funding FY2021-FY2037



**FY2035** Projected Basic Need Split Between State and Local Funding Sources

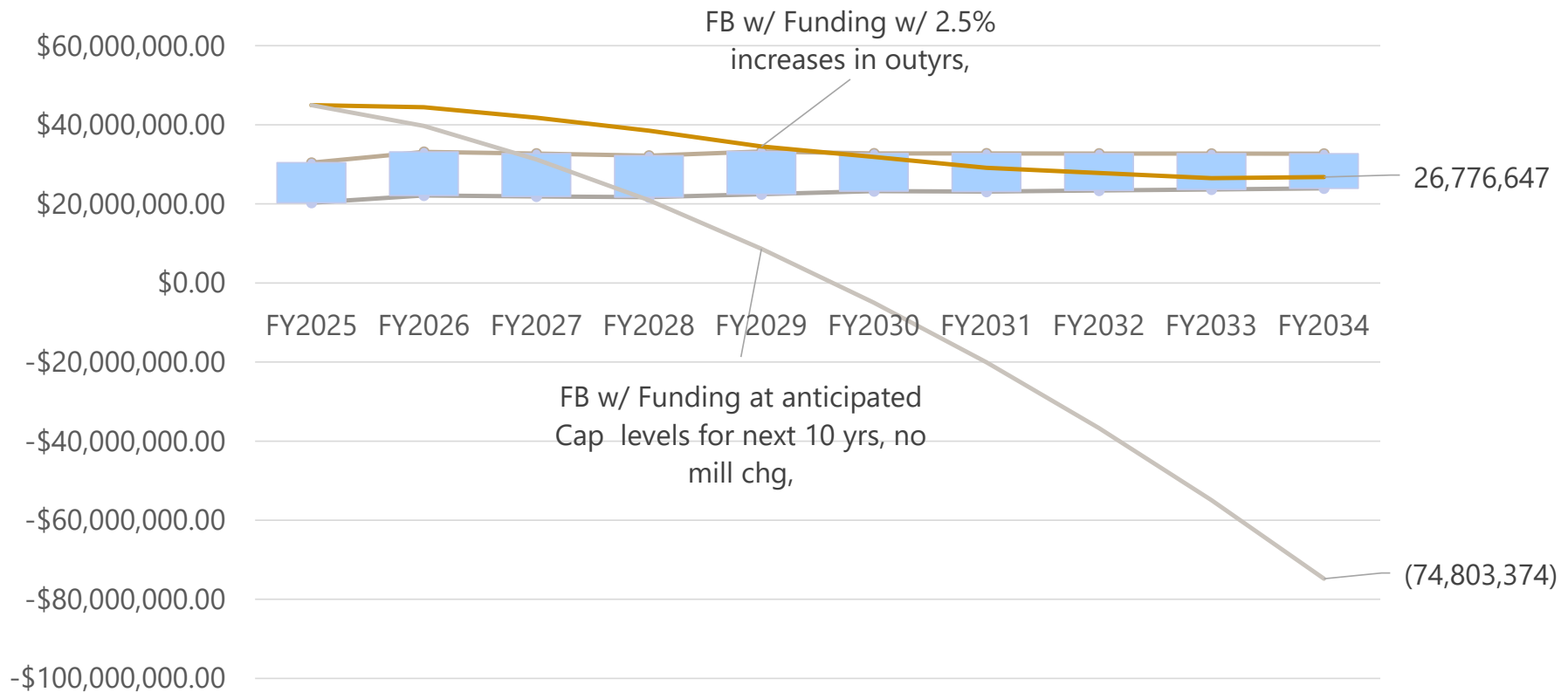


**In FY2035, the amount of Minimum Local funding will exceed the State Portion of Basic Need, due to growth in Full and True Assessed Values for the KPBS and reductions in enrollment.**



# Education Funding Impact on FB FY25-34

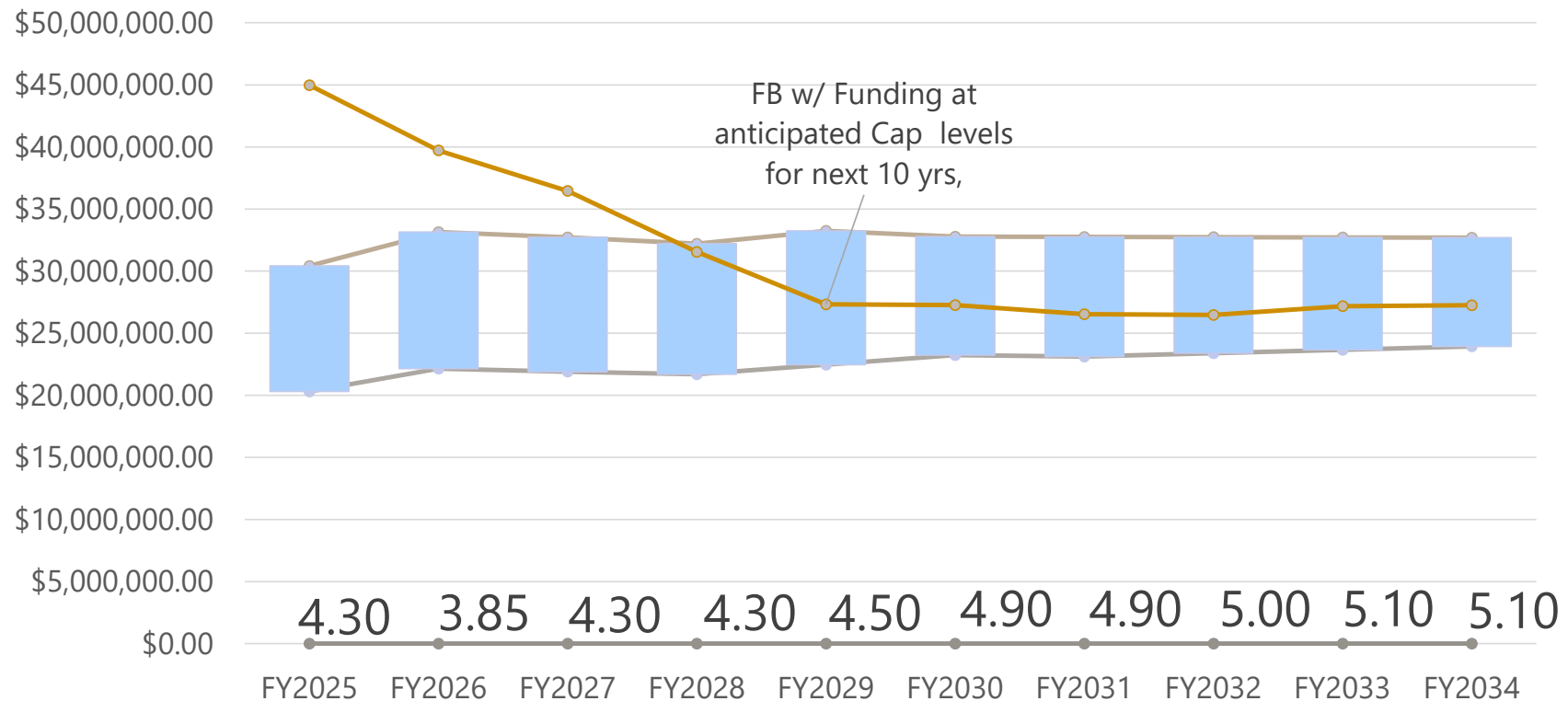
General Fund, Fund Balance with SD Funding Scenarios FY2025-FY2034





# Education Funding to the CAP, Mill Required

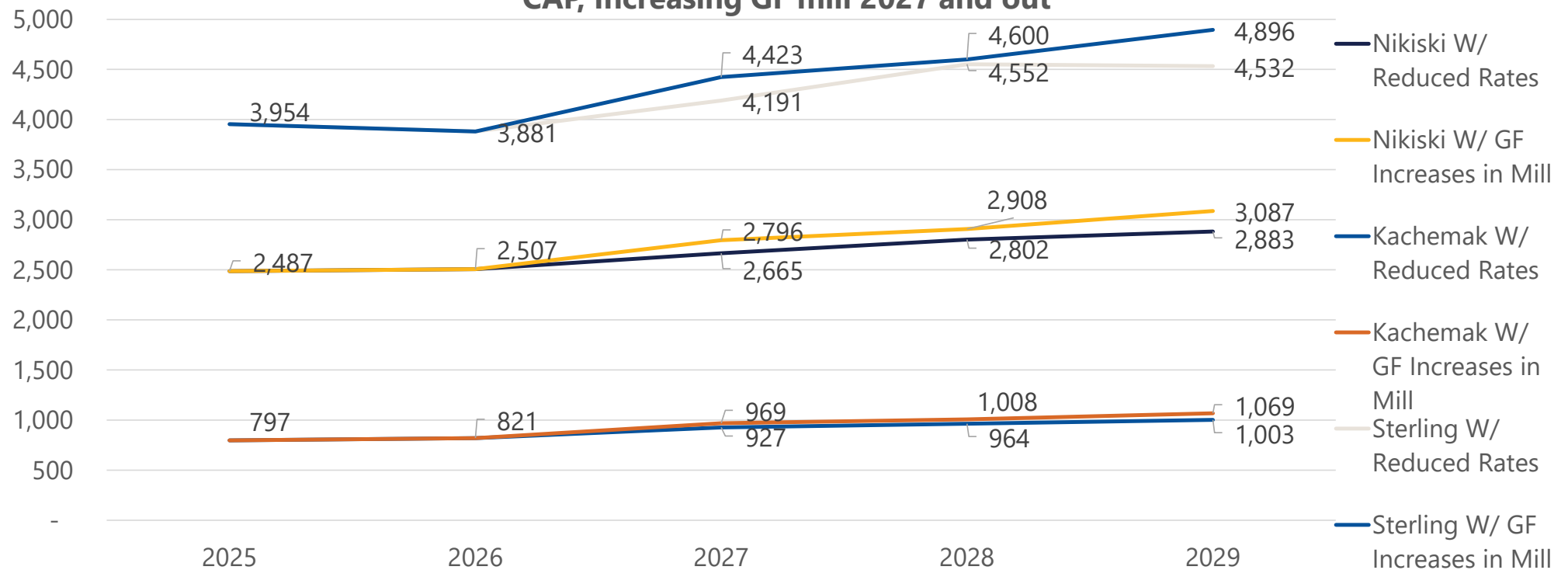
**General Fund, Fund Balance with SD Funding Scenarios  
Funding to the CAP and Anticipated Mill Rate FY2025-FY2034**





# Education Funding and Taxpayer Impact

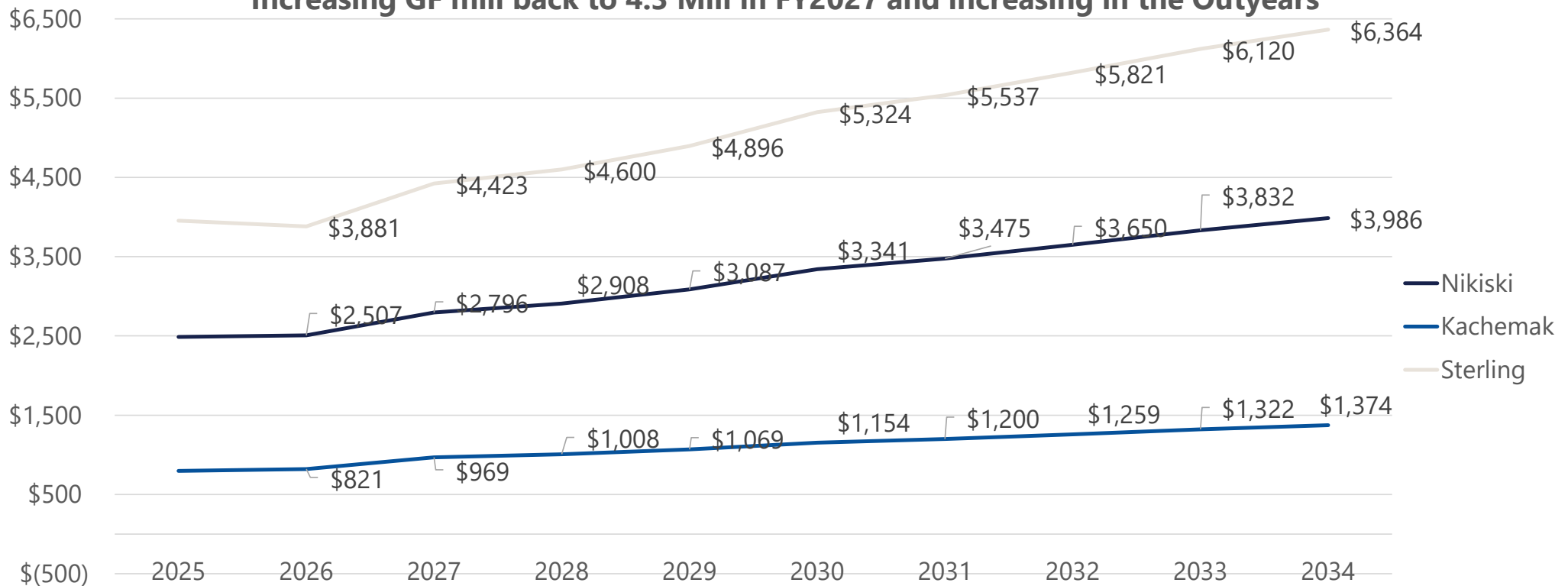
Projected Tax Impact Comparing Local Education Funding at 2.5% vs Funding to the CAP, Increasing GF mill 2027 and out





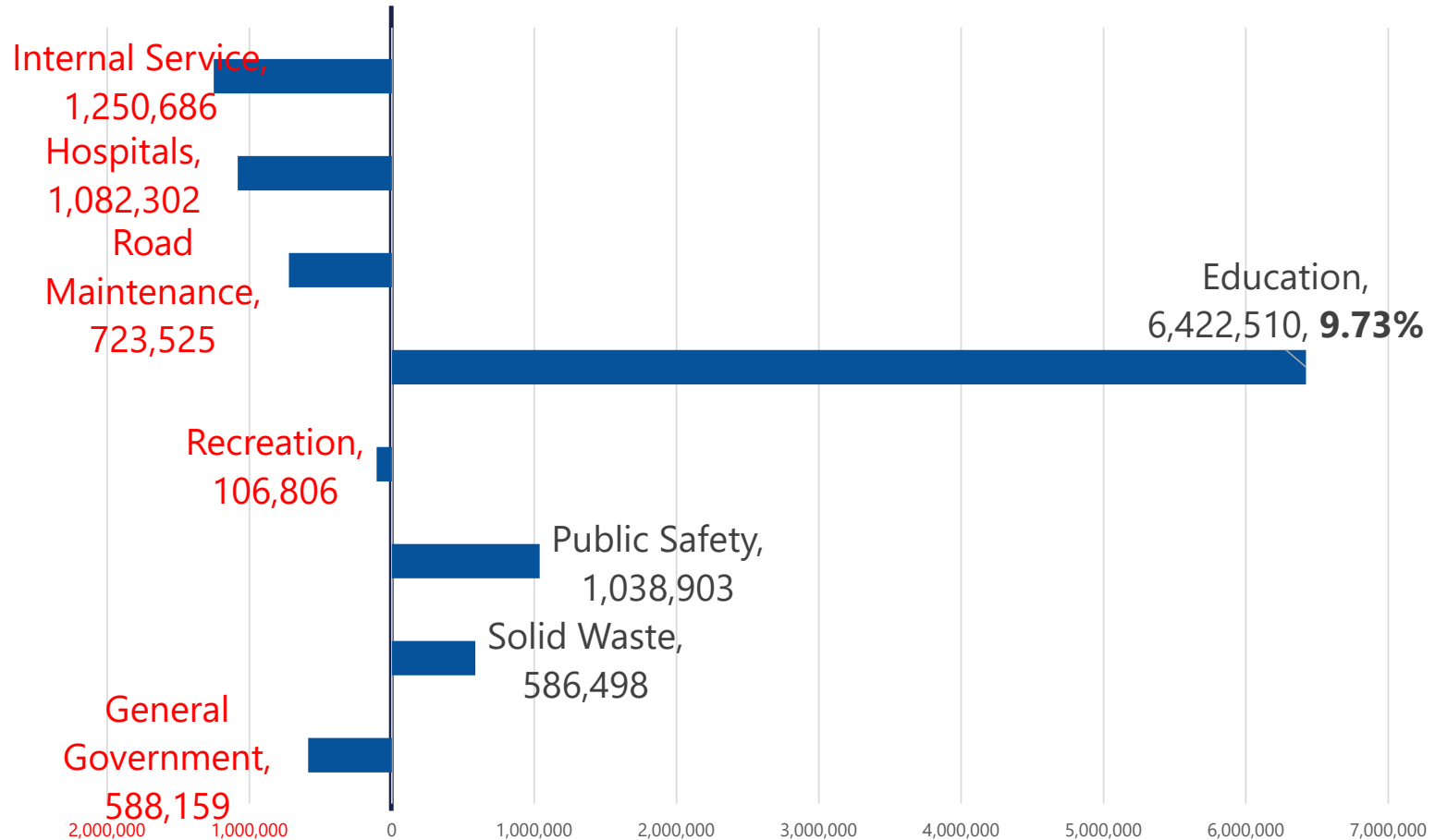
# Education Funding and Taxpayer Impact

**Projected Tax if Funding to the CAP is Provided in Outyears**  
**Increasing GF mill back to 4.3 Mill in FY2027 and increasing in the Outyears**



# Change in Boroughwide Expenditures w/ Funding to the CAP for Education

From FY2025 to FY2026



**(\$3,751,478)**

+

**\$8,047,911**

=

**\$4,296,433**



# Summary

- There are 7 Proposed mill rates reductions in FY2026.
- Most Taxpayers will see a reduction in their property tax bill as a result of reduced mill rates.
- Assessed values have increased 34% over the past 3 years, proposed reductions in mill rates will reduce the impact to taxpayers.
- Education consumes 100% of sales tax revenues, 38% of property tax revenues and 21% of other revenues.
- The Boroughwide expenditure budget is decreasing \$428,632 or < 1%. Most functions are reducing in spend, while Education, Solid Waste and Public Safety are up.
- Education is proposed to receive \$67.7 million in FY26. This is an increase of 1.67M from FY25.
- The Kenai Peninsula Borough provides more funding per student than other similar boroughs, such as Matsu and Fairbanks NorthStar.
- The Kenai Peninsula Borough will pay more to the KPBSD than the State of Alaska, by 2027 if we continue to provide funding to the CAP.



---

**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Tuesday, May 13, 2025 8:22 PM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Twyla G Mundy

**Your Email:** tmundy66@gmail.com

**Subject:** Full funding for education

**Message:**

Our teachers and students need to be supported to the maximum amount!!!  
Public education should be our number one priority!!! Unfortunately our State legislature is being held hostage by our misguided Governor!!!

---

**Subject:** FW: <EXTERNAL-SENDER>Response to conflict of interest opinion.  
**Attachments:** Conflict\_Response\_Derkevorkian\_Opinion (2).pdf

**From:** Richard <[derkevrs@gmail.com](mailto:derkevrs@gmail.com)>  
**Sent:** Wednesday, May 14, 2025 12:16 PM  
**To:** Baisden, James <[jbaisden@kpb.us](mailto:jbaisden@kpb.us)>; Tunseth, Ryan <[rtunseth@kpb.us](mailto:rtunseth@kpb.us)>; Ribbens, Peter <[pribbens@kpb.us](mailto:pribbens@kpb.us)>; Morton, Leslie <[lmorton@kpb.us](mailto:lmorton@kpb.us)>; Ecklund, Cindy <[CEcklund@kpb.us](mailto:CEcklund@kpb.us)>; Johnson, Brent <[bjohnson@kpb.us](mailto:bjohnson@kpb.us)>; Cooper, Kelly <[kcooper@kpb.us](mailto:kcooper@kpb.us)>; Dunne, William <[wdunne@kpb.us](mailto:wdunne@kpb.us)>; Mayor Peter Micciche <[pmicciche@kpb.us](mailto:pmicciche@kpb.us)>; G\_Notify\_AssemblyClerk <[G\\_Notify\\_AssemblyClerk@kpb.us](mailto:G_Notify_AssemblyClerk@kpb.us)>  
**Subject:** <EXTERNAL-SENDER>Response to conflict of interest opinion.

---

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---

I disagree with legal's opinion of Tyson's conflict and have attached some of my thoughts against that email.

I hope that you all do the right thing for public perception and don't allow him to vote on funding the school district.

Richard Derkevorkian  
(907)398-6256

## **Response to Borough Legal Department's Conflict of Interest Opinion**

Date: May 14, 2025

NOTE: The views expressed in this document represent the personal opinion of the undersigned and are not legal conclusions.

To: Kenai Peninsula Borough Assembly and Mayor Peter Micciche

Subject: Response to Borough Legal Department's Conflict of Interest Opinion - Assembly Member Voting on School Funding While Spouse Serves on Teachers' Union Executive Board

Dear Assembly Members and Mayor Micciche,

This letter serves as a formal response and counterargument to the May 13, 2025 memorandum issued by the Borough Legal Department concerning conflict of interest standards for Assembly members voting on school funding. Specifically, I believe the legal opinion underestimates the severity and implications of an Assembly member voting on school funding while their spouse actively serves on the executive board of the Kenai Peninsula Education Association (KPEA) during contract negotiations.

### **1. Financial Benefit to the Household Is Not Attenuated**

While the memorandum frames the Assembly's vote as an 'industry-wide' decision, the reality is that increasing the school district's funding during contract negotiations directly strengthens the negotiating position of the union and, by extension, financially benefits the household of the Assembly member in question. The public official's spouse holds a leadership role in advocating for a 22% raise, and this creates a direct personal financial stake in the Assembly's funding decision.

## 2. Appearance of Impropriety and Public Trust

Even if the legal threshold for a statutory conflict isn't met, the appearance of self-dealing is undeniable. Borough Code KPB 22.40.140 recognizes the importance of avoiding a 'serious appearance of impropriety.' The public's trust in the Assembly erodes when decisions that affect tax allocation appear to benefit members' own households.

## 3. Narrow, Non-Generalized Benefit

Legal's assertion that the member's spouse belongs to a 'large class of persons' is not applicable when the individual in question is part of the union leadership negotiating the financial terms. This is not a generalized benefit; it is a specific one. The leadership position distinguishes the spouse from general employees and invalidates the 'large class' exemption.

## 4. Funding Decisions Influence Negotiation Outcomes

The Assembly may not negotiate salaries directly, but its decision to fund 'to the cap' unequivocally impacts what the district can offer. Increased funding gives the union leverage. This makes the Assembly member's vote materially connected to his spouse's union efforts.

## 5. Legislative Intent Is Misapplied

No one disputes that district employees have the right to serve in elected office. The issue is voting on financial matters where a direct or household financial interest exists. KPB Code clearly states that such officials must recuse themselves from matters in which their household stands to benefit financially.

## Conclusion

Allowing this vote not only violates the spirit of the Borough's Code of Ethics but sets a dangerous precedent of accepting household-level conflicts as mere abstractions. I respectfully urge the

Assembly to revisit this issue, uphold ethical governance, and require recusal in this case.

Sincerely,

Richard Derkevorkian

Kenai, Alaska

---

**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Wednesday, May 14, 2025 3:34 PM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Mindy Hunter

**Your Email:** erik.mindy@gmail.com

**Subject:** Funding KPBSD to the cap

**Message:**

Every year inflation proofing the Base Student Allocation and forward funding is skipped over by our state government, particularly by our current governor. This year is looking no better. Education is the most important asset to support that will grow our economy in the future. I live in Homer, Alaska, and for 50 years I have lived in this beautiful state. I have watched our government put our children last, over and over, and it shows. Please fund KPBSD to the cap, and support our future.

---

**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Wednesday, May 14, 2025 5:21 PM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Kristie Cotroneo

**Your Email:** kris8cotro@yahoo.com

**Subject:** Funding to the Cap

**Message:**

Please fund education to the cap!

Thanks!

---

**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Wednesday, May 14, 2025 6:00 PM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Taryn Bryan

**Your Email:** Tbryan@kpbsd.k12.ak.us

**Subject:** Funding

**Message:**

Please fund education to the cap. Our students deserve the best we can offer.



---

**From:** Nina Faust <aknina51@gmail.com>  
**Sent:** Thursday, May 15, 2025 8:17 AM  
**To:** Turner, Michele  
**Subject:** <EXTERNAL-SENDER> Schools Funding to the Cap

---

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P.O. Box 2994  
Homer AK 99603

Dear Borough Assembly Members:

Our schools are extremely important to our communities. Funding has been below par for so many years, schools are struggling to keep up with deferred maintenance, retain teachers, and provide full educational programs.

We must, as a Borough, fund to the cap now. Waiting to find out what the State is going to provide will mean we will lose more teachers who will have to be given pink slips. Each year that we have gone through funding issues we have lost good personnel and then have to hire and train replacements costing the district more money. It is a vicious, expensive, and wasteful process.

If we go ahead and fund to the cap now, will help districts avoid having to cut programs, dial back more maintenance, and so much more that is not helpful for our schools to stay on a stable footing. Yes, the state will provide some level of BSA, but we do not need to wait to learn how much. Funding now will allow us to retain people, plan for next year, and save money by retaining experienced people.

Please move forward and pass funding for our schools to the cap.

Thank you,  
Nina Faust

---

**From:** cody mcgahan <codymcgahan@gmail.com>  
**Sent:** Thursday, May 15, 2025 12:21 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Conflict of interest

---

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Please forward to all assembly members-

Dear Assemblyman Cox,

The KPBSD budget vote is a significant financial decision, involving millions in public funds. To maintain integrity in the process, it's essential that these choices remain free from potential conflicts of interest. Given your wife's leadership role in the KPEA and the union's stake in increased funding, there is a concern that your vote could be seen as influenced. Choosing to abstain would demonstrate a commitment to ethical governance and transparency.

Cody

---

**From:** Austin Druce <atdgeneralcontracting@gmail.com>  
**Sent:** Thursday, May 15, 2025 1:29 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Conflict of interest

---

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---

PLEASE FORWARD TO ALL ASSEMBLY MEMBERS -

Dear Assembly Member Cox,  
With your wife in a top position at KPEA, voting on school funding becomes a personal matter. I ask that you respect the public process and step back from Tuesday's vote.  
Respectfully, Austin Druce

---

**From:** Daniel S Dykema <ddykema@hotmail.com>  
**Sent:** Thursday, May 15, 2025 1:45 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Request for Assembly Member Tyson Cox to Abstain from School Funding Vote

---

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Dear Borough Assembly Clerk,

I am writing to express my concern regarding Assembly Member Tyson Cox's potential participation in the upcoming school funding vote scheduled for this Tuesday at the Kenai Peninsula Borough Assembly.

I believe there may be a significant conflict of interest in this situation. Mr. Cox's wife serves as the Vice President of the KPEA teachers' union, which is currently negotiating a 22% pay raise at a time when the school district is grappling with a \$17 million deficit. Given that Mr. Cox has previously voted in favor of increased school funding—decisions that directly impact his household—I feel it would be inappropriate for him to participate in this vote.

To uphold public trust and ensure ethical governance, I respectfully request that Assembly Member Cox abstain from voting on this matter. I believe this step is necessary to avoid any perception of bias or conflict of interest.

Thank you for your attention to this matter. I trust the Borough Assembly will prioritize transparency and fairness in its decision-making process.

Sincerely,

Daniel Dykema

36080 Tremolo Cir

Soldotna, AK 99669

Sent from my iPhone

---

**From:** Megan Starr <meganmstarr@gmail.com>  
**Sent:** Thursday, May 15, 2025 2:33 PM  
**To:** Turner, Michele  
**Subject:** Re: <EXTERNAL-SENDER>Vote conflict

---

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---

Please fwd to all assembly members.

Thank you !

Megan Starr Maurer  
Triton Alaska Inc.  
907-350-3312

Sent from my iPhone

On May 15, 2025, at 14:19, Turner, Michele <MicheleTurner@kpb.us> wrote:

Thank you for your email. Your comments have been forwarded to Assembly Member Cox.

### **Michele Turner - CMC**

**Borough Clerk**

**Office:** (907) 714-2160

<image001\_71bbeddf-0055-408a-99d6-04a790de112e.png>

<image005\_037b1a6c-

7f24-45ce-8e1a-

cedc27814251.png>

**Kenai Peninsula Borough**

144 N. Binkley St. Soldotna, AK 99669

[kpb.us](http://kpb.us)

**PUBLIC RECORDS LAW DISCLOSURE:** This email and responses to this email may be considered a public record under the law.

-----Original Message-----

From: Megan Starr <meganmstarr@gmail.com>  
Sent: Thursday, May 15, 2025 2:16 PM  
To: G\_Notify\_AssemblyClerk <G\_Notify\_AssemblyClerk@kpb.us>  
Subject: <EXTERNAL-SENDER>Vote conflict

---

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---

Dear Assembly Member Cox,

With your wife in a top position at KPEA, voting on school funding becomes a personal matter. I ask that you respect the public process and step back from Tuesday's vote.

Respectfully,

Megan Starr Maurer  
Triton Alaska Inc.  
907-350-3312

Please forward to all assembly members

Sent from my iPhone

---

**From:** Crystal Lee <leecrystal13@yahoo.com>  
**Sent:** Thursday, May 15, 2025 4:55 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER> Unethical

---

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---

Tyson Cox should not be able to vote on school funding. His wife is vice president of KPEA teachers union. It is a conflict of interest & absolutely unethical!

Thank you,  
Crystal Lee

---

**From:** Sarah DesOrmeaux <ss\_hawkins@hotmail.com>  
**Sent:** Thursday, May 15, 2025 5:29 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Please Forward to all assembly members ~ Conflict of Interest ~

---

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---

Please Forward to all assembly members

Mr. Cox,

You may genuinely believe you can remain impartial, but perception matters in public service. When your spouse helps lead a union negotiating millions in pay increases, any vote you cast on funding will be seen as biased. Please recuse yourself.

Regards,

Sarah DesOrmeaux  
Soldotna, AK



---

**From:** mary griswold <mgrt@xyz.net>  
**Sent:** Friday, May 16, 2025 11:35 AM  
**To:** Turner, Michele  
**Subject:** <EXTERNAL-SENDER> Public comment: Johnson budget amendment to fund to the cap

---

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---

(Please include this public comment for the next assembly meeting)

Please support Brent Johnson's budget amendment to increase education funding by \$4.7 million. I urge funding to the cap, especially in this time of state funding uncertainty. We risk losing good teachers, support staff, and great programs because the state cannot get its act together to adequately forward fund education. The least our borough can do is show its dedication to education funding. This bump in borough funding won't save teacher positions but it is a step in the right direction. If the state legislature and governor see that we take quality education seriously, maybe they will too.

Thank you for your consideration.  
Mary Griswold  
Homer

---

**From:** Danielle Cooper <dmcooper907@gmail.com>  
**Sent:** Friday, May 16, 2025 12:24 AM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Conflict of Interest

---

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---

PLEASE FORWARD TO ALL ASSEMBLY MEMBERS;

Mr. Cox,  
I'm asking you not to vote on the school funding issue due to your family's direct involvement in union negotiations. Whether intentional or not, it creates a breach in the public's trust. Please do what's right.

Thank you,  
Cooper Family

---

**From:** Mandy <mandylanderson.ma@gmail.com>  
**Sent:** Saturday, May 17, 2025 10:06 AM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>A Simple Request To Abstain Your Vote Due To Conflict Of Interest -

---

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**\*\*PLEASE FORWARD TO ALL ASSEMBLY MEMBERS\*\***

05/17/2025

Dear Assembly Member Cox,

As a resident of the Kenai Peninsula and a mother of a KPBSD student, I hope you will take the time & consideration to listen to the public's voice on this matter to please abstain from voting on Tuesday's school funding vote. As a Representative, I would hope you would uphold yourself to a higher ethical standard & recognize that your vote would be inappropriate on this matter. Given your wife's VP leadership role in the KPEA, your participation in the upcoming vote on school funding clearly compromises our community's trust.

There's no shame in acknowledging a conflict of interest by stepping down on this particular vote. But there is significant shame in ignoring it.

With this being said, I respectfully request you to please abstain from Tuesday's school funding vote to avoid undermining our community's faith in the Assembly.

Thank you kindly.

Sincerely,

Mandy Anderson  
Kenai Peninsula Resident  
& Mother Of A KPBSD Student

---

**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Saturday, May 17, 2025 11:35 AM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Therese

**Your Email:** thereselew@gmail.com

**Subject:** Funding Education

**Message:**

KPB Assembly Members,  
After skimming over the comments on Resolution 2025-021 funding ed to cap, it's hard to believe it won't be. Virtually everyone agrees it should.  
And after reading Jake Dye's article on the draft budget proposal to lower property tax mil rate, I don't get it. Not funded to cap and lower property tax?  
I see a lot of brand new homes going up around Homer, I see public education funded to the cap.

Thank you all so much,  
Therese Lewandowski

---

**From:** Amie Smithwick <amie.smithwick@gmail.com>  
**Sent:** Saturday, May 17, 2025 2:52 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Open letter to Assemblyman Cox (Clerk: please forward to all Assembly Members)

---

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---

Dear Assembly Member Cox,

This letter serves as a formal and respectful request that you recuse yourself from any votes related to KPBSD budgetary allocations. Your wife’s executive leadership within the Kenai Peninsula Education Association—who are currently advocating for increased compensation—creates a clear and material conflict of interest.

Regardless of the legal opinion rendered, public officials are expected to uphold the highest ethical standards. Your direct connection to an organization with a vested interest in the outcome understandably raises concerns about impartiality.

Recusing yourself from these proceedings would not only affirm your dedication to ethical governance but also help restore and reinforce public confidence in the integrity of the Assembly. In service to your constituents and the credibility of our local government, I respectfully urge you to step back from these decisions.

Amie Hagen

---

**From:** calvin w <calvinwilliams21@hotmail.com>  
**Sent:** Sunday, May 18, 2025 1:46 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Please Preserve the Integrity of the Assembly

---

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---

Dear Mr. Cox,  
As a resident of the Kenai Peninsula, I expect my representatives to uphold high ethical standards. Given your wife's leadership role in the KPEA, your participation in the upcoming vote on school funding clearly compromises public trust. Please abstain.  
Sincerely,

Calvin Williams.

PLEASE FORWARD TO ALL ASSEMBLY MEMBERS

Sent from my iPhone



---

**From:** Patricia Truesdell <PTruesdell@KPBSD.k12.ak.us>  
**Sent:** Sunday, May 18, 2025 10:39 PM  
**To:** Cox, Tyson; G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER> Funding our Schools to the Cap

---

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I am writing to the KPB Assembly members and our Borough Mayor to address the possibility of funding our local schools to the CAP. As a member of the our local KPBSD Board I certainly understand the hard decisions you are having to make. I also have to say, I agree with our Borough Mayor that the State has not been funding our schools the way they should. But in the end, it brings it back to those of us that live here and send our children to school here to try to find a solution. .

I need to make a couple of points, and I will try to be succinct.

1. Public education is expensive: No doubt that is true. I have been in Alaska 54 years, and everything in Alaska is more expensive than things outside. We all know that. Our State Constitution requires that the State fund our schools so our children can have the best education possible. Now it may fall to us locally to do the best we can to fund our schools. My four children and grandchildren attended our local schools and received a good education. Education is the best investment we can make for our community. Hard to put a price tag on that!

2. Students are failing: We are told that our schools are failing and students are falling behind. Totally not true. We had COVID and it set us back without a doubt. But here is something you may not know. I got on the school board shortly before COVID hit in March of 2020. Teachers came back from Spring Break and walked right into COVID. Imagine .. all of a sudden we were in the middle of a pandemic. Ultimately, our students were out of school and totally home schooled. When our schools re-opened (we were so excited), I immediately went down a signed up to volunteer. I began volunteering three days a week at my local school. What I noticed first thing out ..Make a note here: Our students were so excited to be back in school with their teachers and friends. You should have seen their faces! You could see it and know it. Sadly, they still had all those COVID rules about having to go home if they came in contact with another student with COVID. I use to watch the little guys get called down to the office and have to come back to get their books and go home. It was so sad. But now they are back and in their classrooms. Yes they fell behind but the truth is, our students are coming back strong. The new reading program (CKLA) , is doing what we wanted it to do. Test scores are coming up. If you don't believe me, check the District web page and look up test scores for 2024. Have Keri or Clayton find them for you. The scores are coming up. Don'r listen to those who

say our kids are failing. They are not.!! Personally, I think they test too much but hey ..I attended Redoubt Elementary School a few weeks ago and they were doing a WAX Museum project. It was in the gym and students did some truly excellent projects. Check out your local schools, and you will be proud of the learning that is happening.

3. Here is what I know: Our students are NOT failing and we need to have funding. To quote a line from a movie. In my opinion, our students should attend school in mansions. This is my community and I want my children to have the best schools. I do not want to have to close schools or discontinue important educational programs .. worse yet, we do not want to have to fill up a classroom with more students and make it harder for them to get the education they deserve.

Wrapping up: We need the funding. You all know that we do. I am a retired teacher who spends a lot of time in our local classrooms. Just a couple of things to keep in mind. Our teachers are working hard. Sadly, for the last year or so, they have been working hard with less and less support. We are having trouble finding and keeping our teachers, and you all know that is true. It's not right for our community. It just is not.

If there is something I did not address or a question you might have, please feel free to contact me. Thank you for your service to our community and the hard job that you all do.

God Bless You all.

Patti Truesdell,  
KPBDS District 1  
907-394-4497



---

**From:** LaDawn Druce <ladawn\_druce@hotmail.com>  
**Sent:** Sunday, May 18, 2025 4:04 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER> Please forward to all Assembly Members

---

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Dear Members of the Kenai Peninsula Borough Assembly,

I am writing to you today to express my support for the proposed increase to public education for our public schools for the 2025-2026 school year.

I am in favor of the suggested amendment by Assembly Member Johnson for an increase in funding from \$57,634,015 to \$62,359,080.

My husband Mike and I have lived on the peninsula in the Soldotna/Sterling area for 32 years this August. Mike began teaching at Soldotna High School in August of 1993. We are both retired educators of the school district. However, we are both currently serving as "retired" educators at Susan B. English in Seldovia. Like many Alaskans, moving to the peninsula was a decision we made for "quality of life" for our three sons.

Our boys had a wonderful education in our schools, and each graduated in turn from Soldotna High School. Our grandchildren are now in public schools in Anchorage and Wasilla.

I appreciate and understand Mayor Micciche's concerns regarding the local increase, given the State's unwillingness to do their part to fund our schools. I too am increasingly frustrated by the Governor for holding our students, teachers, and district "hostage," when he should be supporting our students.

Thank you for your consideration. There is nothing more important to our community than the continued support of our public schools.

Sincerely,  
LaDawn Druce  
38240 Robinson Loop Rd.  
Sterling, AK 99672

Sent from [Outlook](#)

---

**From:** Walter Woods <myrararocks@gmail.com>  
**Sent:** Sunday, May 18, 2025 7:32 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>School funding

---

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To all Kenia Assembly Members

I am writing to all Assembly Members to strongly request that Tyson Cox abstain from all voting in regard to school funding. He has a definite conflict of interest in this process and the ethical thing for him is to not be involved in this.

Sincerely

Walter Woods

Anchor Point, AK

---

**From:** Becky Woods <noahsarkmom1@gmail.com>  
**Sent:** Sunday, May 18, 2025 7:34 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Tuesday's school funding vote

---

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---

PLEASE FORWARD TO ALL ASSEMBLY MEMBERS

Tyson Cox should abstain from any votes regarding school funding. As his wife is VP of the KPEA teachers' union, it would be a severe conflict of interest for him to be involved in the vote!!

Thank you for your consideration.

Becky Woods  
Anchor Point

---

**From:** Larry Zuccaro <l.l.zuccaro@icloud.com>  
**Sent:** Monday, May 19, 2025 8:51 AM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Tyson Cox Vote on Teacher's Pay Raise

---

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---

We are hereby requesting that Tyson Cox **abstain voting** on the KPEA teacher's pay raise due to a **direct conflict of interest** - his wife is VP of the KPEA Teacher's union. This is a call for ethical governance.

Mr. Cox please do what is right ethically and show the citizens of the borough that you are a person of good moral character.

PLEASE FORWARD THIS TO ALL ASSEMBLY MEMBERS.

Respectfully,

Larry and Lonnie Zuccaro  
Homer, AK

---

**From:** Kathy Toms <kathytomsalaska@gmail.com>  
**Sent:** Monday, May 19, 2025 9:29 AM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER> Tyson Cox abstain from Tuesday's vote

---

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---

I am writing to ask that you ask Tyson Cox to abstain from voting on the school funding bill. He clearly has a conflict of interest and should not be voting on this bill.



