

# Kenai Peninsula Borough

## Office of the Borough Mayor

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### MAYOR'S REPORT TO THE ASSEMBLY – Meeting Notes

**TO:** Brent Johnson, Assembly President  
Members, Kenai Peninsula Borough Assembly

**FROM:** Peter A. Micciche, Kenai Peninsula Borough Mayor

**DATE:** October 22, 2024

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#### Assembly Request / Response

*None*

#### Agreements and Contracts

- a. Authorization to Award Contract RFP25-005 Kenai River Center Roof Rehabilitation Design Services
- b. Authorization to Award Contract ITB25-015 Homer Transfer Facility Paving Repair
- c. Authorization to Award Contract Snow Removal & Sanding of Various Borough Schools & Facilities C1 Metco Seward

#### Other

- a. Budget Revisions – September 2024
- b. Investment Report - Quarter Ended 06.30.24
- c. Revenue-Expenditure Report – September 2024
- d. Tax Adjustment Request Approval

#### ASSEMBLY SCHEDULE

3:30 PM	Finance Committee
4:15 PM	Policies and Procedures Committee
4:30 PM	Legislative Committee
4:45 PM	Committee of the Whole
	Assembly Reports on Borough and Non-Borough Boards (15 minutes)
6:00 PM	Regular Assembly Meeting

MEETING NOTES – October 9-22, 2024

Wed. 10/9

- KSRM "Sound Off" – Community Outreach 9:00-10:00 AM
- Tim Dillon re: KPB Transportation Planning 10:30-11:00 AM
- Robert Ruffner re: Planning Issue Update 11:30 AM-12:15 PM
- Exemption Review – Adeena Wilcox, Sean Kelley & Todd Sherwood 12:30-1:30 PM
- Chapman School Funding – Adjacent Properties Planning 2:00-2:30 PM  
Site Council Feedback
  - Aaron Hughes
  - Brandi Harbaugh
  - John Hedges
- KPC Director Cheryl Siemers re: Future Plans and Current Deed of the KPC Residence Hall

Thurs. 10/10

- Safe Streets for All Program – Directors' Meeting 9:00-10:30 AM  
KPB and KPBSD in-person; consultants via MS Teams
  - Beth McKibben – R&M Consulting
  - Van Le – R&M Consulting
  - Joni Wilm – Michael Baker International, Inc.; SS4A Senior Planner
  - Taylor Whitaker – Fehr & Peers
  - Superintendent Clayton Holland – KPBSD
  - John Hedges – KPB Purchasing & Contracting
  - Scott Griebel – KPB Roads
  - Brenda Ahlberg – KPB OEM
  - Robert Ruffner – KPB Planning
  - Celina Robinson – KPB GIS
  - Elizabeth Hardi – KPB Grants Administrator
- Sean Kelley - Pre-Departure Check-In 11:00-11:30 AM
- Paul Craig - GeoAlaska, LLC (Phone Call) Re: Mt. St. Augustine Project 1:00-1:45 PM
- Tom Nelson re: Homer Maintenance Part-Time to Full-time Position & Evaluation 1:45-2:00 PM
- Elizabeth Hardie and John Hedges re: Federal Grant Contractor 2:00-2:30 PM

Meeting Notes – 10/22/24

Fri. 10/11

- Energy Emergency Functional Exercise (via Teams) 9:00 AM-4:00 PM
- DOT-HEA Utility Permits Discussion 10:30 AM-Noon
  - DOT Commissioner Ryan Anderson
  - DOT Deputy Commissioner Katherine Keith
  - HEA Rob Montgomery
  - Joe Rizzo – KPB Communications Director
- Robert Ruffner, John Hedges and Lee Frey re: 1:00-2:45 PM  
Various Planning, Project and Solid Waste Equipment Issues

Sat. 10/12

- Auctioneer at Kenai Chamber of Commerce Pie Auction 5:00-9:00 PM

Mon. 10/14

- Aaron Hughes re: Subdivision Plats 10:00-10:30 AM
- Jamie Diep, KBBI Interview re: SPH Bond Follow-Up 11:00-11:30 AM
- River Center Visit with Robert Ruffner Noon-1:30 PM

Tues. 10/15

- Justen Huff re: Personnel Issue 10:00-10:30 AM
- CESS Firefighter Schedule Proposal 1:00-2:00 PM
  - Chief Browning
  - Chief Grimes
  - Brandi Harbaugh

Wed. 10/16

- *KSRM* "Sound Off" – Community Outreach 9:00-10:00 AM

Thurs. 10/17

- Kenai Peninsula Fish Habitat Partnership October Steering Committee Meeting (via Zoom) 1:30-2:30 PM
- Elizabeth Hardie re: Grants 3:30-4:00 PM
- Ben Hanson re: Leadership Meeting & First Amendment 4:00-4:30 PM
- Triumvirate Board Meeting 5:30-6:00 PM

Fri. 10/18

- Robert Ruffner re: River Center Rental Policy 1:00-1:30 PM
- Daniel Mahr re: Aurora Borealis Charter School Issues 2:00-2:30 PM  
via Phone
- Evening of Hope Fundraising Dinner for Alaska Christian 6:00-8:00 PM

## Meeting Notes – 10/22/24

### College

Sat. 10/19

- Auctioneer for Soldotna Chamber of Commerce Pie Auction 5:00-9:00 PM

Mon. 10/21

- Seward Affordable Housing Updates (via phone) 11:00-11:30 AM
  - Mat Plant
  - Jim Davis
  - Victor Davis
- Justin Ruffridge re: KPBSD Issues Discussion – Aurora Borealis 11:30 AM-12:30 PM

Tues. 10/22 – Assembly Day

- Michelle Turner re: Building Public Access 9:30-9:45 AM
- Sterling Safety Corridor – Project Status Update (MS Teams) 10:00-11:00 AM
  - Stephanie Queen – Consultant
  - Rep. Ben Carpenter
  - Rep. Justin Ruffridge – Staff
  - Sen. Jesse Bjorkman
  - Soldotna Mayor Paul Whitney
  - Soldotna City Manager Janette Bower
  - Julia Hanson – DOT
  - Devki Rearden – DOT Engineering Associate
  - Luke Bowland – DOT Central Region Preconstruction Engineer
  - Andy Mills – DOT Legislative Liaison/Special Assistant
  - Justin Shelby – DOT Administrative Operations Manager
  - Anna Bosin – DOT&PF Program Manager for Research, Development & Technology Transfer
  - J. Schock – Colaska
  - Morgan McCammon - Dowl
  - Steven Noble – Dowl
  - Aaron Fletcher – Dowl
  - Richard Pribyl – Dowl
- AML Property Tax Working Group (via Zoom) 11:00 AM-Noon
- Aaron Hughes re: Heidemann & Land Management Matters 10:15-10:45 AM
- Mike Navarre re: Property Tax History & KPBSD Issues 11:45 AM-12:45 PM
- Tim Crumrine re: Solid Waste Ordinance for Leachate Concentrator Upgrades Funding – Port Graham CD 1:00-1:30 PM
- Brenda Ahlberg re: OEM Updates 1:30-2:00 PM
- Robert Ruffner and Walker Steinhage re: Surgical Code 2:00-2:30 PM

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Changes