

Kenai Peninsula Borough

*144 North Binkley Street
Soldotna, AK 99669*



Meeting Agenda

Tuesday, December 3, 2024

6:00 PM

Meeting ID: 895 1103 3332 Passcode: 193069

Betty J. Glick Assembly Chambers

Meeting ID: 895 1103 3332 Passcode: 193069

Assembly

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-6477: November 12, 2024 Regular Assembly Meeting Minutes

Resolution 2024-053: A Resolution Authorizing Award of a Contract for RFP25-008 Soldotna Elementary & Soldotna Prep Consolidation Design Services

Resolution 2024-054: A Resolution Confirming the Appointments of Assembly Members to Non-Borough Board Appointments

Ordinance 2024-19-22: An Ordinance Accepting and Appropriating \$65,000 in Federal Pass-Through Funds from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Cybersecurity Assessment Update

Ordinance 2024-34: An Ordinance Confirming the Assessment Roll for the Princess Lake Estates Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners

Ordinance 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

Ordinance 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

KPB-6476: Confirming Appointments to Service Area Boards

ACTION ITEM ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:

Ordinance 2024-19-20: Redirecting Previously Appropriated Solid Waste Capital Project Funds for Leachate Concentrator Upgrades

Ordinance 2024-19-21: Accepting and Appropriating Funding from the State of Alaska in the Amount of \$410,514 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program

Ordinance 2024-30: Confirming the Assessment Roll for the Jubilee Street Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners

APPROVAL OF MINUTES

- *1. [KPB-6477](#) November 12, 2024 Regular Assembly Meeting Minutes

Attachments: [November 12, 2024 Regular Assembly Meeting Minutes](#)

COMMENDING RESOLUTIONS AND PROCLAMATIONS

PRESENTATIONS WITH PRIOR NOTICE

(20 minutes total)

1. [KPB-6462](#) Central Peninsula General Hospital Quarterly Report, Sean Keef, President (10 Minutes)

Attachments: [CPH Quarterly Report](#)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

MAYOR'S REPORT

[KPB-6468](#) Mayor's Cover Memo

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

1. Assembly Requests/Responses

2. Agreements and Contracts

- a. [KPB-6469](#) Cascade Fire Equipment Company – Sole Source

Attachments: [Sole Source Memo - Cascade Fire Equipment Company 11.04.24](#)

- b. [KPB-6470](#) Chinook Fire Protection LLC – Sole Source Waiver

Attachments: [Sole Source Waiver - Chinook Fire Protection LLC](#)

3. Other

- a. [KPB-6471](#) Budget Revisions – October 2024

Attachments: [Budget Revisions - October 2024](#)

- b. [KPB-6472](#) Capital Project Reports – September 30, 2024

Attachments: [Capital Projects Reports - September 30, 2024](#)

- c. [KPB-6473](#) Investment Report Quarter Ended 9/30/24

Attachments: [Investment Report Quarter Ended 09.30.24](#)

- d. [KPB-6474](#) Revenue-Expenditure Report – October 2024

Attachments: [Revenue-Expenditure Report - October 2024](#)

- e. [KPB-6475](#) FY251Q1 Grant Reports

Attachments: [Grant Report FY25 Q1 Seniors 10.30.24](#)
[Grant Report FY25 Q1 KPEDD 10.30.24](#)
[Grant Report FY25 Q1 ASBDC 10.30.24](#)
[Grant Report FY25 Q1 KPC-UAA 10.30.24](#)

ITEMS NOT COMPLETED FROM PRIOR AGENDA

PUBLIC HEARINGS ON ORDINANCES

(Testimony limited to 3 minutes per speaker)

Ordinances referred to Finance Committee

1. [2024-19-20](#) An Ordinance Redirecting Previously Appropriated Solid Waste Capital Project Funds for Leachate Concentrator Upgrades (Mayor)

Attachments: [Ordinance 2024-19-20](#)
[Memo](#)

2. [2024-19-21](#) An Ordinance Accepting and Appropriating Funding from the State of Alaska in the Amount of \$410,514 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program (Mayor)

Attachments: [Ordinance 2024-19-21](#)
[Memo](#)
[CAP Application KPB Backup](#)

3. [2024-30](#) An Ordinance Confirming the Assessment Roll for the Jubilee Street Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners (Mayor)

Attachments: [Ordinance 2024-30](#)
[Memo](#)
[Final Assessment Roll](#)
[Reference Copy R2024-005](#)
[Reference Copy O2023-19-37](#)
[Reference Copy O2023-19-53](#)

UNFINISHED BUSINESS**NEW BUSINESS**

1. Resolutions

Resolutions referred to Finance Committee

- *a. [2024-053](#) A Resolution Authorizing Award of a Contract for RFP25-008 Soldotna Elementary & Soldotna Prep Consolidation Design Services (Mayor)

Attachments: [Resolution 2024-053](#)
[Memo](#)

Resolutions referred to Policies and Procedures Committee

- *b. [2024-054](#) Confirming Appointments of Assembly Members to Non-Borough Boards (Ribbens)

Attachments: [Resolution 2024-054](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to the Finance Committee

- *a. [2024-19-22](#) An Ordinance Accepting and Appropriating \$65,000 in Federal Pass-Through Funds from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Cybersecurity Assessment Update (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-19-22](#)
[Memo](#)

- *b. [2024-34](#) An Ordinance Confirming the Assessment Roll for the Princess Lake Estates Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-34](#)
[Princess Lake Est USAD FINAL ASSMT ROLL 10-9-2024](#)
[Reference Copy R2024-009](#)
[Reference Copy O2023-19-45](#)

 Ordinances for Introduction and referred to the Policies and Procedures Committee

- *c. [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) (Hearing on 01/21/25)

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

- *d. [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 (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-36](#)
[Memo](#)

3. Other

Other Items referred to Policies and Procedures Committee

- *a. [KPB-6476](#) Confirming Appointments to Service Area Boards (Mayor)
 Seldovia Recreational Service Area
 Valisa Higman, Seat B, Term Expires 10/2026
- Western Emergency Service Area
 Janice Nofziger, Seat E, Term Expires 10/2027

Attachments: [Memo Appointments to Service Area Boards](#)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

ASSEMBLY COMMENTS

PENDING LEGISLATION

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

1. [2024-33](#) An Ordinance Amending KPB 21.46.070 to Create the Kenai Wellness Estates Addition Local Option Zoning District Mixed-Use District (C-3) and Granting an Exception to the Minimum Twelve-Lot Requirement in KPB 21.44.040(A) (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-33](#)
[Memo](#)
[Ownership Map](#)
[Overview and Vicinity Map](#)
[Comment Penrod](#)
[Public Comment](#)

2. [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) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-31](#)
[Memo](#)

3. [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) (Hearing on 01/07/25)

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

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) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-29](#)
[Memo](#)
[Ltr City of Homer](#)
[Homer Transportation Plan 2024](#)
[Reference Homer O24-31\(S\)](#)
[Reference Copy O2019-25](#)

INFORMATIONAL MATERIALS AND REPORTS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. January 7, 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

The next meeting of the Kenai Peninsula Borough Assembly will be held on January 21, 2014, 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(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: 895 1103 3332 Passcode: 193069. 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.



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Minutes - Draft Assembly

Tuesday, November 12, 2024

6:00 PM

Betty J. Glick Assembly Chambers
Meeting ID: 895 1103 3332 Passcode: 193069
[https://yourkpb.zoom.us/j/8951103332?
pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1](https://yourkpb.zoom.us/j/89511033332?pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1)

Meeting ID: 895 1103 3332 Passcode: 193069

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

The invocation was given by Tim Weekley, Chaplain for Central Emergency Services.

ROLL CALL

Present: 8 - Brent Johnson, Tyson Cox, Ryan Tunseth, Kelly Cooper, Peter Ribbens, Cindy Ecklund, James Baisden, and Willy Dunne

Absent: 1 - Bill Elam

Also present were:

Peter A. Micciche, Borough Mayor

Brandi Harbaugh, Finance Director

Sean Kelley, Borough Attorney

Michele Turner, Borough Clerk

Jason Kasper, Deputy Borough Clerk

COMMITTEE REPORTS

Assembly Member Tunseth stated the Finance Committee met and discussed its agenda items.

[8 Present: Baisden, Cox, Cooper, Dunne, Ecklund, Johnson, Tunseth, Ribbens/1 Absent: Elam]

Assembly Member Ecklund stated the Lands Committee met and discussed its agenda item.

[8 Present: Baisden, Cox, Cooper, Dunne, Ecklund, Johnson, Tunseth, Ribbens/1 Absent: Elam]

Assembly Member Cox stated the Policies and Procedures Committee met and discussed its agenda items.

[8 Present: Baisden, Cox, Cooper, Dunne, Ecklund, Johnson, Tunseth, Ribbens/1 Absent: Elam]

Assembly Member Dunne stated the Legislative Committee met and discussed its agenda items.

[8 Present: Baisden, Cox, Cooper, Dunne, Ecklund, Johnson, Tunseth, Ribbens/1 Absent: Elam]

Assembly President Ribbens stated the Committee of the Whole met and discussed its agenda item.

[8 Present: Baisden, Cox, Cooper, Dunne, Ecklund, Johnson, Tunseth, Ribbens/1 Absent: Elam]

APPROVAL OF AGENDA AND CONSENT AGENDA

Cooper moved to approve the Agenda and Consent Agenda.

Copies have been made available to the public, Borough Clerk Michele Turner noted by title only the resolutions and ordinances on the consent agenda.

[KPB-6429](#) October 22, 2024 Regular Assembly Meeting Minutes
approved.

[KPB-6449](#) LAYDOWN A Resolution Commending the Soldotna High School Football Team - 2024 Alaska Division II State Champion (Mayor, Cox)
This Commending Resolution was adopted.

[KPB-6450](#) LAYDOWN A Resolution Commending the Homer High School Football Team - 2024 Alaska Division III State Champion (Cooper, Mayor)
This Commending Resolution was adopted.

The following public hearing items met the required conditions of KPB 22.40.110 and were added to the consent agenda:

[2024-19-11](#) An Ordinance Deobligating Some or All In-Kind Services by the Cities of Kenai, Soldotna, and Homer and Appropriating their Cash Contributions as Required Match Funds for the Safe Streets and Roads for All Grant Project (Mayor)

[Clerk's Note: Section 5 in Ordinance 2024-19-11 was amended to read, "That \$14,510 received from the City of Homer be appropriated to account 271.94910.23SSR.49999 for the Safe Streets and Roads for All Project."]

This Budget Ordinance was enacted as amended.

[2024-19-16](#) An Ordinance Appropriating Funds from the School Maintenance Fund for Buildings and Grounds Contracts (Mayor)

This Budget Ordinance was enacted as amended.

[2024-19-17](#) An Ordinance Appropriating Supplemental Funds for Required Audit Fees Due to Additional Single Audit Programs that Have Met the Major Program Thresholds (Mayor)

[Clerk's Note: Section 2 in Ordinance 2024-19-17 was amended to read, "That [\$6,598] \$16,545 is appropriated from the School Maintenance Fund fund balance to account 241.94910.43012 to provide for audit services associated with [an] two additional major federal single audit programs for the Kenai Peninsula Borough School District."]

This Budget Ordinance was enacted as amended.

[2024-19-19](#) An Ordinance Appropriating Funds for the Ninilchik School Septic System Repair or Replacement Project (Mayor)

This Budget Ordinance was enacted as amended.

New Business

[2024-048](#) A Resolution Authorizing the Mayor to Enter into a Memorandum of Agreement with the City of Kachemak for Repair and Maintenance of the Clayton Way Right-of-Way (Mayor)

This Resolution was adopted.

[2024-049](#) A Resolution Amending the Scope of Work Under the Community Development Block Grant – Disaster Recovery Program to Update the Emergency Operations Plan (Mayor)

This Resolution was adopted.

[2024-051](#) A Resolution Authorizing the Mayor to Execute a Memorandum of Agreement and Fourth Amendment to the Operating Agreement with CPGH, Inc. (Mayor)

This Resolution was adopted.

[2024-052](#) A Resolution Establishing the Kenai Peninsula Borough's State Capital Project Priorities for the Year 2025 (Mayor) (Referred to Legislative Committee)

[Clerk's Note: Dunne declared a possible conflict with Resolution 2024-052 as he was a prior member of the South Kenai Peninsula Hospital Service Area]

Board and that his spouse was employed at South Kenai Peninsula Hospital. He stated there was no monetary benefit, nor was he involved with the project. Through the advice of legal counsel, President Ribbens ruled a conflict did not exist.]

[Clerks Note: In the document entitled "Kenai Peninsula Borough State Funding Priorities - 2025" was amended as follows:

i. Under the heading "the following are the Ranking Capital Priorities of the Kenai Peninsula Borough", add a new #5:

"...

5. South Peninsula Hospital pharmacy relocation, infusion expansion and relocation, and nuclear medicine service line addition project..."

ii. Under the heading, "UNINCORPORATED COMMUNITIES", add one additional project:

"...

Lowell Point (Emergency Shelter Improvements)...

..."]

This Resolution was adopted as amended.

[2024-19-20](#) An Ordinance Redirecting Previously Appropriated Solid Waste Capital Project Funds for Leachate Concentrator Upgrades (Mayor) (Hearing on 12/03/24)

This Budget Ordinance was introduced and set for public hearing.

[2024-19-21](#) An Ordinance Accepting and Appropriating Funding from the State of Alaska in the Amount of \$410,514 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program (Mayor) (Hearing on 12/03/24)

This Budget Ordinance was introduced and set for public hearing.

[2024-30](#) An Ordinance Confirming the Assessment Roll for the Jubilee Street Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners (Mayor) (Hearing on 12/03/24)

This Ordinance was introduced and set for public hearing.

[2024-33](#) An Ordinance Amending KPB 21.46.070 to Create the Kenai Wellness Estates Addition Local Option Zoning District Mixed-Use District (C-3) and Granting an Exception to the Minimum Twelve-Lot Requirement in KPB 21.44.040(A) (Mayor) (Hearing on 01/07/25)

This Ordinance was introduced and set for public hearing.

[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) (Hearing on 01/07/25)

This Ordinance was introduced and set for public hearing.

[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) (Hearing on 01/07/25)

This Ordinance was introduced and set for public hearing.

[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) (Hearing on 01/07/25)

This Ordinance was introduced and set for public hearing.

[KPB-6428](#) Approval of the 2025 Assembly Meeting Schedule (Ribbens at the Request of the Borough Clerk)

approved.

Approval of the Agenda and Consent Agenda

President Ribbens called for public comment with none being offered.

The motion to approve the Agenda and Consent Agenda as amended carried by the following vote:

Yes: 8 - Johnson, Cox, Tunseth, Cooper, Ribbens, Ecklund, Baisden, and Dunne

Absent: 1 - Elam

COMMENDING RESOLUTIONS AND PROCLAMATIONS

[KPB-6437](#) Mayor's Proclamation Declaring November 30, 2024 as "Small Business Saturday"

[Clerk's Note: Mayor Micciche read the proclamation.]

[KPB-6449](#) LAYDOWN A Resolution Commending the Soldotna High School Football Team - 2024 Alaska Division II State Champion (Mayor, Cox)

[Clerk's Note: Mayor Micciche and Assembly Member Cox presented the Commending Resolution to the Soldotna High School Football Team, Principal Chip Abolafia, and Head Coach Galen Brantley.]

[KPB-6450](#) LAYDOWN A Resolution Commending the Homer High School Football Team - 2024 Alaska Division III State Champion (Cooper, Mayor)

[Clerk's Note: Mayor Micciche read the Commending Resolution for the Homer High School Football Team.]

PRESENTATIONS WITH PRIOR NOTICE

[KPB-6439](#) Cook Inlet Natural Gas Storage Alaska (CINGSA), Project Update, John Sims, President

[Clerk's Note: John Sims, President of ENSTAR/CINGSA, gave a presentation to the Assembly.]

[KPB-6431](#) South Peninsula Hospital, Quarterly Report, Ryan Smith, CEO

[Clerk's Note: Ryan Smith, CEO of South Peninsula Hospital gave a presentation to the Assembly.]

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

President Ribbens called for public comment.

Tim Navarre, Kenai addressed the Assembly regarding the Alaska Liquid Natural Gas (LNG) project.

There being no one else who wished to speak, the public comment period was closed.

MAYOR'S REPORT

Meeting went into Recess

Meeting Reconvened

[KPB-6432](#) Mayor's Report

- 1. Assembly Requests/Responses
- 2. Agreements and Contracts
 - a. [KPB-6433](#) Authorization to Award Contract ITB25-008 – CPL Leachate Infrastructure Phase II
 - b. [KPB-6434](#) Authorization to Award Contract ITB25-014 – Rocky Ridge Operations Maintenance
- 3. Other
 - a. [KPB-6435](#) Litigation Status Report – Quarter Ending 09/30/24
 - b. [KPB-6436](#) Tax Adjustment Request Approval

ITEMS NOT COMPLETED FROM PRIOR AGENDA

None.

PUBLIC HEARINGS ON ORDINANCES

[2024-19-18](#) An Ordinance Authorizing the Acquisition of Real Property Located Adjacent to the Chapman School Campus in Anchor Point for Future School Use, and Appropriating \$850,000 from the General Fund for the Purchase (Mayor)

Tunseth moved to enact Ordinance 2024-19-18.

President Ribbens called for public comment.

The following people spoke in support of Ordinance 2024-19-18:

- Lindsay Bear**
- Jessica Williams**
- Heidi Stokes**
- Casey Eberte**
- Amanda Friendshuh**
- Jeanette Shafer**

The following people spoke in opposition of Ordinance 2024-19-18:

Mary Griswold (via Zoom)

There being no one else who wished to speak, the public comment period was

closed.

Cooper moved to amend Ordinance 2024-19-18 as follows:

Add a new second-to-last Whereas clause to read, "a safety concern has been identified and makes the timing of this more critical; and"

The motion to amend Ordinance 2024-19-18 carried by the following vote:

Yes: 8 - Johnson, Cox, Tunseth, Cooper, Ribbens, Ecklund, Baisden, and Dunne

Absent: 1 - Elam

The motion to enact Ordinance 2024-19-18 as amended carried by the following vote:

Yes: 8 - Johnson, Cox, Tunseth, Cooper, Ribbens, Ecklund, Baisden, and Dunne

Absent: 1 - Elam

[2024-28](#)

An Ordinance Adopting the Updated 2024 Kenai Peninsula Borough Hazard Mitigation Plan, a Multi-Jurisdictional Plan Including the Cities of Seldovia and Seward (Mayor)

Cox moved to enact Ordinance 2024-28.

President Ribbens called for public comments with none being offered.

Cox moved to amend Ordinance 2024-28 as follows:

The final whereas clause to read, "the KPB Planning Commission held a public hearing on this ordinance at its [September 23] October 14, 2024, meeting and recommended approval by unanimous consent."

The motion to amend Ordinance 2024-28 carried by the following vote:

Yes: 8 - Johnson, Cox, Tunseth, Cooper, Ribbens, Ecklund, Baisden, and Dunne

Absent: 1 - Elam

The motion to enact Ordinance 2024-28 as amended carried by the following vote:

Yes: 8 - Johnson, Cox, Tunseth, Cooper, Ribbens, Ecklund, Baisden, and Dunne

Absent: 1 - Elam

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Resolutions

[2024-050](#)

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)

[Clerk's Note: Cox declared a possible conflict with Resolution 2024-050 as he was a CARTS Board member and participated in voting on the transportation priorities. He stated there was no monetary benefit. Through the advice of legal counsel, President Ribbens ruled a conflict did not exist.]

Dunne moved to adopt Resolution 2024-050.

President Ribbens called for public comments.

Tim Navarre, Kenai addressed the Assembly and spoke in opposition to Resolution 2024-050.

There being no one else left to speak, the public comment period was closed.

The motion to adopt Resolution 2024-050 carried by the following vote:

Yes: 8 - Johnson, Cox, Tunseth, Cooper, Ribbens, Ecklund, Baisden, and Dunne

Absent: 1 - Elam

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

President Ribbens called for public comment.

Tim Navarre, Kenai addressed the Assembly and spoke in opposition to Resolution 2024-050.

There being no one else who wished to speak, the public comment period was closed.

ASSEMBLY COMMENTS

Assembly Member Dunne stated he was attending a Seldovia City Council meeting in Seldovia on November 25, 2024. He thanked the Homer Police Department for their work in apprehending a suspect involved in the recent incidents at a couple of Homer facilities.

Assembly Member Tunseth stated he attended the Kenai Peninsula Board of Education meeting on November 4, 2024. He stated he attended the regional volleyball championship tournament held in Nikiski and was impressed with the level of play by the teams. He thanked Nikiski High School for hosting the tournament. He stated the Peninsula Oilers were not having a 2025 season. He congratulated Rose Berg, a 4th grader from Connections Home School for winning Senator Murkowski's 2024 U.S. Capitol Christmas Tree Essay Contest. He stated that Kenai

did not receive the Small Community Air Service Development Grant to test the viability of direct air service from Kenai to Seattle/Tacoma. He stated that Saturday, November 14, 2024 was the Boys and Girls Annual Auction.

Assembly Member Baisden stated that November 11, 2024 was Veterans Day and thanked the community for everything they did for veterans. He stated the Kenai Cardinals, Nikiski Bulldogs, Seward Seahawks, and Soldotna Stars Volleyball Teams was participating in the Alaska State Volleyball Championships in Anchorage and wished them luck.

Assembly Member Johnson stated he was attending the Kenai Peninsula College Council on November 14, 2024.

Assembly Member Cox stated he attended a CARTS meeting on November 11, 2024. He stated he was excited skiing was now available for the community.

Assembly Member Ecklund stated she met with the Alaska Railroad Corporation (ARRC) in Seward on November 5, 2024. She stated she was a member of the Seward Community Library Association and had attended their annual membership meeting and commented author Betty Epps Arnett (91) was one of the speakers. She stated she attended the regional volleyball tournament held in Nikiski and commented that we have very strong teams heading to Anchorage.

President Ribbens stated he attended a presentation hosted by Homer Electric Association and Renewable Independent Power Producer (RIPP) regarding a proposal to build a 45-megawatt solar farm in Nikiski.

INFORMATIONAL MATERIALS AND REPORTS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. December 3, 2024 6:00 PM
Regular Assembly Meeting
Betty J. Glick Assembly Chambers
Borough Administration Building
Remote participation available through Zoom
Meeting ID: 895 1103 3332 Passcode: 193069

ADJOURNMENT

With no further business to come before the assembly, President Ribbens adjourned the meeting at 9:20 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough

Assembly meeting of November 12, 2024.

Michele Turner, CMC, Borough Clerk

Approved by the Assembly: _____



CPGH, Inc. Quarterly Report

Prepared for

The Kenai Peninsula Borough
Assembly and Administration

December 3, 2024

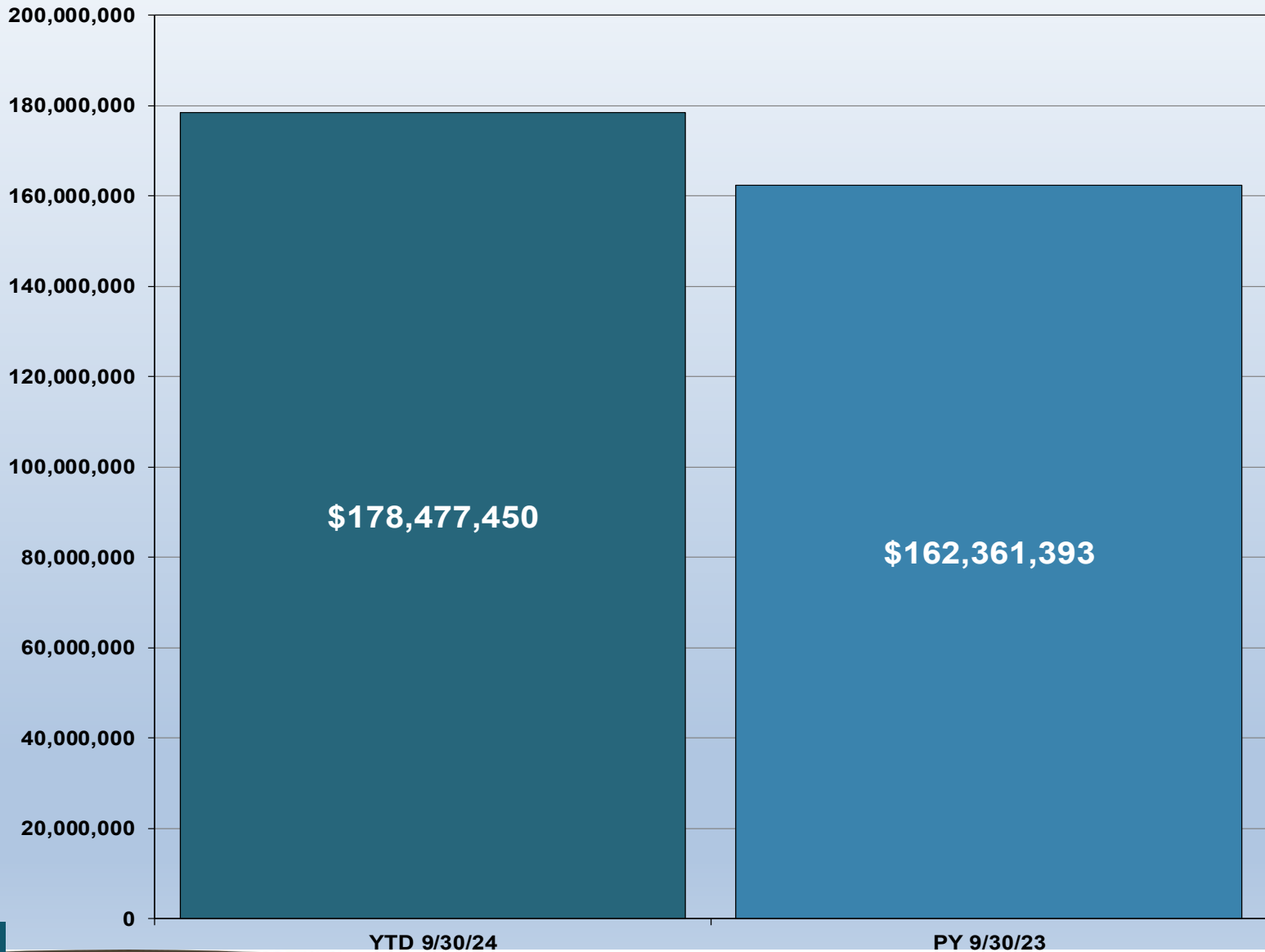


Presentation Agenda

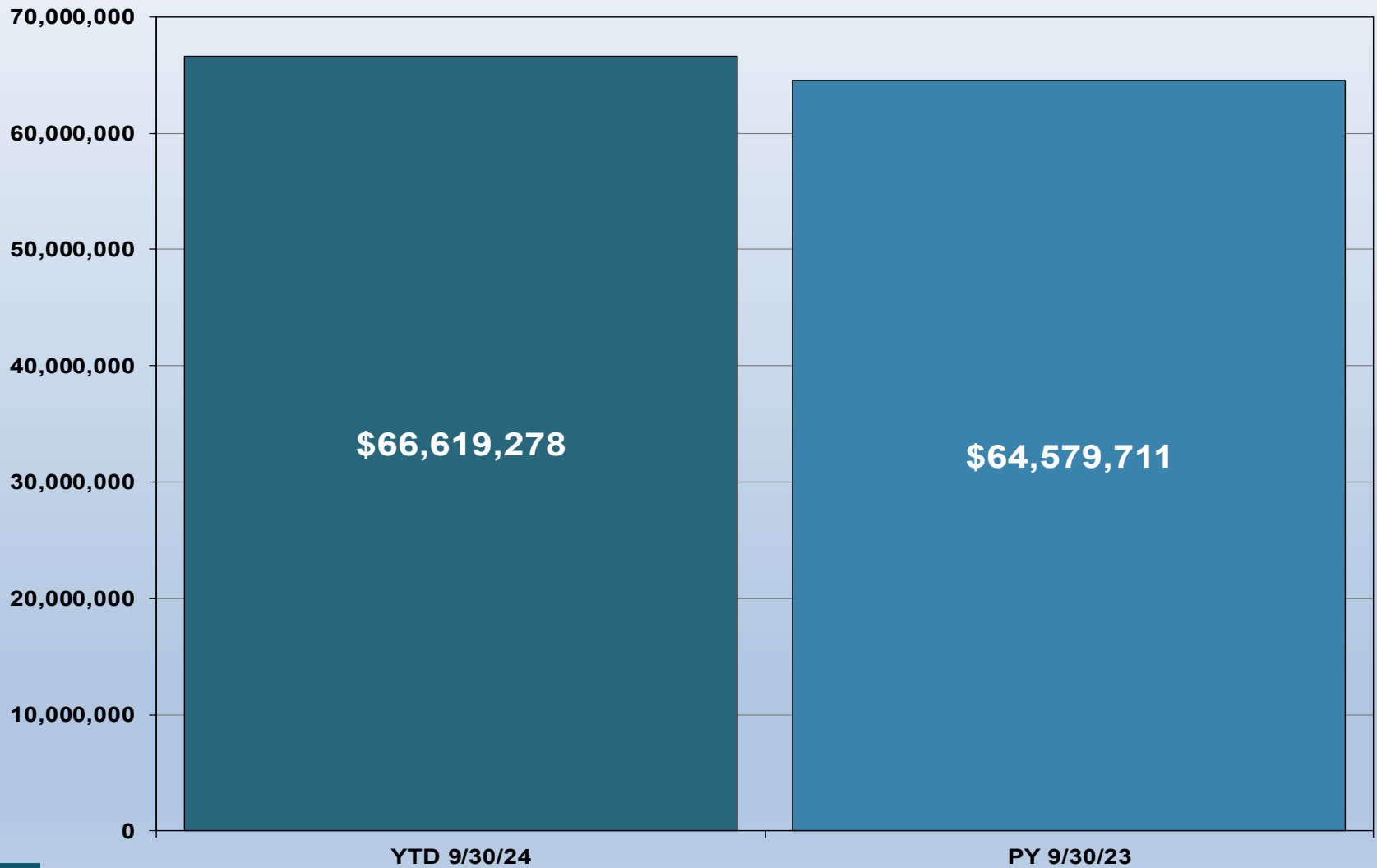
- Finance Report (Unaudited-Draft) as of September 30, 2024
- Community Benefit Program and Bad Debt FY25
- PREF Update
- Statistical Review FY25
- Hospital Updates
- New Staff at CPGH, Inc.