*Kathy Toms*

---

**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Monday, May 19, 2025 8:15 PM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Margaret Zerbinos

**Your Email:** mzerbinos@gmail.com

**Subject:** school budget

**Message:**

I support the funding to the cap for education in the 2026 borough budget. I support assembly member Johnson's amendment to increase the borough's contribution to the KPBSD from \$57,634,015 to \$62, 359,080 for FY26. I believe additional funding should be decided now and not wait. Waiting creates a hardship for staff in not knowing if they will have a job this fall, or not. This could result in them leaving our school district. It also makes it difficult to plan programs, and hire staff when a decision on the budget is postponed.  
Thank you

---

**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Monday, May 19, 2025 8:19 PM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Margaret Zerbinos

**Your Email:** mzerbinos@gmail.com

**Subject:** budget

**Message:**

I support the funding to the cap for education in the 2026 borough budget. I support assembly member Johnson's amendment to increase the borough's contribution to the KPBSD from \$57,634,015 to \$62, 359,080 for FY26. I believe additional funding should be decided now and not wait. Waiting creates a hardship for staff in not knowing if they will have a job this fall, or not. This could result in them leaving our school district. It also makes it difficult to plan programs, and hire staff when a decision on the budget is postponed.  
Thank you



---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:17 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Sherri Burt <sherriburt@yahoo.com>  
**Date:** May 18, 2025 at 2:30:26 PM AKDT  
**To:** "Dunne, William" <wdunne@kpb.us>, Elizabeth Diamant <lizdiamant@gmail.com>  
**Subject:** <EXTERNAL-SENDER>SRSA input on .25 mill increase

---

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I have been a resident of Seldovia since 1991, when I came to teach Susan B. English, and served as a lifeguard for over 25 years now. Clearly, I love to swim and see the benefits of having our pool for all our community members. I hope we can work toward a permanent solution to be able to keep it open (as well as our school).

I have also served on the board at the SOCC, as well as having participated in a multitude of various activities over all the years we have had it in our beautiful community and appreciate all the good it provides in our diverse community.

Whatever, our communities wish, I hope both entities will be able to be utilized to the max that we can provide in people power and finances.

Though I do not have an expensive property or high income, I will certainly donate equal to the 1.0 mill rate that would help keep the pool going.

Thank you to all who are working for and researching for these difficult financial situations we find ourselves in.

Sincerely,

Sherri Burt

---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:20 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Vivian Rojas <vivianrojas05@gmail.com>  
**Date:** May 13, 2025 at 9:13:38 AM AKDT  
**To:** Lisa Stanish <seldoviasocc@gmail.com>, Liz Diament <cityclerk@cityofseldovia.com>, "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Re: Seldovia Recreational Service Area call for input on future of SBE pool

---

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Thank you for the opportunity to write in about this issue.

I am very much in favor of the .25 increase in the mil rate to support the SBE Pool through the SRSA.

The concept of supporting youth through swim lessons and water safety is essential living on the water. Having a pool available to the community is supporting recreation activities to the area and is showcasing what the SRSA is all about-providing recreational opportunities for all.

Again, thank you for the opportunity to share my opinion.  
Vivian Rojas

On May 8, 2025, at 3:53 PM, Lisa Stanish <seldoviasocc@gmail.com> wrote:

Good day Seldovia Rec residents,

Please see the attached request for comment from your SRSA board on the proposed increase to the SRSA mill rate. If you are no longer a member of the SRSA please disregard this email.

Thank you for your time,

*Lisa Stanish*

Facility Coordinator  
Sea Otter Community Center  
Seldovia, AK  
907-234-4110

"Community is much more than belonging to something;  
it's about doing something that makes belonging matter." -Brian Solis

<SRSA Pool Input (2).pdf>

---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:21 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Tom Mortensen <tom@mortensen.com>  
**Date:** May 11, 2025 at 4:12:09 PM AKDT  
**To:** Elizabeth Diamant <lizdiamant@gmail.com>  
**Cc:** "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Proposed SRSA Mill Rate increase to 1.0

---

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---

I received an email notice on May 8th from Lisa Stanish, the Facility Coordinator for the Sea Otter Community Center in Seldovia.

The notice requested comments prior to May 19, 2025.

As a property owner within the SRSA boundary, I believe it is appropriate to increasing the annual mill rate by an additional 0.25 to provide temporary funding for the High School pool facility.

However, temporary taxation tends to become permanent.

Therefore, I further believe that if alternate funding is not acquired, that continuing the temporary 0.25 mill increase is Not appropriate in this matter.

If alternate funding is not acquired in a reasonable period of time, then the budget shortfall for the pool should be covered by appropriate service fees for the pool use.

Thereby decreasing the annual SRSA mill rate back to the current 0.75.

Thank you for the opportunity to comment.

Regards,

Tom Mortensen  
907-229-7400

---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:21 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** DAVE BARNES <davebarnes@mtaonline.net>  
**Date:** May 11, 2025 at 9:14:24 AM AKDT  
**To:** lizdiament@gmail.com, "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Seldovia pool

---

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---

My wife and I have a home in Seldovia at 250 Fulmore Avenue. We are in support of the proposed 0.25 mill rate increase to support funding of the Seldovia pool while long-term funding is sourced. Thank you.

Dave Barnes  
(907) 354-2079

---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:21 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** damara burnett <damaraburnett@gmail.com>  
**Date:** May 10, 2025 at 9:01:41 PM AKDT  
**To:** lizdiament@gmail.com, "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>SRSA mil increase for SBE pool

---

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---

Hi Liz & Willy,

As a Seldovia property owner I support utilizing the 1 mil SRSA tax if it goes directly to keeping the pool open. I would actually place emphasis on the pool over anything else the SRSA does, including operation of the SOCC.

Thank you for communicating support of this option!

Damara

---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:22 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Mary Anne Wilson <anmw48@gmail.com>  
**Date:** May 10, 2025 at 7:30:08 PM AKDT  
**To:** "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Seldovia Pool

---

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---

Hi Willy,

Count me as a pool supporter. You can even increase the mill rate for it!  
It's too important a community asset to let go.

Mary Anne Wilson  
Seldovia



---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:22 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Jon Goltz <jkgoltz@icloud.com>  
**Date:** May 10, 2025 at 11:43:42 AM AKDT  
**To:** lizdiamant@gmail.com, "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Support for SRSA increase for pool

---

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---

Liz and Willy -

I support increasing the Seldovia Recreational Service Area tax by 0.25 mils to make funds available for the Seldovia swimming pool.

Jon Goltz  
jkgoltz@icloud.com  
907-632-4204

261 Airport Ave.  
PO Box 101  
Seldovia AK 99663

---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:23 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** hedgehop@alaska.net  
**Date:** May 9, 2025 at 9:56:20 PM AKDT  
**To:** "Dunne, William" <wdunne@kpb.us>, lizdiamant@gmail.com  
**Subject:** <EXTERNAL-SENDER>Seldovia pool closure

---

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---

Dear Representative Dunne:

Please do all you can to support our school pool. We have a large number of kids who go into fishing jobs. They need swim lessons. Lessons save lives. My husband & I are in the Seldovia Recreational Service Area. We are property owners here and would like the Borough to consider a .25 mill rate increase to support our pool.

Thank you for your time & efforts.

Linda Hedgecoth  
Jim Hopkins  
P.O. Box K  
258 Lipke Lane  
Seldovia  
AK 99663

---

**From:** Leah V <leahvik@gmail.com>  
**Sent:** Monday, May 19, 2025 9:23 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Budget Vote

---

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\*Please forward to all assembly members\*

Dear Mr. Cox,

As a property owner who contributes to the borough's education funding through taxes, I have serious concerns about your participation in the school funding vote. Given your wife's role as a union leader in active negotiations, it is inappropriate for you to influence a vote that may increase her compensation. I expect my elected representatives to uphold the highest standards of integrity by avoiding potential conflicts of interest—not vote on them.

-Leah Vik

---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:24 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Ila Dillon <iladillon@gmail.com>  
**Date:** May 9, 2025 at 11:43:51 AM AKDT  
**To:** "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>SRSA mill rate

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I'm a property owner in the SRSA area. I also love our school pool. I feel it is vital that Seldovia residents, who are surrounded by water, are able to learn to swim.

I'm happy to pay an increase of .25 mill rate to keep our pool open.

Thank you, Ila Dillon

---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:25 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Keith Swick <swick21@hotmail.com>  
**Date:** May 9, 2025 at 9:20:16 AM AKDT  
**To:** "Dunne, William" <wdunne@kpb.us>, lizdiament@gmail.com  
**Subject:** <EXTERNAL-SENDER>SBE pool

---

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Hello,

I'm writing in regards to the impending closure of our school pool and use of SRSA funds to bridge these ugly times. I'm a lifelong resident of Seldovia and raising children here. I have never been a fan of the service area from the start because I felt it only served few for which many are taxed. However, I am in full support of SRSA funds being used for pool funding. Something has to give. You don't need a building for chess club or to play legos like you might need a gym to play basketball or a pool to swim. While the facility coordinator has done great trying to create programs I don't feel the attendance is there. Which is unfortunate because I feel the effort was. My son attends these programs but they are nothing compared to the pool for him, or us as parents and our younger children.

As a side note, I am not in support of Seldovia Village Tribe gaining any kind of control of borough facilities. While I can't deny they do some good. I feel it is only to be perceived as good so they can collect on the admin fees for their pockets. Always lots of picture taking to verify grants of which a fraction is going to where it should. Thank you

Sent from my Verizon, Samsung Galaxy smartphone  
Get [Outlook for Android](#)

---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:25 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Ashley Keithley <ashley@seldoviafishingadventures.com>  
**Date:** May 8, 2025 at 8:17:23 PM AKDT  
**To:** elizabeth diament <lizdiament@gmail.com>, "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Seldovia Pool-Mill Rate Increase

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Liz & Willy,

I wanted to reach out with my support as a property owner in the Seldovia Recreational Service Area to increase the Mill Rate and additional .25mills in order to give the SRSA funds needed to keep the pool open with current staffing until a long term solution is found. I have also attached the let the r in previously sent to Willy in support of keeping the pool open and why it is so important.

Cheers,



**Ashley Keithley**

**Owner/Manager**

**425-770-3594**

**PO Box 121**

**226 Watch Point Dr Seldovia, AK 99663**

**Ashley@seldoviafishingadventures.com**



<Willy Dunne-Potential Seldovia Pool Closure- A Request to Reconsider-Ashley Keithley.pdf>



---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:26 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Darlene Crawford <dc@dcrawford.org>  
**Date:** May 8, 2025 at 4:31:58 PM AKDT  
**To:** lizdiament@gmail.com, "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Additional mill rate increase for SRSA

---

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Hello, I've sent this email to you both combined, to show you both our support for a .25 mill rate increase to SRSA in order to keep the school pool open. John and I have lived in Seldovia since 1945 and 1957, and we spoke up and lobbied for that pool, before it was built, informing the Borough Assembly of the several children and adults in Seldovia who had died by drowning as no one knew how to swim.

We were so happy to get the Borough Assembly's and School Board's approval and Seldovia was the first Borough school to get a pool. Since that time, there have always been swimming lessons in that pool, teaching even babies on up, to swim and no children of Seldovia have died by drowning since getting the pool. The Seldovia Village Tribe has given lessons and Seldovia Sea Otter Center also, and lessons are still going on now...but there are a steady line of babies and new kids coming up who are getting lessons now and still need to learn to swim. Adults also are able to use the pool, and hone up on swimming...

So for our waterfront community the pool is a very important part of our lives, that the pool can continue and swimming instruction can continue. So if increasing the mill rate will help the Pool, it will be welcomed in Seldovia.

Sincerely,

Darlene and John Crawford

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**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:26 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Douglas Giles <brkft00@yahoo.com>  
**Date:** May 8, 2025 at 9:19:58 AM AKDT  
**To:** "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Seldovia pool.

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Hello,  
My name is Doug Giles and am a life long Alaskan and a life long Seldovian, born in 1959.

When I was in grade school the town was booming, fishing was robust and logging was just getting started.

The school at the time was bursting at the seams, so a new school was built. This was before the Permeant Fund was established, Were did the funds come from? Were they more fiscally responsible back then?

Seldovia is just a place to live now, very few jobs available, fishing has gone by the wayside and logging is no more. I, like a lot of residents commute for our jobs.

I learned how to swim at the pool. My grand kids are learning how to swim in that pool.  
It also, in case of a natural disaster acts as an emergency water supply.

So do we keep it up and running just during the school year or some other modified schedule?  
Funding seems to always be the problem, do we rob Peter to pay Paul? Are the few that live here expected to fund the whole thing? I don't have the answer but the pool is vital for a community that is built next to the water.

My property taxes keep going up every year. Looking at the 2025 assessment brochure, \$3.3+ million for recreation and \$66+ million for education. There must be a few dollars there to keep the pool open.

Respectfully,  
Doug Giles



---

**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:27 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Jennifer Swick <jrswick14@gmail.com>  
**Date:** May 6, 2025 at 12:36:33 PM AKDT  
**To:** "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>SRSA mil increase

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Good Afternoon,

I am in support of the mil increase of the .25 for the SRSA to help fund the pool, furthermore I am in support of using more of the SRSA mil as a long term solution as well. There is this thought that we must pick between the SOCC or the pool if this is the way the community chooses to go, but there should be a way to have both. I do not believe that the building and all the current programming should be eliminated, nor should things like the pottery studio or the new ice rink- these things can all still be supported through volunteer efforts, which some of them already are. The ice rink was put up and taken down by volunteers, as well as flooded, shoveled, etc during its season. Morning workouts and yoga can easily be volunteer lead, as well as Science Fridays if these are things that the community is interested in continuing.

It was stated in the meeting last night that the majority of the SRSA budget is Lisa's salary, which creates a difficult conversation when you are talking about a friend, but if her position is morphed back into what it used to be as more of an admin position at reduced hours, not as her running programming, then things could possibly still carry on. The after school programming that is being run right now, is not always well attended and there is alternative programming happening at the same time as well. It is nice for kids to have options, sure, but the elimination of these programs would not necessarily leave a gap in family's schedules. Programs can absolutely continue as well, if volunteers are willing to step up. This spring, for example, we had a mom volunteer her time to put on a K-3 cheer club after school at the SOCC. I also was looking into putting on a volleyball camp, volunteering my time and running it as a SRSA program in order to gain access to the gym.

Lisa is doing her best to try and offer different things, she reference last night her two music camps she is setting up, and that is great and those things should continue, again those are budgeted separately (I believe the pottery classes operate similarly as well) and are not part of the contractual services that make up the majority of the budget.

I do not want to see assets eliminated, and I hate to suggest cutting back Lisa's position, but at this time until we know more about the pool funding options, this seems like something that is going to have to be explored.

Thank you for listening to the community's wants and needs.

Jen Swick  
397 Rocky St  
Seldovia

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**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:28 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Paul Cziko <pcziko@gmail.com>  
**Date:** May 6, 2025 at 2:19:59 AM AKDT  
**To:** "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Seldovia Pool & SRSA  
**Reply-To:** pcziko@gmail.com

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Hi Willie,

I am a younger, property-owning resident in the SRSA, living a bit outside of Seldovia City limits with my wife and 2 kids.

I am fully supportive of the proposed 0.25% increase in the mill rate as an interim solution and in order to demonstrate community support for keeping the pool open.

Though currently proposed as a short-term increase in the mill rate, I would not be opposed to a permanent increase to support the pool's annual operating costs. However, a recurring increased mill-rate should be thoughtfully considered against the benefits it would bring us.

If reasonable proposals were advanced, I would also support and contribute to other creative and collaborative efforts to maintain current service levels or, preferably, expand the pool's availability and offerings.

Furthermore, the SOCC and its staff are such a fantastic resource for our community, and I would be strongly opposed to any reduction in SOCC services or staffing.

Thank you for advocating for us and for working to find creative and sustainable solutions to maintain and improve our community services and facilities.

Respectfully,  
Paul Cziko  
1451 N. Boone Ln,  
Seldovia

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**From:** Dunne, William  
**Sent:** Monday, May 19, 2025 9:28 PM  
**To:** Turner, Michele  
**Subject:** Please forward to Assembly members

Sent from my iPad

Begin forwarded message:

**From:** Randi Sweet <randisweet252@gmail.com>  
**Date:** May 5, 2025 at 6:30:36 PM AKDT  
**To:** "Dunne, William" <wdunne@kpb.us>  
**Subject:** <EXTERNAL-SENDER>Support for .25 mil rate to keep Seldovia pool open for short term and develop long term solution

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Support for .25 mil rate to keep Seldovia pool open for short term and develop long term solution

Randi Sweet  
351 Lake St, Seldovia, AK 99663  
PO Box 804 Seldovia AK 99663  
907.360.1459

---

**From:** Virginia Morgan <tommyginny@gmail.com>  
**Sent:** Monday, May 19, 2025 11:44 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Funding Education

---

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(Please forward to all Assembly members, Thank you.)

Dear Borough Assembly Members,

Thank you for your service to our borough. I know serving in positions like yours can be very challenging, and I appreciate having thoughtful, caring people making the difficult decisions.

Today Governor Dunleavy vetoed HB57, the education bill today that was recently passed after much compromise on everyone's part. Though the veto will hopefully be overridden by legislators, it appears likely that Dunleavy will also veto the funding this summer, leaving school districts in the lurch.

Right now, it is essential to retain as many staff members as possible, and as soon as possible. A guarantee that the borough will fund to the cap would make this possible. Though I appreciate the recent arguments regarding not funding to the cap right now, and putting pressure on the state to fund education appropriately, we don't have time to wait. School districts across the state are bleeding out. Our borough should provide an example of prioritizing education, even when the governor and state is/has not. Our children deserve more.

Thank you,  
Virginia Morgan  
Cooper Landing, AK

---

**From:** Beth Mishler <bmishler12@gmail.com>  
**Sent:** Tuesday, May 20, 2025 8:55 AM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER> Assembly member Tyson Cox

---

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You should NOT be voting on the school district budget....

Your Wife holds a leadership position in the very union that stands to benefit from increased school funding. The KPEA is negotiating for a 22% raise while the district faces a \$17 million dollar deficit. if additional funds are approved, her income, and by extension, your household income, could directly increase. That is a conflict of interest whether the Borough wants to admit it or not.

When an elected official has a direct personal stake in the outcome of a vote, public trust is eroded. The Assembly's refusal to address this issue does not make it go away. It only reinforces public frustration with government insiders looking out for themselves.

Do the right thing!!!!

Respectfully,  
Elizabeth Mishler

---

**From:** Brad Brown <bradbrownre@gmail.com>  
**Sent:** Tuesday, May 20, 2025 11:12 AM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>School District Funding - Conflict of Interest

---

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Dear Assembly Clerk,

Please forward this message to all assembly members.

Assembly Members,

It has come to my attention, and concerns me greatly that there seems to be a conflict of interest within the Borough Assembly as it regards an upcoming vote on KPBSD funding. I believe the only allowable solution to this conflict of interest is that Assembly Member Tyson Cox should recuse himself from the upcoming vote, and arguments on KPBSD funding.

Due to the fact that his wife holds a leadership position within the KPEA and the union stands to benefit from additional funding, this would functionally be a vote for Assembly Member Cox to be putting Borough dollars into his own household.

It is in the best interest of the residents of the Borough and the Borough Assembly for Assembly Member Tyson Cox to sit this vote out. Anything less than this would be a black eye to the entire Borough Assembly and good governance in general.

Thank you for your attention in this matter.

--

Lifelong Borough resident,  
Brad Brown  
907-690-4663  
[BradBrownRE@gmail.com](mailto:BradBrownRE@gmail.com)



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**From:** Cindy Glassmaker <ak08family@gmail.com>  
**Sent:** Tuesday, May 20, 2025 1:44 PM  
**To:** G\_Notify\_AssemblyClerk  
**Cc:** Cindy Glassmaker  
**Subject:** <EXTERNAL-SENDER>Tyson Cox | Abstain Vote on School Funding

---

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**\*Please confirm receipt of this email and Please forward to all Assembly Members\***

Good Afternoon. Tyson Cox is my Representative on the KPB Assembly. I respectfully request that he abstain his vote due to the conflict of interest he has with his wife being the VP of the KPEA. I understand that the borough attorney has drafted reasons as to why there is no conflict, but here is the definition in simple form for those with any common sense or accountability would like to adhere to:

a situation in which the concerns or aims of two different parties are [incompatible](#).

"the conflict of interest between elected officials and corporate lobbyists"

- a situation in which a person is in a position to derive personal benefit from actions or decisions made in their official capacity.

His wife is basically the local lobbyist of the KPEA. Please explain how there is no conflict correlation? As a resident of the Peninsula, I expect any Representative who holds public office to uphold high ethical standards = honesty and integrity. It is already severely compromised in Juneau. Given his wife's standing, his participation in the upcoming vote on school funding clearly compromises public process.

Please abstain and don't be a part of why the distrust of government is growing.

Sincerely,  
Cindy Glassmaker  
907-398-4763



---

**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Tuesday, May 20, 2025 1:50 PM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Kate Veh

**Your Email:** heyoyveh@gmail.com

**Subject:** Education

**Message:**

Hi KPB Assembly Members;

I just heard about the AK Legislature's override of the governor's education veto. Nicely done, AK Legislature!

I think they're still in the process of trying to solidify that veto. In any case, I urge anyone reading this letter to contact folks who voted FOR the override and THANK them. Please ask them to make sure the veto goes all the way through to the finalization so that education can be funded at the state level.

For the time being, please make sure KPB is doing all it can to support and fully fund education. I'm not sure what this means during this AK Legislative process, but surely, you can make yourselves useful somehow.

For now, I will ask you to continue to "fund to the cap". Just keep the schools going. Keep them open. Keep everything moving along. You get the idea.

Thank you for everything!

Sincerely,  
Kate Veh  
Soldotna, Alaska

---

**From:** Christiana Smith <kl5bravotango@gmail.com>  
**Sent:** Tuesday, May 20, 2025 2:05 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Citizen Comment for 5/20/25 Assembly Meeting

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Please forward my email to all assembly members.  
Thank you

Good Afternoon Assembly Members,

I am writing to you today to express my concern over the Borough Mayor's budget proposal. While the budget looks good overall and to many the lower mill rate would be a welcoming event I feel that the money that would have come in from the mill rate staying the same could have benefited the Borough.

First, funding our school district to the cap could alleviate some of the stress that our schools are facing with a budget shortfall. There is to be an increase to the BSA of \$700 in HB57 which passed, but then vetoed by the Governor, and today the votes were reached to override that veto. However, the Governor has made comments to his intentions of line item vetoing that funding. The Seward Elementary School that my son attended 2012-2017 is not the same elementary school that my daughter, 4th grader, is currently attending. They have lost a position to hire an art or music teacher years ago, are looking at losing the Quest position, and after this coming year losing the counselor position. When my son attended Seward Middle School the 6th graders were kept separate in their own cohort with 2 teachers. It was this way for several years and many felt like it was a great way to transition their elementary aged children to middle school. It recently, in the last few years, transitioned to core subject teachers teaching all grades, 6th - 8th, with a few teachers being shared with the high school to make additional resources available. It is my understanding that the additional few teachers will be cut and leaves only core subject teachers teaching in the middle school. A skeleton crew and a substitute pool that is lacking in availability. I am concerned with this as my youngest will be a student of that school in 2026. Five years ago, my family chose to homeschool my son for high school and if we hadn't then I don't know if he would have graduated or had the same opportunities that he got through Connections. A few years ago the Seward High School lost their art teacher midway through the school year and at the time of the budget conversation it was unknown if that position would be available to hire for the upcoming school year. I was the parent who turned to the Superintendent at the budget meeting at the Seward High School and asked if graduation requirements would be changed to reflect the unavailability of art classes. I was told that was unlikely. I just found out today due to the uncertainty of funding that the art teacher position has been cut. Again, I want to ask; will the graduation requirements be changed to reflect the unavailability of art classes? I am pretty sure I know what the answer will be, but it just means that we are literally letting our children fail. With the recommended cuts to our school district's distance education department and middle college, what are the options for our brick and mortar students to meet graduation requirements?

Second, our borough roads need attention. I do see in the proposed budget that there are continued gravel road projects but do not see specifics for the Bear Creek area. I live on Stoney Creek Ave and I cannot remember the last time there was new gravel put on the road. For the last few years, when the road is graded rocks softball size are pulled up and left. Those who live on the road often move those rocks to the side as they walk up and down the road. The first half

of the road after the asphalt ends becomes pitted due to rain and it seems to get worse for no known reason. I hear similar complaints from residents that reside in the Questa Woods subdivision.

Third, with a bit of additional money the lowest bidder would not have to be the one to win RFPs for Borough projects. While I know there is a rubric and cost is just one of the factors, it often carries the largest weight for determining the winner. Andrews and Sons just won a bid for the Upper Kewchak Sediment Management and Embankment Maintenance. When hearing this I was concerned because of the complaints heard from residents in the Camelot subdivision of the condition of the roads during the time that they were working in Salmon Creek. I have made my concerns known with the Seward Flood Area manager, heard how this project will be managed and what was learned from the Salmon Creek project. I am hopeful Stoney Creek Ave and other roads in Questa Woods will not see the same fate.

I am sure there are many other areas in the Kenai Peninsula Borough that need additional projects and services which having a little bit of a surplus could assist with. We are in unprecedented times where state and federal funding is not being increased to match inflation or even being cut. I just can't see it being the right time to do the same.

Christiana Smith  
907-362-4949  
[kl5bravotango@gmail.com](mailto:kl5bravotango@gmail.com)

---

**From:** Jennifer Ransom <jenaransom@yahoo.com>  
**Sent:** Tuesday, May 20, 2025 2:10 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Fund to the cap

---

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Please forward this email to all assembly members.

Dear Kenai Peninsula Borough Assembly Members, This evening you have an important task: to decide how much money the Borough will allocate to the school district. I would like you to know that I fully support funding to the cap. This year schools are making decisions that no one is happy with: closed schools, art programs cut (Seward's only certified art teacher was cut just this week), programs such as enrichment and intervention cut, schools left with unqualified staff to teach core classes such as science, and online classes as an only option for graduation requirements but with no one left to house students needing to take these classes. Pools face closure, theaters will closed for good. These are cuts faced this current year; we've already lost music programs, librarians, principals, and core classroom teachers in previous years, never to return. These new cuts will be felt deep within our communities and across our borough. This isn't just about kids - though I believe supporting them is enough to request this - this is about our whole community.

Tonight I ask you to be part of a solution, not part of a looming disaster. Please vote to find to the cap. I'm happy to increase taxes to do so. The Kenai Peninsula Borough needs to commit to our children's education, for them and for all of us.

Thank you,  
Jen Ransom  
Seward, Alaska

Sent from my iPhone

---

**From:** Jason Leslie <jklstudios@gmail.com>  
**Sent:** Tuesday, May 20, 2025 5:00 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER> Funding to the Cap

---

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Please forward to all assembly members.

Dear Assembly Members,

My name is Jason Leslie. I am currently the art teacher at Seward High School. Yesterday I was officially informed that my position has been cut due to budget uncertainty. I believe that at least a dozen other non-tenured teachers in the school district were also informed yesterday that their employment was terminated due to funding shortfalls. Quite honestly, I am exhausted from both pouring my soul into teaching art to our kids and simultaneously having to fight for my job. But really, this is not about "my" job, it is about providing classes taught by qualified teachers for our students. PLEASE FUND OUR SCHOOLS TO THE CAP. Failure to do so literally means providing fewer qualified, caring adults to teach our students. This is not about "gutting the system" or "weeding out corruption," it is about taking care of our kids.

Respectfully,  
Jason Leslie

---

**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Tuesday, May 20, 2025 5:54 PM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Nicole Jensen

**Your Email:** nmariejensen@gmail.com

**Subject:** Funding Education to the Cap

**Message:**

Please, vote to fund KPBSD Schools to the cap. Children do not deserve to be a line item that is cut continually. I value how our borough reasserts the importance of education. Now is the time that our schools need that support locally. My husband and I have attended KPBSD school and are now raising our son here. We want our children to be educated in the best schools in the state.

Additionally, I am concerned that there is talk of an issue for one of our assembly members voting on education. Tyson Cox should absolutely vote on education. If we don't allow our representatives who support policies to vote on issues that are deeply cared for, then the assembly would not be representing the people. Our community is small. It is not a business that he owns that is being voted on. It is funding for a public institution that benefits our whole community.



---

**From:** gavin.larson223 <gavin.larson223@gmail.com>  
**Sent:** Thursday, May 22, 2025 12:32 PM  
**To:** G\_Notify\_AssemblyClerk  
**Subject:** <EXTERNAL-SENDER>Vote abstinence

---

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I request that assembly member Tyson Cox abstain from the borough vote on school funding this next meeting due to a serious conflict of interest that would do more to alienate public trust.  
Thankyou.

Sent via the Samsung Galaxy S21 FE 5G, an AT&T 5G smartphone

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**From:** Kenai Peninsula Borough <webmaster@kpb.us>  
**Sent:** Thursday, June 5, 2025 3:44 PM  
**To:** BoroughAssembly; Mayor's Department  
**Cc:** G\_Notify\_AssemblyClerk  
**Subject:** New Public Comment to Assembly Members

**Your Name:** Julie Laker

**Your Email:** Julielac@hotmail.com

**Subject:** Education

**Message:**

Please fully fund KPBSD schools! As a parent and staff person in Kenai, I can see the value of encouraging a student to like school, to know they are important, and to enable their success as a learner and a citizen. Continually reducing school funds, by not keeping up with inflation, hurts the kids. I work with many students who grapple with financial hardship, homelessness, unstable families, and learning disabilities. If class sizes have to increase, please do not cut aides. We want our future decision makers to be wise, responsible, healthy, and prepared to make tough choices like you are doing today.

Thank you for your consideration,  
Julie Laker



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**Subject:**

FW: <EXTERNAL-SENDER>funding schools and pools

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**From:** WILLIAM HUBLER <wetwillii@yahoo.com>

**Sent:** Friday, June 6, 2025 1:27 PM

**To:** G\_Notify\_AssemblyClerk <G\_Notify\_AssemblyClerk@kpb.us>; Baisden, James <jbaisden@kpb.us>; Tunseth, Ryan <rtunseth@kpb.us>; pribbons@kpb.us; Cox, Tyson <tysoncox@kpb.us>; Morton, Leslie <lmorton@kpb.us>; Ecklund, Cindy <CEcklund@kpb.us>; Johnson, Brent <bjohnson@kpb.us>; Dunne, William <wdunne@kpb.us>; Cooper, Kelly <kcooper@kpb.us>

**Cc:** Mayor's Department <MayorDepartmental@kpb.us>

**Subject:** <EXTERNAL-SENDER>funding schools and pools

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My name is William Hubler, I am a 35 year + school district employee as the pool manager at Kenai Central High School. I wish I could have had the opportunity to talk with you all but I was not able to attend meetings because I'm so involved with the pools and my work schedule overlapped. Reviewing notes and articles from several meetings and testimony from people, it seems as if the educational importance of the pools has been overlooked.

In Kenai swimming is a required component of PE for 9th graders and 6thn grade students at the middle school swim for PE classes too. These classes have been held since the pool was built in 1976. The pool is also used by the middle school and high school Intensive needs classes weekly. Because of my knowledge, training, and certifications I teach most of these classes. We also offer lifeguard classes for students so they can be employable within the district.

I have multiple stories of students learning to swim only because it was a required PE class and it saved their lives.

One example is an 8th grader young man finished his 8th grade year and realized he had to do swimming as a 9th grader. He took lessons with me and completed his 9th grade year of swimming and passed with a good grade. He learned to swim and could complete 500 yards, tread water for 10 minutes, jump off diving boards and understood water safety. Between his 9th and 10th grade year he was halibut fishing and his boat flipped over. He wasn't wearing his life jacket like we covered in class. He was stuck under the boat. He had to go underwater and swim out. He came up 15 feet away from the boat and had to swim back to it. He climbed up on it like we covered in class. He came to my house that summer after the accident to thank me personally for teaching him how to swim. He said "Thank you for teaching me how to swim, if this would have happened last year I would have died. I couldn't put my face in the water or swim."

Since Alaska is one of the top states for deaths from drownings, pools are important. One of the top four reasons for deaths in Alaska for children aged 0-14 is drowning.

Also, there is high school swimming and diving. Swimming is one of the only sports you can do your whole life. In Kenai alone there is a Master swim team and an age group swim team with well over 100 individuals on the teams together. The KCHS pool is the only location that has the helicopter trainer for survival training. We also offer swim lessons, open swim times, and more.

Pools make an income too. The income from the Kenai pool pays for all chemicals, lifeguarding staff, equipment, training, etc.

Too keep any chance of the pools staying open the borough would need to fund the school district to the cap.

I would love the opportunity to have a conversation with the board. Please feel free to contact me if you have any questions.

Sincerely

William Hubler

907-598-0711

Introduced by:	Mayor
Date:	06/03/25
Hearing:	06/17/25
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2025-10**

**AN ORDINANCE AUTHORIZING THE SALE OF CERTAIN PARCELS  
OWNED BY THE KENAI PENINSULA BOROUGH VIA A LIVE PUBLIC  
OUTCRY/SIMULCAST ONLINE AUCTION FOLLOWED BY A  
SECONDARY ONLINE-ONLY AUCTION**

- WHEREAS,** the Kenai Peninsula Borough (KPB) has title to the parcels listed in Section 1 of this ordinance; and
- WHEREAS,** the parcels have been reviewed by the KPB School District, KPB administrative departments, service areas, affected cities, Advisory Planning Commissions, and the KPB Planning Commission; and
- WHEREAS,** the parcels are surplus to KPB needs; and
- WHEREAS,** the parcels listed in Section 2 of this ordinance were acquired through tax foreclosure and retained for public purposes; and
- WHEREAS,** this ordinance enacts an exception to the requirement under KPB 17.10.090 that KPB-owned lands are classified prior to disposal; and
- WHEREAS,** pursuant to KPB 17.10.080(A) the purposes served through classification is review, plan implementation, and management of KPB-owned land or resources; and
- WHEREAS,** classification is not zoning and classification of land pursuant to KPB 17.10.080, does not run with the land, and does not restrict land use after disposal; therefore, classification for the sole purpose of disposal may only confuse buyers, create unnecessary conflict for neighboring land owners, and does not accomplish the code purposes classification aims to provide;
- WHEREAS,** pursuant to KPB 21.04.010, land outside of municipal zoning districts is deemed as the rural zoning district, whereby regulation of land use shall be unrestricted except as otherwise provided in Title 21; and
- WHEREAS,** the Assembly recently enacted Ordinance 2025-09 to create a Land Affordability Program (LAP) which provides an opportunity for qualifying participants to purchase certain residential properties identified as "LAP Eligible" under an approved sale ordinance; and

**WHEREAS,** the LAP is designed to support residential development and homeownership while maintaining and ensuring a competitive bid process for authorized KPB land sale offerings; and

**WHEREAS,** the parcels listed in Section 4 of this ordinance have been deemed eligible to participate in the LAP; and

**WHEREAS,** the KPB Planning Commission conducted a public hearing at its regularly scheduled meeting of June 9, 2025, and recommended \_\_\_\_\_.

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

**SECTION 1.** That this is a non-code ordinance.

**SECTION 2.** That the parcels listed below are authorized for sale at a minimum of the reserve amounts listed.

Parcel No.	Acres	Legal Description	General Location	Reserve Amount
01204014	0.19	LOT FIFTEEN (15), BLOCK NINE (9), AMENDED PLAT BLOCKS 9, 10, AND 11, AURORA HEIGHTS SUBDIVISION, ACCORDING TO PLAT NO. K-1467, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01204014)	Nikiski	\$6,000
01204017	0.21	LOT EIGHTEEN (18), BLOCK NINE (9), AMENDED PLAT BLOCKS 9, 10, AND 11, AURORA HEIGHTS SUBDIVISION, ACCORDING TO PLAT NO. K-1467, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01204017)	Nikiski	\$6,000
01215004	0.29	LOT FOUR (4), BLOCK ONE (1), T'AIR DEL MAR SUBDIVISION, ACCORDING TO PLAT NO. K-1661, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01215004)	Nikiski	\$6,500
01215005	0.29	LOT FIVE (5), BLOCK ONE (1), T'AIR DEL MAR SUBDIVISION, ACCORDING TO PLAT NO. K-1661, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01215005)	Nikiski	\$6,500

Parcel No.	Acres	Legal Description	General Location	Reserve Amount
01713003	3.87	LOT FIFTEEN (15), SECTION 23, TOWNSHIP 6 NORTH, RANGE 12 WEST, SEWARD MERIDIAN, STATE OF ALASKA, ACCORDING TO THE SUPPLEMENTAL PLAT ACCEPTED BY THE UNITED STATES, DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C., ON MARCH 18, 1953; AND FURTHER DEPICTED ON THE RECORD OF SURVEY, SURVEY OF STATE LAND, DNR FILE NUMBER 58-7, SERIALIZED AS EPF 580007, FILED IN THE KENAI RECORDING DISTRICT ON AUGUST 8, 1969, AS PLAT NO. K-1637, KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01713003)	Salamatof	\$95,000
01713063	4.28	GOVERNMENT LOTS FIVE (5) AND SIX (6) AND $W\frac{1}{2}W\frac{1}{2}NW\frac{1}{4}SW\frac{1}{4}SE\frac{1}{4}$ , SECTION 23, TOWNSHIP 6 NORTH, RANGE 12 WEST, SEWARD MERIDIAN, KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01713063)	Salamatof	\$70,000
01713064	1.76	GOVERNMENT LOT EIGHTEEN (18), SECTION 23, TOWNSHIP 6 NORTH, RANGE 12 WEST, SEWARD MERIDIAN, KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01713064)	Salamatof	\$33,100
02543309	7.23	LOT THIRTY-ONE (31), MOOSE POINT SUBDIVISION, ACCORDING TO PLAT NO. 84-65, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 02543309)	Moose Point	\$36,000
02543311	7.40	LOT THIRTY-FOUR (34), MOOSE POINT SUBDIVISION, ACCORDING TO PLAT NO. 84-65, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 02543311)	Moose Point	\$37,000

<b>Parcel No.</b>	<b>Acres</b>	<b>Legal Description</b>	<b>General Location</b>	<b>Reserve Amount</b>
02544718	7.40	LOT TWO HUNDRED FORTY-FIVE (245), MOOSE POINT SUBDIVISION, ACCORDING TO PLAT NO. 84-65, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 02544718)	Moose Point	\$37,000
02545717	8.15	LOT THREE HUNDRED SIXTY-EIGHT (368), MOOSE POINT SUBDIVISION, ACCORDING TO PLAT NO. 84-65, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 02545717)	Moose Point	\$39,000
03503070	2.42	LOT SEVEN (7), DISCOVERY PARK SUBDIVISION, ACCORDING TO PLAT NO. 2010-11, ON FILE IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 03503070)	Hope	\$140,000
03503071	2.46	LOT EIGHT (8), DISCOVERY PARK SUBDIVISION, ACCORDING TO PLAT NO. 2010-11, ON FILE IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 03503071)	Hope	\$140,000
05503508	1.24	LOT ONE (1), BLOCK TWO (2), WIDGEON WOODS PHASE TWO SUBDIVISION, ACCORDING TO PLAT NO. 2012-32, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 05503508)	Kalifornsky	\$55,000
05503527	1.24	LOT FIVE (5), BLOCK FOUR (4), WIDGEON WOODS PHASE TWO SUBDIVISION, ACCORDING TO PLAT NO. 2012-32, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 05503527)	Kalifornsky	\$75,000
06301166	9.55	TRACT C, OWL PERCH SUBDIVISION, ACCORDING TO PLAT NO. 2024-92, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06301166)	Sterling	\$175,000

<b>Parcel No.</b>	<b>Acres</b>	<b>Legal Description</b>	<b>General Location</b>	<b>Reserve Amount</b>
06504112	0.31	LOT NINE (9), GATTEN SUBDIVISION, ACCORDING TO PLAT NO. K-995, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06504112)	Sterling	\$7,700
06519063	3.31	LOT FOUR (4), BLOCK EIGHT (8), STEPHENKIE ALASKA SUBDIVISION, ALASKA STATE LAND SURVEY 73-146, ACCORDING TO PLAT NO. 79-83, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06519063)	Sterling	\$367,900
06519070	2.68	LOT ELEVEN (11), BLOCK EIGHT (8), STEPHENKIE ALASKA SUBDIVISION, ALASKA STATE LAND SURVEY 73-146, ACCORDING TO PLAT NO. 79-83, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06519070)	Sterling	\$383,500
06631026	1.23	LOT THREE (3), BLOCK FIVE (5), RIVERBEND RIDGE SUBDIVISION PART FIVE (5), ACCORDING TO PLAT NO. 78-126, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06631026)	Funny River	\$25,100
11907106	2.02	LOT THIRTEEN B (13B) OF U.S. SURVEY 3306, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON JANUARY 24, 1955. (KPB PIN 11907106)	Cooper Landing	\$176,000
11911019	1.62	LOT TWO B (2B) OF THE DEPENDENT RESURVEY OF U.S. SURVEY NO. 3531, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON OCTOBER 20, 1970. (KPB PIN 11911019)	Cooper Landing	\$119,000

<b>Parcel No.</b>	<b>Acres</b>	<b>Legal Description</b>	<b>General Location</b>	<b>Reserve Amount</b>
11915007	3.84	LOT FIFTEEN (15) OF U.S. SURVEY NO. 2688, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON JULY 7, 1948. (KPB PIN 11915007)	Cooper Landing	\$136,300
13106031	2.54	LOT SEVEN (7), TWO THE BLUFF SUBDIVISION 2013 ADDITION, ACCORDING TO PLAT NO. 2013-125, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 13106031)	Kalifornsky	\$175,000
13106032	2.57	LOT EIGHT (8), TWO THE BLUFF SUBDIVISION 2013 ADDITION, ACCORDING TO PLAT NO. 2013-125, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 13106032)	Kalifornsky	\$175,000
13505224	1.33	LOT TWO A (2A), BLOCK ONE (1), CARIBOU ISLAND SUBDIVISION KPB 2020 REPLAT, ACCORDING TO PLAT NO. 2020-9, ON FILE IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 13505224)	Caribou Island (Skilak Lake)	\$36,000
16905103	0.51	LOT THREE (3), COMMON GROUND SUBDIVISION, ACCORDING TO PLAT NO. 2024-15, ON FILE IN THE HOMER RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 16905103)	Anchor Point	\$27,000
17908010	2.50	GOVERNMENT LOT ELEVEN (11), SECTION 14, TOWNSHIP 6 SOUTH, RANGE 13 WEST, SEWARD MERIDIAN, ALASKA, ACCORDING TO THE SUPPLEMENTAL SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON MAY 26, 1952. (KPB PIN 17908010)	City of Homer	\$125,000



Parcel No.	Acres	Legal Description	General Location	Reserve Amount
17908011	2.50	GOVERNMENT LOT TWELVE (12), SECTION 14, TOWNSHIP 6 SOUTH, RANGE 13 WEST, SEWARD MERIDIAN, ALASKA, ACCORDING TO THE SUPPLEMENTAL SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON MAY 26, 1952. (KPB PIN 17908011)	City of Homer	\$125,000
19326114	8.77	LOT TWO (2), BLOCK SIX (6), MARINERS WALK SUBDIVISION CORRECTED PLAT, ACCORDING TO PLAT NO. 86-75, HOMER RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 19326114)	Bear Cove (Kachemak Bay)	\$37,000

**SECTION 3.** That the parcels listed below were obtained by KPB through prior tax foreclosure actions and retained for a public purpose. In accordance with provisions of AS 29.45.460, the Assembly finds that a public need no longer exists for these parcels. The parcels listed below have been retained by KPB in excess of ten (10) years.

