

Kenai Peninsula Borough

Office of the Borough Mayor

MAYOR'S REPORT TO THE ASSEMBLY – MEETING NOTES

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

FROM: Peter A. Micciche, Kenai Peninsula Borough Mayor

DATE: March 18, 2025

Assembly Request / Response

None

Agreements and Contracts

- a. Authorization to Award a Contract for ITB25-012 CES Fire Station #1 Alerting System Installation
- b. Authorization to Award a Contract for ITB25-018 Nikiski North Star Elementary Windows Replacement
- c. Authorization to Award a Contract for ITB25-032 NPRSA Pool Flooring Renovation / Remodel
- d. Authorization to Award a Contract for RFP25-014 KCHS Votec Structural Repair Design Services

Other

- a. Capital Project Reports - December 31, 2024
- b. Certification of the 2024 Real Property Supplemental Assessment Roll
- c. Budget Revisions – February 2025
- d. Revenue-Expenditure Report – February 2025
- e. Tax Adjustment Request Approval

ASSEMBLY DAY MEETINGS

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|---------|---|
| 1:30 PM | Work Session
Assembly Skills Refresher, Session 2 (1 hour) |
| 2:30 PM | Committee of the Whole
Borough Clerk Evaluation (30 minutes)
<i>[Clerk's Note: Executive Session may be held]</i> |
| 3:15 PM | Finance Committee |
| 4:45 PM | Policies and Procedures Committee 4
Annual Records Report (5 minutes) |
| 6:00 PM | Regular Assembly Meeting |

MEETING NOTES

Wed. 2/26

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|---|-------------------|
| • KRSM Sound Off - Community Outreach | 9:00-10:00 AM |
| • ACS Data Center Discussion with Patrick Bergt, Heather Cavanaugh, and Mark Carlson (with Myer Hutchinson) | 10:30-11:30 AM |
| • Brandi Harbaugh re: Tourism Industry Working Group | 11:50 AM-12:15 PM |
| • Justen Huff re: Maintenance and Firearm Policy Discussion | 12:15-12:30 PM |
| • Sean Kelley & Aaron Hughes re: SoPrep Building Use | 12:30-1:00 PM |
| • Tourism Industry Working Group | 2:00-3:00 PM |
| • Grants Administrator Interview #1 | 3:30-4:00 PM |

Thurs. 2/27

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|--|---------------|
| • Aaron Hughes re: SoPrep Use by KPBSD | 8:45-9:00 AM |
| • Kathy Gensel and Jess Gutzwiler re: CPH Fundraiser "Evening at the River": Mayor to Auctioneer | 9:30-10:30 AM |
| • CPGH CEO Shaun Keef - Monthly Update | 1:30-2:30 PM |
| • Grants Administrator Interview #2 | 2:30-3:30 PM |
| • Grants Administrator Interview #3 | 3:30-4:30 PM |
| • Justen Huff re: Facilities New Hire | 4:45-5:00 PM |
| • Aaron Hughes re: SoPrep update | 5:00-5:15 PM |

Fri. 2/28

Meeting Notes – 03.18.25

- Kristen Houser, Miss Alaska Pageant Contestant 11:00-11:30 AM
- Aaron Hughes and Luke Baumer re: SoPrep Use; Pen Wild VB Bruce King and Ashley Christianson 11:30 AM-12:15 PM
- KPBSD Superintendent Holland - Pre-Board Meeting Check-In 1:00-2:20 PM
- Community Wildfire Defense Grant Discussion: 2:30-3:15 PM
 - Aaron Hughes
 - Elizabeth Hardie
 - Marcus Mueller
 - Samantha Lopez
- Mayor Auctioneers at CPGH Fundraiser 5:30-9:00 PM

Sat. 3/1

- Van Swan Memorial at Kenai American Legion 1:00-5:00 PM

Mon. 3/3

- Joe Rizzo – Communications Update 9:00-9:30 AM
- Brandi Harbaugh re: Bonds Refund and Ordinance Post-Closure 9:30-10:00 AM
- Grants Administrator Interview #4 10:00-10:30 AM
- Arnold Mason, Brenda & Ed Doyle, and Joan Mason of Ninilchik River Estates HOA re: Garrison Ridge Bridge Project 11:10-AM-12:10 PM
- John Hendrix re: Cook Inlet Gas & 2025 Drilling Program Noon-1:00 PM
- Sam Lopez & Watershed Forum's Trent & Ben re: Water Quality MOU 1:00-1:30 PM
- Mayor's Packet Meeting for 3/18/25 Assembly 1:30-2:00 PM
- John Hedges & Tim Crumrine 2:30-3:00 PM
- Greg Brush re: State Parks Guide Issues 3:15-3:45 PM

Tues. 3/4

- Discussion re: Grants Administrator Candidates 10:00-10:30 PM
- Phillip Thomas – Lynden Transport DOT Issues 10:45-11:00 AM
- Tammy Goggia and Walker Steinhage re: Proposed MOU – Dispatch Center and State's Division of Forestry for Remote Computer-Aided Dispatch Access During Wildfires 11:00-11:30 AM

Mon. 3/17

- Joe Rizzo and Dana Cannava – Communications Update 9:00-10:00 AM
- Sean Kelly and Catherine Munoz (Commissioner of Dept of Labor) re: AKOSH 10:30-11:30 AM
- Adeena Wilcox re: Personnel and Hiring policy 12:30-1:00 PM
- Mayor's Packet Meeting for Assembly 4/1/25 1:30-2:30 PM
- John Hedges re: SPH and School Bond Progress 3:00-4:00 PM

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Meeting Notes – 03.18.25

Tues. 3/18 – Assembly Day