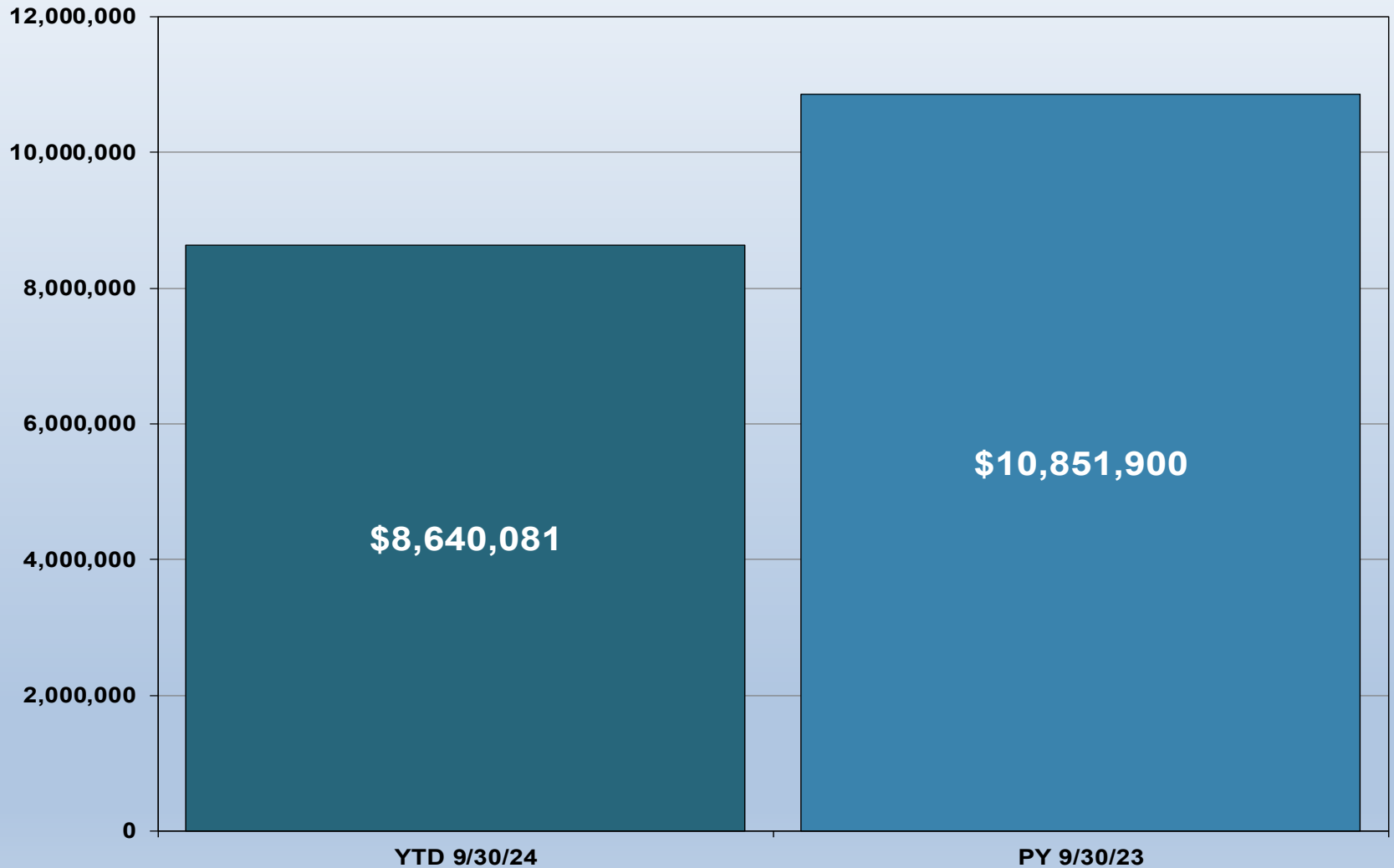
CPH Gross Patient Revenue – FY2025



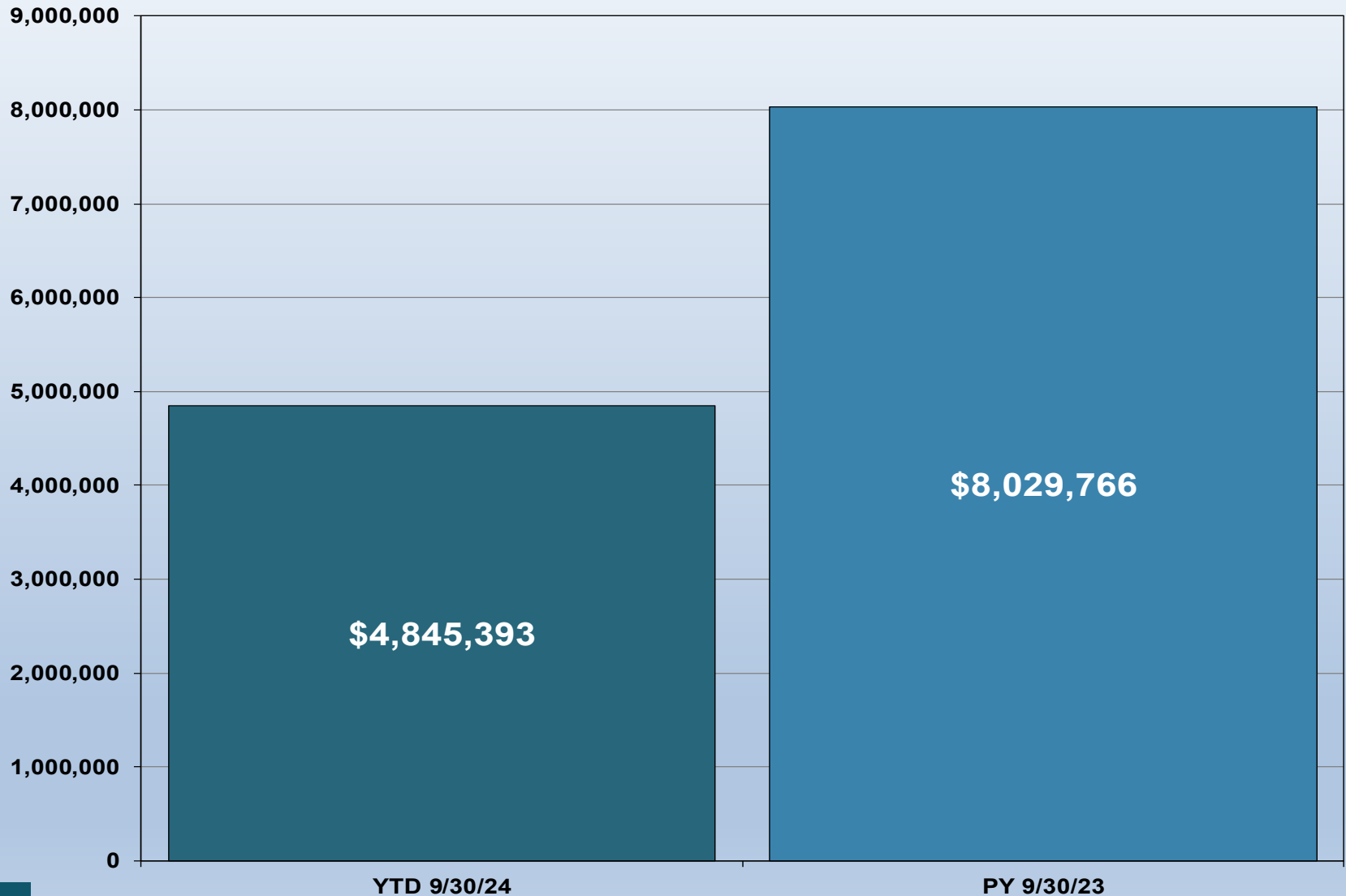
CPH Net Patient Revenue – FY2025



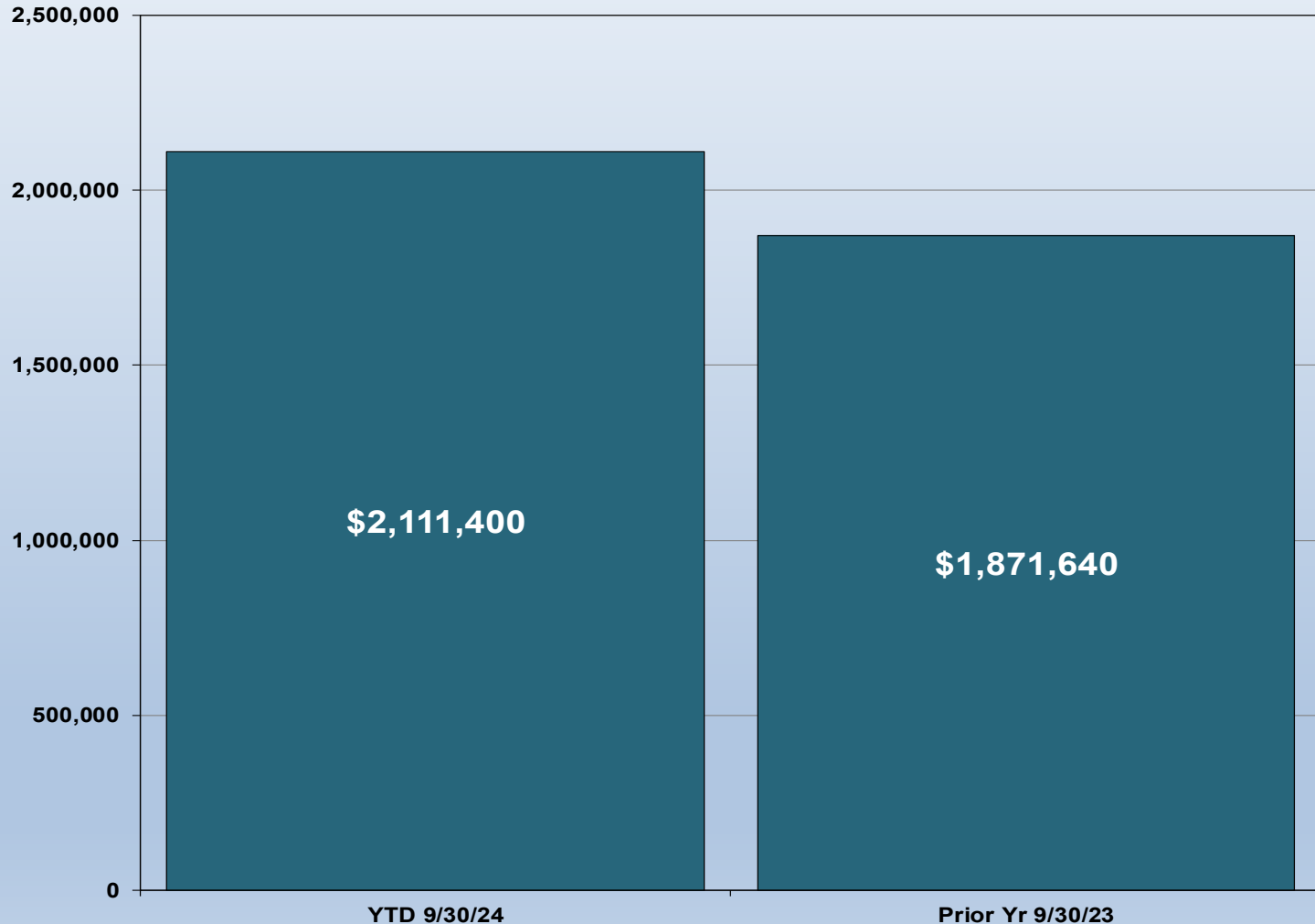
Operating Income / (Loss) – FY2025



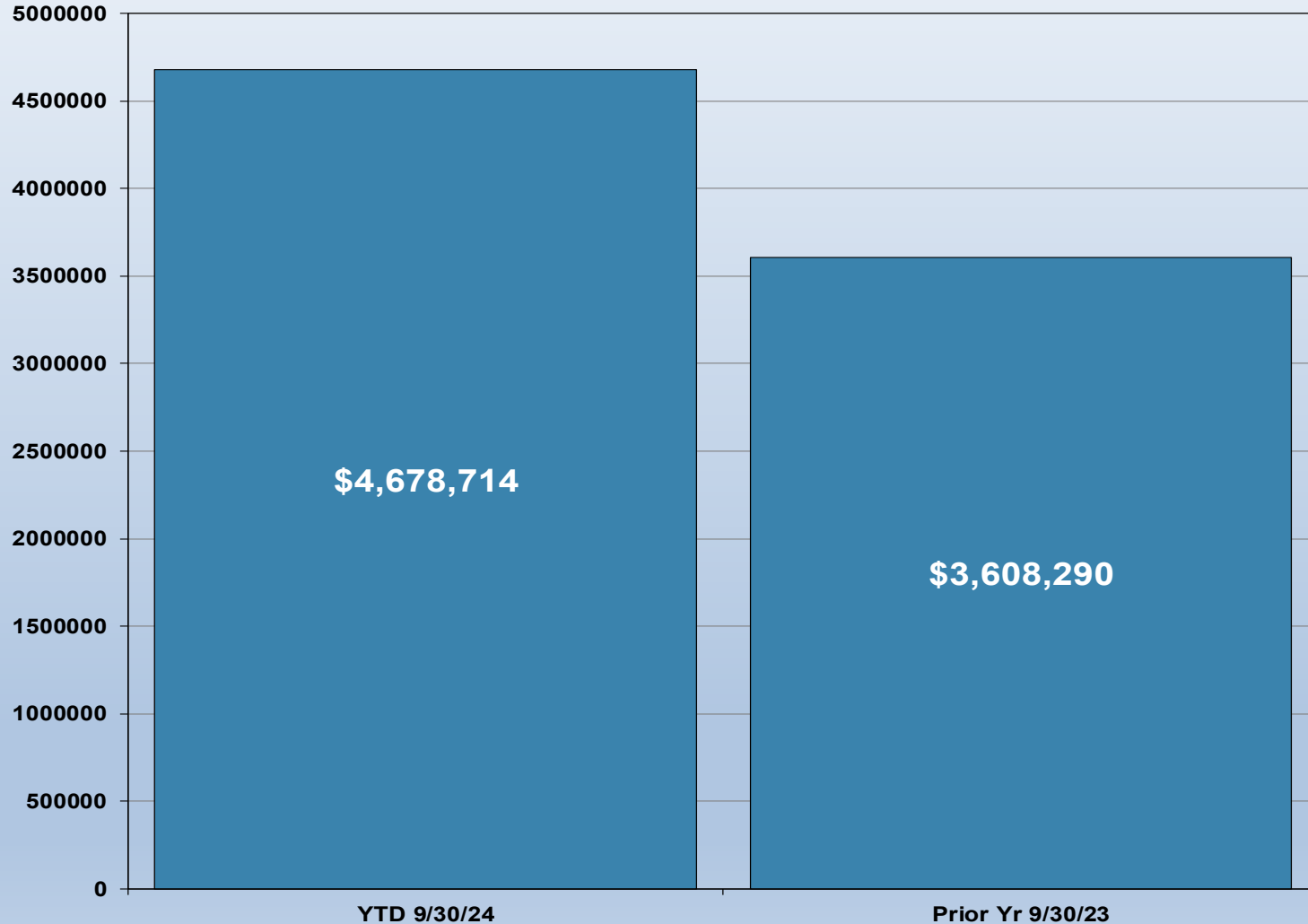
CPH Net Income / (Loss) – FY2025



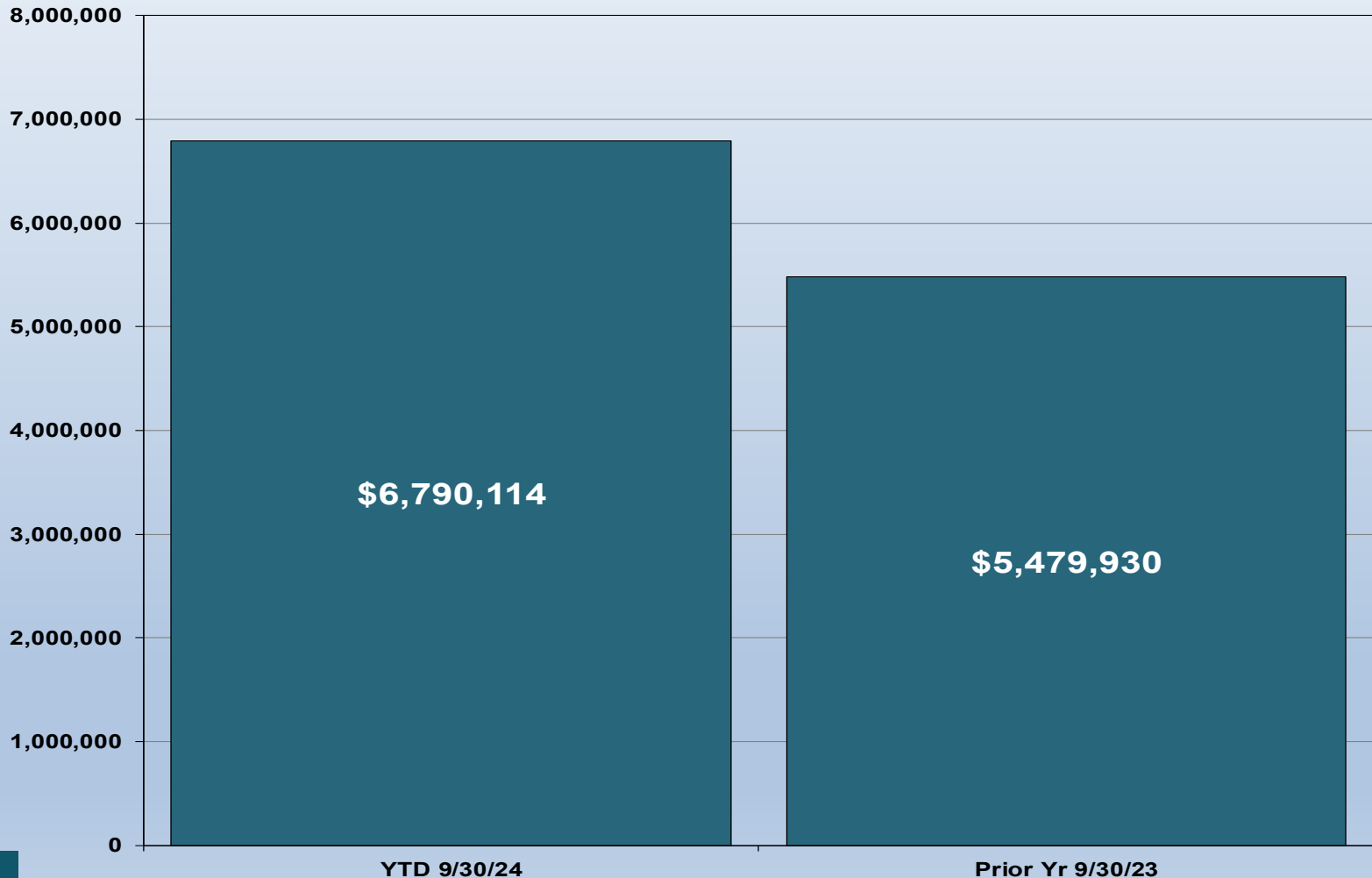
Uncompensated Care – FY2025 Community Benefits Program



Uncompensated Care – FY2025 Bad Debt

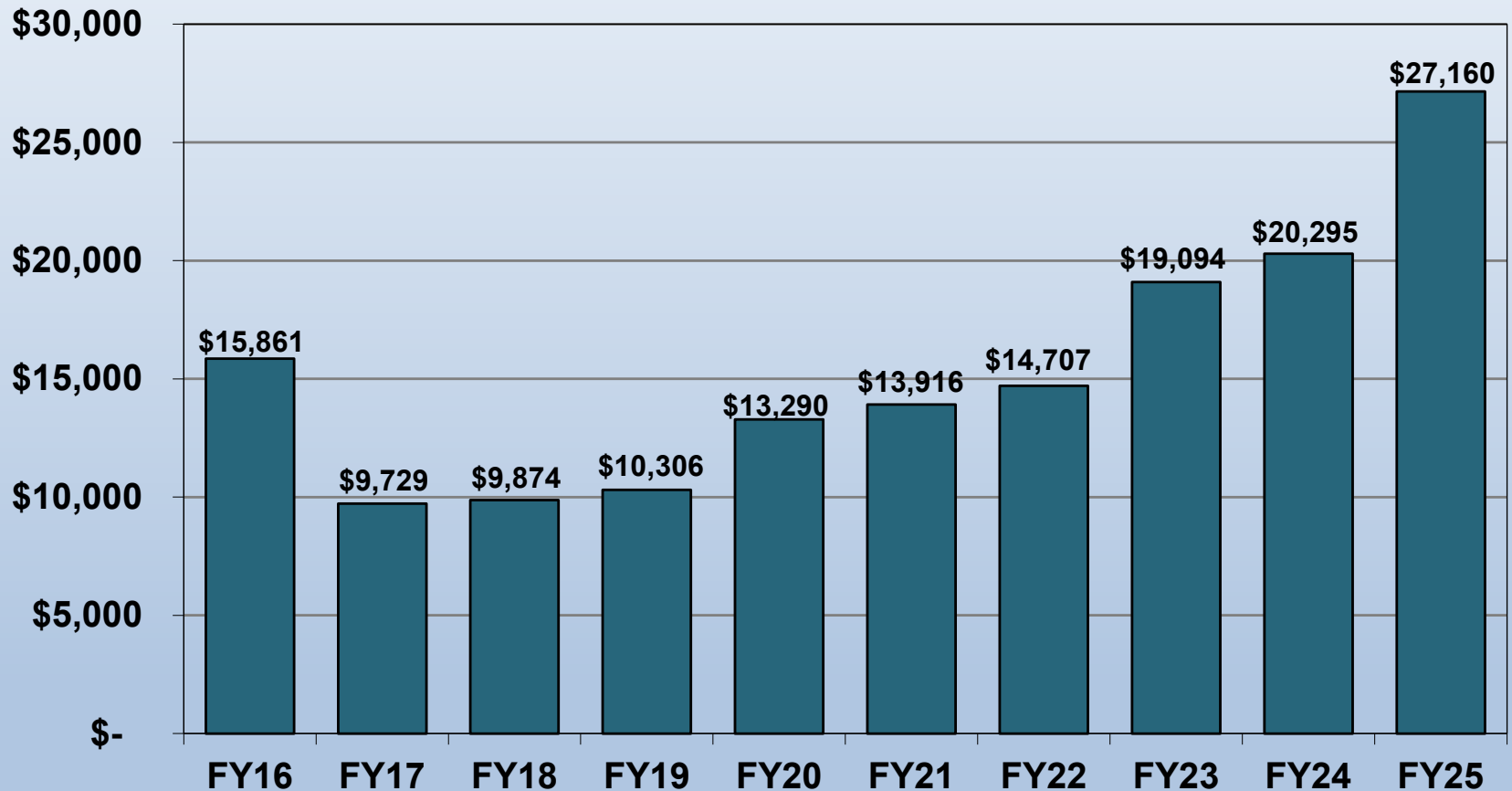


Uncompensated Care – FY2025 Community Benefits Program & Bad Debt Combined



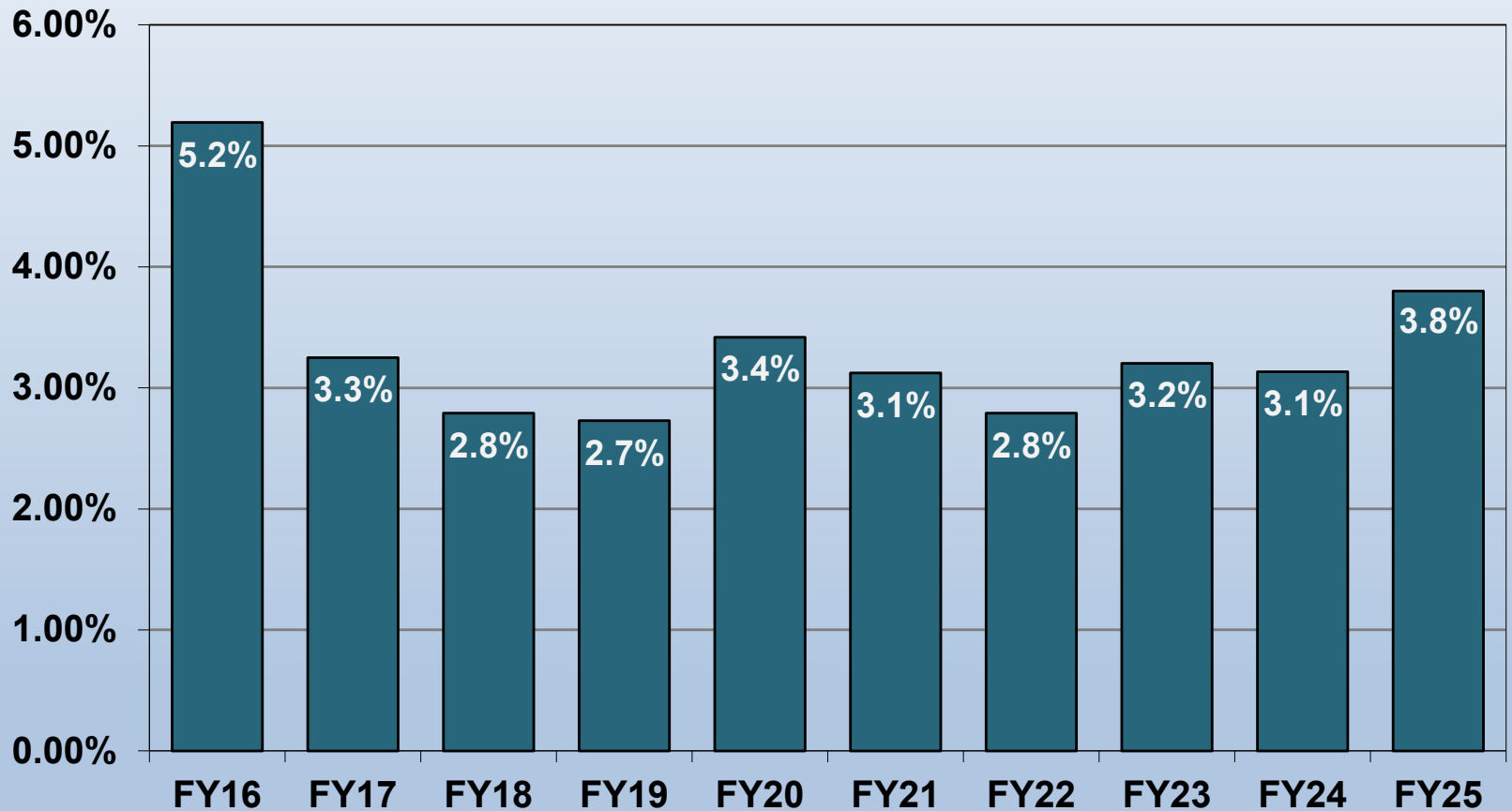
Uncompensated Care Trend

(Community Benefits Program & Bad Debt, in thousands of Dollars)



Uncompensated Care Trend

(Community Benefits Program & Bad Debt as Percentage of Gross Revenue)

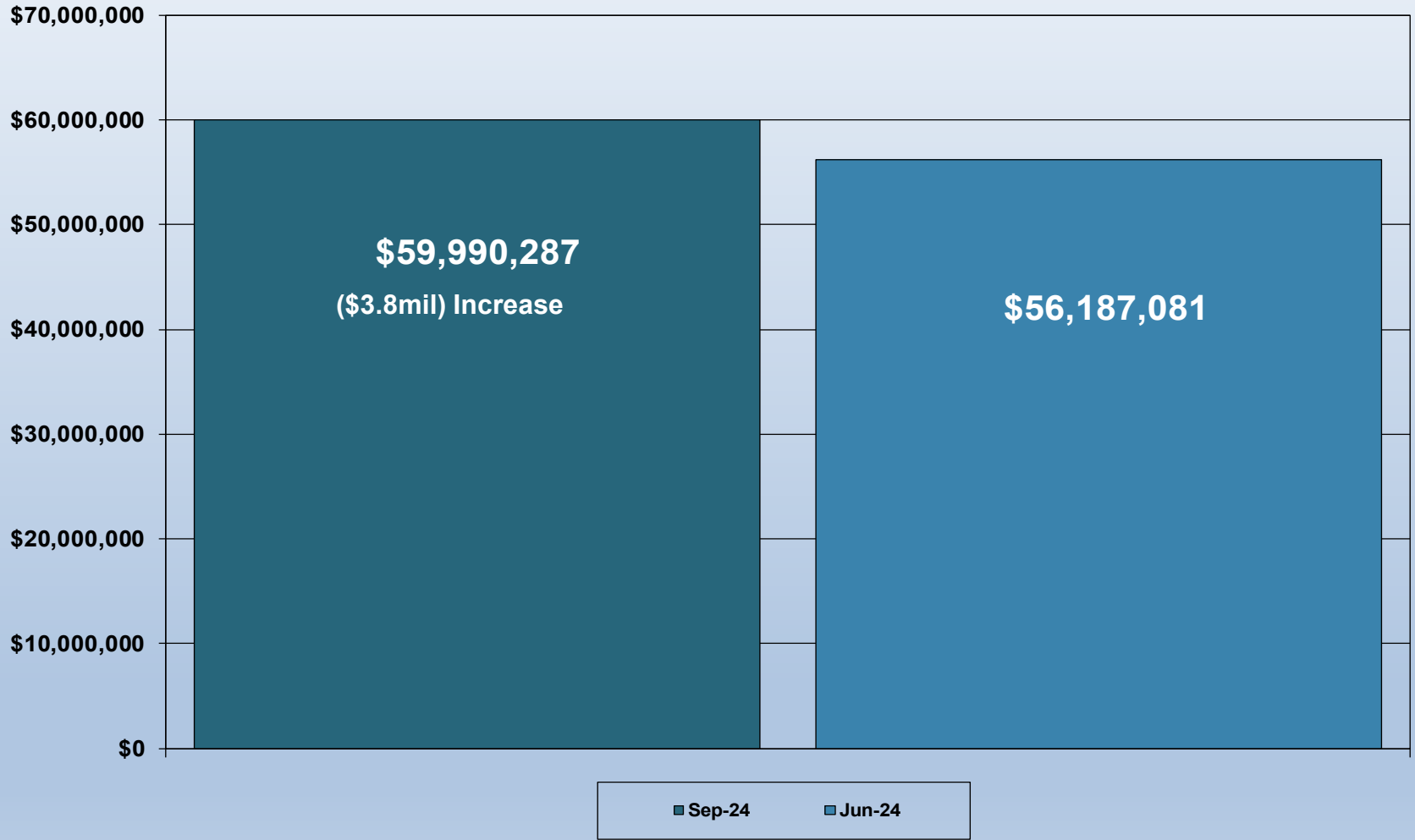


Community Benefits Program & Bad Debt FY 2025

- \$6.8 Million in uncompensated care provided to community members YTD.
- Community Benefits Program Brochure and application available at the following website:
 - <https://www.cpgh.org/financial>
- Want to do a quick check to see if you qualify for a Community Benefit Discount?
 - <https://www.cpgh.org/check>



Cash & Cash Equivalents FY2025



Transfers to Plant Replacement & Expansion Fund

- PREF account balance at 9/30/2024 = \$75,618,801
- CPH Days Operating Cash on Hand at 9/30/2024 = 89.73 days
- Zero transfers to PREF in FY25 as of 9/30/2024



Statistical Review July 1, 2024– Sept 30, 2024

Year over Year FYTD25 - September 30, 2024 Comparison			
	FYTD25	Prior FYTD24	Difference
Acute Care Patient Days	2,939	2,685	254
Swing Bed Days	1,441	1,174	267
Births	105	95	10
Serenity House Census Days	1,072	1,091	(19)
Total Ambulatory Outpatient Visits	50,951	46,971	3,980
Surgery Cases	1,519	1,323	196
Oncology/Infusion Units	10,973	10,159	814
Emergency Room Visits	4,809	4,659	150
Laboratory Total Billed Procedures	78,999	75,006	3,993
Pathology Procedures	3,263	3,141	122
Radiology Procedures	6,597	6,508	89
CT Scans	3,672	3,467	205
MRI Procedures	1,394	1,232	162
Mammography/Bone Density Procedures	1,247	1,180	67
Pharmacy Doses Dispensed	954,290	839,600	114,690
Physical Therapy Units	14,902	15,218	(316)
Occupational Therapy Units	4,079	3,855	224
Speech Therapy Units	2,745	2,409	336
Family Practice Clinic Visits	3,578	3,005	573
Specialty Clinic Visits	11,403	9,527	1,876
Specialty Clinic Surgical Cases	1,222	918	304
Cath Lab Procedures	291	304	(13)
Urgent Care Visits	2,139	1,815	324

EMERGENCY SERVICES

MAIN ENTRANCE

central peninsula hospital



CPH Follow-Up and Updates

- 25% Prompt Pay Discount Update
- Alex Russell, MD Retirement
- Current Recruitment Efforts
 - Urology
 - Psychiatry
 - General Surgery
- Master Planning Process
- Miscellaneous Updates



New Staff at CPGH, Inc.



James Bauman, DO
Family Practice Physician



Emily Saliga, MD
Family Practice Physician



Ryan Saliga, MD
Family Practice Physician



Max Pillsbury, MD
Internal Medicine Physician



New Staff at CPGH, Inc.



Jordan Pearce, MD
Orthopaedic and Hand Surgeon



Lynn Lindsay, MD
Maternal Fetal Medicine Physician



Sabrina Bessette, MD
Internal Medicine/Hospitalist



Zachary Gee, DO
Internal Medicine/Hospitalist




QUESTIONS?



Kenai Peninsula Borough
Office of the Borough Mayor

MAYOR'S REPORT TO THE ASSEMBLY

TO: Peter Ribbens, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Peter A. Micciche, Kenai Peninsula Borough Mayor 

DATE: December 3, 2024

Assembly Request / Response

None

Agreements and Contracts

- a. Cascade Fire Equipment Company – Sole Source
- b. Chinook Fire Protection LLC – Sole Source Waiver

Other

- a. Budget Revisions – October 2024
- b. Capital Project Reports – September 30, 2024
- c. Investment Report Quarter Ended 9/30/24
- d. Revenue-Expenditure Report – October 2024
- e. FY251Q1 Grant Reports:
 1. Senior Centers Grant Program
 2. Kenai Peninsula Economic Development District (KPEDD)
 3. Alaska Small Business Development Center (ASBDC)
 4. KPC (Kenai Peninsula College, UAA)

Kenai Peninsula Borough Nikiski Fire Department

MEMORANDUM

TO: Peter Micciche, Kenai Peninsula Borough Mayor

THRU: John Hedges, Purchasing and Contracting Director *klfj*

FROM: Trent Burnett, NFD Fire Chief *TB*

DATE: November 4, 2024

RE: Sole Source – Cascade Fire Equipment Company

Nikiski Fire Department has been granted funds through the Department of Interior Wildfire Management to purchase a 250-Gallon End Mount Pump Package Skid Unit. Cascade Fire Equipment Company has read and understood the minimum specifications and has stated they can meet the minimum specifications. Included in this package is a quote from them which states they will comply with the minimum specs required. The other vendors we have contacted could not guarantee to meet the minimum specs required under this grant funding.

Funding for this project is \$30,822.00 in account number 441.51110.25414.48514.

Approved: *Peter Micciche*
Peter Micciche, KPB Mayor

11/14/2024
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>441.51110.25414.48514</u>
Amount	<u>\$30,822.00</u>
By: <i>CJ BH</i>	Date: <u>11/12/2024</u>
NOTES: NA	



Cascade Fire Equipment
 PO Box 4248
 Medford OR 97501
 United States
<https://cascadefire.com/>
 (800) 654-7049

Quote
#QUO3744
 05/16/2024

Bill To

Nikiski Fire Dept.
 Po Box 8508
 Nikiski AK 99635
 United States

Ship To

Nikiski Fire Dept.
 Mile 17.9 Kenai Spur Hwy
 Nikiski AK 99635
 United States

Quote Expiration	Quote Name	Sales Rep	Shipping Method
06/15/2024		Inside Sales Reps	LTL

Item	QTY	Rate	Amount
Q200 250 GALLON END MOUNT PUMP PACKAGE	1	\$29,872.00	\$29,872.00

Subtotal	\$29,872.00
Shipping Cost	\$950.00
Tax Total (%)	\$0.00
Total	\$30,822.00

Brush Truck Options:

250 GALLON END MOUNT SKID UNIT

- 250 gallon fully baffled poly tank
- 2" aluminum sub-frame
- diamond plate tank top / diamond plate rear platform
- stainless steel plumbing
 - 2" draft/suction, 2.5" hydrant fill, 1.5" rear discharge, 1" tank fill
- stainless steel control panel
 - pressure gauge, low pressure shut off, throttle, primer, on/off/start
 - LED foam / water level gauge
- 18HP Briggs & Stratton motor / CF-120 pump
- Hannay steel electric hose reel
 - ¾"x200' booster hose w/ 1" Ranger nozzle
- electric primer, winterization system, 4 gallon fuel cell



STATION #1

STATION #2

SUPPLY

MAINTENANCE

Account Code: 48514 Department #: _____
MAJOR Firefighting Equipment Department #: 231
441.51110.25414.48514 GRANT

Priority
2 Emergency = 1
 Routine = 2
 Pending = 3
 Other = 4

REQUESTED BY Ledahl, Bryan

THRU: SHIFT OFFICER Bumett, Trent

Vendor:

Michael Duncan
 Cascade Fire Equipment Company
 PO BOX 4248
 Medford OR 97501

Vendor Code:
CASCA

PO Number:

Invoice, correspondence, all shipping papers, and packages must reference P.O. number.

Order Date	Ship Via	Req. #	Date Required
10/28/2024		R25-001634	10/28/2024

Item No.	Description	Quantity Ordered	Unit Price	Total
<u>1</u>	<u>250 gallon end mount pump pckge skid unit</u>	<u>1</u>	<u>29,872.0</u>	<u>29,872.00</u>
	<u>SHIPPING</u>	<u>1</u>	<u>950.00</u>	<u>950.00</u>

Bumett, Trent [Signature]
 Approved By:
 Chief 10/28/2024
 Title _____ Date _____

SUBTOTAL	\$30,822.00
Shipping	
Total	\$30,822.00



Cascade Fire Equipment
 PO Box 4248
 Medford OR 97501
 United States
<https://cascadefire.com/>
 (800) 654-7049

Quote
#QUO3744
 05/16/2024

Bill To

Nikiski Fire Dept.
 Po Box 8508
 Nikiski AK 99635
 United States

Ship To

Nikiski Fire Dept.
 Mile 17.9 Kenai Spur Hwy
 Nikiski AK 99635
 United States

Quote Expiration	Quote Name	Sales Rep	Shipping Method
08/16/2024		Inside Sales Reps	LTL

Item	QTY	Rate	Amount
Q200 250 GALLON END MOUNT PUMP PACKAGE	1	\$29,872.00	\$29,872.00

Subtotal	\$29,872.00
Shipping Cost	\$950.00
Tax Total (%)	\$0.00
Total	\$30,822.00

Brush Truck Options:

250 GALLON END MOUNT SKID UNIT

- 250 gallon fully baffled poly tank
- 2" aluminum sub-frame
- diamond plate tank top / diamond plate rear platform
- stainless steel plumbing
 - 2" draft/suction, 2.5" hydrant fill, 1.5" rear discharge, 1" tank fill (labeled per function)
- stainless steel control panel
 - pressure gauge, low pressure shut off, throttle, primer, on/off/start
 - LED water level gauge
- 18HP Briggs & Stratton motor / CF-120 pump
- Hannay steel electric hose reel
 - ¾"x200' 300psi booster hose w/ 1" Ranger nozzle
- electric primer, winterization system, 4 gallon fuel cell



1. DATE ISSUED MM/DD/YYYY
09/04/2024

1a. SUPERSEDES AWARD NOTICE dated
except that any additions or restrictions previously imposed
remain in effect unless specifically rescinded

2. CFDA NO.
15.088 - Department of Interior Wildfire Management - Preparedness

3. ASSISTANCE TYPE Project Grant

4. GRANT NO. D24AP00400-00
Originating MCA #

5. TYPE OF AWARD
Other

4a. FAIN D24AP00400

5a. ACTION TYPE New

6. PROJECT PERIOD MM/DD/YYYY
From 09/12/2024 Through 09/12/2025

7. BUDGET PERIOD MM/DD/YYYY
From 09/12/2024 Through 09/12/2025

8. TITLE OF PROJECT (OR PROGRAM)
Slip-On Tanker Units - 2024

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)

PL 117-58 Infrastructure Investment and Jobs Act, Title VI, Section 40803(c)(5), codified in 16 USC 6592

9a. GRANTEE NAME AND ADDRESS
KENAI PENINSULA BOROUGH
144 N Binkley St
Soldotna, AK, 99688-7520

9b. GRANTEE PROJECT DIRECTOR
Elizabeth Hardie
144 N Binkley St
Soldotna, AK, 99688-7520
Phone: 907-714-2153

10a. GRANTEE AUTHORIZING OFFICIAL
Elizabeth Hardie
144 N Binkley St
Soldotna, AK, 99688-7520
Phone: 907-714-2153

10b. FEDERAL PROJECT OFFICER
Kristen Barth
1849 C St NW
Washington, DC, 20240-0001
Phone: 571-438-9728

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)

I Financial Assistance from the Federal Awarding Agency Only

II Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$	0.00
b. Fringe Benefits	\$	0.00
c. Total Personnel Costs	\$	0.00
d. Equipment	\$	30,822.00
e. Supplies	\$	0.00
f. Travel	\$	0.00
g. Construction	\$	0.00
h. Other	\$	0.00
i. Contractual	\$	0.00
j. TOTAL DIRECT COSTS	\$	30,822.00
k. INDIRECT COSTS	\$	0.00
l. TOTAL APPROVED BUDGET	\$	30,822.00
m. Federal Share	\$	30,822.00
n. Non-Federal Share	\$	0.00

12. AWARD COMPUTATION

a. Amount of Federal Financial Assistance (from item 11m)	\$	30,822.00
b. Less Unobligated Balance From Prior Budget Periods	\$	0.00
c. Less Cumulative Prior Award(s) This Budget Period	\$	0.00
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	\$	30,822.00
13. Total Federal Funds Awarded to Date for Project Period	\$	30,822.00

14. RECOMMENDED FUTURE SUPPORT
(Subject to the availability of funds and satisfactory progress of the project):

YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2	\$	d. 5	\$
b. 3	\$	e. 6	\$
c. 4	\$	f. 7	\$

15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:

- a. DEDUCTION
- b. ADDITIONAL COSTS
- c. MATCHING
- d. OTHER RESEARCH (Add / Deduct Option)
- e. OTHER (See REMARKS)

e

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

- a. The grant program legislation
- b. The grant program regulations.
- c. This award notice including terms and conditions, if any, noted below under REMARKS.
- d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.

In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS (Other Terms and Conditions Attached - Yes No)
Program Income not required.
See attachments.

GRANTS MANAGEMENT OFFICIAL:

Kristen Barth, N/A
1849 C St NW
Washington, DC, 20240-0001
Phone: 571-438-9728

KRISTEN BARTH

Digitally signed by KRISTEN BARTH

Date: 2024.09.04 14:11:41 -04'00'

17. VENDOR CODE	0070148255	18a. UEI	LF1BSEYK8H3	18b. DUNS	071845168	19. CONG. DIST.	00
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION	
1	0051054672-00010	\$30,822.00	09/12/2024	09/12/2025	1125	Slip-on Tanker Units - Kenai, AK	

AWARD ATTACHMENTS

KENAI PENINSULA BOROUGH

D24AP00400-00

- 1. Continuation Pages**
- 2. Attachment 1 DOI Terms and Conditions**
- 3. Attachment 2 Project Abstract**

**DEPARTMENT OF THE INTERIOR
Interior Business Center
Acquisition Services Directorate**

**Agent for:
Office of Wildland Fire (OWF)**

GRANT NOTICE OF AWARD CONTINUATION PAGE(S)

Identification Numbers:

Employer Identification Number (EIN): **92-0030894**

Unique Entity Identifier (UEI): **LFJ1BSEYK6H3**

ASAP Recipient Number: **0279644**

Indirect Cost Rate: 0%. All proposed costs are categorized as equipment and are therefore excluded from the modified total direct cost base in accordance with 2 CFR 200.1.

1. Points of Contact:

a. Financial Assistance Officer (FAO):

Department of the Interior
Interior Business Center
Acquisition Services Directorate

Attention: Ms. Kristen Barth
Email: kristen_barth@ibc.doi.gov

b. Financial Assistance Specialist (FAS):

Department of the Interior
Interior Business Center
Acquisition Services Directorate

Attention: Ms. Lynn Herrman
Email: lynn_herrman@ibc.doi.gov

c. OWF Program Manager (PM):

Department of the Interior
Office of Wildland Fire

Attention: Katherine Spomer
Email: katherine_spomer@ios.doi.gov

- 2. Federal Award Performance Goals:** As provided under Section 40803(c)(5) of the Infrastructure Investment and Jobs Act (Pub. Law 117-58), the Recipient will conduct the following activities: acquire slip-on tanker units to establish fleets of vehicles that can be quickly converted to be operated as fire engines. The performance goals to be accomplished are identified in the Recipient’s Project Narrative and is incorporated in full text as part of this agreement as Attachment 2.
- 3. Federal Award Description:** Climate change is driving the devastating intersection of extreme heat, drought, and wildland fire danger across the United States, creating wildfires that move with a speed and intensity previously unseen. This has created conditions in which wildfires overwhelm response capabilities, resulting in

billions of dollars in economic losses, damage to natural resources, devastation to communities, and the tragic loss of human life.

The Infrastructure Investment and Jobs Act, also known as the Bipartisan Infrastructure Law (BIL), enacted in November 2021, is bringing much needed support to communities across the country to increase the resilience of lands facing the threat of wildland fires and to better support federal wildland firefighters. The BIL provides funding and authorizes the U.S. Department of the Interior (DOI) to develop and implement a pilot program to provide local governments with financial assistance to acquire slip-on tanker units to establish fleets of vehicles that can be quickly converted to be operated as fire engines. The objective of this opportunity is to provide funding for these units.

4. Period of Performance Profile:

a. Base Period:	09/12/2024 – 09/12/2025	<u>\$ 30,822.00</u>
b. Total Award Amount:		\$ 30,822.00

5. Funding: This grant is fully funded by federal funds. The following funds are allotted to this grant:
FY2024: **\$30,822.00**

- a. Federal share: **\$30,822.00**
- b. Non-Federal Share: **\$0.00**
- c. Total Award Amount: **\$30,822.00**

6. Payments: Reimbursement is the preferred method when the requirements for advance payment in accordance with 2 CFR 200.305 cannot be met. Recipient will request for funds in the Department of the Treasury’s Automated Standard Application Payments System (ASAP). The recipient organization shall use the on-line process to request payments. Payment requests are for Recipient’s actual disbursements for direct program costs related to the federal share of the approved budget, and the proportionate share of any allowable indirect costs. The available balance for an ASAP account is displayed when initiating the payment request.

7. Reporting Requirements: Performance, Financial and Final Reporting shall be submitted by email to the katherine_spomer@ios.doi.gov with a copy sent to the FAO and FAS detailed in Section 1. The subject line should contain the grant number and report type.

The following reports shall be submitted and will become due on the dates as shown below:

Phase 1 Base Period

REPORT TYPE	DUE DATE
Final Performance Report	Within 120 days of the end of the period of performance. Due by 01/10/2026
Final Federal Financial Report* (SF-425)	Within 120 days of the end of the period of performance. Due by 01/10/2026
Final Property Report* (SF-428 Cover Page, SF-428-B and if applicable, SF-428-S)	Within 120 days of the end of the period of performance. Due by 01/10/2026

If for any reason the grant recipient believes they cannot submit the required reports and/or documents by the due dates established above, they must contact the FAO to request an extension (with a copy to the PM and FAS) and include an explanation for the late submission.

IF APPLICABLE:

Notifications	Format	Deliver To	Due Date
Significant Development Report (as outlined in 2 CFR 200.329)	In writing via email	FAO, PM	As soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award.
Other Mandatory Disclosures (as outlined in 2 CFR 200.113)	In writing via email	FAO, PM	As soon as the recipient becomes aware of any violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

8. **Terms and Conditions:** This Grant is subject to all applicable Federal Statutes, Federal Regulations, Award-specific terms and conditions, and [DOI Standard Terms and Conditions](#).

ORDER OF PRECEDENCE

- Federal statutes, including but not limited to Infrastructure Investment and Jobs Act (P.L. 117-58)
- Federal regulations, including but not limited to Title 2 CFR
- Award-Specific Terms and Conditions
- DOI Standard Terms and Conditions, June 1, 2023

Award-Specific Terms and Conditions:

a. Conflict of Interest

- Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the AQD awarding agency or pass-through entity in accordance with 2 CFR 200.112.
- Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.
- Review procedures. The Financial Assistance Officer will examine each conflict-of-interest disclosure based on its particular facts and the nature of the proposed grant or cooperative agreement and will determine whether a potential conflict exists and, if it does, develop an appropriate means for resolving it.
- Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.339, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

b. Restrictions on Lobbying

Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR part 18 and 31 U.S.C. 1352.

c. Prohibition on Providing Funds to the Enemy (2 CFR Part 183, 85 FR 49527, August 13, 2020)

The recipient must—

- Exercise due diligence to ensure that none of the funds, including supplies and services, received under this grant or cooperative agreement are provided directly or indirectly (including through subawards or contracts) to a person or entity who is actively opposing the United States or coalition forces involved in a contingency operation in which members of the

Armed Forces are actively engaged in hostilities, which must be completed through process in 2 CFR §180.300 prior to issuing a subaward or contract and;

- Terminate or void in whole or in part any subaward or contract with a person or entity listed in SAM.gov as a prohibited or restricted source pursuant to Public Law 113-291, unless the Federal awarding agency provides written approval to continue the subaward or contract.
- The recipient may include the substance of this clause, in subawards under this grant or cooperative agreement that have an estimated value over \$50,000 and will be performed outside the United States, including its outlying areas.
- The Federal awarding agency has the authority to terminate or void this grant or cooperative agreement, in whole or in part, if the Federal awarding agency becomes aware that the recipient failed to exercise due diligence as required by this clause or if the Federal awarding agency becomes aware that any funds received under this grant or cooperative agreement have been provided directly or indirectly to a person or entity who is actively opposing coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities.

d. Additional Access to Recipient Records

In addition to any other existing examinations-of-records authority, the Federal Government is authorized to examine any records of the recipient and its subawards or contracts to the extent necessary to ensure that funds, including supplies and services, available under this grant or cooperative agreement are not provided, directly or indirectly, to a person or entity that is actively opposing the United States or coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities, except for awards awarded by the Department of Defense on or before Dec 19, 2017 that will be performed in the United States Central Command (USCENTCOM) theater of operations.

