



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda

Assembly

Wayne Ogle, President
Dale Bagley, Vice President
Norm Blakeley
Kenn Carpenter
Kelly Cooper
Willy Dunne
Paul Fischer
Brent Hibbert
Hal Smalley

Tuesday, November 21, 2017

6:00 PM

Assembly Chambers

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.

Also present were:

Colette Thompson, Borough Attorney
Johni Blankenship, Borough Clerk
Michele Turner, Deputy Borough Clerk

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.)*

G. APPROVAL OF MINUTES

[KPB-1469](#) October 31, 2017 Regular Assembly Meeting Minutes

Attachments: [103117 Regular Assembly Meeting Minutes](#)

COMMENDING RESOLUTIONS AND PROCLAMATIONS**PRESENTATIONS WITH PRIOR NOTICE**

(20 minutes total)

1. [KPB-1470](#) Central Peninsula General Hospital, Inc. Quarterly Report (10 Minutes)
Attachments: [Central Peninsula General Hospital Quarterly Report](#)
2. [KPB-1471](#) Alaska Small Business Development Center Quarterly Report, Cliff Cochran, Bryan Zak (10 Minutes)
Attachments: [ASBDC Quarterly Report](#)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

MAYOR'S REPORT

Mayor's Report Cover Memo

[KPB-1485](#) Mayor's Report to the Assembly

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

1. Assembly Requests/Responses - None.
2. Agreements and Contracts
 - a. [KPB-1486](#) Authorization to Award Contract for RFP 18-001 Management of Eagle Lake Material Site to East Road Services, Inc., Homer AK
Attachments: [Authorization to Award Contract for RFP 18-001](#)
3. Other
 - a. [KPB-1487](#) Investment Portfolio Report
Attachments: [Investment Portfolio Report](#)
 - b. [KPB-1488](#) Budget Revisions - October 2017
Attachments: [Budget Revisions - October 2017](#)
 - c. [KPB-1489](#) Revenue-Expenditure Report - October 2017
Attachments: [Revenue-Expenditure Report - October 2017](#)

- d. [KPB-1490](#) Recap of 2017 Tax Foreclosure Auction as Authorized by KPB Ordinance 2017-20
Attachments: [Recap of 2017 Tax Foreclosure Auction](#)
- e. [KPB-1491](#) FY 18 - 1st Quarter Senior Grant Narrative Reports
Attachments: [FY 18- 1st Quarter Senior Grant Narrative Reports](#)
- f. [KPB-1492](#) FY 18 - 1st Quarter Non-Department Grant Reports
Attachments: [FY 18 - 1st Quarter Non-Department Grant Reports](#)

ITEMS NOT COMPLETED FROM PRIOR AGENDA

PUBLIC HEARINGS ON ORDINANCES

(Testimony limited to 3 minutes per speaker)

Ordinances referred to Finance Committee

[2017-28](#) An Ordinance Authorizing the Assessor to Accept Two Late-Filed Senior Exemption Applications for 2017, Filed After March 31 and Providing an Exception to KPB 5.12.040(B) (Mayor, Cooper, Fischer)

Attachments: [O2017-28](#)
[Memo](#)
[Guillemin Late Filed Exemption Application](#)
[Jackinsky Late Filed Exemption Application](#)

[2017-29](#) An Ordinance Amending KPB Chapter 5.18 to Establish a 6 Percent Areawide Sales Tax on Temporary Lodging and Overnight Camping Facilities and Providing for an Exemption of Up to 3 Percent of the Levy on Temporary Lodging and Overnight Camping within the Boundaries of Cities in the Borough that Levy a Similar Sales Tax in Addition to an Existing General Sales Tax, Subject to Approval by the Voters in the Regular Election on October 2, 2018 (Bagley) (Final Hearing on 03/06/17)

Attachments: [Ordinance 2017-29](#)
[Revised Amendment Memo](#)
[Memo](#)
[LAYDOWN Public Comments 112117](#)
[Public Comments 112117](#)
[Public Comment](#)

Ordinances referred to Lands Committee

[2017-30](#) An Ordinance Authorizing the Negotiated Sale of a 60 Foot-Wide Strip of Land in the McBride Subdivision Near Seward to Dean Carl at Fair Market Value (Carpenter)

Attachments:

[O2017-30](#)

[Carpenter Amendment Memo](#)

[Service Area Board Recommendation](#)

[Planning Commission Recommendations](#)

[Memo](#)

[Mayor's Memo](#)

[Subdivision Map](#)

[Application for Negotiated Sale, Lease or Exchange of Borough Land](#)

[Assessing Memo - Fair Market Value](#)

[Floodplain Maps](#)

[Public Comment 112117](#)

[Handouts submitted by Carpenter](#)

UNFINISHED BUSINESS**O. NEW BUSINESS**

1. Resolutions

Resolutions referred to Finance Committee

[2017-065](#) A Resolution Authorizing Community Assistance Program Expenditures for Unincorporated Communities (Mayor)

Attachments:

[R2017-065](#)

[Memo](#)

Resolutions referred to Legislative Committee

[2017-064](#) A Resolution Supporting the Transportation Priorities to be Considered for Grant Funding to be Submitted to the State of Alaska Department of Transportation and Public Facilities (Mayor)

