



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

Tuesday, August 5, 2025

6:00 PM

The Porcupine Theater
106 W. Pioneer Avenue
Homer, Alaska

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)

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-7067: July 8, 2025 Regular Assembly Meeting Minutes

Resolution 2025-031: Joint Funding Agreement with the U.S. Department of the Interior, U.S. Geological Survey to Cooperatively Maintain the Stream River Gages and Gaging Stations

Resolution 2025-032: Standardization Policy for KPB-Owned Webpage Content Update Services

Ordinance 2025-19-03: Appropriating Funds from the General Fund for Election Publication Costs Related to Publishing Citizen Initiative Ordinances

Ordinance 2025-19-04: Appropriating Funds from the School Capital Project Fund for the Seward High School Flooring Replacement Project

Ordinance 2024-19-41: Recording FY2025 Expenditures Paid by the State of Alaska Toward the KPB's Unfunded PERS Liability

Ordinance 2025-19-06: Authorizing the Acquisition, and Appropriating Funds for the Purchase, of Four Properties Located in Homer, Alaska on Behalf of the South Kenai Peninsula Hospital Service Area

Ordinance 2025-19-07: Deobligating Funds Previously Appropriated for In-Kind School Maintenance and Appropriating the Funds to the School Fund for School Operations

KPB-7068: Approving a Petition to Vacate the Entire Herbert Way Right-of-Way and Associated Utility Easements in the Sterling Area

KPB-7078: Confirming Nick Kemp as Maintenance Director

KPB-7081: Confirming Appointments to the Planning Commission

ACTION ITEM ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:

Ordinance 2025-19-02: Appropriating Funds for 911 Capital Replacement of Storage Array at Soldotna Public Safety Communication Center

APPROVAL OF MINUTES

- *1. [KPB-7067](#) July 8, 2025 Regular Assembly Meeting Minutes

Attachments: [July 8, 2025 Regular Assembly Meeting Minutes](#)

COMMENDING RESOLUTIONS AND PROCLAMATIONS**PRESENTATIONS WITH PRIOR NOTICE**

(20 minutes total)

1. [KPB-7121](#) South Peninsula Hospital Quarterly Report, Ryan Smith, Chief Executive Officer (10 Minutes)

Attachments: [Quarterly Presentation](#)

2. [KPB-7122](#) Current Projects Update, Kachemak Bay National Estuarine Research Reserve, Katherine Schake, Reserve Manager (10 Minutes)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

MAYOR'S REPORT

[KPB-7099](#) Mayor's Report Cover Memo

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

1. Assembly Requests/Responses - None

2. Agreements and Contracts

a. [KPB-7100](#) Authorization to Award Contract ITB25-042 Fire Alarm Inspections FY26

Attachments: [Authorization to Award Contract ITB25-042 Fire Alarm Inspections FY26 07.03.1](#)

b. [KPB-7101](#) Authorization to Award Contract ITB25-043 Summer & Winter Road Maintenance East Region Unit 3A

Attachments: [KPB 7101 - Authorization to Award Contract ITB25-043 Summer & Winter Road](#)

c. [KPB-7102](#) Authorization to Award Contract ITB25-053 Gravel Road Projects FY26 Central Region

Attachments: [Authorization to Award Contract ITB25-053 Gravel Road Projects FY26 Central](#)

d. [KPB-7103](#) Authorization to Award Contract ITB25-054 Gravel Road Projects FY26 North Region Unit 3

Attachments: [Authorization to Award Contract ITB25-054 Gravel Road Projects FY26 N3 07.1](#)

e. [KPB-7104](#) Authorization to Award Contract ITB25-055 Gravel Road Projects FY26 South Region Units 3 & 4

Attachments: [Authorization to Award Contract ITB25-055 Gravel Road Projects FY26 S3&4 0](#)

f. [KPB-7105](#) Authorization to Award Contract ITB25-056 Gravel Road Projects FY26 West Region Unit 2

Attachments: [Authorization to Award Contract ITB25-056 Gravel Road Projects FY26 W2 07.](#)

g. [KPB-7106](#) Authorization to Award Contract ITB25-062 Seward High School Bus Parking Improvements

Attachments: [Authorization to Award Contract ITB25-062 Seward High School Bus Parking Im](#)

h. [KPB-7107](#) Authorization to Award Contract ITB25-064 Brushing Vegetation Control - North Region

Attachments: [Authorization to Award Contract ITB25-064 Brushing Vegetation Control - North](#)