The substance of this clause is required to be included in subawards or contracts under this grant or cooperative agreement that have an estimated value over \$50,000 and will be performed outside the United States, including its outlying areas.

e. Prohibition on certain telecommunication and video surveillance services or equipment

Federal award recipients are prohibited from using government funds to enter contracts (or extend or renew contracts) with entities that use covered telecommunications equipment or services as described in section 889 of the 2019 National Defense Authorization Act. This prohibition applies even if the contract is not intended to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services.

f. Prohibition on Issuing Financial Assistance Awards to Entities that Require Certain Internal Confidentiality Agreements

Section 742 of Division E, Title VII of the Consolidated Appropriations Act of 2020 (Pub. L. 116-93) prohibits the use of funds appropriated or otherwise made available under that or any other Act for grants or cooperative agreements to an entity that requires employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

g. Recipients must not require their employees or contractors seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

Recipients must notify their employees or contractors that existing internal confidentiality agreements

covered by this condition are no longer in effect.

9. **Title to Grant-purchased Tangible Personal Property (Equipment):** In accordance with 2 CFR 200.313, title to tangible personal property acquired under this Federal award vests upon acquisition with the recipient and title is conditional as it is subject to the use of the tangible personal property for authorized purposes of the project during the period of performance or until the property is no longer needed for the purposes of the project. A final property report(s) is required at the end of the grant period of performance, per terms identified in Item 8 of this award.
10. **Resolving Disputes:** Disagreements between DOI and the Recipient over the interpretation of provisions or terms in this Grant shall be resolved according to the procedures below.
 - DOI shall attempt first to resolve disagreements with the Recipient through informal discussion among the FAO and the Recipient's Point(s) of Contact (POC).
 - If the disagreement is not resolved informally, the FAO and the Recipient's POC shall document the nature of the disagreement and bring it to the attention of the Head of Contracting Activity of the U.S. DOI, Office of the Secretary, Interior Business Center, AQD. The final agency action for DOI will be made by the Head of Contracting Activity of the AQD
11. This Agreement may be terminated at any time by mutual agreement and under any terms, and conditions agreed to by the Recipient and DOI in accordance with 2 CFR 200.340. The Recipient may unilaterally terminate this Agreement by giving the Financial Assistance Officer a written notice of intent to terminate 3 months prior to the desired termination date.
12. **Acceptance and Amendment of Grant:** The Recipient is not required to countersign the Grant issuance document; however, the Recipient agrees to the conditions specified in the Grant NOA Continuation Pages and the Award Terms herein unless notice of disagreement is furnished to the FAO within 15 calendar days after the date of the FAO's signature. The only method by which this Grant can be amended is by a formal, written amendment signed by the FAO.

Department of the Interior
Financial Assistance Award General Terms and Conditions
Effective June 1, 2023

I. ADMINISTRATIVE REQUIREMENTS

A. Acceptance of Terms and Conditions of Award

1. Recipients and subrecipients of the Department of the Interior (DOI) financial assistance (i.e., grant and cooperative agreement) awards (awards) must comply with the applicable terms and conditions incorporated into their Notice of Funding Opportunity or Notice of Award. These terms and conditions are in addition to the assurances and certifications made as part of the award application process through submission of the Standard Forms SF-424B Assurances for Non-Construction Programs and SF-424D Assurances for Construction Programs (see <https://www.grants.gov/forms/sf-424-family.html>), or through acceptance of certifications and representations in the System for Award Management (SAM.gov).
2. Acceptance of a financial assistance award from the DOI carries with it the responsibility to be aware of and comply with all terms and conditions applicable to the award. Acceptance of a Federal financial assistance award from the DOI means starting work, drawing down or requesting funds, or accepting the award via electronic means. Upon accepting the award, the recipient must comply with all terms and conditions imposed upon the award by the DOI and the recipient understands that acceptance of funds from the DOI constitutes a consent to fulfill and comply with all terms and conditions.

B. Recipient Responsibilities Regarding Subrecipients and Subcontractors

Recipients passing Federal funds through to subrecipients and contractors are responsible for ensuring their subrecipients and contractors are aware of and comply with applicable award statutes, regulations, and agency requirements. Recipients must review their official award document for additional administrative and programmatic requirements. Recipient and subrecipient failure to comply with the general terms and conditions outlined below and those directly reflected on the official financial assistance award document can result in the DOI taking one or more of “Remedies for Noncompliance” described in [Title 2 Code of Federal Regulations \(CFR\) Section 200.339 through Section 200.343](#).

C. No-Cost Extension Requests

A no-cost extension request, if granted, allows a recipient additional time to complete the overall goals and performance objectives of the award.

If the recipient determines additional time is required to complete the project's original scope with the funds already made available, an authorized official of the recipient entity may submit a request in writing to the awarding officer to extend the award if the awarding agency has not waived the prior approval provision set forth in [§200.308 Revision of Budget and Program Plans, \(e\)\(2\)](#). Extension requests must be made at least ten (10) calendar days before the

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original period of the performance end date explaining the reason for the request. Extensions are not automatic and must not be requested merely to use unobligated balances. The awarding official will inform the recipient in writing whether an extension request has been granted.

D. Payments

1. **For domestic financial assistance awards.** Payment will be made by electronic drawdown reimbursement through the [Department of the Treasury, Automated Standard Application for Payment \(ASAP\) System](#), unless there is an approved waiver in place. Drawdowns to a recipient must be limited to the minimum amounts needed and will be timed to be in accordance with the actual, immediate cash requirements of the recipient in carrying out the purposes of the approved program or project. The timing and amount of cash advances must be as close as is administratively feasible to the actual disbursements by the recipient for direct program or project costs and the proportionate share of any allowable indirect costs.
2. **For foreign financial assistance awards.** The preferred method of payment is with a United States based (US-based) financial institution. For foreign assistance awards where no such US-based banking relationship exists, payments may be made using the standard method established by the Department of the Treasury for International Treasury Services (ITS).

E. Department of the Interior Agency Regulations for Grants and Cooperative Agreements

Recipients are required to follow the applicable provisions of [Title 2 CFR, Subtitle B, Chapter XIV, Parts 1400-1499](#), the “Financial Assistance Interior Regulations.”

F. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Recipients are required to follow the applicable provisions of the “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” (“Uniform Guidance”) located at [Title 2 CFR Part 200](#).

G. Institutions of Higher Education (IHE), State and Local Governments, Tribal Governments, and Non-Profit Organizations

In addition to Subparts A-F of the Uniform Guidance, IHEs, State and local government, tribal, and non-profit recipients are required to follow applicable Uniform Guidance (2 CFR Part 200) provisions, including:

Special Consideration for States, Local Governments, and Indian Tribes

- §200.416, Cost allocation plans and indirect cost proposals
- §200.417, Interagency service

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Special Consideration for Institutions of Higher Education

§200.418, Costs incurred by states and local governments

§200.419, Cost accounting standards and disclosure statement

2 CFR Subpart F, Audit Requirements

Appendix III - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Institutions of Higher Education (IHE)

Appendix IV - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations

Appendix V - State/Local Government and Indian Tribe Wide Central Service Cost Allocation Plans

Appendix VI - Public Assistance Cost Allocation Plans

Appendix VII - States and Local Government and Indian Tribe Indirect Cost Proposals

Appendix VIII - Nonprofit Organizations Exempted from Subpart E of Part 200

H. Foreign Entities

1. Foreign public entities are also subject to the requirements specific to States, with the following exceptions in the Uniform Guidance:
 - a. The State payment procedures in Section 200.305(a) do not apply. Foreign public entities must follow the payment procedures in Section 200.305(b).
 - b. The requirements in Section 200.321, Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms, do not apply.
 - c. The requirements in Section 200.322, Procurement of recovered materials, do not apply.
2. Foreign non-profit organizations are subject to the requirements specific to non-profit organizations.
3. Foreign Institutions of Higher Education (IHE). Institutions located outside the United States that meet the definition in 20 United States Code (U.S.C.) Part 1001 are also subject to the requirements specific to IHEs.
4. Foreign for-profit entities are subject to the cost principles in 48 CFR 1, Subpart 31.2.

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Interior, including being available in a manner that is sufficient for independent verification.

2. The Federal Government has the right to:

- a. Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and
- b. Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

D. 2 CFR Part 170, Reporting Subawards and Executive Compensation.

1. Reporting of First Tier Subawards.

- a. Applicability. Unless the recipient is exempt of this award term, the recipient must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to a non-Federal entity or Federal agency (see definitions in paragraph e. of this award term).
- b. Where and when to report.
 - i. The non-Federal entity or Federal agency must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.
 - ii. For subaward information, reports should be submitted no later than the end of the second month after the initial award date.
- c. What to report. The recipient must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

2. Reporting total compensation of recipient executives for non-Federal entities.

- a. Applicability and what to report. The recipient must report total compensation for each of the recipient's five most highly compensated executives for the preceding completed fiscal year, if:
 - i. The total Federal funding authorized to date under this Federal award equals or exceeds \$30,000 as defined in [2 CFR 170.320](#);

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compensation information, see the U.S. Security and Exchange Commission total compensation filings at <https://www.sec.gov/answers/execomp.htm>.)

- b. **Where and when to report.** The recipient must report subrecipient executive total compensation:
 - i. To the recipient.
 - ii. By the end of the month following the month during which the recipient makes the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), the recipient must report any required compensation information of the subrecipient by November 30 of that year.
4. **Exemptions.** If, in the previous tax year, the recipient had gross income, from all sources, under \$300,000, the recipient is exempt from the requirements to report:
 - a. Subawards, and
 - b. The total compensation of the five most highly compensated executives of any subrecipient.
5. **Definitions.** For the purposes of this award term:
 - a. "Federal Agency" means a Federal agency as defined at 5 U.S.C. 551(1) and further clarified by 5 U.S.C. 552(f).
 - b. "Non-Federal entity" means all the following, as defined in 2 C.F.R. Part 25:
 - i. A Governmental organization, which is a State, local government, or Indian tribe;
 - ii. A foreign public entity;
 - iii. A domestic or foreign nonprofit organization; and
 - iv. A domestic or foreign for-profit organization
 - c. "Executive" means officers, managing partners, or any other employees in management positions.
 - d. "Subaward" means a legal instrument to provide support for the performance of any portion of the substantive project or program for which the recipient received this award and that the recipient awards to an eligible subrecipient.

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- i. The term does not include the recipient’s procurement of property and services needed to carry out the project or program (for further explanation, see 2 C.F.R. 200.331).
 - ii. A subaward may be provided through any legal agreement, including an agreement that the recipient or a subrecipient considers a contract.
 - e. “Subrecipient” means a non-Federal entity or Federal agency that:
 - i. Receives a subaward from the recipient under this award; and
 - ii. Is accountable to the recipient for the use of the Federal funds provided by the subaward.
 - f. “Total compensation” means the cash and noncash dollar value earned by the executive during the recipient’s or subrecipient’s preceding fiscal year and includes the following (for more information see 17 C.F.R. 229.402(c)(2)).
- E. [43 CFR Part 18, New Restrictions on Lobbying](#). The Authorized Representative's signature on the application submitted to a DOI Bureau or Office certifies to the statements in [43 CFR Part 18, Appendix A-Certification Regarding Lobbying](#). These provisions prohibit the use of Federal funds for lobbying the executive or legislative branches of the Federal government in connection with an award and require disclosure of the use of non-Federal funds for lobbying. Any recipient that requests or receives more than \$100,000 in Federal funding and has made or agrees to make any payment using non-appropriated funds for lobbying in connection with a proposal or award shall submit a completed Form SF-LLL, “Disclosure of Lobbying Activities,” regarding the use of non-Federal funds for lobbying. Visit [43 CFR Part 18.110, Certification and Disclosure](#) requirements for more information. This provision does not apply to Tribes, tribal organizations, or Indian organization expenditures specifically permitted under other Federal laws.
- F. [5 U.S.C. Parts 1501-1508 and 7324-7328 \(i.e., Hatch Act\)](#). Recipient agrees to comply, as applicable, with requirements of the Hatch Act, which limits certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
- G. [41 U.S.C. Part 6306, Prohibition on Members of Congress Making Contracts with Federal Government](#). No member of or delegate to the United States Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public’s general benefit.
- H. [43 CFR Part 17 – Nondiscrimination in Federally Assisted Programs of the Department of the Interior](#) prohibit discrimination on the basis of race, color, or national origin in programs or activities receiving Federal financial assistance.

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- I. [42 U.S.C. Chapter 126 of The Americans with Disabilities Act of 1990, entitled "Equal Opportunity for Individuals with Disabilities"](#) prohibits discrimination based on disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto, as well as public or private entities that provide public transportation. Further, [42 U.S.C. Chapter 60, Subtitle C Part 60-1.4\(b\)](#) is applicable in full enforcement by reference in these terms and conditions, including the equal opportunity clause and requirements for clauses in contracts for all construction projects receiving Federal financial assistance funding.
- J. [28 CFR Section 35, Non-discrimination on the Basis of Disability in State and Local Government Services](#) implements Subtitle A of Title II of the Americans with Disabilities Act of 1990 ([42 U.S.C. 12131-12134](#)), as amended by the ADA Amendments Act of 2008 ([Pub. L. 110-325](#), 122 Stat. 3553), which prohibits discrimination on the basis of disability by public entities.
- K. [Homeland Security Presidential Directive \(HSPD\) 12](#). The subrecipient or contractor must comply with personal identity verification procedures identified in the subaward or contract that implement Homeland Security Presidential Directive 12 (HSPD-12), Office of Management and Budget (OMB) Guidance M-05-24, as amended, and Federal Information Processing Standards Publication (FIPS PUB) Number 201, as amended, for all employees under a subaward or contract who require routine physical access to a Federally-controlled facility or routine access to a Federally-controlled information system.
- L. [Executive Order No. 13043, Section 1\(c\) and \(d\) \(1997\), Increasing Seat Belt Use in the United States](#) encourages recipients including tribal governments to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.
- M. [Executive Order No. 13513, Section 4 \(2009\), Federal Leadership on Reducing Text Messaging While Driving](#). DOI encourages recipients and subrecipients to adopt and enforce policies that ban text messaging while driving company-owned or rented vehicles or a Government Owned Vehicle, or while driving a Personal Owned Vehicle when on official Government business or when performing any work for or on behalf of the Government.
- N. [Executive Order No. 14026 \(2021\), Increasing the Minimum Wage for Federal Contractors](#) Establishes a minimum hourly wage paid by parties that contract with the Federal government of \$15.00. The Order applies to any contract or contract-like instrument, Contract-like instruments are defined in [29 CFR §23.20, Definitions](#).
- O. [35 U.S.C., Title 35, Part II, Chapter 18, Patent Rights in Inventions Made with Federal Assistance](#)). Formerly known as the Patent and Trademark Act Amendments, the Bayh-Dole Act is a federal law enacted in 1980 that enables universities, nonprofit research institutions and small businesses to own, patent and commercialize inventions developed under federally funded research programs within their organizations. The law creates a uniform patent policy among the federal agencies that fund research. The standard patent rights clause is set forth at [37 C.F.R, Chapter IV, Part 401](#) and included as needed at the program and award level.

DOI Financial Assistance Award General Terms and Conditions
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III. RECIPIENT INTEGRITY AND PERFORMANCE

A. Reporting of Matters Related to Recipient Integrity and Performance

1. **General Reporting Requirement.** If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the recipient during that period of time must maintain the currency of information reported to SAM.gov, the designated integrity and performance system) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition.¹ This is a statutory requirement under Section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by [Section 3010 of Public Law 111-212](#), all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.
2. **Proceedings About Which the Recipient Must Report.** Submit the required information for each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - b. Reached its final disposition during the most recent five-year period; and
 - c. Is one of the following:
 - i. A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition;
 - ii. A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - iii. An administrative proceeding, as defined in paragraph 5. of this award term and condition, that resulted in a finding of fault and liability and the recipient's payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 - iv. Any other criminal, civil, or administrative proceeding if:
 - (a) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;

¹ Please note that in FY 2023 the former Federal Awardee Performance and Integrity Information System (FAPIS) is now integrated into the SAM.gov system.

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IV. FUTURE BUDGET PERIODS

If it is anticipated that the period of performance will include multiple budget periods, funding for the subsequent budget periods that are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the initial Federal award.

V. TERMINATION PROVISIONS

A. Per [§200.340 Termination](#), the Federal award may be terminated in whole or in part as follows:

1. By the Federal awarding agency or pass-through entity, if the recipient entity fails to comply with the terms and conditions of the award;
2. By the Federal awarding agency or pass-through entity, to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities;
3. By the Federal awarding agency or pass-through entity with the consent of the recipient entity, in which case the two parties must agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated;
4. By the recipient entity upon sending to the Federal awarding agency or pass-through entity written notification setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if the Federal awarding agency or passthrough entity determines in the case of partial termination that the reduced or modified portion of the Federal award or subaward will not accomplish the purposes for which the Federal award was made, the Federal awarding agency or pass-through entity may terminate the Federal award in its entirety; or
5. By the Federal awarding agency or pass-through entity pursuant to termination provisions included in the Federal award.

VI. FEDERAL AWARDING AGENCY, PROGRAM SPECIFIC TERMS AND CONDITIONS

- A. The Federal awarding agency must include with each Federal award any terms and conditions necessary to communicate requirements that are in addition to the requirements outlined in these general terms and conditions.
- B. Refer to the terms and conditions of the award issued by the DOI sub-agency providing direct funding for the project for performance goals, indicators, targets, and baseline data. The DOI sub-agency awarding project specific funding will specify in terms and conditions additional to those set forth in this document on how performance will be assessed, including the timing and scope of expected performance ([2 C.F.R §200.202](#) and [§200.301](#)).

Project Abstract

Climate change is driving the devastating intersection of extreme heat, drought, and wildland fire danger across the United States, creating wildfires that move with a speed and intensity previously unseen. This has created conditions in which wildfires overwhelm response capabilities, resulting in billions of dollars in economic losses, damage to natural resources, devastation to communities, and the tragic loss of human life.

The Infrastructure Investment and Jobs Act, also known as the Bipartisan Infrastructure Law (BIL), enacted in November 2021, is bringing much -needed support to communities across the country to increase the resilience of lands facing the treat of wildland fires and to better support federal wildland firefighters. The BIL provides funding and authorizes the U.S. Department of the Interior (DOI) to develop and implement a pilot program to provide local governments with financial assistance to acquire slip-on tanker units to establish fleets of vehicles that can be quickly converted to be operated as fire engines. The objective of this opportunity is to provide funding for these units.

Kenai Peninsula Borough Maintenance

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

THRU: John D. Hedges, Purchasing & Contracting Department *kkfj*

FROM: Nick Kemp, Maintenance Foreman Contract Administrator *Nk*

DATE: November 12, 2024

RE: Chinook Fire Protection LLC. Sole Source Waiver

Under Section 5.28.280a of the Borough code, it is requested that the Kenai Peninsula Borough Maintenance Department (KPBM), through sole source, be granted approval to enlist the services of Chinook Fire Protection to complete fire alarm testing including transferring monitoring services to our new vendor.

The emergent need for this contract arose after the departure of our Electronics Lead. Without him, we do not possess the licensing to perform the testing or other work required. Our need is to assert that these buildings are properly protected and remain in good standing with our regulatory partners. Allowing Chinook, who is a long-standing trusted partner with KPBM, to move forward with their quoted price of \$64,180.00, will ensure that this need is met.

We currently have James Mills enrolled to gain his NICET 2 certification, that will alleviate any future requests for assistance. In addition to the approval of the quoted amount, I am asking for \$10,000.00 in additional funding approval. Your approval will allow Chinook to assist us with our current fire alarm issues, please note our current work order count is 7.

Your approval is hereby requested. Funding for this project is \$74,180.00 and in account number 241.78050.43780.

This office is available for any questions regarding this request.

Approved: *Peter A. Micciche* 11/14/2024
 Peter A. Micciche, Borough Mayor Date

NOTES: NA

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>241-41010-00000-43780</u>	
Amount <u>\$74,180.00</u>	
By: <u><i>CF BH</i></u> Date: <u>11/12/2024</u>	

Introduced by:	Mayor
Date:	10/22/24
Action:	Adopted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2024-044**

**A RESOLUTION AUTHORIZING A SOLE SOURCE CONTRACT AWARD FOR
TESTING AND REPAIRS TO FIRE ALARM SYSTEMS**

WHEREAS, the Kenai Peninsula Borough's Maintenance Department is requesting approval to sole source contract with Chinook Fire Protection LLC for inspection and repairs of multiple facility fire alarm systems; and

WHEREAS, the Maintenance Department must contract with a vendor that has both the required certifications for fire alarm inspection and repair work and is familiar with KPB facilities; and

WHEREAS, Chinook Fire Protection, LLC it the only vendor that meets the requirements for the work that provide a quote to perform the work; and

WHEREAS, approval of this resolution would allow the Maintenance Department to complete this year's inspections, reprogramming, and repairs;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Mayor is authorized to award a sole source contract to Chinook Fire Protection, LLC, to provide maintenance and repair services for inspection and repairs of multiple fire alarm systems at KPB facilities..

SECTION 2. That this resolution takes effect immediately.

SECTION 3. That this resolution will remain in effect for 2 years from the date of its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 22ND DAY OF OCTOBER, 2024.

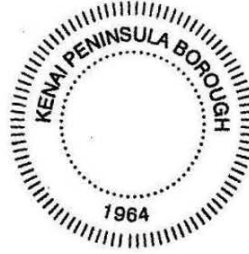


Peter Ribbens, Assembly President

ATTEST:



Michele Turner, CMC, Borough Clerk



Yes: Baisden, Cooper, Cox, Dunne, Ecklund, Elam, Johnson, Tunseth, Ribbens

No: None

Absent: None

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Borough Mayor *PAM*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Sara Dennis, Controller *SD*

DATE: November 6, 2024

RE: Budget Revisions – October 2024

Attached is a budget revision listing for October 2024. The attached list contains budget revisions between major expenditure categories (i.e., maintenance & operations and capital outlay). Other minor transfers were processed between object codes within major expenditure categories.

OCTOBER 2024**INCREASE DECREASE****MAYOR'S OFFICE**

Funds for 2024 BAB Halloween Event, candy for departments.

100-11210-00000-40110 (Regular Wages)		\$1,000.00
100-11210-00000-42021 (Promotional Supplies)	\$1,000.00	

Funding for upcoming promotional events for FY25.

100-11210-00000-40110 (Regular Wages)		\$2,000.00
100-11210-00000-42021 (Promotional Supplies)	\$2,000.00	

Contract services account was underfunded for anticipated FY25 expenses.

100-11210-00000-40110 (Regular Wages)		\$5,000.00
100-11210-00000-43011 (Contract Services)	\$5,000.00	

Funding for Mayor's Office FY25 Zoom renewal.

100-11210-00000-40110 (Regular Wages)		\$1,000.00
100-11210-00000-43026 (Software Licensing)	\$1,000.00	

LAND MANAGEMENT

Survey costs originally budgeted in contract services being completed through in house survey resources, requiring a shift in funding.

250-21210-00000-43011 (Contract Services)		\$25,000.00
250-21210-00000-42410 (Small Tools And Minor Equipment)	\$15,000.00	
250-21210-00000-42210 (Operating Supplies)	\$10,000.00	

SOLID WASTE - CENTRAL PENINSULA LANDFILL

Move funds to purchase a new bulb crusher at the CPL.

290-32122-00000-43780 (Building/Grounds Maintenance)		\$6,506.00
290-32122-00000-48311 (Machinery & Equipment)	\$6,506.00	

Move funds to purchase Stancor pumps for water management at CPL.

290-32122-00000-42230 (Fuel and Lubricants)		\$5,000.00
290-32122-00000-48740 (Minor Machinery and Equipment)	\$5,000.00	

OCTOBER 2024 CONTINUED

INCREASE DECREASE

RISK MANAGEMENT

Reallocate funds for Milestone camera software maintenance.

700-11234-00000-42310 (Repair/Maintenance Supplies)		\$15.00
700-11234-00000-43019 (Software Maintenance)	\$15.00	

Reallocate funds to cover revised contract renewal and revised term for Intalex software.

700-11237-00000-43511 (Fire And Extended Coverage)		\$13,105.00
700-11234-00000-43026 (Software Licensing)	\$13,105.00	

Kenai Peninsula Borough

Finance Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Borough Mayor *AM*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Tyra Rivera, Grants/Treasury Accountant I *TR*

DATE: November 19, 2024

RE: Capital Project Reports – September 30, 2024

Attached are the quarterly project reports for the Borough's capital project funds:

- Fund 400 - Borough and Grant Funded School Capital Projects Fund
- Fund 401 - Bond Funded Capital Projects Fund
- Fund 407 - General Government Capital Projects Fund
- Fund 411 - Solid Waste Capital Projects Fund
- Fund 434 - Road Service Area Capital Projects Fund
- Fund 441 - Nikiski Fire Service Area Capital Projects Fund
- Fund 442 - Bear Creek Fire Service Area Capital Projects Fund
- Fund 443 - Central Emergency Service Area Capital Projects Fund
- Fund 444 - Western Emergency Service Area Capital Projects Fund
- Fund 446 - Kachemak Emergency Service Area Capital Projects Fund
- Fund 455 - Communication Center 911 Capital Projects Fund
- Fund 459 - North Peninsula Recreation Service Area Capital Projects Fund
- Fund 490 - Central Peninsula Hospital Capital Projects Fund
- Fund 491 - South Peninsula Hospital Capital Projects Fund

School Revenue Projects - Fund 400

Balances through September 30, 2024

Project	Year Appropriated	Site Number	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
13DSG	2013	78050	A/W Design Improvements	\$ 200,000	\$ 90,980	\$ 26,156	\$ 135,176	\$ 64,824
14000	2014	78050	A/W Auditorium Lighting	75,000	7,561	-	67,439	7,561
19803	2019	78050	A/W Elevator Upgrades	50,000	15,489	15,489	50,000	-
KSELO	2019	71065	KSELO New School Construction	13,010,000	12,791,118	195,443	414,325	12,595,675
20756	2020	78050	A/W Asbestos Removal/Repair	75,000	11,769	11,700	74,931	69
20801	2020	78050	A/W HVAC/DDC/Boiler Upgrades	1,225,000	68,605	-	1,156,395	68,605
20803	2020	78050	A/W Elevator Upgrades	50,000	50,000	50,000	50,000	-
21759	2021	78050	A/W Water Quality Improvements	50,000	23,896	6,858	32,962	17,038
21802	2021	78050	A/W Asphalt/Sidewalk Repair	100,000	734	-	99,266	734
21803	2021	78050	A/W Elevator Upgrades	75,000	75,000	2,191	2,191	72,809
21ADA	2021	78050	A/W ADA Upgrades	75,000	1,015	1,015	75,000	-
21DRS	2021	78050	A/W Doors/Entries	100,000	92,697	-	7,303	92,697
22000	2022	78050	A/W Auditorium Lighting	300,000	294,961	-	5,039	294,961
22801	2022	78050	A/W HVAC/DDC/Boiler Upgrades	850,000	13,419	-	836,581	13,419
22856	2022	78050	A/W Security/Safety	175,000	76,109	-	98,891	76,109
22DSG	2022	78050	A/W Assessment/Design	300,000	50,496	7,588	257,093	42,907
HHSRF	2022	72010	Homer High Roof Phase 2 & 3	1,690,000	669,701	-	1,020,299	669,701
23714	2023	78050	A/W Building Envelope Upgrades	155,000	135,519	135,519	155,000	-
23727	2023	78050	A/W Bleacher Replacement	60,000	1,192	-	58,808	1,192
23759	2023	78050	A/W Water Quality Improvements	40,000	21,517	-	18,483	21,517
23803	2023	78050	A/W Elevator Upgrades	50,000	50,000	-	-	50,000
23851	2023	78010	A/W Portables/Outbuildings	350,000	49,113	-	300,887	49,113
23855	2023	78050	A/W Locker Replacement	250,000	81,697	81,569	249,872	128
23856	2023	78050	A/W Security/Safety	150,000	115,771	7,800	42,029	107,971
23860	2023	78050	A/W Generator/Hardware	50,000	43,279	-	6,721	43,279
23861	2023	78050	A/W Auditorium Lighting	300,000	300,000	-	-	300,000
23DSG	2023	78050	A/W Assessment/Design	100,000	92,553	-	7,447	92,553
23HWI	2023	72051	West Homer El Water Infiltration	110,000	110,000	-	-	110,000
SLF07	2023	75030	Seward Middle Siding	250,000	245,990	852	4,862	245,138
24711	2024	78050	A/W Roof Repair	75,000	75,000	14,890	14,890	60,110
24714	2024	78050	A/W Building Envelope Upgrades	50,000	525,000	53,615	53,615	471,385
24755	2024	78050	A/W Flooring Upgrades	225,000	396,828	87,473	265,501	309,356
24756	2024	78050	A/W Asbestos Removal/Repair	200,000	223,661	2,700	79,039	220,961
24758	2024	78050	A/W Electrical/Lighting	125,000	50,101	9,120	84,019	40,981
24759	2024	78050	A/W Water Quality Improvements	30,000	164,000	-	-	164,000
24780	2024	78050	A/W Playground Upgrades	75,000	108,706	-	16,294	108,706
24781	2024	78050	A/W Pool Repair	30,000	17,633	8,384	20,750	9,250
24801	2024	78050	A/W HVAC/DDC/Boiler Upgrades	1,125,000	1,702,627	329,195	901,568	1,373,432
24802	2024	78050	A/W Asphalt/Sidewalk Repair	720,000	1,103,025	562,978	773,953	540,047
24855	2024	78050	A/W Locker Replacement	150,000	400,000	63,861	63,861	336,139
24856	2024	78050	A/W Security/Safety	250,000	250,000	-	-	250,000
24860	2024	78050	A/W Generator/Hardware	150,000	150,000	-	-	150,000
24862	2024	78050	A/W Drainage and Interior Reno	590,402	126,024	5,213	569,592	120,810
SLF08	2024	71040	Hope Roof Replacement	77,436	11,930	-	65,506	11,930
25727	2025	78050	A/W Bleacher Replacement	250,000	250,000	-	-	250,000
25728	2025	78050	A/W Doors/Entries	108,280	108,280	-	498	107,783
25782	2025	78050	A/W ADA Upgrades	50,000	50,000	22,246	22,246	27,754
25803	2025	78050	A/W Elevator Upgrades	62,000	62,000	-	-	62,000
25DSG	2025	78050	A/W Design Improvements	184,003	184,003	-	-	184,003

Project Totals \$ 27,994,978 \$ 21,538,998 \$ 1,701,855 \$ 8,158,332 \$ 19,836,646

Beginning Fund Balance 7/1/24 \$ 7,847,609

Funds Provided:

	FY25 Transfer from General Fund	\$ 4,000,000	
13DSG	Local Contribution - KPBSD Design	90,980	
KESLO	AK Dept of Education & Early Development	9,843,487	
SLF	US Dept of Treasury - APRA Funds	257,920	
	Auction Proceeds	-	
	Total Funds Provided		14,192,387

Funds applied - current year expenditures (1,701,855)

Funds obligated to existing projects (19,836,646)

Projects completed, cancelled or other funding source identified -

Funds available for appropriation and for future capital expansion plans \$ 501,495

School Bond Projects - Fund 401

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
14SCH	2014	FY14 School Roofs/Homer Field	\$ 61	\$ 61	\$ -	\$ -	\$ 61
23SCH	2023	FY23 School Bonds	34,087,915	32,258,810	2,529,742	4,358,847	29,729,068
24SCH	2024	FY14 Roof Bonds/Hope Roof 2024	497,310	497,310	-	-	497,310

Project Totals \$ 34,585,285 \$ 32,756,180 \$ 2,529,742 \$ 4,358,847 \$ 30,226,438

	Bonds	Interest	Local - GF	Total
Beginning Fund Balance 7/1/24	\$ 32,715,942	\$ 1,877,013	\$ 40,239	\$ 34,633,193
Funds Provided:				
14SCH FY14 School Roofs/Homer Field	-	-	-	-
23SCH FY23 School Bonds	-	440,184	-	440,184
24SCH FY14 Roof Bonds/Hope Roof 2024	-	8,010	-	8,010
Total Funds Provided	-	448,194	-	448,194
Funds applied - current year expenditures:				
14SCH FY14 School Roofs/Homer Field	-	-	-	-
23SCH FY23 School Bonds	(2,529,742)	-	-	(2,529,742)
24SCH FY14 Roof Bonds/Hope Roof 2024	-	-	-	-
Total Funds Applied - current year expenditures	(2,529,742)	-	-	(2,529,742)
Funds obligated to existing projects:				
14SCH FY14 School Roofs/Homer Field	(61)	-	-	(61)
23SCH FY23 School Bonds	(29,729,068)	-	-	(29,729,068)
24SCH FY14 Roof Bonds/Hope Roof 2024	(457,071)	-	(40,239)	(497,310)
Total funds obligated to existing projects	(30,186,199)	-	(40,239)	(30,226,438)
Projects completed or cancelled	-	-	-	-
Funds avail. for approp. and for future capital expansion plans	\$ -	\$ 2,325,206.36	\$ -	\$ 2,325,206

Resolution 2023-003 authorized the issuance of bonds, not to exceed 65,550,000, for the financing of certain educational capital improvements. 23SCH is Phase I of the issuance, and projects include:

- 23S01 Soldotna Elementary Replacement
- 23S02 Soldotna Prep Renovation
- 23S03 Seward High Track/Field Replacement
- 23S04 Kenai High Field Concession
- 23S05 Kenai Middle Security/Food Service Renovation
- 23S06 North Star El Roof Replacement
- 23S07 Parent Student Drop Off Improvement
- 23S08 Nikiski Track/Field Replacement
- 23S09 Maintenance Shop
- 23S10 Soldotna Siding Project
- 23S11 Mountain View El Roof
- 23S12 Homer High School Front Entrance Improvements
- 23S13 Hope Roof

General Government Projects - Fund 407

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
19407	2019	Card Entry Security System	\$ 150,000	\$ 1,710	\$ -	\$ 148,290	\$ 1,710
22474	2022	B/W Access Cntrl Improvements	180,000	4,018	-	175,982	4,018
22SIR	2022	Siren Warning System Replacement	700,000	588,912	-	111,088	588,912
23472	2023	BAB Roof Replacement	1,061,287	715,636	690,427	1,036,079	25,208
23473	2023	BAB Chiller Replacement	190,000	10,079	(13,343)	166,578	23,422
24RCD	2024	Records Center Control Panel	34,755	6,566	-	28,189	6,566
24SPC	2024	Special Assessment Software	126,000	85,603	800	41,197	84,803
25471	2025	River Center Roof	490,058	490,058	3,315	3,315	486,743
25472	2025	River Center ADA Improvements	153,867	153,867	3,212	3,212	150,655
25473	2025	Poppy Sewer Line Replacement	50,000	50,000	1,483	1,483	48,517
Project Totals			<u>\$ 3,135,967</u>	<u>\$ 2,106,448</u>	<u>\$ 685,894</u>	<u>\$ 1,715,413</u>	<u>\$ 1,420,554</u>

Beginning Fund Balance 7/1/24		\$ 2,182,382
Funds Provided:		
FY25 Transfer from General Fund	\$ 200,000	
Total Funds Provided		200,000
Funds applied - current year expenditures		(685,894)
Funds obligated to existing projects		(1,420,554)
Projects completed or cancelled		-
Funds available for appropriation and for future capital expansion plans		<u>\$ 275,933</u>

Solid Waste Projects - Fund 411

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
22FIR	2022	CPL Building Fire Detection System	\$ 40,000	\$ 40,000	\$ -	\$ -	\$ 40,000
22LIT	2022	AW Facility Lighting	90,000	32,543	-	57,457	32,543
22SUR	2022	Transfer Site Surveillance	100,000	100,000	-	-	100,000
SLF02	2022	Leachate Improvements - ARPA Funds	5,160,000	1,813,481	77,660	3,424,179	1,735,821
23492	2023	CPL Gas/Leachate Materials	150,000	41,878	-	108,122	41,878
23493	2023	CPL Gas Collection Design	100,000	100,000	-	-	100,000
23497	2023	Leachate Liners	457,648	58,008	-	399,640	58,008
LEACH	2023	Leachate Improvements - EPA Grant	4,217,481	1,420,022	-	2,797,459	1,420,022
24491	2024	South Peninsula Monofill Site	250,000	250,000	-	-	250,000
24492	2024	Homer Transfer Repairs/Improvements	200,000	138,600	20,000	81,400	118,600
24493	2024	CPL Site Security Improvements	200,000	200,000	-	-	200,000
24495	2024	CPL C/D Excavation & Expansion	100,000	2,153	-	97,847	2,153
24496	2024	Utility Vehicle	60,000	23,459	-	36,541	23,459
24497	2024	Transfer Site Improvements Design	100,000	100,000	-	-	100,000
24498	2024	Hydroseeder	80,000	80,000	55,058	55,058	24,942
24499	2024	CPL Baler Building Boiler Replacement	138,202	125,212	26,539	39,529	98,673
24501	2024	Tire Replacement	35,000	1,440	-	33,560	1,440
24502	2024	FY24 Dumpster Repair/Replace	120,000	99,603	6,825	27,223	92,777
25491	2025	CPL Compactor Engine Replace/Repair	130,000	130,000	-	-	130,000
25492	2025	CPL Landfill Gas/Leachate Materials	75,000	75,000	-	-	75,000
25493	2025	CPL Fire Detection System Rebuild	160,000	160,000	-	-	160,000
25494	2025	CPL Cell 4 Design/Construction	500,000	500,000	-	-	500,000
25495	2025	A/W Dumpster Repairs/Replace	120,000	120,000	-	-	120,000
25496	2025	Seward Mono/Trsf Facility Rd & Site Work	100,000	100,000	-	-	100,000
25497	2025	SW Homer Mono/Trsf Facility Site Work & Equipment	79,529	79,529	-	-	79,529
LATC1	2025	Local Assis Tribal Consist - SW Leach Proj	4,000,000	4,000,000	-	-	4,000,000
Project Totals			\$ 16,762,860	\$ 9,790,928	\$ 186,083	\$ 7,158,015	\$ 9,604,845

	Capt Proj Fund	Closure/Post	17SWB Bond	Total
Beginning Fund Balance 7/1/24	\$ 3,366,212	\$ 21,689,968	\$ 11,698	\$ 25,067,878
Funds Provided:				
FY25 Transfer from Operating/Gen Fund	650,000	-		
LEACH Environmental Protection Agency	574,441			
SLF02 US Dept. of Treasury - ARPA Funds	1,813,481			
LATC1 US Dept. of Treasury	4,000,000			
FY25 Interest Earnings	-			
FY25 Transfer for Closure/Post		641,817		
FY25 Interest Earnings on Bond Proceeds				7,679,739
Funds applied - current year expenditures	(186,083)	-		(186,083)
Funds obligated to existing projects	(9,604,845)	-		(9,604,845)
Projects completed or cancelled	-	-		-
Funds available for approp. and future capital expansion plans	\$ 613,206			613,206
Closure/post closure liability		\$ 22,331,785		22,331,785
Funds restricted for SWD bond			\$ 11,698	11,698
Ending fund balance				\$ 22,956,689

Road Service Area Projects - Fund 434

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
Grant Funded Projects							
14JAC	2014	Jacobs Ladder Repair	\$ 98,516	\$ -	\$ (7,552)	\$ 90,964	\$ 7,552
16NRD	2016	North Road Extension	7,023,591	159,251	-	6,864,340	159,251
21SAL	2021	Fish Passage/Old Exit Glacier	385,000	91,039	-	293,961	91,039
2020 Road CIP Projects (warranty purposes only)							
S7WAL	2020	Walters St/Wilderness Ln	917,124	8,772	-	908,352	8,772
2021 Road CIP Projects (warranty purposes only)							
21CIP	2021	B/W FY21 Local Funds	-	-	-	-	-
C2MRR	2021	Moose River Dr/River Ridge Rd	93,011	4,000	-	89,011	4,000
S7MAN	2021	Mansfield Ave	886,617	21,227	-	865,391	21,227
		Projects completed prior to FY25	1,386,495	-	-	1,386,495	-
			2,366,123				
2022 Road CIP Projects (\$3,531,000)							
22CIP	2022	B/W FY22 Local Funds	-	-	-	-	-
S8BSR	2022	Basargin Road	1,075,522	216,246	-	859,276	216,246
N3DUK	2022	Duke Street	349,221	21,901	(6,346)	320,974	28,247
W7AND	2022	St Andrews Road	373,256	254,667	116,709	235,298	137,958
C5SPO	2022	Sports Lake/Hakala/Cotman	709,045	79,403	-	629,642	79,403
		Projects completed prior to FY25	564,426	-	-	564,426	-
			3,531,000				
2023 Road CIP Projects (\$1,965,550)							
23CIP	2023	B/W FY23 Local Funds	553,121	553,121	-	-	553,121
C5PAR	2023	Parkway/Sylvan/Northern Lights	425,060	65,147	26,788	386,700	38,360
N3LIS	2023	Lisburn Ave	506,059	123,902	-	382,158	123,902
W6GOO	2023	Goodrich/Center/Retirement	91,560	41,827	13,096	62,829	28,731
W1GRI	2023	Griffing CT/Way/Territorial	313,250	19,217	(18,704)	275,329	37,921
N4MCG	2023	McGahan Dr	76,500	51,993	-	24,507	51,993
			1,965,550				
2024 Road CIP Projects (\$150,000)							
24CIP	2024	B/W FY24 Local Funds	-	-	-	-	-
S8BSN	2024	Basargin Road	10,477	10,477	-	-	10,477
C3SEC	2024	Seclusion/Robin/Lourdes/Robert	139,523	47,060	4,809	97,272	42,252
			150,000				
2025 Road CIP Projects (\$1,975,000)							
25CIP	2025	B/W FY25 Local Funds	-	-	-	-	-
C3CRL	2025	Seclusion/Robin/Lourdes/Robert	1,210,000	1,210,000	399,335	399,335	810,665
W6GRC	2025	Goodrich/Center	765,000	765,000	246,822	246,822	518,178
			1,975,000				
Service Area Funded - Other Projects							
21GRV	2021	FY21 Borough Gravel Projects	300,000	15,139	-	284,861	15,139
22GRV	2022	FY22 Borough Gravel Projects	300,000	17,647	-	282,353	17,647
23GRV	2023	FY23 Borough Gravel Projects	300,000	21,911	-	278,089	21,911
23BRG	2023	FY23 Bridges Projects	300,000	300,000	-	-	300,000
DRAIN	2023	Eastway Drainage Improvements	300,000	72,041	4,903	232,865	67,135
24GRV	2024	FY24 Borough Gravel Projects	500,000	72,292	67,747	495,455	4,545
24BRG	2024	FY23 Bridges Projects	300,000	300,000	-	-	300,000
25GRV	2025	FY25 Borough Gravel Projects	300,000	300,000	179,441	179,441	120,559
Project Totals			\$21,011,903	\$ 4,843,278	\$ 1,027,049	\$ 17,195,676	\$ 3,816,227
Beginning Fund Balance 7/1/24							\$ 9,377,027
Funds Provided:							
FY24 Transfer from Operating Fund						\$ 2,320,000	
FY25 Interest Earnings						-	
16NRD	US Dept. of Transportation					159,251	
Total Funds Provided						2,479,251	
Funds applied - current year expenditures							(1,027,049)
Funds obligated to existing projects							(3,816,227)
Projects completed or cancelled by Service Area Board Action							7,552
Funds available for appropriation and for future capital expansion plans							<u>\$ 7,020,553</u>