Parcel No.	Acres	Legal Description	General Location	Prior Owner
01204014	0.19	LOT FIFTEEN (15), BLOCK NINE (9), AMENDED PLAT BLOCKS 9, 10, & 11, AURORA HEIGHTS SUBDIVISION, ACCORDING TO PLAT NO. K-1467, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01204014)	NIKISKI	WARREN & DOROTHY DAVIS
01204017	0.21	LOT EIGHTEEN (18), BLOCK NINE (9), AMENDED PLAT BLOCKS 9, 10, & 11, AURORA HEIGHTS SUBDIVISION, ACCORDING TO PLAT NO. K-1467, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01204017)	Nikiski	Elizabeth C. Gnagy
01215004	0.29	LOT FOUR (4), BLOCK ONE (1), T'AIR DEL MAR SUBDIVISION, ACCORDING TO PLAT NO. K-1661, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01215004)	Nikiski	Willie Austin Cheeks

<b>Parcel No.</b>	<b>Acres</b>	<b>Legal Description</b>	<b>General Location</b>	<b>Prior Owner</b>
01215005	0.29	LOT FIVE (5), BLOCK ONE (1), T'AIR DEL MAR SUBDIVISION, ACCORDING TO PLAT NO. K-1661, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01215005)	Nikiski	Willie Austin Cheeks
06504112	0.31	LOT NINE (9), GATTEN SUBDIVISION, ACCORDING TO PLAT NO. K-995, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06504112)	Sterling	Donald L. Harper
13505224	1.33	LOT TWO A (2A), BLOCK ONE (1), CARIBOU ISLAND SUBDIVISION KPB 2020 REPLAT, ACCORDING TO PLAT NO. 2020-9, ON FILE IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 13505224)	Caribou Island (Skilak Lake)	Robert Fogle, Virginia Duncan

**SECTION 4.** That the Assembly makes an exception to KPB 17.10.090 requiring classification prior to disposal. This exception is based on the following findings of facts pursuant to KPB 17.10.230:

1. That special circumstances or conditions exist.

- a. The parcels to be disposed of are deemed surplus to borough needs, thereby eliminating the need for a borough management plan for those lands.
- b. KPB 17.10.130(D) requires that land shall be conveyed without deed restrictions.
- c. Local option zoning is available when the borough is marketing subdivision land with a development plan for future land use.

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.

- a. Classification of surplus land to be disposed of would place land use restrictions on land that the borough will not have management responsibility over once conveyed.
- b. The preservation of a substantial property right is not applicable to this case; the considerations under this ordinance as to the management of the land are substantially similar to classification thereby being a practical manner of complying with the intent of classification.

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

a. Classifying land uses for surplus land to be disposed of does not serve a useful purpose in guiding future borough management decisions.

**SECTION 5.** That the parcels listed below are hereby designated as eligible to participate in the Land Affordability Program (LAP) enacted by Ordinance 2025-09.

<b>Parcel No.</b>	<b>Acres</b>	<b>Legal Description</b>	<b>General Location</b>	<b>LAP Eligible</b>
05503508	1.24	LOT ONE (1), BLOCK TWO (2), WIDGEON WOODS PHASE TWO SUBDIVISION, ACCORDING TO PLAT No. 2012-32, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 05503508)	Kalifornsky	Yes
05503527	1.24	LOT FIVE (5), BLOCK FOUR (4), WIDGEON WOODS PHASE TWO SUBDIVISION, ACCORDING TO PLAT No. 2012-32, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 05503527)	Kalifornsky	Yes
06631026	1.23	LOT THREE (3), BLOCK FIVE (5), RIVERBEND RIDGE SUBDIVISION PART FIVE (5), ACCORDING TO PLAT No. 78-126, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06631026)	Funny River	Yes
11911019	1.62	LOT TWO B (2B) OF THE DEPENDENT RESURVEY OF U.S. SURVEY No. 3531, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON OCTOBER 20, 1970. (KPB PIN 11911019)	Cooper Landing	Yes
16905103	0.51	LOT THREE (3), COMMON GROUND SUBDIVISION, ACCORDING TO PLAT No. 2024-15, ON FILE IN THE HOMER RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 16905103)	Anchor Point	Yes

- SECTION 6.** That the method of disposal will be by live public outcry/simulcast online auction pursuant to KPB 17.10.100(B) followed by an online-only auction. The date of the live auction will be August 9, 2025. The auction will be held at Soldotna High School or other such advertised location. A secondary online-only auction will be conducted for those parcels not sold as part of the live auction. The secondary online-only auction is to run a minimum of two weeks beginning not later than October 9, 2025.
- SECTION 7.** That the Mayor is hereby authorized to remove any or all of the proposed land sale offerings for any reason, including real estate market conditions, at any time prior to the date of the live auction and/or the secondary online-only auction.
- SECTION 8.** That in the event the administration is unable to proceed with the live auction on the designated date, the administration will reschedule the live auction and subsequent secondary online-only auction not later than 90 days from the date designated in this ordinance. In the event the dates designated in Section 5 are cancelled and an alternative date is rescheduled, then such sale date and location will be re-advertised for at least 30 days prior to the sale, consistent with the original advertisement.
- SECTION 9.** That all parcels will be conveyed by quitclaim deed. Title insurance in the form of a lenders policy of title insurance must be obtained for all KPB-financed sales. All title insurance and closing fees are at the buyer's expense. Title insurance must show the condition of title and no unsatisfied judgments or liens against the buyer at the time of closing, the latter of which shall also be verified by the buyer prior to closing. In the event a title report showing an acceptable condition of title cannot be obtained by seller, then either the buyer or KPB may elect to terminate the purchase agreement, in which case all monies on deposit will be refunded to the buyer. For KPB financed sales, buyers must execute a release authorizing KPB to obtain a credit report on the said buyers.
- SECTION 10.** That KPB will reserve all right, title and interest in and to all unreserved subsurface mineral rights, if any, together with the right to the future extraction of those rights.
- SECTION 11.** That upon successful sale at auction, the buyer/bidder will enter into an agreement to acquire subject parcel. A down payment of 10 percent of the sale price, or \$1,500.00, whichever is greater, shall be deposited with KPB or its designee and the applicable terms and provisions of KPB 17.10.120 and KPB 17.10.130 shall apply, except that KPB shall retain the down payment, up to \$1,000, if the prospective buyer breaches a term of the sale.
- SECTION 12.** That auction records will contain first and second position bid amounts for each property. In the event the first position bidder is unable to perform, the property will be offered for sale to the second position bidder for the amount of the second position bid, provided that the second position bid amount is in excess of the established reserve.

**SECTION 13.** That the Assembly authorizes the use of seller financing as a payment option for purchasers for all lands authorized for sale under this ordinance. Terms of the seller financing shall be as defined in KPB 17.10.120.

**SECTION 14.** That the Mayor is authorized to sign any documents necessary to effectuate this ordinance.

**SECTION 15.** That if any provision of this ordinance or its application is determined to be invalid, the remaining provisions shall continue in full force and effect.

**SECTION 16.** That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \*DAY OF \* 2025.**

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Peter Ribbens, Assembly President

ATTEST:

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Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Planning Department – Land Management Division

MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
Robert Ruffner, Planning Director *RR*  
Aaron Hughes, Land Management Officer *AH*

**FROM:** Jennifer Shields, Land Management Agent *JS*

**DATE:** June 5, 2025

**RE:** Amendment to Ordinance 2025-10 Authorizing the Sale of Certain Parcels Owned by the Kenai Peninsula Borough Via Live Public Outcry/Simulcast Online Auction Followed by a Secondary Online-Only Auction (Mayor)

In 2022, KPB deeded a 0.395-acre portion of parcel 11915007 to the State of Alaska for highway right-of-way purposes related to the Sterling Highway Milepost 45-60 Project. The following amendments to Ordinance 2025-10 reflect a corrected legal description and acreage total for parcel 11915007 based upon this conveyance.

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

- Amend **SECTION 2**, specific to KPB Parcel ID No. 11915007, as follows:

...

Parcel No.	Acres	Legal Description	General Location	Reserve Amount
11915007	<del>[3.84]</del> <b><u>3.45</u></b>	LOT FIFTEEN (15) OF U.S. SURVEY NO. 2688, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON D.C. ON JULY 7, 1948, <b><u>IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. LESS AND EXCEPTING THEREFROM THAT PORTION CONVEYED TO THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES BY QUITCLAIM DEED FILED ON MAY 13, 2022, WITH A RECORDING SERIAL NO. OF 2022-000476-0, IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA.</u></b> (KPB PIN 11915007)	Cooper Landing	\$136,300

June 5, 2025

Page 2 of 2

Re: Amendment to O2025-10

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An amended parcel map for Parcel 11915007 is attached to reflect the above-referenced changes and an added disclosure that, per the Alaska Office of History and Archaeology (OHA), the parcel bisects a known homesteading site (SEW-01198).

An amended parcel map for Parcel 11907106 is attached to reflect an added disclosure that, per the OHA, the parcel is located within the Sqilantnu Archaeological District (SEW-00282) as shown on the attached map.

Your consideration appreciated.





(Pictometry Oblique View)

## MINIMUM BID: \$136,300

**Acres:** 3.45

**Legal Description:** LOT FIFTEEN (15) OF U.S. SURVEY NO. 2688, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON D.C. ON JULY 7, 1948, IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. LESS AND EXCEPTING THEREFROM THAT PORTION CONVEYED TO THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES BY QUITCLAIM DEED FILED ON MAY 13, 2022, WITH A RECORDING SERIAL NO. OF 2022-000476-0, IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 11915007)

**Topography:** Sloping lot with an uphill grade beginning on the southern side and a mixed stand of spruce and birch.

**Special Features:** Within 1/4 mile of Kenai Lake.

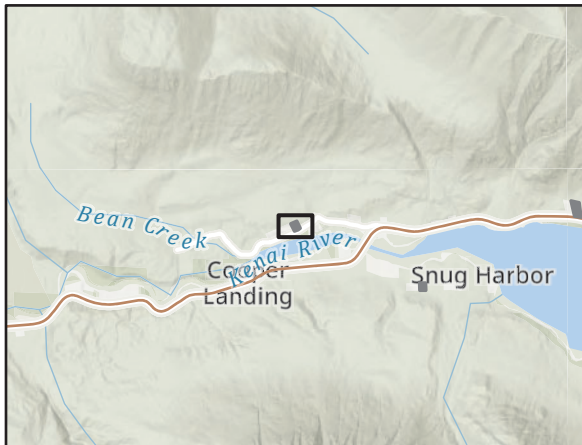
**Disclosures:** Possible utility encroachment by the neighboring Lot 14. In 2022, KPB deeded a 0.395-acre portion of the original Lot 15 to the State of Alaska for highway right-of-way purposes related to the Sterling Highway Milepost 45-60 Project. Per the Alaska Office of History and Archaeology (OHA), the parcel bisects a known homesteading site (SEW-01198).

**Access:** Potential access may be by way of the Sterling Highway. A driveway approach permit will be required from the State of Alaska DOT and PF. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$176,000

**Acres:** 2.02

**Legal Description:** LOT THIRTEEN B (13B) OF U.S. SURVEY 3306, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON JANUARY 24, 1955. (KPB PIN 11907106)

**Topography:** Sloping lot with varied terrain of slopes/benches and a mixed stand of spruce and birch.

**Special Features:** Possible mountain and river views with proper site preparation. In close proximity to recreational activities.

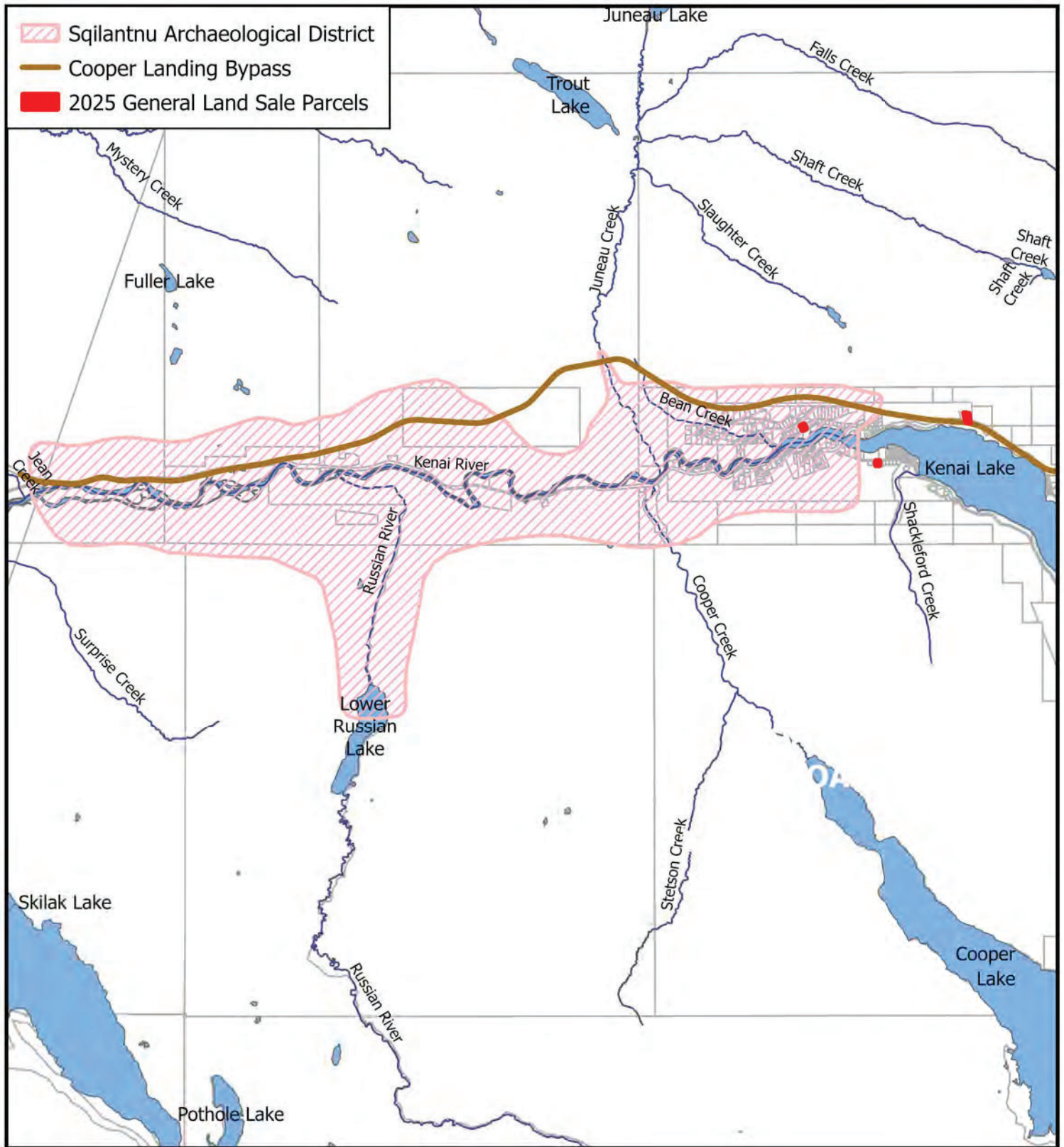
**Disclosures:** 10-foot wide Telecommunications Easement along the south property boundary. Existing driveway encroachment use by neighboring Lot 13A. Survey corners identified. Per the Alaska Office of History and Archaeology (OHA), the parcel is located within the Sqilantnu Archaeological District (SEW-00282).

**Access:** Potential access may be by way of the Sterling Highway to Bean Creek Road. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** Not eligible.





0 1 2 3 Miles

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.

Printed: May 29, 2025

Kenai Peninsula Borough  
Planning Department – Land Management Division

MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
Robert Ruffner, Planning Director *RR*  
Aaron Hughes, Land Management Officer *AH*

**FROM:** Jennifer Shields, Land Management Agent *JS*

**DATE:** May 22, 2025

**RE:** Ordinance 2025- 10\_\_, Authorizing the Sale of Certain Parcels Owned by the Kenai Peninsula Borough Via a Live Public Outcry/Simulcast Online Auction Followed by a Secondary Online-Only Auction (Mayor)

The Kenai Peninsula Borough (KPB) Land Management Division has identified certain parcels of land that are surplus to KPB needs. Attached are vicinity maps showing the location of each parcel. Minimum sale prices, termed reserve amounts, are proposed to be set at the estimated fair market value as determined through consultation with the KPB Assessing Department.

The live public outcry/simulcast online auction is proposed for August 9, 2025, to be held at Soldotna High School. A sale brochure will identify the sale parcels and provide a brief explanation of the auction and subsequent closing process. Notice of the land sale will be published in accordance with KPB 17.10.110, and the auction brochure will be made available on the KPB Land Management Division’s land sale website. The ordinance provides a framework to reschedule the auction in the event the auction date is cancelled, and would authorize a secondary online-only auction land sale of those parcels not sold in the live auction.

An exception to the classification of the parcels to be disposed of by the ordinance is provided, since classifying land uses for surplus, disposed land does not serve a useful purpose in guiding future management decisions of KPB-owned lands.

In recognition of the need to promote affordable land purchase and housing development opportunities for KPB residents, the ordinance designates five parcels as eligible to participate in the Land Affordability Program (LAP) recently enacted by Ordinance 2025-09. The LAP is designed to support residential development and homeownership while maintaining and ensuring a competitive bid process for authorized KPB land sale offerings.

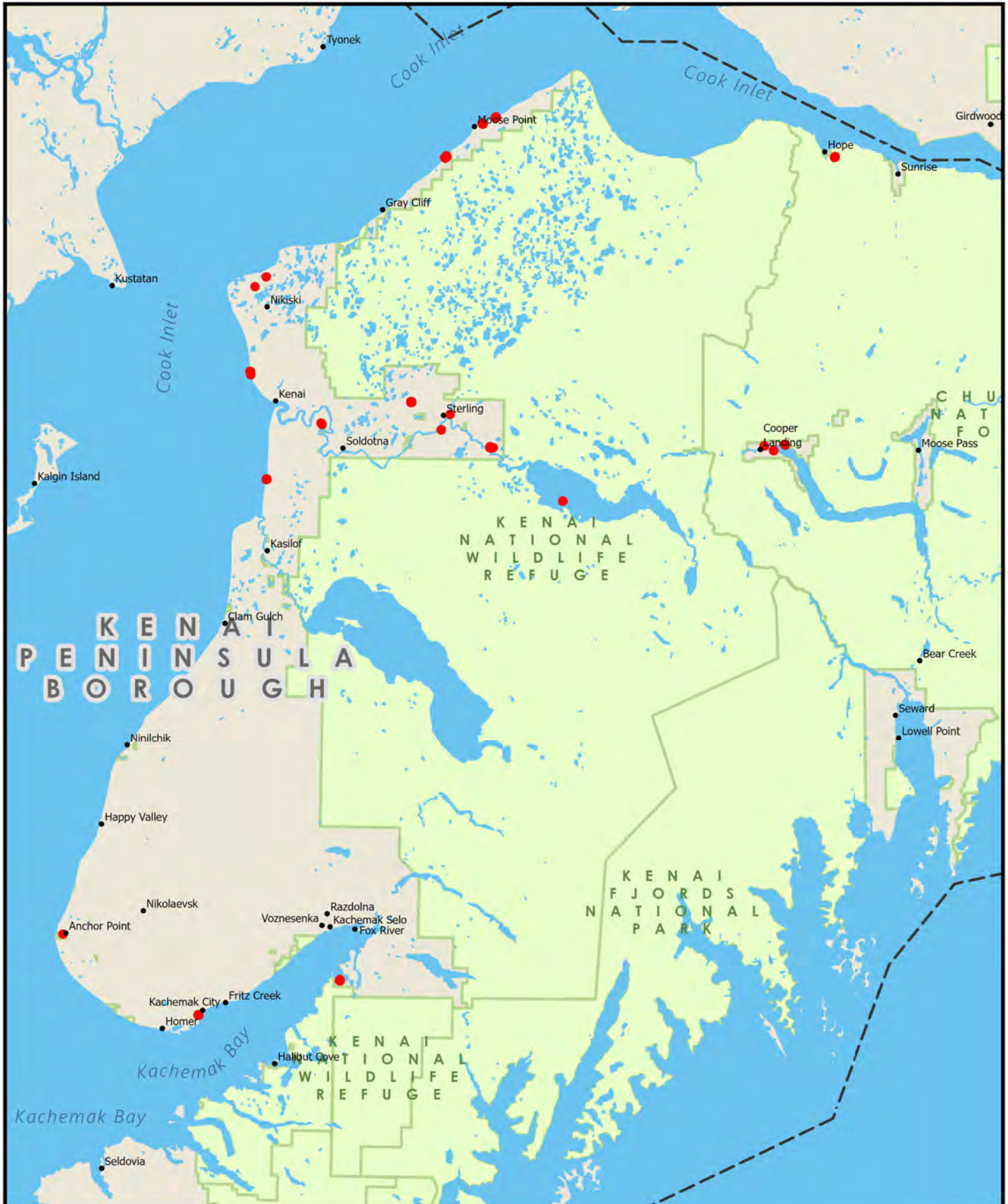
The KPB Planning Commission will hold a public hearing regarding the proposed land sale on June 9, 2025, and will forward its recommendation to the Assembly.

Your consideration is appreciated.





## 2025 General Land Sale - Vicinity Map







(Pictometry Oblique View)

## MINIMUM BID: \$6,000

**Acres:** 0.19

**Legal Description:** LOT FIFTEEN (15), BLOCK NINE (9), AMENDED PLAT BLOCKS 9, 10, and 11, AURORA HEIGHTS SUBDIVISION, ACCORDING TO PLAT NO. K-1467, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01204014)

**Topography:** Nearly level lot with a mixed stand of spruce and birch.

**Special Features:** Platted lot in close proximity to schools and other amenities in Nikiski.

**Disclosures:** The property was conveyed to KPB by Clerks Deed in 2003 as the result of a Tax Foreclosure action. KPB has no historical knowledge of the property or its prior use. Property corners have not been located. It is the responsibility of all interested buyers to conduct their own due diligence to confirm the property will satisfy their future needs. Conveyance deed will expressly reserve mineral rights to KPB.

**Access:** Potential access may be by way of the Kenai Spur Highway to Halo Way and Merkle Lane. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$6,000

**Acres:** 0.21

**Legal Description:** LOT EIGHTEEN (18), BLOCK NINE (9), AMENDED PLAT BLOCKS 9, 10, and 11, AURORA HEIGHTS SUBDIVISION, ACCORDING TO PLAT NO. K-1467, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01204017)

**Topography:** Nearly level lot with a mixed stand of spruce and birch.

**Special Features:** Platted, triangular-shaped lot in close proximity to schools and other amenities in Nikiski.

**Disclosures:** The property was conveyed to KPB by Clerks Deed in 2008 as the result of a Tax Foreclosure action. KPB has no historical knowledge of the property or its prior use. Property corners have not been located. It is the responsibility of all interested buyers to conduct their own due diligence to confirm the property will satisfy their future needs. Conveyance deed will expressly reserve mineral rights to KPB.

**Access:** Potential access may be by way of the Kenai Spur Highway to Halo Way, Merkle Lane, and Controversial Avenue. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area.

**Land Affordability Program:** Not eligible.





## MINIMUM BID: \$6,500

**Acres:** 0.29

**Legal Description:** LOT FOUR (4), BLOCK ONE (1), T'AIR DEL MAR SUBDIVISION, ACCORDING TO PLAT NO. K-1661, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01215004)

**Topography:** Nearly level lot with a mixed stand of spruce and birch.

**Special Features:** Platted lot in close proximity to schools and other amenities in Nikiski.

**Disclosures:** The property was conveyed to KPB by Clerks Deed in 2007 as the result of a Tax Foreclosure action. KPB has no historical knowledge of the property or its prior use. Potential structure encroachment along the southern boundary of the lot. Property corners have not been located. It is the responsibility of all interested buyers to conduct their own due diligence to confirm the property will satisfy their future needs. Conveyance deed will expressly reserve mineral rights to KPB.

**Access:** Potential access may be by way of the Kenai Spur Highway to Nikiski Avenue. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area, but not on site and not available without development expenditures.

**Land Affordability Program:** Not eligible.





## MINIMUM BID: \$6,500

**Acres:** 0.29

**Legal Description:** LOT FIVE (5), BLOCK ONE (1), T'AIR DEL MAR SUBDIVISION, ACCORDING TO PLAT NO. K-1661, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01215005)

**Topography:** Nearly level lot with a mixed stand of spruce and birch.

**Special Features:** Platted lot in close proximity to schools and other amenities in Nikiski.

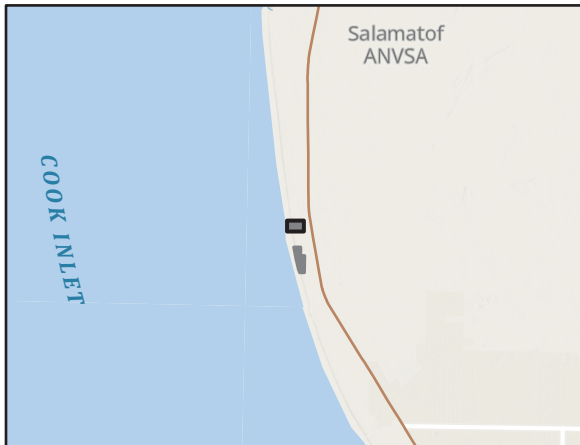
**Disclosures:** The property was conveyed to KPB by Clerks Deed in 2007 as the result of a Tax Foreclosure action. KPB has no historical knowledge of the property or its prior use. Potential structure encroachment along the southern boundary of the lot. Property corners have not been located. It is the responsibility of all interested buyers to conduct their own due diligence to confirm the property will satisfy their future needs. Conveyance deed will expressly reserve mineral rights to KPB.

**Access:** Potential access may be by way of the Kenai Spur Highway to Nikiski Avenue. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area, but not on site and not available without development expenditures.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$95,000

**Acres:** 3.87

**Legal Description:** LOT FIFTEEN (15), SECTION 23, TOWNSHIP 6 NORTH, RANGE 12 WEST, SEWARD MERIDIAN, STATE OF ALASKA, ACCORDING TO THE SUPPLEMENTAL PLAT ACCEPTED BY THE UNITED STATES, DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C., ON MARCH 18, 1953; AND FURTHER DEPICTED ON THE RECORD OF SURVEY, SURVEY OF STATE LAND, DNR FILE NUMBER 58-7, SERIALIZED AS EPF 580007, FILED IN THE KENAI RECORDING DISTRICT ON AUGUST 8, 1969, AS PLAT NO. K-1637, KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01713003)

**Topography:** Nearly level lot with an abrupt steep bluff edge on the west side.

**Special Features:** Bluff lot north of Kenai with waterfront views of the Cook Inlet.

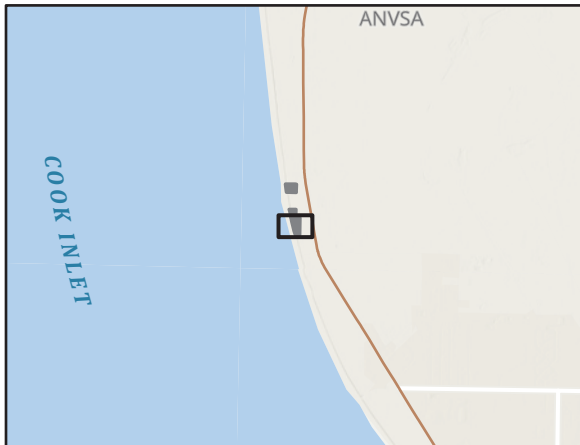
**Disclosures:** Subject to Alaska State Statute 38.05.127, Access to Navigable or Public Waters, a 50-foot wide public access easement exists upland of and adjoining the ordinary high water mark of all public waters and mean high water marks of all tidal shores. A 60-foot wide Public Access and Utility Easement exists along the eastern portion of the lot, per ADL 229788 as shown on Plat KN 2012-67 and recorded in document KN 2013-002321-0.

**Access:** Potential access may be by way of the Kenai Spur Highway to Veco Avenue. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$70,000

**Acres:** 4.28

**Legal Description:** GOVERNMENT LOTS FIVE (5) AND SIX (6) AND  $W\frac{1}{2}W\frac{1}{2}NW\frac{1}{4}SW\frac{1}{4}SE\frac{1}{4}$ , SECTION 23, TOWNSHIP 6 NORTH, RANGE 12 WEST, SEWARD MERIDIAN, KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01713063)

**Topography:** Nearly level lot with an abrupt steep bluff edge on the west side.

**Special Features:** Bluff lot north of Kenai with waterfront views of the Cook Inlet.

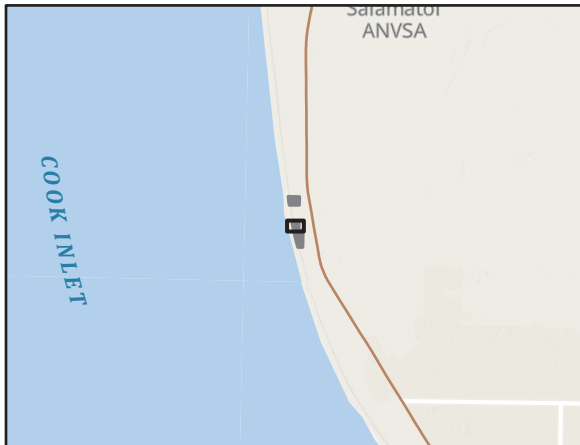
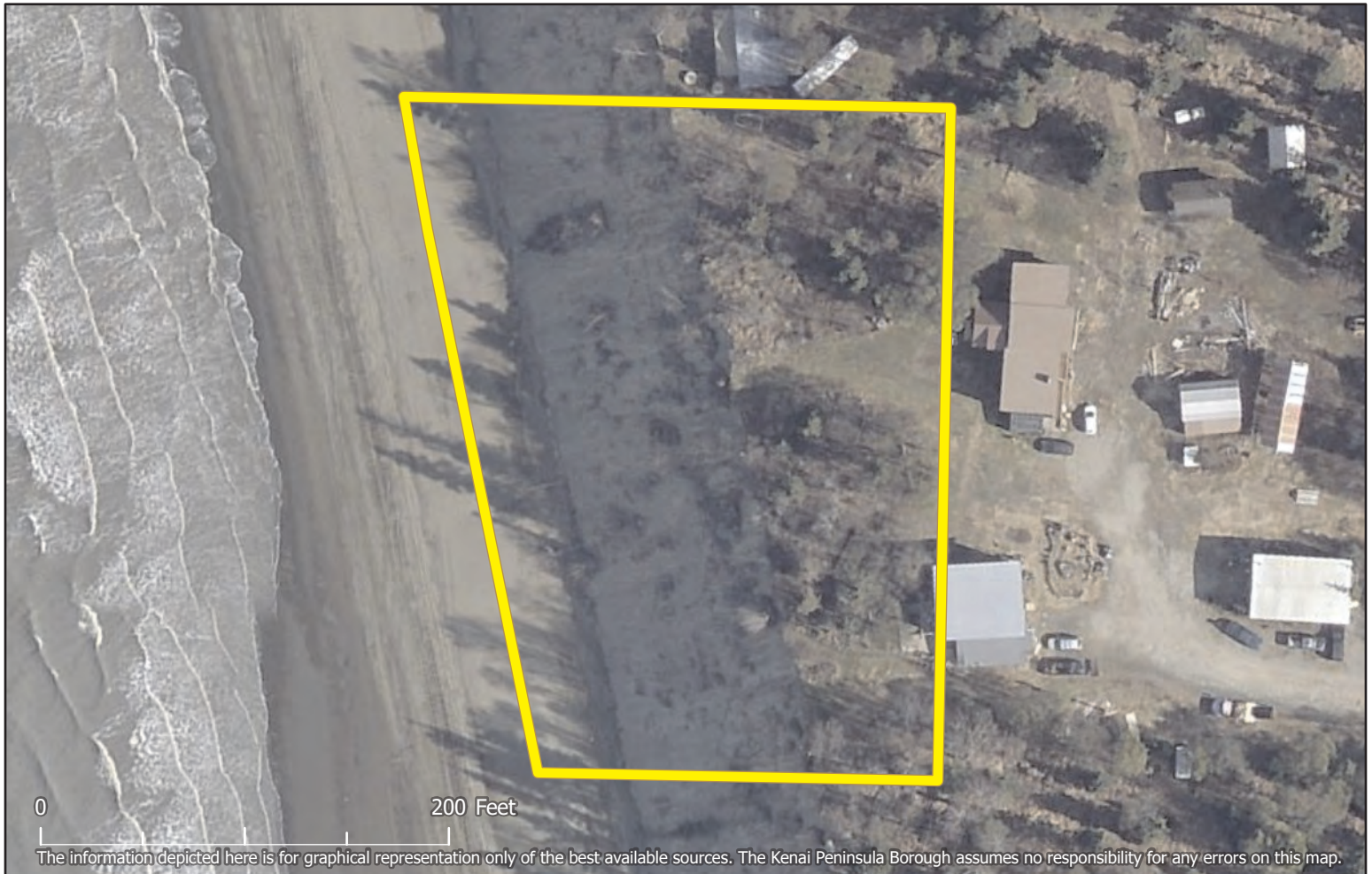
**Disclosures:** Subject to Alaska State Statute 38.05.127, Access to Navigable or Public Waters, a 50-foot wide public access easement exists upland of and adjoining the ordinary high water mark of all public waters and mean high water marks of all tidal shores. At the time of sale, an access easement will be reserved along the northern property boundary for the benefit of parcel 01713064.

**Access:** Potential access may be by way of the Kenai Spur Highway to an existing 50-foot wide right-of-way created for road and utility purposes by document recorded in Book 110, Page 632, Kenai Recording District. This access is not developed.

**Utilities:** Electric and natural gas utilities are available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$33,100

**Acres:** 1.76

**Legal Description:** GOVERNMENT LOT EIGHTEEN (18), SECTION 23, TOWNSHIP 6 NORTH, RANGE 12 WEST, SEWARD MERIDIAN, KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 01713064)

**Topography:** Nearly level lot with an abrupt steep bluff edge on the west side.

**Special Features:** Bluff lot north of Kenai with waterfront views of the Cook Inlet.

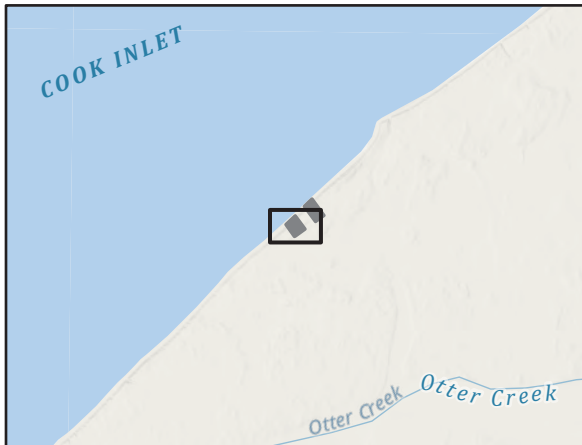
**Disclosures:** Subject to Alaska State Statute 38.05.127, Access to Navigable or Public Waters, a 50-foot wide public access easement exists upland of and adjoining the ordinary high water mark of all public waters and mean high water marks of all tidal shores. Potential structure encroachment along the eastern boundary of the lot.

**Access:** Potential access may be by way of the Kenai Spur Highway to an existing, undeveloped 50-foot wide right-of-way created for road and utility purposes by document recorded in Book 110, Page 632, Kenai Recording District, and then via a new access easement to be granted along the northern property boundary of parcel 01713063 at the time of sale.

**Utilities:** Electric and natural gas utilities are available in the area.

**Land Affordability Program:** Not eligible.





## MINIMUM BID: \$36,000

**Acres:** 7.23

**Legal Description:** LOT THIRTY-ONE (31), MOOSE POINT SUBDIVISION, ACCORDING TO PLAT NO. 84-65, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 02543309)

**Topography:** Nearly level lot with an abrupt steep bluff edge on the northwest side.

**Special Features:** Platted bluff lot northwest of Nikiski with waterfront views of the Cook Inlet.

**Disclosures:** Remote lot. Subject to existing pipeline easements along the southeastern property line, per the subdivision plat.

**Access:** Potential access may be by the platted, undeveloped North Kenai Road right-of-way. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** No utilities are available in the area.

**Land Affordability Program:** Not eligible.



(Pictometry Oblique View)





(Pictometry Oblique View)

## MINIMUM BID: \$37,000

**Acres:** 7.40

**Legal Description:** LOT THIRTY-FOUR (34), MOOSE POINT SUBDIVISION, ACCORDING TO PLAT NO. 84-65, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 02543311)

**Topography:** Nearly level lot with an abrupt steep bluff edge on the northwest side.

**Special Features:** Platted bluff lot northwest of Nikiski with waterfront views of the Cook Inlet.

**Disclosures:** Remote lot. Subject to existing pipeline easements along the southeastern property line, per the subdivision plat.

**Access:** Potential access may be by the platted, undeveloped North Kenai Road right-of-way. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** No utilities are available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$37,000

**Acres:** 7.40

**Legal Description:** LOT TWO HUNDRED FORTY-FIVE (245), MOOSE POINT SUBDIVISION, ACCORDING TO PLAT NO. 84-65, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 02544718)

**Topography:** Sloping lot with an abrupt steep bluff edge on the northwest side.

**Special Features:** Platted bluff lot northwest of Nikiski with waterfront views of the Cook Inlet.

**Disclosures:** Remote lot. Subject to existing pipeline easements along the southeastern property line, per the subdivision plat.

**Access:** Potential access may be by the platted, undeveloped North Kenai Road right-of-way. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** No utilities are available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$39,000

**Acres:** 8.15

**Legal Description:** LOT THREE HUNDRED SIXTY-EIGHT (368), MOOSE POINT SUBDIVISION, ACCORDING TO PLAT NO. 84-65, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 02545717)

**Topography:** Nearly level lot with an abrupt steep bluff edge on the northwest side.

**Special Features:** Platted bluff lot northwest of Nikiski with waterfront views of the Cook Inlet.

**Disclosures:** Remote lot. Subject to existing pipeline easements along the southeastern property line, per the subdivision plat.

