



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda

Assembly

*Dale Bagley
Kelly Cooper
Willy Dunne
Paul Fischer
Blaine Gilman
Brandii Holmdahl
Gary Knopp
Wayne Ogle
Stan Welles*

Tuesday, July 26, 2016

6:00 PM

Assembly Chambers

CALL TO ORDER

PLEDGE OF ALLEGIANCE

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. 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.)*

G. APPROVAL OF MINUTES

[KPB-799](#) June 21, 2016 Regular Assembly Meeting Minutes

Attachments: [062116 Regular Assembly Meeting Minutes](#)

H. COMMENDING RESOLUTIONS AND PROCLAMATIONS

[KPB-790](#) A Resolution Commending Jonah Theisen for Winning the NCAA Division II Outdoor Track and Field Championship in the Men's 3000 Meter Steeplechase for 2016 (Gilman, Mayor)

Attachments: [Jonah Theisen Commending Resolution](#)

PRESENTATIONS WITH PRIOR NOTICE**PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA****MAYOR'S REPORT**

1. Assembly Requests/Responses - None.

2. Agreements and Contracts

- a. [KPB-800](#) Sole Source Request for NeoGov Online Applicant Tracking Systems
Attachments: [Sole Source - NeoGov](#)
- b. [KPB-801](#) Authorization to Award Contract for RFP16-006 Central Peninsula Landfill Cell 3 Professional Design Services to CH2M Hill Alaska, Anchorage, AK
Attachments: [Authorization to Award Contract - CH2M Hill, Alaska, Inc](#)
- c. [KPB-802](#) Authorization to Award Contract for ITB16-037 Solid Waste Transfer Sites Repairs to Endries Company, Soldotna, AK
Attachments: [Authorization to Award Contract - Endries Company](#)
- d. [KPB-803](#) Authorization to Award Contract for ITB16-036 Nanwalek School LPG Tank Farm Refurbishment to Orion Construction, Wasilla, AK
Attachments: [Authorization to Award Contract - Orion Construction](#)
- e. [KPB-804](#) Authorization to Award Contract for ITB16-043 Donald E. Gilman Kenai River Center Restrooms to Foster Construction, Inc., Soldotna, AK
Attachments: [Authorization to Award Contract - Foster Construction, Inc.](#)
- f. [KPB-805](#) Authorization to Award Contract for RFP16-008 Central Peninsula Hospital Transitional Housing Professional Design Services to Klauder & Company Architects, Inc., Kenai, AK
Attachments: [Authorization to Award Contract - Klauder and Company Architects, Inc.](#)
- g. [KPB-806](#) Authorization to Award Contract for RFP16-0005 Ambulance Billing Service to Systems Design West, LLC., Poulsbo, WA
Attachments: [Authorization to Award Contract - Design West, LLC.](#)

- h. [KPB-807](#) Authorization to Award Contract for ITB16-041, 2016 CIP Betty Lou Drive No. C2BET to Southcentral Construction, Anchorage, AK
Attachments: [Authorization to Award Contract - Southcentral Construction](#)
- i. [KPB-808](#) Authorization to Award Contract for ITB16-045, 2016 CIP Vincent St., Williwa St. and Cocklin Ave. Project No. WIVIN to Chumley's Inc., Nikiski, AK
Attachments: [Authorization to Award Contract - Chumley's Inc.](#)
- j. [KPB-809](#) Authorization to Award Contract for ITB16-042, 2016 CIP Ruth Lane, & Iris Lane Project No. C1RUT to Hammond Trucking, Sterling, AK
Attachments: [Authorization to Award Contract - Hammond Trucking](#)
- k. [KPB-810](#) Authorization to Award Contract for ITB16-044, 2016 Diamond Street Project No. N2DIA to KEE Construction, LLC., Cooper Landing, AK
Attachments: [Authorization to Award Contract - KEE Construction, LLC](#)
- l. [KPB-811](#) Authorization to Award Contract for ITB16-040 Exterior Door to Diversified Construction, Eagle River, AK
Attachments: [Authorization to Award Contract - Diversified Construction](#)
- m. [KPB-812](#) Authorization to Contract with Cooper Consulting for Firefighter Medical Exams
Attachments: [Authorization to Award Contract - Cooper Consulting](#)
- n. [KPB-813](#) Authorization to Award Contract for ITB16-046 NPRSA Locker Room Tile and Drain Replacement to Orion Construction, Wasilla, AK
Attachments: [Authorization to Award Contract - Orion Construction](#)
3. Other
- a. [KPB-814](#) Revenue – Expenditure Report – June 2016
Attachments: [Revenue - Expenditure Report - June 2016](#)
- b. [KPB-815](#) Budget Revision – June 2016
Attachments: [Budget Revisions - June 2016](#)
- c. [KPB-816](#) Litigation Status Report
Attachments: [Litigation Status Report](#)