Nikiski Fire Service Area Projects - Fund 441

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
23411	2023	FY23 SCBA/Radio Communications	\$ 300,000	\$ 8,743	\$ 499	\$ 291,756	\$ 8,244
24411	2024	Fire Engine for Station 3	581,500	793	-	580,707	793
24412	2024	Drager Gas Detection Monitors	40,000	5,004	-	34,997	5,004
25411	2025	Emergency Response Vehicle for Station 3	75,000	75,000	-	-	75,000
25412	2025	Emergency Response Vehicle for Station 2	75,000	75,000	-	-	75,000
25413	2025	Plow/Emergency Response Vehicle for Station	75,000	75,000	-	-	75,000
Project Totals			<u>\$ 1,146,500</u>	<u>\$ 239,540</u>	<u>\$ 499</u>	<u>\$ 907,460</u>	<u>\$ 239,040</u>

Beginning Fund Balance 7/1/24	\$ 371,522
Funds Provided:	
FY25 Transfer from Operating Fund	\$ 300,000
FY25 Interest Earnings	-
Total Funds Provided	300,000
Funds applied - current year expenditures	(499)
Funds obligated to existing projects	(239,040)
Projects completed or cancelled by Service Area Board Action	-
Funds available for appropriation and for future capital expansion plans	<u>\$ 431,982</u>

Bear Creek Fire Service Area Projects - Fund 442

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
21421	2021	Heavy Rescue Engine	\$ 400,000	\$ 1,171	\$ -	\$ 398,829	\$ 1,171
23421	2023	FY23 SCBA/Radio Communications	192,500	59,529	-	132,971	59,529
23422	2023	Ambulance	250,000	250,000	-	-	250,000
24421	2024	Tanker Replacement	500,000	500,000	-	-	500,000
25STA	2025	BC Paving	450,000	450,000	-	-	450,000
Project Totals			\$ 1,792,500	\$ 1,260,700	\$ -	\$ 531,800	\$ 1,260,700
Beginning Fund Balance 7/1/24							\$ 1,012,697
Funds Provided:							
FY25 Transfer from Operating Fund						\$ 225,000	
FY25 Interest Earnings						-	
23421	FY25 Transfer from General Fund - PILT					55,446	
25STA	Dept of Commerce, Community & Economic Development					450,000	
Total Funds Provided						730,446	
Funds applied - current year expenditures							-
Funds obligated to existing projects							(1,260,700)
Projects completed or cancelled by Service Area Board Action							-
Funds available for appropriation and for future capital expansion plans							<u>\$ 482,443</u>

Central Emergency Service Area Projects - Fund 443

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
19461	2019	SCBA Compressor	\$ 450,000	\$ 64,576	\$ -	\$ 385,424	\$ 64,576
20461	2020	Station 1 Land Acquisition	791,795	19,524	240	772,512	19,284
22464	2022	FY22 Station 1 Relocation	1,000,000	874,656	12,938	138,282	861,718
23461	2023	FY23 SCBA/Radio Communications	575,000	62,048	21,420	534,372	40,628
23462	2023	Stations 5 & 6 Interior LED Lighting	125,000	125,000	-	-	125,000
23464	2023	FY23 Station 1 Relocation	250,000	250,000	-	-	250,000
23465	2023	Security Doors	175,000	175,000	-	-	175,000
23466	2023	Stations 4 & 6 Bay Floor Resurface	200,000	200,000	-	-	200,000
23467	2023	Interior/Flooring Updates	50,000	33,796	-	16,204	33,796
23CES	2023	Station 1 New Construction	16,498,201	15,194,540	578,074	1,881,736	14,616,465
23CE1	2024	Station 1 New Construction (Local)	5,000,000	5,000,000	-	-	5,000,000
24461	2024	Fire Live Training Props	150,000	150,000	-	-	150,000
25461	2025	Tanker Replacement	1,100,000	1,100,000	-	-	1,100,000
Project Totals			\$ 26,364,996	\$ 23,249,140	\$ 612,672	\$ 3,728,528	\$ 22,636,468

	Capt Proj Fund	16/20CES Bond	23CES Bond	Total
Beginning Fund Balance 7/1/24	\$ 8,173,581	\$ 17,153	\$ 15,986,035	\$ 24,176,769
Funds Provided:				
FY25 Transfer from Operating Fund	800,000			
FY25 Interest Earnings	-			
FY25 Interest Earnings on Bond Proceeds			210,785	1,010,785
Funds applied - current year expenditures	(34,598)		(578,074)	(612,672)
Funds obligated to existing projects	(3,020,003)		(14,616,465)	(17,636,468)
Projects completed or cancelled by Service Area Board Action	-		-	-
Funds avail. for approp. and for future capital expansion plans	<u>\$ 5,918,981</u>			5,918,981
Funds restricted for 16/20 CES bonds		<u>\$ 17,153</u>		17,153
Funds restricted for 23CES bonds			<u>\$ 1,002,280</u>	1,002,280
Ending fund balance				<u>\$ 6,938,414</u>

Western Emergency Service Area Projects - Fund 444

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
23443	2023	Command Vehicle	\$ 60,000	\$ 80,000	\$ -	\$ -	\$ 80,000
25441	2025	Shop Door Replacement	40,000	40,000	-	-	40,000
Project Totals			<u>\$ 120,000</u>	<u>\$ 120,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 120,000</u>

Beginning Fund Balance 7/1/24	\$ 150,017
Funds Provided:	
FY25 Transfer from Operating Fund	\$ 100,000
FY25 Interest Earnings	<u>-</u>
Total Funds Provided	100,000
Funds applied - current year expenditures	-
Funds obligated to existing projects	(120,000)
Projects completed or cancelled by Service Area Board Action	<u>-</u>
Funds available for appropriation and for future capital expansion plans	<u>\$ 130,017</u>

Kachemak Emergency Service Area Projects - Fund 446

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
23485	2023	FY23 SCBA/Radio Communications	\$ 273,805	\$ 12,237	\$ -	\$ 261,568	\$ 12,237
24481	2024	Command Vehicle with Plow	80,000	80,000	-	-	80,000
24482	2024	Utility Vehicle with Plow	80,000	80,000	-	-	80,000
Project Totals			<u>\$ 433,805</u>	<u>\$ 172,237</u>	<u>\$ -</u>	<u>\$ 261,568</u>	<u>\$ 172,237</u>

Beginning Fund Balance 7/1/24	\$ 406,903
Funds Provided:	
FY25 Transfer from Operating Fund	\$ 300,000
FY25 Interest Earnings	-
Total Funds Provided	<u>300,000</u>
Funds applied - current year expenditures	-
Funds obligated to existing projects	(172,237)
Projects completed or cancelled by Service Area Board Action	<u>-</u>
Funds available for appropriation and for future capital expansion plans	<u>\$ 534,666</u>

Communication Center 911 Projects - Fund 455

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
23432	2023	Router/Switch Replacement	\$ 18,000	\$ 18,000	\$ 9,816	\$ 9,816	\$ 8,184
24432	2024	Router/Switch Replacement	4,000	4,000	-	-	4,000
25432	2025	Server Migration	21,220	21,220	-	-	21,220
25433	2025	Workstations, Monitors, and Network Equipment	16,000	16,000	12,180	12,180	3,820
25434	2025	Uninterruptible Power Supply (UPS)	11,000	11,000	-	-	11,000
25436	2025	Dell Host Server	13,000	13,000	-	-	13,000
Totals			\$ 83,220	\$ 83,220	\$ 21,996	\$ 21,996	\$ 61,224

Beginning Fund Balance 7/1/24	\$ 664,553
Funds Provided:	
FY25 Transfer from Operating Fund	\$ 178,538
FY25 Interest Earnings	-
Total Funds Provided	<u>178,538</u>
Funds applied - current year expenditures	(21,996)
Funds obligated to existing projects	(61,224)
Projects completed or cancelled	<u>-</u>
Funds available for appropriation and for future capital expansion plans	<u>\$ 759,871</u>

North Peninsula Recreation Projects - Fund 459

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
23451	2023	Truck/Plow	\$ 65,000	\$ 65,000	\$ -	\$ -	\$ 65,000
23452	2023	Asphalt Resurfacing	62,000	62,000	-	-	62,000
23455	2023	Trail Groomer	26,000	26,000	-	-	26,000
24451	2024	Pool Floor & Front Desk Replace	291,000	282,951	841	8,890	282,110
24452	2024	Pool & Spa Circulation Pumps	126,000	126,000	-	-	126,000
25451	2025	NCRC Renovation	710,000	710,000	1,443	1,443	708,557
25452	2025	Well Line Replacement	52,000	52,000	3,813	3,813	48,187
Project Totals			\$ 1,332,000	\$ 1,323,951	\$ 6,097	\$ 14,146	\$ 1,317,854

Beginning Fund Balance 7/1/24	\$ 1,416,064
Funds Provided:	
FY25 Transfer from Operating Fund	\$ 600,000
FY25 Interest Earnings	-
Total Funds Provided	600,000
Funds applied - current year expenditures	(6,097)
Funds obligated to existing projects	(1,317,854)
Projects completed or cancelled by Service Area Board Action	-
Funds available for appropriation and for future capital expansion plans	<u>\$ 692,113</u>

Central Peninsula Hospital Projects - Fund 490

Balances through September 30, 2024

Year Project Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
Funds Provided by Bond Proceeds						
Funds Provided by Hospital Plant Replacement Fund						
Total Funds Provided by Hospital Plant Replacement Fund		-	-	-	-	-
Funds Provided by the Kenai Health Center Maint. Fund						
Project Totals		\$ -	\$ -	\$ -	\$ -	\$ -

	Capt Proj	KHCTR	CPH Bonds	Total
Beginning Fund Balance 7/1/24	\$ 878,500	\$ 1,041,661	\$ 895,644	\$ 2,815,805
Funds Provided:				
FY25 Interest Earnings	-			
17OBL CPH Local Contribution - OB / Card Cath Lab	-			
22SFT CPH Local Contribution - Software Workday ERP	-			
State Contributions KHCTR		-		
Local Contributions KHCTR		-		
FY25 Interest Earnings KHCTR		-		
FY25 Interest Earnings on Bond Proceeds			-	-
Funds applied - current year expenditures	-	-	-	-
Funds obligated to existing projects	-	-	-	-
Projects completed or cancelled	-	-	-	-
Funds available for approp. and future capital projects	<u>\$ 878,500</u>			878,500
Funds restricted For Kenai Health Center Maintenance		<u>\$ 1,041,661</u>		1,041,661
Funds restricted for CPH Bonds			<u>\$ 895,644</u>	895,644
Ending fund balance				<u>\$ 2,815,805</u>

South Peninsula Hospital Projects - Fund 491

Balances through September 30, 2024

Project	Year Appropriated	Project Description	Authorized Amount	FY25 Budget	Expend FY25	Total LTD Expenditures	Unexpended Balance
Funds Provided by Local Funds							
17SPM	2017	Bond - Homer Medical Center Remodel	\$ 3,007,999	\$ 1,478	\$ 1,478	\$ 3,007,999	\$ -
21SHD	2021	Nuclear Medicine System	303,673	303,673	-	-	303,673
22SEC	2022	Security Upgrade	105,000	13,284	-	91,716	13,284
22SHY	2022	Hot Water System Replacement	389,500	380,243	-	9,257	380,243
23SHA	2023	Imaging Nuc Med System Part 2	625,000	614,206	-	10,794	614,206
23SPH	2023	Pre Design Master Plan/Nuc Med/Pharm	659,783	254,524	-	405,259	254,524
24SHB	2024	OB Care Minor Equipment	56,874	27,906	-	28,968	27,906
24SHC	2024	Long Term Care Minor Equipment	195,680	21,705	-	173,975	21,705
24SHE	2024	Surgery Minor Equipment	451,299	29,866	12,010	433,444	17,855
24SHF	2024	ER Minor Equipment	118,228	51,871	-	66,357	51,871
24SHG	2024	Code Net Software	8,500	8,500	-	-	8,500
24SHI	2024	Physical Therapy Minor Equipment	40,654	34,933	-	5,721	34,933
24SHK	2024	Imaging Minor Equipment	275,579	29,832	27,270	273,017	2,562
24SHL	2024	Enhanced Mammography Software	97,324	97,324	-	-	97,324
24SHM	2024	DynaCAD Imaging Software	72,720	72,720	-	-	72,720
24SHN	2024	Meal Suite Software	10,786	10,786	-	-	10,786
24SHP	2024	Loading Dock Scissor Lift	15,150	15,150	-	-	15,150
24SHV	2024	Electronic Case Reporting Interface	9,090	9,090	-	-	9,090
24SHW	2024	IT Minor Hospital Equipment	108,070	16,447	-	91,623	16,447
25SHA	2025	Various Hospital Equipment	1,189,978	1,189,978	46,782	46,782	1,143,196
25SHB	2025	OB/RN Station/Triage Floor Replacement	11,006	11,006	-	-	11,006
25SHC	2025	Wander Management System	111,967	111,967	-	-	111,967
25SHD	2025	Code System Monitoring Upgrades	14,058	14,058	-	-	14,058
25SHE	2025	PACS Archive Storage Replacement	225,624	225,624	-	-	225,624
25SHF	2025	Security System Replacement	173,400	173,400	-	-	173,400
25SHG	2025	BHS Acute Care Room	107,100	107,100	-	-	107,100
25SHH	2025	Flooring Install in Hospital First Floor Hallwc	40,800	40,800	34,340	34,340	6,460
25SHI	2025	Heated Sidewalks/Medical Ctr & Pioneer	255,000	255,000	35,700	35,700	219,300
25SHJ	2025	Liquid Oxygen System	153,000	153,000	-	-	153,000
25SHK	2025	Walk-In Cooler Repair	17,340	17,340	-	-	17,340
25SHL	2025	Information System Upgrades/Replacem	159,120	159,120	-	-	159,120
Total Funds Provided by Local Funds			9,009,302	4,451,931	157,580	4,714,951	4,294,351
Funds Provided by Hospital Plant Replacement Fund							
23DES	2023	Design Infrastructure Deferred Maint	250,000	41,851	-	208,149	41,851
22SHB	2023	A/C Unit - Long Term Care/Rehab	627,416	278,780	92,635	441,271	186,145
23SHQ	2023	Minor Hospital Equipment	107,608	56,831	-	50,777	56,831
23SHR	2023	SPH Annunciator Switch	613,020	613,020	-	-	613,020
24SHY	2024	ER Room 4 Exam Door	12,625	12,625	-	-	12,625
24SHZ	2024	HMC Exam Rooms Renovation	126,870	107,120	-	19,750	107,120
SPHLE	2024	Earnest Money for Hohe ST Lease	145,000	145,000	-	-	145,000
Total Funds Provided by Hospital Plant Replacement Fund			1,882,539	1,255,227	92,635	719,947	1,162,592
Funds Provided by South Peninsula Hospital, Inc.							
24EMR	2024	Electronic Medical Records Software	7,000,000	6,954,550	-	45,450	6,954,550
Project Totals			\$ 17,891,841	\$ 12,661,708	\$ 250,215	\$ 5,480,348	\$ 12,411,493

	Capt Proj Fund	17SPH/M Bond	Total
Beginning Fund Balance 7/1/24	\$ 3,682,980	\$ 23,254	\$ 3,706,233
Funds Provided:			
FY25 Transfer from Operating Fund	2,458,393		
FY25 Interest Earnings	61,437		
SPH Local Contributions for Plant Replacement Fund Projects	1,255,227		
SPH Inc. Contributions	6,954,550		10,729,607
Funds applied - current year expenditures	(248,737)	(1,478)	(250,215)
Funds obligated to existing projects	(12,411,493)	-	(12,411,493)
Projects completed or cancelled	-	-	-
Funds available for approp. and future capital expansion plans	\$ 1,752,357		1,752,357
Funds restricted for SPH Bonds		\$ 21,775	21,775
Ending fund balance			\$ 1,774,132

Kenai Peninsula Borough

Finance Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Borough Mayor *AM*
Brandi Harbaugh, Finance Director *BH*

FROM: Chad Friedersdorff, Financial Planning Manager *CF*

DATE: November 21, 2024

RE: Investment Report quarter ended 9/30/24

Attached is the Quarterly Investment Report of the Kenai Peninsula Borough for the quarter ending September 30, 2024.

Portfolio Statistics	Quarter Ended 6/30/2024	Quarter Ended 9/30/2024
Average Daily Balance	\$377,168,479	\$387,506,734
Earned Interest Yield	4.128%	4.009%
Duration in Years	2.04	1.98
Book Value	\$375,420,935	\$396,968,981
Market Value	\$373,213,567	\$399,518,036
Percent % of Market Value	100.59%	99.36%

Investment Description	Yield Quarter Ended 6/30/24	Yield Quarter Ended 9/30/24	Market Value Quarter Ended 9/30/24
Cash and Cash Equivalents	3.77%	3.23%	48,703,957
AMLIP	5.30%	4.91%	62,705,812
U.S. Treasury Securities	4.13%	4.02%	85,540,366
US Agencies	4.21%	4.21%	125,917,006
Corporate Bonds	4.29%	4.34%	37,588,333
Municipal Bonds	2.76%	2.84%	20,365,298
Money Market Mutual Funds	5.20%	4.80%	8,933,117
Special Assessments	8.19%	8.20%	606,131
Commercial Paper	0.00%	5.09%	6,428,295
CDs	5.27%	5.00%	2,729,721
Total			\$399,518,036

Major Categories:	Percentage of Portfolio	Book Value quarter ending 9/30/24
Bond related funds	14.75%	58,541,418
Hospital service area funds & plant/equipment replacement funds (PREF)	21.26%	84,396,174
School District	11.04%	43,811,522
Capital Project fund restrictions	14.68%	58,280,823
Special Revenue funds restrictions	16.69%	66,271,857
Internal Service/Agency fund restrictions	6.43%	25,533,265
General Fund	15.15%	60,133,922
Total	100.00%	\$396,968,981

Kenai Peninsula Borough

Finance Department

MEMORANDUM

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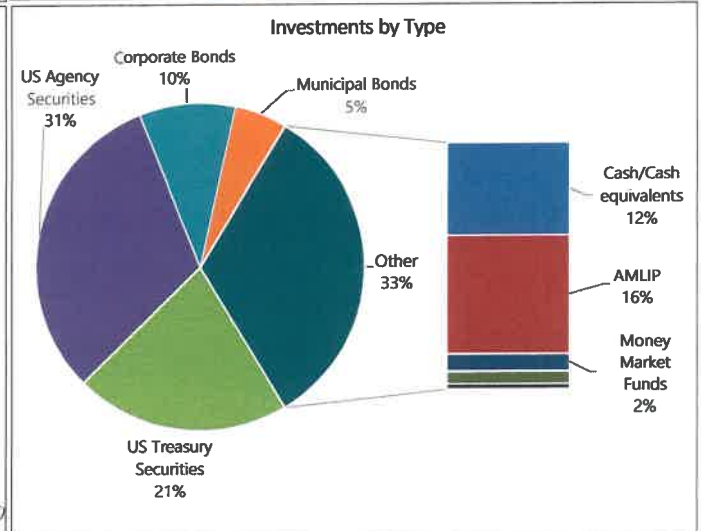
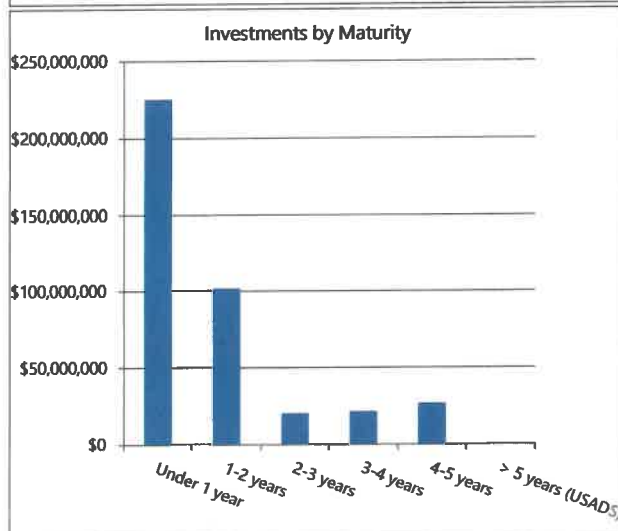
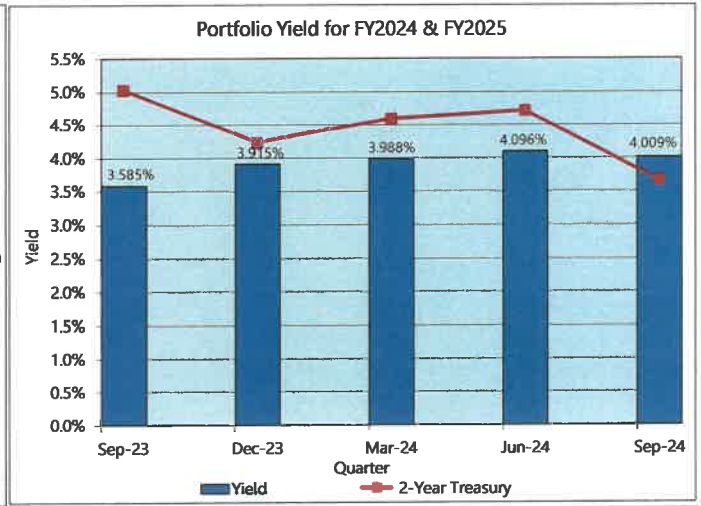
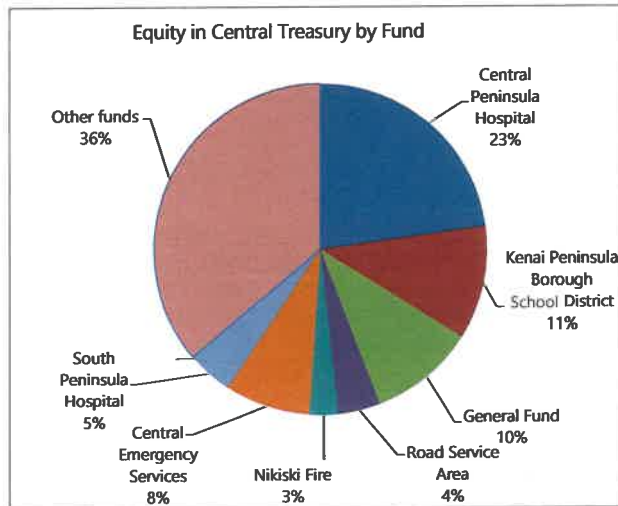
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Internal Service/Agency fund restrictions	6.43%	25,533,265
General Fund	15.15%	60,133,922
Total	100.00%	\$396,968,981

INVESTMENT PORTFOLIO
September 30, 2024

	Par Value	Purchase Price	Fair Value 9/30/24
Investments by Borough Finance Director			
CORPORATE	9,362,000	9,094,200	9,289,378
CDs	2,718,000	2,699,402	2,729,721
COMMERCIAL PAPER	6,500,000	6,380,533	6,428,295
MUNICIPAL	9,735,000	9,324,213	9,515,047
AGENCY	96,246,000	94,659,393	96,112,146
US TREASURY	27,500,000	26,615,202	27,276,975
Total Investment by Borough Finance Director:	152,061,000	148,772,943	151,351,562
Investment with External Manager:			
CORPORATE	28,285,000	28,384,208	28,298,955
MUNICIPAL	10,966,202	11,257,632	10,850,251
AGENCY	30,228,503	30,013,185	29,804,860
US TREASURY	60,650,000	57,591,996	58,263,392
Total Security Investment with External Manager:	130,129,705	127,247,022	127,217,458
TOTAL SECURITY INVESTMENTS	282,190,705	276,019,965	278,569,020
CASH & CASH EQUIVALENTS	120,342,886	120,342,886	120,342,886
SPECIAL ASSESSMENTS	606,131	606,131	606,131
TOTAL PORTFOLIO	403,139,721	396,968,981	399,518,036

Security Portfolio - Purchase Price	\$	276,983,966.37
Security Portfolio - Fair Value 9/30/24		279,533,021.63
Fair Value Adjustment - 9/30/24		2,549,055.26
Fair Value Adjustment - 6/30/24		(2,207,368.17)
Change in Fair Value FY2025	\$	4,756,423.43

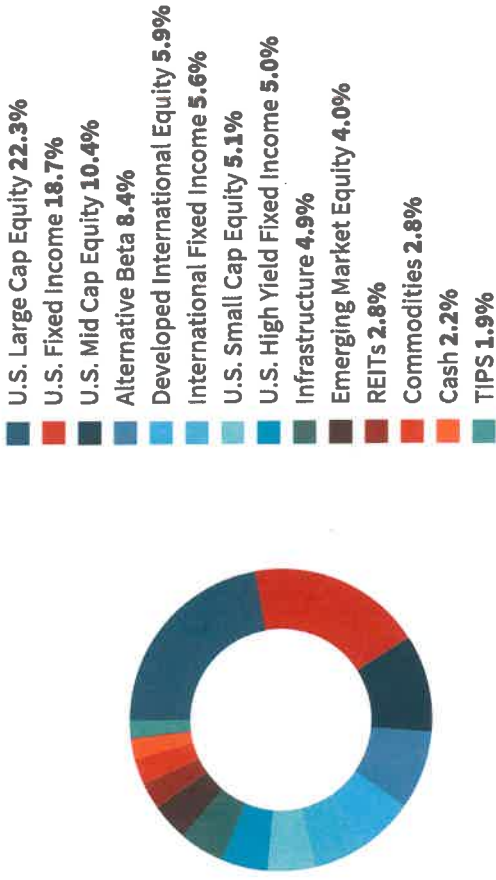


Portfolio Overview

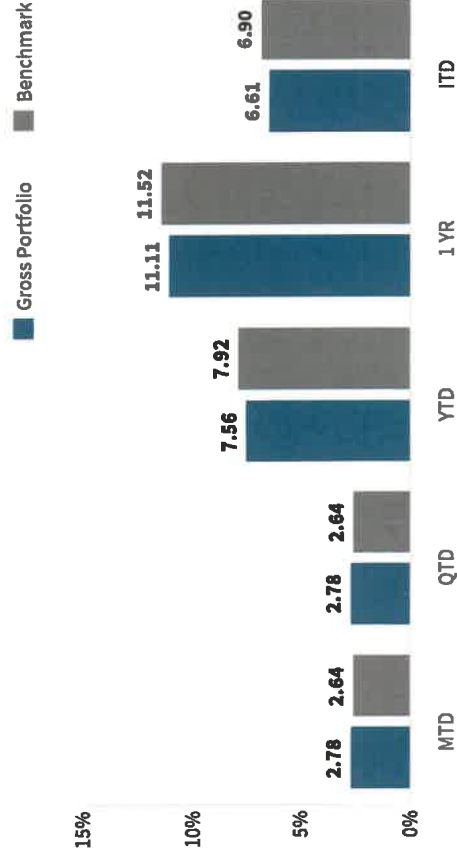
BEGINNING VALUE + ACCRUED	\$15,522,504
TRANSFERS IN/OUT	-\$3,190
REALIZED GAINS/LOSSES	\$34,152
CHANGE IN MARKET VALUE	\$377,756
INTEREST INCOME	\$5,643
DIVIDEND INCOME	\$13,396
ENDING VALUE + ACCRUED	\$15,950,260



Portfolio Composition



Investment Performance

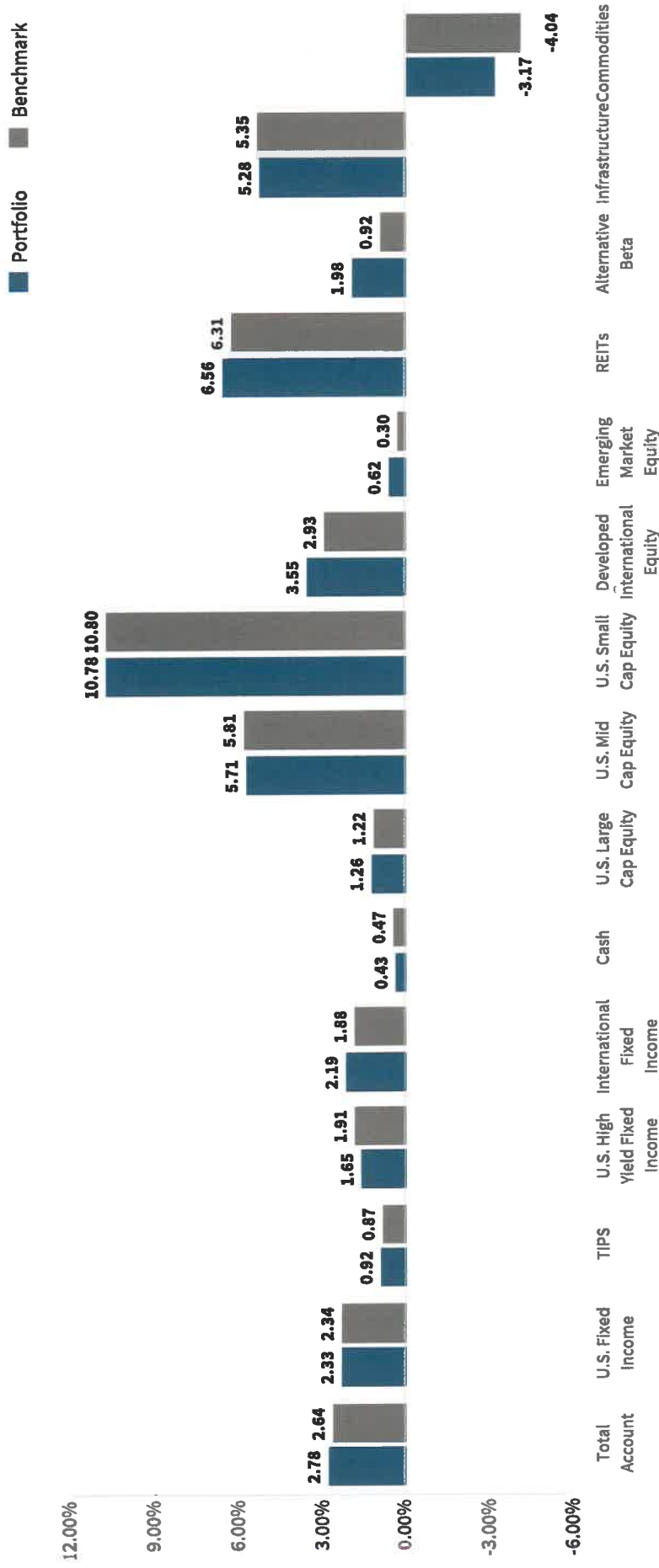


Performance is annualized for periods greater than one year. Inception to date performance begins July 01, 2019. Past performance is not indicative of future results.



Performance

Asset Class Performance (Monthly)



Past performance is not indicative of future results.

Portfolio Overview

BEGINNING VALUE + ACCRUED **\$15,950,260**

TRANSFERS IN/OUT **-\$3,244**

REALIZED GAINS/LOSSES **\$0**

CHANGE IN MARKET VALUE **\$243,166**

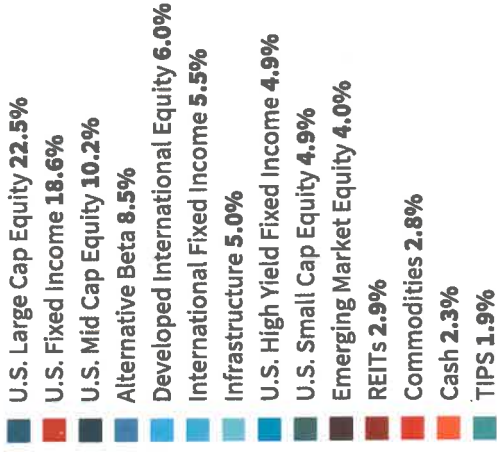
INTEREST INCOME **\$5,862**

DIVIDEND INCOME **\$10,893**

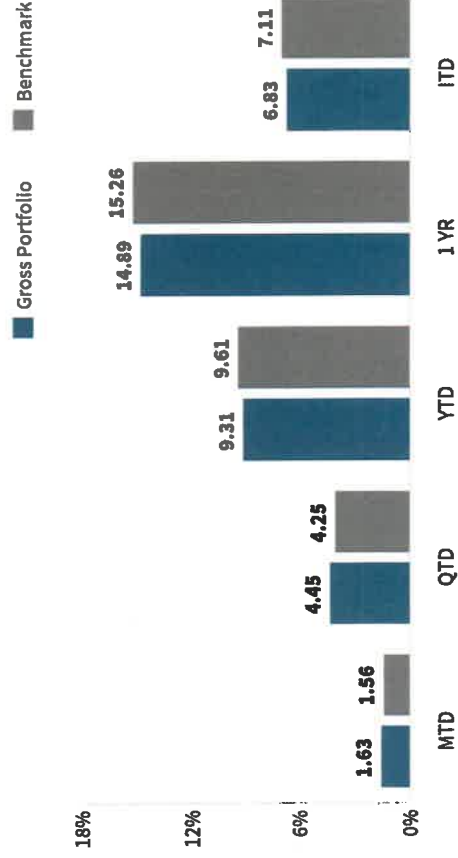
ENDING VALUE + ACCRUED **\$16,206,937**



Portfolio Composition



Investment Performance

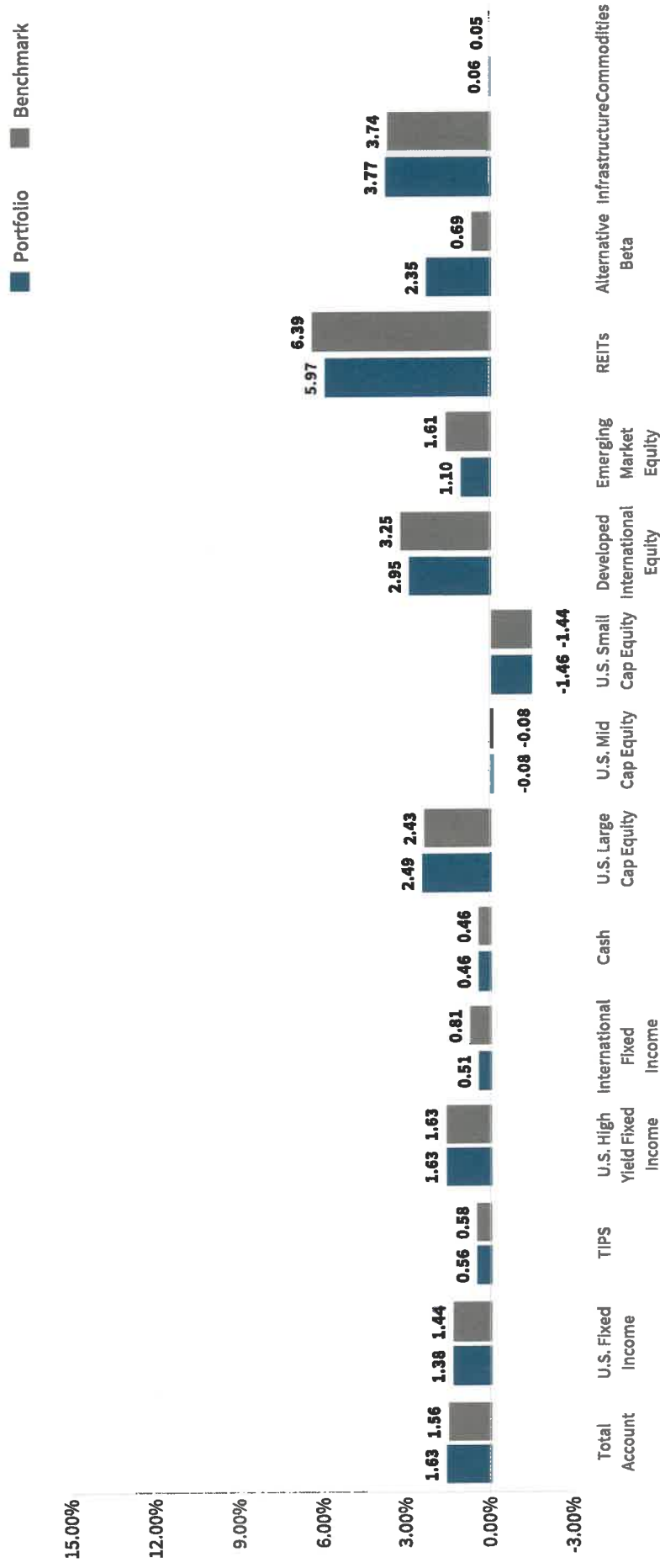


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Performance



Asset Class Performance (Monthly)



Past performance is not indicative of future results.

