



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Assembly

Tuesday, June 15, 2021

6:00 PM

Betty J. Glick Assembly Chambers

Zoom ID: 938 6524 5999 Passcode: 886199

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CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

Any invocation that may be offered at the beginning of the assembly meeting shall be a voluntary offering of a private person, to and for the benefit of the assembly. No member of the community is required to attend or participate in the invocation.

[Clerk's Note: The invocation was offered by Rebecca Hinsberger.]

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:

June 1, 2021 Regular Assembly Meeting Minutes
Commending Resolution for KPEDD
Resolution 2021-041 – Educational Bond Refi
Resolution 2021-042 – FY22 Alaska Land Mobile Radio Agmt
Resolution 2021-043 – Sole Source Custom Fire Apparatus
Resolution 2021-044 – SPH Office Space Lease Agrmt 203 W. Pioneer Ave.
Resolution 2021-045 – SPH Office Space Lease Agrmt 4117 Bartlett St
Resolution 2021-046 – Rural and Ag land Classification
Resolution 2021-047 – MOA for Dispatch Services
Resolution 2021-048 – Mgmt Agrmt for Sea Otter Comm Center
Resolution 2021-049 – Co-op Agmt
Ordinance 2021-19-01 – Homer Roof Replacement Bond
Ordinance 2021-19-02 – Nikiski Fire Air Quality Project Station 2
Ordinance 2021-19-03 – Appropriating Bond Proceeds
Ordinance 2021-22 – Low Income Housing Tax Credit
Ordinance 2021-23 – Borough Owned Land Sale
Ordinance 2021-24 – Limiting Assembly Comments to 3 Minutes
Ordinance 2021-25 – Assembly Members to Serve on BOE
Ordinance 2021-26 – Amending Risk Committee Requirements
Advisory Planning Commission Appointment – Jay Wright

ACTION ITEMS ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:

Ordinance 2020-19-34 – Repair CES Medic #935
Ordinance 2020-19-35 – Grant Funds for Unemployment Benefits
Ordinance 2020-19-36 – Leachate Tank Repairs and Central Pen Landfill

APPROVAL OF MINUTES

[KPB-3282](#) June 1, 2021 Regular Assembly Meeting Minutes

Attachments: [June 1, 2021 Regular Assembly Meeting Minutes](#)

COMMENDING RESOLUTIONS AND PROCLAMATIONS

[KPB-3229](#) A Resolution Commending the Kenai Peninsula Economic Development District for its Contributions to the Kenai Peninsula Borough (Hibbert)

[Clerk's Note: President Hibbert presented Tim Dillon, Executive Director for the Kenai Peninsula Economic Development District with the Commending Resolution.]

Attachments: [Commending Resolution](#)

2. [KPB-3271](#) Mayor's Proclamation Declaring June 20, 2021 as "The Longest Day"

Attachments: [Mayor's Proclamation - The Longest Day](#)

PRESENTATIONS WITH PRIOR NOTICE

(20 minutes total)

1. [KPB-3272](#) Redistricting Update – Map Drawing Cycle Peter Torkelson, ED, Alaska Redistricting Board (10 Minutes)

Attachments: [Presentation](#)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

ITEMS NOT COMPLETED FROM PRIOR AGENDA

PUBLIC HEARINGS ON ORDINANCES

(Testimony limited to 3 minutes per speaker)

Ordinances referred to Finance Committee

[2020-19-34](#) An Ordinance Appropriating Insurance Proceeds to Fund the Repair of Central Emergency Service Area's Medic #935 (Mayor)

Attachments: [Ordinance 2020-19-34](#)
[Memo](#)

[2020-19-35](#) An Ordinance Approving and Accepting Grant Funds from the State of Alaska Department of Labor and Workforce Development to Credit Unemployment Benefits for the Kenai Peninsula Borough through the US Treasury Coronavirus Aid Relief, and Economic Security Act of 2020 Funds (Mayor)

Attachments: [Ordinance 2020-19-35](#)
[Memo](#)

[2020-19-36](#) An Ordinance Appropriating \$71,988.62 in Supplemental Funding for Repairs to the Leachate Tank at the Central Peninsula Landfill Resulting from the November 30, 2018 Cook Inlet 7.0 Earthquake and Approving the Award to CCI Industrial Services, LLC (Mayor)

Attachments: [Ordinance 2020-19-36](#)
[Memo](#)
[Reference Copy Ordinance 2020-19-26](#)

Ordinances referred to Policies and Procedures Committee

[2021-18](#) An Ordinance Amending Title 4 Regarding Borough Elections and Enacting a New Chapter of Code, KPB 4.60, Election Security and Integrity, to Ensure Borough Elections are Accessible, Reliable and Secure (Bjorkman, Elam)

