



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Agenda Assembly

*Ryan Tunseth, President*  
*Kelly Cooper, Vice President*  
*Willy Dunne*  
*Cindy Ecklund*  
*Dale Eicher*  
*Scott Griebel*  
*Michael Hicks*  
*Lenora Niesen*  
*Sarge Truesdell*

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Tuesday, April 7, 2026

6:00 PM

Betty J. Glick Assembly Chambers  
Meeting ID: 897 1694 8642 Passcode: 075938  
[https://yourkpb.zoom.us/j/89716948642?  
pwd=fEb3zpJksgh1maera2nn3XZRWifPat.1](https://yourkpb.zoom.us/j/89716948642?pwd=fEb3zpJksgh1maera2nn3XZRWifPat.1)

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Meeting ID: 897 1694 8642 Passcode: 075938

### 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-7559: March 17, 2026 Regular Assembly Meeting Minutes

Resolution 2026-020: Accepting \$210,000 from the State of Alaska, Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Emergency Management Operations

Resolution 2026-019: Approving a Standardization Policy for the Use of Environmental Systems Research Institute, Inc., ArcGIS Software

Ordinance 2026-13: Authorizing a Public Purpose Non-Commercial Communication Site Lease Agreement with the Cooper Landing Community Club, Inc.

Ordinance 2025-19-34: Appropriating Supplemental Funds from the General Fund and Authorizing the Maintenance Department to Redirect Funds Previously Appropriated for the Ninilchik School Septic Replacement Project to the Nikiski North Star School Septic Replacement Project

Ordinance 2025-19-35: Amending the Records Micrographics Technician Job Descriptions and Appropriating Necessary Funds for the Positions

Ordinance 2025-19-36: Appropriating Funds for Reimbursement of Costs for Replacement of the Fire Alarm System for The Kenai Health Center

Ordinance 2025-19-37: Accepting and Appropriating Grant Funds from the Alaska Department of Natural Resources Volunteer Fire Capacity Program on behalf of Bear Creek Fire, Kachemak Emergency, Nikiski Fire and Western Emergency Service Areas

KPB-7567: Authorizing the Issuance of a Letter of Non-Objection to the Alcohol Beverage Control Board Regarding the Transfer of Location and Owner as Requested by 360 Entertainment, LLC dba Orca Theater, Beverage Dispensary License No. 975, outside Soldotna city limits

KPB-7568: Confirming an Appointment to the Road Service Area Board

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

Ordinance 2025-19-29: Appropriating Funds from the Nikiski Senior Service Area Fund Balance for Personnel Costs in FY2026

Ordinance 2025-19-30: Appropriating Insurance Proceeds and Additional Local Funds for Structural Repairs at Kenai Central High School Vocational Building

Ordinance 2025-19-28: Appropriating \$100,000 in Supplemental Funding from the General Fund to Replace Seward High School's Gym Floor

Ordinance 2025-19-31: Appropriating Funds from the General Fund for Skyview School Boiler Replacement

Ordinance 2025-19-32: Accepting and Appropriating Code Blue Grant Funds from the Southern Region Emergency Medical Services, Inc. on Behalf of Bear Creek Fire Service Area

Ordinance 2025-19-33: Accepting and Appropriating Code Blue Grant Funds from the Southern Region Emergency Medical Services, Inc. on Behalf of Nikiski Fire Service Area

Ordinance 2026-10: Authorizing the Lease of a Material Site Owned by the Kenai Peninsula Borough by Competitive Lease Offering Through Sealed Bid Procedures

**APPROVAL OF MINUTES**

- \*1. [KPB-7559](#) March 17, 2026 Regular Assembly Meeting Minutes

Attachments: [March 17, 2026 Regular Assembly Meeting Minutes](#)

## COMMENDING RESOLUTIONS AND PROCLAMATIONS

## PRESENTATIONS WITH PRIOR NOTICE

*(20 minutes total)*

1. [KPB-7565](#) Project Homeless Connect Update, Kathy Gensel, Director, Central Peninsula Health Foundation & Cheri Smith, Executive Director at LeeShore Center

Attachments: [Project Homeless Connect Update](#)