- d. [KPB-817](#) Kenai Peninsula College FY16 Program Narrative Report July1, 2015 – July 30, 2016
Attachments: [KPC FY16 Program Narrative Report](#)
- e. [KPB-818](#) FY16- 4th Quarter Non-department Grant Reports
Attachments: [FY16- 4th Quarter Non-department Grant Reports](#)
- f. [KPB-819](#) FY16- 4th Quarter Senior Grant Narrative Reports
Attachments: [FY16- 4th Quarter Senior Grant Narrative Reports](#)
- g. [KPB-820](#) LAYDOWN Presentation: The Facts about Senior Property Tax Ordinance 2016-24
Attachments: [Senior Property Tax Ordinance](#)

ITEMS NOT COMPLETED FROM PRIOR AGENDA

PUBLIC HEARINGS ON ORDINANCES

Ordinances referred to Finance Committee

- [2015-19-35](#) An Ordinance Appropriating \$3,050,000 in Revenue Bond Proceeds and Reimbursing the Central Peninsula Hospital Plant Replacement and Expansion Funds for the Purchase of Equipment at the Specialty Clinic Building as Authorized by Ordinance 2015-19-09 (Mayor)

Attachments: [O2015-19-35](#)
[Amendment Memo](#)
[Memo](#)

- [2016-19-01](#) An Ordinance Accepting and Appropriating Grant Funds Totaling \$19,366 from the Alaska Department of Natural Resources for the Volunteer Fire Assistance Program on Behalf of Anchor Point Fire & Emergency Medical Service Area and Bear Creek Fire Service Area (Mayor)

Attachments: [O2016-19-01](#)
[Service Area Board Recommendations](#)
[Memo](#)
[Grant Award Letters](#)

Ordinances referred to Policies and Procedures Committee

[2016-21](#) An Ordinance Eliminating the Assembly \$25 Internet Access Allowance (Johnson)

Attachments: [O2016-21](#)
[Memo](#)

2016-22

An Ordinance Amending KPB 16.08.010 and 16.24.010 to Move the Common Boundary Between the Central Kenai Peninsula Hospital Service Area and the South Kenai Peninsula Hospital Service Area South, Subject to Approval by Voters Residing in the Central Kenai Peninsula Hospital Service Area and the Proposed New Area (Johnson, Bagley) Notice of Reconsideration Given by Bagley

Attachments:[O2016-22](#)[Amendment - Legal Descriptions to Boundary at Oil Well Road](#)[Memo](#)[Assessor's Memo - Changes in Taxable Assessed Values](#)[Finance Director's Memo - Revenue Impacts](#)[Hospital Mill Rate History](#)[Service Area Formation Election Results - South Kenai Peninsula Hospital](#)[Current Hospital Boundary Map](#)[Maps of Boundary Change](#)[Public Comments](#)[Additional Public Comments \(1\)](#)[Additional Public Comments \(2\)](#)[Additional Public Comments \(3\)](#)[Additional Public Comment \(4\)](#)[061616 Public Hearing Summary](#)[061616 Public Hearing Audio](#)[Additional Public Comments \(5\)](#)[Johnson, Bagley Amendment - Boundary Changes based on Comments at Pub](#)[Amendment - Proposition Language \(dealt with on 07/26/16\)](#)[Liability for SPH Bonds Memo](#)[South Peninsula Hospital Comments](#)[Public Comments \(6\)](#)[Legal Opinion Memo](#)[Service Area Board Recommendations](#)[Public Comments \(7\)](#)[Public Comments \(8\)](#)[eComment Report 072616](#)[eComments Report 080916](#)

[2016-23](#) An Ordinance Amending KPB 22.40.055 to Clarify when an Assembly Agenda Item May be Withdrawn (Holmdahl)