Attachments:

[R2017-064](#)

[Memo](#)

Resolutions referred to Policies and Procedures Committee

[2017-066](#) A Resolution Confirming Appointments of Assembly Members to Non Borough Boards (Ogle)

Attachments: [R2017-066](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to the Finance Committee

[2017-33](#) An Ordinance of Assessment Confirming the Assessment Roll for the South Kasilof Utility Special Assessment District and Establishing the Method for Terminating Assessments and Making Refunds to Property Owners (Mayor)

Attachments: [Ordinance 2017-33](#)
[Memo](#)
[Final Assessment Roll](#)
[Public Comment 120517](#)

[2017-19-10](#) An Ordinance Appropriating Additional Funds from the Anchor Point Fire and Emergency Service Area Capital Project Fund to Cover Costs in Excess of the Budgeted Amount for Purchase of an Incident Command Vehicle (Mayor)

Attachments: [Ordinance 2017-19-10](#)
[Memo](#)
[Service Area Board Meeting Minutes](#)

[2017-19-11](#) An Ordinance Appropriating Revenue Bond Proceeds and Authorizing the Use of \$3,153,200 from the \$10,000,000, that was Appropriated from the Central Peninsula Hospital Plant Replacement and Expansion Fund for the Design and Construction of the Obstetrics Facility, Cardiac Catheterization Laboratory and Related Projects at Central Peninsula Hospital (Mayor) (Hearing on 12/05/17)

Attachments: [Ordinance 2017-19-11](#)
[Memo](#)
[LAYDOWN Amendment Memo](#)

3. Other

Other items referred to Policies and Procedures Committee

- [KPB-1472](#) Approval of the 2018 Assembly Meeting Schedule (Ogle)
Attachments: [2018 Assembly Meeting Schedule](#)
- [KPB-1483](#) Confirmation of Brandi Harbaugh as Director of Finance (Mayor)
Attachments: [Brandi Harbaugh Confirmation](#)
[Resume](#)
[Director of Finance Job Description](#)
- [KPB-1482](#) Designation of Administrative Officer and Alternate Administrative Officer to Act on Behalf of the Mayor (Mayor)
Attachments: [Memo](#)
[Designation of Admin Officer and Alt. Admin Officer](#)
- [KPB-1484](#) Confirming the Appointment to the Bear Creek Flood Service Area Board (Mayor)
Regan Schwertfeger, Seat A, Term Expires October, 2018
Attachments: [Bear Creek Flood Service Area Board Application](#)
- [KPB-1496](#) Approving an Application for a Restaurant Designation Permit filed by Homestead Restaurant, LLC dba Homestead Restaurant, East End Road, Homer
Attachments: [Memo to Assembly - 523](#)
[Restaurant Designation Permit Application - 523](#)
- [KPB-1497](#) Authorizing an Application for a New Liquor License Filed by James Skogstad, dba Hope Beer Crafters, Fifth Street, Hope
Attachments: [Complete Application Package - Hope Beer Crafters 5603](#)
[Memo to Assembly - 5603](#)
[Planning Memo to Assembly - 5603](#)
[Aerial Map - 5603](#)
[Land Use Map - 5603](#)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. December 5, 2017 Regular Assembly Meeting 6:00PM
Assembly Chambers, Soldotna, Alaska

ASSEMBLY COMMENTS

S. PENDING LEGISLATION

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

1. [2017-29](#) An Ordinance Amending KPB Chapter 5.18 to Establish a 6 Percent Areawide Sales Tax on Temporary Lodging and Overnight Camping Facilities and Providing for an Exemption of Up to 3 Percent of the Levy on Temporary Lodging and Overnight Camping within the Boundaries of Cities in the Borough that Levy a Similar Sales Tax in Addition to an Existing General Sales Tax, Subject to Approval by the Voters in the Regular Election on October 2, 2018 (Bagley) (Final Hearing on 03/06/17)

Attachments: [Ordinance 2017-29](#)
[Revised Amendment Memo](#)
[Memo](#)
[LAYDOWN Public Comments 112117](#)
[Public Comments 112117](#)
[Public Comment](#)

2. [2017-31](#) An Ordinance Approving McKinley Single-Family Residential R-1 Local Option Zoning District and Amending KPB 21.46.040 (Mayor)

Attachments: [Ordinance 2017-31](#)
[Memo](#)
[Staff Report](#)
[Local Option Zoning District Application](#)
[LAYDOWN Planning Commission Recommendation](#)
[LAYDOWN Request for Postponement](#)

3. [2017-32](#) An Ordinance Amending KPB Title 16 to Authorize Certain Volunteers to Serve on their Respective Service Area Board (Dunne, Fischer, Carpenter)

Attachments: [Ordinance 2017-32](#)
[Memo](#)
[LAYDOWN Service Area Board Recommendations](#)

INFORMATIONAL MATERIALS AND REPORTS

NOTICE OF NEXT MEETING AND ADJOURNMENT

The next meeting of the Kenai Peninsula Borough Assembly will be held on December 5, 2017, 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.