Attachments: [Ordinance 2021-18](#)
[Bjorkman Amendment Memo 061521](#)
[Memo](#)
[Public Comments 061521](#)
[Additional Public Comment 2021-18](#)
[Amendment Memo \(Dealt with 05/18/21\)](#)
[Bjorkman Amendment \(Dealt with 05/18/21\)](#)

UNFINISHED BUSINESS

NEW BUSINESS

1. Resolutions

Resolutions referred to Finance Committee

[2021-041](#) A Resolution Approving the Kenai Peninsula Borough's Participation in a Refinancing by the Alaska Municipal Bond Bank of its General Obligation Bonds that Provided Funds to Purchase the General Obligation Refunding School Bonds, 2011 of the Kenai Peninsula Borough, Under a Loan Agreement, as Amended, Between the Kenai Peninsula Borough and the Alaska Municipal Bond Bank; and Authorizing the Kenai Peninsula Borough Mayor or Designee to Approve a Revised Schedule of Principal and Interest Payments on the Kenai Peninsula Borough's 2011 Bond, in Accordance with the Loan Agreement, as Amended, and Providing for Related Matters (Mayor)

Attachments: [Resolution 2021-041](#)
[Memo](#)
[Reference Copy 2003-072](#)
[Reference Copy Resolution 2011-072](#)

[2021-042](#) A Resolution Authorizing the Mayor to Execute the Fiscal Year 2022 Alaska Land Mobile Radio Communication System Membership Agreements (Mayor)

Attachments: [Resolution 2021-042](#)
[Memo](#)
[FY22 Agreement](#)

[2021-043](#) A Resolution Authorizing the Kenai Peninsula Borough Mayor to Enter into a Sole Source Contract with Custom Fire Apparatus, Inc. for a Fire Apparatus Conversion (Mayor)

Attachments: [Resolution 2021-043](#)
[Memo](#)
[Advisory Board Recommendations](#)

Resolutions referred to Lands Committee

[2021-044](#) A Resolution Authorizing the Kenai Peninsula Borough, on Behalf of the South Kenai Peninsula Hospital Service Area, to Enter Into an Office Space Lease Agreement for Office Space at 203 W. Pioneer Avenue in Homer (Mayor)

Attachments: [Resolution 2021-044](#)
[Memo](#)
[Lease](#)
[Parcel Report](#)
[South Peninsula Hospital Resolution 21-06](#)
[Advisory Boards Recommendations](#)

[2021-045](#) A Resolution Authorizing the Kenai Peninsula Borough, on Behalf of the South Kenai Peninsula Hospital Service Area, to Enter Into a Lease Agreement with First Right of Refusal and Option to Purchase, for Office Space at 4117 Bartlett Street in Homer (Mayor)

Attachments: [Resolution 2021-045](#)
[Memo](#)
[Lease](#)
[Parcel Report 17506104](#)
[Parcel Report 17514304](#)
[Advisory Boards Recommendations](#)

[2021-046](#) A Resolution Classifying 420 Acres of Borough Land Located within Section 1, T5S, R14W, Seward Meridian, Alaska as Rural and Agriculture (Mayor)

Attachments: [Resolution 2021-046](#)
[Memo](#)
[Land Classification Maps](#)
[Land Classification Staff Rpt \(DRAFT\)](#)
[Public Comment 061521](#)
[Advisory Board Rec](#)
[Advisory Board Recommendations \(Dealt with 06/15/21\)](#)

Resolutions referred to Policies and Procedures Committee

[2021-047](#) A Resolution Authorizing the Mayor to Execute Agreements with Numerous Governmental Agencies and Nonprofit Organizations for Services Provided by the Borough Soldotna Public Safety Communications Center (Mayor)

Attachments:

[Resolution 2021-047](#)

[Memo](#)

[Amendment 061521](#)

[Soldotna Dispatch letter 6.11.21](#)

[SPSCC MOA Approval Govt Agency Agreement](#)

[SPSCC MOA Approval Non-Profit Agreement](#)

[SPSCC City of Soldotna Draft Agreement 6-4-21](#)

[Reference Copy 2021-035](#)

[2021-048](#) A Resolution Approving an Updated Management Agreement for the Sea Otter Community Center on Behalf of the Seldovia Recreational Service Area (Mayor) [Postponed on 06/15/21]

Attachments:

[Resolution 2021-048](#)

[Memo](#)

[Advisory Board Recommendations 070621](#)

[City Council Recommendation 070621](#)

[Revised Agreement](#)

[Request for Postponement \(Dealt with on 06/15/21\)](#)

[Agreement](#)

[Reference Copy Ordinance 2011-28](#)