- i. [KPB-7108](#) Authorization to Award Contract ITB25-065 Brushing Vegetation Control - South Region
Attachments: [Authorization to Award Contract ITB25-065 Brushing Vegetation Control - South](#)
- j. [KPB-7109](#) Authorization to Award Contract ITB25-066 Brushing Vegetation Control - East Region
Attachments: [Authorization to Award Contract ITB25-066 Brushing Vegetation Control - East I](#)
- k. [KPB-7110](#) Authorization to Award Contract ITB25-067 Brushing Vegetation Control - West Region
Attachments: [Authorization to Award Contract ITB25-067 Brushing Vegetation Control - West](#)
- l. [KPB-7111](#) Authorization to Award Contract ITB25-068 Brushing Vegetation Control - Central Region
Attachments: [Authorization to Award Contract ITB25-068 Brushing Vegetation Control - Centr](#)
- m. [KPB-7112](#) Authorization to Award Contract ITB25-070 Gravel Road Projects FY26 South Region Unit 7
Attachments: [Authorization to Award Contract ITB25-070 Gravel Road Projects FY26 S7 07.0](#)
- n. [KPB-7113](#) Authorization to Award Contract ITB25-074 Gravel Road Projects FY26 West Region Unit 7
Attachments: [Authorization to Award Contract ITB25-074 Gravel Road Projects FY26 W7 07.1](#)
- o. [KPB-7114](#) Authorization to Award Contract ITB25-075 Gravel Road Projects FY26 East Region Unit 3
Attachments: [Authorization to Award Contract ITB25-075 Gravel Road Projects FY26 E3 07.0](#)
- p. [KPB-7115](#) Authorization to Award Contract ITB25-076 Summer & Winter Road Maintenance East Region Unit 3B
Attachments: [Authorization to Award Contract ITB25-076 Summer & Winter Road Maintenanc](#)
- q. [KPB-7116](#) Authorization to Award Contract ITB25-078 Gravel Road Projects FY26 West Region Unit 7 - KB Drive, Bye Way, Sonder Street
Attachments: [Authorization to Award Contract ITB25-078 Gravel Road Projects FY26 W7 - KB](#)
- r. [KPB-7117](#) Authorization to Award Contract RFP25-027 Municipal Government Services & Tourism-Economic Development Public Relations Campaign
Attachments: [Authorization to Award Contract RFP25-027 Municipal Government Services &](#)

- s. [KPB-7118](#) Authorization to Award Contract Sole Source NeoGov FY26

Attachments: [Authorization to Award Contract Sole Source NeoGov FY26 06.30.25](#)

3. Other

- a. [KPB-7119](#) Budget Revisions – June 2025

Attachments: [Budget Revisions - June 2025](#)

- b. [KPB-7120](#) Revenue-Expenditure Report – June 2025

Attachments: [Revenue-Expenditure Report - June 2025](#)

ITEMS NOT COMPLETED FROM PRIOR AGENDA

UNFINISHED BUSINESS

1. Postponed Items

Unfinished Business referred to Policies and Procedures Committee

- a. [2025-030](#) A Resolution Establishing a Seasonal Tax Working Group to Evaluate the Balance Between Positive and Negative Seasonal Tax-Related Impacts on Kenai Peninsula Borough Residents and Businesses (Cox) [Postponed on 07/08/25]

Attachments: [Resolution 2025-030](#)
[Memo](#)
[COX Comparison Spreadsheet](#)
[COX Draft Lodging Tax Ordinance](#)
[2024 Lodging Tax Fiscal Note R2024-29](#)
[Tourism Industry Working Group Final Report](#)

PUBLIC HEARINGS ON ORDINANCES

(Testimony limited to 3 minutes per speaker)

Ordinances referred to Finance Committee

1. [2025-19-02](#) An Ordinance Appropriating Funds for 911 Capital Replacement of Storage Array at Soldotna Public Safety Communication Center (Mayor)

Attachments: [Ordinance 2025-19-02](#)
[Memo](#)

2. [2025-14](#) An Ordinance Amending KPB 5.18.430 to Annually Adjust the Sales Tax Cap for Inflation (Johnson)
- Attachments: [Ordinance 2025-14](#)
 [Johnson Amendment](#)
 [Memo](#)
 [Fiscal Note](#)
 [Reference Copy O9a](#)
 [eComment 070825](#)
3. [2025-15](#) An Ordinance Amending KPB 5.18.100 to Levy a Seasonal Sales Tax Rate, Resulting in a Net-Neutral Change for Residents, Subject to Voter Approval (Cooper, Mayor)
- Attachments: [Ordinance 2025-15](#)
 [Memo](#)
 [Fiscal Note](#)
 [Tourism Industry Working Group Final Report](#)
 [Public Comment 080525](#)
4. [2025-16](#) An Ordinance Amending KPB 5.18.115 to Increase the Residential Property Tax Exemption from \$50,000 to \$75,000 Subject to Voter Approval (Baisden, Mayor)
- Attachments: [Ordinance 2025-16](#)
 [Baisden Amendment](#)
 [Memo](#)
 [Fiscal Note](#)

Ordinances referred to Policies and Procedures Committee

5. [2025-17](#) An Ordinance Establishing the Ninilchik Recreational Service Area Upon Voter Approval (Johnson)
- Attachments: [Ordinance 2025-17](#)
 [Memo](#)
 [Assembly Special Committee Community Meeting Summary 071725](#)
 [Ninilchik Recreational Service Proposed Boundary](#)
 [Mayor's Report](#)
 [Revenue Summary](#)
 [Expenditure Summary](#)
 [Public Comments 080525](#)

