



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, May 20, 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)

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-6905: May 6, 2025 Regular Assembly Meeting Minutes

Resolution 2025-022: Authorizing a Lease Agreement with Skyline Towers, LLC for the Kachemak Emergency Service Area Emergency Communications Site

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

KPB-6906: Requesting Formal Assembly Protest to the Transfer of Location Application, Seward Doggie Bar, Outside Seward City Limits

KPB 6907: Approving a Petition to Vacate a 100-foot Section Line Easement 50 feet in the Cooper Landing Area

KPB 6908: Approving a Petition to Vacate a portion of Erlwein Road in the Sterling Area

ACTION ITEM ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:

Ordinance 2024-19-36: Appropriating and Allocating Commercial Passenger Vessel Tax Proceeds to the City of Seward and to the City of Homer

Ordinance 2024-19-37: Appropriating Funds from the South Peninsula Hospital Service Area Capital Project Fund for Critical Hospital Construction and Infrastructure Repairs

Ordinance 2025-09: Authorizing and Approving the Land Affordability Program

APPROVAL OF MINUTES

*1. [KPB-6905](#) May 6, 2025 Regular Assembly Meeting Minutes

Attachments: [May 6, 2025 Regular Assembly Meeting Minutes](#)

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

(20 minutes total)

1. [KPB-6904](#) College Update, Alaska Christian College, Dr. Keith Hamilton, President (10 Minutes)

Attachments: [KPB 6904 - Alaska Christian College Presentation](#)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

MAYOR'S REPORT

[KPB-6909](#) Mayor's Report Cover Memo

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

1. Assembly Requests/Responses - None

2. Agreements and Contracts

- a. [KPB-6910](#) Authorization to Award Contract – ITB25-057 Welding Shop Ventilation Engineering Services Kenai Central High School & Soldotna High School
Attachments: [Authorization to Award Contract - ITB25-057 Welding Shop Ventilation Engineer](#)
- b. [KPB-6911](#) Authorization to Award Contract – ITB25-059 Seward High School Flooring Abatement
Attachments: [Authorization to Award Contract - ITB25-059 Seward High School Flooring Abat](#)
- c. [KPB-6912](#) Authorization to Award Contract – RFP25-017 Chapman Elementary School Transportation Operational and Capital Improvement
Attachments: [Authorization to Award Contract - RFP25-017 Chapman Elementary School Tra](#)

3. Other

- a. [KPB-6913](#) Capital Project Reports – March 31, 2025
Attachments: [Capital Project Reports - March 31, 2025 05.08.25](#)
- b. [KPB-6914](#) Investment Report Quarter Ended 03/31/25
Attachments: [Investment Report Quarter Ended 03.31.25](#)
- c. [KPB-6915](#) Tax Adjustment Request Approval
Attachments: [Tax Adjustment Request Approval 05.06.25](#)

ITEMS NOT COMPLETED FROM PRIOR AGENDA**PUBLIC HEARINGS ON ORDINANCES***(Testimony limited to 3 minutes per speaker)*

Ordinances referred to Finance Committee

1. [2024-19-36](#) An Ordinance Appropriating and Allocating Commercial Passenger Vessel Tax Proceeds Received from the State of Alaska to the City of Seward and to the City of Homer (Mayor)
Attachments: [Ordinance 2024-19-36](#)
[Memo](#)
[Shared Revenue Breakdown](#)
[Seward Request](#)
[Homer Request](#)

2. [2024-19-37](#) An Ordinance Appropriating Funds from the South Peninsula Hospital Service Area Capital Project Fund for Critical Hospital Construction and Infrastructure Repairs (Mayor)

Attachments: [Ordinance 2024-19-37](#)
 [Memo](#)

3. [2025-19](#) An Ordinance Appropriating Funds for Fiscal Year 2026 (Mayor) (Second Hearing on 06/03/25)

Attachments: [Ordinance 2025-19](#)
 [Johnson Amendment](#)
 [Memo](#)
 [Proposed FY26 Budget](#)
 [FY26 Budget Presentation](#)

Ordinances referred to Lands Committee

4. [2025-09](#) An Ordinance Authorizing and Approving the Land Affordability Program (Mayor, Ribbens, Tunseth)

Attachments: [Ordinance 2025-09](#)
 [Memo](#)
 [Public Comment](#)

Ordinances referred to Policies and Procedures Committee

5. [2025-07](#) An Ordinance Amending KPB 4.10.100 Relating to the Use of Public Funds on Ballot Propositions to Mirror State Law (Cox)

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

UNFINISHED BUSINESS

NEW BUSINESS

1. Resolutions

Resolutions referred to Finance Committee

- *a. [2025-022](#) A Resolution Authorizing a Lease Agreement with Skyline Towers, LLC for Continued Use of the Kachemak Emergency Service Area Emergency Communications Site (Mayor)

Attachments: [Resolution 2025-022](#)
[Memo](#)
[Map](#)
[Draft Lease Agreement](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to the Finance Committee

- *a. [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 06/03/25)

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

3. Other

Other items referred to Finance Committee

- *a. [KPB-6906](#) Requesting Formal Assembly Protest to the Transfer of Location Application filed by Howling Wolf Brewpub, LLC dba Seward Doggie Bar, License No. 4747, Outside Seward City Limits (Referred to Finance Committee)

Attachments: [Memo to the Assembly Lic. 4747](#)
[Application Full Lic. 4747](#)
[Finance Review Lic. 4747](#)
[Memo Planning Conditional Protest Lic. 4747](#)

Other items referred to Lands Committee

- *b. [KPB-6907](#) Approving a Petition to Vacate the 100' Section Line Easement with Tract B1 of Quartz Creek Subdivision Outfitter Way Replat, Plat SW 2024-19, KPB File 2025-046V in the Cooper Landing Area (Referred to Lands Committee)

[Clerk's Note: At its regular meeting of April 28, 2025, the Planning Commission unanimously approved the referenced petition to vacate.]

Attachments: [Memo SLEV Quart Creek Sub Outfitter Way Replat](#)
[Petition to Vacate - Submittal Prelim](#)

- *c. [KPB-6908](#) Approving a Petition to Vacate a Portion of Erlwein Road and Associated Utility Easements Adjacent to Lot 1, Block 2 and Lot 2 Block 2 of Birch Forest No. 2, Plat KN 2019-80 in the Sterling area (Referred to Lands Committee)

[Clerk's Note: At its regular meeting of April 28, 2025, the Planning Commission unanimously approved the referenced petition to vacate.]

Attachments: [Memo ROWV Erlwein Road](#)
[Petition to Vacate - Erlwein Rd Submittal Prelim](#)
[Petition to Vacate - Erlwein Rd Plat Prelim KPB 2025-047V](#)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

ASSEMBLY COMMENTS

PENDING LEGISLATION

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

1. [2025-08](#) An Ordinance Approving Humpy Point (R-1) Local Option Zoning District and Amending KPB 21.46.040 (Mayor) (Hearing on 06/03/25)

Attachments: [Ordinance 2025-08](#)
[Memo](#)
[Maps 1 - 4](#)
[Maps and Planning Documents](#)

INFORMATIONAL MATERIALS AND REPORTS

2. [2025-19](#) An Ordinance Appropriating Funds for Fiscal Year 2026 (Mayor)
(Second Hearing on 06/03/25)

Attachments: [Ordinance 2025-19](#)
[Johnson Amendment](#)
[Memo](#)
[Proposed FY26 Budget](#)
[FY26 Budget Presentation](#)

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. June 3, 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

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.