



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Assembly

Tuesday, November 12, 2024

6:00 PM

Betty J. Glick Assembly Chambers

Meeting ID: 895 1103 3332 Passcode: 193069

[https://yourkpb.zoom.us/j/89511033332?](https://yourkpb.zoom.us/j/89511033332?pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1)

[pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1](https://yourkpb.zoom.us/j/89511033332?pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1)

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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-6429: October 22, 2024 Regular Assembly Meeting Minutes

Resolution 2024-048: Authorizing the Mayor to Enter into a Memorandum of Agreement with the City of Kachemak for Repair and Maintenance of the Clayton Way Right-of-Way

Resolution 2024-049: Amending the Scope of Work Under the Community Development Block Grant-Disaster Recovery Program to Update the Emergency Operations Plan

Resolution 2024-051: Authorizing the Mayor to Execute a Memorandum of Agreement and Fourth Amendment to the Operating Agreement with CPGH, Inc.

Resolution 2024-050: Supporting the Transportation Priorities to be Considered for Grant Funding to be Submitted to the State of Alaska Department of Transportation and Public Facilities

Resolution 2024-052: Establishing the Kenai Peninsula Borough's State Capital Project Priorities for the Year 2025

Ordinance 2024-19-20: Redirecting Previously Appropriated Solid Waste Capital Project Funds for Leachate Concentrator Upgrades

Ordinance 2024-19-21: 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

Ordinance 2024-30: Confirming the Assessment Roll for the Jubilee Street Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners

Ordinance 2024-33: Amending KPB 21.46.070 to Create the Kenai Wellness Estates Addition Local Option Zoning District Mixed-Use District (C-3) and Granting an Exception to the Minimum Twelve-Lot Requirement in KPB 21.44.040(A)

Ordinance 2024-32: Amending KPB 21.50.055 Relating to the Start of Accrual of Civil Fines for Violations of Title 21 of the KPB Code

KPB 6428: Approval of the 2025 Assembly Meeting Schedule

ACTION ITEM ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:

Ordinance 2024-19-11: Deobligating Some or All In-Kind Services by the Cities of Kenai, Soldotna, and Homer and Appropriating Their Cash Contributions as Required Match Funds for the Safe Streets and Roads for All Grant Project

Ordinance 2024-19-16: Appropriating Funds from the School Maintenance Fund for Buildings and Grounds Contracts

Ordinance 2024-19-17: Appropriating Supplemental Funds for Required Audit Fees Due to Additional Single Audit Programs that Have Met the Major Program Thresholds

Ordinance 2024-19-18: Authorizing the Acquisition of Real Property Located Adjacent to the Chapman School Campus in Anchor Point for Future School Use, and Appropriating \$850,000 from the General Fund for the Purchase

Ordinance 2024-19-19: Appropriating Funds for the Ninilchik School Septic System Repair or Replacement Project

APPROVAL OF MINUTES

- *1. [KPB-6429](#) October 22, 2024 Regular Assembly Meeting Minutes

Attachments: [102224 Regular Assembly Meeting Minutes](#)

COMMENDING RESOLUTIONS AND PROCLAMATIONS

1. [KPB-6437](#) Mayor's Proclamation Declaring November 30, 2024 as "Small Business Saturday"

Attachments: [Proclamation](#)

PRESENTATIONS WITH PRIOR NOTICE

(20 minutes total)

1. [KPB-6439](#) Cook Inlet Natural Gas Storage Alaska (CINGSA), Project Update, Lindsey Hobson
2. [KPB-6431](#) South Peninsula Hospital, Quarterly Report, Ryan Smith, CEO

Attachments: [SPH Quarterly Presentation](#)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

MAYOR'S REPORT

[KPB-6432](#) Mayor's Report

Attachments: [Mayor's Report](#)

1. Assembly Requests/Responses

2. Agreements and Contracts

a. [KPB-6433](#) Authorization to Award Contract ITB25-008 – CPL Leachate Infrastructure Phase II