**Access:** Potential access may be by the platted, undeveloped North Kenai Road right-of-way. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** No utilities are available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$140,000

**Acres:** 2.42

**Legal Description:** LOT SEVEN (7), DISCOVERY PARK SUBDIVISION, ACCORDING TO PLAT NO. 2010-11, ON FILE IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 03503070)

**Topography:** Nearly level lot with a mixed stand of spruce and birch.

**Special Features:** Platted lot with a potential for mountain views. Lot is in close proximity to Hope and adjacent recreation opportunities.

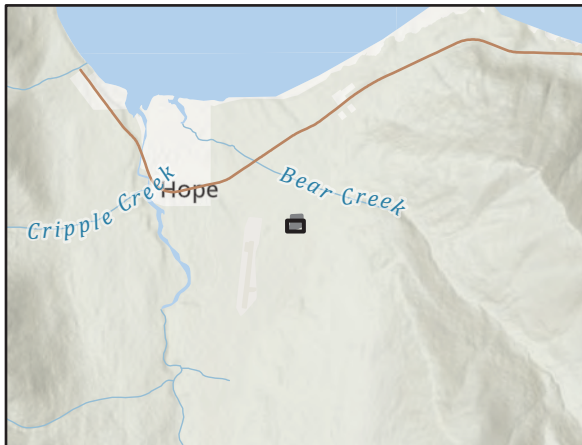
**Disclosures:** Lot is within the Discovery Park Multi-Family Residential (R-M) Local Option Zoning District. The northeast corner of the lot contains a portion of a public right-of-way per plat KN 2010-11. Survey corner locates pending.

**Access:** Potential access may be by way of the Hope Highway to Resurrection Creek Road. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** Not eligible.





## MINIMUM BID: \$140,000

**Acres:** 2.46

**Legal Description:** LOT EIGHT (8), DISCOVERY PARK SUBDIVISION, ACCORDING TO PLAT NO. 2010-11, ON FILE IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 03503071)

**Topography:** Nearly level lot with a mixed stand of spruce and birch.

**Special Features:** Platted lot with a potential for mountain views. Lot is in close proximity to Hope and adjacent recreation opportunities.

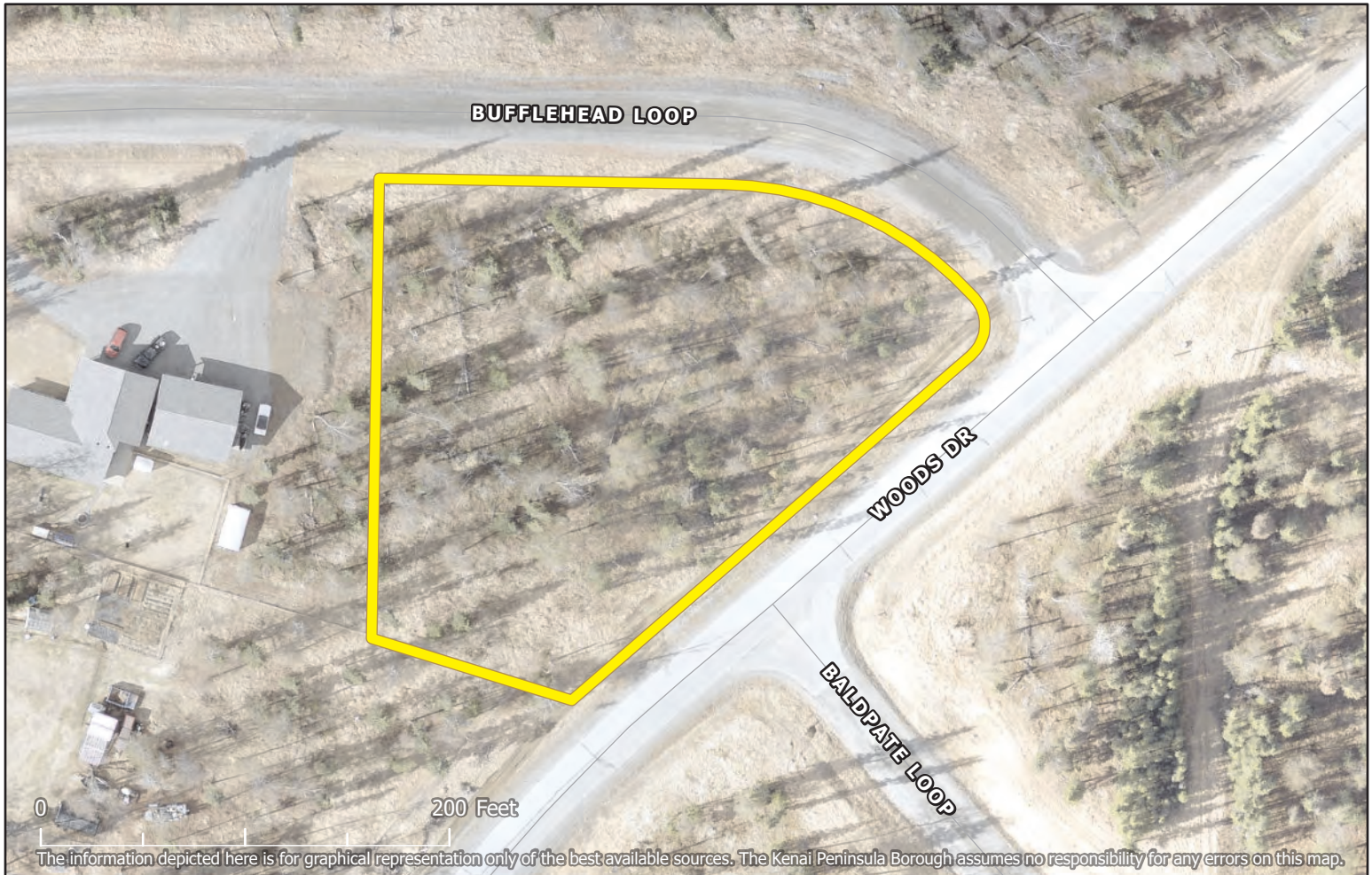
**Disclosures:** Lot is within the Discovery Park Multi-Family Residential (R-M) Local Option Zoning District and is also approved for commercial use as defined by KPB 21.44230 and subject to the development standards in KPB 21.44.190. Survey corner locates pending.

**Access:** Potential access may be by way of the Hope Highway to Resurrection Creek Road and Palmer Creek Road. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$55,000

**Acres:** 1.24

**Legal Description:** LOT ONE (1), BLOCK TWO (2), WIDGEON WOODS PHASE TWO SUBDIVISION, ACCORDING TO PLAT NO. 2012-32, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 05503508)

**Topography:** Nearly level lot with a mixed stand of spruce and birch.

**Special Features:** Platted corner lot within 1-mile of the Kenai River.

**Disclosures:** Lot is within the Widgeon Woods Single-Family Residential (R-1) Local Option Zoning District.

**Access:** Potential access may be by way of Woods Drive to Bufflehead Loop. Direct access to Woods Drive is not allowed per plat. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area.

**Land Affordability Program:** This parcel is eligible for participation in the KPB Land Affordability Program (LAP) pursuant to Ordinance 2025-09.





## MINIMUM BID: \$75,000

**Acres:** 1.24

**Legal Description:** LOT FIVE (5), BLOCK FOUR (4), WIDGEON WOODS PHASE TWO SUBDIVISION, ACCORDING TO PLAT NO. 2012-32, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 05503527)

**Topography:** Nearly level lot sloping easterly with a mixed stand of spruce and birch.

**Special Features:** Platted lot within 1-mile of the Kenai River. Potential mountain views with proper site preparation.

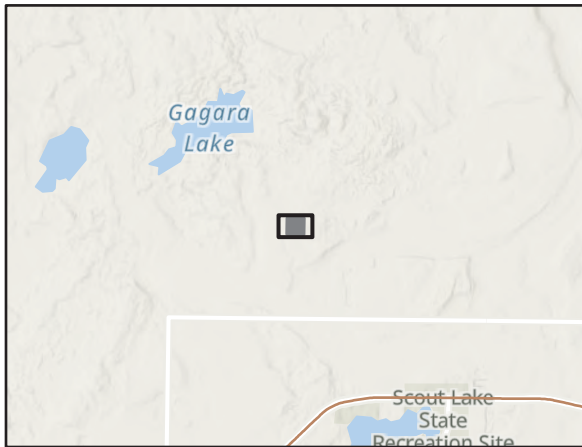
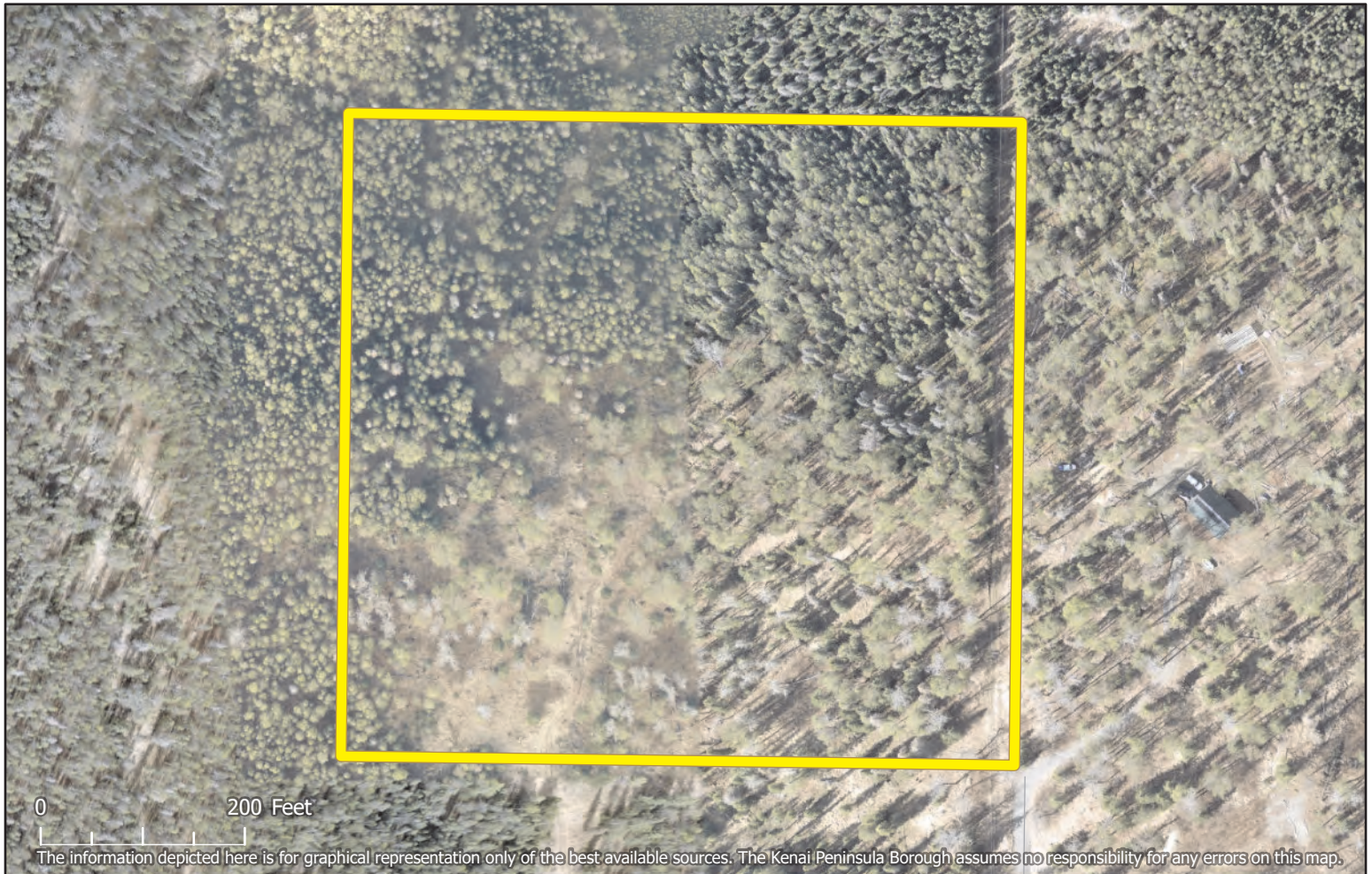
**Disclosures:** Lot is within the Widgeon Woods Single-Family Residential (R-1) Local Option Zoning District. Rear of lot contains remnants of an old road bed which was part of a transportation and utility corridor vacated by Easement Vacation Plat KN 2015-58.

**Access:** Potential access may be by way of Woods Drive to Baldpate Loop. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area.

**Land Affordability Program:** This parcel is eligible for participation in the KPB Land Affordability Program (LAP) pursuant to Ordinance 2025-09.





## MINIMUM BID: \$175,000

**Acres:** 9.55

**Legal Description:** TRACT C, OWL PERCH SUBDIVISION, ACCORDING TO PLAT NO. 2024-92, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06301166)

**Topography:** Sloping lot with steep bluff edges on the southern and eastern sides and a mixed stand of spruce and birch.

**Special Features:** Higher elevation lot platted in 2024. Survey corners identified. Potential mountain views with proper site preparation.

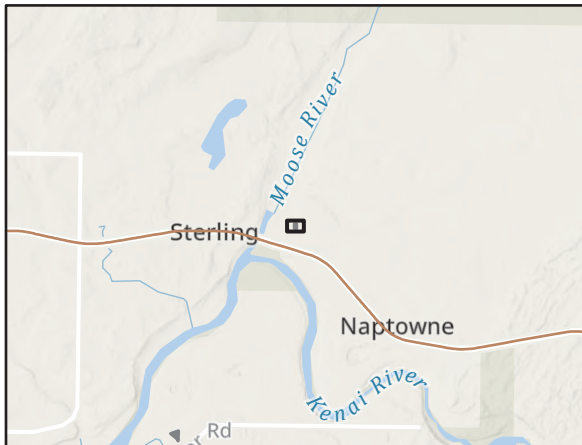
**Disclosures:** Lot may be subject to an overhead primary electric line easement, with no defined location, recorded in 1962. Existing overhead powerline is the centerline of a 30-ft. wide electrical easement on the eastern side of the lot.

**Access:** Potential access may be by way of Watkins Avenue to Hamrick Street. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** Not eligible.





## MINIMUM BID: \$7,700

**Acres:** 0.31

**Legal Description:** LOT NINE (9), GATTEN SUBDIVISION, ACCORDING TO PLAT NO. K-995, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06504112)

**Topography:** Nearly level lot with a mixed stand of spruce and birch.

**Special Features:** Platted lot within 1/4 mile of the Moose River.

**Disclosures:** The property was conveyed to KPB by Clerks Deed in 2008 as the result of a Tax Foreclosure action. KPB has no historical knowledge of the property or its prior use. Property corners have not been located. It is the responsibility of all interested buyers to conduct their own due diligence to confirm the property will satisfy their future needs. Conveyance deed will expressly reserve mineral rights to KPB.

**Access:** Potential access may be by way of the Sterling Highway (State) to "A Private Road" (KPB maintained) to Patty Avenue, which contains both a 15-foot wide road/utility easement (Plat KN-995) and a 15-foot wide right-of-way dedication (Plat KN 2024-36). It is the responsibility of the buyer to identify and confirm desired access to the subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area, but not on site and not available without development expenditures.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$367,900

**Acres:** 3.31

**Legal Description:** LOT FOUR (4), BLOCK EIGHT (8), STEPHENKIE ALASKA SUBDIVISION, ALASKA STATE LAND SURVEY 73-146, ACCORDING TO PLAT NO. 79-83, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06519063)

**Topography:** Sloping lot with a steep bluff on the southern side along the Kenai River. Vegetation is relatively young due to impacts from wildfire in 2019.

**Special Features:** Kenai River frontage with potential river and mountain views.

**Disclosures:** Lot is within the Stephenkie Alaska Sub Block 8 Waterfront Residential (R-W) Local Option Zoning District. Parcel is subject to a 50 foot pedestrian and maintenance easement along the high water mark of the Kenai River. Survey corners identified.

**Access:** Potential access may be by way of the Sterling Highway, Feuding Lane, Kenai Keys Road to Slough Avenue, an undeveloped platted right-of-way. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$383,500

**Acres:** 2.68

**Legal Description:** LOT ELEVEN (11), BLOCK EIGHT (8), STEPHENKIE ALASKA SUBDIVISION, ALASKA STATE LAND SURVEY 73-146, ACCORDING TO PLAT NO. 79-83, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06519070)

**Topography:** Sloping lot with a steep bluff on the southern side along the Kenai River. Vegetation is relatively young due to impacts from wildfire in 2019.

**Special Features:** Kenai River frontage with potential river and mountain views.

**Disclosures:** Lot is within the Stephenkie Alaska Sub Block 8 Waterfront Residential (R-W) Local Option Zoning District. Parcel is subject to a 50 foot pedestrian and maintenance easement along the high water mark of the Kenai River. Existing Homer Electric Association powerline easement runs through the front of the lot. Survey corner locates pending.

**Access:** Potential access may be by way of the Sterling Highway, Feuding Lane, to Kenai Keys Road. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$25,100

**Acres:** 1.23

**Legal Description:** LOT THREE (3), BLOCK FIVE (5), RIVERBEND RIDGE SUBDIVISION PART FIVE (5), ACCORDING TO PLAT NO. 78-126, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 06631026)

**Topography:** Sloping lot with a mixed stand of spruce and birch.

**Special Features:** Platted, triangular-shaped lot within 1/4 mile of the Kenai River.

**Disclosures:** The property was conveyed to KPB by Clerks Deed in 1992 and 1995 as the result of a Tax Foreclosure action, then conveyed by QCD in 1996. KPB has no historical knowledge of the property or its prior use. Property corners have not been located. It is the responsibility of all interested buyers to conduct their own due diligence to confirm the property will satisfy their future needs. Conveyance deed will expressly reserve mineral rights to KPB.

**Access:** Potential access may be by way of Funny River Road to Rousing Road. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric and natural gas utilities are available in the area, but not on site and not available without development expenditures.

**Land Affordability Program:** This parcel is eligible for participation in the KPB Land Affordability Program (LAP) pursuant to Ordinance 2025-09.





## MINIMUM BID: \$176,000

**Acres:** 2.02

**Legal Description:** LOT THIRTEEN B (13B) OF U.S. SURVEY 3306, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON JANUARY 24, 1955. (KPB PIN 11907106)

**Topography:** Sloping lot with varied terrain of slopes/benches and a mixed stand of spruce and birch.

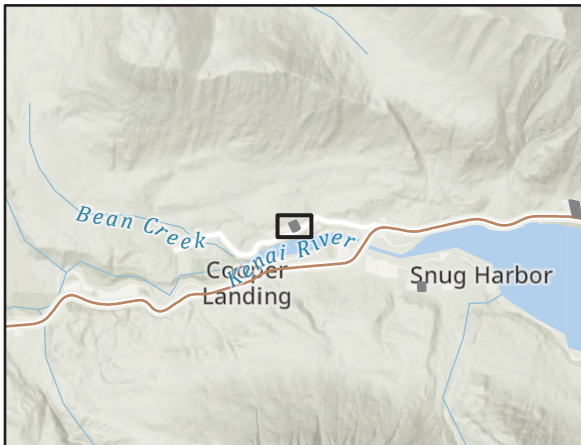
**Special Features:** Possible mountain and river views with proper site preparation. In close proximity to recreational activities.

**Disclosures:** 10-foot wide Telecommunications Easement along the south property boundary. Existing driveway encroachment use by neighboring Lot 13A. Survey corners identified.

**Access:** Potential access may be by way of the Sterling Highway to Bean Creek Road. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** Not eligible.

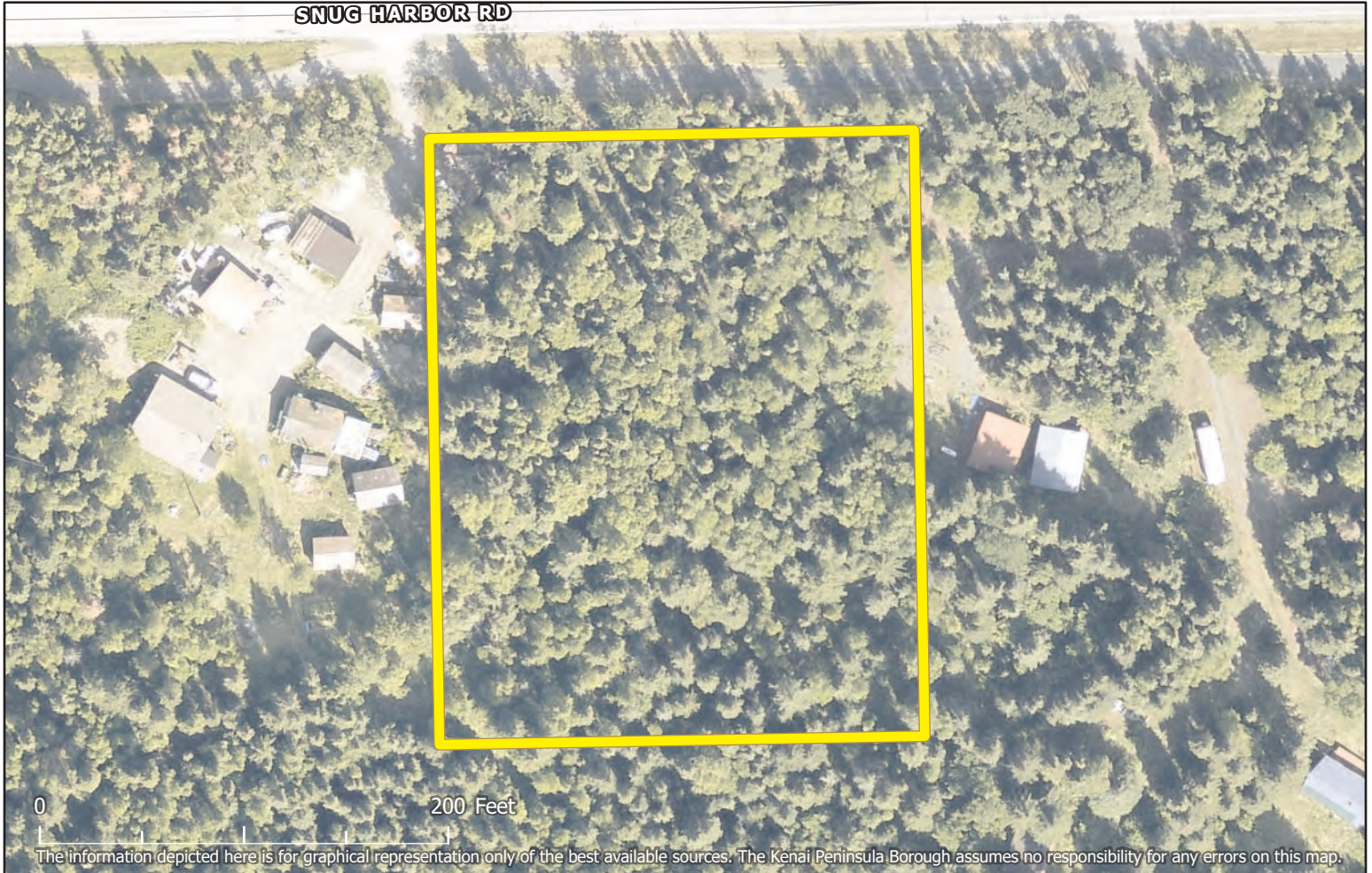


(Pictometry Oblique View)





SNUG HARBOR RD



(Pictometry Oblique View)

## MINIMUM BID: \$119,000

**Acres:** 1.62

**Legal Description:** LOT TWO B (2B) OF THE DEPENDENT RESURVEY OF U.S. SURVEY NO. 3531, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON OCTOBER 20, 1970. (KPB PIN 11911019)

**Topography:** Nearly level lot with a gradual uphill grade beginning on the northern side.

**Special Features:** Within 1/4 mile of the Kenai River and Kenai Lake.

**Disclosures:** Parcel records contain reports of possible prior trash / debris disposal on the lot. A 2025 soils investigation was conducted to resolve this matter, and is available for review. Potential encroachments on the western and eastern property boundaries. Survey corner locates pending.

**Access:** Potential access may be by way of the Sterling Highway to Snug Harbor Road. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** This parcel is eligible for participation in the KPB Land Affordability Program (LAP) pursuant to Ordinance 2025-09.





(Pictometry Oblique View)

## MINIMUM BID: \$136,300

**Acres:** 3.84

**Legal Description:** LOT FIFTEEN (15) OF U.S. SURVEY NO. 2688, ALASKA, ACCORDING TO THE SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON JULY 7, 1948. (KPB PIN 11915007)

**Topography:** Sloping lot with an uphill grade beginning on the southern side and a mixed stand of spruce and birch.

**Special Features:** Within 1/4 mile of Kenai Lake.

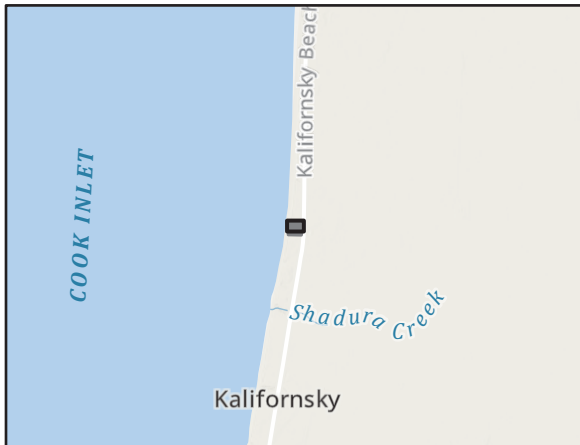
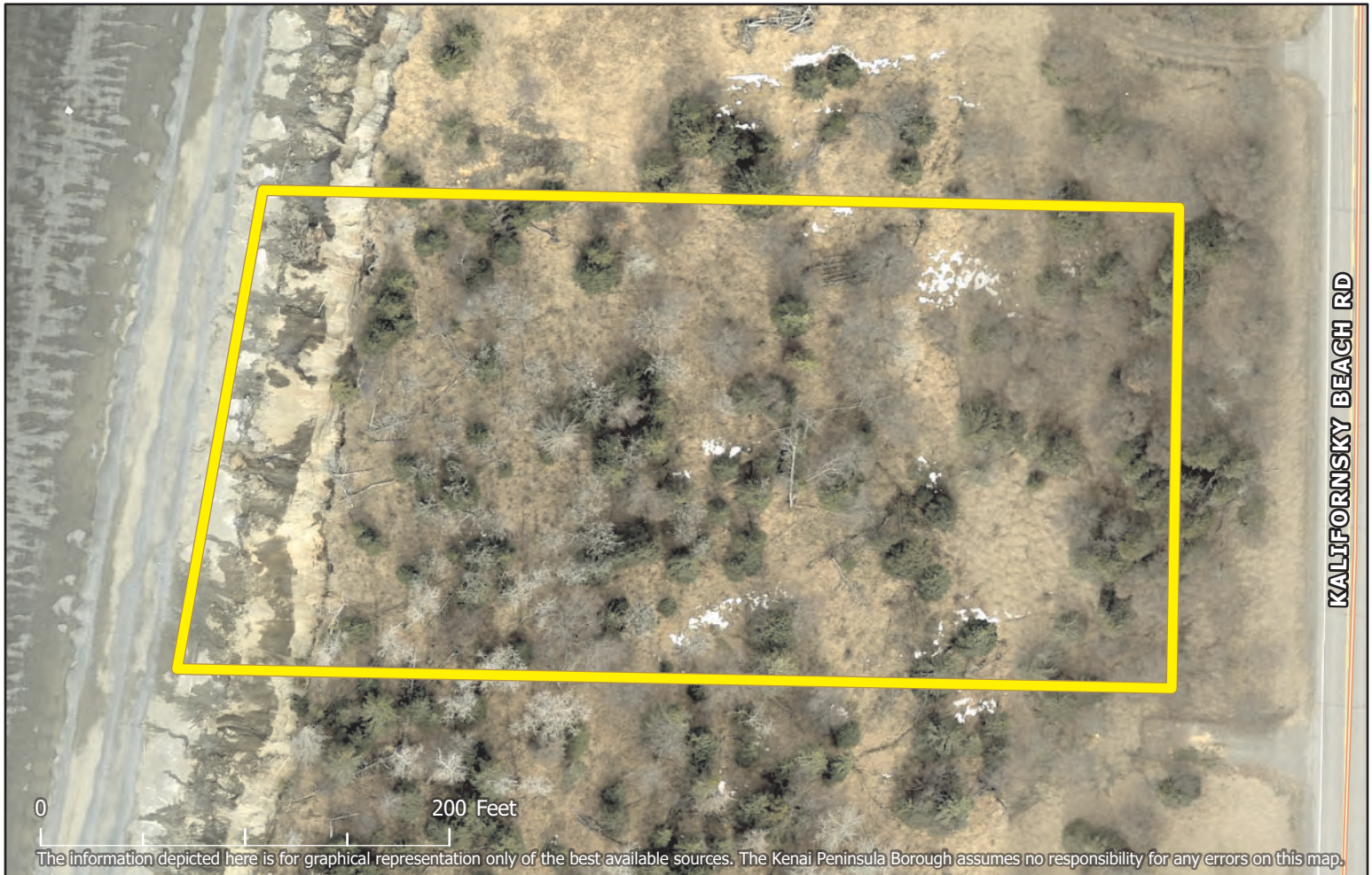
**Disclosures:** Possible utility encroachment by the neighboring Lot 14. Survey corner locates pending.

**Access:** Potential access may be by way of the Sterling Highway. A driveway approach permit will be required from the State of Alaska DOT and PF. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$175,000

**Acres:** 2.54

**Legal Description:** LOT SEVEN (7), TWO THE BLUFF SUBDIVISION 2013 ADDITION, ACCORDING TO PLAT NO. 2013-125, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 13106031)

**Topography:** Nearly level lot with an abrupt steep bluff edge on the western side and a mixed stand of spruce and birch.

**Special Features:** Platted bluff lot south of Kenai with waterfront views of the Cook Inlet.

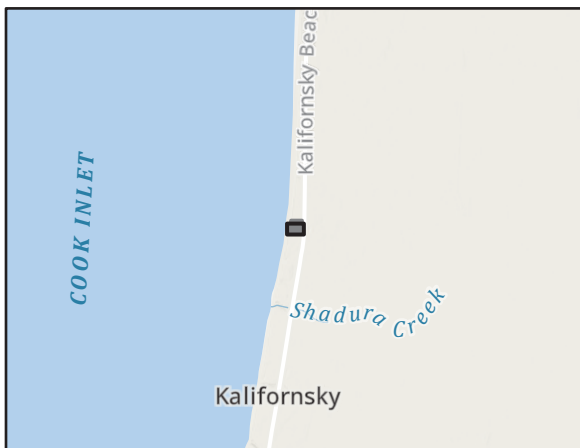
**Disclosures:** A 2015 Shared Driveway Permit was issued by the State for the subject Lot 7 and the adjacent Lot 8. Subject to Alaska State Statute 38.05.127, Access to Navigable or Public Waters.

**Access:** Potential access may be by way of Kalifornsky Beach Road. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

## MINIMUM BID: \$175,000

**Acres:** 2.57

**Legal Description:** LOT EIGHT (8), TWO THE BLUFF SUBDIVISION 2013 ADDITION, ACCORDING TO PLAT NO. 2013-125, ON FILE IN THE KENAI RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 13106032)

**Topography:** Nearly level lot with an abrupt steep bluff edge on the western side and a mixed stand of spruce and birch.

**Special Features:** Platted bluff lot south of Kenai with waterfront views of the Cook Inlet.

**Disclosures:** A 2015 Shared Driveway Permit was issued by the State for the subject Lot 8 and the adjacent Lot 7. Subject to Alaska State Statute 38.05.127, Access to Navigable or Public Waters.

**Access:** Potential access may be by way of Kalifornsky Beach Road. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** Electric utility is available in the area.

**Land Affordability Program:** Not eligible.





## MINIMUM BID: \$36,000

**Acres:** 1.33

**Legal Description:** LOT TWO A (2A), BLOCK ONE (1), CARIBOU ISLAND SUBDIVISION KPB 2020 REPLAT, ACCORDING TO PLAT NO. 2020-9, ON FILE IN THE SEWARD RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 13505224)

**Topography:** Sloping lot leading down to the Skilak Lake shoreline, with a mixed stand of spruce and birch.

**Special Features:** Platted Caribou Island waterfront lot located within Skilak Lake.

**Disclosures:** Remote property conveyed to KPB by Clerks Deed in 2000 as the result of a Tax Foreclosure action. Replatted in 2020. Subject to KPB Anadromous Waters Habitat Protection District. It is the responsibility of all interested buyers to conduct their own due diligence to confirm the property will satisfy their future needs. Conveyance deed will expressly reserve mineral rights to KPB.

**Access:** Potential access may be by way of the Sterling Highway to Skilak Loop

Road which provides access to a public launch. Access to Caribou Island is limited to boat, plane, or snowmachine in the winter when ice conditions permit. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** No utilities are available in the area.

**Land Affordability Program:** Not eligible.





(Pictometry Oblique View)

# MINIMUM BID: \$27,000

- Acres:** 0.51
- Legal Description:** LOT THREE (3), COMMON GROUND SUBDIVISION, ACCORDING TO PLAT NO. 2024-15, ON FILE IN THE HOMER RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 16905103)
- Topography:** Nearly level lot with a mixed stand of spruce and birch.
- Special Features:** Platted corner lot in close proximity to Chapman School in Anchor Point.
- Disclosures:** Connection to the Anchor Point Safe Water utility company system to be addressed by the buyer.
- Access:** Potential access may be by way of the Sterling Highway to School Avenue and Birch Street. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.
- Utilities:** Electric and natural gas utilities are available in the area.
- Land Affordability Program:** This parcel is eligible for participation in the KPB Land Affordability Program (LAP) pursuant to Ordinance 2025-09.





## MINIMUM BID: \$125,000

**Acres:** 2.50

**Legal Description:** GOVERNMENT LOT ELEVEN (11), SECTION 14, TOWNSHIP 6 SOUTH, RANGE 13 WEST, SEWARD MERIDIAN, ALASKA, ACCORDING TO THE SUPPLEMENTAL SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON MAY 26, 1952. (KPB PIN 17908010)

**Topography:** Nearly level lot containing areas of wetland peat and standing / surface water and low-lying shrubs and grasses in addition to birch, spruce, alder, and willow trees

**Special Features:** In close proximity to the Homer Boat Yard and Kachemak Bay. City of Homer East End Mixed Use Zoning District.

**Disclosures:** City of Homer zoning regulations apply. Per City of Homer Wetland Mapping, primarily "High Rank" wetlands; per KPB Wetlands Mapper, KWF Wetland Assessment identifies the property as Discharge Slope Wetlands.

**Access:** Potential access may be by way of East End Road, Ternview Place, Kilokak Avenue, followed by the use of platted, undeveloped Aksel Street. At the time of sale, an access easement will be granted across adjacent KPB-owned parcels for the benefit of the subject parcel. Additionally, an access easement will be reserved along the southern property boundary of the subject parcel for the benefit of parcels 17908011 and 17908012.

**Utilities:** Electric and natural gas utilities are available in the area, but not on site and not available without development expenditures.

**Land Affordability Program:** Not eligible.





## MINIMUM BID: \$125,000

**Acres:** 2.50

**Legal Description:** GOVERNMENT LOT TWELVE (12), SECTION 14, TOWNSHIP 6 SOUTH, RANGE 13 WEST, SEWARD MERIDIAN, ALASKA, ACCORDING TO THE SUPPLEMENTAL SURVEY PLAT ACCEPTED BY THE UNITED STATES DEPARTMENT OF THE INTERIOR, BUREAU OF LAND MANAGEMENT IN WASHINGTON, D.C. ON MAY 26, 1952. (KPB PIN 17908011)

**Topography:** Nearly level lot containing areas of wetland peat and standing / surface water and low-lying shrubs and grasses in addition to birch, spruce, alder, and willow trees

**Special Features:** In close proximity to the Homer Boat Yard and Kachemak Bay. City of Homer East End Mixed Use Zoning District.

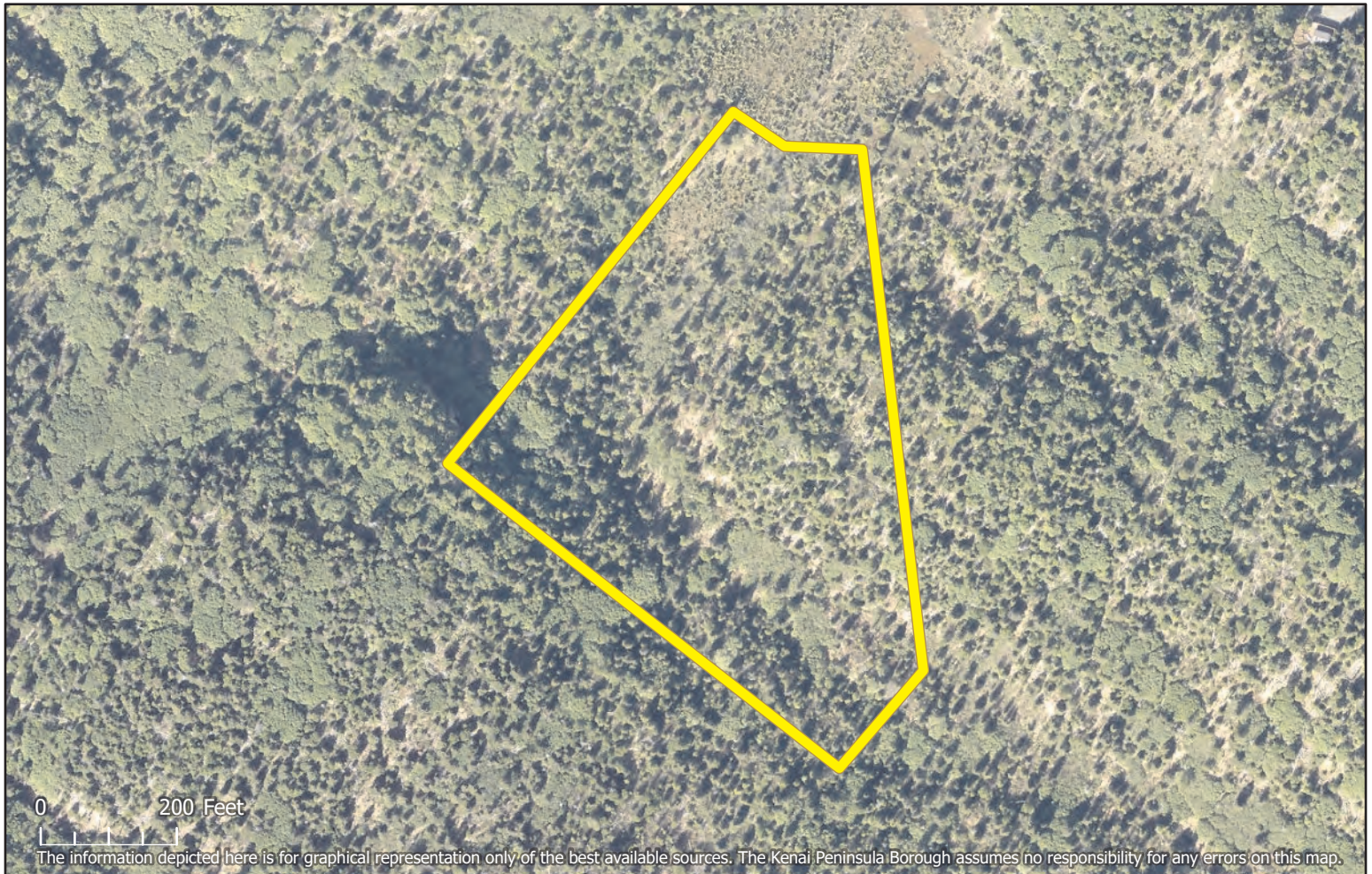
**Disclosures:** City of Homer zoning regulations apply. Per City of Homer Wetland Mapping, primarily "High Rank" wetlands; per KPB Wetlands Mapper, KWF Wetland Assessment identifies the property as Discharge Slope Wetlands.

**Access:** Potential access may be by way of East End Road, Ternview Place, Kilokak Avenue, followed by the use of platted, undeveloped Aksel Street. At the time of sale, an access easement will be granted across adjacent KPB-owned parcels for the benefit of the subject parcel. Additionally, an access easement will be reserved along the southern property boundary of the subject parcel for the benefit of parcels 17908010 and 17908012.

**Utilities:** Electric and natural gas utilities are available in the area, but not on site and not available without development expenditures.

**Land Affordability Program:** Not eligible.





## MINIMUM BID: \$37,000

**Acres:** 8.77

**Legal Description:** LOT TWO (2), BLOCK SIX (6), MARINERS WALK SUBDIVISION CORRECTED PLAT, ACCORDING TO PLAT NO. 86-75, HOMER RECORDING DISTRICT, THIRD JUDICIAL DISTRICT, STATE OF ALASKA. (KPB PIN 19326114)

**Topography:** Varied, undulating slopes with a mixed stand of spruce and birch.

**Special Features:** Platted lot located in the Kachemak Bay / Bear Cove area northeast of Homer, Alaska.

**Disclosures:** Remote lot platted in 1986. It is the responsibility of all interested buyers to conduct their own due diligence to confirm the property will satisfy their future needs.