[2021-049](#) A Resolution Approving a Cooperative Agreement for Emergency Aid Between Eastern Peninsula Highway Emergency Service Area and Bear Creek Fire and Emergency Service Area, Central Emergency Services, Cooper Landing Emergency Services, Hope Sunrise Emergency Services, Inc., Moose Pass Volunteer Fire Company, Seward Volunteer Ambulance Corp. and the City of Seward on Behalf or the Seward Fire Department (Mayor)

Attachments:

[Resolution 2021-049](#)

[Memo](#)

[Agreement](#)

[2021-050](#) A Resolution Authorizing the City of Seldovia to Set a Rate of Levy by June 18, 2021 (Mayor)

Attachments: [Resolution 2021-050](#)
[Memo](#)
[City of Seldovia Letter](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to the Finance Committee

[2021-19-01](#) An Ordinance Redirecting Previously Appropriated Bond Proceeds from the 2014 General Obligation School Bonds to Phase One of the Homer High School Roof Replacement Project in the Bond Capital Project Fund (Mayor)

Attachments: [Ordinance 2021-19-01](#)
[Memo](#)
[Reference Copy Ordinance 2013-19-22](#)

[2021-19-02](#) An Ordinance Redirecting Nikiski Fire Service Area Capital Project Funds of \$135,221 from Previously Appropriated Projects to the Nikiski Fire Station #1 Air Quality and Station #2 Lighting Fixture Replacement Projects (Mayor)

Attachments: [Ordinance 2021-19-02](#)
[Memo](#)
[Advisory Board Recommendations](#)

[2021-19-03](#) An Ordinance Appropriating Refinanced 2011 School General Obligation Bond Proceeds for the Purpose of Paying Bond Refinancing Issuance Costs (Mayor)

Attachments: [Ordinance 2021-19-03](#)
[Amendment Memo 070621](#)
[Memo](#)
[Reference Copy 2003-072](#)
[Reference Copy 2011-072](#)

[2021-22](#) An Ordinance Authorizing the Assessor to Assess a Low-Income Housing Tax Credit Property Based on Restricted Rents (Mayor)

Attachments: [Ordinance 2021-22](#)
[Memo](#)
[Reference Copy Ordinance 2003-43](#)

Ordinances for Introduction and referred to the Lands Committee

[2021-23](#) An Ordinance Authorizing the Sale of Certain Parcels of Borough Owned Land by Outcry Auction Followed by an Over-the-Counter Land Sale (Mayor)

Attachments: [Ordinance 2021-23](#)
[Memo](#)
[Land Sale Maps](#)
[Public Comment 070621](#)
[Advisory Board Recommendation 071621](#)
[Public Comments 070621](#)

Ordinances for Introduction and referred to the Policies and Procedures Committee

[2021-24](#) An Ordinance Amending KPB 22.40.080 to Limit Assembly Members' Closing Comments to Three Minutes (Derkevorkian, Carpenter)

Attachments: [Ordinance 2021-24](#)
[Memo](#)

[2021-25](#) An Ordinance Amending KPB 2.58.058(A) to Clarify that Assembly Members may Serve on the Board of Equalization (Mayor)

Attachments: [Ordinance 2021-25](#)
[Memo](#)
[Reference Copy 85-95](#)

[2021-26](#) An Ordinance Amending KPB 2.24.010 to Modify the Risk Management Committee School District Member's Requirements (Mayor)

Attachments: [Ordinance 2021-26](#)
[Memo](#)

3. Other

[KPB-3273](#) Confirming the Appointment to the KPB Advisory Planning Commission (Mayor)

Anchor Point APC
Jay Wright, Seat B, Term Expires September 30, 2023

Attachments: [Appointment](#)

MAYOR'S REPORT

[KPB-3274](#) Mayor's Report Cover Memo

Attachments: [Cover Memo](#)

1. Assembly Requests/Responses - None

2. Agreements and Contracts

a. [KPB-3275](#) Authorization to Award a Contract for RFP21-007 Cybersecurity Assessment to Moss Adams, LLP.

Attachments: [Authorization to Award Contract for RFP21-007](#)

b. [KPB-3276](#) Authorization to Award a Contract for ITB21-028 Summer and Winter Road Maintenance – East Region Unit 1 to AG & Building Supply, Hope, AK.

Attachments: [Authorization to Award Contract for ITB21-028 East](#)

c. [KPB-3277](#) Authorization to Award a Contract for ITB21-028 Summer and Winter Road Maintenance – West Region Unit 3, to Vista Estates, dba Captain Cook Construction, Clam Gulch, AK.