Attachments: [Authorization to Award Contract - ITB25-008 CPL Leachate Infrastructure Phase](#)

b. [KPB-6434](#) Authorization to Award Contract ITB25-014 – Rocky Ridge Operations Maintenance

Attachments: [Authorization to Award Contract - ITB25-014 Rocky Ridge Operations Maintena](#)

3. Other

a. [KPB-6435](#) Litigation Status Report – Quarter Ending 09/30/24

Attachments: [Litigation Status Report - Quarter Ending 093024](#)

b. [KPB-6436](#) Tax Adjustment Request Approval

Attachments: [Tax Adjustment Request Approval](#)

ITEMS NOT COMPLETED FROM PRIOR AGENDA

PUBLIC HEARINGS ON ORDINANCES

(Testimony limited to 3 minutes per speaker)

Ordinances referred to Finance Committee

1. [2024-19-11](#) An Ordinance Deobligating Some or All In-Kind Services by the Cities of Kenai, Soldotna, and Homer and Appropriating their Cash Contributions as Required Match Funds for the Safe Streets and Roads for All Grant Project (Mayor)

Attachments: [Ordinance 2024-19-11](#)
[Amendment Memo](#)
[Memo](#)
[Reference Copy O22-19-50](#)
[Request for Postponement \(Dealt with of 10/08/24\)](#)

2. [2024-19-16](#) An Ordinance Appropriating Funds from the School Maintenance Fund for Buildings and Grounds Contracts (Mayor)

Attachments: [Ordinance 2024-19-16](#)
[Memo](#)

3. [2024-19-17](#) An Ordinance Appropriating Supplemental Funds for Required Audit Fees Due to Additional Single Audit Programs that Have Met the Major Program Thresholds (Mayor)

Attachments: [Ordinance 2024-19-17](#)
[Amendment Memo](#)
[Memo](#)

4. [2024-19-18](#) An Ordinance Authorizing the Acquisition of Real Property Located Adjacent to the Chapman School Campus in Anchor Point for Future School Use, and Appropriating \$850,000 from the General Fund for the Purchase (Mayor)

Attachments: [Ordinance 2024-19-18](#)
[Memo](#)
[Purchase Agreement](#)
[Map](#)
[Public Comment](#)
[Advisory Board Recommendation](#)

5. [2024-19-19](#) An Ordinance Appropriating Funds for the Ninilchik School Septic System Repair or Replacement Project (Mayor)

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

Ordinances referred to Policies and Procedures Committee

6. [2024-28](#) An Ordinance Adopting the Updated 2024 Kenai Peninsula Borough Hazard Mitigation Plan, a Multi-Jurisdictional Plan Including the Cities of Seldovia and Seward (Mayor)

Attachments: [Ordinance 2024-28](#)
[Amendment Memo](#)
[Memo](#)
[Reference Copy O2004-33](#)

UNFINISHED BUSINESS

NEW BUSINESS

1. Resolutions

Resolutions referred to Finance Committee

- *a. [2024-048](#) A Resolution Authorizing the Mayor to Enter into a Memorandum of Agreement with the City of Kachemak for Repair and Maintenance of the Clayton Way Right-of-Way (Mayor)
- Attachments:* [Resolution 2024-048](#)
[Memo](#)
[MOA Backup](#)
- *b. [2024-049](#) A Resolution Amending the Scope of Work Under the Community Development Block Grant – Disaster Recovery Program to Update the Emergency Operations Plan (Mayor)
- Attachments:* [Resolution 2024-049](#)
[Memo](#)
[Grant Amendment #2](#)
[Reference Copy 2023-19-01](#)
- *c. [2024-051](#) A Resolution Authorizing the Mayor to Execute a Memorandum of Agreement and Fourth Amendment to the Operating Agreement with CPGH, Inc. (Mayor)
- Attachments:* [Resolution 2024-051](#)
[Memo](#)
[4th Amendment to OA](#)
[MOA Mobile Crisis Team](#)