2. [KPB-7573](#) Invasive Species Project - Elodea at Crescent Lake, Jen Chauvet, Kenai Peninsula Cooperative Species Management Area

Attachments: [Invasive Species Project - Crescent Lake Elodea](#)

## PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

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

## MAYOR'S REPORT

Mayor's Report Cover Memo

[KPB-7569](#) Mayor's Report Cover Memo

Attachments: [Mayor's Memo](#)

1. Assembly Requests/Responses

2. Agreements and Contracts

- a. [KPB-7570](#) Authorization to Award Contract for ITB26-013 Central Emergency Services #1 Office Furnishings Procurement

Attachments: [Contract for ITB26-013 Central Emergency Services #1 Office Furnishings](#)

- b. [KPB-7571](#) Authorization to Award Contract for RFP26-013 Browns Coho Acres and Caribou Crossing Engineering

Attachments: [Contract for RFP26-013 Browns Coho Acres and Caribou Crossing Engineerin](#)

- c. [KPB-7572](#) Authorization to Award Contract RFP26-016 Port Graham LP Tank Farm Redesign

Attachments: [Contract RFP26-016 Port Graham LP Tank Farm Redesign](#)

## ITEMS NOT COMPLETED FROM PRIOR AGENDA

### PUBLIC HEARINGS ON ORDINANCES

*(Testimony limited to 3 minutes per speaker)*

Ordinances referred to Finance Committee

1. [2025-19-29](#) An Ordinance Appropriating Funds from the Nikiski Senior Citizens Service Area Fund Balance for Additional Personnel Costs for FY2026 (Mayor)

Attachments: [Ordinance 2025-19-29](#)  
[LAYDOWN Advisory Board Recommendations](#)  
[Memo](#)

2. [2025-19-30](#) An Ordinance Appropriating Insurance Proceeds and Additional Local Funds for Structural Repairs at Kenai Central High School Vocational Building (Mayor)

Attachments: [Ordinance 2025-19-30](#)  
[Memo](#)

3. [2025-19-28](#) An Ordinance Appropriating \$100,000 in Supplemental Funds from the General Fund to Replace Seward High School's Gym Floor (Mayor)

Attachments: [Ordinance 2025-19-28](#)  
[Memo](#)  
[Reference Copy O2025-19-04](#)

4. [2025-19-31](#) An Ordinance Appropriating Funds from the General Fund for Skyview School Boiler Replacements (Mayor)

Attachments: [Ordinance 2025-19-31](#)  
[Memo](#)

5. [2025-19-32](#) An Ordinance Accepting and Appropriating Code Blue Grant Funds from the Southern Region Emergency Medical Services, Inc. on Behalf of Bear Creek Fire Service Area (Mayor)

Attachments: [Ordinance 2025-19-32](#)  
[Memo](#)

6. [2025-19-33](#) An Ordinance Accepting and Appropriating Code Blue Grant Funds from the Southern Region Emergency Medical Services, Inc. on Behalf of Nikiski Fire Service Area (Mayor)

*Attachments:* [Ordinance 2025-19-33](#)  
[Memo](#)

Ordinances referred to Lands Committee

7. [2026-10](#) An Ordinance Authorizing the Lease of a Material Site Owned by the Kenai Peninsula Borough by Competitive Lease Offering Through Sealed Bid Procedures (Mayor)

*Attachments:* [Ordinance 2026-10](#)  
[LAYDOWN Planning Commission Recommendation](#)  
[Memo](#)  
[Map](#)  
[Draft Lease](#)  
[Reference Copy R95-003](#)

## UNFINISHED BUSINESS

## NEW BUSINESS

### 1. Resolutions

Resolutions referred to Finance Committee

- \*a. [2026-020](#) A Resolution Accepting \$210,000 from the State of Alaska, Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Emergency Management Operations (Mayor)

*Attachments:* [Resolution 2026-020](#)  
[Memo](#)  
[Award Letter](#)

Resolutions referred to Policies and Procedures Committee

- \*b. [2026-019](#) A Resolution Approving a Standardization Policy for the Use of Environmental Systems Research Institute, Inc., ArcGIS Software (Mayor)

Attachments: [Resolution 2026-019](#)  
[Memo](#)  
[Quote](#)