Portfolio Overview

BEGINNING VALUE + ACCRUED **\$16,206,937**

TRANSFERS IN/OUT **\$963,000**

REALIZED GAINS/LOSSES **\$0**

CHANGE IN MARKET VALUE **\$237,217**

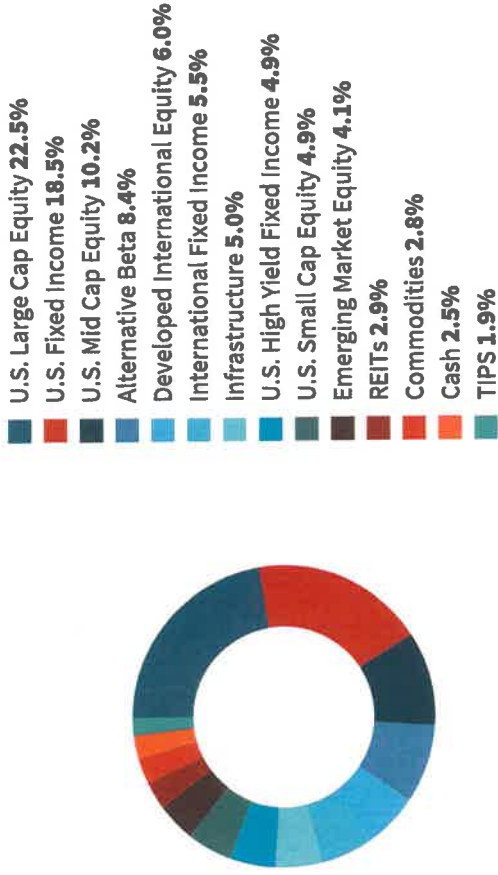
INTEREST INCOME **\$6,952**

DIVIDEND INCOME **\$42,923**

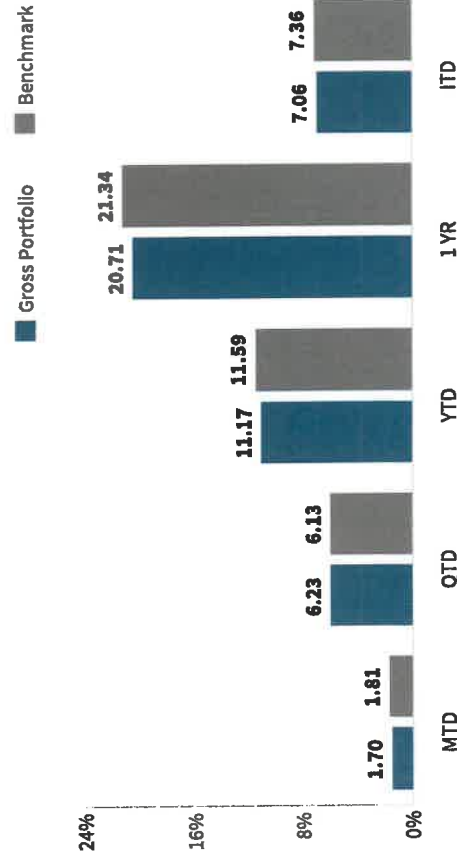
ENDING VALUE + ACCRUED **\$17,457,029**



Portfolio Composition



Investment Performance

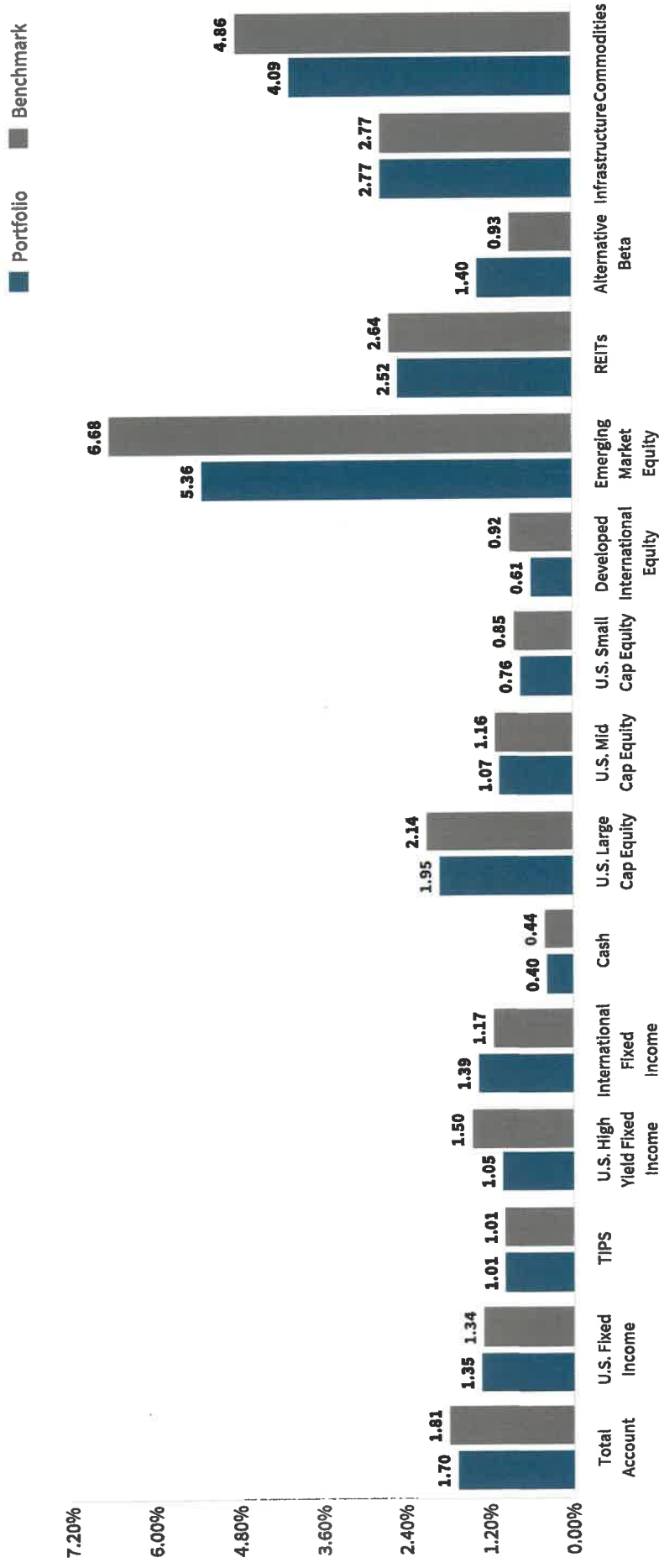


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Performance

Asset Class Performance (Monthly)



Past performance is not indicative of future results.

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Borough Mayor *PAM*

THRU: Brandi Harbaugh, Finance Director *BH*

FROM: Sara Dennis, Controller *SD*

DATE: November 6, 2024

RE: Revenue-Expenditure Report – October 2024

Attached is the Revenue-Expenditure Report of the General Fund for the month of October 2024. Please note that 33.33% of the year has elapsed, 50.55% of budgeted revenues have been collected, and 33.28% of budgeted expenditures have been made.

KENAI PENINSULA BOROUGH
Revenue Report
For the Period
October 1 through October 31 2024

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	YEAR TO DATE RECEIPTS	MONTH TO DATE RECEIPTS	VARIANCE	% COLLECTED
31100	Real Property Tax	\$ 36,244,128	\$ 27,381,121	\$ 8,369,427	\$ (8,863,007)	75.55%
31200	Personal Property Tax	2,101,066	1,606,245	511,315	(494,821)	76.45%
31300	Oil Tax	6,958,780	6,878,344	-	(80,436)	98.84%
31400	Motor Vehicle Tax	642,580	105,320	52,115	(537,260)	16.39%
31510	Property Tax Penalty & Interest	746,815	123,441	93,324	(623,374)	16.53%
31610	Sales Tax	47,400,000	14,205,522	8,453,456	(33,194,478)	29.97%
33110	In Lieu Property Tax	3,100,000	-	-	(3,100,000)	0.00%
33117	Other Federal Revenue	51,456	1,677	1,677	(49,779)	3.26%
33120	Forestry Receipts	500,000	-	-	(500,000)	0.00%
34110	School Debt Reimbursement	1,795,641	-	-	(1,795,641)	0.00%
34221	Electricity & Phone Revenue	155,000	-	-	(155,000)	0.00%
34222	Fish Tax Revenue Sharing	500,000	(118,075)	(118,075)	(618,075)	-23.62%
34210	Revenue Sharing	850,000	559	559	(849,441)	0.07%
37350	Interest on Investments	812,722	1,412,911	196,837	600,189	173.85%
39000	Other Local Revenue	297,235	179,570	79,295	(117,665)	60.41%
290	Solid Waste	1,027,000	380,146	8,592	(646,854)	37.02%
Total Revenues		\$ 103,182,423	\$ 52,156,781	\$ 17,648,522	\$ (51,025,642)	50.55%

KENAI PENINSULA BOROUGH
Expenditure Report
For the Period
October 1 through October 31 2024

DESCRIPTION	REVISED BUDGET	YEAR TO DATE EXPENDED	MONTH TO DATE EXPENDED	AMOUNT ENCUMBERED	AVAILABLE BALANCE	% EXPENDED
Assembly:						
Administration	\$ 646,838	\$ 296,076	\$ 73,376	\$ 55,692	\$ 295,071	45.77%
Clerk	664,699	176,748	50,491	9,974	477,977	26.59%
Elections	202,992	124,264	74,680	20,333	58,395	61.22%
Records Management	479,206	148,604	29,314	22,732	307,870	31.01%
Mayor Administration	1,108,382	226,851	55,184	33,345	848,186	20.47%
Purch/Contracting/Cap Proj	848,452	243,137	53,087	18,168	587,147	28.66%
Human Resources:						
Administration	913,368	275,500	56,243	6,208	631,660	30.16%
Print/Mail	220,493	79,874	15,709	33,922	106,697	36.23%
Custodial Maintenance	146,585	43,351	10,851	276	102,958	29.57%
Information Technology	2,963,502	1,004,688	198,480	71,137	1,887,677	33.90%
Emergency Management	1,079,815	253,832	42,998	91,605	734,377	23.51%
Legal Administration	1,205,372	297,107	74,266	20,242	888,023	24.65%
Finance:						
Administration	651,983	208,454	47,911	447	443,082	31.97%
Services	1,309,861	394,816	93,245	12,790	902,255	30.14%
Property Tax	1,223,836	439,806	83,954	20,029	764,001	35.94%
Sales Tax	1,209,309	355,857	73,112	28,510	824,942	29.43%
Assessing:						
Administration	1,695,147	538,978	107,181	52,648	1,103,521	31.80%
Appraisal	1,881,755	504,982	130,354	567	1,376,206	26.84%
Resource Planning:						
Administration	1,773,705	341,196	92,399	13,549	1,418,960	19.24%
GIS	922,674	316,266	40,605	3,142	603,266	34.28%
River Center	869,856	253,112	57,885	32,633	584,111	29.10%
Senior Citizens Grant Program	843,878	181,999	181,999	661,879	-	21.57%
School District	65,175,258	22,742,769	4,685,692	-	42,432,489	34.89%
Solid Waste Operations	13,102,843	3,598,645	807,841	4,083,559	5,420,639	27.46%
Economic Development	584,000	93,441	39,975	356,744	133,815	16.00%
Non-Departmental	1,489,877	1,207,213	76,855	27,878	254,786	81.03%
Total Expenditures	\$ 103,213,686	\$ 34,347,566	\$ 7,253,687	\$ 5,678,009	\$ 63,188,111	33.28%

Kenai Peninsula Borough

Grants Administration

MEMORANDUM

TO: Peter A. Micciche, Mayor

FROM: Elizabeth Hardie, Grants Administrator & Community Liaison

DATE: October 30, 2024

RE: FY25 – 1st Quarter Senior Center Grant Reports (July 1 – September 30, 2024)

The following senior grant reports have been submitted for FY25 – 1st Quarter

Anchor Point Senior Citizens

Cooper Landing Senior Citizens

Forget-Me-Not Center

Homer Seniors

Homer Friendship Center

Kenai Senior Citizens

Nikiski Senior Citizens

Ninilchik Senior Citizens

Seldovia Senior Center

Seward Senior Citizens

Soldotna Area Senior Citizens

Sterling Area Senior Citizens

Native Village of Tyonek



**KENAI PENINSULA
Borough**

Grants Administration

A Division of the Mayor's Office

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 | www.kpb.us

Vendor Code: ANCSR **Award Amount:** \$ 58,731.00
Account: 100.62110.00000.43011 **2024/2025** Senior Grant Program

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To:
 Elizabeth Hardie, Grants Administrator
grants@kpb.us

Period of Performance covered by this report:
Start Date: 07.01.24
End Date: 9.30.24

Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Payroll	\$ 44,231.00	\$ -	\$ 16,410.46	\$ 16,410.46	\$ 27,820.54
Insurance	\$ 13,000.00	\$ -	\$ 10,298.00	\$ 10,298.00	\$ 2,702.00
Tax Accounting	\$ 1,500.00	\$ -	\$ -	\$ -	\$ 1,500.00
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 58,731.00	-	\$ 26,708.46	\$ 26,708.46	\$ 32,022.54
Expenditures this period to be reimbursed >>>					\$ 26,708.46

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals	1	1140
Delivered Meals	1	0
Meals picked up	1	1256
Totals		2396

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Durning the first quarterof the new fiscal year,APSCI has been able to produce a surplus of fresh vegetables from the Senior Garden and high tunnels. A small farmer's market is held every Friday when harvesting produces and excess. Dinners and food service has been very well attended with a number of people returnind to dine in. A majority still take their meals to go. The senior centerlog cabin is in the final stages of being refurbished and we are hopeful that the weather will hold out. Thank you to the KPB for all they do for

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Roberta Ness Date: 9/27/2024
 Printed Name and Title Roberta Ness APSCI President



**KENAI PENINSULA
Borough**

Grants Administration

A Division of the Mayor's Office

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 | www.kpb.us

Vendor Code: CLSEN **Award Amount:** \$ 20,532.00
Account: 100.62115.00000.43011 **20xx/20xx** Senior Grant Program

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To:
 Elizabeth Hardie, Grants Administrator
grants@kpb.us

Period of Performance covered by this report:
Start Date: 07.01.24
End Date: 09.30.24

Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Utilities	\$ 3,000.00	\$ -	\$ 662.70	\$ 662.70	\$ 2,337.30
Contractual Services	\$ 11,117.00	\$ -	\$ 4,043.50	\$ 4,043.50	\$ 7,073.50
Insurance	\$ 5,615.00	\$ -	\$ 435.00	\$ 435.00	\$ 5,180.00
Supplies	\$ 800.00	\$ -	\$ -	\$ -	\$ 800.00
TOTALS	\$ 20,532.00	\$ -	\$ 5,141.20	\$ 5,141.20	\$ 15,390.80
Expenditures this period to be reimbursed >>>					\$ 5,141.20

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals		
Delivered Meals		
Meals picked up		
Totals	0	0

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

CLSCCI organized the Hwy cleanup on 9/25 and had a decent turnout. It was in honor of Shirley Wilmoth who recently passed and was very involved in the community. We hired a maintenance person who has been catching up on outstanding maint requests and will begin fall gutter cleaning and tackling the AHFC non compliance issues soon. We had to replace the very old carpet in a unit after the tenant who lived there 17 years moved out, and we received a donation on vinyl plank flooring which looks great. A community member donated a Dewalt leaf blower which works with the existing battery we have. We have submitted a \$3500 grant app to the CLCC for CAP grant funds to help with the cost of snow plowing and a \$10k app to the Endowment Fund to replace spalling concrete which is one of the AHFC non compliance issues, and will likely cost \$100k to complete. We hosted the KP Historical Society meeting on 10/5 attended by 37. Clark & Gary presented their book on historical cabins in the KNWR that will go to the publisher soon.

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Date: 10/6/2024
 Printed Name and Title: Rhonda Hyan, Administrator



**KENAI PENINSULA
Borough**

Grants Administration
A Division of the Mayor's Office

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 | www.kpb.us

Vendor Code: FNTCO **Award Amount:** \$ 39,910.00
Account: 100.62195.00000.43011 **2024/2025** Senior Grant Program

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To:
 Elizabeth Hardie, Grants Administrator
grants@kpb.us
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Period of Performance covered by this report:
Start Date: 07.01.24
End Date: 09.30.24

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Personnel	\$ 26,500.00	\$ -	\$ 7,245.81	\$ 7,245.81	\$ 19,254.19
Travel	\$ 5,000.00	\$ -	\$ 1,032.83	\$ 1,032.83	\$ 3,967.17
Supplies	\$ 5,410.00	\$ -	\$ 581.49	\$ 581.49	\$ 4,828.51
Advertising	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00
TOTALS	\$ 39,910.00	-	\$ 8,860.13	\$ 8,860.13	\$ 31,049.87
Expenditures this period to be reimbursed >>>					\$ 8,860.13

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals	200	16
Delivered Meals	0	0
Meals picked up	0	0
Totals	200	16

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

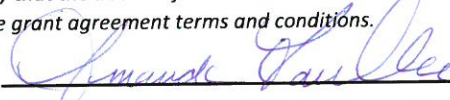
The Forget-Me-Not (FMN) Adult Day Center continues to provide a highly energetic and stimulating active day program, with the elders expressing their sheer delight and enjoyment in attending. The FMN Program Manager continues to implement strategies and theories centered on providing the best possible care for clients living with ADRD diagnoses. With the Adult Day Program, we are fulfilling the mission of Frontier Community Services by providing an environment that allows each elder the freedom to make day-to-day choices in their life with dignity, satisfaction, and opportunities for growth.

- In July, the FMN elders and staff enjoyed participating in activities such as Independence Day history trivia, bingo, and Scattergories. The Elders enjoyed these activities and expressed their joy and satisfaction, making us proud of the ADS program. They particularly enjoyed seeing the hustle and bustle of fishing season on the Kenai River from the FMN Sunroom.
- In August, the FMN elders enjoyed active indoor activities such as Balloon Bat and Twister Bean Bag Toss. The elders and the staff spent the afternoons playing card games, coloring fall pictures, and socializing with each other.
- In September, the FMN elders spent time reminiscing about their childhood school days and creating gratitude jars. They also enjoyed playing games such as Who the Disney Am I and Name the Musical Instrument.

Each month, the FMN staff talked with the elders about what activities they would like to see more of and which they did not find enjoyable. During the first quarter, we provided 17 individuals with 2180.5 hours of adult day services.

In Quarter 1, the Kenai Peninsula Borough Grant assisted the FMN program with purchasing snacks, center supplies, transportation, and activity/craft supplies. With the assistance of the information shared at the Elder Counsel meetings, we will be better prepared to provide an environment filled with cues and memory supports that treat everyone with respect and dignity and honor their right to choose activities in alignment with their input while maintaining current activities of daily living. Additionally, FMN administrative staff has continued outreach efforts. They continue to share with other community programs that work with individuals within the same demographic population to increase our awareness of Senior Services available in the community and share the services offered to elders at Forget-Me-Not.

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature:  Date: 10/10/24
Printed Name and Title Amanda Faulkner, Executive Director



**KENAI PENINSULA
Borough**

Grants Administration
A Division of the Mayor's Office

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 | www.kpb.us

Vendor Code: HOMSR **Award Amount:** \$ 146,172.00
Account: 100.62120.00000.43011 **2024/2025** Senior Grant Program

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To:
Elizabeth Hardie, Grants Administrator
grants@kpb.us

Period of Performance covered by this report:
Start Date: 07.01.24
End Date: _____

Kenai Peninsula Borough
144 N. Binkley St., Soldotna, AK 99669

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures this period to be reimbursed >>>					\$ -

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

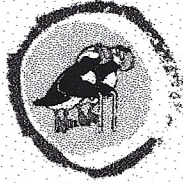
Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals	1	136 Individuals 3705 Meals
Delivered Meals	1	214 Individuals 1086 Meals
Meals picked up	1	
Totals	0	350 Individuals 4791 Meals

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

** Congregate Meals include Adult Day Service (Friendship Center) meals

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Date: 10/30/24
 Printed Name and Title: Sarah Weideman Executive Director



Homer Senior Citizens, Inc.

3935 Svedlund Street
Homer, Alaska 99603
(907) 235-7655 Fax: (907) 235-3739

October 30, 2024

To: Kenai Peninsula Borough
From: Homer Senior Citizens, Inc.
Subject: 1st Quarter Progress Report

To Whom it May Concern,

We are reaching out to provide an update on our current status and to inform you of a temporary delay in our expenditure reporting. Homer Senior Citizens, Inc. is presently undergoing a forensic audit, which has necessitated the postponement of providing our financial details for this reporting period. We anticipate completing the audit soon and plan to include the detailed expenditures with our 2nd quarter reports. We appreciate your understanding and flexibility as we ensure our financial reporting is comprehensive and transparent.

Our congregate and home-delivered meal programs continue to be valuable resources for our community's seniors. These programs are well received and have become an essential part of our service offering, fostering both nutrition and community connection. Looking forward, we are exploring ways to expand the reach of these programs to support even more seniors across our community.

Thank you again for your patience and continued partnership. Please feel free to reach out if you have any questions or need further clarification.

Warm regards,

Sarah Weideman
Executive Director
Homer Senior Citizens, Inc.



**KENAI PENINSULA
Borough**

Grants Administration
A Division of the Mayor's Office

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 | www.kpb.us

Vendor Code: HOMSR **Award Amount:** \$ 19,529.00
Account: 100.62125.00000.43011 **2024/2025** Senior Grant Program

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To:
Elizabeth Hardie, Grants Administrator
grants@kpb.us

Period of Performance covered by this report:

Start Date: 07.01.24

End Date: _____

Kenai Peninsula Borough
144 N. Binkley St., Soldotna, AK 99669

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures this period to be reimbursed >>>					\$ -

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals	1	16 Individuals
Delivered Meals	1	
Meals picked up	1	
Totals		16 Individuals

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

****ADS (Friendship Center) meals are included in the HSC Congregate numbers.**

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature:

[Handwritten Signature]

Date:

10/30/24

Printed Name and Title

Sarah Weideman Executive Director



Homer Senior Citizens, Inc.

3935 Svedlund Street

Homer, Alaska 99603

(907) 235-7655 Fax: (907) 235-3739

October 30, 2024

To: Kenai Peninsula Borough
From: Homer Senior Citizens, Inc.
Subject: 1st Quarter Progress Report

To Whom it May Concern,

We are reaching out to provide an update on the Homer Friendship Center's activities for the first quarter and to inform you of a delay in our expenditure reporting. Currently, our organization is undergoing a forensic audit, which has prevented us from submitting the financial details for this period. We expect to complete the audit soon and will include our expenditures in the 2nd quarter reports. We appreciate your flexibility and understanding as we work through this process to ensure clarity and accuracy.

Our adult day services program continues to flourish and is making a meaningful impact on the lives of our participants and their families. This program not only provides critical social engagement and cognitive enrichment activities but also offers respite and support to caregivers in our community. The positive feedback we receive from participants and their families highlights the importance of these services, reinforcing our commitment to maintaining a supportive, safe, and enriching environment.

Thank you for your continued support and understanding. Please don't hesitate to reach out should you have any questions or require further information.

Warm regards,

Sarah Weideman
Executive Director
Homer Senior Citizens, Inc.



Grants Administration

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2150 • (907) 714-2377 Fax

Peter A. Micciche, Mayor

From: KENSR **Award Amount:** \$186,143
Account: 100.62130.00000.43011 **20xx/20xx** **Senior Grant Program**

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To: Grants Administrator grants@kpb.us
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Period of Performance covered by this report:
Start Date: 7/1/2024
End Date: 9/30/2024

FINAL REPORT IS DUE BEFORE 07/10/24

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Labor	\$ 107,962.00	\$ -	\$ 53,981.00	\$ 53,981.00	\$ 53,981.00
Contractual	\$ 31,646.00	\$ -	\$ 15,823.00	\$ 15,823.00	\$ 15,823.00
Supplies	\$ 46,535.00	\$ -	\$ 23,267.00	\$ 23,267.00	\$ 23,268.00
					\$ -
TOTALS	\$ 186,143.00	-	\$ 93,071.00	\$ 93,071.00	\$ 93,072.00

Expenditures this period to be reimbursed >>> \$ 93,071.00

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals	3,683	246
Delivered Meals	5,423	87
Meals Picked Up	192	23
Transporation (one way rides)	797	65
Totals	10,095	421

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Please see attached.

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature:  Date: 10.10.2024

Printed Name and Title Kathy Romain, Director



Grants Administration

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2150 • (907) 714-2377 Fax

Peter A. Micciche, Mayor

From: NIKSR Award Amount: \$59,851
 Account: 100.63190.00000.43011 20xx/20xx Senior Grant Program

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To: Grants Administrator
grants@kpb.us
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Period of Performance covered by this report:
 Start Date: 1-Jul-24
 End Date: 30-Sep-24

FINAL REPORT IS DUE BEFORE 07/10/24

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Personnel	\$ 59,851.00	\$ -	\$ 14,962.75	\$ 14,962.75	\$ 44,888.25
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 59,851.00	-	\$ 14,962.75	\$ 14,962.75	\$ 44,888.25

Expenditures this period to be reimbursed >>> \$ 14,962.75

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals	2443	1842
Delivered Meals	926	926
Meals picked up	115	115
Totals	3484	2883

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Please see attached narrative.

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: *Sasha Fallon* Date: 10/19/2024

Printed Name and Title Sasha Fallon, Executive Director

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**KENAI PENINSULA
Borough**

Grants Administration

A Division of the Mayor's Office

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 | www.kpb.us

Vendor Code:	<u>NINSR</u>	Award Amount:	\$ 33,175.00
Account:	<u>100.62140.00000.43011</u>	2024/2025	Senior Grant Program

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To:
Elizabeth Hardie, Grants Administrator
grants@kpb.us

Period of Performance covered by this report:

Start Date:	<u>07.01.24</u>
End Date:	<u>09.30.24</u>

Kenai Peninsula Borough
144 N. Binkley St., Soldotna, AK 99669

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Personnel	\$ 33,175.00	\$ -	\$ 15,000.00	\$ 15,000.00	\$ 18,175.00
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 33,175.00	-	\$ 15,000.00	\$ 15,000.00	\$ 18,175.00
Expenditures this period to be reimbursed >>>					\$ 15,000.00

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals	2406	170
Delivered Meals	1491	26
Meals picked up	436	17
Totals	4333	213

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

The first quarter of FY25 has been a busy one for the senior center. Overall the FY has started out well. We had our annual fundraiser on August 23. We had a sell out crowd again this year. It was a night filled with lots of fun and laughter! We are also starting the proces of remodeling our kitchen. We received notification that we got our requested capital grant this year so we are able to move forward with the project! We hope to have the project completed in early 2026. We will need to close the facility during the time of the remodel so we're looking to complete the project during our slowest time. Another exciting event that took place over the summer months and the first two months of this fiscal year was our concert series performed by Mario, the Honkeytonk Rebel! He did a great job and the concert was well attended by our senior community. The only unforeseen problem that occurred was with staffing as one of our main kitchen workers suffered a broken elbow and was out of work for several months. This has now passed and we're back to full staff again heading into the next quarter.

Grantee Certification: *I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.*

Signature:

Julie Otto

Date:

10/9/24

Printed Name and Title

Julie Otto Executive Director



**KENAI PENINSULA
Borough**

Grants Administration
A Division of the Mayor's Office

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 | www.kpb.us

Vendor Code: SELSR **Award Amount:** \$ 11,847.00
Account: 100.62160.00000.43011 **2024/2025** **Senior Grant Program**

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To:
 Elizabeth Hardie, Grants Administrator
 grants@kpb.us
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Period of Performance covered by this report:
Start Date: 07.01.24
End Date: 9.30.2024

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Supplies	\$ 3,315.82	\$ -	\$ 1,649.35	\$ 1,649.35	\$ 1,666.47
Labor	\$ 8,531.18	\$ -	\$ -	\$ -	\$ 8,531.18
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 11,847.00	-	\$ 1,649.35	\$ 1,649.35	\$ 10,197.65
Expenditures this period to be reimbursed >>>					\$ 1,649.35

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals	322	22
Delivered Meals	29	38
Meals picked up	780	1
Totals	1131	61

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

We are serving hot noontime meals to elders and people with disabilities three times per week. There have been no unanticipated problems so far; the program has been going for several years so there are not often many surprises. We are sourcing more groceries from locally-owned businesses.

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Jan Yaeger Date: 10/6/2024
 Printed Name and Title Jan Yaeger



**KENAI PENINSULA
Borough**

Grants Administration
A Division of the Mayor's Office

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 | www.kpb.us

Vendor Code: SEWSR **Award Amount:** \$ 51,962.00
Account: 100.62150.00000.43011 **2024/2025** **Senior Grant Program**

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To:
 Elizabeth Hardie, Grants Administrator
grants@kpb.us
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Period of Performance covered by this report:
Start Date: 7/1/2024
End Date: 9/30/2024

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
	\$ 51,962.00	\$ -	\$ 12,990.50	\$ 12,990.50	\$ 38,971.50
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 51,962.00	\$ -	\$ 12,990.50	\$ 12,990.50	\$ 38,971.50
Expenditures this period to be reimbursed >>>					\$ 12,990.50

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	1st Quarter	# of individuals served > 60 y.o.
Congregate Meals	1856	73
Delivered Meals	799	23
Meals picked up	60	2
Totals	2715	98

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

The Seward Senior Center provided nutritional services five days a week during the 1st quarter fy25, primarily serving a target audience of older Alaskans that live 185% above the AK poverty rate in the dining room. Meals on Wheels consumers are homebound and in need of assistance in their activities of daily living. In partnership with the Food Bank of Alaska, the center provided a #40 box of shelf stable food to low income seniors, once a month. The center supported seniors with Medicare and Social Security counseling services;

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Dana Paperman Date: 10/1/2024

Printed Name and Title Dana Paperman



Community & Fiscal Projects

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2150 • (907) 714-2377

From: SOLSR
Account: 100.62170.00000.43011

Award Amount: \$134,373
2024/2025 Senior Grant Program

PO 25-0879

Submit Report To:
 Elizabeth Hardie, Grants Administrator
 grants@kpb.us
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Period of Performance for this Report: backup docs in file.
Start Date: 7/1/24
End Date: 9/30/24

EH
 10/24/24

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Labor	\$ 111,084.00	\$ 33,048.90		\$ 33,048.90	\$ 78,035.10
Utilities	\$ 17,000.00	\$ 6,900.41		\$ 6,900.41	\$ 10,099.59
Communications	\$ 6,289.00	\$ 7,955.57		\$ 7,955.57	\$ (1,666.57)
		\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 134,373.00	47,904.88	\$ -	\$ 47,904.88	\$ 86,468.12

Expenditures this period to be reimbursed >>> \$ 47,904.88

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of ^{unique} individuals served > 60 y.o.a
Congregate Meals	1	162
Delivered Meals	1	46
Meals picked up	1	2
Totals		3951

total # of units served.

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

The center has been bustling with activity through our meal program, providing an impressive 3,951 units of service. To keep up with our growing homebound meal delivery list, we've hired a second driver. This additional support also allows us to offer transportation services upon request.

As the weather cools down, we're receiving more inquiries about seniors in need, highlighting the critical demand for affordable senior housing in our community. With the holidays approaching, we have exciting crafts and parties planned to celebrate with our seniors. We're also introducing monthly birthday celebrations on the first Monday of each month, which we're excited about!

262-2322

title and page number insert

Our recent murder mystery dinner was a tremendous success, and attendees are still buzzing with excitement, eager for a repeat event.

Staff training is ongoing, including mandated reporting training for all team members. Additionally, our director is participating in nonprofit management training in Anchorage once a month to enhance our operations.

Our Medicare counselor is actively enrolling new clients and assisting them in navigating the complexities of the Medicare system.

Grantee Certification: *I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.*

Signature:  Date: 10/28/2024

Printed Name and Title: Lisa Riley Executive Director



**KENAI PENINSULA
Borough**

Grants Administration

A Division of the Mavor's Office

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2150 • (907) 714-2377

Vendor Code: STESR
Account: 100.62180.00000.43011

Award Amount: \$81,653.00
2024/2025: Senior Grant Program

Submit Report To:
Elizabeth Hardie, Grants Administrator
grants@kpb.us
Kenai Peninsula Borough
144 N. Binkley St., Soldotna, AK 99669

Period of Performance for this Report:
Start Date: 07-01-2024
End Date: 09-30-2024

1st QTR REPORT IS DUE BEFORE 10/15/2024

<< **DOUBLE-CLICK THE SPREADSHEET. FILL IN THE BUDGET COLUMN TO ACTIVATE THE EMBEDDED FORMULAS** >>

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Labor	\$ 61,239.75	\$ -	\$ 15,131.06	\$ -	\$46,108.69
Contractual Services	\$ 15,514.07	\$ -	\$ 3,870.46	\$ -	\$11,643.61
Supplies	\$ 4,899.18	\$ -	\$ 1,226.46	\$ -	\$3,672.72
		\$ -			
TOTALS	\$ 81,653.00		\$ 20,227.98		\$61,425.02

Expenditures this period to be reimbursed >>> \$ 20,227.98

Type of Service	Census District Precinct (CDP)	Number of Individuals
Meals Delivered	29-180; 29-190	344 (1 Jul 24 – 30 Sep 24)
Meals Picked up at Center		263 (1 Jul 24 – 30 Sep 24)
Congregate Meal Service		1457 (1 Jul 24 – 30 Sep 24)

PROGRESS REPORT: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

During this reporting period, the Sterling Area Senior Citizens, Inc. has continued serving a congregational meal service, Monday through Friday, in addition to our Meals-on-Wheels delivery service to our home bound seniors. There are 11 groups conducting weekly activities and one group for a monthly activity. The current pressures or issues the Sterling Area Senior Citizens, Inc. faces is the sharp increase in food prices due to supply and demand here in Alaska. Gas prices have stabilized during this reporting period. Again, in conjunction with the Kenai Peninsula Borough Grants and our Sterling Area community members, through donations and fundraisers, the Sterling Area Senior Citizens, Inc. can provide a stable, safe, and clean environment for all community residents. While sustaining this environment, Sterling Senior Center can provide nutritious meals five days a week. The Sterling Area Senior Citizens, Inc. is appreciative and grateful for the continuing support from the Kenai Peninsula Borough. One problem facing the Sterling Area Senior Citizens, Inc. is the waste water. This problem has been ongoing for several years, and with assistance from Peninsula Pumping, the Sterling Area Senior Citizens, Inc. has expended a substantial amount of operating funds to keep ahead of this issue.

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Date: 14 October 2024

Printed Name and Title: Dale Lundell, President, Board of Directors, Sterling Area Senior Citizens, Inc.



**KENAI PENINSULA
Borough**

Grants Administration
A Division of the Mayor's Office

144 N. Binkley St., Soldotna, AK 99669 | Peter A. Micciche, Borough Mayor | (P) 907-714-2150 | www.kpb.us

Vendor Code: NATIV **Award Amount:** \$ 25,000.00
Account: 280.63190.NATIV.43011 **2024/2025** **Senior Grant Program**

Quarterly reports due on the 15th of each month following the quarter period end.

Submit Report To:
 Elizabeth Hardie, Grants Administrator
grants@kpb.us
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Period of Performance covered by this report:

Start Date: 07.01.24
End Date: 06.30.25

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Personnel/Fringe	\$ 16,000.00	\$ -	\$ -	\$ -	\$ 16,000.00
Supplies	\$ 7,500.00	\$ -	\$ -	\$ -	\$ 7,500.00
Freight	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00
Transportation/Fuel	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00
TOTALS	\$ 25,000.00	-	\$ -	\$ -	\$ 25,000.00
Expenditures this period to be reimbursed >>>					\$ -

The following information is being collected each quarter to assist the Borough in determining future senior grant awards.

Type of Service	Quarter	# of individuals served > 60 y.o.
Congregate Meals		
Delivered Meals		
Meals picked up		
Totals	0	0

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Native Village of Tyonek received confirmation of funding in September 2024 - We have posted a Cook position and is hopeful for applicants.

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Elizabeth J. Standifer Date: 10/18/24
 Printed Name and Title: Elizabeth J. Standifer, Bookkeeper

Kenai Peninsula Borough
Grants Administration

MEMORANDUM

TO: Peter A. Micciche, Mayor

FROM: Elizabeth Hardie, Grants Administrator & Community Liaison

DATE: October 30, 2024

RE: FY25 – 1st Quarter Kenai Peninsula Economic Development District (KPEDD) report

The FY25-1st Quarter narrative and financial grant reports have been submitted for the Kenai Peninsula Economic Development District (KPEDD).



Community & Fiscal Projects

144 N. Binkley Street, Soldotna, Alaska 99669 = (907) 714-2150 = (907) 714-2377 Fax

Mayor Peter A. Micciche

From: KPEDD **Award** \$175,000
Account: 100.94900.00000.43009 **2023/2024** Non-areawide KPB Economic Development

Quarterly reports due on the 15th of each month following the quarter period-end.

Submit Report To: Grants Administrator
grants@kpb.us
 Kenai Peninsula Borough
 144 N. Binkley St., Soldotna, AK 99669

Period of Performance covered by this report:
Start Date: 7/1/2024
End Date: 9/30/2024

FINAL REPORT IS DUE BEFORE 07/10/25

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Personnel/Fringe	\$ 175,000.00	\$ -	\$ 43,750.00	\$ 43,750.00	\$ 131,250.00
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
TOTALS	\$ 175,000.00	-	\$ 43,750.00	\$ 43,750.00	\$ 131,250.00

Expenditures this period to be reimbursed >>> \$ 43,750.00

Progress Report: Describe activities that have occurred during this reporting period. Describe any challenges you may have experienced, any foreseen problems, and/or any special requests. Attach additional pages.

Please see the attached narrative.

Grantee Certification: I certify that the above information is true and correct, and that expenditures are made for the purpose of, and in accordance with, applicable grant agreement terms and conditions.

Signature: Date: 9/9/24
 Printed Name and Title Cassidi Cameron, Executive Director

Kenai Peninsula Economic Development District
Kenai Peninsula Borough FY25 Qtr. 1 Report
Account 100.94900.00000.43009

During the first quarter of fiscal year 2025 KPEDD staff (1) finalized the KPEDD platform in preparation for public launch, (2) hosted the CEDS Committee meeting to update strategies for goal implementation and prepare for the 2026 major plan rewrite, (3) Purchased the Datafy license and worked with regional chambers to increase ROI on tourism investments, (4) planned and prepared for the regional Resource Roundup event, (5) worked with partner organizations to support energy investments and diversification to increase grid resilience, (6) consulted local businesses seeking investments and growth strategies, (7) supported the emerging mariculture industry through program governance, resource connection, and educating the general public on opportunities for investment through a partnership with the World Wildlife Fund.

1. Research for the new KPEDD regional web-based platform was completed during the project period, gathering information on structure and information layout, programs capable of caring large amounts of data efficiently, design and quality, national plugins relevant to our region, sources of data helpful for site selectors and industry recruiters, content narrative, and overall layout. The platform is expected to be made public by the first week of October completed by fiscal year end, with plugins (such as layered GIS mapping and upgraded infographics) developed over the course of the fiscal year. The new site will be competitive with leading national community and economic development organizations, showcasing the quality of life and opportunities found in the Kenai Peninsula Borough.
2. During the reporting period, KPEDD met with members of the Comprehensive Economic Development Strategy (CEDS) Committee, which include chairs from incorporated communities, industry, chambers, the hospital, and tribal entities. The goal of this small group is to adjust strategies and identify partnerships to meet the goals and objectives outlined in the CEDS report. The group will also help to increase stakeholder engagement for the next major plan re-write scheduled for 2026. The KPEDD CEDS is the only federally approved plan of its kind, and is required for federal investment spending in the region.
3. KPEDD purchased and designed the communication layout for the Datafy license between our organizations and the Chambers of Kenai, Soldotna, Homer and Seward. This license uses third party applications to track tourism levels, spending, and returns on community investment. Specific data include visitor days, visitor sources, repeat travelers, transportation, spending, trends over time, and help to measure the success of specific campaigns. KPEDD has access to all regional data while the Chambers are able to view and monitor their areas based on geofencing boundaries. KPEDD will routinely share findings and suggestions during city council meetings and assembly meetings.
4. KPEDD staff met with regional resource providers to prepare for a Resource Roundup event which will be held on September 20th in Soldotna. This event aims to support business development by meeting entrepreneurs and business owners to answer questions regarding training and workforce locators, business tools, technical assistance, safety certifications, supply

chain management, planning, and capital investment. Event partners include the Alaska Department of Labor and workforce Development, Alaska Small Business Development, and the Alaska Manufacturing Extension partnership.

5. As an Arctic Energy Ambassador for the Alaska Municipal League's Alaska Energy Hub, KPEDD is working to identify alternative sources of energy available to Kenai Peninsula Utility Co-operative, residents and businesses in an effort to improve grid resilience and decrease reliance on sole-source electricity. Alaska's climate, geography, and remote nature exasperate energy producers and increase utility costs. Research and development of emerging technologies may steady consumer costs, increasing development opportunities in the region. Solar and tidal energies are two approaches that can utilize existing resources to supply power for residents. KPEDD will continue to advocate for the Peninsula and work to identify emerging opportunities for infrastructure development.
6. Businesses continued to contact KPEDD during the project period for technical assistance regarding product development, investment funding, and points of contact to develop training opportunities based on emerging technologies. staff meet with business owners in-person and online to identify approaches to expand their operations and diversify their products.
7. During the month of August, KPEDD hosted a video showing and Q&A to members of the public, in partnership with the World Wildlife Fund (WWF) and Kachemak Kelp representatives Evie Witton and Kathryn Carovano. WWF is one of the world's leading conservation organizations, working in nearly 100 countries. At every level, WWF collaborates with people around the world to develop and deliver innovative solutions that protect communities, wildlife, and the places in which they live. The film, "Portrait of a Seaweed Farmer" highlighted the opportunities associated with Kelp farming, including carbon sequestration, reduced methane emissions when used for animal feed, increases in farming output when used to diversify minerals and nutrients in soil, and habitat creation for marine life. Nick Mangini, a kelp farmer from Kodiak, also helped to answer questions regarding kelp processing and product development. KPEDD will continue to support this emerging cluster in hopes of further diversifying the mariculture industry, increasing food and ecosystem resilience, and building material exports based on unique geographic opportunities found only in Alaska coastal communities.

Kenai Peninsula Borough
Grants Administration

MEMORANDUM

TO: Peter A. Micciche, Mayor

FROM: Elizabeth Hardie, Grants Administrator & Community Liaison

DATE: October 30, 2024

RE: FY25 – 1st Quarter Alaska Small Business Development Center Grant report

The FY25-1st Quarter financial and narrative grant report has been submitted for the Alaska Small Business Development Center.



UNIVERSITY of ALASKA ANCHORAGE

Po 25-0950

University of Alaska
Officer of Sponsored Programs
3211 Providence Drive
Anchorage AK 99508-4614

9-Oct-24

Grants Administrator
Kenai Peninsula Borough
144 N. Binkley Street
Soldotna, AK 99669

Project Title: FY25 KPB (SBDC)
Analysis of costs rendered under Award AWD DTD 7/30/24 \$135K
in the amount of \$135,000.00 from 01-JUL-2024 to 30-SEPT-2024.