**Access:** Potential access may be by way of boat or float plane to Bear Cove and undeveloped platted trails. It is the responsibility of the buyer to identify and confirm desired access to subject parcel prior to the sale.

**Utilities:** No utilities are available in the area.

**Land Affordability Program:** Not eligible.



(Pictometry Oblique View)



Introduced by:	Mayor, Ribbens, Tunseth
Date:	05/06/25
Hearing:	05/20/25
Action:	Enacted
Vote:	8 Yes, 0 No, 1 Absent

**KENAI PENINSULA BOROUGH  
ORDINANCE 2025-09**

**AN ORDINANCE AUTHORIZING AND APPROVING THE LAND  
AFFORDABILITY PROGRAM**

**WHEREAS,** the Kenai Peninsula Borough (KPB) recognizes the need to promote affordable land purchase and residential housing development opportunities for residents; and

**WHEREAS,** this ordinance authorizes and approves a Land Affordability Program (LAP) to provide an opportunity for qualifying participants to purchase certain residential properties identified as "LAP Eligible" under an approved sale ordinance; and

**WHEREAS,** the LAP is designed to support residential development and homeownership while maintaining and ensuring a competitive bid process for authorized KPB land sale offerings; and

**WHEREAS,** high-value (a reserve price equal to or greater than \$120,000), tax foreclosure, and recreational properties will not be considered "LAP Eligible" properties under this program; and

**WHEREAS,** it is in the best interests of the KPB to establish a program that provides residents additional opportunity to become land owners and develop KPB sold lands for residential purposes, while mitigating speculative land purchases and maintaining a competitive bid process;

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

**SECTION 1.** Classification. This is a non-code ordinance.

**SECTION 2.** Definitions. For the purposes of this ordinance, unless the context otherwise requires, the following definitions apply:

- (a) "Affidavit of occupancy" means an executed affidavit validly executed by the LAP participant affirming that the LAP property is occupied as a primary residence.
- (b) "Alaskan residency" means a person who establishes residency in the state by being physically present in the state for no less than the preceding 30

consecutive days with the intent to remain in the state indefinitely and to make a home in the state.

- (c) "High-value" means a set reserve amount equal to or greater than \$120,000.
- (d) "Domiciled in the KPB" means physical presence and residence in the KPB along with an intent to remain permanently.
- (e) "LAP participant" means the initial buyer of a KPB designated "LAP property".
- (f) "Permanent foundation" means a foundation constructed of durable materials such as concrete, treated wood, steel piles, or mortared masonry and is site-built.
- (g) "Property Class Code 110" means a residential single unit dwelling.
- (h) "Property Class Code 112" means a residential 2-4 unit dwelling.
- (i) "Recreational Properties" means any property not legally accessed by a dedicated and developed road right-of-way.
- (j) "Tax Foreclosure" means any property disposed as part of a tax foreclosure action.

### **SECTION 3. Purpose and eligibility**

- (a) The established purpose for the KPB's Land Affordability Program (LAP) is to support additional opportunities for KPB residents to obtain affordable residential property, and to encourage residential property development.
- (b) The LAP will apply only to KPB-selected residential properties specifically identified and authorized for the program under an approved sale ordinance. Such properties must be clearly identified as "LAP Eligible".
- (c) The "LAP Eligible" properties will be consistent with residential parcels. High-value, tax foreclosure, or recreational properties will not be considered "LAP Eligible".

### **SECTION 4. LAP Parameters, Qualifications, and Restrictions.**

- (a) An LAP property must be improved with a permanent foundation and a Property Class Code 110 or 112, as determined by the KPB Assessing Department. An acceptable alternative to the foregoing is an owner provided professional appraisal showing that the property is a habitable residential dwelling qualifying for conventional financing.
- (b) An LAP participant must demonstrate Alaska residency and be domiciled in the KPB upon the LAP property closing date. An individual who intends to immediately establish Alaska residency and be domiciled in the KPB may qualify as an LAP participant by providing:

- (1) a properly executed affidavit affirming: (a) that the individual will be a permanent resident of the KPB by the closing date; (b) that the individual intends to develop the property; and (c) that upon completion of construction, the property will be occupied as a primary residence; and
  - (2) a Alaska driver's license showing a an address within the KPB; or
  - (3) a statement of employment from a sales tax compliant employer within the KPB stating that the LAP participant is employed within the KPB.
- (c) An LAP participant must prequalify prior to the sale through a process administered by the KPB.
  - (d) A property subject to an LAP Lien may not be subdivided without first satisfying all LAP requirements and release of the LAP lien.
  - (e) An LAP participant may not assign their approved interest in the program.
  - (f) An LAP participant may not have more than one LAP property with an active LAP lien against it.

#### **SECTION 5. Financial terms, requirements, and lien**

- (a) LAP properties may be financed through the KPB at an authorized rate and term. KPB financing is not a requirement of the program.
- (b) Financing and LAP lien documents must include recapture provisions and be secured through the recording of a deed of trust and or LAP lien.
- (c) Qualified buyers will be eligible, subject to the terms of the LAP program including recapture and development provisions, to receive a 25% discount off the winning bid amount at the time of sale if they choose to participate in the LAP.
- (d) Qualified buyers will be responsible to pay 75% of the winning bid amount over the term of the agreement ("LAP Amount").
- (e) A down payment of 10% of the LAP Amount is required, with the remaining 90% of the LAP Amount eligible for KPB financing.
- (f) Financing documents must identify the total winning bid amount, down payment, and recapture provisions.
- (g) LAP participants who do not satisfy the LAP terms will be subject to Section 6 and Section 7, below.

#### **SECTION 6. LAP Satisfaction, Lien, Release, Assignment, and Foreclosure:**

- (a) If KPB tax records indicate construction of a structure on a permanent foundation with Property Class Codes 110 or 112, as determined by the Assessing Department, on the property and the LAP participant has provided the affidavit of occupancy, the LAP requirements and lien will be deemed satisfied. Alternatively, a professional appraisal establishing that a habitable residential dwelling on a permanent foundation is complete in a manner necessary to qualify for conventional financing will satisfy the residential construction verification requirement in this subsection.
- (b) As a condition of the program, the KPB will require a Deed of Trust (LAP lien) be filed against the subject property as formal notice of the recapture terms, provisions and conditions of the LAP.
- (c) Should the Buyer utilize the seller financing option made available to participants of the sale, the LAP lien will be filed in a second position to the purchase money lien.
- (d) If Buyer elects to pay cash at the time of closing, only the LAP lien will be recorded as part of closing. No monthly payment obligations will result from the LAP.
- (e) The LAP lien may be released at any time without satisfying the LAP terms upon payment of the full recapture amount: 25% of the initial winning bid amount plus 50% of the current sales price, or appraised value, whichever is greater, less the initial bid amount. Upon request, consideration will be given for improvements made to the property with valuations of improvements determined by KPB assessor or as identified in a third-party appraisal.
- (f) Upon confirmation all terms of the LAP have been satisfied, the LAP recapture will be waived and LAP lien released.
- (g) No assignment of the LAP lien will be allowed.
- (h) If the property is sold or ownership is transferred without addressing the provisions of LAP lien, the lien will immediately be due and payable. The KPB reserves the right to foreclose any LAP lien that is not satisfied within 90 days of being due and payable.
- (i) The LAP lien shall run with the property until LAP terms have been satisfied, the LAP recapture has been paid in full, or 30 years.

## **SECTION 7. Recapture provisions**

- (a) Upon resale of LAP property:
  - (1) If KPB determines that Section 6(a), above, is complied with then the recapture amount of the LAP lien will be waived and KPB will release the LAP lien.

- (2) If KPB determines that Section 6(a), above, is not complied with, then the LAP recapture amount will be 25% of the winning bid amount plus 50% of the current sales price, less the initial bid amount, or appraised value whichever is greater. The LAP recapture amount must be paid in full to satisfy the LAP lien. Upon request, consideration will be given for improvements made to the property with the valuations for the improvements determined by the KPB Assessor, or as identified in a third-party appraisal provided by the owner, in a form approved by the KPB.
- (b) Upon conventional refinance, construction loan, payoff, or completion of loan term without qualified use:
  - (1) If KPB determines that Section 6(a), above, is complied with then, the LAP requirements will be deemed satisfied and the recapture amount of the LAP lien will be waived and KPB will release the LAP lien.
  - (2) If KPB determines that Section 6(a), above, is not complied with, then, the LAP recapture amount will be 25% of the winning bid amount plus 50% of the current appraised value, less the initial bid amount. The LAP recapture amount must be paid in full to satisfy the LAP lien. Upon request, consideration will be given for improvements made to the property with the valuations for the improvements determined by the KPB Assessor, or as identified in a third-party appraisal provided by the owner, in a form approved by the KPB.
  - (3) With full payoff of KPB financing (if any), the LAP lien may be subordinate to the new construction loan upon review of the final settlement statement and approval from the Finance Director. The LAP lien will continue to be active until such time as the LAP requirements have been satisfied or the LAP terms expire.

#### **SECTION 8. Implementation and Enforcement.**

- (a) The KPB Administration will be responsible for overseeing program administration, ensuring compliance with financing and recapture provisions, and maintaining proper financial records.
- (b) The Mayor, or designee, may adopt administrative policies as necessary to implement the LAP effectively.
- (c) The KPB may take legal action to recover unpaid recapture amounts in accordance with this ordinance.
- (d) The KPB may, at its sole discretion, accept a “Deed in lieu of Foreclosure” from a property owner that is no longer willing or able to participate in the program.

**SECTION 9.** Severability. If any provision of this ordinance or its application is determined to be invalid, the remaining provisions shall continue in full force and effect.

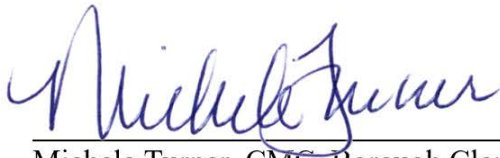
**SECTION 10.** Effective Date. This ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 20TH DAY OF MAY, 2025.**

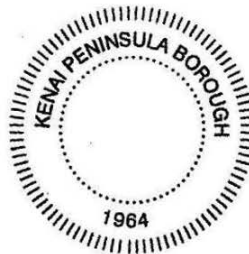


Peter Ribbens, Assembly President

ATTEST:



Michele Turner, CMC, Borough Clerk



Yes: Cox, Cooper, Ecklund, Dunne, Johnson, Morton, Tunseth, Ribbens

No: None

Absent: Baisden





May 28, 2025

File No.: 3130-3R KPB / 2025-00547

Jennifer Shields  
Land Management Agent  
Kenai Peninsula Borough  
144 N. Brinkley St.  
Soldotna, AK 99669

SUBJECT: Parcels Proposed for Sale in the Kenai Peninsula Borough 2025 General Land Sale Auction

Dear Ms. Shields,

The Alaska Office of History and Archaeology (OHA) received your correspondence (dated May 15, 2025) concerning the subject project and report on May 23, 2025. We have reviewed the provided documentation for conflicts with cultural resources pursuant to Section 41.35.070 of the Alaska Historic Preservation Act. Following our review, we offer the following comments for your consideration.

A review of the Alaska Heritage Resources Survey (AHRs) database indicates that seven of the thirty proposed parcels fall within one mile or less of known cultural resources (Attached Table): two proposed parcels, 11915007 and 11907106, fall within the boundaries of known archaeological sites or districts.

Parcel 11915007 bisects a known homesteading site (SEW-01198) with multiple built structures. Parcel 11907106 is located wholly within the S qilantnu Archaeological District (SEW-00282), which is eligible for the National Register of Historic Places (NHRP). Our office recommends excluding these parcels from sale or conducting archeological surveys of these parcels to establish whether contributing elements to SEW-01198 or SEW-00282 are present within the proposed parcels. Our office can provide a list of general contractors at your request.

Parcel ID	Area	Cultural Resources Concern
01204014	Nikiski	None
01204017	Nikiski	None
01215004	Nikiski	None
01215005	Nikiski	None
01713003	Salamatof	None
01713063	Salamatof	None
01713064	Salamatof	None
02543309	Moose Point	¼ mi from known cultural resources

02543311	Moose Point	¼ mi from known cultural resources
02544718	Moose Point	1 mi from known cultural resources
02545717	Moose Point	1 mi from known cultural resources
03503070	Hope	300-500 ft from known cultural resources
03503071	Hope	300-500 ft from known cultural resources
05503508	Kalifornsky	None
05503527	Kalifornsky	None
06301166	Sterling	None
06504112	Sterling	None
06519063	Sterling	None
06519070	Sterling	None
06631026	Funny River	None
11907106	Cooper Landing	Within the boundaries of an archaeological district
11911019	Cooper Landing	300-500 ft from known cultural resources
11915007	Cooper Landing	Within boundaries of an archaeological site
13106031	Kalifornsky	None
13106032	Kalifornsky	None
13505224	Caribou Island (Skilak Lake)	None
16905103	Anchor Point	None
17908010	City of Homer	None
17908011	City of Homer	None
19326114	Bear Cove (Kachemak Bay)	None

Thank you for the opportunity to comment. Please contact Molly Herron at [molly.herron@alaska.gov](mailto:molly.herron@alaska.gov) if you need further identification or treatment assistance regarding cultural resources.

Sincerely,



Judith E. Bittner  
State Historic Preservation Officer

JEB:mah



Kachemak Bay Conservation Society  
3734 Ben Walters Ln, Homer, AK 99603  
907 235.8214  
kbayconservation@gmail.com

June 2, 2025

**Re: Sale of Borough Parcels 179-080-10 and 179-080-11**

Dear Members of KPB Lands Committee:

We urge you to **remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10** for the following reasons: (1) The services provided by these high-value wetlands to the public are extremely valuable and should be preserved; (2) the monetary gain to the borough associated with the sale of the lands will almost certainly be offset by the cost to the public of developing them, including costs associated with flood mitigation, road repair, culvert maintenance, the serious health and safety hazards associated with ice on the road, increased risk of septic system failure—the range of issues you are likely familiar with along K-Beach are a good point of comparison; (3) The Kenai Peninsula Borough had an agreement with the City of Homer that the City would purchase these lands from the Borough, but negotiations recently broke down: we urge both the City and Borough to come back to the table and try again—don't throw the baby out with the bathwater: there is too much at stake for the public to let this vital green infrastructure project fall apart.

1)) The City and community of Homer has a vested interest in keeping these high-value wetlands undeveloped, which is why we have secured grant funding for to the purchase of these lands for conservation. And as our current City of Homer Draft Comprehensive Plan points out:

“77 percent of the 551 community survey respondents said that preserving open public spaces within the city from development was important and 34 percent of residents listed sustainable and resilient development as the single most important priority during the Growth Scenarios event... Solutions called out by residents in surveys and meetings include green infrastructure incorporation, open space preservation, and greater attention to development standards for both private development and public infrastructure.”

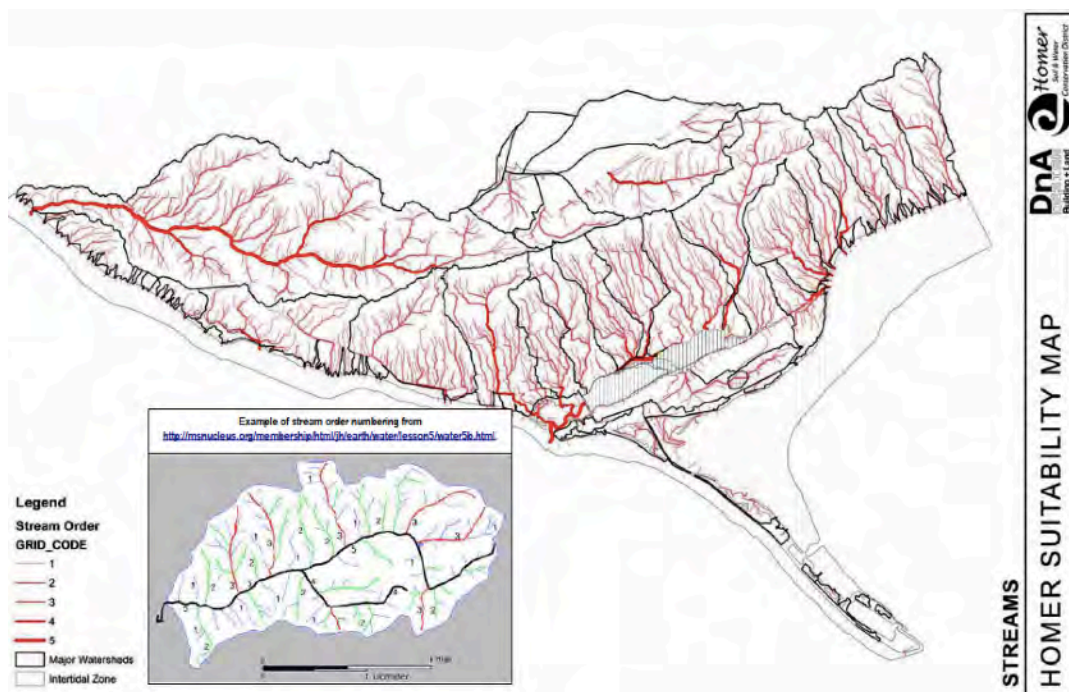
The wetlands that the borough is proposing to sell, likely for development and commercial activity provide many important and unique functions that are of great value to the people of Homer, it's visitors, and it's businesses, including:

- Flood Mitigation
- Erosion mitigation
- Stormwater treatment, and thereby protection of essential fish habitat in Kachemak Bay
- Migratory Bird Habitat
- Moose Habitat

We'd like to talk a bit about the value of these services, and what Homer stands to loose with the sale and development of these high-value wetlands in the heart of town.

## Flood Mitigation

KPB Parcels 179-080-10 and 179-080-11 are part of the Beluga Wetland Complex, a basin of wetlands at the base of the Homer bluff, right above Kachemak Drive. These parcels are a kind of wetland known as peatlands. Peatlands' capacity to absorb large volumes of water is very useful for people who live around them. They are typically 95% water and 5% organic matter by weight<sup>1</sup> and a one-acre peatland can typically store about one million gallons of water.<sup>2</sup> The stream map below gives a good sense of the huge volume of water that flows into the Beluga



<sup>1</sup> [https://www.iucn-uk-peatlandprogramme.org/sites/default/files/2019-05/12%20Tracks%20on%20peatland\\_v2\\_FINAL.pdf](https://www.iucn-uk-peatlandprogramme.org/sites/default/files/2019-05/12%20Tracks%20on%20peatland_v2_FINAL.pdf)

<sup>2</sup> “Wetlands: Protecting Life and Property from Flooding,” EPA





Kachemak Bay Conservation Society

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Wetlands Complex. Acting as a catchment basin, peatlands in this complex absorb large volumes of water and mitigate the harmful effects of storm surges and thaw events of the drainages that feed into it, protecting Kachemak Drive, as well as the homes and businesses on both sides of the road from large-scale flooding. Think of the peatlands like a reservoir and gravel fill like a roof and ditches like gutters. Filling and developing peatlands of this size is going to increase



peak flow rates — and all associated problems— significantly. This area is already at capacity or just over in terms of fill. We say that because it already has a lot of flooding issues, see eg. The images below. We have also attached additional photos and video related to flooding.



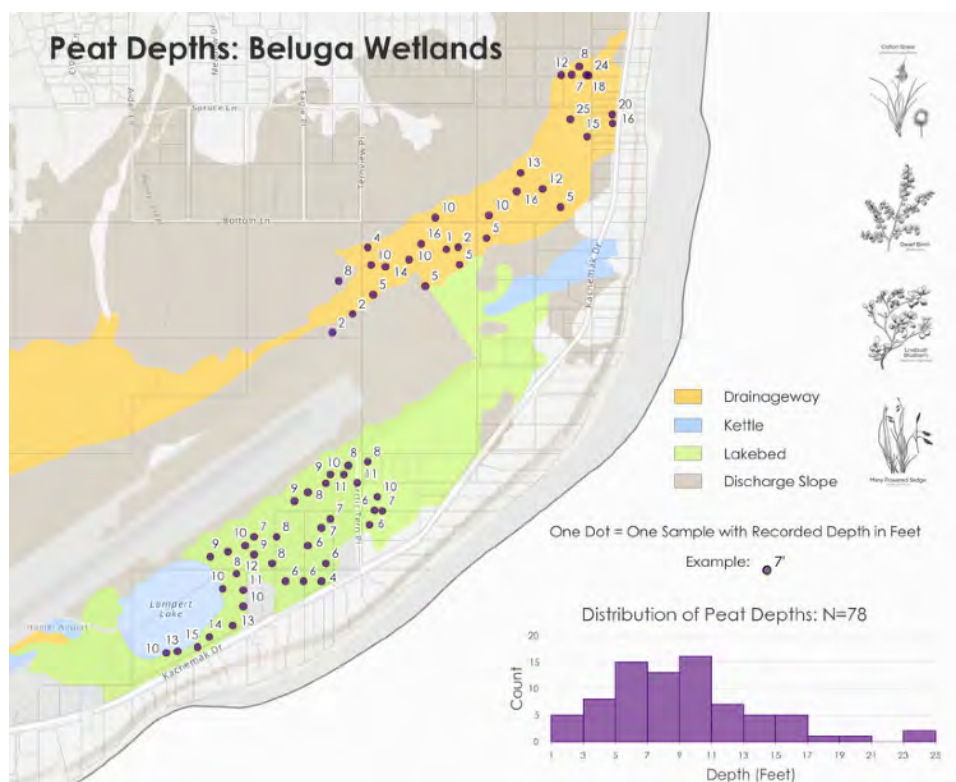
Kachemak Drive is already flooded many times a year, and when the flood turns to ice on the road, as it often does, it creates a really dangerous situation for drivers. These floods and freeze-thaw conditions also create havoc on the road itself, the culverts and ditches along it, causing expensive



and frequent maintenance. The increased risk of septic system failures in the area is an important consideration.

You all are likely familiar with the challenge and expense of managing water issues on K-Beach. This is the same kind of thing. Selling these lands for development is going to hurt not help Homer. For example, the City of Homer has analyzed the costs of upsizing culverts to manage increased stormwater runoff associated with increased development and the costs are significant.<sup>3</sup>

As can be seen in the below map generated by Homer Drawdown Peatland Project, while the specific parcels in question were not measured, peat depths in this area range from 7 to 24 ft. This means water depths are 7 to 24 ft. Filling peatlands like this increases the volume of water



The Beluga Wetlands Complex is mitigating this stormwater, and they should be left in place to do their work. Known variously as Green Infrastructure, Nature-Based Engineering, Nature-Based Flood Solutions, the utilization of nature to help manage stormwater is endorsed by

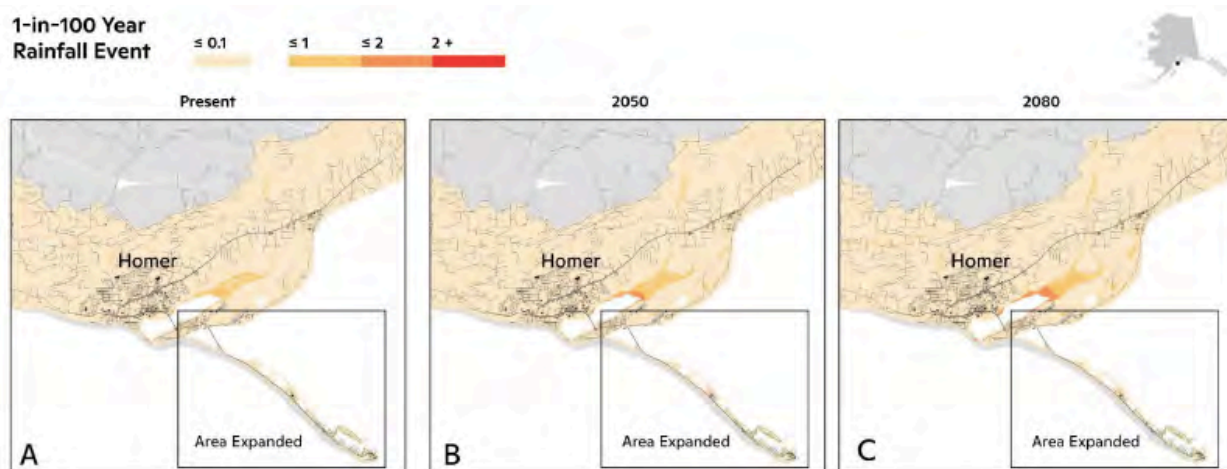
<sup>3</sup> [https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/public\\_works/page/49271/low\\_impact\\_development\\_planning\\_study\\_6-30-20\\_final.pdf](https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/public_works/page/49271/low_impact_development_planning_study_6-30-20_final.pdf)





FEMA, the US Army Corps of Engineers, and the EPA as the preferred path to effective stormwater management.

It is anticipated that storm surges, along with associated flooding, will only increase moving forward, as the warming climate changes regional precipitation rates.<sup>4 5</sup> A City of Homer climate risk analysis of the area, mapped in the images below, anticipates significant increase of flood risk in to the east of Beluga Lake, with inundations of up to three feet today, and up to six feet by 2050. Ongoing and projected industrial and residential development in the Homer area will contribute to increased flood risk going forward. The value of every bit of the Beluga Wetlands peatlands is tied directly to the changes in flooding risk in the area.



“Homer/Seldovia, AK Climate Risk Analysis” by Woodwell Climate Research Center. Online at: [https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/public\\_works/page/76631/homer-seldovia\\_ak\\_climate\\_risk\\_analysis.pdf](https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/public_works/page/76631/homer-seldovia_ak_climate_risk_analysis.pdf)

## Erosion Mitigation

The image below shows the long-term trend of significant loss of land along the Homer coastline as a result of coastal erosion.<sup>6</sup> Coastal erosion in the Homer area is largely driven by a high

<sup>4</sup> “Annual precipitation increases of about 15% to 30% are projected for the region by late this century if global emissions continue to increase. All models project increases in all four seasons” (<https://nca2014.globalchange.gov/report/regions/alaska>)

<sup>5</sup> “The amount of inundation from a 1-in-100 year rainfall event in Homer, AK will increase from present day to 2080, particularly east of Beluga Lake due to increased precipitation. Most flooding is limited to near the river banks and on the east side of the lake” ([https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/public\\_works/page/76631/homer-seldovia\\_ak\\_climate\\_risk\\_analysis.pdf](https://www.cityofhomer-ak.gov/sites/default/files/fileattachments/public_works/page/76631/homer-seldovia_ak_climate_risk_analysis.pdf))

<sup>6</sup> <https://www.cityofhomer-ak.gov/planning/coastal-erosion>



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incidence of unstable clay soils and flood conditions: high volumes of groundwater and surface water are steadily eroding the coastal the bluff. The image illustrates that peatlands play an important role in mitigating erosion, with erosion rates much reduced around the Beluga Wetlands area in comparison to the Baycrest area. The catchment based holds water during peak flows and significantly reduces the rate of erosion. Filling these wetlands will speed it up.

In recent years, the natural buffer provided by the peatlands has been increasingly compromised through property fill and drainage works on the north side of Kachemak Drive. These developments increase the speed and volume of water flowing through the system during storm surges, driving increased bluff and littoral erosion. As we chip away at the peatlands above Kachemak Drive, hardening surfaces and ditching, we jeopardize the very existence of the high-value properties and road below them.

The stakes here are quite high, and we hope the Borough will work with the City of Homer to protect the peatlands above Kachemak Drive and help preserve the coastline below and direct commercial development to areas zoned for it.

## Stormwater Treatment and Essential Fish Habitat

As can be seen in the above images of drainages from the Homer Boat Yard (left) and drainage from the Beluga Wetlands (right), the peatlands clean water that passes through them. Peatlands are known to remove sediment, fecal coliform, micro-plastics, and hydrocarbons such as engine oil and diesel discharged off of roads, parking lots, boat storage facilities, etc.<sup>7</sup>

The water quality of stormwater runoff in this area is of paramount importance to the Homer community, because it goes directly into Kachemak Bay, which is an Alaska Department of Fish and Game Critical Habitat Area, an International Reserve of the Western Hemisphere shorebird

<sup>7</sup> <https://onlinelibrary.wiley.com/doi/abs/10.1002/clen.202100404>, <https://peatlands.org/assets/uploads/2019/06/Panov-88.pdf>, [https://www.e3s-conferences.org/articles/e3sconf/pdf/2020/08/e3sconf\\_etmc2020\\_07011.pdf](https://www.e3s-conferences.org/articles/e3sconf/pdf/2020/08/e3sconf_etmc2020_07011.pdf)





*Photo 2. Turbid Water about to be discharged into Kachemak Bay as direct runoff from the industrial areas and boatyard, showing visible particulates and flooding of the Kachemak Drive drainage ditch eliminating the small waterfall that is usually here, October 30<sup>th</sup>, 2021*



*Photo 1. Clean Water treated by the Beluga Wetlands showing with visible tannins, littoral erosion and regulated flow during the heavy discharge event on October 30<sup>th</sup>, 2021*

reserve Network and the Kachemak Bay National Estuarine Research Reserve. Kachemak Bay is essential habitat for salmon, shellfish, migratory birds and marine mammals. The value of the ecology and biodiversity of Kachemak Bay cannot be overstated, as Homer's culture is based the health of Kachemak Bay; it is also a significant factor in our property values and propels our tourism industry.

Development of these large borough-owned parcels in the Beluga Wetlands Complex with contribute to reducing the water quality of stormwater runoff into the bay, damaging essential habitat for fishes, waterfowl, and marine mammals. The impact of increased turbidity alone is worth special attention. According to USGS:

“high concentrations of particulate matter affect light penetration and ecological productivity, recreational values, and habitat quality...Particles also provide attachment places for other pollutants, notably metals and bacteria. For this reason, turbidity readings can be used as an indicator of potential pollution in a water body.”<sup>8</sup>

## Migratory Bird and Moose Habitat

<sup>8</sup> <https://www.usgs.gov/special-topics/water-science-school/science/turbidity-and-water>



Kachemak Bay Conservation Society  
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kbayconservation@gmail.com



Despite the fact that these peatlands are in the middle of town, they support an amazingly rich ecosystem, valued by residents and visitors alike. Increased industrialization of this area represents a diminishment of a rich and valuable local resource that builds up residents' quality of life, the values of our properties, is a basis for substance hunting, and drives tourism. According to the

Alaska Department of Fish and Game:

“More than 100 species of birds visit the vicinity [of Beluga Lake] during spring migration or nest in summer, including shorebirds, waterfowl and songbirds such as golden-crowned and ruby-crowned kinglets. Aleutian terns [classified as vulnerable] sometimes raise young in the Beluga wetlands along Kachemak Drive. Owls, northern harriers and bald eagles take wing over the lake. Chickadees, kinglets and sparrows can be seen in the brush and forest.”<sup>9</sup>

These birds are also a major source of revenue for local people. Every year thousands of people come to Homer for the Kachemak Bay Shorebird Festival, staying in hotels, using water taxis, visiting local restaurants, etc. Birding is a big industry that supports many local businesses and good jobs: a recent study found that the Alaska bird tourism sector generated a total of \$204 million in wages, salary, and benefit. Its contribution to Alaska's GDP as measured through value added, amounted to \$326 million, roughly 1% of Alaska's current-dollar GDP.<sup>10</sup>

In addition to the high-value bird habitat, this area is also important habitat for our iconic Moose population, especially in the winter months. According to the Alaska Department of Fish and Game:

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<sup>9</sup> <https://www.adfg.alaska.gov/index.cfm?adfg=viewinglocations.belugalake>

<sup>10</sup> Schwoerer T, Dawson NG (2022) Small sight—Big might: Economic impact of bird tourism shows opportunities for rural communities and biodiversity conservation. PLoS ONE 17(7): e0268594. <https://doi.org/10.1371/journal.pone.0268594>.



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“from November through April, up to 100 moose can be observed feeding on dwarf willows and other plants growing in the [Critical Habitat] area, or seeking shelter from winds and cold temperatures in the area's spruce forest.”<sup>11</sup>



These moose depend on the wetlands at the proposed site. ADF&G has identified the Beluga Wetland Complex as essential for the survival to the local Homer bench moose herd. It is critical overwintering habitat, valuable in both its food source and its quietude during the stressful late winter months prior to spring “green-up.” If moose habitat is not protected, a “large proportion of the population will die due to malnutrition every winter.”<sup>12</sup> This is especially important because the Homer moose population likely act as a "source" population in providing dispersing individuals to areas of lower moose densities around the lower Kenai Peninsula.<sup>13</sup> Hunters, visitors, and local nature-lovers alike all lose when the moose populations are harmed.

In conclusion, **we urge you to remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.** We ask that you recommend that the City and Borough to come back to the table and try to find a mutually agreeable point-of-sale for the benefit of the public. There is too much at stake to abandon this vital green infrastructure project now.

Sincerely,

Penelope Haas,  
Vice-President, Kachemak Bay Conservation Society

---

<sup>11</sup> <http://www.adfg.alaska.gov/index.cfm?adfg=homerairport.species>

<sup>12</sup> Thomas McDonough ADFG Wildlife Biologist, *Homer Wetland Complexes and Management Strategies*.

<sup>13</sup> *Ibid.*

---

**Subject:** FW: <EXTERNAL-SENDER>Peatlands

---

**From:** Lora Haller <[sparklelake@hotmail.com](mailto:sparklelake@hotmail.com)>

**Sent:** Monday, June 2, 2025 2:22 PM

**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>

**Subject:** <EXTERNAL-SENDER>Peatlands

---

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Please help protect the peatlands and not put the following parcels up for sale - 179-080-10 and 179-080-11.

Peatlands need protect to protect other lands from flooding, erosion, and to provide vital habitat for birds and wildlife.

Thank you,  
Lora Haller  
Homer, AK

Get [Outlook for iOS](#)

---

**Subject:** FW: <EXTERNAL-SENDER>Please protect our peatlands!

---

**From:** James and Brenda Dolma <[twodolmas@gmail.com](mailto:twodolmas@gmail.com)>

**Sent:** Monday, June 2, 2025 4:01 PM

**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>

**Subject:** <EXTERNAL-SENDER>Please protect our peatlands!

---

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**remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.**

P.O. Box 2994  
Homer AK 99603

Kenai Peninsula Borough  
Lands Committee  
Soldotna AK

RE: Sale of Borough Lands Parcel #s 17908010 and 17908011

Dear Borough Lands Committee Members:

I don't support the sale of either of these two properties. Homer residents have been working for years to protect the remaining wetlands in this area for the ecological services these peatlands provide: flood mitigation, erosion control, habitat for in-town moose population and other animals, and carbon sequestration.

In the past other proposals that would have developed high value wetlands in this system, like Parcel # 17909010, did not go forward. Another proposal for a boat storage yard was also turned down because of the significant impacts filling wetlands would have had by reducing or blocking water flow. Conventional wisdom at that time, as well as a requirement of Army Corps, said other locations in dryer areas should be utilized. The Borough should follow suit and remove these parcels from the land sale.

Homer Peatlands has been studying the importance of peatlands and educating the community about the benefits of harnessing the ecological services these wetlands can provide to the Community in filtering run-off, managing flood events, and preventing erosion. The cost of fixing problems that will likely happen when these parcels are developed will far exceed any short-term income the Borough will derive and will most likely be borne by the City of Homer.

Retaining these parcels in their natural state is extremely important because they are part of the other adjacent lands that are undeveloped and form an intact, functioning wetland. Much of the other surrounding rural residential parcels also have substantial portions in a natural or near natural state allowing water to flow naturally through the area. I think the public is beginning to better understand the importance of these wetlands.

The Borough must work closely with the City of Homer to protect these high-value wetlands. If we are to do a good job stewarding and guiding growth in Homer, the Borough and City of Homer need to collaborate in protecting high value wetlands. If these sales go forward, proposed developments requiring considerable fill likely will affect the flow of water, possibly adversely impacting other adjacent properties because of drainage changes. Much better to avoid the problem now and recognize the significant contribution to the community these high-value wetlands provide.

Please work with the City of Homer to help them maintain this important wetland system that residents have been working for years to protect. Let's get these lands into City of Homer ownership instead of selling them off.

Thank you for the opportunity to comment.

Respectfully,

Nina Faust



---

**Subject:**

FW: <EXTERNAL-SENDER> Lands Committee re: Ordinance 2025-10

---

**From:** R. A. Foster <[kachemakra@gmail.com](mailto:kachemakra@gmail.com)>**Sent:** Monday, June 2, 2025 9:27 PM**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>**Subject:** <EXTERNAL-SENDER> Lands Committee re: Ordinance 2025-10

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Members of KPB Lands Committee:

**Please remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.**

**These properties' capabilities and suitabilities are for conservation as high value peatlands. Let us keep them working for the City of Homer--mitigating flooding and erosion, providing a nursery and moose habitat, and sequestering carbon.**

**We the people of the Kenai Peninsula Borough should donate these important properties to the people of the City of Homer, for \$1.00.**

**Thank you,  
Rick Foster,  
Homer, AK**

---

**Subject:** FW: <EXTERNAL-SENDER>Withdraw lots 10 and 11 from the land sale

---

**From:** robert vernon <[gogovernon@yahoo.com](mailto:gogovernon@yahoo.com)>

**Sent:** Tuesday, June 3, 2025 5:45 AM

**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>

**Subject:** <EXTERNAL-SENDER>Withdraw lots 10 and 11 from the land sale

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Ms Turner,

Homer operates on some different thinking, one of which is we don't like fill and concrete.

We like green and figure nature has a balance in cleaning and holding water from flooding and erosion. We request that you **remove Parcels 179-080-10 and 179-080-11 from Ordinance 10.**

**Thank you.**

**come visit sometime,**

**Gordy Vernon**

**Box 3**

**Homer AK 99603**

[Sent from Yahoo Mail for iPhone](#)



---

**Subject:**

FW: <EXTERNAL-SENDER>Parcel No 17908010 sale

---

**From:** Therese Lewandowski <[thereselew@gmail.com](mailto:thereselew@gmail.com)>

**Sent:** Tuesday, June 3, 2025 8:51 AM

**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>

**Subject:** <EXTERNAL-SENDER>Parcel No 17908010 sale

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Hello Borough Lands Committee,

My email box brought an alert about peat land sales along Kachemak Drive on wetlands/marsh.

I don't why the Borough is choosing to put these parcels up for sale, having only just read this but I do urge you to not sell them, to not put them up for sale.

Common knowledge of the lands in this area is that they are moose and bird habitat and provide good water drainage. Now, if developed, the access roads etc will affect these most important things. I don't know why someone would want to live on a muskeg anyway - bug city!

This land is more important as a conservation land. Please leave it that way.

Thank you for your service,  
Therese Lewandowski  
Homer

---

**Subject:** FW: <EXTERNAL-SENDER> Removal of Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.

---

**From:** [marshall@xyz.net](mailto:marshall@xyz.net) <[marshall@xyz.net](mailto:marshall@xyz.net)>

**Sent:** Tuesday, June 3, 2025 9:43 AM

**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>

**Subject:** <EXTERNAL-SENDER> Removal of Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.

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Dear Ms. Turner,

Please submit my comments to the Borough Lands Committee.

Thank you,  
Karen Murdock

I am requesting that Parcels 1709-080-10 and 179-080-11 be removed from Ordinance 2025-10. These wetlands are important factors in flood and erosion mitigation, stormwater treatment, and bird and moose habitat. These open spaces on Kachemak Drive need to be protected and preserved not sold for potential development.

Undeveloped land in Homer has become a rarity, drastically effecting bird and moose habitat.

For the last decade or more, Kachemak Drive has become a dangerous road to travel. These wetlands help with erosion control and flood mitigation. The road is severely marked with potholes, glare ice in the winter and washouts. Development of those wetlands would exacerbate those conditions.

Please go back to the drawing board with the City of Homer and work to preserve those wetlands.

Sincerely,  
Karen Murdock  
55200 East End Road  
Homer, AK. 99603

---

**Subject:**

FW: <EXTERNAL-SENDER>Ordinance 2025-10

-----Original Message-----

From: Dale Banks <[dale@loopylupine.com](mailto:dale@loopylupine.com)>

Sent: Tuesday, June 3, 2025 9:52 AM

To: Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>

Subject: <EXTERNAL-SENDER>Ordinance 2025-10

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To KPB Lands Committee members,

Please remove parcels 17908010 and 17908011 from Ordinance 2025-10.

These two parcels are doing excellent work as high value wetlands.

These particular wetlands function as important flood mitigation, as well as erosion mitigation, and important bird and moose habitat. There is significant peatland depth in the area of these parcels, which contributes high levels of CO2 sequestration.