NEW BUSINESS

1. Resolutions

Resolutions referred to Finance Committee

- *a. [2025-031](#) A Resolution Authorizing the Mayor to Execute a Joint Funding Agreement with the U.S. Department of the Interior, U.S. Geological Survey to Cooperatively Maintain the Stream River Gages and Gaging Stations (Mayor)

Attachments: [Resolution 2025-031](#)
 [Memo](#)
 [Joint Funding Agreement Draft](#)
 [Letter 060525](#)

Resolutions referred to Policies and Procedures Committee

- *b. [2025-032](#) A Resolution Authorizing a Standardization Policy for KPB-Owned Webpage Content Update Services (Mayor)

Attachments: [Resolution 2025-032](#)
 [Memo](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to Finance Committee

- *a. [2025-19-03](#) An Ordinance Appropriating Funds from the General Fund for Election Publication Costs Related to Publishing Citizen Initiative Ordinances (Ribbens at the Request of the Borough Clerk) (Hearing on 08/19/25)

Attachments: [Ordinance 2025-19-03](#)
 [Memo](#)

- *b. [2025-19-04](#) An Ordinance Appropriating Funds from the School Capital Project Fund for the Seward High School Flooring Replacement Project (Mayor) (Hearing on 08/19/25)

Attachments: [Ordinance 2025-19-04](#)
 [Memo](#)

- *c. [2024-19-41](#) An Ordinance Recording FY2025 Expenditures Paid by the State of Alaska Department of Administration, Division of Retirement & Benefits on Behalf of the Kenai Peninsula Borough Toward the KPB's Unfunded PERS Liability (Mayor) (Hearing on 08/19/25)

Attachments: [Ordinance 2024-19-41](#)
[Memo](#)

- *d. [2025-19-06](#) An Ordinance Authorizing the Acquisition, and Appropriating Funds for the Purchase, of Four Properties Located in Homer, Alaska on Behalf of the South Kenai Peninsula Hospital Service Area (Mayor) (Hearing on 08/19/25)

Attachments: [Ordinance 2025-19-06](#)
[Memo](#)
[Acquisitions Map](#)
[Purchase Agreement - Walls et al](#)
[Purchase Agreement - Lazy Bulldogs LLC](#)
[Purchase Agreement - Pacific Premier Trust](#)
[Purchase Agreement - Westwing LLC](#)

- *e. [2025-19-07](#) An Ordinance Deobligating Funds Previously Appropriated for In-Kind School Maintenance as Part of the Maximum Allowable Local Contribution for Schools and Appropriating the Funds to the School Fund for School Operations (Dunne, Johnson) (Hearing on 08/19/25)

Attachments: [Ordinance 2025-19-07](#)
[Memo](#)

3. Other

Other items referred to Lands Committee

- *a. [KPB-7068](#) Approving a Petition to Vacate the Entire Herbert Way Right-of-Way and Associated Utility Easements Located North and Adjacent to Lots 9 & 10, Steadman Subdivision Jessica Addition, Plat KN 2005-73 and South of and Adjacent to Lot 6, Lake View Terrance #3 Phase 3, Plat KN 1998-47, in the Sterling Area. Proposed Vacation is Approximately 22,515 square feet (Mayor)

[Clerk's Note: At its regular meeting of July 14, 2025, the Planning Commission unanimously approved the referenced petition to vacate.]

Attachments: [Memo ROWV Steadman Subdivision Jessica Addition](#)

Other items referred to Policies and Procedures Committee

- *b. [KPB-7078](#) Confirming Nick Kemp as Maintenance Director (Mayor)
Attachments: [Confirming Nick Kemp as Maintenance Director](#)
- *c. [KPB-7081](#) Confirming Appointments to the Planning Commission (Mayor)

Diane Fikes, City of Kenai Seat, Term Expires 07/31/2028
Franco Venuti, City of Homer Seat, Term Expires 07/31/2027
Attachments: [Appointments to Planning Commission](#)
- d. [KPB-7093](#) Approving the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. 1: Citizen Initiative: Hand Count In Person Paper Ballots for Borough Elections (Borough Clerk)
Attachments: [Memo](#)
[Proposition Summary](#)
- e. [KPB-7094](#) Approving the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. __: Ordinance 2025-17: Establishing the Ninilchik Recreational Service Area (Borough Clerk)
Attachments: [Memo](#)
[Proposition Summary](#)
- f. [KPB-7095](#) Approving the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. __: Ordinance 2025-16: Residential Property Tax Exemption Change (Borough Clerk)
Attachments: [Memo](#)
[Proposition Summary](#)
- g. [KPB-7097](#) Approving the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. __: Ordinance 2025-15: Seasonal Sales Tax Rate Change (Borough Clerk)
Attachments: [Memo](#)
[Proposition Summary](#)
- h. [KPB-7098](#) Approving the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. __: Ordinance 2025-14: Annually Adjust the Sales Tax Cap for Inflation (Borough Clerk)
Attachments: [Memo](#)
[Proposition Summary](#)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS**ASSEMBLY COMMENTS****PENDING LEGISLATION**

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

INFORMATIONAL MATERIALS AND REPORTS**ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

1. August 19, 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 Porcupine Theater, 106 W. Pioneer Avenue, Homer, 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

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.