Voucher No: Q1 - Inv 1

Table with 4 columns: Category, Previous Bill Amount, Current Amount Due, Cumulative Bill Amount. Rows include Salaries, Staff Benefits, Services, F & A Costs, and Grant Total.

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award (or non-Federal award, if applicable).

CERTIFIED CORRECT

DocuSigned by: Kelsie Sullivan
5F6D55DBAEFF463...

CC: G00016172
Federal Tax ID: 92-6000147

Kelsie Sullivan
OSP Post Award Manager

Please attach a copy of this invoice with your remittance.

For questions about this invoice, please contact the Office of Sponsored Programs (uaa_postaward@alaska.edu / 907-786-1569).

If this is a negative bill, the credit will be applied to your next invoice.



UNIVERSITY of ALASKA
ANCHORAGE

9-Oct-24

Grants Administrator
Kenai Peninsula Borough
144 N. Binkley Street
Soldotna, AK 99669

Voucher No: Q1 - Inv 1

Grant Code: G00016172

Fund Code and Title: 246267 FY25 KPB (SBDC)

Account Code	Title	Transaction Amt
1251	APT	\$16,072.10
1811	Annual Leave Charge	\$1,743.83
1831	Sick Leave Charge	\$879.16
1841	Holiday/ Other Leave-Charge	\$1,041.48
1970	Staff Benefits Expense	\$9,118.29
3118	Facilities Rental S/T	\$4,452.00
3662	Per 2 CFR \$200.454 Allow Dues/Memb	\$200.00
7811	Indirect Costs	\$2,905.49
Total		\$36,412.35
Retainage		\$0.00
Fund Total		\$36,412.35
Grant Total		\$36,412.35

Please attach a copy of this invoice with your remittance.

For questions about this invoice, please contact the Office of Sponsored Programs (uaa_postaward@alaska.edu / 907-786-1569).

If this is a negative bill, the credit will be applied to your next invoice.



Alaska Small Business
Development Center

UAA BUSINESS ENTERPRISE INSTITUTE

Kenai Peninsula

Alaska Small Business Development Center
1901 Bragaw St., Ste. 199
Anchorage, AK 99508
(907) 786-7201

FY 2025

First Quarter Report

July 1, 2024 through September 30, 2024

Award 246267 FY25 KPB (SBDC)
UAA G-16172

Note from the Center Director: Cliff Cochran, Kenai Peninsula Center

The Kenai Peninsula Center for the Alaska SBDC completed the first quarter of FY 2025 with a unique first. After ending FY 2024 with a record \$22.9 million in capital infusion, SBDC clients did not close a single loan on the peninsula during the quarter. Interest rates have been trickling down, but it appears that many entrepreneurs and business owners on the peninsula are taking a cautious approach in the second half of the year. Other metrics remained the same or improved, such as the SBDC providing support to the most industry sectors in a quarter, with 16 out of 20 represented. Just interesting that client borrowing experienced a pause in the quarter.

With business advisors providing service in each of the main cities on the Kenai Peninsula, the SBDC is meeting the needs of business owners and entrepreneurs across the region. Our model features one full-time center director based between Kenai and Soldotna, with part-time SBDC advisors in Homer and Seward, designed best to meet demands for our services on the peninsula. This has worked quite well, with Kenai Peninsula advisors logging an impressive 99% client satisfaction rating on surveys the past year, a testament to our knowledgeable and dedicated staff.

During the quarter, the Alaska SBDC on the Kenai Peninsula again provided significantly more advising to pre-ventures and startups. Regarding industries supported, accommodation and food services remained in the top spot for a third consecutive quarter. For new clients, the services industry sector was the most represented, followed by accommodation and food services and retail. Homer was again atop the list for the third consecutive quarter for new clients, with a lot of interest in SBDC support from the community. Kenai and Soldotna were next on the list, followed by Seward, which dipped this quarter. Aside from startup assistance, the Alaska SBDC provided a significant amount of advising on financing, business buy/sells, and legal issues.

The Alaska SBDC has had a number of transitions within the organization but has achieved stability in the Kenai Peninsula Center, with all three staff fully trained and performing at high levels for nearly three years. With advisors located in Kenai/Soldotna, Homer, and Seward, we're doing our part to provide the best local business support to entrepreneurs on the Kenai. We greatly appreciate the support provided by the Kenai Peninsula Borough, and we will continually strive to be an outstanding resource for business owners across the peninsula.

At a Glance: Kenai Peninsula FY25 Q1 (Jul 1, 2024 - Sep 30, 2024)

Number of Clients Advised

Current Quarter: 114

FY 2025: 114

Jobs Supported

Current Quarter: 290

FY 2025: 290

Business Starts

Current Quarter: 11

FY 2025: 11

Capital Infusion

Current Quarter: \$0

 Small Business Loans: \$0

 Non-Debt Financing: \$0

FY 2025: \$0

Alaska SBDC Kenai Peninsula Center Activity – Historical Comparison

	FY 2023 Q4 4/1/23 - 6/30/23	FY 2024 Q1 7/1/23 - 9/30/23	FY2024 Q2 10/1/23 - 12/31/23	FY2024 Q3 1/1/24 - 3/31/24	FY2024 Q4 4/1/24 - 6/30/24	FY2025 Q1 7/1/24 - 9/30/24
New business created	13	10	10	4	14	12
Jobs supported	316	313	234	452	371	290
Loans	\$1,546,584	\$830,000	\$8,791,024	\$6,962,500	\$1,593,000	\$0
Total capital	\$1,996,584	\$940,000	\$9,874,782	\$8,911,040	\$3,261,561	\$0
New clients	42	26	30	55	29	25
Total clients	113	108	118	129	105	114
Total advising hours	427.92	365.50	374.24	461.66	287.50	316.49

114 Clients by Current Lifecycle

Pre-venture: 51 clients
Startups: 27 clients
In-business: 36 clients

Clients by Industry

Accommodation and Food Services: 28 clients
Services: 14 clients
Retail: 12 clients
Arts and Entertainment: 7 clients
Healthcare and Social Assistance: 7 clients
Manufacturer/Producer: 7 clients
Professional, Scientific and Technical: 7 clients
Transportation/Warehousing: 7 clients
Construction: 5 clients
Administrative and Support: 4 clients
Agriculture, Forestry, Fishing, and Hunting: 4 clients
Educational: 3 clients
Real Estate, Rental and Leasing: 3 clients
Waste Management and Remediation: 2 clients
Film: 1 client
Finance and Insurance: 1 client
Management of Companies: 1 client
Wholesale Trade: 1 client

Top Areas of Advising

Startup Assistance: 130 hours
Financing: 56 hours
Buy/Sell a Business: 41 hours
Legal Issues: 25 hours
Business Plan: 19 hours
Managing a Business: 16 hours

Summary:

During the first quarter of FY 2025, the Alaska SBDC on the Kenai Peninsula again provided more advising to pre-ventures and startups. Regarding industries supported, accommodation and food services remained in the top spot by a wide margin, followed by services and retail. There was a broad demographic of industries supported, with a record 16 of the 20 sectors supported by the SBDC in the quarter. Aside from startup assistance, the Alaska SBDC provided a significant amount of advising on business buy/sells and financing for the second straight quarter. SBDC advisors logged 19 hours of business plan guidance, but much of the startup assistance was related to business planning, so that number is low. The Alaska SBDC also provided support for several legal issues. While our staff are not qualified to provide legal advice, we frequently identify when legal aid is needed to ensure business owners and entrepreneurs do things right and are set up for success.

New Clients at a Glance: Kenai Peninsula FY25 Q1 (Jul 1, 2024 - Sep 30, 2024)

25 New Clients by Initial Stage

Pre-ventures: 18 clients
Startups: 2 clients
In-business: 5 clients

New Clients by Industry

Service: 6 clients
Accommodation and Food Services: 4 clients
Retail: 3 clients
Transportation and Warehousing: 2 clients
Agriculture, Forestry, Fishing & Hunting: 1 client
Construction: 1 client
Film: 1 client
Finance and Insurance: 1 client
Healthcare: 1 client
Manufacturer: 1 client
Professional, Scientific & Technical: 1 client
Real Estate, Rental and Leasing: 1 client
Waste Management and Remediation: 1 client

New Clients by Community

Homer: 7 clients
Kenai: 6 clients
Soldotna: 4 clients
Seward: 3 clients
Nikiski: 2 clients
Cooper Landing: 1 client
Ninilchik: 1 client
Seldovia: 1 client

Summary:

The Alaska SBDC Kenai Peninsula Center on-boarded 25 new clients during the first quarter of FY 2025. There was a significant majority of pre-venture and startups in the quarter versus established businesses. New clients were spread across 12 of the 20 industry sectors in the quarter. The services industry sector was the most represented with new clients in the quarter, followed by accommodation and food services and retail. Homer was again atop the list for the third consecutive quarter for new clients, with a lot of interest in SBDC support from the community. Kenai and Soldotna were next on the list, followed by Seward, which dipped this quarter.

New Businesses & Jobs at a Glance: Kenai Peninsula FY25 Q1 (Jul 1, 2024 - Sep 30, 2024)

Qualifying New-Business Starts: 11

Jobs Supported: 290

Summary:

An enterprise is considered “in-business” when all required licensing/permitting is acquired, has payroll, acquired debt or equity capital, incurred business expenses, and/or created sales. Jobs supported are calculated using a formula that includes the total number of full and part-time employees of a unique client receiving Alaska SBDC services. In addition, the Alaska SBDC must receive written confirmation from the client that these milestones occurred.

During the first quarter of FY 2025, clients reported establishing 11 new businesses on the Kenai Peninsula. The new businesses were started in Soldotna (3), Kenai (2), Seward (2), Homer (1), Hope (1), Kasilof (1), and Moose Pass (1). Alaska SBDC work during the quarter directly supported 290 jobs scattered across the Kenai Peninsula Borough from Fox River to Lowell Point.

Workshops at a Glance: Kenai Peninsula FY24

So far, in FY25, 10 Kenai Peninsula residents have attended [Alaska SBDC workshops](#). These classes are offered online via live webinars and on-demand videos and live in the classroom. Topics cover a wide array of subjects and harness both in-house expertise and professional adjuncts.

During the first quarter, the Kenai Peninsula Center conducted two in-person workshops. The Soldotna and Homer Centers collaborated with the Alaska SBA District office, and each hosted the Business Power Workshop titled “Leveraging Programs & Resources.” The two classes had a total of 10 attendees.

Between July and September 2024, the Alaska SBDC offered one live webinar class and 54 prerecorded options on-demand. Topics available on-demand include various legal issues, FDA Regulations, Combating Fraud and identity Theft, Disability Law, Bookkeeping Basics, LLCs in Alaska, QuickBooks Fundamentals, and more.

Breeze Inn A Legacy of Hospitality Continues Under New Ownership

The Breeze Inn, a beloved establishment in Seward, Alaska, has been a favorite location for locals for over 40 years. With its rich history and dedication to the community, it was essential to find new owners who could continue the legacy built by the previous owner, Juris Mindenbergs, who was ready to retire. Nicole Lawrence, Colby Lawrence, Pamela Eiting, and Duke Marolf stepped up to take over the Breeze Inn, driven by a passion for hospitality and a desire to keep the community spirit alive.

One of the key elements that set the Breeze Inn apart is its commitment to being a year-round establishment.

"We love being able to support our community by committing to staying open year-round," Nicole Lawrence shared. This commitment allows the Breeze Inn to offer consistent service and become a reliable gathering spot for locals. In a town where many businesses operate seasonally, the Breeze Inn remains open seven days a week, providing stability and employment opportunities for its staff throughout the year. This dedication not only supports the local economy but also fosters a sense of community among residents and visitors alike.



Looking ahead, the Breeze Inn has exciting plans to enhance its offerings. The team is eager to introduce more fun events during the off-season, including securing the NFL package this fall, so locals have a cozy place to watch games and enjoy great food. They are also committed to maintaining popular events like the \$10 burger night, which has become a community favorite.

The journey to acquiring the Breeze Inn was not without its challenges. Nicole and her team needed to prove the business's viability to secure a significant loan.

This is where the Alaska Small Business Development Center played a crucial role. "KellyAnn and Cliff were amazing to work with. They helped us understand the value of the business and, more importantly, helped the bank understand. The projections that KellyAnn provided were instrumental in convincing the bank that we were worth taking a risk on for a significant loan," Nicole expressed. SBDC assistance was invaluable in navigating the complexities of the business acquisition process, providing the necessary tools and guidance to ensure a successful transition.



Through convenient accommodations in the heart of the Seward Harbor and delicious food at the locally loved restaurant and lounge, the Breeze Inn team looks forward to welcoming you and continuing to be a cornerstone of the Seward community for many years to come.

For those looking to experience the warmth and hospitality of the Breeze Inn or to learn more about their exciting upcoming events, you can visit their website breezeinn.com, follow them on [Instagram](#) or [Facebook](#), or stop in the restaurant at 1313 4th Avenue, Seward, AK, 99664.

Kenai Peninsula Borough
Grants Administration

MEMORANDUM

TO: Peter A. Micciche, Mayor

FROM: Elizabeth Hardie, Grants Administrator & Community Liaison

DATE: October 30, 2024

RE: FY25 – 1st Quarter Kenai Peninsula College, UAA

The FY25-1st Quarter financial grant report has been submitted for the Kenai Peninsula College/UAA.



**UNIVERSITY of ALASKA
ANCHORAGE**

University of Alaska
Officer of Sponsored Programs
3211 Providence Drive
Anchorage AK 99508-4614

14-Oct-24

Grants Administrator
Kenai Peninsula Borough
144 N. Binkley Street
Soldotna, AK 99669

Project Title: KPC FY25 KPB
Analysis of costs rendered under Award AWD DTD 8/7/24 \$975,800K
in the amount of \$975,800.00 from 01-JUL-2024 to 30-SEPT-2024.

Voucher No: Q1 - Inv 1

	Previous Bill Amount	Current Amount Due	Cumulative Bill Amount
	-----	-----	-----
Salaries	\$0.00	\$64,944.45	\$64,944.45
Staff Benefits	\$0.00	\$33,507.60	\$33,507.60
Student Aid	\$0.00	\$17,779.85	\$17,779.85
Grant Total	\$0.00	\$116,231.90	\$116,231.90

By signing this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award (or non-Federal award, if applicable). I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

CERTIFIED CORRECT

DocuSigned by:
Kelsie Sullivan
5F6D55DBAEFF463...

CC: G00016289
Federal Tax ID: 92-6000147

Kelsie Sullivan
OSP Post Award Manager

Please attach a copy of this invoice with your remittance.

For questions about this invoice, please contact the Office of Sponsored Programs (uaa_postaward@alaska.edu / 907-786-1569).

If this is a negative bill, the credit will be applied to your next invoice.



**UNIVERSITY of ALASKA
ANCHORAGE**

14-Oct-24

Grants Administrator
Kenai Peninsula Borough
144 N. Binkley Street
Soldotna, AK 99669

Voucher No: Q1 - Inv 1

Grant Code: G00016289

Fund Code and Title: 246341 KPC FY25 KPB

Account Code -----	Title -----	Transaction Amt -----
1251	APT	\$7,219.64
1401	Classified (Non-exempt)	\$41,356.14
1601	Adjunct Faculty Bargaining Unit	\$2,619.24
1620	Classified (Non-Exempt) Temporary	\$1,113.22
1641	Student Wages - Subject to FICA	\$1,647.12
1651	Overtime - Straight	\$52.82
1671	Overtime - Premium	\$26.41
1811	Annual Leave Charge	\$4,534.34
1831	Sick Leave Charge	\$2,781.14
1841	Holiday/ Other Leave-Charge	\$3,594.38
1970	Staff Benefits Expense	\$33,507.60
6331	Other Student Aid	\$17,779.85
Total		\$116,231.90
Retainage		\$0.00
Fund Total		\$116,231.90
<hr/> Grant Total		<hr/> \$116,231.90

Please attach a copy of this invoice with your remittance.

For questions about this invoice, please contact the Office of Sponsored Programs (uaa_postaward@alaska.edu / 907-786-1569).

If this is a negative bill, the credit will be applied to your next invoice.

Introduced by: Mayor
Date: 11/12/24
Hearing: 12/03/24
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-19-20**

**REDIRECTING PREVIOUSLY APPROPRIATED SOLID WASTE CAPITAL
PROJECT FUNDS FOR LEACHATE CONCENTRATOR UPGRADES**

WHEREAS, the Solid Waste Department had previously appropriated capital project funds at Central Peninsula Landfill, as follows: \$60,000 for purchase of a utility vehicle; \$80,000 to purchase a hydroseeder; and, \$700,000 for installation of rainsheeting; and

WHEREAS all of the capital projects have been completed leaving \$54,967.08 remaining in the project accounts; and

WHEREAS, the existing leachate concentrator is expected to run for at least one more year as the primary means of leachate disposal and will be a backup to the new leachate concentrator once it is completed; and

WHEREAS, the programming and controls for the system are over 10 years old and starting to experience significant issues that are affecting the ability of the unit to run efficiently; and

WHEREAS, the requested redirected funds, in addition to previously appropriated leachate funds, will be used to upgrade the programming and controls on the existing leachate concentrator to include new programming, software, equipment, and onsite installation and commissioning;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$23,458.78 is deobligated from account 411.32122.24496.49999 to be appropriated to account 290.32122.LEACH.49999 to upgrade the programming and controls on the existing leachate concentrator.

SECTION 2. That \$18,022.30 is deobligated from account 411.32122.24498.49999 to be appropriated to account 290.32122.LEACH.49999 to upgrade the programming and controls on the existing leachate concentrator.

SECTION 2. That \$13,486.00 is deobligated from account 290.32122.SHEET.49999 to be appropriated to account 290.32122.LEACH.49999 to upgrade the programming

and controls on the existing leachate concentrator.

SECTION 4. That appropriations made in this ordinance are project length in nature and as such do not lapse at the end of any particular fiscal year.

SECTION 5. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2024.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Solid Waste Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BT*

FROM: Tim Crumrine, Acting Solid Waste Director *TC*

DATE: October 30, 2024

RE: Ordinance 2024-19-20, Redirecting Previously Appropriated Solid Waste Capital Project Funds for Leachate Concentrator Upgrades (Mayor)

The Solid Waste Department had previously appropriated capital project funds at Central Peninsula Landfill for the purchase of a utility vehicle and hydroseeder, and installation of rainsheeting. The capital projects have been completed and there is a total of \$54,967.08 remaining in the project accounts.

The existing leachate concentrator is expected to run for at least one more year as the primary means of leachate disposal and will be a backup to the new leachate concentrator once it is completed. The programming and controls for the system are over 10 years old and starting to experience significant issues that are affecting the ability of the unit to run efficiently.

These funds, in addition to previously appropriated leachate funds, will be used to upgrade the programming and controls on the existing leachate concentrator. This will include new programming, software, equipment, and onsite installation and commissioning. Approval is requested to reappropriate the remaining capital funds to upgrade the leachate concentrator.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.:	<u>411.32122.24496.49999</u> Amt: <u>\$23,458.78</u>
Acct. No.:	<u>411.32122.24498.49999</u> Amt: <u>\$18,022.30</u>
Acct. No.:	<u>290.32122.SHEET.49999</u> Amt: <u>\$13,486.00</u>
By: <i>TC</i>	Date: <u>10/30/2024</u>

Introduced by: Mayor
Date: 11/1/24
Hearing: 12/03/24
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-19-21**

**AN ORDINANCE ACCEPTING AND APPROPRIATING FUNDING FROM THE
STATE OF ALASKA IN THE AMOUNT OF \$410,514 AND APPROVING PROJECTS
TO BE COMPLETED FOR COMMUNITY PURPOSES UNDER THE 2024/2025
COMMUNITY ASSISTANCE PROGRAM**

- WHEREAS,** the Alaska State Legislature provided funding to municipalities and unincorporated communities through the Community Assistance Program ("Program"); and
- WHEREAS,** AS 29.60.865 requires the assembly of a borough or unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the Program eligibility criteria established under AS 29.60.865; and
- WHEREAS,** Resolution 2024-011 certified that 26 unincorporated communities within the Borough are eligible for participation in the Program; and
- WHEREAS,** the Alaska Department of Commerce, Community and Economic Development provided notification of funds in the amount of \$410,514 for the 26 unincorporated communities; and
- WHEREAS,** pursuant to Resolution 2013-022, an administrative fee of two percent of the grant amount will be charged against the grant to cover general administrative costs; and
- WHEREAS,** the \$410,514, less the administrative fee, is to be distributed evenly among the 26 unincorporated communities within the Borough, or may be expended by the Borough on behalf of the communities; and
- WHEREAS,** the Program allows funds to be used for any public purpose at the discretion of the local governing body and as allowed by state statutes and borough code; and
- WHEREAS,** the Borough will confirm all eligible entities to receive Program funds; and
- WHEREAS,** it is in the best interests of the Borough to approve the amounts allocated for fiscal year 2025 non-profit or tribal entities, projects and award amounts as authorized in Resolution 2024-011 to ensure that the fiscal year 2025 Program funds are used for public purpose;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Mayor is authorized to accept \$410,514. from the State of Alaska for distribution to eligible communities or for expenditure by the Borough on the community’s behalf.

SECTION 2. That the Mayor is authorized to execute any documents deemed necessary to accept and expend the Community Assistance Program funds and to fulfill the intents and purposes of this ordinance.

SECTION 3. That state funds in the amount of \$410,514 are appropriated to account 271.94910.25CAP.49999 for fiscal year 2025.

SECTION 4. That the Mayor will return Program funds to the State of Alaska for the communities of Nanwalek and Nikolaevsk before June 30, 2025, if no qualified entity assumes the fiduciary role on behalf of these communities.

SECTION 5. That the Mayor is authorized to enter into grant agreements and any other documents necessary with tribal or nonprofit organizations on behalf of the qualified unincorporated communities for public projects that benefit the community as identified in the following chart for fiscal year 2025:

Anchor Point	Anchor Kings Wrestling Club	Scholarships for wrestlers	\$2,211.34
	AP Chamber of Commerce	Community services	\$2,211.34
	AP Food Pantry	Food/utilities	\$2,211.37
	AP Public Library	General Operations	\$2,211.34
	AP Senior Citizens	General operations	\$2,211.34
	AP VFW	Community outreach services	\$2,211.34
	Snomads	Parking and trail improvements	\$2,211.34
Bear Creek	Bear Creek Volunteer Fire and Emergency Services	Response equipment	\$5,479.41
	Seward Nordic Ski Club	Ski trails equipment	\$10,000.00
Cohoe	Boys and Girls Club of the Kenai Peninsula	Youth programming	\$10,239.71
	MUSKEG Wellness	Wellness workshops	\$5,239.70
Cooper Landing	Cooper Landing Community Club	Supports local community programs and provides visitors guide.	\$15,479.41
Crown Point	Moose Pass Volunteer Fire Department	General operations	\$15,479.41
Diamond Ridge	Homer Cycling Club	Trailhead parking	\$2,579.91
	Homer Trails Alliance	Trail projects	\$2,579.90

	Kachemak Emergency Services Member Association	Response equipment	\$2,579.90
	Kachemak Nordic Ski Club	Nordic ski trail maintenance	\$2,579.90
	Kachemak Ski Club	Watermelon trail parking maintenance	\$2,579.90
	Snomads	Parking lot improvements	\$2,579.90
Fritz Creek	Kachemak Emergency Services Member Association	Response equipment	\$3,869.85
	Kachemak Nordic Ski Club	McNeil Ski Trail Maintenance	\$3,869.85
	McNeil Canyon Elementary School Community Council, Inc	McNeil Canyon trails enhancement	\$3,869.86
	Snomads	Trail grooming	\$3,869.85
Funny River	Funny River Community Association	Operations	\$15,479.41
Hope	Hope Inc.	Hope Sunrise community services	\$15,479.41
Kachemak Selo	The Village of Kachemak Selo	Village street lights, and road repairs	\$15,479.41
Kalifornsky Beach	Bridges/Kenai Local Food Connection	Nutritional services	\$1,934.92
	CARTS	General operations	\$1,934.92
	Kenai Peninsula Animal Lovers Rescue	General operations	\$1,934.92
	Kenai Peninsula Food Bank	General operations	\$1,934.93
	Love, INC	General operations	\$1,934.93
	Pathways Re-entry Center	Recovery services	\$1,934.93
	Peninsula Spay & Neuter Fund	Voucher program	\$1,934.93
	Tsalteshi Trails	Trails Management	\$1,934.93
Kasilof	BackCountry Horsemen of Alaska	Trails maintenance	\$3,000.00
	Kasilof Cohoe Cemetery Association	Spruce Grove Cemetery maintenance	\$6,239.70
	Kasilof Regional Historical Association	Museum Operations	\$6,239.71
Lowell Point	Lowell Point Community Council	Community services and fire dept support	\$15,479.41
Moose Pass	Moose Pass Chamber of Commerce	Community support programs, services	\$15,479.41
Nikiski	Love INC,- Kenai Peninsula Shelter of Hope	General operations	\$3,095.88

	Nikiski Community Council	Community services	\$3,095.88
	Nikiski Senior Center	Community programs	\$3,095.88
	North Road Pioneers	Preservation project General operations	\$3,095.88
	North Star United Methodist Church	Food Pantry	\$3,095.89
Ninilchik	Ninilchik Library	Library Operations	\$12,479.41
	Kenai Peninsula Fair Association	Facility repairs	\$3,000.00
Port Graham	Native Village of Port Graham	Emergency Preparedness	\$15,479.41
Primrose	Moose Pass Volunteer Fire Department	Operating expenses, medical supplies	\$15,479.41
Razdolna	Village of Razdolna Inc.	Community projects and repairs	\$15,479.41
Ridgeway	Boys & Girls Clubs of KP	Staffing and supplies	\$15,479.41
Seldovia Village	Seldovia Village Tribe	Emergency response supplies	\$15,479.41
Sterling	Sterling Area Seniors Center	General Operations	\$7,739.70
	Sterling Community Center	General operations	\$7,739.71
Tyonek	Boys and Girls Club of Tyonek	Youth services - general operations	\$15,479.41
Voznesenka	Voznesenka Community Council, Inc	Stroyka Building completion and repairs	\$15,479.41

SECTION 6. That each eligible non-profit or tribal entity, representing an unincorporated community, must enter into a grant agreement with the Borough prior to receipt of any community assistance Program funds.

SECTION 7. That due to the length and nature of this project, a community shall forfeit any remaining grant distribution at the end of two consecutive fiscal years if the community has not fulfilled the intent and purpose of its grant agreement.

SECTION 8. This ordinance shall be effective retroactive to July 1, 2024.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2024.**

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Grants Administrator & Community Liaison

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*

FROM: Elizabeth Hardie, Grants Administrator & Community Liaison *EH*

DATE: October 30, 2024

RE: Ordinance 2024-19- 21, Accepting and Appropriating Funding from the State of Alaska in the Amount of \$410,514 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program (Mayor)

The Community Assistance Program provides state funding for unincorporated communities to complete public projects or services through nonprofit or tribal entities that agree to be the fiduciary. These funds are provided through the State of Alaska Community Assistance Program.

The Borough is required to annually evaluate the eligibility of unincorporated communities, ensuring that the communities meet the required program regulations as outlined in the Alaska Administrative Code and Alaska Statutes Title 29. Twenty-six unincorporated communities were eligible to participate in the 2024/2025 Community Assistance Program. Public meetings were either hosted by the Borough or by eligible communities to determine how the funding will be utilized within the community.

Funding in the amount of \$410,514 has been awarded to be distributed evenly between the unincorporated communities. Each community is funded \$15,789 less 2.0 percent administrative cost. The Grants Administrator & Community Liaison will oversee the program.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No.	<u>271.94910.25CAP.49999</u>
Amount:	<u>\$ 410,514</u>
By: <i>EH</i> _____	Date: <u>10/30/2024</u>

FY 2025 COMMUNITY ASSISTANCE PROGRAM REQUIREMENTS AND CERTIFICATION

BOROUGH APPLICATION

DEADLINE: JUNE 1, 2024

NAME OF BOROUGH Kenai Peninsula Borough	CONTACT NAME Elizabeth Hardie
MAILING ADDRESS 144 North Binkley Street	CONTACT EMAIL ADDRESS grants@kpb.us
CITY, STATE, ZIP CODE Soldotna, AK 99669	CONTACT PHONE & FAX NUMBER (907) 714-2150 / (907) 714-2153

ACKNOWLEDGE THE REQUIREMENTS BY CHECKING OR INITIALING EACH BOX:

- The community assistance payment will be used only for a public purpose as required under AS 29.60.850(a) and the borough agrees to make available a service or facility with the funds under AS 29.60.855 – 29.60.879 to every person in the community.
- The borough will maintain, as required by 3 AAC 180.010 (4), all records relating to receipt and expenditure of a community assistance payment for at least three years, or longer if there is an unresolved audit finding, questioned costs, litigation or a grievance.
- A statement of expenditures of the prior year’s community assistance payment and a budget form for current year’s application.
- Acknowledge reports due prior to FY25 CAP payment may be released (see instructions for details):

Reports to CAA@alaska.gov:

- FY25 Annual Budget
- FY23 Annual Audit

Reports to StateAssessor@alaska.gov:

- FY24 Tax assessment and tax levy figures
- Summary of optional property tax exemptions and estimate of revenue lost to exemptions
- Copy of taxpayer notice

Reports to LBC@alaska.gov:

- Maps and descriptions of all annexed or detached territory

Not applicable

CERTIFICATION:

As the highest ranking official, I certify the Kenai Peninsula Borough understands the requirements for receiving the community assistance payment and agrees to comply with all laws and regulations (AS 29.60.850 – 879; 3 AAC 180.010 – 900) governing the community assistance funds.

5/10/2024

Signature

Date

Peter A. Micciche, Borough Mayor

Printed Name and Title

**FY 2025 PROPOSED
COMMUNITY ASSISTANCE PROGRAM BUDGET**

Name of Borough

Please describe below how your organization proposes to utilize the estimated FY 2025 Community Assistance Program distribution.

FUEL	\$ _____
ELECTRICITY	\$ _____
INSURANCE	\$ _____
EDUCATION	\$ _____
EMS	\$ _____
WATER/SEWER	\$ _____
PUBLIC SAFETY	\$ _____
FIRE	\$ _____
ROAD MAINTENANCE	\$ _____
HARBORS	\$ _____
HEALTH	\$ _____
GENERAL ADMINISTRATION	\$ 311,387.95
OTHER <u>26 unincorporated communities</u>	\$ 410,514.00
OTHER _____	\$ _____
OTHER _____	\$ _____

FY 2025 ESTIMATED PAYMENT \$ 721,901.95

**FY 2024 COMMUNITY ASSISTANCE PROGRAM
Statement of Expenditures for Prior Year Payment**

Name of Borough

Please detail below how your organization utilized the FY 2024 Community Assistance Payment.

FUEL	\$ _____
ELECTRICITY	\$ _____
INSURANCE	\$ _____
EDUCATION	\$ _____
EMS	\$ _____
WATER/SEWER	\$ _____
PUBLIC SAFETY	\$ _____
FIRE	\$ _____
ROAD MAINTENANCE	\$ _____
HARBORS	\$ _____
HEALTH	\$ _____
GENERAL ADMINISTRATION	\$ 1,075,502.20
OTHER <u>25 unincorporated communities</u>	\$ 394,725.00
OTHER _____	\$ _____
OTHER _____	\$ _____
OTHER _____	\$ _____
OTHER _____	\$ _____
SAVINGS/NOT SPENT	\$ _____

FY 2024 TOTAL PAYMENT \$ 1,470,227.20

Introduced by:	Mayor
Date:	04/02/24
Action:	Adopted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2024-011**

**A RESOLUTION APPROVING TWENTY-SIX UNINCORPORATED COMMUNITIES
FOR PARTICIPATION IN THE STATE’S FISCAL YEAR 2025 COMMUNITY
ASSISTANCE PROGRAM**

WHEREAS, the Community Assistance Program (“CAP”) as governed by AS 29.60.865 and 3 AAC 180.010 require the assembly of a borough or a unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the CAP eligibility criteria established under AS 29.60.865, AS 29.60.879, and 3 AAC 180.110; and

WHEREAS, the unincorporated communities have either a Native Village Council or unincorporated non-profit entity within its boundaries that will agree to receive and spend the CAP payment for the public benefit of the unincorporated community; and

WHEREAS, AS 29.60.879(1) defines a community as a place in the KPB that is not incorporated as a municipality, that is not a reserve, and in which 25 or more individuals reside as a social unit; and

WHEREAS, at least three of the following required services—fire protection, emergency medical, water and sewer, solid waste management, public road or ice road maintenance, public health, and search and rescue—are generally available to all residents of the unincorporated community and each of the three services, in any combination, are provided by one or more qualifying Native village council or incorporated nonprofit entity or are substantially paid for by residents of the unincorporated community through taxes, charges, or assessments levied or authorized by the Borough; and

WHEREAS, AS 29.60.865(a) requires that eligible Native village councils must be willing to waive immunity from suit for claims arising out of activities of the council related to the payment;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Assembly hereby determines that the following 26 unincorporated communities and their respective Native village council or incorporated nonprofit entities are eligible for funding under the State’s fiscal year 2025 Community Assistance Program:

UNINCORPORATED COMMUNITY	POSSIBLE COMMUNITY RECIPIENT
Anchor Point	Anchor Point Public Library Anchor Point Food Pantry Anchor Point Senior Citizens Inc Anchor Point Safewater Association Anchor Point Cemetery Anchor Kings Wrestling Anchor Point Chamber of Commerce Anchor Point FVW
Bear Creek	Bear Creek Fire & EMS
Cohoe	Boys & Girls of the Kenai Peninsula
Cooper Landing	Cooper Landing Community Club
Crown Point	Moose Pass Volunteer Fire & EMS
Diamond Ridge	Homer Cycling Club Homer Trails Alliance Kachemak Emergency Services Member Association Kachemak Nordic Ski Club Kachemak Ski Club Snomads Inc
Fritz Creek	Kachemak Nordic Ski Club Kachemak Emergency Services Member Association McNeil Canyon Elementary School Community Council, Inc Snomads Inc
Funny River	Funny River Chamber of Commerce
Hope	Hope Inc
Kachemak Selo	Village of Kachemak Sela Water Co Inc
K-Beach	Cook Inlet Aquaculture Association Kenai Peninsula Food Bank Love Inc Bridges dba Peninsula Spay/Neuter Fund Tsalteshi Trails Association Kenai Peninsula Animal Lovers Rescue
Kasilof	Kasilof Regional Historical Association Kasilof-Cohoe Cemetery Association Back Country Horsemen of Alaska
Lowell Point	Lowell Point Community Council
Moose Pass	Moose Pass Volunteer Fire Co (Crown Point Unit) Moose Pass Chamber of Commerce and Visitor

UNINCORPORATED COMMUNITY	POSSIBLE COMMUNITY RECIPIENT
	Bureau
	Moose Pass Sportsmen’s Club
Nanwalek	Project GRAD
	Chugachmiut, Inc
Nikiski	North Peninsula Community Council
	Nikiski Senior Center
	North Star United Methodist Church
Nikolaevsk	Nikolaevsk, Inc.
Ninilchik	Kenai Peninsula Fair Association
	Ninilchik Community Library
	Bridges dba Ninilchik Saturday Lunch Program
	Ninilchik Senior Citizens
Primrose Moose	Pass Volunteer Fire Co. (Primrose Unit)
Port Graham	Native Village of Port Graham
Razdolna	Village of Razdolna, Inc.
Ridgeway	Boys & Girls Club of the Kenai Peninsula
Seldovia	Seldovia Village Tribe
Sterling	Sterling Community Center, Inc.
	Sterling Area Senior Citizens
Tyonek	Boys & Girls Clubs of Southcentral Alaska
Voznesenka	Voznesenka Community Council, Inc.
	Project GRAD

SECTION 2. That this resolution is effective immediately.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 2ND DAY OF APRIL 2024

Brent Johnson
Brent Johnson, Assembly President

ATTEST:

Michele Turner
Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson
No: None
Absent: None

Introduced by: Mayor
Date: 11/12/24
Hearing: 12/03/24
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-30**

**AN ORDINANCE CONFIRMING THE ASSESSMENT ROLL
FOR THE JUBILEE STREET UTILITY SPECIAL ASSESSMENT DISTRICT AND
ESTABLISHING THE METHOD FOR TERMINATING ASSESSMENTS AND ISSUING
REFUNDS TO PROPERTY OWNERS**

- WHEREAS,** on November 27, 2023, the Kenai Peninsula Borough Mayor approved the petition application for the formation of the Jubilee Street Utility Special Assessment District (the "District"); and
- WHEREAS,** Resolution 2024-005 established the District and authorized the construction of the improvement; and
- WHEREAS,** Ordinance 2023-19-37 appropriated \$42,562 for the District natural gas line project; and
- WHEREAS,** Ordinance 2023-19-53 appropriated an additional \$4,031 for the District natural gas line project; and
- WHEREAS,** the total costs of constructing the improvements, including all allowable amounts as provided in KPB 5.35.080 and AS 29.46.110 ("Costs"), are now known; and
- WHEREAS,** the District special assessment roll has been prepared with the total Costs of the improvement spread equally among all the lots within the District; and
- WHEREAS,** the Borough Clerk has published a notice of the filing of the assessment roll once in a newspaper of general circulation within the Borough stating that such assessment has been made and is on file in the office of the Borough Clerk, and providing notice of the time and place for the hearing held December 3, 2024 where objections would be heard; and
- WHEREAS,** on December 3, 2024, the Assembly held a hearing on the assessment roll at which time all persons objecting to assessments were given an opportunity to present their objections; and
- WHEREAS,** notice of the assessment and hearing was mailed to each owner of record as shown on the rolls of the Borough Assessor not less than ten days before the hearing; and

WHEREAS, the Assembly found no errors or inequalities in the roll; and

WHEREAS, the Assembly finds that the roll should be confirmed; and

WHEREAS, the mainline has been constructed and any necessary property acquisitions completed for the natural gas pipeline in the District (the "Project"); and

WHEREAS, special assessments will be levied on properties in the District that are specially benefited by the Project, and said special assessments, with interest thereon, will be sufficient (together with other amounts) and available to pay the actual cost to the Borough of the improvements plus interest;

NOW, THEREFORE, BE IT ORDAINED BY THE KENAI PENINSULA BOROUGH ASSEMBLY:

SECTION 1. Classification. That this is a noncode ordinance.

SECTION 2. Confirmation of Roll. That the assessment roll for Jubilee Street Utility Special Assessment District ("the District"), attached as Exhibit A to this ordinance, as presented to the Assembly on March 19, 2024 and June 4, 2024 in the total amount of \$46,593 is confirmed.

SECTION 3. Notice of Assessment. On the first day of the month following the enactment date of this ordinance, the Finance Director will mail to the record owner of each property assessed a statement designating the property, the assessment amount, the schedule of payments, the time of delinquency, and penalties. Within five days after the statements are mailed, the Finance Director will publish a notice that the statements have been mailed and that the assessment roll is on file in the office of the Borough Clerk. After enactment of this ordinance the Clerk will record, in the Kenai Recording District, a notice of assessment on all parcels assessed within the utility special assessment district.

SECTION 4. Payment of Assessment. That the entire assessment may be prepaid without interest or penalty within thirty days of the date of mailing of the assessment statement. Thereafter, the assessment may be prepaid in whole or in part with interest to the payment date. Interest on the unpaid amount of the assessment shall accrue at the rate of 10% per annum. Assessments that are not prepaid will be paid in ten equal annual installments on March 31 of each year, commencing March 31, 2025. Installments shall include principal plus accrued interest.

SECTION 5. Delinquencies. That if an installment of the assessment is delinquent, notice of the delinquency shall be mailed to the owner of record. The notice must contain notice of the nonpayment of the installment and that the delinquent balance of the assessment, plus accrued interest and penalty, will become due within thirty days of the date of the notice. The penalty for delinquent installment and assessment payments is the same as the penalty for delinquent real property taxes in effect on

the date of the delinquency.

SECTION 6. Establishment of Reserve and Refund Accounts.

- A. That there is established the District Reserve and Refund Account (the "Reserve and Refund Account").
- B. That there shall be paid into the Reserve and Refund Account:
 - 1. All monies received from ENSTAR Natural Gas Company that are refund entitlements arising out of new customers connecting to the gas line installed within the District; and
 - 2. The final refund due under the ENSTAR line extension tariff; and
 - 3. Interest on the average Reserve and Refund Account balance at the rate determined by the Finance Director to be the average interest earned on Borough investments during the year.

SECTION 7. Distribution of Reserve and Refund Account Funds.