The second "Whereas" in the ordinance states that these parcels have been reviewed by affected cities (and) Advisory Planning Commissions, however the City of Homer Planning Commission has not reviewed this ordinance or given support to my knowledge. Also, has the City of Homer reviewed this and recommended the sale? I do not think this second "Whereas" is correct.

The third "Whereas" states that the parcels are surplus to KPB needs, however these parcels are demonstrably needed for flood and erosion mitigation as part of the City of Homer's Comprehensive Plan which incorporates Green Infrastructure as stormwater, flood, and erosion mitigation measures. If the parcels are sold for development, they would cease to perform these needed functions.

The fifth "Whereas" attempts to enact an exception to KPB code. The code clearly states: "17.10.090. - Disposition of borough land. Except as otherwise provided by this title no land or interest in land may be sold or leased or otherwise disposed of unless the land has been classified in accordance with the provisions of this chapter." It does not state that an exception can be granted in a "Whereas" line of an ordinance! This appears to be a violation of KPB code.

I encourage you to remove the parcels 17908010 and 17908011 from Ordinance 2025-10, and to review the code requirements for land disposition so that the proper procedures are followed.

Thank you for your consideration,

Dale Banks

5011 Alder Lane

Homer, AK 99603

**Re: Sale of Borough Parcels 179-080-10 and 179-080-11**

Dear KPB Lands Committee,

**Please remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10**

It is very disappointing and concerning to learn that the KBP intends to auction off parcels in the wetlands adjacent to the Northern Enterprise boatyard, despite years of negotiations with the City of Homer and the community to maintain these areas as intact habitat and stormwater green infrastructure. Please do not disregard this incredible community effort and the merits that still stand firmly on this issue.

The time and energy that this community has offered to improve things of the public interest is enormous and immeasurable and speaks to the pride in the history and identity of Homer. The **Homer Drawdown: Peatland Project has engaged over 250 volunteers and over a dozen local non-profits**, representing a large portion of the public and organized community that desires increased wetland conservation.

Personal observations in this wetland include high concentrations of moose using the grounds for winter survival, with upwards of 12 moose visible at a time browsing around these lots, great grey owl, sandhill crane, merlin, snipe, eagle, pheasant and songbird nests, owl and pheasant roosting sites, over 22 species of native plants in the immediate area. Critical Wildlife Habitat for moose and other animals is clearly indicated by visible trails covering the wetland area from satellite imagery.



Fig 1: Great Grey Owl hunting in the East Beluga Wetlands



Degradation of community values related to natural beauty and healthy environments is evidenced by nearby development on a residential lot that resulted in severe wetland degradation.



Figure 2: Aerial image of poor development in east Beluga Wetlands and moose trails.

I personally live on Kachemak Drive just below the wetland area in question and experience seasonal flooding that threatens our home. The open ditch and culvert system downstream floods multiple times a year and the severity of flooding is increasing along with the development on East End Road and increased runoff into the wetlands along with an increase in winter rain storms in recent years. With this flooding comes roadway damage which is continuously in a state of degradation and disrepair. The current status of the surrounding state infrastructure and recent residential development is highly dysfunctional and deteriorating the value of the area overall. It is against the best interest of the public to degrade Homer's beautiful natural setting and put existing structures at higher risk of natural disaster damages.



Figure 3: Flooding on Kachemak Drive in late winter of 2025

I would like to request that the Borough strive to achieve these goals when considering parcels for auction:

1. Maintain intact wetland habitat within the city and keep green infrastructure zones contiguous and connected as much as possible to maximize the effectiveness of the habitat for wildlife (especially moose), stormwater management, natural hazard mitigation and water quality standards.
2. Ensure that city and state infrastructure required to support a new development is intact and properly functioning prior to increasing development. Flood risk, road conditions and drainage is already a major problem in this area .
3. Seriously consider the local changing conditions related to natural disasters such as flooding with increased winter rains, erosion, sedimentation and higher volumes of stormwater discharge in punctuated events, as have occurred in recent years.
4. Invest in climate mitigation assets that have global value, such as intact peatlands that store high amounts of carbon, with this wetland area representing the highest value (deepest) peatland within our city limits by this metric. Work to put such assets into conservation status.

Please do not abandon the goal of local green infrastructure and wetland conservation. This decision can never be unmade and the consequences will have great costs.

Sincerely,

Kim McNett  
Homer Drawdown: Peatland Project coordinator





# Kachemak Bay Watershed Council

---

The Kachemak Bay Watershed Council facilitates communication, planning, advocacy, and restoration to protect, steward, and revitalize the Kachemak Bay Watershed to ensure the sustainability and integrity of natural and human communities for future generations.

**June 3, 2025**

**Kenai Peninsula Borough  
Lands Committee  
Attn: Clerk  
[micheleturner@kpb.us](mailto:micheleturner@kpb.us)**

**RE: Remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10**

Dear Members of KPB Lands Committee:

Please accept the Kachemak Bay Watershed Council's (KBWC's) comments on the above proposed parcels. KBWC requests that the Borough remove two large Kachemak Drive wetland parcels in an upcoming land-sale. These high value peatlands must be kept in-tact, so that they can continue to provide high-value nature based solutions to the public including providing habitat, mitigating flooding and erosion and sequestering carbon, stormwater treatment, bird and moose habitat.

In addition the monetary gain to the borough associated with the sale of these lands will almost certainly be offset by the cost to the public of developing them, including costs associated with flood mitigation, road repair, culvert maintenance, serious health and safety hazards associated with ice on the road and increased risk of septic system failure.

The Kenai Peninsula Borough (KPB) had an agreement with the City of Homer that the City would purchase these lands from the Borough, but negotiations recently broke down. We urge both the City and Borough to come back to the table and try again. There is too much at stake for the public to let this vital green infrastructure project fall apart.

## **CONCLUSION**

The substantial ecosystem services provided by the Peat Lands are too substantial to give up to short term financial gain. Please advise KPB to re-enter into negotiations with the City to save these important Parcels in question from development.

Please let me know if you have any questions regarding these comments. Thank you.

---

**Hal Shepherd, President**  
PO BOX 332 HOMER, AK 99603  
907 – 491-1355

---

**Subject:**

FW: <EXTERNAL-SENDER>Per the Lands Committee meeting today - Public comment on Ordinance 2025-10

---

**From:** Laurie Daniel <[lauriedanieltnc@hotmail.com](mailto:lauriedanieltnc@hotmail.com)>**Sent:** Tuesday, June 3, 2025 11:30 AM**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>**Subject:** <EXTERNAL-SENDER>Per the Lands Committee meeting today - Public comment on Ordinance 2025-10

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To: Kenai Peninsula Borough Lands Committee  
2025

June 3,

RE: Ordinance 2025-10

I am reaching out to ask that you specifically remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.

These parcels have been under an agreement between KPB and the City of Homer that the City would purchase these lands from the Borough. Unfortunately, negotiations have recently stalled. I very strongly urge both the City and Borough to come back to the table and work together on this again. There is far too much at stake for the public to let this effort fall apart.

The services provided by these high-value wetlands are extremely valuable and should be preserved. These services include flood and erosion mitigation, stormwater treatment, carbon sequestration, and providing significant bird and moose habitat.

Including these large Kachemak Drive parcels in an upcoming land-sale is a poor choice. Keeping them ecologically intact and completing the negotiation with the City of Homer, which will wrap them into a vital green infrastructure project, is the wisest use of them and best use for the public interest.

It appears the Borough is looking to dispose of these lots under its Land Affordability Program, designed for residential development through a competitive bid process. These high quality wetlands are not appropriate sites for housing development. A quick assessment of the physical, safety, and environmental risks from developing these lands shows the costs outweigh any financial gain to the Borough. I reference the comments submitted by the Kachemak Bay Conservation Society for detailed illustration of why following through in good faith with the sale agreement between the City of Homer and KPB is in the best interest of all.

Again, I strongly urge you to remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.

Thank you,  
Laurie Daniel

[lauriedanieltnc@hotmail.com](mailto:lauriedanieltnc@hotmail.com)



67800 Bluff Road / PO Box 3713  
Homer, AK 99603

---

**Subject:**

FW: <EXTERNAL-SENDER>Ordinance 2025-10

---

**From:** michael Bavers <[mbavers@yahoo.com](mailto:mbavers@yahoo.com)>

**Sent:** Tuesday, June 3, 2025 11:43 AM

**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>

**Subject:** <EXTERNAL-SENDER>Ordinance 2025-10

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---

Please **remove** Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.

---

**Subject:**

FW: remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.

---

**From:** Dave Lyon/Louise Seguela <[davelouiseandgalen@gmail.com](mailto:davelouiseandgalen@gmail.com)>

**Sent:** Tuesday, June 3, 2025 12:12 PM

**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>

**Subject:** <EXTERNAL-SENDER>remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.

---

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Dear KPB lands committee,

I've lived in Homer for 30yrs, and have watched valuable wetlands and forestlands be developed/destroyed rapidly (especially in the last decade) to the detriment of wildlife, water quality and flow, future carbon storage and protection of diverse peatland habitats, as well as existing infrastructure including roads. As a long term resident who owns property and a business in the borough, and who intends to stay here until I expire, I'm asking that you please remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10. I agree with and appreciate the well thought out comments prepared by the Kachemak Bay Conservation Society on this issue, and include some of them to throw my weight behind protecting these wetlands. Here are the reasons I find compelling:

(1)The services provided by these high-value wetlands to the public are extremely valuable and should be preserved. These services include flood and erosion mitigation, stormwater treatment, bird and moose habitat.

(2) the monetary gain to the borough associated with the sale of the lands will almost certainly be offset by the cost to the public of developing them, including costs associated with flood mitigation, road repair, culvert maintenance, the serious health and safety hazards associated with ice on the road, increased risk of septic system failure—the range of issues you are likely familiar with along K-Beach are a good point of comparison.

(3) The Kenai Peninsula Borough had an agreement with the City of Homer that the City would purchase these lands from the Borough--this arrangement came about because of advocacy from the Homer Drawdown Peatland Project and through a grant secured by KBNERR to purchase the land at assessed value, but negotiations between the City and Borough recently broke down: we urge both the City and Borough to come back to the table and try again—don't throw the baby out with the bathwater: there is too much at stake for the public to let this vital green infrastructure project fall apart.

Thank you for your consideration and hard work on creating a better future for all residents

of the borough by proceeding cautiously when selling or leasing borough land for development.

Sincerely,  
Louise Seguela  
38794 Truman St  
Homer AK  
907 299 6840

---

**Subject:** FW: <EXTERNAL-SENDER>remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10

---

**From:** Daniel Perry <[perrydaniel@icloud.com](mailto:perrydaniel@icloud.com)>

**Sent:** Tuesday, June 3, 2025 12:20 PM

**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>

**Subject:** <EXTERNAL-SENDER>remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10

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**To Whom it may concern:**

**Please remove Parcels 179-080-10 and 179-080-11 from Ordinance 2025-10.**

The value of the peatland is best realized in its current state as erosion mitigation, stormwater treatment, and bird and moose habitat.

I urge the Kenai Peninsula Borough and the City of Homer to reenter negotiations for Homer to purchase these lands from the borough to keep in a non-developed state for the benefit of the community.

Thank you for your consideration.

Daniel Perry  
555 Waddell St.  
Homer, AK 99603

---

**Subject:**

FW: <EXTERNAL-SENDER>Proposed sale of of KPB parcels 17908010 and 17908011 in Homer

---

**From:** Ed Berg <[edwardberg100@gmail.com](mailto:edwardberg100@gmail.com)>**Sent:** Tuesday, June 3, 2025 12:23 PM**To:** Turner, Michele <[MicheleTurner@kpb.us](mailto:MicheleTurner@kpb.us)>**Subject:** <EXTERNAL-SENDER>Proposed sale of of KPB parcels 17908010 and 17908011 in Homer

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Hello KPB Lands Committee,

The two KPB parcels proposed for sale (17908010 and \_\_\_11) are part of a trio of parcels (including \_\_\_12) at the top of the Beluga peatlands. Presumably #12 will be offered for sale in the future, especially if #10 and #11 are commercially developed, as expected. The sale of these properties would chop off the northern 330 feet of these peatlands (an area of 7.5 acres). The peatlands are valuable habitats for moose and other wildlife, as well as providing water filtration and storage, and sequestering carbon in the peat.

Conservation buyers and the COH have been slowly acquiring parcels in these peatlands with the goal of setting them aside as a permanent conservation area for wildlife and recreation. I would hope that the KPB will support this ongoing effort by not selling the proposed parcels and putting all of the KPB parcels in this peatland into a conservation status.

Best regards,

Ed Berg PhD

Ecologist (Ret'd)

US Fish & Wildlife Service

Instructor in Geology

Kenai Peninsula College

4492 Towne Heights Lane

Homer AK 99603

608-628-2088



---

**Subject:**

FW: <EXTERNAL-SENDER>Update from KBNERR and City of Homer on Kachemak  
Sponge / Kachemak Peatlands Project

**From:** Katherine Schake <[kschake@alaska.edu](mailto:kschake@alaska.edu)>

**Date:** June 3, 2025 at 3:51:49 PM AKDT

**To:** Francie Roberts <[francieroberts@gmail.com](mailto:francieroberts@gmail.com)>, Madeline Lee <[madeline@crrcalaska.org](mailto:madeline@crrcalaska.org)>, Dana Brown - NOAA Federal <[dana.brown@noaa.gov](mailto:dana.brown@noaa.gov)>, Bretwood Higman <[hig314@gmail.com](mailto:hig314@gmail.com)>, Janette Keiser <[jan@keisergroup.com](mailto:jan@keisergroup.com)>, Donna Aderhold <[donnagrace99@gmail.com](mailto:donnagrace99@gmail.com)>, "Dunne, William" <[wduenne@kpb.us](mailto:wduenne@kpb.us)>, Jessica Shepherd <[shepherdinthegarden@icloud.com](mailto:shepherdinthegarden@icloud.com)>, Michael V Opheim <[michael@crrcalaska.org](mailto:michael@crrcalaska.org)>, "Carol G. Harding" <[carolgharding1@gmail.com](mailto:carolgharding1@gmail.com)>, Laurie Daniel <[alaska.bioworks@gmail.com](mailto:alaska.bioworks@gmail.com)>

**Cc:** Kachemak Bay Conservation Society <[kbayconservation@gmail.com](mailto:kbayconservation@gmail.com)>, Loren Barrett <[loren@inletkeeper.org](mailto:loren@inletkeeper.org)>, Melissa Jacobsen <[MJacobsen@ci.homer.ak.us](mailto:MJacobsen@ci.homer.ak.us)>, Julie Engebretsen <[JEngebretsen@ci.homer.ak.us](mailto:JEngebretsen@ci.homer.ak.us)>, Marie McCarty <[Marie@kachemaklandtrust.org](mailto:Marie@kachemaklandtrust.org)>, Carson Chambers <[carson@kachemaklandtrust.org](mailto:carson@kachemaklandtrust.org)>, Erin Larson <[el Larson15@alaska.edu](mailto:el Larson15@alaska.edu)>, Matthew Carlson <[m Carlson@alaska.edu](mailto:m Carlson@alaska.edu)>, Syverine Bentz <[syverine@alaska.edu](mailto:syverine@alaska.edu)>, Rose Masui <[rmmasui@alaska.edu](mailto:rmmasui@alaska.edu)>, Ingrid Harrauld <[ieharrauld@alaska.edu](mailto:ieharrauld@alaska.edu)>, Nannette Pierson <[nnp Pierson@alaska.edu](mailto:nnp Pierson@alaska.edu)>, Spencer Johnson <[sjohnson49@alaska.edu](mailto:sjohnson49@alaska.edu)>, Kim Schuster <[kkschuster@alaska.edu](mailto:kkschuster@alaska.edu)>, Jasmine Maurer <[jmaurer@alaska.edu](mailto:jmaurer@alaska.edu)>, Lauren Sutton <[lsutton7@alaska.edu](mailto:lsutton7@alaska.edu)>, Lindsey Flagstad <[laflagstad@alaska.edu](mailto:laflagstad@alaska.edu)>, Kyra Wagner <[kyra@homerswcd.org](mailto:kyra@homerswcd.org)>, Satchel Pondolfino <[satchel@inletkeeper.org](mailto:satchel@inletkeeper.org)>

**Subject:** <EXTERNAL-SENDER>Update from KBNERR and City of Homer on Kachemak Sponge /  
Kachemak Peatlands Project

---

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Dear KBNERR Community Council, Partners and Staff,

Please see below the update from the City of Homer regarding the current status of the Kachemak Sponge Peatlands Acquisition project. This update is from City Manager, Melissa Jacobsen, and will be included in the upcoming Manager's report to Homer City Council. There has been recent, open conversation between the City, the KP Borough and KBNERR regarding the sale of KPB parcels to the City for conservation of Kachemak Drive Peatlands/ Wetlands. We consider partial purchase of the KPB parcels for conservation a huge success of this NOAA-funded project, and that is what we are pursuing at this time.

Please keep this in mind if you plan to testify at the KPB Hearing tonight.

-----

Kachemak Peatlands Project Parcels (From Homer City Manager)

The Kenai Peninsula Borough (KPB) has released their vacant land parcels for disposal as part of the KPB 2025 General Land Sale process. In their list of properties they have included two of the eight properties that were being considered for the Kachemak Peatlands project. This has

created some stir in the community, particularly with folks involved with the Homer Drawdown group who have distributed a Call to Action. One point they've raised is that the City and KPB need to come back to the table and try again. I want to take this opportunity to emphasize that this is an important project to the City of Homer and the City, KPB, and our partners at KBNERR and KHLT are continuing to communicate regarding the significance of these properties to the City for erosion mitigation, storm water treatment, and bird and moose habitat. The KPB did take the 8 properties in the peatlands proposal off their land disposal list in 2021 while we navigated the NOAA grant with the University of Anchorage, but no formal agreement to transfer properties was put into place. Property appraisals were done on the KPB parcels as part of the grant requirements and the appraisals came in well below the KPB assessed value. In addition, the City Council acknowledged with 24-124(S) and accompanying memorandums that the cost to install the infrastructure, as proposed in the plan, is cost prohibitive for the City. Council expressed support for continued land acquisition through the grant to conserve the Kachemak Peatlands and recognize there are likely more affordable opportunities for installing future infrastructure. The KPB recognizes the value of their properties and with the low appraisal value each of the eight properties received, have reconsidered two that have value for resale, and are still considering the remaining six for inclusion in the Kachemak Peatlands. Also, two additional privately owned properties are being appraised for potential inclusion in the project. We at the City look forward to continued partnership with the KPB, KBNERR, and KHLT on acquiring properties in the Kachemak Peatlands.

-----  
Thanks,  
Katherine

--

Katherine Schake  
Reserve Manager  
Kachemak Bay National Estuarine Research Reserve  
Alaska Center for Conservation Science, University of Alaska Anchorage  
Direct line: 907-235-1593  
Office: 907-235-4799  
<https://accs.uaa.alaska.edu/kbnerr/>  
[kachemakbayreserve.org](https://kachemakbayreserve.org)



Introduced by: Mayor  
Date: 06/17/25  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
RESOLUTION 2025-027**

**A RESOLUTION AUTHORIZING THE MAYOR TO RESOLVE TITLE  
MATTERS RELATED TO A PARCEL OF LAND OWNED BY THE KENAI  
PENINSULA BOROUGH**

**WHEREAS,** the Kenai Peninsula Borough (KPB) owns and manages land for municipal and service area purposes; and

**WHEREAS,** Ordinance 69-3 established, subject to voter approval, the Central Kenai Peninsula Hospital Service Area (Service Area); and

**WHEREAS,** Resolution 69-32 authorized a transfer of the Peninsula General Hospital from Peninsula General Hospital Association, Inc. to the KPB; and

**WHEREAS,** on August 10, 1971, at DNR Document Number 1971-001828-0, Thomas R. and Gail A. Smith recorded a quit claim deed of 5 acres of land in the Nikiski area to Peninsula General Hospital; and

**WHEREAS,** it is appropriate to integrate this property into the KPB's land management program; and

**WHEREAS,** the KPB Planning Commission, at its regular meeting of June 9, 2025, recommended \_\_\_\_\_;

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

**SECTION 1.** That the Assembly finds that accepting a fee simple conveyance interest to the following described real property pursuant to KPB 17.10.040 is in the best interest of the KPB:

S½NW¼SW¼NW¼ of Section 01, Township 7 North, Range 12  
West, Seward Meridian, Alaska. (Assessor Parcel No. 01208040)

**SECTION 2.** That the transfer will be conveyed by quitclaim deed for \$1.00 and other consideration. The purpose of this acquisition is for the KPB to hold the property and manage it in accordance with the applicable provisions of KPB Chapter 17.10. The above-described land is not currently classified.

**SECTION 3.** That the Mayor is authorized to execute any and all documents necessary to effectuate the intent and purpose of this resolution.

**SECTION 4.** That this resolution is effective immediately.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 17TH DAY JUNE, 2025.**

---

Peter Ribbens, Assembly President

ATTEST:

---

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough

## Planning Department – Land Management Division

---

### MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
Robert Ruffner, Planning Director *RR*

**FROM:** Aaron Hughes, Land Management Officer *AH*

**DATE:** June 5, 2025

**RE:** Resolution 2025- 027, Authorizing the Mayor to Resolve Title Matters Related to a Parcel of Land Owned by the Kenai Peninsula Borough (Mayor)

---

Resolution 69-032 authorized a transfer of the Peninsula General Hospital from Peninsula General Hospital Association, Inc. to the KPB. The Peninsula General Hospital Association, Inc. appears to have dissolved shortly thereafter and no longer exists.

On August 10, 1971, at DNR Document Number 1971-001828-0, Thomas R. and Gail A. Smith recorded a quit claim deed of 5 acres of land in the Nikiski area to Peninsula General Hospital. In 1971, the KPB owned Peninsula General Hospital, also known as Central Peninsula General Hospital.

The purpose of this resolution is to resolve any title issues related to the 1971 conveyance from Mr. and Mrs. Smith.

Your consideration is appreciated.

**QUITCLAIM DEED**

The Grantor, the KENAI PENINSULA BOROUGH as successor in interest to Peninsula General Hospital, for one dollar (\$1.00) and other good and valuable consideration, receipt of which is hereby acknowledged, and pursuant to KPB Resolution 2025-\_\_\_\_, adopted on \_\_\_\_\_, 2025, conveys all rights, title, and interest, if any, to Grantee, KENAI PENINSULA BOROUGH, whose address is 144 North Binkley Street, Soldotna, AK 99669, the following described real property located in the Kenai Recording District, Third Judicial District, State of Alaska, and more particularly described as follows:

The S½NW¼SW¼NW¼ of Section 1, Township 7 North, Range 12 West, Seward Meridian, Alaska. (Parcel 01208040)

TOGETHER WITH all the improvements thereon, if any, and all rights of the Grantor to any and all hereditaments and appurtenances, and

SUBJECT TO any taxes and assessments, exceptions, reservations, restrictions, conditions, covenants, easements, rights-of-way, and encroachments of record.

GRANTOR:  
KENAI PENINSULA BOROUGH

\_\_\_\_\_  
Peter A. Micciche, Mayor

NOTARY ACKNOWLEDGEMENT

STATE OF ALASKA                    )  
                                                  )ss.  
THIRD JUDICIAL DISTRICT        )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, by Peter A. Micciche, the Mayor of the Kenai Peninsula Borough, an Alaska municipal corporation, for and on behalf of the corporation.

\_\_\_\_\_  
Notary Public in and for Alaska  
My commission expires: \_\_\_\_\_

RECORD IN THE KENAI RECORDING DISTRICT

Return To:  
Land Management Division  
Kenai Peninsula Borough  
144 N. Binkley Street  
Soldotna, AK 99669

KENAI PENINSULA BOROUGH

RESOLUTION 69-32 R

BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

Section 1. The offer of the Peninsula General Hospital Association and Central Peninsula Development Corporation to sell to the Kenai Peninsula Borough the hospital building owned by them in Soldotna, Alaska, for the sum of \$61,373.04 and the assumption of the existing obligation to Small Business Administration as said offer is more fully described in the Associations letter to the borough dated June 11, 1969 is hereby accepted and approved.

Section 2. The chairman is hereby authorized to perform the necessary acts to accomplish said transfer.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH

THIS 18 DAY OF November, 19 69.

/s/ F. J. "Fritz" Hall  
\_\_\_\_\_  
Assembly President

ATTEST:

*Frances Brymer*  
/s/ Frances Brymer

\_\_\_\_\_  
Borough Clerk

Introduced: February 4, 1969  
Hearing: March 4, 1969  
Adopted: March 4, 1969

KENAI PENINSULA BOROUGH

ORDINANCE 69-3

AN ORDINANCE ENTITLED: AN ORDINANCE ESTABLISHING THE  
CENTRAL KENAI PENINSULA HOSPITAL  
SERVICE AREA AND PROVIDING FOR  
AN APPOINTED HOSPITAL BOARD.

WHEREAS, the Assembly finds that hospital services are needed within the Central Peninsula area and that such services can best be provided by the establishment of a service area of the borough and cannot be better provided by annexation to another service area or city or by the incorporation of a city.

BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

Section 1. Title 27 of the Kenai Peninsula Borough Code of Ordinances is amended to add a new chapter to read:

CHAPTER 15. CENTRAL KENAI PENINSULA HOSPITAL SERVICE AREA

Section 27.15.010. Boundaries. There is hereby established pursuant to AS 07.15.050 a service area within the borough designated the "Central Kenai Peninsula Hospital Service Area", including that portion of the borough described as follows:

As a point of beginning, begin at the N.W. corner of T15N, R23W (projected), Seward Meridian, State of Alaska;  
THENCE East to the N.E. Corner of T15N, R12W (projected);  
THENCE South to the N.W. corner of T13N, R11W (projected);  
THENCE East to the N.E. corner of T13N, R10W (projected);  
THENCE South to the S.E. corner of T13N, R10W (projected);  
said corner being in Cook Inlet at longitude 150° 58'18"W, latitude 61°10'00"N;  
THENCE Southeasterly to the S.E. corner of T12N, R9W (projected), said corner being in Cook Inlet at longitude 150°46'37"W, latitude 61°04'49"N;

THENCE Northeasterly to the N.E. corner of T12N,  
 R7W (projected), said corner being in Cook Inlet  
 at longitude 150°26'01"W, latitude 61°10'01"N;  
 THENCE Southeasterly to the N.E. Corner of T11N,  
 R6W (projected), said corner being in Turnagain  
 Arm at longitude 150°14'40"W, latitude 61°04'49"N;  
 THENCE East to the N.E. corner of T11N, R5W (pro-  
 jected), said corner being in Turnagain Arm at  
 longitude 150°04'01" W. latitude 61°04'49"N;  
 THENCE Southeasterly to the common boundary of the  
 Kenai National Moose Range and the Chugach  
 National Forest and Chickaloon Bay;  
 THENCE South along the common boundary of the Kenai  
 National Moose Range and the Chugach National Forest  
 to the intersection with the boundary between elec-  
 tion district numbers 9 and 10;  
 THENCE Southerly along the boundary line between  
 election district numbers 9 and 10 to an inter-  
 section with the Township line between T1N and  
 T2N (Projected);  
 THENCE West along the township line between T1N  
 and T2N to a point 3 miles off shore in Cook Inlet;  
 THENCE Southwesterly to an intersection with Seward  
 baseline at a point 3 miles offshore in Cook Inlet  
 from the western shore of Cook Inlet;  
 THENCE West to the S.W. corner of T1N, R24W (pro-  
 jected);  
 THENCE North to the N.W. corner of T4N, R24W (pro-  
 jected);  
 THENCE East to the S.W. corner of T5N, R23W (pro-  
 jected);  
 THENCE North to the N.W. corner of T8N, R23W (pro-  
 jected);  
 THENCE West to the S.E. corner of T9N, R24W (pro-  
 jected);  
 THENCE North to the N.E. corner of T12N, R24W  
 (Projected);  
 THENCE West to the S.E. corner of T13N, R24W (pro-  
 jected);  
 THENCE North to the N.E. corner of T15N, R24W (pro-  
 jected); the point of beginning.

Section 27.15.020. Hospital Board. There is hereby  
 established a hospital board for the Central Kenai  
 Peninsula Hospital Service Area composed of 9 members  
 who shall be nominated by the borough chairman and  
 appointed by the assembly.

Section 27.15.030. Terms and qualifications.

Members of the hospital board shall be qualified voters of the borough who are residents of the service area. Members shall be appointed for a term of 3 years except that the first board shall contain members appointed for lesser periods to provide for staggered terms. Vacancies on the board shall be created and shall be declared by the assembly in accordance with AS 07.30.060.

Section 27.15.040. Powers and duties.

The hospital board shall advise the chairman and assembly concerning the administration and operation of the service area, review the annual budget and make recommendations and perform such additional functions as the assembly may direct.

Section 2. This ordinance becomes effective 30 days after enactment and upon approval of the voters of the service area.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH  
THIS 4 DAY OF March, 1969.



\_\_\_\_\_  
Assembly President

ATTEST:

  
\_\_\_\_\_  
Assembly Clerk





Introduced by:  
Date:  
Action:  
Vote:

Mayor  
06/17/25

**KENAI PENINSULA BOROUGH  
RESOLUTION 2025-028**

**A RESOLUTION APPROVING A COOPERATIVE AGREEMENT FOR  
EMERGENCY AID BETWEEN EASTERN PENINSULA HIGHWAY  
EMERGENCY SERVICE AREA AND AGENCY PARTNERS**

- WHEREAS,** mutual aid agreements and their operation plans provide for additional resources to residents of the Kenai Peninsula Borough in the form of fire and medical personnel when required; and,
- WHEREAS,** cooperative aid agreements provide for additional resources to residents of the Kenai Peninsula Borough in the form of emergency services and fire and medical personnel when required; and
- WHEREAS,** current cooperative aid agreements along the Eastern Peninsula allow all parties to work cooperatively to provide consistent and coordinated responses to incidents requiring emergency medical or fire services along the heavily traveled highway corridors in that portion of the Kenai Peninsula; and
- WHEREAS,** current cooperative agreements reflect the commitment by the many agencies located along that area of the borough to provide emergency response for visitors and citizens; and
- WHEREAS,** all associated costs are borne by each responding agency, and, upon request, reimbursed at set rates by Eastern Peninsula Highway Emergency Service Area (EPHESA); and
- WHEREAS,** rates paid by EPHESA are tied to individual agency ratings providing incentive for emergency response agencies to continue training and recruitment of qualified individuals; and
- WHEREAS,** continuing the current structure serves the best interests of public safety; and
- WHEREAS,** at the regularly scheduled meeting held on June 16, 2025, the EPHESA board recommended \_\_\_\_\_;

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

**SECTION 1.** That the cooperative agreement between EPHESA and (1) Bear Creek Fire and Emergency Service Area; (2) Central Emergency Services; (3) Cooper Landing Emergency Services, Inc.; (4) Hope Sunrise Emergency Services, Inc.; (5) Moose Pass Volunteer Fire Company; (6) Seward Volunteer Ambulance Corp.; and, (7) City of Seward on behalf of the Seward Fire Department is in the best interest of the borough and its citizens and is hereby approved. The Mayor is authorized to execute a cooperative agreement substantially in the form of the attached agreement, and execute renewals of the agreement.

**SECTION 2.** That this resolution takes effect immediately.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 17TH DAY OF JUNE, 2025.**

---

Peter Ribbens, Assembly President

ATTEST:

---

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough

## Eastern Peninsula Highway Emergency Service Area

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### MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PAM*

**FROM:** Richard Brackin, EPHESA Coordinator *RB*

**DATE:** June 5, 2025

**RE:** Resolution 2025- 028 , Approving a Cooperative Agreement for Emergency Aid Between Eastern Peninsula Highway Emergency Service Area and Agency Partners (Mayor)

---

This resolution will approve renewing Cooperative Agreements between the Eastern Peninsula Highway Emergency Service Area and agency partners, including but not limited to: Bear Creek Fire Department, Central Emergency Services, Cooper Landing Emergency Services, Hope Sunrise Emergency Services, Inc., Moose Pass Volunteer Fire Company, Seward Volunteer Ambulance Corporation; and the City of Seward, Seward Fire Department for cooperative aid along the Eastern Peninsula.

Mutual aid, cooperative aid, and automatic aid agreements allow for specific resource requests between the agencies to assist each other with emergency responses. Assistance is through the provision of resources as set out in the agreements and operational plans.

Current agreements have been in place since 2021 and are set to expire June 30, 2025. The agreements allow for cooperative aid response of fire and emergency medical resources and personnel, ensuring coverage along the Eastern Peninsula along those heavily traveled highway corridors of the Eastern Peninsula which often are unmanned and outside of the territories of all of the named departments, ensuring safety for the citizens and visitors to the Kenai Peninsula. The agreements represent a successful coordinated effort to best serve the interests of public safety.

Your consideration is appreciated.

**Kenai Peninsula Borough  
Eastern Peninsula Highway Emergency Service Area  
Cooperative Agreement**

A. Parties

Eastern Peninsula Highway Emergency Service Area (EPHESA)

Bear Creek Fire & Emergency Service Area

Central Emergency Services (CES)

Cooper Landing Emergency Services

Hope Sunrise Emergency Services, Inc.

Moose Pass Volunteer Fire Company

Seward Volunteer Ambulance Corp.

City of Seward – Seward Fire Department

B. Purpose:

The agencies involved in this agreement share the common goal of desiring to provide for the most efficient and timely emergency services possible at the time of crisis along portions of the Seward Highway, the Hope Highway and the Sterling Highway. All of the agencies, with the exception of EPHESA, provide some form of fire protection and/or emergency medical services within their respective boundaries. Yet there are areas of these highways where no agency has coverage. To ensure greater life and safety coverage, the agencies listed herein desire to work cooperatively to allow for more efficient and wider coverage near the service area boundaries. To accomplish this, the agencies desire to provide the personnel and equipment necessary while EPHESA desires to provide the funding to reimburse the individual agencies.

C. Cooperative Agreement

The parties to this Agreement agree to work cooperatively to provide consistent and coordinated responses to incidents requiring fire and/or emergency medical services along the heavily traveled highway corridors of the Eastern Peninsula, as outlined in the attached map (Attachment A), within each agency's capabilities.

D. EPHESA shall:

1. Upon request, reimburse agencies that are a party to this Agreement at the rates set forth in Attachment B. Reimbursement rates will be tied to each agency's rating as

determined by EPHESA. Reimbursements are optional and shall only be made upon timely submitted invoices.

2. Support efforts to strengthen and assist the growth and development of agencies that are involved in this Agreement.
3. Conduct evaluations on the strength and needs of each partner agency, at least annually, to determine personnel, available equipment, and general ability to respond to various needs.
4. Assist participating agencies with the acquisition of life-saving equipment such as extrication equipment, firefighting apparatus and other equipment.
5. Determine the communications plan for dispatch and on-scene communications, as well as minimum standards for responder communication equipment (i.e. subscriber units). EPHESA may also provide supplemental methods of dispatching information including notifications to mobile phones. Any dispatch mechanism outside of radios is provided for convenience and not designed to the same standard as public safety grade radio equipment. These systems may be impacted by internet equipment issues, scheduled maintenance, mobile carrier network conditions, and other factors that may prevent the timely delivery of messages.

E. Participating Agencies shall:

1. Render Emergency Assistance within the area subject to this Agreement subject to operational capability and availability if requested to do so.
2. Cooperate with EPHESA's request for information regarding personnel, available equipment, and general ability to respond to various needs.
3. Prepare and submit invoices for apparatus, personnel time and other allowable expenses within the timeframes listed in this Agreement.
4. Follow the current EPHESA communications plan which outlines the dispatch channel(s) and facilities to be utilized, and ensure all communications equipment is programmed per the plan.

F. Call-Out Procedures:

1. A request to render emergency assistance will describe the type of Emergency, the location of the emergency, the resources and personnel requested, and a brief description of how the requesting agency plans to utilize the requested agency's resources.
2. If available and able to respond, the requested agency will commit to send, without delay, such public safety personnel, equipment and resources as requested subject to the right, at that agency's sole discretion, to withhold resources in order to provide reasonable protection for the safety and protection of its local citizens.
3. The dispatch of equipment and personnel is subject to the following conditions:
  - a. The responding agency shall report to the Incident Commander (IC) and shall be subject to the direction of the IC or Officer in Charge (OIC).
  - b. In the event of a major incident such as a configuration or Type I or II wildfire that may affect another area of the Peninsula, a unified command may be established.

- c. Mutual Aid resources shall be released as soon as their services are no longer required. Resources may have to be released from the incident scene, if an emergency occurs within their primary response area.
- d. The aid provided must be an authorized power of that agency.
- e. Unless specifically instructed otherwise, the requesting agency shall have the responsibility of providing food and housing for the responding agency's personnel (as necessary and until the response is complete).
- f. Whenever the officials, employees, and volunteers from the responding agency are rendering aid, such persons shall have the powers, duties, rights, privileges, and immunities, and shall receive compensation, incidental to their employment or position as if such aid were being rendered in their home jurisdiction.
- g. During the period of assistance, the responding agency shall continue to pay its employees according to its then prevailing ordinance, rules, regulations, and practices. The responding agency shall then request reimbursement from the requesting agency.

G. Compensation:

Compensation will be based upon rating and timely receipt of invoices for apparatus, personnel time, and other allowable expenses. The deadline for receipts is as follows:

Quarter 1 (July – September)	October 31
Quarter 2 (October – December)	January 30
Quarter 3 (January – March)	April 30
Quarter 4 (April – June)	July 5

Compensation due participating agencies may be applied against outstanding charges for dispatch services from the Soldotna Public Safety Communications Center (SPSCC).

**LATE INVOICES WILL BE DENIED PAYMENT**

H. General Provisions:

The parties to this agreement jointly agree:

1. It is mutually beneficial to all parties herein to provide emergency assistance in the areas near and outside the boundaries of each agency's service area.
2. The parties intend the term "Emergency" to include, but not be limited to, a human-caused or natural event or circumstance within the boundaries of the Kenai Peninsula, causing or threatening loss of life, damage to the environment, injury to person or property, human suffering, or financial loss, such as, but not limited to, fire, explosion, flood, severe weather, drought, earthquake, volcanic activity, spills or releases of hazardous materials, contamination, utility or transportation emergencies, disease, infestation, civil disturbances, riots, acts of terrorism, sabotage or other disaster.

3. The parties intend that the term “Emergency Assistance” mean employees, equipment, services, materials, or supplies offered during an Emergency by one party and accepted or requested by another party to assist in maintaining or restoring normal government services when such service has been disrupted by an Emergency and Emergency Assistance is necessary or advisable as determined by the requesting party.

I. Term of Agreement:

This agreement will be effective with the date of last signing and will terminate on June 30, 2030, and may be renewed by mutual agreement of the parties without further action by the party's governing body. A party to this agreement may terminate the agreement at any time with thirty (30) days' notice.

J. Modification:

Modifications or termination may be proposed at any time during the period of performance by any party and shall become effective upon written approval by both parties. A party shall be compensated for services only actually provided by the effective date of termination.

K. Appropriations/Expenditures:

Nothing in this agreement shall obligate any party to the expenditure of funds, or for future payments of money in excess of appropriations authorized.

L. Liability:

1. There shall be no liability imposed on any Party or its personnel for failure to respond to an incident due to resource limitations or as a result of any act or omission in good faith to fulfill the terms of this Agreement.
2. For purposes of this Agreement, each Party's employees shall be deemed to be the employees and agents of that Party only, and under no circumstances shall any employee be deemed to be an employee or agent of any other entity or the other Party.
3. All damages or repairs to any equipment or apparatus shall be the responsibility of the Party that owns such equipment or apparatus, provided however that compensation for damages to equipment or apparatus that occurs during a natural disaster, a state of emergency, as declared by a local, state or federal governing authority, or any other incident for which state or federal aid is provided to the Party requesting aid, shall be distributed to the Party providing aid in proportion to the level of actual involvement while providing cooperative aid.



4. Nothing contained in this Agreement shall be construed to be a waiver of either Party's qualified immunity, official immunity, or any other immunity or exemption from liability provided for by law.

M. Release of Claims:

Except as provided in L(3) above, and to the extent allowed by law, each of the Parties agree to hold harmless and release the other Party from any and all liabilities, suits, claims, judgments, cost or demands for damage to its own property whether directly existing or indirectly arising out of the use of any vehicle, equipment or apparatus being used by either Party during the provision of service pursuant to this Agreement.

N. Injuries to Personnel:

Any damage or other compensation which is required to be paid to any fire department employee or volunteer by reason of his/her injury occurring while his/her services are being utilized pursuant to this Agreement shall be the sole liability and responsibility of the Party regularly employing that person.

O. No Benefit to Third Parties:

This Agreement shall not be construed as, or deemed to be, an agreement for the benefit of any third party or parties, and no third party or parties shall have any right of action hereunder for any cause whatsoever.

P. Conflict with Laws:

Nothing in this agreement is intended to conflict with Federal, State or local laws or regulations. If there are conflicts, this agreement will be amended at the first opportunity to bring it into conformance with applicable laws or regulations.

