



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
Ryan Tunseth
District 5 - VACANT

Tuesday, January 21, 2025

6:00 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)

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-6559: January 7, 2025 Regular Assembly Meeting Minutes

Resolution 2025-006: Authorizing the Borough to Enter Into a New Two-Year Lease Agreement With a Month-to-Month Renewal Option With TKC, LLC for the Continued Occupancy of Commercial Office Space for the Kenai Peninsula Borough Risk Management Department

Resolution 2025-007: Authorizing the Kenai Peninsula Borough to Issue its South Peninsula Hospital Service Area General Obligation Refunding Bond to Refund Certain Outstanding South Peninsula Hospital Service Area General Obligation Refunding Bonds of the Borough, Fixing Certain Details of Such Bond and Authorizing its Sale, and Providing for Related Matters

Resolution 2025-008: Authorizing the Kenai Peninsula Borough to Issue its Central Kenai Peninsula Hospital Service Area Specialty Clinic Building Refunding Revenue Bond to Refund Certain Outstanding Central Kenai Peninsula Hospital Service Area Specialty Clinic Building Revenue Bonds of the Borough, Fixing Certain Details of Such Bond and Authorizing its Sale, and Providing for Related Matters

Resolution 2025-009: Approving a Quarterly Update to the Borough Retention Schedule

Ordinance 2024-19-24: Authorizing the Acquisition of 80 Acres of Real Property Located in Seward, Appropriating Funds from the Land Trust Investment Fund and the Land Trust Fund for the Purchase, and Authorizing a Memorandum of Agreement for the Completion of a Road Access Feasibility Study

Ordinance 2024-19-25: Accepting and Appropriating Grant Funds from Southern Region Emergency Medical Service, Inc. on Behalf of Bear Creek Fire Service Area for FY2023 Alaska Code Blue Grant

Ordinance 2024-19-26: Accepting and Appropriating Funds from the Department of Energy, Energy Efficiency and Conservation Block Grant Program Toward Purchase of a Building Automation System for Port Graham School

Ordinance 2024-19-27: Appropriating Funds for the Design of Repairs to Kenai Central High School Vocational Education Facility

Ordinance 2025-02: Authorizing the Disposal of Real Property Located in Kenai Necessary to Resolve Title Matters Related to The Erroneous Recording of a 1977 Tax Foreclosure Deed

Ordinance 2025-03: Amending KPB Chapter 21.20 Relating to Hearings and Appeals to a Hearing Officer

KPB-6560: Confirming an Appointment to the Resilience and Security Advisory Commission

ACTION ITEM ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:

Ordinance 2024-19-23: Appropriating Funds for the Redoubt Elementary and Skyview Middle School Portion of RFP25-008 Design Services

APPROVAL OF MINUTES

1. [KPB-6559](#) LAYDOWN January 7, 2025, Regular Assembly Meeting Minutes

COMMENDING RESOLUTIONS AND PROCLAMATIONS

None

PRESENTATIONS WITH PRIOR NOTICE

(20 minutes total)

1. [KPB-6558](#) Kenai Peninsula Peace Crane Garden Trails, Annual Update, Sarah Pyhala (10 Minutes)

Attachments: [KP Peace Crane Garden Trails Assembly Update](#)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

MAYOR'S REPORT

[KPB-6551](#) Mayor's Report Cover Memo

Attachments: [Mayor's Report 01.21.25](#)

1. Assembly Requests/Responses

None

2. Agreements and Contracts

- a. [KPB-6552](#) Authorization to Award Contract ITB25-017 Calcium Chloride Purchase FY25

Attachments: [Authorization to Award Contract ITB25-017 Calcium Chloride Purchase FY25 0](#)

- b. [KPB-6553](#) Authorization to Award Contract RFP25-008 Soldotna Elementary and Soldotna Prep Consolidation Design Services

Attachments: [Authorization to Award Contract - RFP25-008 Soldotna Elementary and Soldotn](#)

- c. [KPB-6554](#) Authorization to Award Contract RFP25-011 SW Telehandler Purchase

Attachments: [Authorization to Award Contract - RFP25-011 SW Telehandler Purchase 12.20.](#)

- d. [KPB-6555](#) Authorization to Award Contract RFP25-015 Insurance Broker and Consultation Services

Attachments: [Authorization to Award - RFP25-015 Insurance Broker and Consultation Service](#)

- e. [KPB-6556](#) Authorization to Award Contract RFP25-021 Kenai Middle School Security Remodel

Attachments: [Authorization to Award Contract - RFP25-021 Kenai Middle School Security Rer](#)

ITEMS NOT COMPLETED FROM PRIOR AGENDA

PUBLIC HEARINGS ON ORDINANCES

(Testimony limited to 3 minutes per speaker)

1. [2024-19-23](#) An Ordinance Appropriating Funds for the Redoubt Elementary and Skyview Middle School Portion of RFP25-008 Design Services (Mayor)

Attachments: [Ordinance 2024-19-23](#)
[Memo](#)
[Reference Copy R2024-053](#)

2. [2024-35](#) An Ordinance Amending KPB 21.06 .030, General Provisions, to Adopt the Most Recent FEMA Flood Insurance Study and Associated Flood Insurance Rate Maps for the Kenai Peninsula Borough (Mayor)

Attachments: [Ordinance 2024-35](#)
[Memo](#)
[FIS and FIRM Adoption Supporting Documents](#)
[Public Comment](#)
[Public Comment 010725](#)
[010725 Planning Department Presentation](#)