## 2. Ordinances for Introduction

Ordinances for Introduction and referred to the Finance Committee

- \*a. [2026-13](#) An Ordinance Authorizing a Public Purpose Non-Commercial Communication Site Lease Agreement with the Cooper Landing Community Club, Inc. (Mayor) (Hearing on 04/21/26)

Attachments: [Ordinance 2026-13](#)  
[Memo](#)  
[Lease Map](#)  
[Lease Agreement](#)  
[Merger of Title Affidavit](#)

- \*b. [2025-19-34](#) An Ordinance Appropriating Supplemental Funds from the General Fund and Authorizing the Maintenance Department to Redirect Funds Previously Appropriated for the Ninilchik School Septic Replacement Project to the Nikiski North Star School Septic Replacement Project (Mayor) (Hearing on 04/21/26)

Attachments: [Ordinance 2025-19-34](#)  
[Memo](#)  
[Reference Copy O2024-19-19](#)

- \*c. [2025-19-35](#) An Ordinance Amending the Records Micrographics Technician Job Descriptions and Appropriating Necessary Funds for the Positions (Tunseth at the Request of the Borough Clerk) (Hearing on 04/21/26)

Attachments: [Ordinance 2025-19-35](#)  
[Memo](#)  
[Lead Records-Micrographics Technician](#)  
[Records-Micrographics Technician I\\_II](#)

- \*d. [2025-19-36](#) An Ordinance Appropriating Funds for Reimbursement of Costs for Replacement of the Fire Alarm System for The Kenai Health Center (Mayor) (Hearing on 04/21/26)

Attachments: [Ordinance 2025-19-36](#)  
[Memo](#)

- \*e. [2025-19-37](#) An Ordinance Accepting and Appropriating Grant Funds from the Alaska Department of Natural Resources Volunteer Fire Capacity Program on behalf of Bear Creek Fire, Kachemak Emergency, Nikiski Fire and Western Emergency Service Areas (Mayor) (Hearing on 04/21/26)

Attachments: [Ordinance 2025-19-37](#)  
[Memo](#)  
[Grant Award Letter](#)

### 3. Other

Other items referred to Finance Committee

- \*a. [KPB-7567](#) Authorizing the Issuance of a Letter of Non-Objection to the Alcohol Beverage Control Board Regarding the Transfer of Location and Owner as Requested by 360 Entertainment, LLC dba Orca Theater, Beverage Dispensary License No. 975, outside Soldotna city limits

Attachments: [Memo](#)  
[Notice](#)  
[Application](#)  
[Orca Theater Diagram](#)

Other items referred to Policies and Procedures Committee

- \*b. [KPB-7568](#) Confirming an Appointment to the Road Service Area Board (Mayor) Buck Jones, Seat South Region, Term Expires 09/30/2027

Attachments: [Appointment to Road Service Area Board](#)

## PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

## ASSEMBLY COMMENTS

## PENDING LEGISLATION

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

1. [2026-09](#) An Ordinance Amending Borough Code, KPB 2.58.058 and KPB 4.30.060, Relating to Dual Service Prohibitions and Incompatibility of Offices (Mayor) (Hearing on 04/21/26)

Attachments: [Ordinance 2026-09](#)  
[Memo](#)

2. [2026-12](#) An Ordinance Amending Borough Code, KPB Chapter 2.60, to Establish the Department of Public Safety Communications and Sunset the Advisory Board under KPB 2.60.040 (Mayor) (Hearing on 04/21/26)

Attachments: [Ordinance 2026-12](#)  
[Memo](#)

## INFORMATIONAL MATERIALS AND REPORTS

1. [KPB-7593](#) LAYDOWN Memo from the Borough Clerk - Creekbend Company LLC's Liquor License Renewal Non-Objection Process

Attachments: [Memo](#)

## ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. April 21, 2026  
Regular Assembly Meeting 6:00 PM  
Seward Community Library and Museum  
239 Sixth Avenue, Community Room  
Remote participation available through Zoom  
Meeting ID: 897 1694 8642 Passcode: 075938

## 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: 897 1694 8642 Passcode: 0745938. 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.*