Q. Counterparts:

The agreement may be executed in counterparts, each of which when so executed shall constitute an original and all of which together shall constitute one and the same instrument.

SIGNED WITH AUTHORITY TO EXECUTE:

**KENAI PENINSULA BOROUGH**

---

Peter A. Micciche, Mayor

---

Date

**EASTERN PENINSULA HIGHWAY EMERGENCY SERVICE AREA (EPHESA)**

\_\_\_\_\_  
Richard Brackin, Coordinator

\_\_\_\_\_  
Date

**BEAR CREEK FIRE & EMERGENCY SERVICE AREA**

\_\_\_\_\_  
Richard Brackin, Chief

\_\_\_\_\_  
Date

**CENTRAL EMERGENCY SERVICES**

\_\_\_\_\_  
Roy Browning, Chief

\_\_\_\_\_  
Date

**COOPER LANDING EMERGENCY SERVICES, INC.**

\_\_\_\_\_  
Mitchel Dickinson, President

\_\_\_\_\_  
Date

**HOPE SUNRISE EMERGENCY SERVICES, INC.**

\_\_\_\_\_  
Travis Peterson, Director & VP

\_\_\_\_\_  
Date

**MOOSE PASS VOLUNTEER FIRE CO.**

\_\_\_\_\_  
Phillip Ingersoll, Chief

\_\_\_\_\_  
Date

**SEWARD VOLUNTEER AMBULANCE CORP.**

\_\_\_\_\_  
Michael H. Moore, President

\_\_\_\_\_  
Date

**SEWARD FIRE DEPARTMENT**

\_\_\_\_\_  
Clinton Crites, Fire Chief

\_\_\_\_\_  
Date

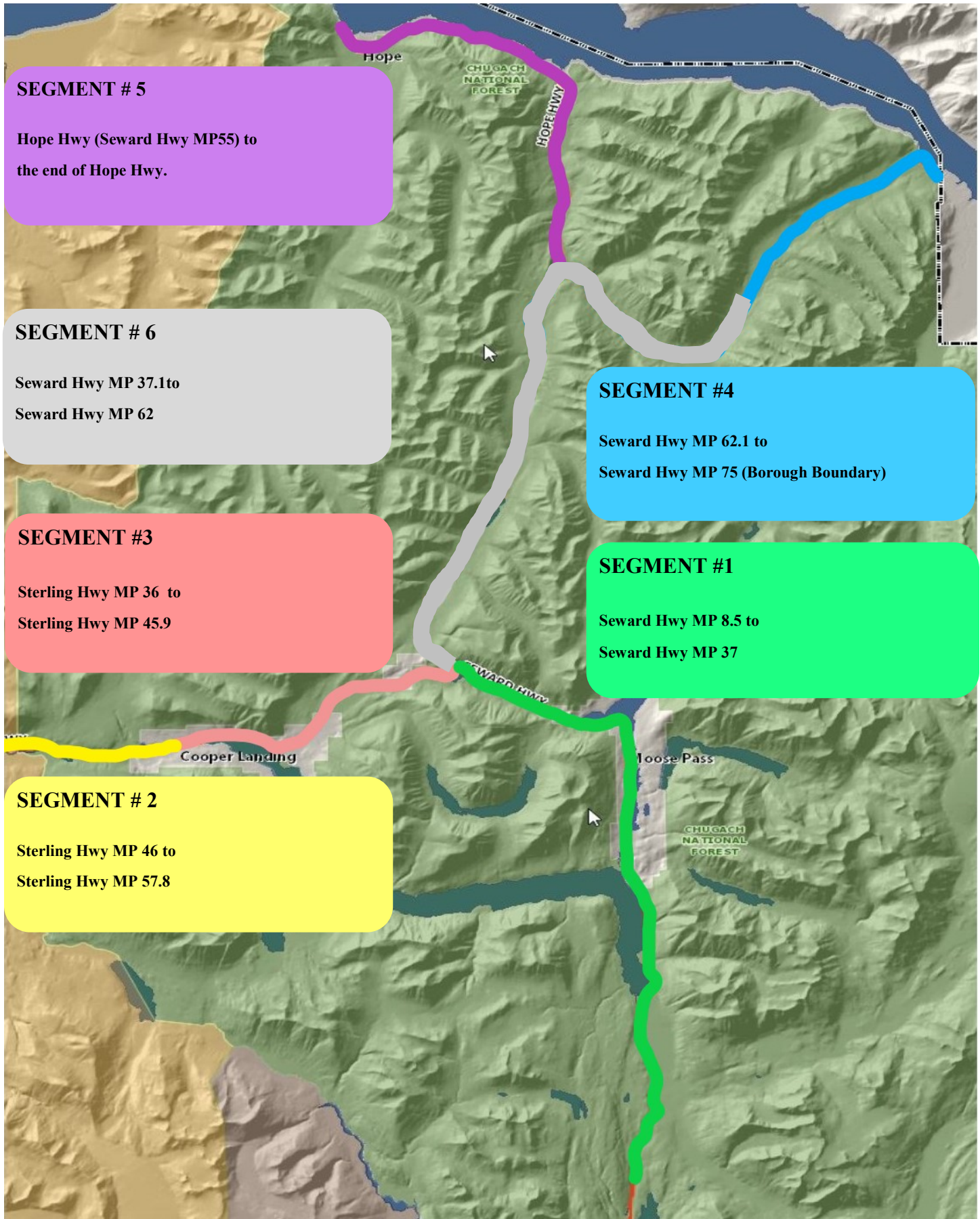
**CITY OF SEWARD**

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

DRAFT

# ATTACHMENT A



**ATTACHMENT B**  
**LEVEL 1 STIPEND: SINGLE RESPONSE<sup>1</sup>**

Eastern Peninsula Highway Emergency Service Area Compensation Schedule: Level 1			
FIRST RESPONDER RESPONSE REQUIREMENTS & PERFORMANCE STIPEND			
a.	<b>TASK &amp; PURPOSE.</b> Provide rapid emergency response that provides initial BLS Care and Scene Management.	b.	<b>APPARATUS:</b> Capable of carrying personnel to the scene with BLS Equipment
c.	<b>PERSONNEL &amp; TRAINING:</b> * 2 Total Certified ETT Responders (Preferably EMT 1 Responders) * Annual Emergency Vehicle Operations Training * ICS 100, 200, 700, 800	d.	<b>EQUIPMENT</b> * Trauma Bag * Patient Stabilization * Oxygen Delivery * Communications: Two-Way * Communications ration w/department & AMLR frequencies
	<b>STIPEND PER CALL: \$300</b>		<b>CANCEL IN ROUTE: \$100</b>
GROUND TRANSPORT (Ambulance) RESPONSE REQUIREMENTS			
a.	<b>TASK &amp; PURPOSE:</b> Provide ground transport service that assumes patient care and transport to an appropriate patient care facility or higher level of care.	b.	<b>APPARATUS:</b> One (1) certified State of Alaska ground transport ambulance
c.	<b>PERSONNEL &amp; TRAINING:</b> * 2 total: One (1) Certified EMT 1/Basic Responder and one (1) Driver (Preferably ETT) * Meet Level 1 Extrication Guidelines * Annual Emergency Vehicle Operations Training * ICS 100, 200, 700, 800	d.	<b>EQUIPMENT:</b> * All equipment and supplies to meet State of Alaska BLS Ground Transport Ambulance * Communications: Two-way communications radio with department and ALMR frequencies.
	<b>STIPEND PER CALL: \$600</b>		<b>CANCEL IN ROUTE: \$100</b>
FIRE/RESCUE EXTRICATION RESPONSE REQUIREMENTS & PERFORMANCE STANDARDS			
a.	<b>TASK &amp; PURPOSE:</b> To provide fire protection and/or suppression support and vehicle extrication within the EPHESA.	b.	<b>APARATUS:</b> Structure Engine Type 1 or 2 Wildland Engine Type 6
c.	<b>PERSONNEL &amp; TRAINING:</b> * 2 Total: 1 Certified EMT 1/Basic Responder and/or Certified Firefighter 1 State of Alaska Responder and 1 Driver (preferably ETT) * Must meet Level 1 and Level 2 Extrication Guidelines * Annual emergency vehicle operations training * Four (4) hours per quarter fire/extrication training * Every two (2) years, extrication using actual equipment and personnel * ICS 100, 200, 700, 800	d.	<b>EQUIPMENT:</b> * Stabilization kit, blocking & cubing * Scene lighting * Fire Suppression System (charged lines) * Extrication Equipment * Standard PPE * Traffic Control * Communications: two-way communications radio with department and ALMR frequencies.
	<b>STIPEND PER CALL: \$800</b>		<b>CANCEL IN ROUTE: \$100</b>
References: International Fire Chiefs Association – Mutual Aid 301, 2010		BLS/ALS Billing rates for the Kenai Peninsula Borough, 2018 Appendix I, Inventory Ambulance Supplies & Equipment	
FEMAS's Schedule of Equipment Rates 2017		Request for Information (RFI), EPHESA 2019	

<sup>1</sup> Departments are eligible for either a Level 1 **or** a Level 2 Stipend **and** a Level 3 Stipend.

**ATTACHMENT B**  
**LEVEL 2 STIPEND: FULL RESPONSE**

Eastern Peninsula Highway Emergency Service Area Compensation Schedule: Level 2			
INITIAL CALL FOR SERVICE		COMMAND OFFICER	
Initial call for service fee shall be charged for call out of the Fire Department. After the first hourly rates for each piece of fire apparatus, rates shall be charged under the following table.		Command officer will coordinate crew efforts, ensure the safety of the firefighters and EMS personnel, assess the incident priorities and determine the strategy and tactics that will be used.	
INITIAL CALL-OUT FEE: \$600		COMMAND VEHICLE FEE (PER HOUR): \$200	
GROUND TRANSPORT (Ambulance) RESPONSE REQUIREMENTS			
a.	<b>TASK &amp; PURPOSE:</b> Provide ground transport service that assumes patient care and transport to an appropriate patient care facility or higher level of care.	b.	<b>APPARATUS:</b> One (1) certified State of Alaska ground transport ambulance
c.	<b>PERSONNEL &amp; TRAINING:</b> * 2 total: One (1) Certified EMT 1/Basic Responder and one (1) Driver (Preferably ETT) * Meet Level 1 Extrication Guidelines * Annual Emergency Vehicle Operations Training * ICS 100, 200, 700, 800	d.	<b>EQUIPMENT:</b> All equipment and supplies to meet State of Alaska BLS Ground Transport Ambulance  Communications: Two-way communications radio with department and ALMR frequencies.
AMBULANCE NON-TRANSPORT FEE (Per Hour) \$300		AMBULANCE TRANSPORT FEE (will be reimbursed by patient)	
FIRE/RESCUE EXTRICATION / RESPONSE REQUIREMENTS			
a.	<b>TASK &amp; PURPOSE:</b> To provide fire protection and/or suppression support and vehicle extrication within the EPHESA.	b.	<b>APPARATUS:</b> * Engine * Heavy Rescue * Ladder Truck * Tender * Brush Truck
c.	<b>PERSONNEL &amp; TRAINING:</b> * 2 Total: 1 Certified EMT 1/Basic Responder and/or Certified Firefighter 1 State of Alaska Responder and 1 Driver (preferably ETT) * Must meet Level 1 and Level 2 Extrication Guidelines * Annual emergency vehicle operations training * Four (4) hours per quarter fire/extrication training * Every two (2) years, extrication using actual equipment and personnel * ICS 100, 200, 700, 800	d.	<b>EQUIPMENT:</b> * Stabilization kit, blocking & culling * Scene lighting * Fire Suppression System (charged lines) * Extrication Equipment * Standard PPE * Traffic Control * Communications: two-way communications radio with department and ALMR frequencies.
APPARATUS FEE (Per Hour): \$300			
References: International Fire Chiefs Association – Mutual Aid 301, 2010		BLS/ALS Billing rates for the Kenai Peninsula Borough, 2018 Appendix I, Inventory Ambulance Supplies & Equipment	
FEMAS's Schedule of Equipment Rates 2017		Request for Information (RFI), EPHESA 2019	

**ATTACHMENT B**  
**LEVEL 3 RESPONSE TIME STIPEND**

Eastern Peninsula Highway Emergency Service Area	
<b>MISSION:</b> To provide rapid emergency response that provides initial EMS, ground transport, and fire / rescue extrication services to the Eastern Peninsula Highway Emergency Service Area	
<b>Benchmark:</b> Achieving a sub-15 minute average response from dispatch to enroute with appropriate apparatus and personnel in the first six months of the KPB's fiscal year.	
<b>Maximum Potential Stipend:</b>	<b>\$5,000</b>

Stipend 3 is a discretionary stipend which may be awarded to those agencies who show consistent achievement in meeting the benchmark(s) by January 1<sup>st</sup> of each year. The decision on whether to award Stipend #3 will be based upon the availability of funding and will be at the sole decision of the EPHESA Coordinator and the KPB Mayor.

Introduced by:	Mayor
Date:	06/17/25
Hearing:	07/08/25
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2025-13**

**AN ORDINANCE DIRECTING PREVIOUSLY APPROPRIATED GRANT  
FUNDING FROM THE STATE OF ALASKA IN THE AMOUNT OF  
\$30,958.82 AND APPROVING PROJECTS TO BE COMPLETED FOR  
COMMUNITY PURPOSES UNDER THE 2024/2025 COMMUNITY  
ASSISTANCE PROGRAM**

**WHEREAS,** the Alaska State Legislature has provided funding to municipalities and unincorporated communities through the Community Assistance Program (CAP); and

**WHEREAS,** Resolution 2024-011 certified that 26 unincorporated communities within the Kenai Peninsula Borough (KPB) are eligible for participation in the Program under AS 29.60.865; and

**WHEREAS,** the Alaska Department of Commerce, Community and Economic Development provided notification of funds in the amount of \$410,514. for the 26 unincorporated communities; and

**WHEREAS,** Ordinance 2024-19-21 appropriated the \$410,514 less the administrative fee, to be distributed evenly among the 26 unincorporated communities within the KPB, and directed funds to 24 of the 26 unincorporated communities, with the intent of directing funds to Nanwalek and Nikolaevsk once fiduciaries could be identified for those two communities may be expended by the KPB on behalf of the communities; and

**WHEREAS,** it appears that recently both communities have been able to identify qualified entities willing to assume the fiduciary role on behalf of the communities and they should have an opportunity to utilize the CAP funds as intended;

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

**SECTION 1.** That this is a non-code ordinance.

**SECTION 2.** That the mayor is authorized to enter into grant agreements and any other documents necessary with tribal or nonprofit organizations on behalf of the



qualified unincorporated communities for public projects that benefit the community as identified in the following chart for fiscal year 2025:

Nanwalek	Nanwalek IRA Council	General Operations	\$15,479.41
Nikolaevsk	Nikolaevsk, Inc.	General Operations	\$15,479.41

**SECTION 3.** That previously appropriated state funds in the amount of \$30,958.82 are directed to the communities of Nanwalek and Nikolaevsk in the amount of 15,479.41 each.

**SECTION 4.** That each eligible non-profit or tribal entity, representing an unincorporated community, must enter into a grant agreement with the KPB prior to receipt of any community assistance program funds.

**SECTION 5.** That due to the length and nature of this project, a community shall forfeit any remaining grant distribution at the end of two consecutive fiscal years if the community has not fulfilled the intent and purpose of its grant agreement.

**SECTION 6.** That if any provision of this ordinance or its application is determined to be invalid, the remaining provisions shall continue in full force and effect.

**SECTION 7.** This ordinance shall be effective retroactively to July 1, 2024.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \* 2025.**

\_\_\_\_\_  
Peter Ribbens, Assembly President

ATTEST:

\_\_\_\_\_  
Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Grants Administrator & Community Liaison

MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

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

**FROM:** Heather Geer, Grants Administrator & Community Liaison *HG*

**DATE:** June 5, 2025

**RE:** Ordinance 2025- 13 , Directing Previously Appropriated Grant Funding from the State of Alaska in the Amount of \$30,958.82 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program (Mayor)

The Community Assistance Program (CAP) provides state funding for unincorporated communities to complete public projects or services through nonprofit or tribal entities that agree to be the fiduciary. These funds are provided through the State of Alaska Community Assistance Program.

Resolution 2024-011, approved the communities meeting the requirements of the CAP program. Ordinance 2024-19-21 appropriated funds for 24 of the 26 unincorporated communities, except for Nanwalek and Nikolaevsk due to those two communities not having identified qualified entities at that time. It appears that both communities have now identified qualified entities to assume the fiduciary role on behalf of the communities and accordingly this ordinance would allocate CAP funds to each of those communities.

The CAP funding is distributed evenly between the eligible unincorporated communities. As such, Nanwalek and Nikolaevsk, are slated to receive \$15,789 less 2.0 percent administrative cost. The Grants Administrator & Community Liaison will oversee the program.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No.	<u>271.94910.25CAP.49999</u>
Amount:	<u>\$ 410,514</u>
By: <i>CF</i>	Date: <u>06/04/2025</u>

Introduced by:	Mayor
Date:	04/02/24
Action:	Adopted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH  
RESOLUTION 2024-011**

**A RESOLUTION APPROVING TWENTY-SIX UNINCORPORATED COMMUNITIES  
FOR PARTICIPATION IN THE STATE’S FISCAL YEAR 2025 COMMUNITY  
ASSISTANCE PROGRAM**

**WHEREAS,** the Community Assistance Program (“CAP”) as governed by AS 29.60.865 and 3 AAC 180.010 require the assembly of a borough or a unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the CAP eligibility criteria established under AS 29.60.865, AS 29.60.879, and 3 AAC 180.110; and

**WHEREAS,** the unincorporated communities have either a Native Village Council or unincorporated non-profit entity within its boundaries that will agree to receive and spend the CAP payment for the public benefit of the unincorporated community; and

**WHEREAS,** AS 29.60.879(1) defines a community as a place in the KPB that is not incorporated as a municipality, that is not a reserve, and in which 25 or more individuals reside as a social unit; and

**WHEREAS,** at least three of the following required services—fire protection, emergency medical, water and sewer, solid waste management, public road or ice road maintenance, public health, and search and rescue—are generally available to all residents of the unincorporated community and each of the three services, in any combination, are provided by one or more qualifying Native village council or incorporated nonprofit entity or are substantially paid for by residents of the unincorporated community through taxes, charges, or assessments levied or authorized by the Borough; and

**WHEREAS,** AS 29.60.865(a) requires that eligible Native village councils must be willing to waive immunity from suit for claims arising out of activities of the council related to the payment;

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

**SECTION 1.** That the Assembly hereby determines that the following 26 unincorporated communities and their respective Native village council or incorporated nonprofit entities are eligible for funding under the State’s fiscal year 2025 Community Assistance Program:

UNINCORPORATED COMMUNITY	POSSIBLE COMMUNITY RECIPIENT
Anchor Point	Anchor Point Public Library Anchor Point Food Pantry Anchor Point Senior Citizens Inc Anchor Point Safewater Association Anchor Point Cemetery Anchor Kings Wrestling Anchor Point Chamber of Commerce Anchor Point FVW
Bear Creek	Bear Creek Fire & EMS
Cohoe	Boys & Girls of the Kenai Peninsula
Cooper Landing	Cooper Landing Community Club
Crown Point	Moose Pass Volunteer Fire & EMS
Diamond Ridge	Homer Cycling Club Homer Trails Alliance Kachemak Emergency Services Member Association Kachemak Nordic Ski Club Kachemak Ski Club Snomads Inc
Fritz Creek	Kachemak Nordic Ski Club Kachemak Emergency Services Member Association McNeil Canyon Elementary School Community Council, Inc Snomads Inc
Funny River	Funny River Chamber of Commerce
Hope	Hope Inc
Kachemak Selo	Village of Kachemak Sela Water Co Inc
K-Beach	Cook Inlet Aquaculture Association Kenai Peninsula Food Bank Love Inc Bridges dba Peninsula Spay/Neuter Fund Tsateshi Trails Association Kenai Peninsula Animal Lovers Rescue
Kasilof	Kasilof Regional Historical Association Kasilof-Cohoe Cemetery Association Back Country Horsemen of Alaska
Lowell Point	Lowell Point Community Council
Moose Pass	Moose Pass Volunteer Fire Co (Crown Point Unit) Moose Pass Chamber of Commerce and Visitor

UNINCORPORATED COMMUNITY	POSSIBLE COMMUNITY RECIPIENT
	Bureau
	Moose Pass Sportsmen's Club
Nanwalek	Project GRAD
	Chugachmiut, Inc
Nikiski	North Peninsula Community Council
	Nikiski Senior Center
	North Star United Methodist Church
Nikolaevsk	Nikolaevsk, Inc.
Ninilchik	Kenai Peninsula Fair Association
	Ninilchik Community Library
	Bridges dba Ninilchik Saturday Lunch Program
	Ninilchik Senior Citizens
Primrose Moose	Pass Volunteer Fire Co. (Primrose Unit)
Port Graham	Native Village of Port Graham
Razdolna	Village of Razdolna, Inc.
Ridgeway	Boys & Girls Club of the Kenai Peninsula
Seldovia	Seldovia Village Tribe
Sterling	Sterling Community Center, Inc.
	Sterling Area Senior Citizens
Tyonek	Boys & Girls Clubs of Southcentral Alaska
Voznesenka	Voznesenka Community Council, Inc.
	Project GRAD

**SECTION 2.** That this resolution is effective immediately.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 2ND DAY OF APRIL 2024**

*Brent Johnson*

Brent Johnson, Assembly President

ATTEST:

*Michele Turner*

Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson

No: None

Absent: None

Introduced by:	Mayor
Date:	11/1/24
Hearing:	12/03/24
Action:	Enacted
Vote:	7 Yes, 0 No, 1 Abstain, 1 Absent

**KENAI PENINSULA BOROUGH  
ORDINANCE 2024-19-21**

**AN ORDINANCE ACCEPTING AND APPROPRIATING FUNDING FROM THE  
STATE OF ALASKA IN THE AMOUNT OF \$410,514 AND APPROVING PROJECTS  
TO BE COMPLETED FOR COMMUNITY PURPOSES UNDER THE 2024/2025  
COMMUNITY ASSISTANCE PROGRAM**

- WHEREAS,** the Alaska State Legislature provided funding to municipalities and unincorporated communities through the Community Assistance Program ("Program"); and
- WHEREAS,** AS 29.60.865 requires the assembly of a borough or unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the Program eligibility criteria established under AS 29.60.865; and
- WHEREAS,** Resolution 2024-011 certified that 26 unincorporated communities within the Borough are eligible for participation in the Program; and
- WHEREAS,** the Alaska Department of Commerce, Community and Economic Development provided notification of funds in the amount of \$410,514 for the 26 unincorporated communities; and
- WHEREAS,** pursuant to Resolution 2013-022, an administrative fee of two percent of the grant amount will be charged against the grant to cover general administrative costs; and
- WHEREAS,** the \$410,514, less the administrative fee, is to be distributed evenly among the 26 unincorporated communities within the Borough, or may be expended by the Borough on behalf of the communities; and
- WHEREAS,** the Program allows funds to be used for any public purpose at the discretion of the local governing body and as allowed by state statutes and borough code; and
- WHEREAS,** the Borough will confirm all eligible entities to receive Program funds; and
- WHEREAS,** it is in the best interests of the Borough to approve the amounts allocated for fiscal year 2025 non-profit or tribal entities, projects and award amounts as authorized in Resolution 2024-011 to ensure that the fiscal year 2025 Program funds are used for public purpose;

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

**SECTION 1.** That the Mayor is authorized to accept \$410,514. from the State of Alaska for distribution to eligible communities or for expenditure by the Borough on the community's behalf.

**SECTION 2.** That the Mayor is authorized to execute any documents deemed necessary to accept and expend the Community Assistance Program funds and to fulfill the intents and purposes of this ordinance.

**SECTION 3.** That state funds in the amount of \$410,514 are appropriated to account 271.94910.25CAP.49999 for fiscal year 2025.

**SECTION 4.** That the Mayor will return Program funds to the State of Alaska for the communities of Nanwalek and Nikolaevsk before June 30, 2025, if no qualified entity assumes the fiduciary role on behalf of these communities.

**SECTION 5.** That the Mayor is authorized to enter into grant agreements and any other documents necessary with tribal or nonprofit organizations on behalf of the qualified unincorporated communities for public projects that benefit the community as identified in the following chart for fiscal year 2025:

Anchor Point	Anchor Kings Wrestling Club	Scholarships for wrestlers	\$2,211.34
	AP Chamber of Commerce	Community services	\$2,211.34
	AP Food Pantry	Food/utilities	\$2,211.37
	AP Public Library	General Operations	\$2,211.34
	AP Senior Citizens	General operations	\$2,211.34
	AP VFW	Community outreach services	\$2,211.34
	Snomads	Parking and trail improvements	\$2,211.34
Bear Creek	Bear Creek Volunteer Fire and Emergency Services	Response equipment	\$5,479.41
	Seward Nordic Ski Club	Ski trails equipment	\$10,000.00
Cohoe	Boys and Girls Club of the Kenai Peninsula	Youth programming	\$10,239.71
	MUSKEG Wellness	Wellness workshops	\$5,239.70
Cooper Landing	Cooper Landing Community Club	Supports local community programs and provides visitors guide.	\$15,479.41
Crown Point	Moose Pass Volunteer Fire Department	General operations	\$15,479.41



Diamond Ridge	Homer Cycling Club	Trailhead parking	\$2,579.91
	Homer Trails Alliance	Trail projects	\$2,579.90
	Kachemak Emergency Services Member Association	Response equipment	\$2,579.90
	Kachemak Nordic Ski Club	Nordic ski trail maintenance	\$2,579.90
	Kachemak Ski Club	Watermelon trail parking maintenance	\$2,579.90
	Snomads	Parking lot improvements	\$2,579.90
Fritz Creek	Kachemak Emergency Services Member Association	Response equipment	\$3,869.85
	Kachemak Nordic Ski Club	McNeil Ski Trail Maintenance	\$3,869.85
	McNeil Canyon Elementary School Community Council, Inc	McNeil Canyon trails enhancement	\$3,869.86
	Snomads	Trail grooming	\$3,869.85
Funny River	Funny River Community Association	Operations	\$15,479.41
Hope	Hope Inc.	Hope Sunrise community services	\$15,479.41
Kachemak Selo	The Village of Kachemak Selo	Village street lights, and road repairs	\$15,479.41
Kalifornsky Beach	Bridges/Kenai Local Food Connection	Nutritional services	\$1,934.92
	CARTS	General operations	\$1,934.92
	Kenai Peninsula Animal Lovers Rescue	General operations	\$1,934.92
	Kenai Peninsula Food Bank	General operations	\$1,934.93
	Love, INC	General operations	\$1,934.93
	Pathways Re-entry Center	Recovery services	\$1,934.93
	Peninsula Spay & Neuter Fund	Voucher program	\$1,934.93
	Tsalteshi Trails	Trails Management	\$1,934.93
Kasilof	BackCountry Horsemen of Alaska	Trails maintenance	\$3,000.00
	Kasilof Cohoe Cemetery Association	Spruce Grove Cemetery maintenance	\$6,239.70
	Kasilof Regional Historical Association	Museum Operations	\$6,239.71
Lowell Point	Lowell Point Community Council	Community services and fire dept support	\$15,479.41
Moose Pass	Moose Pass Chamber of Commerce	Community support programs, services	\$15,479.41

Nikiski	Love INC,- Kenai Peninsula Shelter of Hope	General operations	\$3,095.88
	Nikiski Community Council	Community services	\$3,095.88
	Nikiski Senior Center	Community programs	\$3,095.88
	North Road Pioneers	Preservation project General operations	\$3,095.88
	North Star United Methodist Church	Food Pantry	\$3,095.89
Ninilchik	Ninilchik Library	Library Operations	\$12,479.41
	Kenai Peninsula Fair Association	Facility repairs	\$3,000.00
Port Graham	Native Village of Port Graham	Emergency Preparedness	\$15,479.41
Primrose	Moose Pass Volunteer Fire Department	Operating expenses, medical supplies	\$15,479.41
Razdolna	Village of Razdolna Inc.	Community projects and repairs	\$15,479.41
Ridgeway	Boys & Girls Clubs of KP	Staffing and supplies	\$15,479.41
Seldovia Village	Seldovia Village Tribe	Emergency response supplies	\$15,479.41
Sterling	Sterling Area Seniors Center	General Operations	\$7,739.70
	Sterling Community Center	General operations	\$7,739.71
Tyonek	Boys and Girls Club of Tyonek	Youth services - general operations	\$15,479.41
Voznesenka	Voznesenka Community Council, Inc	Stroyka Building completion and repairs	\$15,479.41

**SECTION 6.** That each eligible non-profit or tribal entity, representing an unincorporated community, must enter into a grant agreement with the Borough prior to receipt of any community assistance Program funds.

**SECTION 7.** That due to the length and nature of this project, a community shall forfeit any remaining grant distribution at the end of two consecutive fiscal years if the community has not fulfilled the intent and purpose of its grant agreement.

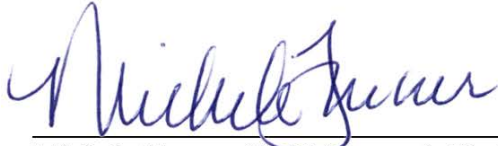
**SECTION 8.** This ordinance shall be effective retroactive to July 1, 2024.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 3RD DAY OF DECEMBER, 2024.**

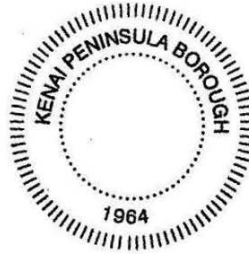


Peter Ribbens, Assembly President

ATTEST:



Michele Turner, CMC, Borough Clerk



Yes:	Baisden, Cooper, Dunne, Ecklund, Elam, Tunseth, Ribbens
No:	None
Abstain:	Johnson
Absent:	Cox

Introduced by:	Mayor
Date:	06/17/25
Hearing:	07/08/25
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2025-19-01**

**AN ORDINANCE APPROPRIATING FUNDS FOR UTILITIES,  
MAINTENANCE, AND INSURANCE COSTS OF THE STERLING  
ELEMENTARY AND NIKOLAEVSK SCHOOL SURPLUS PROPERTY  
FOR FISCAL YEAR 2026**

- WHEREAS,** on May 5, 2025 the Kenai Peninsula Borough School District (KPBSD) Board of Education (School Board) took formal action to close Nikolaevsk School; and
- WHEREAS,** the Kenai Peninsula Borough (KPB) awaits formal notice of surplus for the school facilities and campus from the KPBSD, which will transfer operational responsibility and site control of the facilities back to the KPB; and
- WHEREAS,** in addition, it is anticipated that the KPBSD School Board may take final action regarding the Sterling Elementary school facilities, and, if the school is closed, may surplus the school facilities back to the KPB, which similarly will then transfer operational responsibility and site control of the facilities back to the KPB; and
- WHEREAS,** the School Board has not made a final decision regarding Sterling Elementary and the KPB awaits formal action on surplus of the Nikolaevsk School facilities and campus; and
- WHEREAS,** as such, the KPBSD will retain operating responsibility, site control, and related costs for 30 days following a formal surplus transfer; and
- WHEREAS,** in anticipation of formal surplus transfers of Nikolaevsk School and, potentially Sterling Elementary, the administration requests an appropriation of \$720,000 from the General Fund to provide for utilities, maintenance, insurance and other operating costs of the facilities for Fiscal Year 2026 (FY26); and
- WHEREAS,** these funds will provide annual operating and maintenance costs for the facility while a plan is developed regarding future use for the property;

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

**SECTION 1.** That this is a non-code ordinance.

**SECTION 2.** That \$720,000 is appropriated from the General Fund, account 100.27910 to account 100.94910.25CLO.49999, to provide funds for required annual operating costs of facilities that are transferred back to the Kenai Peninsula Borough in FY26.

**SECTION 3.** That, if a formal surplus decision is made, the KPBSD will retain operating responsibility, site control, and related costs for the 30 days after an executed surplus property transfer form is received by the KPB.

**SECTION 4.** If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of the ordinance or the application of the provision to other persons or circumstances will not be affected.

**SECTION 5.** That this ordinance shall be effective 30 days after an executed surplus property transfer form is provided by the KPBSD Administration to the KP Administration.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \* 2025.**

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Peter Ribbens, Assembly President

ATTEST:

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Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Planning Department

MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*

**FROM:** Brandi Harbaugh, Finance Director *BH*  
Robert Ruffner, Planning Director *RR*

**DATE:** June 5, 2025

**SUBJECT:** Ordinance 2025-19-01, Appropriating Funds for Utilities, Maintenance, and Insurance Costs of the Sterling Elementary and Nikolaevsk School Surplus Property for Fiscal Year 2026 (Mayor)

Funds are needed for operating, insurance, and related costs for the Nikolaevsk School facilities and campus, the Kenai Peninsula Borough School District (KPBSD) Board of Education (School Board) made a final decision to close on May 5, 2025, but the School Board has not yet taken final action to surplus the school and campus back to the KPB. This ordinance provides that 30 days after the School Board's final surplus decision the property will transfer back to the KPB and funds will be needed for operating, insurance, and related costs.

Additionally, anticipating an eventual final decision on whether Sterling Elementary will be closed, funds may be needed for operating, insurance, and related costs for the facilities and campus. If the property is transferred back to the KPB funds will be needed for operating, insurance, and related costs.

The KPB and KPBSD administrations will coordinate facility transfer and site control efforts if and when surplus transfer decisions are made by the School Board. This ordinance requests an appropriation of \$720,000 from the General Fund to provide for utilities, maintenance, insurance and other operating costs of the facilities for fiscal year 2026.

These funds will provide annual operating and maintenance costs for the facilities while a plan is developed regarding future use of the properties.

Your consideration is appreciated.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.	<u>100.27910</u>
Amount:	<u>\$720,000</u>
By: <i>CJ</i>	Date: <u>6/9/2025</u>

Kenai Peninsula Borough  
Office of the Borough Mayor

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**MEMORANDUM**

**TO:** Peter Ribbens, Assembly President  
Members of the Borough Assembly

**FROM:** Peter A. Micciche, Borough Mayor *PAM*

**DATE:** June 6, 2025

**RE:** Appointment to Advisory Planning Commission

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In accordance with KPB 21.02.060, the applicant listed below has been verified as a resident within the boundaries to be represented, as well as a registered voter within the precinct covered by the commission boundaries.

I hereby submit my recommendations for confirmation by the Assembly.

**FUNNY RIVER ADVISORY PLANNING COMMISSION**

Kathy Matta


Seat D

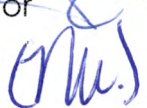
Term Expires 09/30/2027


Thank you for your consideration.

**MEMORANDUM**

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** Robert Ruffner, Planning Director 

**THRU:** Michele Turner, Borough Clerk 

**FROM:** Sue Ellen Essert, Deputy Borough Clerk 

**DATE:** June 05, 2025

**RE:** Advisory Planning Commission Application for Appointment

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The notice of vacancy for the Funny River Advisory Planning Commission Seat D was advertised on July 30, 2024. The application period closed on August 29, 2024 and has remained open until filled.

Per KPB 21.02.060, the applicant listed below has been verified as:

- 1.) resident within the commission boundaries in which they are applying, and
- 2.) registered voter within the precincts covered by the commission boundaries unless otherwise noted.

The following application is submitted for your consideration.

**FUNNY RIVER ADVISORY PLANNING COMMISSION**

Kathy Matta      Seat D

Thank you.




**From:** Kathy Matta <Makaixi5@yahoo.com>  
**Sent:** Thursday, May 29, 2025 8:00 PM  
**To:** Mayor's Department; G\_Notify\_AssemblyClerk  
**Cc:** sfletcher@kpb.us; Hindman, Julie; Aldridge, Morgan; Lopez, Samantha; Raidmae, Ryan  
**Subject:** APC Application submitted Funny River, Seat D (Term Expires 09/30/2027)

## Kenai Peninsula Borough Planning Department

**Advisory Planning Commission Application Submitted 2025-05-29 20:00:24**

**APC/Seat: Funny River, Seat D (Term Expires 09/30/2027)**

<b>Name</b> Kathy Matta	<b>Mobile Phone</b> 9977408908
<b>Home Phone</b>	<b>Work Phone</b>
<b>Email</b> Makaixi5@yahoo.com	<b>Date of Birth</b>
<b>SSN</b>	<b>Voter #</b> 
<b>Residence Address</b> ,	<b>Mailing Address</b> 32940 Robert Ave Soldotna, Ak 99669
<b>How long have you lived in the area served by this Advisory Planning Commission?</b> 20 years	<b>What knowledge, experience, or expertise will you bring to this board?</b> I want to be clear that I have no professional background in planning or development, but I care deeply about our community and how changes affect the people who live here.  I hope the board considers the voices of everyday residents like myself who may not have technical expertise but are directly impacted by these decisions. I appreciate your time and service to our community.

Introduced by:	Mayor
Date:	06/03/25
Hearing:	07/08/25
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2025-11**

**AN ORDINANCE AMENDING KPB 2.56.007 TO ADOPT THE 2025 KENAI  
PENINSULA BOROUGH SAFE STREETS AND ROADS FOR ALL  
COMPREHENSIVE SAFETY ACTION PLAN AS AN ELEMENT OF THE  
2019 KENAI PENINSULA BOROUGH COMPREHENSIVE PLAN**

**WHEREAS,** the Kenai Peninsula Borough (KPB) and its joint applicants – the City of Homer, the City of Kenai, the City of Seldovia, the City of Seward, and the City of Soldotna (the Cities) – were awarded a grant sponsored by the U.S. Department of Transportation Federal Highway Administration to complete a Safe Streets and Roads for All Comprehensive Safety Action Plan (CSAP); and

**WHEREAS,** more than 3,700 crashes occurred in the KPB between the years 2018-2022, resulting in 44 fatalities and 157 serious injuries; and

**WHEREAS,** crashes that result in death or serious injury are largely preventable, and the CSAP identifies strategies and recommends actions to enhance safety and reduce serious injuries and fatalities related to transportation crashes; and

**WHEREAS,** the KPB Transportation Plan was last updated in December 2003; and

**WHEREAS,** this CSAP will be incorporated as a transportation element of the KPB Comprehensive Plan, updated in November 2019; and

**WHEREAS,** at its regularly-scheduled meeting on June 9, 2025, the KPB Planning Commission recommended \_\_\_\_\_;

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

**SECTION 1.** That this ordinance amends KPB Code and will be codified.

**SECTION 2.** KPB 2.56.007, Borough plan amendments, is hereby amended to add Subsection G as follows:

G. The “2025 KPB Safe Streets and Roads for All Comprehensive Safety Action Plan”, dated June 2025, is hereby adopted as an element of the 2019 Kenai Peninsula Borough Comprehensive Plan, subject to the

applicable goals, objectives, and strategies within the 2019 Comprehensive Plan.

**SECTION 2.** That the “2025 KPB Safe Streets and Roads for All Comprehensive Safety Action Plan”, dated June 2025, is currently available by visiting the KPB’s website at: <https://www.kpb.us/safestreets>.

**SECTION 3.** That if any provision of this ordinance or its application is determined to be invalid, the remaining provisions shall continue in full force and effect.

**SECTION 4.** That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2025.**

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Peter Ribbens, Assembly President

ATTEST:

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Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough

## Planning Department

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### MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
Robert Ruffner, Planning Director *RR*  
Brenda Ahlberg, Emergency Manager *BA*

**FROM:** Celina Robinson, GIS Specialist *CR*

**DATE:** May 22, 2025

**RE:** Ordinance 2025-11, Amending KPB 2.56.007 to Adopt the 2025 Kenai Peninsula Borough Safe Streets and Roads for All Comprehensive Safety Action Plan as an Element of the 2019 Kenai Peninsula Borough Comprehensive Plan

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The ordinance amends KPB 2.56.007 to adopt the Comprehensive Safety Action Plan (CSAP) as an element of the 2019 Kenai Peninsula Borough Comprehensive Plan. The CSAP provides a cohesive and coordinated view of transportation planning within the Kenai Peninsula Borough (KPB) with a lens on safety.

A roadway safety program created by a Bipartisan Infrastructure Law provides grant funding through the U.S. Department of Transportation (USDOT) Safe Streets and Roads for All (SS4A) program-its intention is to fund community-led action plan development and eventual implementation of identified strategies and projects that address preventable serious injuries and fatalities in transportation crashes.

The KPB Planning Department was awarded an SS4A grant to develop a CSAP, partnering with the cities of Homer, Kenai, Seldovia, Seward, and Soldotna. KPB crash data analysis for the years 2018-2022 enabled the creation of a High Injury Network – roadways and intersections with the highest number of serious and fatal injuries. These transportation segments were evaluated along with other scoring criteria, such as community feedback and proximity to populations, in order to select 20 priority areas. If a location was determined to have a recently completed, underway, or planned development project, that location was omitted and replaced by the next highest scoring location.