UNFINISHED BUSINESS

NEW BUSINESS

1. Resolutions

Resolutions referred to Finance Committee

- *a. [2025-006](#) A Resolution Authorizing the Borough to Enter Into a New Two-Year Lease Agreement With a Month-to-Month Renewal Option With TKC, LLC for the Continued Occupancy of Commercial Office Space for the Kenai Peninsula Borough Risk Management Department (Mayor)

Attachments: [Resolution 2025-006](#)
[Memo](#)
[Map](#)
[Lease Agreement](#)
[Reference Copy R2023-028](#)

- *b. [2025-007](#) A Resolution Authorizing the Kenai Peninsula Borough to Issue its South Peninsula Hospital Service Area General Obligation Refunding Bond to Refund Certain Outstanding South Peninsula Hospital Service Area General Obligation Refunding Bonds of the Borough, Fixing Certain Details of Such Bond and Authorizing its Sale, and Providing for Related Matters (Mayor)

Attachments: [Resolution 2025-007](#)
[Memo](#)
[Reference Copy R2007-043](#)
[Reference Copy R2015-019](#)

- *c. [2025-008](#) A Resolution Authorizing the Kenai Peninsula Borough to Issue its Central Kenai Peninsula Hospital Service Area Specialty Clinic Building Refunding Revenue Bond to Refund Certain Outstanding Central Kenai Peninsula Hospital Service Area Specialty Clinic Building Revenue Bonds of the Borough, Fixing Certain Details of Such Bond and Authorizing its Sale, and Providing for Related Matters (Mayor)

Attachments: [Resolution 2025-008](#)
[Memo](#)
[Reference Copy R2013-072](#)
[Reference Copy R2014-008](#)

Resolutions referred to Policies and Procedures Committee

- *d. [2025-009](#) Approving a Quarterly Update to the Borough Retention Schedule (Ribbens at the Request of the Borough Clerk)

Attachments: [Resolution 2025-009](#)
[Retention Schedule Revision Requests](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to Finance Committee

- *a. [2024-19-24](#) An Ordinance Authorizing the Acquisition of 80 Acres of Real Property Located in Seward, Appropriating Funds from the Land Trust Investment Fund and Land Trust Fund for the Purchase, and Authorizing a Memorandum of Agreement for the Completion of a Road Access Feasibility Study (Mayor) (Hearing on 02/24/25)

Attachments: [Ordinance 2024-19-24](#)
[Memo](#)
[Map](#)
[Memorandum of Agreement](#)
[Purchase Agreement](#)
[First Addendum to Purchase Agreement](#)

- *b. [2024-19-25](#) An Ordinance Accepting and Appropriating Grant Funds from Southern Region Emergency Medical Services, Inc. on Behalf of Bear Creek Fire Service Area for FY2023 Alaska Code Blue Grant (Mayor) (Hearing on 2/4/25)

Attachments: [Ordinance 2024-19-25](#)
[Memo](#)

- *c. [2024-19-26](#) An Ordinance Accepting and Appropriating Funds from the Department of Energy, Energy Efficiency and Conservation Block Grant Program Toward Purchase of a Building Automation System for Port Graham School (Mayor)

Attachments: [Ordinance 2024-19-26](#)
[Memo](#)

- *d. [2024-19-27](#) An Ordinance Appropriating Funds for the Design of Repairs to Kenai Central High School Vocational Education Facility (Mayor) (Hearing on 2/4/25)

Attachments: [Ordinance 2024-19-27](#)
[Memo](#)

Ordinances for Introduction and referred to the Lands Committee

- *e. [2025-02](#) An Ordinance Authorizing the Disposal of Real Property Located in Kenai Necessary to Resolve Title Matters Related To The Erroneous Recording of a 1977 Tax Foreclosure Deed (Mayor) (Hearing on 02/04/25)

Attachments: [Ordinance 2025-02](#)
[Memo](#)
[Map](#)
[1977 Documents](#)
[1985 Documents](#)

Ordinances for Introduction and referred to the Policies and Procedures Committee

- *f. [2025-03](#) An Ordinance Amending KPB Chapter 21.20 Relating to Hearings and Appeals to a Hearing Officer (Mayor) (Hearing on 02/25/25)

Attachments: [Ordinance 2025-03](#)
[Memo](#)

3. Other

Other items referred to Policies and Procedures Committee

- *a. [KPB-6560](#) Confirming an Appointment to the Resilience and Security Advisory Commission (Mayor)
Randy Arndt, At-Large, Term Expires 09/30/2027

Attachments: [Appointment to the RSAC - At-Large Seat](#)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

ASSEMBLY COMMENTS

PENDING LEGISLATION

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

1. [2025-01](#) An Ordinance Amending KPB Chapter 5.19, Uniform Remote Seller Sales Tax Code, in Accordance with Updates and Changes Adopted by the Alaska Remote Seller Sales Tax Commission (Mayor) (Hearing on 02/04/25)

Attachments: [Ordinance 2025-01](#)
[Memo](#)

INFORMATIONAL MATERIALS AND REPORTS

1. [KPB-6561](#) Filling the Vacancy for Assembly District 5

Attachments: [Filling the Vacancy for Assembly District 5](#)

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. February 4, 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), 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: 835 6358 3837 Passcode: 606672. 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.