



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Policies and Procedures Committee

Tuesday, January 7, 2025

3:45 PM

Betty J. Glick Assembly Chambers
Meeting ID: 835 6358 3837 Passcode: 606672
[https://yourkpb.zoom.us/j/83563583837?
pwd=eTO44Um9ao1JJGaVtBJG86PXlsuNvm.1](https://yourkpb.zoom.us/j/83563583837?pwd=eTO44Um9ao1JJGaVtBJG86PXlsuNvm.1)

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MAYOR'S REPORT

[KPB-6513](#) Mayor's Report Cover Memo

Attachments: [Mayor's Report](#)

1. Assembly Requests/Responses- None.

2. Agreements and Contracts

a. [KPB-6514](#) Authorization to Award Contract ITB25-022 – Limited Liability Reports

Attachments: [Authorization to Award Contract ITB25-022 Limited Liability Reports](#)

b. [KPB-6515](#) Authorization to Award Contract RFP23-001 – Mass Notification System

Attachments: [Authorization to Award Maintenance and Service Contract RFP23-001 Mass No](#)

c. [KPB-6516](#) Authorization to Award Contract RFP25-009 – SW Wheel Loader Purchase

Attachments: [Authorization to Award RFP25-009 - SW Wheel Loader Purchase](#)

d. [KPB-6517](#) Authorization to Award Contract RFP25-010 – CPL Compact Wheel Loader Purchase

Attachments: [Authorization to Award RFP25-010 - CPL Compact Wheel Loader Purchase](#)

e. [KPB-6518](#) Sole Source Waiver – AnalyTix Technologies, LLC, Antifoam & Descalent Chemicals

Attachments: [Sole Source Waiver - AnalyTix Technologies](#)

3. Other

- a. [KPB-6519](#) Budget Revisions - November 2024
Attachments: [Budget Revisions - November 2024](#)
- b. [KPB-6520](#) Revenue-Expenditure Report – November 2024
Attachments: [Revenue-Expenditure Report - November 2024](#)
- c. [KPB-6521](#) Tax Adjustment Request Approval
Attachments: [Tax Adjustment Request Approval](#)
- d. [KPB-6522](#) Litigation Status Report – 4th Quarter 2024
Attachments: [Litigation Status Report 4th Quarter](#)

PUBLIC HEARINGS ON ORDINANCES

4. [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)
Attachments: [Ordinance 2024-29](#)
[Advisory Board Recommendations](#)
[Memo](#)
[Ltr City of Homer](#)
[Homer Transportation Plan 2024](#)
[Reference Homer O24-31\(S\)](#)
[Reference Copy O2019-25](#)
5. [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)
Attachments: [Ordinance 2024-31](#)
[Cox Amendment](#)
[Advisory Board Recommendations](#)
[Memo](#)

6. [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)

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

7. [2024-36](#) An Ordinance Amending KPB Chapter 22.40.080, Relating to Assembly Meeting Agenda, to Increase Aggregate Time for the First Open Public Comment Opportunity and Eliminate the Second Public Comment and Public Presentation Portion (Ribbens)

Attachments: [Ordinance 2024-36](#)
[Memo](#)
[Pubic Comment Zoom Chat](#)
[Public Comment](#)
[LAYDOWN Public Comment 010725](#)

NEW BUSINESS

1. Resolutions

- *d. [2025-003](#) A Resolution Accepting the Resignation of Assembly Member Bill Elam and Declaring a Vacancy on the Assembly (Ribbens, Cooper)

Attachments: [Resolution 2025-003](#)
[Memo](#)
[Elam Resignation Letter](#)

- e. [2025-005](#) LAYDOWN A Resolution Requesting the Governor of the State of Alaska Designate by Proclamation the Area of the Upper Cook Inlet East Side Set Net Fishery as an Area Impacted by an Economic Disaster in 2024 and Supporting a Recovery Plan (Mayor)

Attachments: [LAYDOWN Resolution 2025-005](#)
[LAYDOWN Memo](#)

3. Other

- *a. [KPB-6511](#) Confirming Appointment to the Bear Creek Fire Service Area Board (Mayor)
Jason Bickling, Board Seat E, Term Expires October 2027

Attachments: [Appointment to Bear Creek Fire Service Area Board](#)

- *b. [KPB-6512](#) Confirming Appointment to Resilience and Security Advisory Commission (Mayor)
Appointment Philip Kaluza, Board Seat East Peninsula, Term Expires 09/30/2027

Attachments: [Appointment to RSAC \(East Peninsula\)](#)

- c. [KPB-6526](#) LAYDOWN Approving the Designation of Administrative Officer and Alternate Administrative Officer (Mayor)

Attachments: [LAYDOWN Designation of Administrative Officers Jan 2025](#)