- A. The Borough will refund the funds in the Reserve and Refund Account at the end of each fiscal year an amount equal to the fund balance divided by the number of lots within the District provided the refunded amount is greater than or equal to \$250.00 per parcel. If the amount is under \$250.00, the refund will be carried over to the following fiscal year. The order of refund will be: First, to any outstanding balance applied in the order of unpaid costs, penalty, interest, and then principal; and, Second, to the owner of record as shown on the most recent records of the Borough Assessor. If any lot within the District is divided into two or more lots, the refund for such re-subdivided lots will be computed by counting the re-subdivided lots as a single lot for purposes of determining the initial refund entitlement. If any lots are consolidated, the converse will apply. The initial refund entitlement will then be divided equally among the subject lots. If an account is in a delinquent or foreclosure status, any such refund will be applied against the delinquent balance in the order described above.
- B. That upon the repayment to the Borough of all indebtedness incurred for this assessment district or after the Borough receives the final refund entitlements arising out of new customers connecting to the gas line, any funds remaining in the Reserve and Refund Account shall be distributed as provided under this section.

SECTION 8. Termination of Assessment and Refund of Pro Rata Share of Assessment Prepayments.

- A. That upon the discharge of all indebtedness to the Borough, all unpaid, non-delinquent assessment installments are cancelled. The Finance Director shall refund to the owner of record as shown on the records of the Borough Assessor an amount equal to the fund balance divided by the number of lots within the District.
- B. That for any lot upon which foreclosure proceedings to recover delinquent assessment installments has been commenced prior to the cancellation of remaining assessment installments, the amount due shall be recomputed as provided in subsection A, except there will be no refund.

SECTION 9. Appropriation. That there is appropriated for the purposes set out in this ordinance, the refunds from ENSTAR attributable to the District, all assessments and interest in the District, assessment foreclosure proceeds and interest earned on the funds as provided in Section 6(B)(2). The appropriation under this section does not lapse until after the final refund required under section 7(A) has been made.

SECTION 10. Authority for Ordinance. That this ordinance is enacted pursuant to KPB Chapter 5.35 and in accordance with applicable Alaska State law.

SECTION 11. Severability. That if any one or more of the covenants and agreements provided in this ordinance to be performed on the part of the Borough are declared by any court of competent jurisdiction to be contrary to law, then such covenant or covenants, agreement or agreements are null and void and shall be deemed separable from the remaining covenants and agreements in this ordinance and shall in no way affect the validity of the other provisions of this ordinance.

SECTION 12. Effective Date. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2024.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Finance Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*
Adeena Wilcox, Borough Assessor *aw*
Brandi Harbaugh, Finance Director *BH*

FROM: Nolan Scarlett, Property Tax & Collections Manager *NS*

DATE: October 30, 2024

SUBJECT: Ordinance 2024-30, Confirming the Assessment Roll for the Jubilee Street Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners (Mayor)

This Ordinance confirms the final assessment roll for the Jubilee Street Utility Special Assessment District (“the District”). This is the final step for the Borough in a process that began with the Mayor approving the petition application for the formation of the District, the adoption of Resolution 2024-005 forming the District and authorizing construction of the natural gas mainline improvements, and the passage of Ordinances 2023-19-37 and 2023-19-53, which appropriated \$46,593 for this project. This Ordinance confirms the assessment roll and establishes the methods for terminating assessments and providing refunds to property owners, if necessary.

KPB 5.35.107(C) requires that the owners of at least 60 percent of the parcels within a proposed district sign a petition approving the district, and 60 percent have signed the petition in favor of this District. KPB 5.35.107(C) requires that the owners of at least 60 percent in value of property to be benefited in a proposed district sign a petition approving the district and 70.12 percent have signed the petition in favor of this District.

The gas mainline has been constructed and a bill has been presented to the Borough for payment. The gas mainline benefits 10 parcels within the District. The total cost of the assessment is \$46,593. Based on equal allocation of the total cost of the project, the per lot special assessment in the District is \$4,659.30. The assessment may be prepaid without interest within 30 days of the notice of assessment. If not prepaid, the assessment is payable over a ten-year period in equal installments with interest accruing as provided in the attached ordinance. The assessment constitutes a lien on each parcel within the District.

Your consideration is appreciated.

JUBILEE STREET USAD - FINAL Assessment Roll
ORDINANCE OF ASSESSMENT

USAD Filing Fee per 5.35.030(D): \$1,000
Paid: August 30, 2023

Project Costs	
Enstar Construction Cost:	39,893.00
Enstar Non-Standard Cost:	0.00
Enstar Final Cost:	39,893.00
KPB USAD Administration Cost:	6,700.00
Total Project Cost:	46,593.00
Total # of Parcels for Assessments:	10
Final Cost Per Parcel:	4,659.30

Total Assessed Value (AV) for Calculations:	2023 AV
Total Project Cost:	46,593.00
(Less) Total Prepayments of Assessments:	(618.60) Based on 2023 AV
Total Assessments:	45,974.40

% Parcels Delinquent for Real Property Taxes (<10%):	0.00%	KPB 5.35.070(D), <10%
Total number of parcels for petition % thresholds:	10	
Total # of parcels voted IN FAVOR of project:	6	KPB 5.35.107(C)(6)
% of total parcels IN FAVOR of project:	60.00%	KPB 5.35.107(C)(a), <60%
% of district's assessed value IN FAVOR of project:	70.12%	KPB 5.35.107(C)(b), <60% 2023 AV

PARCEL ID	PHYSICAL ADDRESS	LEGAL	2024 ASSESSED VALUE	LIEN LIMIT <50% AV 5.35.070(C)	MAXIMUM ASSESSMENT	Prepayment Amounts Based on 2023 AV	OWNER	MAILING ADDRESS	CITY, ST, ZIP	SPC ASSMT	2023 DEL TAX	IN FAVOR 'YES'	IN FAVOR \$ AV (based on 2023 AV)
131-093-01	30390 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840153 POPE SUB NO 2 LOT 1	14,300	32.58%	4,659.30		DANIELSON MAIA	5329 SHORELINE DRIVE	KETCHIKAN, AK 99901	NO	NO	YES	13,000
131-093-02	30410 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840153 POPE SUB NO 2 LOT 2	14,300	32.58%	4,659.30		KRUSE HAILEY & AUSTIN	PO BOX 573	CLAM GULCH, AK 99568	NO	NO	YES	13,000
131-093-03	30430 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840153 POPE SUB NO 2 LOT 3	268,600	1.73%	4,659.30		WELLS SUSAN E	37305 CETACEA LN	KENAI, AK 99611	NO	NO	YES	237,500
131-093-04	30450 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840153 POPE SUB NO 2 LOT 4	9,500	49.05%	4,350.00	309.30	CARPENTER MICHAEL WILLIAM	37305 CETACEA LN	KENAI, AK 99611	NO	NO	YES	8,700
131-093-06	30395 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 1	376,900	1.24%	4,659.30		JOHNSON CRAIG L & CLAUDIA	30395 JUBILEE ST	SOLDOTNA, AK 99669	NO	NO	YES	332,900
131-093-07	30415 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 2	14,300	32.58%	4,659.30		LETZRING KELLY RENE	PO BOX 1126	KASILOF, AK 99610	NO	NO		0
131-093-08	30435 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 3	14,300	32.58%	4,659.30		LETZRING KELLY RENE	PO BOX 1126	KASILOF, AK 99610	NO	NO		0
131-093-09	30455 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 4	9,500	49.05%	4,350.00	309.30	LETZRING KELLY RENE	PO BOX 1126	KASILOF, AK 99610	NO	NO		0
131-093-10	47887 POPE PL	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 5	276,000	1.69%	4,659.30		SWABY CLYDE T	44465 GENE AVE	KENAI, AK 99611	NO	NO		0
131-093-20	47834 POPE PL	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0850213 POPE SUB NO 4 LOT 5D	23,600	19.74%	4,659.30		KYNCEY CELESTE	14934 PHILLIPS RD	OAK RUN, CA 96069	NO	NO	YES	22,400
10			1,021,300		45,974.40	618.60		<i>as of 9/24/2024</i>			0	6	627,500

# Parcels													# in favor	AV \$ in favor
														2023 Total Value: \$894,900

Introduced by: Mayor
Date: 03/19/24
Action: Adopted
Vote: 9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2024-005**

**A RESOLUTION TO FORM THE JUBILEE STREET UTILITY SPECIAL
ASSESSMENT DISTRICT AND PROCEED WITH THE IMPROVEMENT
OF A NATURAL GAS MAIN LINE**

WHEREAS, KPB Chapter 5.35 authorizes the formation of utility special assessment districts (“USAD”) within the Kenai Peninsula Borough (“KPB”); and

WHEREAS, an application for a petition to form a USAD was received from the property owners within the proposed district; and

WHEREAS, on November 27, 2023, the Mayor approved the administrative review of the Petition Report, pursuant to KPB 5.35.105 requirements, for the formation of the Jubilee Street USAD (“District”) for construction of a natural gas main line, attached as Mayor’s Report Attachment 1; and

WHEREAS, KPB 5.35.107(C) requires signatures of the owners of record of (a) at least 60 percent of the total number of parcels subject to assessment within a proposed district and (b) at least 60 percent in value of the property to be benefited, in order to be considered by the assembly for formation; and

WHEREAS, the owners of record of 60 percent of the total number of parcels in the proposed District, and 70.12 percent in value of the properties to be benefited, have signed the petition; and

WHEREAS, the petition was submitted timely by the sponsor on January 9, 2024, and on January 11, 2024, the Borough Clerk determined that the petition received bears sufficient signatures meeting the signature thresholds as required by KPB 5.35.107, and acknowledged receipt of a filing fee for \$1,000 as required by KPB 5.35.030(D), (see Mayor’s Report Attachment 3, Certification of Petition); and

WHEREAS, the Borough Clerk gave notice of the public hearing for this resolution by certified mail, return receipt requested, mailed not less than 35 days before the date of the hearing, to each record owner of a parcel in the proposed District; and

WHEREAS, the Borough Clerk further gave notice by publication once a week for two consecutive weeks in a newspaper of general circulation in the KPB, with the first publication appearing not less than 30 days before the date of the hearing; and

WHEREAS, more than 35 days have passed since the mailing of the notice of the public hearing to each record owner of a parcel in the proposed District, and zero (0) written objection to the necessity of formation of the District has been filed with the Borough Clerk; and

WHEREAS, KPB 5.35.110(A) requires the Mayor to prepare for assembly consideration a resolution to form the USAD and proceed with the improvement, and to submit with the resolution a copy of the petition as described in KPB 5.35.107(A);

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the KPB will form the Jubilee Street USAD, and the Mayor is authorized to proceed with the construction of the improvement in accordance with the provisions of KPB Chapter 5.35, and negotiate and execute such documents as are determined to be in the best interests of the KPB to accomplish this project.

SECTION 2. That pursuant to the requirements of KPB 5.35.110, this resolution is supported by the Mayor's Report, which is attached hereto and incorporated herein by reference.

SECTION 3. That the proposed Jubilee Street USAD is necessary and should be made and is hereby formed, and the KPB will proceed with the construction of an extension of Enstar's natural gas main line to a district encompassing 10 benefited parcels in the area of Kasilof, including Jubilee Street, and Pope Place.

SECTION 4. That the boundaries of the USAD for the natural gas main line set forth in the district map as Mayor's Report Attachment 2, page 11, and the properties legally described in the Estimate Assessment Roll as Mayor's Report Attachment 2, page 13, are hereby approved as comprising this USAD.

SECTION 5. That the estimated cost of the project of \$42,562.00, which includes direct costs of \$35,862.00 and KPB administrative costs of \$6,700.00, is approved.

SECTION 6. That the attached Estimate Assessment Roll, Mayor's Report Attachment 2, page 13, which includes properties within the District to be properly included and subject to an assessment of \$4,256.20 per parcel for the improvement, is incorporated by reference herein and adopted.

SECTION 7. That the Mayor is authorized to negotiate and execute such documents as are determined to be in the best interests of the KPB to proceed with construction of the improvement and to accomplish this project.

SECTION 8. That the Borough Clerk will cause a copy of this resolution and the estimated assessment roll to be recorded in the District Recorder's office for the State of Alaska, Kenai District.

SECTION 9. That notice is hereby given that a property owner within the boundaries of the Jubilee Street USAD, unless excluded by Section 6 of this resolution, must pay off the remaining balance of any special assessment on property to be subdivided, or prepay estimated costs if the final assessment has not been determined, before a final plat may be signed and recorded pursuant to KPB 20.60.030.

SECTION 10. That this resolution is effective immediately.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 19TH DAY OF MARCH, 2024.

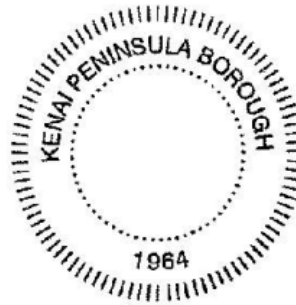


Brent Johnson, Assembly President

ATTEST:



Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson
No: None
Absent: None

Introduced by: Mayor
Date: 02/27/24
Hearing: 03/19/24
Action: Enacted
Vote: 9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-37**

**AN ORDINANCE APPROPRIATING \$42,562 TO THE SPECIAL ASSESSMENT FUND
FOR THE JUBILEE STREET UTILITY SPECIAL ASSESSMENT DISTRICT**

WHEREAS, KPB 5.35 provides authority for creating and financing utility special assessment districts for utility line extension; and

WHEREAS, a petition has been received requesting the formation of a special assessment district in the Kalifornsky area for construction of a natural gas mainline; and

WHEREAS, the Assembly is considering a resolution on March 19, 2024 to form the Jubilee Street Utility Special Assessment District (“USAD”) and proceed with the improvement; and

WHEREAS, financing is necessary to complete the administrative requirements of the ordinance and regulations; and

WHEREAS, pursuant to KPB 5.10.040(A)(13), the Kenai Peninsula Borough may invest in special assessment districts; and

WHEREAS, the estimated total cost of the project of \$42,562 is to be provided as an investment by the General Fund which will be repaid with interest by assessments on the parcels within the USAD;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the amount of \$42,562 is authorized to be advanced to the assessment fund from the General Fund fund balance and appropriated into account 846.94912.JUBIL.49999 for the Jubilee Street Utility Natural Gas Line project.

SECTION 2. That the special assessment fund will repay the full amount with interest to the General Fund through payments made on the special assessments levied.

SECTION 3. That the appropriations made in this ordinance are of project length nature and as such do not lapse at the end of any particular fiscal year.

SECTION 4. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 19TH DAY OF MARCH 2024.

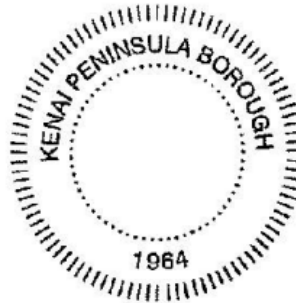
Brent Johnson

Brent Johnson, Assembly President

ATTEST:

Michele Turner

Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson

No: None

Absent: None

Introduced by: Mayor
Date: 05/21/24
Hearing: 06/04/24
Action: Enacted
Vote: 8 Yes, 0 No, 1 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-53**

**AN ORDINANCE APPROPRIATING AN ADDITIONAL \$4,031 TO THE SPECIAL
ASSESSMENT FUND FOR THE JUBILEE STREET UTILITY SPECIAL
ASSESSMENT DISTRICT**

WHEREAS, KPB 5.35 provides authority for creating and financing utility special assessment districts for utility line extension; and

WHEREAS, a petition has been received requesting the formation of a special assessment district in the Kalifornsky area for construction of a natural gas mainline; and

WHEREAS, on March 19, 2024 the Assembly adopted Resolution 2024-005 to form the district and proceed with the improvement for the Jubilee Street Utility Special Assessment District (“USAD”); and

WHEREAS, on March 19, 2024 the Assembly enacted Ordinance 2023-19-37 appropriating \$42,562 for the USAD; and

WHEREAS, the total cost to construct the USAD is now estimated at \$46,593, an increase of \$4,031; and

WHEREAS, financing is necessary to complete the administrative requirements of the ordinance and regulations; and

WHEREAS, pursuant to KPB 5.10.040(A)(13), KPB may invest in special assessment districts; and

WHEREAS, the revised estimated total cost of the project of \$46,593 is to be provided as an investment by the General Fund which will be repaid with interest by assessments on the parcels within the district;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That an additional amount of \$4,031 is authorized to be advanced to the special assessment fund from the General Fund fund balance and appropriated into account 846.94912.JUBIL.49999 for the Jubilee Street Utility Natural Gas Line project.

SECTION 2. That the special assessment fund shall repay the full amount with interest to the General Fund through payments made on the special assessments levied.

SECTION 3. That the appropriations made in this ordinance are of project length nature and as such do not lapse at the end of any particular fiscal year.

SECTION 4. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 4TH DAY OF JUNE, 2024.

Brent Johnson

Brent Johnson, Assembly President

ATTEST:

Michele Turner

Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Tunseth, Tupper, Johnson

No: None

Absent: Ribbens

Introduced by: Mayor
Date: 12/03/24
Action:
Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2024-053**

**A RESOLUTION AUTHORIZING AWARD OF A CONTRACT FOR RFP25-008
SOLDOTNA ELEMENTARY & SOLDOTNA PREP CONSOLIDATION DESIGN
SERVICES**

WHEREAS, the Kenai Peninsula Borough (KPB) Assembly may authorize award of architectural and engineering services for School Construction upon recommendation of the Kenai Peninsula Borough School District Board of Education (Board of Education); and

WHEREAS, on September 23, 2024, the KPB’s Purchasing and Contracting Department formally solicited proposals for RFP25-008 Soldotna Elementary & Soldotna Prep Consolidation Design Services; and

WHEREAS, the project scope will develop and complete an Education Specification for the intent of renovating existing facilities to house Soldotna Elementary, Redoubt Elementary, Montessori Charter School, River City Academy, and the Connections Home School program; and

WHEREAS, on October 23, 2024, two (2) qualified and responsive proposals were received and evaluated by an evaluation committee of qualified Borough and School District stakeholders; and

WHEREAS, the highest ranking proposal was submitted by MCG Explore Design, with a cost proposal of \$383,436.00; and

WHEREAS, the Purchasing and Contracting Department recommends award of a contract to MCG Explore Design of Anchorage, Alaska, and respectfully requests approval for this contract award; and

WHEREAS, at its meeting on _____, the Board of Education recommended _____ of this resolution;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Assembly, upon recommendation from the Board of Education, hereby awards the RFP25-008 Soldotna Elementary & Soldotna Prep Consolidation Design Services to MCG Explore Design the highest ranking proposer.

SECTION 2. The Mayor is authorized to execute all documents and make all agreements deemed necessary to complete this project in accordance with this resolution and the contract documents.

SECTION 3. That all expenditures for this project will be charged to account 401.78050.23S01. 49311 Soldotna Elementary Design Services.

SECTION 4. This resolution is effective immediately.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 3RD DAY OF DECEMBER, 2024.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough Purchasing & Contracting Department

MEMORANDUM

TO: Peter Ribbens , Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BA*

FROM: John Hedges, Purchasing & Contracting Director *JH*

DATE: November 21, 2024

RE: Resolution 2024- 053 , Authorizing Award of a Contract for RFP25-008 Soldotna Elementary & Soldotna Prep Consolidation Design Services (Mayor)

On September 23, 2024, the Kenai Peninsula Borough Purchasing and Contracting Department formally solicited proposals for RFP25-008 Soldotna Elementary & Soldotna Prep Consolidation Design Services.

The project scope will develop and complete an Education Specification for the intent of renovating existing facilities to house Soldotna Elementary, Redoubt Elementary, Montessori Charter School, River City Academy, and the Connections Home School program.

The successful consultant will need to consider the support of an effective elementary educational program, community needs, separation of student population, transportation, site development, student drop off, all while minimizing construction/renovation costs for the project.

On October 23, 2024, two (2) qualified and responsive proposals were received and evaluated by an evaluation committee of qualified Borough and School District stakeholders. The results of that evaluation are as follows:

<u>CONSULTANT</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
MCG Explore Design	Anchorage, AK	332
Wolf Architecture	Palmer, AK	265

The highest ranking proposal was submitted by MCG Explore Design, with a cost proposal of \$383,436. The Purchasing and Contracting Department recommends award of a contract to MCG Explore Design of Anchorage, Alaska. Your approval for this award is requested.

Based on the result of the request for proposals and the evaluation process, it is in the best interest of the Borough to Award this contract.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>401.78050.23S01.49311</u>
Amount:	<u>\$383,436.00</u>
By: <i>CH</i>	Date: <u>11/21/2024</u>

Introduced by: Ribbens
Date: 12/03/24
Action:
Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2024-054**

**A RESOLUTION CONFIRMING APPOINTMENTS OF
ASSEMBLY MEMBERS TO NON-BOROUGH BOARDS**

WHEREAS, it is the duty of the Assembly President to make certain appointments and/or nominations to various borough and non-borough boards, commissions and committees; and

WHEREAS, the Borough Assembly’s adopted Rules of Procedure (Resolution 96-020) require Assembly confirmation of all appointments to non-borough committees and boards;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the appointments listed below are confirmed as follows:

Kenai River Special Management Area Advisory Board
Ryan Tunseth, term to expire with office

Kachemak Bay Research Reserve Community Council
Willy Dunne, term to expire with office

SECTION 2. That this resolution takes effect immediately upon its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 3RD DAY DECEMBER, 2024.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Introduced by: Mayor
Date: 12/03/24
Hearing: 01/07/25
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-19-22**

AN ORDINANCE ACCEPTING AND APPROPRIATING \$65,000 IN FEDERAL PASS-THROUGH FUNDS FROM THE STATE OF ALASKA DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT FOR CYBERSECURITY ASSESSMENT UPDATE

WHEREAS, the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security & Emergency Management (DHS&EM) provides funds to enhance the capability of local governments to prevent, deter, respond to and recover from all-hazard incidents and to enhance regional preparedness efforts; and

WHEREAS, the DHS&EM State Homeland Security Program is a federal grant pass-through program with the Federal Emergency Management Agency which provides funding for planning, equipment, training and exercises; and

WHEREAS, the Kenai Peninsula Borough (KPB) applied for and received funding to complete a cybersecurity vulnerability assessment through a contractor in the amount of \$65,000; and

WHEREAS, it is in the best interest of the KPB to accept the grant funds;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Mayor is authorized to accept \$65,000 in federal pass-through funds from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management and to execute a grant agreement and all other documents deemed necessary to accept and to expend the grant funds and to fulfill the intents and purposes of this ordinance.

SECTION 2. That grant funds in the amount of \$65,000 are appropriated to the account 271.11231.25CYB.49999 for the cybersecurity project and related expenditures.

SECTION 3. This ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2025.**

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Grants Administration

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PMK*
Brandi Harbaugh, Finance Director *BH*
Ben Hanson, IT Director *BH*
Louis Forstner, IT Systems Manager *LF*

FROM: Elizabeth Hardie, Grants Administrator & Community Liaison *EH*

DATE: November 21, 2024

SUBJECT: Ordinance 2024-19- 22, Accepting and Appropriating \$65,000 in Federal Pass-Through Funds from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Cybersecurity Assessment Update (Mayor)

The KPB received an award notification from the Alaska Division of Homeland Security and Emergency Management through the State and Local Cybersecurity Grant Program to fund an update to KPB’s 2021 Cybersecurity Assessment. There is no match requirement.

The assessment will be conducted by a contractor, with guidance from the KPB IT Department. The Project Director is Louis Forstner, IT Systems Manager. The period of performance ends December 31, 2026.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No.:	<u>271-11231-25CYB-49999</u>
Amount:	\$ 65,000
By: <i>EH</i>	Date: <u>11/19/2024</u>

Introduced by: Mayor
Date: 12/03/24
Hearing: 01/07/25
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-34**

**AN ORDINANCE CONFIRMING THE ASSESSMENT ROLL
FOR THE PRINCESS LAKE ESTATES UTILITY SPECIAL ASSESSMENT DISTRICT
AND ESTABLISHING THE METHOD FOR TERMINATING ASSESSMENTS AND
ISSUING REFUNDS TO PROPERTY OWNERS**

- WHEREAS,** on November 16, 2023 the Kenai Peninsula Borough (KPB) Mayor approved the petition application for the formation of the Princess Lake Estates Utility Special Assessment District (the District); and
- WHEREAS,** Resolution 2024-009 established the District and authorized the construction of the improvement; and
- WHEREAS,** Ordinance 2023-19-45 appropriated \$627,435.60 for the District natural gas line project; and
- WHEREAS,** the total costs of constructing the improvements, including all allowable amounts as provided in KPB 5.35.080 and AS 29.46.110 (Costs) are now known; and
- WHEREAS,** the District special assessment roll has been prepared with the total Costs of the improvement spread equally among all the lots within the District; and
- WHEREAS,** the Borough Clerk has published a notice of the filing of the assessment roll once in a newspaper of general circulation within the KPB stating that such assessment has been made and is on file in the office of the Borough Clerk, and providing notice of the time and place for the hearing held January 7, 2025 where objections would be heard; and
- WHEREAS,** on January 7, 2025, the Assembly held a hearing on the assessment roll at which time all persons objecting to assessments were given an opportunity to present their objections; and
- WHEREAS,** notice of the assessment and hearing was mailed to each owner of record as shown on the rolls of the Borough Assessor not less than ten days before the hearing; and
- WHEREAS,** the Assembly found no errors or inequalities in the roll; and

WHEREAS, the Assembly finds that the roll should be confirmed; and

WHEREAS, the mainline has been constructed and any necessary property acquisitions completed for the natural gas pipeline in the District (the Project); and

WHEREAS, special assessments will be levied on properties in the District that are specially benefited by the Project, and said special assessments, with interest thereon, will be sufficient (together with other amounts) and available to pay the actual cost to the KPB of the improvements plus interest;

NOW, THEREFORE, BE IT ORDAINED BY THE KENAI PENINSULA BOROUGH ASSEMBLY:

SECTION 1. Classification. That this ordinance is a non-code ordinance.

SECTION 2. Confirmation of Roll. That the assessment roll for Princess Lake Estates Utility Special Assessment District (“the District”), attached as Exhibit A to this ordinance, as presented to the Assembly on May 7, 2024 in the total amount of \$627,435.60 is confirmed.

SECTION 3. Notice of Assessment. On the first day of the month following the enactment date of this ordinance, the Finance Director will mail to the record owner of each property assessed a statement designating the property, the assessment amount, the schedule of payments, the time of delinquency, and penalties. Within five days after the statements are mailed, the Finance Director will publish a notice that the statements have been mailed and that the assessment roll is on file in the office of the Borough Clerk. After enactment of this ordinance the Clerk will record, in the Kenai Recording District, a notice of assessment on all parcels assessed within the utility special assessment district.

SECTION 4. Payment of Assessment. That the entire assessment may be prepaid without interest or penalty within thirty days of the date of mailing of the assessment statement. Thereafter, the assessment may be prepaid in whole or in part with interest to the payment date. Interest on the unpaid amount of the assessment will accrue at the rate of 10% per annum. Assessments that are not prepaid will be paid in ten equal annual installments on March 31 of each year, commencing March 31, 2026. Installments will include principal plus accrued interest.

SECTION 5. Delinquencies. That if an installment of the assessment is delinquent, notice of the delinquency will be mailed to the owner of record. The notice must contain notice of the nonpayment of the installment and that the delinquent balance of the assessment, plus accrued interest and penalty, will become due within thirty days of the date of the notice. The penalty for delinquent installment and assessment payments is the same as the penalty for delinquent real property taxes in effect on the date of the delinquency.

SECTION 6. Establishment of Reserve and Refund Accounts.

- A. That there is established the District Reserve and Refund Account (the "Reserve and Refund Account").
- B. That the following will be paid into the Reserve and Refund Account:
 - 1. All monies received from ENSTAR Natural Gas Company that are refund entitlements arising out of new customers connecting to the gas line installed within the District; and
 - 2. The final refund due under the ENSTAR line extension tariff; and
 - 3. Interest on the average Reserve and Refund Account balance at the rate determined by the Finance Director to be the average interest earned on KPB investments during the year.

SECTION 7. Distribution of Reserve and Refund Account Funds.

- A. The KPB will refund the funds in the Reserve and Refund Account at the end of each fiscal year an amount equal to the fund balance divided by the number of lots within the District provided the refunded amount is greater than or equal to \$250.00 per parcel. If the amount is under \$250.00, the refund will be carried over to the following fiscal year. The order of refund will be: First, to any outstanding balance applied in the order of unpaid costs, penalty, interest, and then principal; and, Second, to the owner of record as shown on the most recent records of the Borough Assessor. If any lot within the District is divided into two or more lots, the refund for such re-subdivided lots will be computed by counting the re-subdivided lots as a single lot for purposes of determining the initial refund entitlement. If any lots are consolidated, the converse will apply. The initial refund entitlement will then be divided equally among the subject lots. If an account is in a delinquent or foreclosure status, any such refund will be applied against the delinquent balance in the order described above.
- B. That upon the repayment to the KPB of all indebtedness incurred for this assessment district or after the KPB receives the final refund entitlements arising out of new customers connecting to the gas line, any funds remaining in the Reserve and Refund Account will be distributed as provided under this section.

SECTION 8. Termination of Assessment and Refund of Pro Rata Share of Assessment Prepayments.

- A. That upon the discharge of all indebtedness to the KPB, all unpaid, non-delinquent assessment installments are cancelled. The Finance Director will refund to the owner of record as shown on the records of the Borough Assessor an amount equal to the fund balance divided by the number of lots within the District.
- B. That for any lot upon which foreclosure proceedings to recover delinquent assessment installments has been commenced prior to the cancellation of remaining assessment installments, the amount due will be recomputed as

provided in subsection A, except there will be no refund.

SECTION 9. Appropriation. That there is appropriated for the purposes set out in this ordinance, the refunds from ENSTAR attributable to the District, all assessments and interest in the District, assessment foreclosure proceeds and interest earned on the funds as provided in Section 6(B)(2). The appropriation under this section does not lapse until after the final refund required under section 7(A) has been made.

SECTION 10. Authority for Ordinance. That this ordinance is enacted pursuant to KPB Chapter 5.35 and in accordance with applicable Alaska State law.

SECTION 11. Severability. That if any one or more of the covenants and agreements provided in this ordinance to be performed on the part of the KPB is declared by any court of competent jurisdiction to be contrary to law, then such covenant or covenants, agreements or agreements are void and deemed separable from the remaining covenants and agreements in this ordinance and shall in no way affect the validity of the other provisions of this ordinance.

SECTION 12. Effective Date. That this ordinance shall be effective immediately.

ENACTED BY THE KENAI PENINSULA BOROUGH ASSEMBLY THIS *DAY OF *, 2025.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

PRINCESS LAKE ESTATES USAD - FINAL Assessment Roll
ORDINANCE OF ASSESSMENT

FINAL Costs	
Enstar Construction Cost:	607,708.00
Enstar Non-Standard Cost:	4,488.00
Enstar Final Cost:	612,196.00
KPB USAD Administration Cost:	15,239.60
Total Project Cost:	627,435.60
Total # of Parcels for Assessments:	132
Final Cost Per Parcel:	4,753.30

USAD Filing Fee per 5.35.030(D): \$1,000 KPB 5.35.030(D)
Paid: September 13, 2023

Total Assessed Value (AV) for Calculations: **2023 AV**
Total Project Cost: 627,435.60
(Less) Total Prepayments of Assessments: (9,959.90) Based on 2023 AV
Total Assessments: 617,475.70

% Parcels Delinquent for Real Property Taxes (<10%): 0.76% KPB 5.35.070(D), <10%
Total number of parcels for petition % thresholds: 132
Total # of parcels voted IN FAVOR of project: 92 KPB 5.35.107(C)(6)
% of total parcels IN FAVOR of project: 69.70% KPB 5.35.107(C)(a), 60%
% of district's assessed value IN FAVOR of project: 74.39% KPB 5.35.107(C)(b), 60% based on 2023 AV

PARCEL ID <small>** New parcels for 2024</small>	PHYSICAL ADDRESS	LEGAL	2024 ASSESSED VALUE	LIEN LIMIT <50% A.V. 5.35.070(C)	MAXIMUM ASSESSMENT (Inaccessible)	Prepayment Amounts <small>Based on 2023 AV</small>	OWNER	MAILING ADDRESS	CITY, ST, ZIP	2023 DEL TAXES	SPC ASSMNTS	IN FAVOR 'YES'	IN FAVOR \$ AV <small>(based on 2023 AV)</small>
017-080-03		T 6N R 11W SEC 7 & 8 SEWARD MERIDIAN KN S1/2 SEC 7; SW1/4 SEC 8	417,800	1.14%	4,753.30	0.00	KENAI NATIVES ASSN INC	215 FIDALGO AVE STE 204B	KENAI AK 99611	NO	NO	YES	362,500
017-080-17		T 6N R 11W SEC 5 & 6 & 7 SEWARD MERIDIAN KN GL 3 & 4 & S1/2 NW1/4 & SW1/4 NE1/4 & N1/2 SW1/4 & SW1/4 SW1/4 IN SEC 5; GL 3, 6 & 7 & SE1/4 NW1/4 & E1/2 SW1/4 & SE1/4 IN SEC 6; GL 1 & 2 & E1/2 NW1/4 & N1/2 NE1/4 IN SEC 7	776,900	0.61%	4,753.30	0.00	ALASKA MENTAL HEALTH TRUST AUTHORITY	3745 COMMUNITY PARK LOOP STE 200	ANCHORAGE AK 99508	NO	NO	YES	674,700
017-080-19	44973 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2009088 PRINCESS LAKE ESTATES PHASE 1 LOT 1	209,400	2.27%	4,753.30	0.00	LAURITSEN HOLLIE & GUY R	PO BOX 2623	KENAI AK 99611	NO	NO	YES	198,700
017-080-20	44935 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2009088 PRINCESS LAKE ESTATES PHASE 1 LOT 2	187,400	2.54%	4,753.30	0.00	STATON DEBORAH STATON MICHAEL	PO BOX 606 2812 W OKMULGEE ST	KENAI AK 99611 MUSHOGEE OK 74401	NO	NO	YES	199,700
017-080-21	44897 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2009088 PRINCESS LAKE ESTATES PHASE 1 LOT 3	40,700	11.68%	4,753.30	0.00	RANDOLPH JAMES THOMAS	PO BOX 7058	NIKISKI AK 99635	YES	NO	YES	56,000
017-080-31	44859 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 4	36,400	13.06%	4,753.30	0.00	VELIE MICHAEL & VELIE MICHAEL C	44859 OPAL ST	KENAI AK 99611	NO	NO	YES	64,900
017-080-32	44823 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 5	124,500	3.82%	4,753.30	0.00	MCCURDY KELSEY L	44823 OPAL ST	KENAI AK 99611	NO	NO	YES	160,900
017-080-33	44783 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 6	84,100	5.65%	4,753.30	0.00	DEGG LALONNIE L LAMB, AVIS & DANIEL	31758 SARY SU ST 1986 BEATTY RD	ANCHOR POINT AK 99556 HILLSBORO OH 45133	NO	NO	YES	86,300
017-080-34	44735 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 7	29,900	15.90%	4,753.30	0.00	JAGD KELLY & MICHAEL	PO BOX 303	KENAI AK 99611	NO	NO	YES	45,100
017-080-35	44697 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 8	133,300	3.57%	4,753.30	0.00	SOLOWAY MARIA & KEVIN	5511 TYLER CT	FREMONT CA 94538	NO	NO		0
017-080-36	44661 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 9	28,100	16.92%	4,753.30	0.00	OSORIO ELIZABETH	8111 E 36TH AVE, UNIT B	ANCHORAGE AK 99504	NO	NO	YES	48,600
017-080-37	44627 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 10	26,100	18.21%	4,753.30	0.00	WHITING DAVID	2910 W 34TH AVE	ANCHORAGE AK 99517	NO	NO		0
017-080-38	44589 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 11	105,600	4.50%	4,753.30	0.00	HOLLEYMAN ALVINA & HOLLEYMAN LON	3000 S EISENHOWER RD	ROSWELL NM 88203	NO	NO		0
017-080-39	44517 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 12	28,100	16.92%	4,753.30	0.00	BARNUM KIM & TIM	44517 OPAL ST	KENAI AK 99611	NO	NO		0
017-080-40	44517 OPAL ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2010006 PRINCESS LAKE ESTATES PHASE 2 LOT 13	136,400	3.48%	4,753.30	0.00	BARNUM KIM & TIM	44517 OPAL ST	KENAI AK 99611	NO	NO		0
017-080-64	44546 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 59A	79,700	5.96%	4,753.30	0.00	STOUT KENNETH L	8301 NORTHWIND AVE	ANCHORAGE AK 99504	NO	NO	YES	88,700
017-080-65	44580 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 60A	150,100	3.17%	4,753.30	0.00	ANASOGAK WAYNE & NICOLE M	PO BOX 1047	KENAI AK 99611	NO	NO		0
017-080-66	44606 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 61A	33,100	14.36%	4,753.30	0.00	KEWAN MELVIN	PO BOX 2404	SOLDOTNA AK 99669	NO	NO	YES	50,900
017-080-67	44644 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 62A	95,900	4.96%	4,753.30	0.00	HENDERSHOT ERIC	44644 OPAL ST	KENAI AK 99611	NO	NO	YES	50,900
017-080-68	44668 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 63A	183,200	2.59%	4,753.30	0.00	ROHN CHRISTINE L	44668 OPAL ST	KENAI AK 99611	NO	NO	YES	185,900
017-080-69	44702 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 64A	33,900	14.02%	4,753.30	0.00	JEFFRIES NITA & REDENBACH ELIZABETH A	44702 OPAL ST	KENAI AK 99611	NO	NO		0
017-080-70	44736 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 65A	39,100	12.16%	4,753.30	0.00	OSBORN JENNIFER E & HENDRICKSON ERIC M	PO BOX 1918	KENAI AK 99611	NO	NO		0
017-080-71	44770 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 66A	33,100	14.36%	4,753.30	0.00	MARTIN GREGOR P JR	34404 FOREST LN	SOLDOTNA AK 99669	NO	NO	YES	52,100
017-080-72	44810 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 67A	32,500	14.63%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	49,900
017-080-73	44842 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 68A	30,500	15.58%	4,753.30	0.00	MARKS LOREN	44842 OPAL ST	KENAI AK 99611	NO	NO	YES	47,900
017-080-74	44950 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 70A	47,900	9.92%	4,753.30	0.00	FLEMING LEON RAY JR	13943 W KNIGHTS DR	WASILLA AK 99623	NO	NO		0
017-080-75	44950 OPAL ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 71A	69,600	6.83%	4,753.30	0.00	CRAWFORD TYANE MARIE & CRAWFORD JEFFREY THOMAS	44950 OPAL ST	KENAI AK 99611	NO	NO		0
017-080-76	52151 LOWER SALAMATOF AVE	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 72A	211,600	2.25%	4,753.30	0.00	HILL KATY M & RONALD E	52151 LOWER SALAMATOF AVE	KENAI AK 99611	NO	NO	YES	222,700
017-080-77	52109 LOWER SALAMATOF AVE	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 73A	59,700	7.96%	4,753.30	0.00	JEWELL AMY SPENCER & BILLY	PO BOX 740	KENAI AK 99611	NO	NO		0
017-080-78	52075 LOWER SALAMATOF AVE	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 74A	70,000	6.79%	4,753.30	0.00	HILL CHERYL	52075 LOWER SALAMATOF AVE	KENAI AK 99611	NO	NO		0