Resolutions referred to Legislative Committee

- *d. [2024-050](#) A Resolution Supporting the Transportation Priorities to be Considered for Grant Funding to be Submitted to the State of Alaska Department of Transportation and Public Facilities (Mayor)
- Attachments:* [Resolution 2024-050](#)
[Memo](#)
[Transportation Priorities](#)
[Reference Copy R24-028](#)
- *e. [2024-052](#) Establishing the Kenai Peninsula Borough's State Capital Project Priorities for the Year 2025 (Mayor) (Referred to Legislative Committee)
- Attachments:* [Resolution 2024-052](#)
[State Priorities Book](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to the Finance Committee

- *a. [2024-19-20](#) An Ordinance Redirecting Previously Appropriated Solid Waste Capital Project Funds for Leachate Concentrator Upgrades (Mayor) (Hearing on 12/03/24)

Attachments: [Ordinance 2024-19-20](#)
[Memo](#)

- *b. [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 (Mayor) (Hearing on 12/03/24)

Attachments: [Ordinance 2024-19-21](#)
[Memo](#)
[CAP Application KPB Backup](#)

- *c. [2024-30](#) An Ordinance Confirming the Assessment Roll for the Jubilee Street Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners (Mayor) (Hearing on 12/03/24)

Attachments: [Ordinance 2024-30](#)
[Memo](#)
[Final Assessment Roll](#)
[Reference Copy R2024-005](#)
[Reference Copy O2023-19-37](#)
[Reference Copy O2023-19-53](#)

Ordinances for Introduction and referred to the Lands Committee

- *d. [2024-33](#) An Ordinance Amending KPB 21.46.070 to Create the Kenai Wellness Estates Addition Local Option Zoning District Mixed-Use District (C-3) and Granting an Exception to the Minimum Twelve-Lot Requirement in KPB 21.44.040(A) (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-33](#)
[Memo](#)
[Ownership Map](#)
[Overview and Vicinity Map](#)
[Comment Penrod](#)

Ordinances for Introduction and referred to the Policies and Procedures Committee

- *e. [2024-31](#) An Ordinance Amending KPB Chapter 16.41 to Authorizing the KPB Road Service Area to Approve Minimal Maintenance Work and One-Time Maintenance Work on Roads not Currently Maintained by the KPB Road Service Area (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-31](#)
[Memo](#)

- *f. [2024-32](#) An Ordinance Amending KPB 21.50.055 Relating to the Start of Accrual of Civil Fines for Violations of Title 21 of the KPB Code (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-32](#)
[Memo](#)

- *g. [2024-29](#) An Ordinance Amending KPB 2.56.030 to Incorporate the 2024 Homer Transportation Plan as an Element of the Official Comprehensive Plan for that Portion of the Borough within the Boundaries of the City of Homer (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-29](#)
[Memo](#)
[Ltr City of Homer](#)
[Homer Transportation Plan 2024](#)
[Reference Homer O24-31\(S\)](#)
[Reference Copy O2019-25](#)

3. Other

Other Items referred to Policies and Procedures Committee

- *a. [KPB-6428](#) Approval of the 2025 Assembly Meeting Schedule (Ribbens at the Request of the Borough Clerk)

Attachments: [Memo](#)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

ASSEMBLY COMMENTS

PENDING LEGISLATION - None

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

INFORMATIONAL MATERIALS AND REPORTS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. December 3, 2024 6:00 PM
Regular Assembly Meeting
Betty J. Glick Assembly Chambers
Borough Administration Building
Remote participation available through Zoom
Meeting ID: 895 1103 3332 Passcode: 193069

ADJOURNMENT

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

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: 895 1103 3332 Passcode: 193069. Detailed instructions will be posted on at the Kenai Peninsula Borough's main page at www.kpb.us: "Borough Assembly Meeting Notices" "Assembly Meeting Calendar".

For further information, please call the Clerk's Office at 714-2160 or toll free within the Borough at 1-800-478-4441, Ext. 2160. Visit our website at www.kpb.us for copies of the agenda, meeting minutes, ordinances and resolutions.