Attachments: [Authorization to Award Contract for ITB21-028 West](#)

d. [KPB-3283](#) Hutler Road CIP (S7HLR) - Budget

Attachments: [Hutler Road CIP Budget](#)

e. [KPB-3286](#) Spruce Bark Beetle Brief

Attachments: [Spruce Bark Beetle Brief](#)

3. Other

a. [KPB-3278](#) Certification of the 2021 Main Roll Assessment

Attachments: [Certification of 2021 Assessment Roll](#)

b. [KPB-3279](#) Public Relations Update – “Know Your Borough” Campaign

Attachments: [Public Relations Update](#)

c. [KPB-3280](#) Budget Revisions –May 2021

Attachments: [Budget Revisions - May 2021](#)

- d. [KPB-3281](#) Revenue – Expenditure Report – May 2021
Attachments: [Revenue - Expenditure Report May 2021](#)
- e. [KPB-3283](#) Hutler Road CIP (S7HLR) - Budget
Attachments: [Hutler Road CIP Budget](#)
- f. [KPB-3286](#) Spruce Bark Beetle Brief
Attachments: [Spruce Bark Beetle Brief](#)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

ASSEMBLY COMMENTS

PENDING LEGISLATION

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

1. [2020-19-07](#) An Ordinance Appropriating Refinanced 2013 Bear Creek Fire Service Area General Obligation Bond Proceeds for the Purpose of Paying Bond Refinancing Issuance Costs (Mayor) Tabled as amended on 12/01/20

[Clerk's Note: A motion to enact Budget Ordinance 2020-19-07 was on the floor from the 12/01/20 meeting.]

[Clerk's Note: The Administration has given notice of consideration, see related memo dated June 24, 2021.]

Attachments: [Ordinance 2020-19-07](#)
[Request to Remove from Table 07/06/21](#)
[Amendment Memo 070621](#)
[Memo](#)
[Admin's Request to Table \(Dealt with on 12/01/20\)](#)
[Amendment Memo \(Dealt with 10/13/20\)](#)
[Reference copy: Resolution 2020-044](#)
[Reference copy: Resolution 2012-091](#)

2. [2020-19-08](#) An Ordinance Appropriating Refinanced 2013 School General Obligation Bond Proceeds for the Purpose of Paying Bond Refinancing Issuance Costs (Mayor) Tabled as amended on 12/01/20

[Clerk's Note: A motion to enact Budget Ordinance 2020-19-08 was on the floor from the 12/01/20 meeting.]

[Clerk's Note: The Administration has given notice of consideration, see related memo dated June 24, 2021.]

Attachments:

[Ordinance 2020-19-08](#)

[Request to Remove from Table 07/06/21](#)

[Amendment Memo 070621](#)

[Memo](#)

[Admin's Request to Table \(Dealt with on 12/01/20\)](#)

[Amendment Memo \(Dealt with 10/13/20\)](#)

[Reference copy: Resolution 2013-071](#)

[Reference copy: Resolution 2020-042](#)

3. [2020-19-09](#) An Ordinance Appropriating Refinanced 2011 Hospital General Obligation Bond Proceeds for the Purpose of Paying Bond Refinancing Issuance Costs (Mayor) Tabled as amended on 12/01/20

[Clerk's Note: A motion to enact Budget Ordinance 2020-19-09 was on the floor from the 12/01/20 meeting.]

[Clerk's Note: The Administration has given notice of consideration, see related memo dated June 24, 2021.]

Attachments:

[Ordinance 2020-19-09](#)

[Request to Remove from Table 07/06/21](#)

[Amendment Memo 070621](#)

[Memo](#)

[Admin's Request to Table \(Dealt with on 12/01/20\)](#)

[Amendment Memo \(Dealt with 10/13/20\)](#)

[Reference copy: Resolution 2011-073](#)

[Reference copy: Resolution 2020-043](#)

INFORMATIONAL MATERIALS AND REPORTS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. July 6, 2021 Regular Assembly Meeting

6:00 PM Betty J. Glick Assembly Chambers Borough Administration Building. Remote

Participation available through Zoom, Meeting ID: 938 6524 5999 Passcode: 886199

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 through Zoom, the Meeting ID: 938 6524 5999 Passcode: 886199 and in-person from the Betty J. Glick Assembly Chambers, Borough Administration Building, Soldotna, Alaska. COVID-19 mitigation protocols will be observed. To join the meeting from a computer, visit <https://zoom.us/j/93865245999>. To attend the Zoom meeting by telephone call toll free 1-888-788-0099 or 1-877-853-5247 and enter the Meeting ID: 938 6524 5999 Passcode: 886199. Detailed instructions will be posted on at the Kenai Peninsula Borough's main page at kpb.us: "Meeting and Public Notices" "Current Assembly Agenda".

Copies of the agenda and ordinances to be considered can be viewed on the website referenced above or at the Public Bulletin Board located on the window right of the double doors in the back of the Borough Administration Building. 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 summaries, ordinances and resolutions.