Attachments:

[O2016-23](#)

[Memo](#)

[Holmdahl Amendment](#)

[Legislative Flow Memo](#)

[2016-24](#) An Ordinance Amending KPB 5.12.105 to Allow for a Phase-Out of the Optional Senior Citizen Exemption for New Applicants by the Year 2024, Subject to Voter Approval (Mayor)

Attachments:

[O2016-24](#)

[Memo](#)

[Public Comment](#)

[Additional Public Comments](#)

[Sales and Property Tax Proposals Presentation](#)

[Senior Tax Exemption Brochure Final](#)

[Bagley Amendment \(dealt with on 06/21/16\)](#)

[Amendment \(dealt with on 06/21/16\)](#)

[Senior Property Tax Ordinance](#)

[eComments Report 072616](#)

[2016-25](#)

(Mayor) Substitute: An Ordinance Amending KPB 2.40.010 to Reduce Planning Commission Membership (Mayor) [Reconsideration filed by Knopp]

Attachments:

[Mayor SUB](#)

[Mayor SUB Memo](#)

[Planning Commission Recommendations 09/20/16](#)

[Kenai City Council Recommendations 09/20/16](#)

[Seldovia P & Z Commission Recommendations 09/20/16](#)

[Mayor SUB Planning Commission Recommendations](#)

[Soldotna P & Z Commission 09/07/16 Meeting Agenda](#)

[Soldotna P & Z Commission 09/07/16 Meeting Minutes](#)

[Public Comment](#)

[O2016-25](#)

[Planning Commission Recommendations 08/23/16](#)

[Bagley, Mayor Amendment](#)

[Proposed Planning Commission Apportionment Map - 11 member](#)

[Memo](#)

[Proposed Planning Commission Apportionment Map - 9 member](#)

[Planning Districts Map](#)

[Seldovia Reso 16-13](#)

[City of Seward Letter](#)

[City of Soldotna Resolution and Planning Commission Review](#)

[City of Kenai Reso 2016-31](#)

[City of Homer Letter](#)

[eComments Report 072616](#)

[2016-27](#) An Ordinance Amending KPB 2.56.040 to Incorporate the Soldotna Streets Inventory and Management Plan, the Soldotna Utility Master Plan, the City of Soldotna Downtown Improvement Plan, the Soldotna Safe Routes to School Plan, and the Soldotna Recreation & Trails Master Plan as Elements of the Official Comprehensive Plan for that Portion of the Borough within the Boundaries of the City of Soldotna (Mayor, Bagley)

Attachments:

[O2016-27](#)

[Planning Commission Recommendations](#)

[Memo](#)

[City of Soldotna Supporting Documents](#)

[O2011-05](#)

[Soldotna Streets Inventory and Mgt Plan](#)

[Soldotna Utility Master Plan](#)

[Soldotna Downtown Improvement Plan](#)

[Soldotna Safe Routes to Schools](#)

[Soldotna Recreation and Trails Master Plan](#)

UNFINISHED BUSINESS

Unfinished Business referred to Finance Committee

[2016-029](#) A Resolution To Form the Eddy Hill Drive Road Improvement Assessment District and Proceed with the Improvement (Mayor)

Attachments:

[R2016-029.pdf](#)

[Amendment Memo](#)

[Amended Mayor's Report](#)

[Amended Exhibits](#)

[Request to Remove from Table](#)

[Mayors Report](#)

[Exhibits](#)

[Objection Letter](#)

[Request to Table](#)

[2015-19-31](#) An Ordinance Appropriating \$637,988.40 to the Special Assessment Fund for the Eddy Hill Drive Road Improvement Assessment District (Mayor)

Attachments: [O2015-19-31.pdf](#)
[Amendment Memo](#)
[Request to Remove from Table](#)
[Memo](#)
[Request to Table](#)

O. NEW BUSINESS

1. Resolutions

Resolutions referred to Finance Committee

[2016-041](#) A Resolution Approving the Sole Source Continuation of an Agreement between Rapid Notify, Inc. and the Kenai Peninsula Borough for Emergency Messaging Notification Services (Mayor)

Attachments: [R2016-041](#)
[Memo](#)
[Rapid Notify Brochure](#)