The project team determined proposed countermeasures for each location, such as increased lighting or the addition of a turn lane; the recommendations are not binding but do follow proven countermeasure standards. Additionally, project rankings are not intended to suggest or require an order of implementation, but offer a data-driven foundation.

KPB crash data analysis identified other key findings, including: 15% of KSIs (crashes resulting in serious injury or fatality) involved pedestrians, bicyclists, or motorcyclists; 37% of KSIs involved a driver suspected of being under the influence of alcohol or drugs; 66% of KSIs occurred

Page -2-  
May 22, 2025  
RE: O2025- 11

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during daylight hours; 48% of KSIs occurred in dry conditions; 67% of KSIs involved male drivers; and 50% of KSIs involved drivers between the ages of 19 to 39.

This data suggests not only a need for roadway design and traffic operation changes, but also countermeasures such as reduced speed limits, strategies to reduce impaired driving, and education campaigns. The United States has reduced KSI's over many decades through interventions such as seat belt use and air bags, demonstrating that data-driven efforts are effective.

Public outreach during this CSAP development showed broad-ranging support for transportation system changes, providing feedback on road maintenance, separated pathways for non-vehicle use, school zone safety, and more. KPB last updated its Transportation Plan in 2003, and the 2019 Comprehensive Plan states that KPB "...must adopt a proactive ranking and scoring approach with a detailed process that quickly elevates and communicates projects...."

The CSAP includes an implementation matrix that provides a list of actions to follow, tied to recommended policies and procedures; the action items also include timeframes and identify potential partners responsible for carrying out the actions. The CSAP lists a variety of programs and funding mechanisms available to KPB and partner cities for implementing safety improvements.

The draft CSAP was made available April 1, 2025, for a 30-day public and stakeholder review and comment period, ending April 30, 2025. During that period, the team presented the CSAP to KPB Advisory Planning Commissions as well as City Councils and Planning Commissions. Comments received were incorporated into the CSAP. The KPB Planning Commission will provide a recommendation on June 9, 2025 for the public hearing.

The CSAP will be available through the KPB's website. Anyone wishing to read and review the CSAP or stay informed about activities related to this CSAP can visit: <https://www.kpb.us/safestreeets>

Your consideration is appreciated.

Introduced by:	Mayor
Date:	06/03/25
Hearing:	07/08/25
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2025-12**

**AN ORDINANCE AMENDING KPB 21.18.081 TO CLARIFY THE  
REQUIREMENTS FOR CONDITIONAL USE PERMITS AND  
AMENDING KPB 21.18.140 TO DEFINE “WATER-DEPENDENT”**

- WHEREAS,** the Kenai Peninsula Borough (KPB) is home to vital watersheds that our salmon require to spawn, rear, and grow in; and
- WHEREAS,** maintaining watershed connectivity via riparian habitat buffers along anadromous waterbodies is one crucial tool that has proven to aid in sustaining the Kenai Peninsula’s salmon populations; and
- WHEREAS,** Goal 2, Objective D, Strategy 2 of the 2019 KPB Comprehensive Plan calls for the identification and protection of critical natural systems of the Kenai Peninsula Borough, its rivers, watersheds, floodplains, and fish and wildlife habitats and resources, specifically through KPB 21.18; and
- WHEREAS,** KPB Chapter 21.18 provides for the approval of a conditional use permit (CUP) for certain activities within the Habitat Protection District (HPD); and
- WHEREAS,** KPB 21.18.081(B) sets forth the uses and structures within the HPD allowed through a CUP; and
- WHEREAS,** clarifying the allowable uses and structures allowed through a CUP will provide for consistency in the analysis of permit applications and approval of permits; and
- WHEREAS,** KPB 21.18.081(D) sets forth the general standards which must be met before a CUP may be granted; and
- WHEREAS,** KPB 21.18.081(D)(4) requires that the proposed use or structure be water dependent; and
- WHEREAS,** defining the term “water-dependent” will provide for consistency in the analysis of CUP applications and approval of CUPs; and
- WHEREAS,** the KPB Planning Commission at its regularly scheduled meeting of \_\_\_\_\_, 2025 recommended \_\_\_\_\_;

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

**SECTION 1.** That this ordinance amends KPB Code and will be codified.

**SECTION 2.** That KPB 21.18.081 is hereby amended as follows:

**21.18.081. Conditional use permit.**

- A. Intent. The intent of this section is to allow special uses and structures which may be compatible with KPB 21.18.071 in the habitat protection district through the approval of a conditional use, if certain standards and conditions exist.
- B. Conditional uses and structures. The following conditional uses and structures may be approved in the habitat protection district:
  - 1. Fish-cleaning stations not meeting the standards of KPB 21.18.071;
  - 2. Fences[;] provided the following standards are met:
    - a. The fence is located adjacent to public property or a public right-of-way.
    - b. At least twenty (20) feet of the fence nearest to the waterbody will be seasonally removed to facilitate wildlife crossings and the unobstructed flow of flood waters More of the fence may be required to be seasonally removed if the Planning Commission may require seasonal removal of the fence greater than twenty (20) feet if the Planning Commission finds a length greater than twenty (20) feet is necessary to facilitate these standards.
  - 3. Signs;
  - 4. Public owned facilities, parks, campgrounds, and their related uses and structures;
  - 5. Transportation [AND UTILITY] infrastructure, provided the following standards are met:[;]
    - a. All projects must minimize their footprint in the habitat protection district to the maximum extent possible, and must first utilize all suitable areas outside the habitat protection district.
    - b. Infrastructure that will cross a waterbody must cross perpendicular to the waterbody through the habitat protection district. Within the habitat protection district, nearshore areas that may sustain native vegetation must be preserved to minimize impact.
  - 6. Elevated light penetrating [S]structures compliant with the Americans [W]with Disabilities Act [AND ELEVATED LIGHT

PENETRATING STRUCTURES] that do not meet[ING] the standards of KPB 21.18.071;

7. Utility infrastructure for natural gas, electric, communications, and [W]wells and waterlines provided the following standards are met:[;]
  - a. All projects must minimize their footprint in the habitat protection district to the maximum extent possible, and must first utilize all suitable areas outside the habitat protection district.
  - b. Utilities that will cross a waterbody must cross perpendicular to the waterbody through the habitat protection district. Within the habitat protection district, nearshore areas that may sustain native vegetation must be preserved to minimize impact.
8. Lifts.
9. Private boat launches and related facilities that are established to serve the public provided the following standards are met:
  - a. A plan of operation is submitted that includes hours of operation, seasons of operation, daily boat launch capacity, parking plan, types of boats and clients to be served, fees charged, location of other public boat launches on the anadromous waters; ancillary facilities including but not limited to restrooms, storage sheds, waiting platforms or areas, a statement of need that the facility will serve, and other information requested to aid in the determination of habitat protection measures.
  - b. The boat launch must be open to the public and not have exclusive membership.
  - c. When no longer serving the public as defined in the plan of operation the boat launch must be removed and the area reclaimed, revegetated or otherwise subject to mitigation measures to restore habitat. A reclamation plan must be submitted with the application as part of the plan of operation.
  - d. The planning commission may establish additional conditions to protect and preserve the purposes of the habitat protection district.
  - e. A conditional use permit under this subsection expires two years after being granted, unless an application for renewal meeting the criteria of KPB 21.18.081(B)(9)(a) is approved by the planning commission which demonstrates that the



applicant is in compliance with the original permit conditions and the provisions of this chapter.

10. A principal structure or an addition to a principal structure on a small parcel that meets the standards below are considered water-dependent because the minimal lot size limits development of other non-water-dependent uses. Such structures may be approved within the habitat protection district provided all the following standards are met:
- a. The parcel boundaries were defined prior to January 1, 2012.
  - b. The parcel and is served by a public sewer system or sewage holding tank or septic system, provided the holding tank or septic system are located entirely outside the habitat protection district.
  - c. The parcel has an area of .3 acres or less and less than 4,000 square feet of total developed impervious coverage.
  - d. The parcel has less than 4,000 square feet of suitable development area outside the habitat protection district.
  - e. On the portion of the parcel within the habitat protection district, the total impervious coverage may not exceed 50% of the area able to sustain native vegetation, or 3,000 square feet of area able to sustain native vegetation, whichever is less.
  - f. The standard for development is to first utilize suitable parcel areas outside the habitat protection district. Within the habitat protection district, nearshore areas that may sustain native vegetation must be preserved to minimize impact.

...

**SECTION 2.** That KPB 21.18.140 is hereby amended as follows:

**21.18.140. Definitions.**

...

“Water-dependent” means a use or structure that must be located on, in, or adjacent to water areas because the use or structure requires access to the waterbody and therefore cannot be located further inland. Structures and uses only considered to be water-dependent if they are dependent on the water as part of the intrinsic nature of their operation. Examples of water-dependent structures include, but are not limited to, piers, boat ramps, and elevated walkways.

...

**SECTION 3.** That if any provision of this ordinance or its application is determined to be invalid, the remaining provisions shall continue in full force and effect.

**SECTION 4.** That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \* 2025.**

---

Peter Ribbens, Assembly President

ATTEST:

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Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough

## Planning Department

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### MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PAM*  
Robert Ruffner, Planning Director *RR*

**FROM:** Samantha Lopez, River Center Manager *SL*

**DATE:** May 27, 2025

**SUBJECT:** Ordinance 2025- 12 , Amending KPB 21.18.081 to Clarify the Requirements for Conditional Use Permits and Amending KPB 21.18.140 to Define “Water-Dependent” (Mayor)

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The Kenai Peninsula Borough (KPB) is home to vital watersheds that our salmon require to spawn, rear, and grow in. Maintaining watershed connectivity via riparian habitat buffers along anadromous waterbodies is one crucial tool that has proven to aid in sustaining the Kenai Peninsula’s salmon populations. It is important that these buffers are developed in ways that allow property owners to recreate while also maintaining a healthy riparian habitat that benefits our salmon.

The KPB Planning Commission is tasked with reviewing applications for Conditional Use Permits (CUP) for developments within the Habitat Protection District (HPD). Their review is quasi-judicial and requires code that sets standards for which the commission may set conditions to meet those standards and are supported by findings.

To approve a CUP, the project must meet all five general standards. One of the standards states that “the proposed use or structure is water-dependent”. Because code did not previously define “water-dependent”, the Planning Commission drafted PC Resolution 2015-35. To provide for consistency in the analysis of permit applications and approval of permits, the ordinance amends code to formally define “water-dependent” and clarify the conditional uses and structures that may be approved within the HPD. The ordinance also provides additional clarification for fences and utilities that have proven challenging for commissioners to reconcile with the water dependent standard.

Your consideration is appreciated.

KENAI PENINSULA BOROUGH PLANNING COMMISSION

RESOLUTION 2015-35

A RESOLUTION TO DEFINE THE TERM "WATER DEPENDENT"  
AS IT APPEARS IN KPB 21.18.081(D)(4)

WHEREAS, KPB Chapter 21.18 provides for the approval of Conditional Use Permits for certain activities within the habitat protection district; and

WHEREAS, KPB 21.18.081(B) sets forth the uses and structures within the Habitat Protection District allowed through a conditional use permit; and

WHEREAS, KPB 21.18.081(D) sets forth the general standards which must be met before a conditional use permit may be granted; and

WHEREAS, KPB 21.18.081(D)(4) requires that the proposed use or structure be water dependent; and

WHEREAS, defining the term water dependent will provide for consistency in the analysis of permit applications and approval of permits;

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

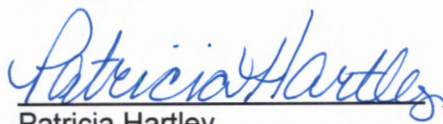
Section 1. That the Planning Commission defines the term water dependent as a use or structure located on, in or adjacent to water areas because the use requires access to the waterbody. The definition is applicable to facilities or activities that must be located at or near the shoreline and within the 50-foot buffer. An activity is considered water dependent if it is dependent on the water as part of the intrinsic nature of its operation. Examples of water dependent facilities may include, but are not limited to, piers, boat ramps, and elevated walkways.

Section 2. That this Resolution becomes effective immediately upon adoption.

ADOPTED BY THE PLANNING COMMISSION OF THE KENAI PENINSULA BOROUGH ON  
THIS 9 DAY OF November 2015.

  
Blair J. Martin, Chairperson  
Planning Commission

ATTEST:

  
Patricia Hartley  
Administrative Assistant

# Kenai Peninsula Borough

## Planning Department – Land Management Division

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### MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor  
Robert Ruffner, Planning Director

**FROM:** Aaron Hughes, Land Management Officer

**DATE:** June 10, 2025

**RE:** Blueberry Hill Road Access Feasibility Study Necessary to Satisfy the Purchase Contingency as Authorized by Ordinance 2024-19-24 for Assembly Review.

---

Attached for your review is the recently completed Road Access Feasibility Study necessary to satisfy contingencies required for the purchase of 80 acres by the KPB in Seward.

RESPEC Corporation was awarded the feasibility study contract through a Request for Quote process by providing the lowest cost quote of \$32,700. Upon the completion of an initial desk review and one site visit, the contractor has provided the attached report identifying 3 feasible access alignment options meeting the scope of work requirements.

Option 3 (“South Loop Alignment”), was determined by RESPEC to be the most feasible route investigated. This access option satisfies current KPB Road Standards for a Category 3 Road, while requiring less cut material when compared to Option 1. As stated in the report, a substantial amount of cut material will be required along the proposed road alignment to meet category 3 road specifications. Similar cut amounts can be found in other areas of the state with similar topography and geotechnical features. This alignment option leverages both Mental Health Trust properties and the KPB property currently under contract for purchase. It provides the best access to adjacent usable properties along the alignment, and terminates in an area providing additional access to over 2,300 acres of adjacent KPB owned and managed lands.

Staff finds the attached study satisfies all scope of work, and contingency requirements necessary to proceed forward with closing. While additional engineering and geotechnical investigation will be required to appropriately identify an exact road alignment, and costs for construction, the completed feasibility study serves its intended purpose of determining road access feasibility utilizing the 80 acre parcel currently under contract.



## EXTERNAL MEMORANDUM

**To:** Aaron Hughes  
Land Management Officer  
Kenai Peninsula Borough  
144 N. Binkley St.  
Soldotna, AK 99669

**cc:** Project Central File I0813.25004

**From:** Patrick Cotter, AICP  
Principal Planner  
RESPEC  
1028 Aurora Drive  
Fairbanks, AK 99709

**Date:** June 10, 2025

**Subject:** Blueberry Hill Residential Public Road Access Feasibility

### EXECUTIVE SUMMARY

Constructing a road to Kenai Peninsula Borough (KPB) Category 3 standards is feasible but challenging due to the topography of the area. After analyzing three options, we have identified at least one route that balances access with constructability and meets the KPB's goals of access to KPB-owned land. Stormwater management will be critical during the design phase. The geology of the area is conducive to road construction.

### BACKGROUND

The objective of this analysis is to assess whether a road can be constructed according to Kenai Peninsula Borough (KPB) standards from the corner of Melanie Lane and Knotwood Street to KPB-owned land to the east. This project will determine the approximate centerline for one feasible alignment that meets established Road Service Area (RSA) Standards for a category 3 road.

The KPB owns significant acreage near Seward, Alaska that currently lacks road access. However, an adjacent privately owned parcel (Subject) could potentially provide access if a road were constructed across it. This report evaluates the feasibility of building a road through the Subject parcel to KPB standards, with the primary access point from the corner of Melanie Lane and Knotwood Street. Refer to Figure 2.

Access in this area is challenging due to the topography, which features a series of steep ridges running north-south. There is also a steep pioneer road on the Subject parcel that supports a ziplining operation. Refer to Figure 3.

To identify potential road corridors, KPB LiDAR data was imported into Autodesk InRoads, and potential routes were drawn on the map. Each route's profile was reviewed to determine if they could meet RSA standards. Initial evaluations indicated that the steep terrain posed difficulties in meeting the 10% grade requirements without significant cuts. The 200' turn radius requirement also presented challenges for the pioneer road alignment. However, we identified routes and options to meet RSA standards that are feasible.

KPB Category 3 Road Standards include:

- / Maximum profile grade – 10% (grades shall not exceed at any point). Max of 4% for within 100' of an intersection.
- / Minimum horizontal curve radius – 200' (minimum of 100: tangent between curves)
- / Minimum width of 24 feet

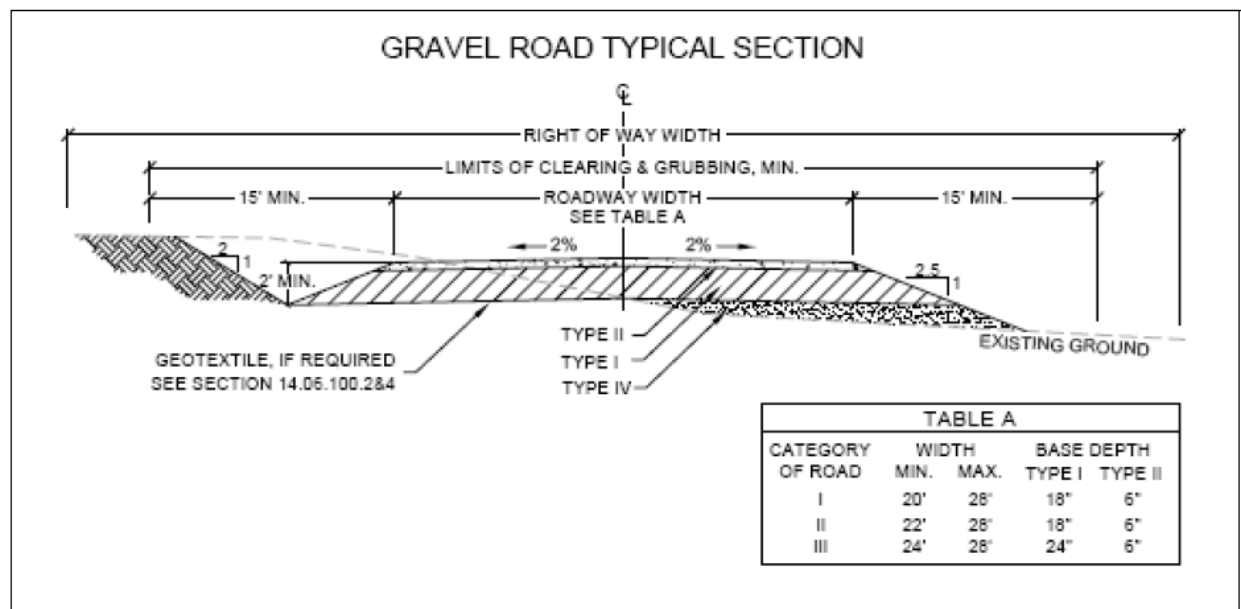


Figure 1 - KPB Category III road typical section

A site visit was conducted on April 30, 2025, to evaluate the sub-surface conditions and review the ground conditions. RESPEC, KPB, and Alaska Mental Health Trust staff participated in the site visit.



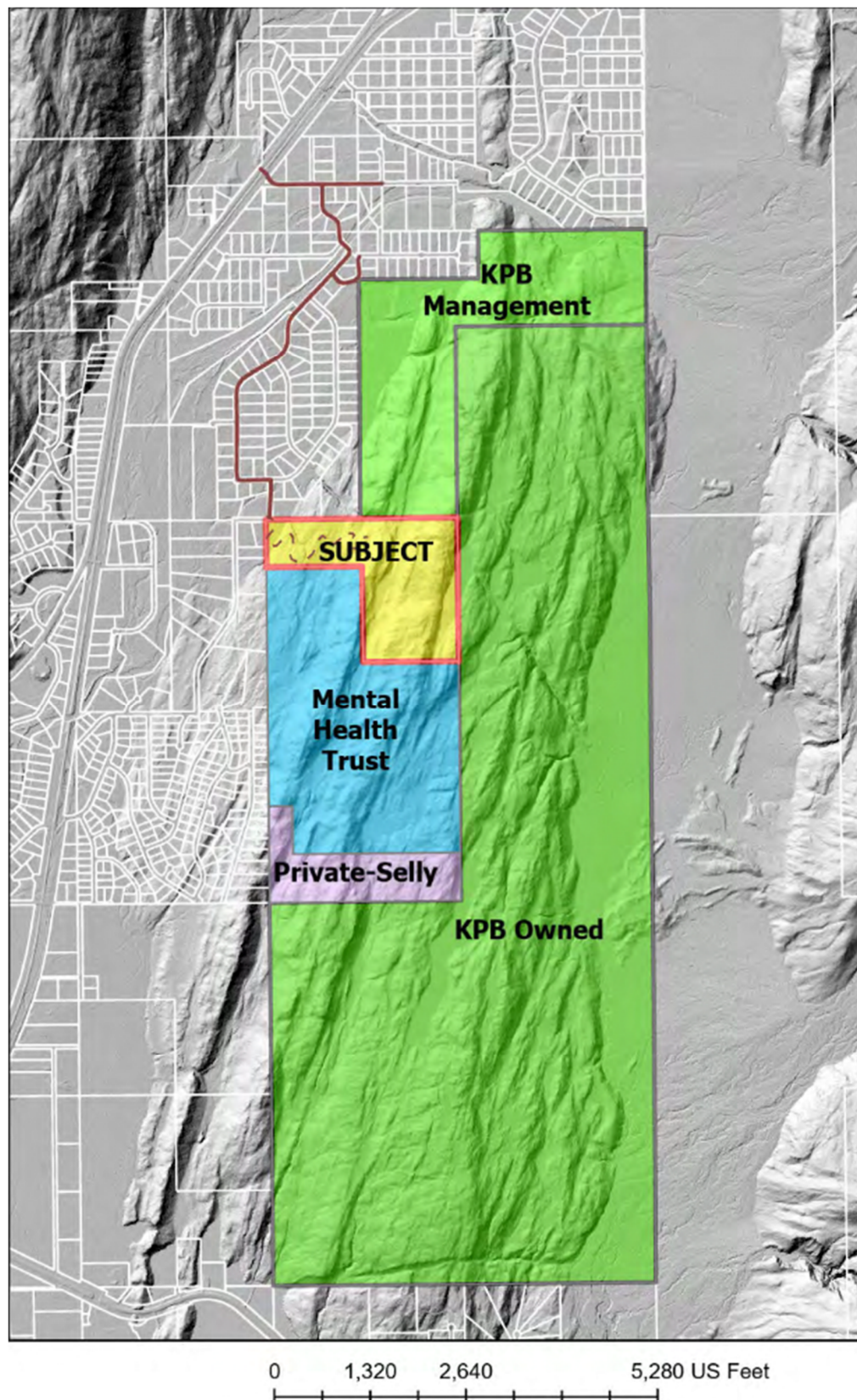


Figure 2 - The KPB owns significant land near Seward, AK



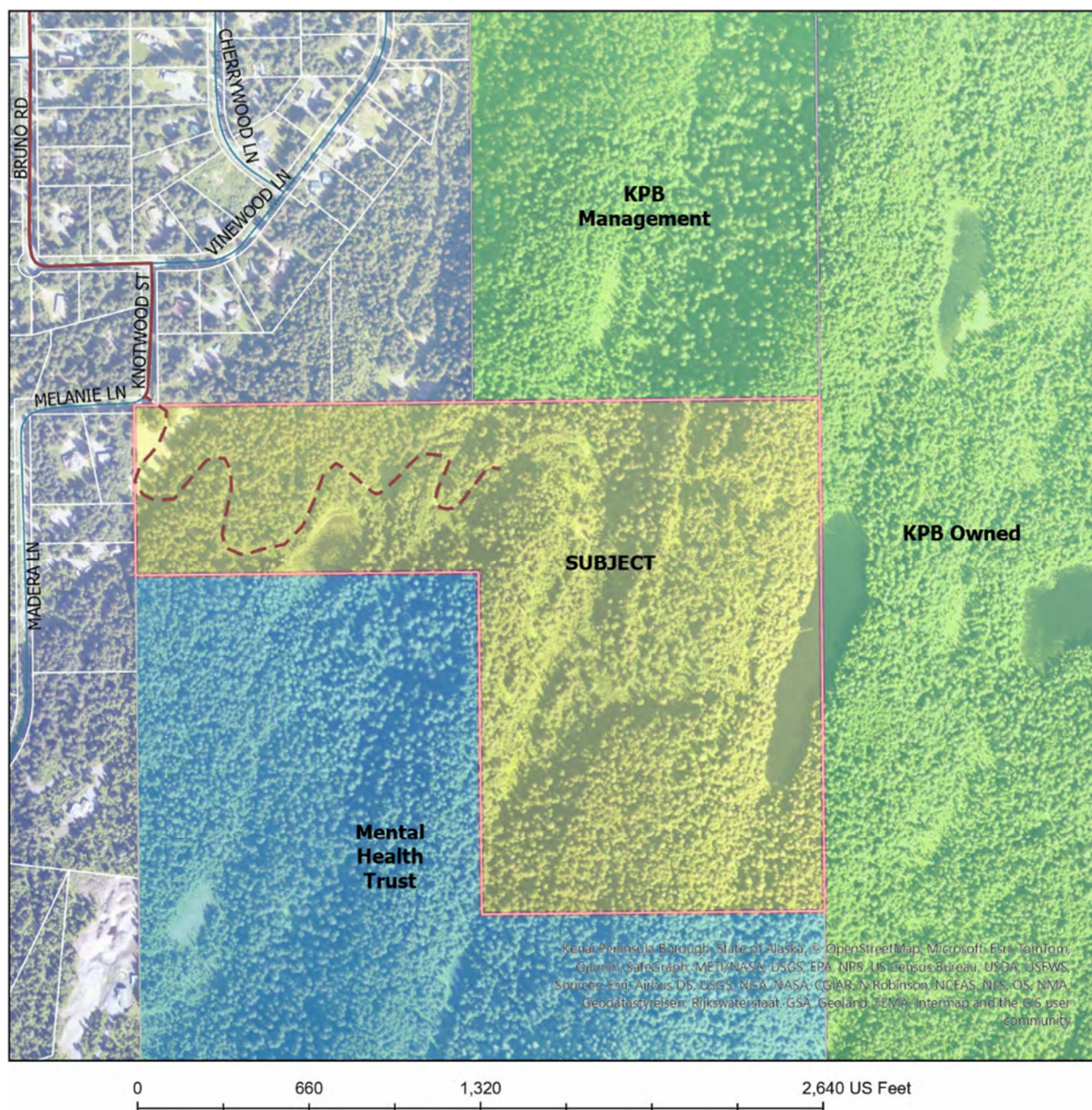


Figure 3 - The Subject parcel has road access at Knotwood Street and Melanie Lane

## ALTERNATIVE ROUTES

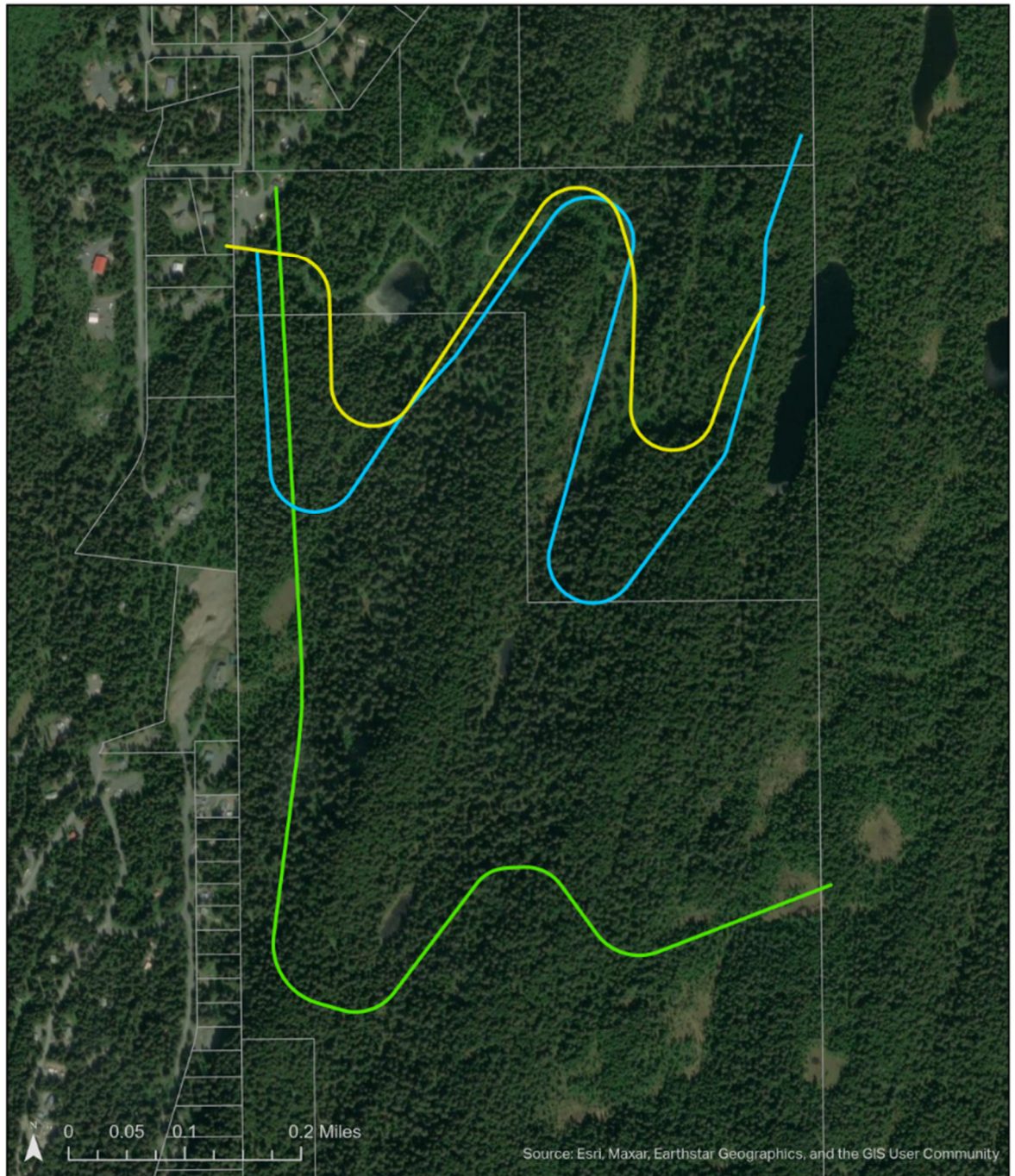
The project site features steep ridges interspersed with narrow benches. An existing pioneer road traverses the site, originating from a parcel at the intersection of Knotwood Street and Melanie Lane. However, the current road alignment and profile do not comply with the KP Road Design Standards design criteria.

All proposed road options involve significant deep cuts, with limited locations for discharging drainage ditches into the existing ground. The steep grades and scarcity of discharge points necessitate careful attention to the development of the drainage design. A particular focus should be placed on velocity mitigation and drainage structure sizing for the chosen road alignment as the design progresses.



Three potential routes were identified and evaluated. The proposed alignments and profiles follow the Category III Road standards per the KBP Roadway Standards.

1. Pioneer road alignment
2. Pioneer road deviation
3. South loop alignment



#### LEGEND

- Parcels
- Option 1: Pioneer Road Alignment
- Option 2: Pioneer Road Deviation
- Option 3: South Loop Alignment

Figure 4 - Access road options

### OPTION 1 - PIONEER ROAD ALIGNMENT

Option 1 seeks to follow the existing pioneer road alignment as closely as possible. The current road features curves with a 50' radius and grades exceeding 20%. This alignment consists of minimum radius switchbacks that sidehill along steep climbs, aiming to place horizontal curves on benches.

The profile maintains a maximum grade of 10% from start to finish. While some sections involve fill, the majority are in cut, including cuts exceeding 150' in vertical height and most locations involving at least 30' cuts. Due to the deep cuts and steep ground slopes, properties along the road would be inaccessible. Additionally, spur roads cannot be constructed off this alignment to access benches because the KPB design standards require a maximum grade of 4% within 100' of intersections. Flattening the profile for 100' to construct an intersection would lead to greater cuts.

To adhere to the maximum grade of 10%, most of the road will be situated in deep cuts on both sides. These deep cuts restrict outlet locations for drainage ditches along the road. Special attention must be given to management during the design phase to ensure proper discharge concentration at limited locations where cut slopes can be daylighted to the downslope side of the road.

This option is the shortest of all three and therefore has the least estimated fill quantity. The cut quantity exceeds the fill quantity by approximately 310,000 cubic yards based on rough modeling.

### OPTION 2 - PIONEER ROAD DEVIATION

Option 2 employs longer switchbacks to create an extended alignment, facilitating a more gradual ascent of the steep slopes with an increased sidehill. This elongated alignment primarily maintains a maximum grade of 10%, interspersed with sections of shallower slopes, less than 5%. Curves within this alignment adhere to a minimum radius of 200 feet. The alignment for Option 2 concludes at the highest point of the ridge, potentially providing access along the ridgeline for further parcel development.

This option involves significant earthworks, including deep cuts that exceed 100 feet vertically at the ridge's summit, with most of the road being in cuts ranging from 30 to 50 feet. Similar to Option 1, access to adjacent property will be restricted due to these substantial cut slopes. A spur road could be constructed at a lower bench to potentially facilitate access to the Mental Health Trust land to the south; however, the alignment of such spur roads was not evaluated in this feasibility study.

Overall, this option is predominantly characterized by extensive cutting, estimated at approximately 700,000 cubic yards based on preliminary modeling.

### OPTION 3 - SOUTH LOOP ALIGNMENT

This option follows the southern sidehill route, staying closer to the western boundary of the KPB and Mental Health Trust land. The profile ascends at a consistent grade of 9-10%, with a brief section at 6%. After crossing the summit, the terrain becomes more level, allowing the road to continue at approximately a 3% grade.

This option ends in an area that offers access to a relatively flat and central part of the KPB parcel, which could serve as a suitable starting point for developing an access network for the surrounding land.

The option involves sections where cuts exceed 150 feet when passing through ridge lines. Most cut depths range from 30 to 75 feet, with few places where ditch lines would surface. Managing drainage



will be necessary, similar to other options, due to the steep grades of roadside ditches and limited locations for diverting water to nearby ground. The deep cut slopes will restrict accessibility to adjacent properties, as seen with other options.

This is the longest alignment but will generate less cut material than Option 2.

#### **GEOTECHNICAL EVALUATION AND RECOMMENDATIONS**

During the initial site visit, our geotechnical engineer evaluated the local geotechnical conditions based on what could be observed visually at the surface and what could be felt using a hand probe to measure the depth of surficial organics. Throughout the site visit, bedrock was either observed as exposed outcrops or identified with a hand probe near the surface. All the hand probes pushed through the surficial forest floor organics met refusal at less than 2.5 feet below the ground surface. Typically, the refusal was interpreted as bedrock. Occasionally, the refusal felt like weathered bedrock or gravel/sand; given the location and topography, we assume it was weathered bedrock.

The USGS Geologic Map of Alaska (USGS, 2025) identifies the rock in the area as the Chugach flysch formation which is from the Upper Cretaceous period and generally consists of sedimentary rocks such as lithic graywacke and siltstone (see Figure 5).





Figure 5. USGS Geologic Map of Alaska (USGS, 2025)

Based on the observed bedrock outcrops at the project site, and a recently constructed rock cut in the Chugach flysch formation along the Seward Highway approximately 13 miles north of project site (see Figure 5), we assume that the bedrock at the project site can reasonably be cut to a slope angle of 4V:1H. Rock catchment areas below steep rock cuts should be designed following the Rockfall Catchment Area Design Guide (Pierson et al, 2001). Material generated from rock cuts will be suitable for embankment fills. Pending rock quality testing, the material may also be suitable for aggregate materials such as surface course, base course, and hot mix asphalt; required rock quality tests to make this determination include Degradation (ATM 313), L.A. Abrasion (ASTM C131/AASHTO T96), and Sodium Sulfate Soundness (ASTM C88/AASHTO T104). Rock catchment areas below rock cuts should be designed following the Rockfall Catchment Area Design Guide (Pierson et al, 2001).



Assuming proper placement and compaction techniques, fill slopes constructed of the excavated rock materials may be designed for slopes no steeper than 2H:1V. Slopes as steep as 1H:1V may be permissible with a more detailed geotechnical evaluation and the potential use or reinforcing geotextiles such as geogrids or high-tensile strength woven geotextiles. However, at the planning stage, 2H:1V should be considered the maximum.

#### RECOMMENDATION

Option 3 is the most feasible route and provides the best balance of accessibility and constructability. It allows access from the route in several spots and terminates in a central location that can accommodate future expansion.

#### REFERENCES

Pierson, Lawrence A., Gullixson, C. Fred, Chassie, Ronald G., 2001. "Rockfall Catchment Area Design Guide Final Report SPR-3(032)." Oregon Department of Transportation and Federal Highway Administration, Salem, OR.

United State Geological Survey, (2025, June 5). "Geologic Map of Alaska."  
[https://alaska.usgs.gov/science/geology/state\\_map/interactive\\_map/AKgeologic\\_map.html](https://alaska.usgs.gov/science/geology/state_map/interactive_map/AKgeologic_map.html)

Kenai Peninsula Borough  
Purchasing & Contracting

MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Patti Hartley, Purchasing Assistant *PH*

**DATE:** May 23, 2025

**RE:** Authorization to Award a Contract for ITB25-073 Fleet Vehicle Purchase


The Purchasing and Contracting Office formally solicited and received bids for the ITB25-073 Fleet Vehicle Purchase. Bid packets were released on April 29, 2025 and the Invitation to Bid was advertised on Bid Express from April 29 – May 14, 2025.

The project consists of purchasing the following new vehicles:

- 4 – Mini Series Cargo Van – 4 x 2
- 3 – ½ Ton, 4 x 4 Extended Cab
- 3 – ¾ Ton, 4 x 4 Extended Cab (6 to 8-foot Cargo Bed)
- 2 – ¾ Ton, 4 x 4 Crew Cab
- 1 – ¾ Ton 4 x 4 Standard Cab (6 to 8-foot Cargo Bed)
- 2 – ½ Ton 4 x 4 Crew Cab

On the due date of May 14, 2025, one (1) bid was received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$768,305.00 was submitted by Kendall Ford of Anchorage, Anchorage, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account numbers 705-94910-22E01-48310; 705-94910-22E02-48310; 705-94910-23E01-48310; 705-94910-23E02-48310; 705-94910-24E01-48310; 705-94910-24E02-48310; 705-94910-24E03-48310; 434-33950-26421-49999; 446-51810-24482-48310; 444-51410-23443-48310; 444-51410-26442-49999; 441-51110-25411-48310; 441-51110-25412-48310; and 441-51110-25413-48310.

  
Peter A. Micciche, Borough Mayor

5/23/2025  
Date

FINANCE DEPARTMENT  
FUNDS VERIFIED

**MAINTENANCE**

Acct. No. 705-94910-22E01-48310 \$46,530

Acct. No. 705-94910-22E02-48310 \$46,530

Acct. No. 705-94910-23E01-48310 \$46,530

Acct. No. 705-94910-23E02-48310 \$55,270

Acct. No. 705-94910-24E01-48310 \$55,270

Acct. No. 705-94910-24E02-48310 \$55,270

Acct. No. 705-94910-24E03-48310 \$55,270

By: CJ BH Date: 5/23/2025

NOTES: NA

FINANCE DEPARTMENT  
FUNDS VERIFIED

**ROADS DEPARTMENT**

Acct. No. 434-33950-26421-49999 \$51,840

Acct. No. 434-33950-26421-49999 \$51,840

By: CJ BH Date: 5/23/2025

NOTES: FY26 Contingent Upon Assembly Appropriation.

ADDNL NOTES: NA

FINANCE DEPARTMENT  
FUNDS VERIFIED

**KESA**

Acct. No. 446-51810-24482-48310

Amount \$53,610

By: CJ BH Date: 5/23/2025

NOTES: NA

FINANCE DEPARTMENT  
FUNDS VERIFIED

**WES**

Acct. No. 444-51410-23443-48310 \$53,610

Acct. No. 444-51410-26442-49999 \$53,610 FY26

By: CJ BH Date: 5/23/2025

NOTES: FY26 Contingent Upon Assembly Appropriation. ADDNL NOTES: NA

FINANCE DEPARTMENT  
FUNDS VERIFIED

**Nikiski Fire**

Acct. No. 441-51110-25411-48310 \$47,950

Acct. No. 441-51110-25412-48310 \$47,950

Acct. No. 441-51110-25413-48310 \$51,840

By: CJ BH Date: 5/23/2025

NOTES: NA



**KENAI PENINSULA BOROUGH  
PURCHASING & CONTRACTING**

**BID TAB FOR: ITB25-073 Fleet Vehicle Purchase**

CONTRACTOR	LOCATION	BASE BID
Kendall Ford of Anchorage	Anchorage, Alaska	\$768,305.00

DUE DATE: May 14, 2025

KPB OFFICIAL:   
John Hedges, Purchasing & Contracting Director