Resolutions referred to Policies and Procedures Committee

[2016-042](#) A Resolution Approving a Quarterly Update to the Borough Retention Schedule (Gilman at the request of the Borough Clerk)

Attachments: [R2016-042](#)
[Records Retention Schedule Revision Requests](#)

[2016-043](#) A Resolution Establishing a Requirement that Grantees of Kenai Peninsula Borough Funds to be Used for Tourism Promotion or Public Transportation Purposes Include a Borough Representative on their Board of Directors (Bagley)

Attachments: [R2016-043](#)
[Memo](#)

[2016-044](#) A Resolution Requesting the Kenai Peninsula Economic Development District Reduce the Number of Required Borough Seats on its Board of Directors from Two to One (Bagley)

Attachments: [Memo](#)
[R2016-044](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to the Finance Committee

[2016-28](#) An Ordinance Amending Sections of KPB Chapter 5.12 to Improve Efficient and Equitable Administration of the Borough Property Tax Code (Mayor)

Attachments: [O2016-28.pdf](#)
[Knopp Amendment](#)
[Memo](#)

Ordinances for Introduction and referred to the Lands Committee

[2016-29](#) An Ordinance Authorizing a Ten Year Extension to the General Electric Company Leases (Mayor)

Attachments: [O2016-29](#)
[Memo](#)
[General Electric Company Lease Extension](#)
[General Electric Company Reference Map](#)
[Planning Commission Recommendations](#)

[2016-30](#) An Ordinance Approving Bing's Landing Single-Family Residential (R-1) Local Option Zoning District and Amending KPB 21.46.040 (Mayor)

Attachments: [O2016-30.pdf](#)
[Memo](#)
[Bing's Landing Petition Signatures](#)
[Bing's Landing Maps](#)
[Planning Commission Recommendations](#)
[Bing's PC Recommendation Map](#)
[Certificate of Publication and Mailing](#)

3. Other

Other items referred to Finance Committee

[KPB-791](#) Approving a Restaurant Designation Permit for Wildlife Investments, LLC dba Pit Bar and Liquor Store

Attachments: [Memo](#)
[Application](#)
[Licensed Premises Diagram](#)
[Menu](#)

[KPB-793](#) Approving the Issuance of a Letter of Non-Objection to the Alcohol Marijuana Control Board Regarding the New Limited Marijuana Cultivation Facility License Application Filed by Canaboyd, Homer, AK

Attachments: [PLN Memo to Assembly](#)
[Memo to Assembly](#)
[Planning Staff Report - 10210](#)
[Public Notice - 10210](#)
[Radius Notice - 10210](#)
[Aerial Map - 10210](#)
[Complete Application Package Reduced 10210](#)
[Land Use Map - 10210](#)

Other items referred to Policies and Procedures Committee

[KPB-783](#) Confirmation of New Department Head, Valentina Sustaita, Purchasing and Contracting Department (Mayor)

Attachments: [Memo](#)
[Job Description](#)
[Valentina Sustaita - Resume](#)

[KPB-787](#) Confirming Appointments to the Kenai Peninsula Borough Planning Commission (Mayor)

Harold Lockwood, Ridgeway, July 31, 2019

JoAnne Collins, Anchor Point/Ninilchik, July 31, 2019

Virginia Morgan, East Peninsula, July 31, 2019

Franco Venuti, Homer City, July 31, 2019

James Glendening, City of Kenai, July 31, 2019

Attachments: [Planning Commission Appointments Memo](#)
[Planning Commission Applicants Verification](#)
[Planning Commission Requests for Appointment](#)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

August 9, 2016 Regular Assembly Meeting 6:00 PM Assembly Chambers, Borough Administration Building

ASSEMBLY COMMENTS

S. PENDING LEGISLATION

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

None.

INFORMATIONAL MATERIALS AND REPORTS

NOTICE OF NEXT MEETING AND ADJOURNMENT

The next meeting of the Kenai Peninsula Borough Assembly will be held on August 9, 2016 at 6:00 P.M. in the Borough Assembly Chambers, Soldotna, Alaska.

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

Copies of agenda items are available at the Borough Clerk's Office in the Meeting Room just prior to the meeting. 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.borough.kenai.ak.us for copies of the agenda, meeting summaries, ordinances and resolutions.