PARCEL ID <i>** New parcels for 2024</i>	PHYSICAL ADDRESS	LEGAL	2024 ASSESSED VALUE	LIEN LIMIT <50% A.V. 5.35.070(C)	MAXIMUM ASSESSMENT (Infinanceable)	Prepayment Amounts Based on 2023 AV	OWNER	MAILING ADDRESS	CITY, ST, ZIP	2023 DEL TAXES	SPC ASSMTS	IN FAVOR 'YES'	IN FAVOR \$ AV (based on 2023 AV)
017-080-79	52037 LOWER SALAMATOF AVE	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 75A	26,800	17.74%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	40,900
017-080-80	44955 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 76A	41,600	11.43%	4,753.30	0.00	BICHLER JEREMY	44955 WALLERS ST	KENAI AK 99611	NO	NO	YES	54,300
017-080-81	44905 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 77A	27,400	17.35%	4,753.30	0.00	GALYEAN TERRY L	44835 WALLERS ST	KENAI AK 99611	NO	NO	YES	43,900
017-080-82	44869 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 78A	31,000	15.33%	0.00	4,753.30	LORRING KARI & ERIC	46060 RIVERSIDE LN	SOLDOTNA AK 99669	NO	NO		0
017-080-83	44835 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 79A	37,600	12.64%	4,753.30	0.00	GALYEAN TERRY L	44835 WALLERS ST	KENAI AK 99611	NO	NO	YES	55,400
017-080-84		T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 80A	33,000	14.40%	4,753.30	0.00	LG REVOCABLE LIVING TRUST	PO BOX 220625	ANCHORAGE AK 99522	NO	NO	YES	50,800
017-080-85	44771 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 81A	29,200	16.28%	4,753.30	0.00	HEMPHILL GREGORY L	44771 WALLERS ST	KENAI AK 99611	NO	NO	YES	47,000
017-080-86	44737 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 82A	33,000	14.40%	4,753.30	0.00	REESE MICHELLE	PO BOX 911	MEEKER CO 81641	NO	NO		0
017-080-87	44713 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 83A	31,500	15.09%	4,753.30	0.00	LG REVOCABLE LIVING TRUST	PO BOX 220625	ANCHORAGE AK 99522	NO	NO	YES	49,300
017-080-88	44673 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 84A	267,300	1.78%	4,753.30	0.00	WILCOX MARY LOU S & WILLIAM L	PO BOX 772	SOLDOTNA AK 99669	NO	NO	YES	195,600
017-080-89	44641 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 85A	165,200	2.88%	4,753.30	0.00	WELLS ZACHARY	PO BOX 766	KENAI AK 99611	NO	NO	YES	177,600
017-080-90	44605 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 86A	29,200	16.28%	4,753.30	0.00	YOUNG MIKALELA ROSE	PO BOX 60061	FAIRBANKS AK 99706	NO	NO	YES	47,000
017-080-91	44571 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 87A	29,200	16.28%	4,753.30	0.00	HALLENBECK RONDA L HALLENBECK LOUIS J	6709 LIPSCOMB DR 44571 WALLERS ST	WILLIAMINGTON NC 28412 KENAI AK 99611	NO	NO	YES	47,000
017-080-92	44539 WALLERS ST	T 6N R 11W SEC 12 SEWARD MERIDIAN KN 2011090 PRINCESS LAKE ESTATES 2011 REPLAT LOT 88A	154,400	3.08%	4,753.30	0.00	PAULSON MARSHALL	110 FBO RD	KENAI AK 99611	NO	NO	YES	145,000
017-200-01		T 6N R 12W SEC 13 & 24 SEWARD MERIDIAN KN ALL OF SEC 13; N1/2 & SE1/4 & N1/2 SW1/4 & SE1/4 SW1/4 IN SEC 24	955,500	0.50%	4,753.30	0.00	KENAI NATIVES ASSN INC	215 FIDALGO AVE STE 204B	KENAI AK 99611	NO	NO	YES	829,200
017-254-21		T 6N R 12W SEC 1 SEWARD MERIDIAN KN A PORTION OF THE E1/2 SE1/4 EXCL ROWS	193,800	2.45%	4,753.30	0.00	ALCAN VENTURES LIMITED	8090 JACKPINE RD	VERNON V1B3M9 CANADA	NO	NO	YES	168,600
017-254-27		T 6N R 12W SEC 1 SEWARD MERIDIAN KN 2008093 SALAMATOF AIR PARK ALCAN ADDN NO 1 LOT B4 <i>[No Known Restrictions to Develop this parcel]</i>	0	0.00%	0.00	4,753.30	SALAMATOF AIR PARK SUBDIVISION OWNERS INC	PO BOX 768	KENAI AK 99611	NO	NO		0
017-254-28		T 6N R 12W SEC 1 SEWARD MERIDIAN KN 2008093 SALAMATOF AIR PARK ALCAN ADDN NO 1 LOT B5	9,900	48.01%	4,300.00	453.30	ALCAN VENTURES LIMITED	8090 JACKPINE RD	VERNON V1B3M9 CANADA	NO	NO	YES	8,600
017-260-73	44635 LAKE VISTA DR	T 6N R 12W SEC 12 SEWARD MERIDIAN KN NW1/4 EXCLUDING LAKE VISTA ESTATES SUB PART 4	180,400	2.63%	4,753.30	0.00	KEGLER CARRIE MARIE & KRUGER JON	48419 GRANT AVE	KENAI AK 99611	NO	NO		0
017-265-03		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014011 PRINCESS LAKE ESTATES PHASE 3 LOT 17	60,300	7.88%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	53,000
017-265-04		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014011 PRINCESS LAKE ESTATES PHASE 3 LOT 24	41,300	11.51%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	36,200
017-265-05	52486 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014011 PRINCESS LAKE ESTATES PHASE 3 LOT 28	155,600	3.05%	4,753.30	0.00	HEALE EMILY M & WIZIK ANDREW J	52486 TREASURE CHEST AVE	KENAI AK 99611	NO	NO	YES	160,700
017-265-11		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 69A	32,500	14.63%	4,753.30	0.00	ROPER MARYNA	48166 RYAN CREEK CIR	SOLDOTNA AK 99669	NO	NO	YES	49,900
017-265-12	52438 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 29	24,400	19.48%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO		0
017-265-14		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 89	27,400	17.35%	4,753.30	0.00	MUNSELL MARLENE & BARRY R	PO BOX 876211	WASILLA AK 99687	NO	NO		0
017-265-15		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 90	25,100	18.94%	4,753.30	0.00	DELPH KIMBERLY E & TIMOTHY M	5661 E CHERRY CIR	WASILLA AK 99654	NO	NO		0
017-265-16		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 91	27,400	17.35%	4,753.30	0.00	DELPH KIMBERLY E & TIMOTHY M	5661 E CHERRY CIR	WASILLA AK 99654	NO	NO		0
017-265-17	44407 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 92	25,100	18.94%	4,753.30	0.00	BRIGGS LARRY	44373 WALLERS ST	KENAI AK 99611	NO	NO	YES	47,000
017-265-18	44373 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 93	162,800	2.92%	4,753.30	0.00	TUCKER RHONDA L & BRIGGS LARRY G	44373 WALLERS ST	KENAI AK 99611	NO	NO	YES	154,800
017-265-19	44331 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 94	134,500	3.53%	4,753.30	0.00	TUCKER RHONDA & BRIGGS LARRY	44373 WALLERS ST	KENAI AK 99611	NO	NO	YES	129,800
017-265-20		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 95	22,600	21.03%	4,753.30	0.00	YORK MATTHEW D	PO BOX 2300	KENAI AK 99611	NO	NO		0
017-265-21	44275 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 96	108,700	4.37%	4,753.30	0.00	FICK SARA J & RAND RICHARD J III	44275 WALLERS ST	KENA AK 99611	NO	NO	YES	42,300
017-265-22	44229 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 97	74,100	6.41%	4,753.30	0.00	CHRISTENSEN LUCIANA & RANDALL	44229 WALLERS ST	KENAI AK 99611	NO	NO		0
017-265-23	44199 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 98	60,700	7.83%	4,753.30	0.00	CHOCKLEY TRACY M	44199 WALLERS ST	KENAI AK 99611	NO	NO		0
017-265-24	44167 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 99	22,600	21.03%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO		0
017-265-25	44133 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 100	29,100	16.33%	4,753.30	0.00	MILLER CASEY V & SAMAKIN DOUGLAS P	PO BOX 1426	KENAI AK 99611	NO	NO		0
017-265-26	44105 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 101	31,700	14.99%	4,753.30	0.00	ZUDELL TAMMY & STACY	1604 TWILIGHT WAY	KENAI AK 99611	NO	NO	YES	51,500
017-265-27	44067 WALLERS ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 102	22,600	21.03%	4,753.30	0.00	ZUDELL TAMMY & STACY	1604 TWILIGHT WAY	KENAI AK 99611	NO	NO	YES	42,300
017-265-28	52028 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 103	176,900	2.69%	4,753.30	0.00	DILLON JOAN L & TIMOTHY J	14896 KENAI SPUR HWY STE 204	KENAI AK 99611	NO	NO	YES	191,800

PARCEL ID <i>** New parcels for 2024</i>	PHYSICAL ADDRESS	LEGAL	2024 ASSESSED VALUE	LIEN LIMIT <50% A.V. 5.35.070(C)	MAXIMUM ASSESSMENT (Infinanceable)	Prepayment Amounts Based on 2023 AV	OWNER	MAILING ADDRESS	CITY, ST, ZIP	2023 DEL TAXES	SPC ASSMTS	IN FAVOR 'YES'	IN FAVOR \$ AV (based on 2023 AV)
017-265-29	52072 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 104	23,300	20.40%	4,753.30	0.00	DILLON AARON M	35555 KENAI SPUR HWY PMB 119	SOLDOTNA AK 99669	NO	NO		0
017-265-30	52114 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 105	42,800	11.11%	4,753.30	0.00	MARTIN RACHELE	52114 TREASURE CHEST AVE	KENAI AK 99611	NO	NO	YES	63,500
017-265-31	52170 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 124	30,200	15.74%	4,753.30	0.00	BROYLES TERESA	3501 TANGLEWOOD PL	ANCHORAGE AK 99517	NO	NO	YES	47,900
017-265-32	52202 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 125	20,300	23.42%	4,753.30	0.00	COMODERO LIGAYA & MURPHY ROBERT	PO BOX 1141	KENA AK 99611	NO	NO		0
017-265-33	52234 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 126	29,600	16.06%	4,753.30	0.00	WHYBARK MARY E	PO BOX 1755	KENAI AK 99611	NO	NO	YES	47,200
017-265-34	52268 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 127	20,300	23.42%	4,753.30	0.00	DEATER DARREN D	PO BOX 111042	ANCHORAGE AK 99511	NO	NO		0
017-265-35	52302 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 128	20,300	23.42%	4,753.30	0.00	JONES KALLIE A	3030 E SANDMAN CIR	WASILLA AK 99654	NO	NO		0
017-265-36	52332 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 129	34,900	13.62%	4,753.30	0.00	PATCHETT GERMAINE	PO BOX 428	KASIOF AK 99610	NO	NO		0
017-265-37	52360 TREASURE CHEST AVE	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2014013 PRINCESS LAKE ESTATES PHASE 4 LOT 130	34,500	13.78%	4,753.30	0.00	BROWN WILLIAM	52360 TREASURE CHEST AVE	KENAI AK 99611	NO	NO	YES	37,900
017-265-38		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 30	16,600	28.63%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,300
017-265-39		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 31	16,600	28.63%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,400
017-265-40		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 32	16,600	28.63%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,400
017-265-41		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 33	16,700	28.46%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,500
017-265-42		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 34	16,700	28.46%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,500
017-265-43		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 35	16,600	28.63%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,400
017-265-44		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 36	16,700	28.46%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,500
017-265-45		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 37	17,000	27.96%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,800
017-265-46		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 131	17,600	27.01%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	15,200
017-265-47		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 132	16,600	28.63%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,400
017-265-48		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 133	16,800	28.29%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,500
017-265-49		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 134	16,800	28.29%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,500
017-265-50		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 135	16,600	28.63%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,400
017-265-51		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 136	16,100	29.52%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	13,900
017-265-52		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 54	18,500	25.69%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	16,000
017-265-53		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 55	21,600	22.01%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	18,700
017-265-54		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 56	20,400	23.30%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	17,800
017-265-55		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 58A	22,300	21.32%	4,753.30	0.00	MEADOWS STEVEN LEWIS TALEITHA	53093 THUNDER RD PO BOX 1868	KENAI AK 99611 KENAI AK 99611	NO	NO	YES	43,500
017-265-56		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 14A	16,800	28.29%	4,753.30	0.00	BARNUM TIM	44517 OPAL ST	KENAI AK 99611	NO	NO		0
017-265-57	44461 OPAL ST	T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 15A	19,000	25.02%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	16,800
017-265-58		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 16	18,800	25.28%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	16,500
017-265-59		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 TRACT D1	49,200	9.66%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	42,600
017-265-60		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 50	17,000	27.96%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,800
017-265-61		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 51	17,300	27.48%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	15,000
017-265-62		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 52	17,300	27.48%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	36,900
017-265-63		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 53	19,300	24.63%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	36,900
017-265-64		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 38	18,700	25.42%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	16,300
017-265-65		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 39	16,600	28.63%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	14,300
017-265-66		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 40	19,100	24.89%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	16,600
017-265-67		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 41	19,100	24.89%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	16,600
017-265-68		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 42	19,800	24.01%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	17,200

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017-265-69	52322 THORITE LN	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 43	19,400	24.50%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO		0
017-265-71		T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 118	29,600	16.06%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	25,900
017-265-72	44211 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 119	20,900	22.74%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	18,400
017-265-73	44175 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 120	18,800	25.28%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO		0
017-265-74	44133 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 121	18,800	25.28%	4,753.30	0.00	CALVIN JESSICA	25593 SUSAN DR	KASIOF AK 99610	NO	NO		0
017-265-75	44103 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 122	21,300	22.32%	4,753.30	0.00	ANDERSON SIERRA & BRANDON	2710 WATERGATE WAY	KENAI AK 99611	NO	NO		0
017-265-76	44071 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 LOT 123	18,900	25.15%	4,753.30	0.00	COOPER VERONICA	601 E NORTHERN LIGHTS BLVD STE A	ANCHORAGE AK 99503	NO	NO		0
017-265-77	52412 TREASURE CHEST AVE	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 TRACT B1	43,100	11.03%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	37,700
017-265-80	44070 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 106	24,400	19.48%	4,753.30	0.00	CARVALHO MICHAEL STEVEN	PO BOX 235	PALMER TX 75152	NO	NO		0
017-265-81	44102 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 107	19,600	24.25%	4,753.30	0.00	ZUDELL TAMMY & STACY	1604 TWILIGHT WAY	KENAI AK 99611	NO	NO		0
017-265-82	44134 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 108	22,600	21.03%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	19,900
017-265-83	44160 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 109	22,600	21.03%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	19,900
017-265-84	44196 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 110	22,600	21.03%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	19,900
017-265-85	44226 ERINITE ST	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 111	19,600	24.25%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	39,800
017-265-86		T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 112	22,400	21.22%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	19,800
017-265-87	44288 ERINITE CIR	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 113	18,800	25.28%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	38,000
017-265-88	44296 ERINITE CIR	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 114	28,200	16.86%	4,753.30	0.00	MARTIN KARLI	52114 TREASURE CHEST AVE	KENAI AK 99611	NO	NO	YES	57,800
017-265-89		T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 115	17,100	27.80%	4,753.30	0.00	VERTON OLGA & LARRY	1401 NE STODDARD LN	HERMISTON OR 97838	NO	NO		0
017-265-90		T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 116	18,900	25.15%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO		0
017-265-91		T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2020030 PRINCESS LAKE ESTATES PHASE 7 LOT 117	20,200	23.53%	4,753.30	0.00	KENAI GRAVEL PRODUCTS LLC	PO BOX 540155	NORTH SALT LAKE UT 84054	NO	NO	YES	17,700
** 017-254-52		T 06N R 12W SEC 01 Seward Meridian KN 2023042 SALAMATOF AIR PARK ALCAN 2022 REPLAT LOT CSA	26,800	17.74%	4,753.30	0.00	ALCAN VENTURES LIMITED	8090 JACKPINE RD	VERNON V1B3M9 CANADA	NO	NO	YES	26,800
** 017-260-78		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2023025 SMITH STATION SUB TRACT A	108,100	4.40%	4,753.30	0.00	SMITH MELISSA & JOSHUA	44540 BERYL ST	KENAI AK 99611	NO	NO	YES	97,300
** 017-260-79		T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2023025 SMITH STATION SUB TRACT B	100,300	4.74%	4,753.30	0.00	STATON STEPHEN	28850 REFLECTION LAKE RD	SOLDOTNA AK 99669	NO	NO	YES	78,500
132		# Parcels for Assessment & Petition Calculation	8,600,000		617,475.70	9,959.90 = Total Prepayments Paid				1		92	6,839,000

**New parcels for 2024, Certified 2024 Values: KN 2023042 recorded 9/1/2023; KN 2023025 recorded 6/13/2023

0.76% <10% 5.35.070(D) # in favor \$ AV in favor
% of parcels del Total 2023 AV: \$9,192,900

Parcel Excluded by Assessing Due to Assessed Value & Restriction for Improvements										Notes:
017-265-79	AIRSTrip	T 06N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 TRACT E	0.00				TREASURE CHEST AIRPARK HOMEOWNERS ASSOCIATION INC	PO BOX 1597	KENAI AK 99611	Treasure Chest Airport
1	# Parcels excluded by Assessing									
133	Total Number of Parcels in District									

as of 10/9/2024

Introduced by: Mayor
Date: 05/07/24
Action: Adopted
Vote: 9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2024-009**

**A RESOLUTION FORMING THE PRINCESS LAKE ESTATES UTILITY SPECIAL
ASSESSMENT DISTRICT AND PROCEEDING WITH THE IMPROVEMENT OF A
NATURAL GAS MAIN LINE**

- WHEREAS,** KPB Chapter 5.35 authorizes the formation of utility special assessment districts within the Kenai Peninsula Borough (“KPB”); and
- WHEREAS,** an application for a petition to form a utility special assessment district (“USAD”) was received from the property owners within the proposed district; and
- WHEREAS,** on November 16, 2023, the Mayor approved the Administrative Review of the Petition Report, pursuant to KPB 5.35.105 requirements, for the formation of the Princess Lake Estates USAD for construction of a natural gas main line extension, attached as Mayor’s Report Attachment 1; and
- WHEREAS,** KPB 5.35.107(C) requires signatures of the owners of record of (a) at least 60 percent of the total number of parcels subject to assessment within the proposed district and (b) at least 60 percent in value of the property to be benefited, in order to be considered by the assembly for formation; and the owners of record of 69.70 percent of the total number of parcels, and 74.39 percent in value of the properties to be benefited, have signed the petition; and
- WHEREAS,** the petition was submitted timely by the sponsor on February 15, 2024, and on February 21, 2024, the Clerk determined that the petition bears sufficient signatures meeting the signature thresholds as required by KPB 5.35.107, and acknowledged receipt of a filing fee for \$1,000 as required by KPB 5.35.030(D), (see Mayor’s Report Attachment 3, Certification of Petition); and
- WHEREAS,** KPB gave notice of the public hearing for this resolution by certified mail, return receipt requested, mailed not less than 35 days before the date of the hearing, to each record owner of a parcel in the proposed district; and
- WHEREAS,** KPB further gave notice by publication once a week for two consecutive weeks in a newspaper of general circulation in the KPB, with the first publication appearing not less than 30 days before the date of the hearing; and

WHEREAS, more than 35 days have passed since the mailing of the notice of the public hearing to each record owner of a parcel in the proposed district, and zero (0) written objection to the necessity of formation of the district has been filed with the KPB Clerk; and

WHEREAS, KPB 5.35.110(A) requires the Mayor to prepare for Assembly consideration a resolution to form the special assessment district and proceed with the improvement, and to submit with the resolution a copy of the petition as described in KPB 5.35.107(A);

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the KPB will form the Princess Lake Estates (USAD, and the Mayor is authorized to proceed with the construction of the improvement in accordance with the provisions of KPB Chapter 5.35, and negotiate and execute such documents as are determined to be in the best interests of the KPB to accomplish this project.

SECTION 2. That pursuant to the requirements of KPB 5.35.110, this resolution is supported by the Mayor's Report, which is attached hereto and incorporated herein by reference.

SECTION 3. That the proposed Princess Lake Estates USAD is necessary and should be made and is hereby formed, and the KPB will proceed with the construction of an extension of Enstar Natural Gas Company's natural gas main line extension to a district encompassing 132 benefited parcels in the area of Salamatof, including those section of Lower Salamatof Avenue and Treasure Chest Avenue, Erinite Street, Lake Vista Drive, Opal Street, Thorite Lane, and Wallers Street.

SECTION 4. That the boundaries of the USAD for the natural gas main line extension set forth in the district map as Mayor's Report Attachment 2, page 11, and the properties legally described in the Estimate Assessment Roll as Mayor's Report Attachment 2, page 13, are hereby approved as comprising the USAD.

SECTION 5. That the estimated cost of the project of \$627,435.60, which includes direct costs of \$612,196.00 and KPB Administrative costs of \$15,239.60, is approved.

SECTION 6. That the attached Estimate Assessment Roll, Mayor's Report Attachment 2, page 13, which includes properties within the district to be properly included and subject to an assessment of \$4,753.30 per parcel for the improvement, is incorporated by reference herein and adopted.

SECTION 7. Pursuant to the requirements of KPB 5.35.105(B) and 5.35.110(E)(4), that the following one (1) property shall be excluded from the district and will not receive the benefit of the improvement and will not be subject to the assessment as the Mayor has determined this property as not directly benefiting from the improvement due to the property's physical characteristic, T 6N R 12W SEC 12 SEWARD MERIDIAN KN 2016001 PRINCESS LAKE ESTATES PHASE 5 TRACT E (PIN 017-265-79); see Attachment 1, page 3.

SECTION 8. That the Mayor is authorized to negotiate and execute such documents as are determined to be in the best interests of the KPB to proceed with construction of the improvement and to accomplish this project.

SECTION 9. That the Clerk shall cause a copy of this resolution and the estimated assessment roll to be recorded in the District Recorder's office for the State of Alaska in Kenai.

SECTION 10. That notice is hereby given that a property owner within the boundaries of the Princess Lake Estates USAD, unless excluded by Section 6 of this resolution, must pay off the remaining balance of any special assessment on property to be subdivided, or prepay estimated costs if the final assessment has not been determined, before a final plat may be signed and recorded pursuant to KPB 20.60.030.

SECTION 11. That this resolution shall be effective immediately.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 7TH DAY OF MAY, 2024.

Brent Johnson

Brent Johnson, Assembly President

ATTEST:

Michele Turner

Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson

No: None

Absent: None

Introduced by: Mayor
Date: 04/16/24
Hearing: 05/07/24
Action: Enacted
Vote: 9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-45**

**AN ORDINANCE APPROPRIATING \$627,435.60 TO THE SPECIAL ASSESSMENT
FUND FOR THE PRINCESS LAKE ESTATES UTILITY SPECIAL ASSESSMENT
DISTRICT**

WHEREAS, KPB 5.35 provides authority for creating and financing utility special assessment districts for utility line extension; and

WHEREAS, a petition has been received requesting the formation of a special assessment district in the north Kenai area for construction of a natural gas mainline; and

WHEREAS, a resolution to form the Princess Lake Estates Utility Special Assessment District (“USAD”) and proceed with the improvement will be scheduled for Assembly consideration at its May 7, 2024 meeting; and

WHEREAS, financing is necessary to complete the administrative requirements under KPB Code; and

WHEREAS, pursuant to KPB 5.10.040(A)(13), KPB may invest in special assessment districts; and

WHEREAS, the estimated total cost of the project of \$627,435.60 is an investment appropriation from the General Fund which will be repaid with interest through assessments on the parcels within the USAD;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the amount of \$627,435.60 is authorized to be advanced to the assessment fund from the General Fund fund balance and appropriated into account 847.94912.PRNLK.49999 for the Princess Lake Estates Utility Natural Gas Line project.

SECTION 2. That the special assessment fund shall repay the full amount with interest to the General Fund through payments made on the special assessments levied.

SECTION 3. That the appropriations made in this ordinance are of project length nature and as such do not lapse at the end of any particular fiscal year.

SECTION 4. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 7TH DAY OF MAY, 2024.

Brent Johnson

Brent Johnson, Assembly President

ATTEST:

Michele Turner

Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson

No: None

Absent: None

Introduced by: Mayor
Date: 12/03/24
Hearing: 01/21/25
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 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**

- WHEREAS,** the Kenai Peninsula Borough (KPB) has had an accredited floodplain management program under the Federal Emergency Management Agency’s (FEMA) National Flood Insurance Program (NFIP) since 1986, which makes federal disaster insurance, federal hazard mitigation grants, federally-subsidized mortgages, and affordable individual homeowner flood insurance available within the KPB; and
- WHEREAS,** KPB’s continued participation in the NFIP is predicated upon continued good standing in that program; and
- WHEREAS,** KPB staff from the Donald E. Gilman River Center administers the Floodplain Management Program, which includes adopting Flood Insurance Rate Maps (FIRMs) and Flood Insurance Studies (FIS) when they become available; and
- WHEREAS,** the effective FIRMs for the Kenai River are 43 years old; and
- WHEREAS,** in May of 2020 FEMA began the process of remapping 47 miles of the Kenai River from Skilak Lake to Cook Inlet; and
- WHEREAS,** on June 22, 2023, KPB and FEMA representatives attended an open house at the Donald E. Gilman River Center to allow the public the opportunity to speak with floodplain specialists regarding the FIRMs; and
- WHEREAS,** on September 25, 2023, FEMA notified KPB that the public could appeal preliminary FIRMs between October 11, 2023, and January 9, 2024; and
- WHEREAS,** on October 2, 2023, KPB shared the appeal process on the Floodplain Management Program webpage and mailed this information to property owners affected by the revisions; and
- WHEREAS,** on August 28, 2024, FEMA finalized its determinations and informed KPB that KPB must adopt the new regulatory products by February 28, 2025, in order to remain in good standing in the NFIP; and

WHEREAS, direct mail notice of this ordinance as required by KPB 21.04.020 was sent to impacted property owners; and

WHEREAS, the Funny River Advisory Planning Commission, at its regularly scheduled meeting of December 11, 2024, recommended _____;

WHEREAS, the Planning Commission at its regularly scheduled meeting of December 16, 2024, recommended _____;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That KPB 21.06.030(B)(1) is hereby amended to read as follows:

21.06.030. General Provisions.

B. *Basis for Establishing Flood Hazard Areas.* Flood hazard areas are identified as follows:

1. By the areas of special flood hazard identified by the Federal Insurance Administration in the scientific and engineering report entitled "Flood Insurance Study" (FIS) for the Kenai Peninsula Borough, Alaska dated May 19, 1981, revised on July 5, 1983, December 6, 1999, September 27, 2013, [AND]October 20, 2016[.], and February 28, 2025. These areas are depicted on the effective Flood Insurance Rate Map (FIRM) and Digital Flood Insurance Rate Map (DFIRM) Panels. The map panels numbered 020012-1350 and 1700 have been deleted and the areas depicted by these panels are not subject to the terms of this chapter. Excluding these panels, the FIRMs are adopted by reference and declared to be a part of this chapter. The FIRMs are on file at the planning department. The best available information for flood hazard as outlined in KPB 21.06.040(C)(3) shall be the basis for regulation until a new FIRM or DFIRM is issued which incorporates the base flood plain data obtained pursuant to that section.

...

SECTION 2. That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2025.**

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Planning Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor JMK
Robert Ruffner, Planning Director RR
Samantha Lopez, River Center Manager SL

FROM: Julie Hindman, Floodplain Administrator JH

DATE: November 21, 2024

SUBJECT: Ordinance 2024- 35 , 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)

The Kenai Peninsula Borough (KPB) has been a participating community in the Federal Emergency Management Agency's (FEMA) National Flood Insurance Program (NFIP) since 1986. The NFIP makes federal disaster insurance, federal hazard mitigation grants, federally-subsidized mortgages, and affordable flood insurance available within participating communities. A requirement of participating in the NFIP is that communities must adopt and regulate a Floodplain Management Program. KPB staff from the Donald E. Gilman River Center administers the KPB Floodplain Management Program. Participation within the NFIP requires adopting new Flood Insurance Rate Maps (FIRMs) when they become available, along with the supporting Flood Insurance Study (FIS). The Ordinance will adopt new FIRMs for 47 miles of the Kenai River, from the outlet of Skilak Lake to the Cook Inlet, effective February 28, 2025.

The majority of the current FIRMs for the Kenai River were created forty-three years ago, in 1981. Rivers are dynamic and can change the floodplain in that amount of time, so in 2020 KPB began working with FEMA to update the FIRMs for the Kenai River. For nearly five years, River Center staff has worked closely with FEMA through several technical reviews and, in conjunction with FEMA, held several public outreach events in an effort to accurately update the Kenai River FIRMs.

On August 28, 2024, FEMA issued its *Letter of Final Determination*, giving KPB six months to accept and adopt the new FIRMs or be suspended from the NFIP. If suspended, KPB and landowners in the floodplain would lose access to flood insurance, federally-subsidized mortgages, certain grant funds, and the ability to receive disaster relief funds. Losing access to these resources would have a profoundly negative impact on the residents of the KPB; therefore, River Center staff requests your support of the Ordinance.

Your consideration is appreciated.



NOTICE OF PUBLIC HEARINGS

Owner
Attention
Mailing Address
Mailing City, State Zip Code

November 15, 2024

Parcel ID(s): Parcel Number

Public notice is hereby given that the Kenai Peninsula Borough (KPB) will be conducting public hearings on an Ordinance to amend KPB 21.06. The Ordinance will adopt the Flood Insurance Study (FIS) report and Flood Insurance Rate Maps (FIRM), with the effective date of February 28, 2025. As an owner of property within the study boundaries, you are receiving this notice. Changes to the regulatory floodplain may mean that that updates to the regulations that apply to developments on your property may apply.

The new FIS and maps can be found on the online FEMA Flood Map Services Center at <https://msc.fema.gov/portal/home>. Additional information may be found at <https://www.kpb.us/river-center/agencies/kenai-river-flood-map-update>.

The Ordinance will be heard at several KPB public meetings. The schedule is as follows:

KPB Assembly Introduction, Tuesday, December 3, 2024, 6:00 p.m., or as soon thereafter as business permits, in the KPB Assembly Chambers, 144 N. Binkley Steet, Soldotna, Alaska. Written comments for this meeting must be received by 6:00 p.m. Tuesday, December 3, 2024 and may be mailed to Kenai Peninsula Borough Clerk, 144 N. Binkley St., Soldotna, Alaska 99669 or emailed to assemblyclerk@kpb.us.

KPB Planning Commission, Monday, December 16, 2024, 7:30 p.m., or as soon thereafter as business permits, in the KPB Assembly Chambers, 144 N. Binkley Street, Soldotna, Alaska. Written comments for this meeting must be received by 1:00 p.m. Friday, December 13, 2024 and may be mailed to Donald E. Gilman River Center, 514 Funny River Rd., Soldotna, Alaska 99669 or emailed to KenaiRivCenter@kpb.us.

KPB Assembly Public Hearing, Tuesday, January 21, 2025, 6:00 p.m., or as soon thereafter as business permits, in the KPB Assembly Chambers, 144 N. Binkley Steet, Soldotna, Alaska. Written comments for this meeting must be received by 6:00 p.m. Tuesday, January 21, 2025 and may be mailed to Kenai Peninsula Borough Clerk, 144 N. Binkley St., Soldotna, Alaska 99669 or emailed to assemblyclerk@kpb.us.

If you have any questions, please contact the River Center at (907) 714-2460 or KenaiRivCenter@kpb.us.



National Flood Insurance Program

What is the National Flood Insurance Program (NFIP)?

The NFIP is a federal program created by Congress to mitigate future flood losses. The program enacts and enforces floodplain management regulations and provides property owners and renters access to government-backed flood insurance policies.

Floodplain management regulations help keep residents safer, minimize property damage, and help build resilient communities. By employing wise floodplain management strategies, communities can protect against much of the devastating financial losses from flood disasters.

Why do communities participate in the NFIP?

Communities may choose to participate in the NFIP for various reasons, including:

- To make the community more resilient in the event of flooding;
- To protect residents against the risk of financial uncertainty that flooding can bring if flood insurance is not available;
- To allow residents to purchase flood insurance, thereby transferring the financial risk of flooding in exchange for an annual premium; and/or
- To receive flood disaster assistance in the community with Special Flood Hazard Areas (SFHAs), as federal agencies may not provide assistance unless the community participates in the program.
- To qualify for federal grant funding opportunities from U.S. Army Corps of Engineers (USACE) projects, HUD for Community Development Block Grants (CDBG), and from FEMA for Hazard Mitigation Grant Program (HMGP) funding, Public Assistance (PA) grant and Pre-Disaster Mitigation (PDM) Program.

Benefits of the NFIP within the Kenai Peninsula Borough

The Kenai Peninsula Borough's participation with the NFIP has resulted in various forms of assistance to land owners and the borough for flood damages but also the ability to receive specific grant funds.

- Grants have been available to land owners in the past for repairs to septic systems and wells due to flood damages.
- Within the Kenai Peninsula Borough, there have been cities that have joined to help receive federal funds for specific projects. As an example, the City of Kenai was able to receive U.S. Army Corps of Engineers funds for their bluff stabilization project because they joined the NFIP.
- Funds can be secured to buyout properties that have reoccurring flood issues so that the properties can be used as discharge areas to protect other properties. Funds of this nature had previously been used in Seward for similar needs.
- Due to the Kenai Peninsula Borough and the Cities of Seward and Homer's participation in the NFIP, assistance was available to update the tsunami sirens in those towns.
- Currently, there are 160 NFIP policies with \$46,649,000 insurance listed for the Kenai Peninsula Borough. Over the years there has been 79 paid losses of \$604,846.72

Is community participation mandatory?

Community participation is typically voluntary unless the State requires participation as part of the state level floodplain management program. A community's participation can significantly affect current and *future* property owners in SFHAs.

Participation with the program requires the community adopt and enforce the federal regulatory requirements set forth by Federal Emergency Management Agency (FEMA), as the minimum regulations. The state or local government may adopt stricter requirements to further protect residents and their property.

What does suspension or probation from the NFIP mean?

Probation. A FEMA-imposed change in a community's status resulting from violations and deficiencies in the administration and enforcement of NFIP local floodplain management regulations.

Probation will generally occur if attempts have been made by FEMA to work with a community to resolve enforcement problems. If attempts fail, FEMA may place the community on probation. There is a set time provided to allow the program deficiencies to be corrected, and violations to be remedied. Flood insurance is still available to property owners during probation, but there will be a surcharge added to each policy premium for at least one year.

Suspension. FEMA's removal of an NFIP participating community from the program because the community has not enacted and/or enforced the proper floodplain management regulations required for participation.

If a community fails to take measures during the probation period, the result may be suspension from the NFIP. If a community works to become compliant, FEMA may reinstate the community back into a probationary period. During a suspension, new flood insurance coverage cannot be purchased and policies cannot be renewed. Three-year policies become void at the end of the current policy year, with a pro-rata refund for the remaining policy term.

New or revised Flood Insurance Rate Maps (FIRMs)

Part of remaining in compliance with the NFIP is that the community must adopt new or revised FIRMs as they are made available from FEMA. Waterbodies are dynamic and constantly moving, and man-made developments may further impact how floodwaters move. Local communities work with FEMA to identify areas that need to be re-studied by utilizing new technology to create new FIRMs that better represent the actual flood risk. Communities work with FEMA, local stakeholders, and the public to ensure that new FIRMs are capturing those risks.

Once preliminary maps are completed, FEMA will provide public notices and opens an appeal period. After that process is complete, FEMA will notify the community, and provide a deadline that the new maps must adopted by.

Effects of suspension or withdrawal from the NFIP

A community may also desire to withdrawal from the NFIP as they no longer wish to enforce the federal minimum requirements for floodplain management. Non-participation may exclude property owners and the local community from receiving certain benefits, including:

- Federal grants, loans, disaster assistance, and federal mortgage insurance may not be available to property owners or the local community.
- No resident will be able to purchase a NFIP flood insurance policy.
- Existing flood insurance policies will not be renewed.
- No federal grants or loans for development may be made in identified flood hazard areas under programs administered by federal agencies such as HUD, EPA, and SBA.
- No federal disaster assistance may be provided to repair insurable buildings located in identified flood hazard areas for damage caused by a flood.
- No federal mortgage insurance or loan guarantees may be provided in identified flood hazard areas. This includes policies written by FHA, VA, and others.
- Federally insured or regulated lending institutions, such as banks and credit unions, must notify applicants seeking loans for insurable buildings in flood hazard areas that there is a flood hazard and that the ability to receive federal disaster relief will be impacted.
- Communities that do not participate in the NFIP may face significant impacts on funding eligibility for disaster assistance programs, including the unavailability of grants, limited federal aid for home repairs in flood-prone areas, and restrictions on loans for repairs related to flooding or located in SFHAs.

Summary

The decision to participate within the NFIP should be made with full awareness of the ramifications of either choice and should not be taken lightly. Once within the NFIP, being aware of the impact, not only on individuals but local government and organizations, that will limit the availability of federal grants and funding needs to be considered.

It should be noted that communities, especially large communities, that fail to remain in good standing with the NFIP program, do not only impact certain portions of the community. Failure to adopt new maps for one specific area will result in impacts for all areas within the community.

National Flood Insurance Program

Not upholding floodplain management requirements for a development can result in a probation or suspension for the entire community not just that specific portion.

What if a community or property owner does not agree that their property is within the SFHA or that maps are incorrect for their property? FEMA does allow the public to submit map revisions and amendments. However, the party petitioning for the change must submit scientific data to support the claim for FEMA to review. This method allows for areas to be re-mapped without risk of NFIP suspension or probation.



This document was compiled by the Kenai Peninsula Borough River Center based on information provided by the following:

- *National Flood Insurance Program: Answers to Questions about the NFIP*, FEMA, May 2023, F-084
- Code of Federal Regulations
- [fema.gov](https://www.fema.gov)
- [floodsmart.gov](https://www.floodsmart.gov)



Federal Emergency Management Agency

Washington, D.C. 20472

August 28, 2024

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

IN REPLY REFER TO:
19P

The Honorable Peter A. Micciche
Mayor, Kenai Peninsula Borough
144 North Binkley Street
Soldotna, Alaska 99669

Community Name: Kenai Peninsula
Borough,
Alaska
Community No.: 020012
Map Panels Affected: See FIRM Index

Dear Mayor Micciche:

This is to notify you of the final flood hazard determination for Kenai Peninsula Borough, Alaska and Incorporated Areas, in compliance with Title 44, Chapter I, Part 67, Section 67.11, Code of Federal Regulations (CFR). This section requires that notice of final flood hazards shall be sent to the Chief Executive Officer of the community, all individual appellants, and the State Coordinating Agency, and shall be published in the *Federal Register*.

The statutory 90-day appeal period that was initiated for your community when the Department of Homeland Security's Federal Emergency Management Agency (FEMA) published a notice of proposed flood hazard determinations for your community in the local newspaper has elapsed. FEMA did not receive any appeals of the proposed flood hazard determinations or submittals regarding the {Revised} Preliminary Flood Insurance Study (FIS) report and Flood Insurance Rate Map (FIRM) during that time.

Accordingly, the flood hazard determinations for your community are considered final. The final notice for flood hazard determinations will be published in the *Federal Register* as soon as possible. The FIS report and FIRM for your community will become effective on February 28, 2025. Before the effective date, we will send your community final printed copies of the FIS report and FIRM. For insurance purposes, the community number and new suffix code for the panels being revised are indicated on the FIRM and must be used for all new policies and renewals.

Because the FIS report for your community has been completed, certain additional requirements must be met under Section 1361 of the National Flood Insurance Act of 1968, as amended, within 6 months from the date of this letter.

It must be emphasized that all the standards specified in 44 CFR Part 60.3 (d) and (e) of the National Flood Insurance Program (NFIP) regulations must be enacted in a legally enforceable document. This includes adoption of the current effective FIS report and FIRM to which the

regulations apply and other modifications made by this map revision. Some of the standards should already have been enacted by your community in order to establish initial eligibility in the NFIP. Your community can meet any additional requirements by taking one of the following actions in this Paragraph of the NFIP regulations:

1. Amending existing regulations to incorporate any additional requirements of 44 CFR Part 60.3(d) and (e);
2. Adopting all the standards of 44 CFR Part 60.3(d) and (e) into one new, comprehensive set of regulations; or
3. Showing evidence that regulations have previously been adopted that meet or exceed the minimum requirements of 44 CFR Part 60.3(d) and (e).

Also, prior to the effective date, your community is required, as a condition of continued eligibility in the NFIP, to adopt or show evidence of adoption of the floodplain management regulations that meet the standards of 44 CFR Part 60.3(d) and (e) of the NFIP regulations by the effective date of the FIRM. These standards are the minimum requirements and do not supersede any State or local requirements of a more stringent nature.

Many states and communities have adopted building codes based on the International Codes (I-Codes); the model I-Codes (2009 and more recent editions) contain flood provisions that either meet or exceed the minimum requirements of the NFIP for buildings and structures. The model codes also contain provisions, currently found in an appendix to the International Building Code, that apply to other types of development and NFIP requirements. In these cases, communities should request review by the NFIP State Coordinator to ensure that local floodplain management regulations are coordinated (not duplicative or inconsistent) with the State or Local building code. FEMA's resource, *Reducing Flood Losses through the International Code: Coordinating Building Codes and Floodplain Management Regulations, 5th Edition (2019)*, provides some guidance on this subject and is available at <https://www.fema.gov/emergency-managers/risk-management/building-science/building-codes/flood>.

Communities that fail to enact the necessary floodplain management regulations will be suspended from participation in the NFIP and subject to the prohibitions contained in Section 202(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) as amended, and 44 CFR Part 59.24.

To assist your community in maintaining the FIRM, we have enclosed a Summary of Map Actions (SOMA) to document previous Letters of Map Change (LOMC) actions (i.e., Letters of Map Amendment, Letters of Map Revision) that will be affected when the revised FIRM panels referenced above become effective. If no LOMCs were issued previously for your community, you are receiving a SOMA for informational purposes only.

Once the FIS report and FIRM are printed and distributed, the digital files containing the flood hazard data for the entire county can be provided for use in a computer mapping system. These

files can be used in conjunction with other thematic data for floodplain management purposes, insurance requirements, and many other planning applications. Copies of the digital files of the FIRM panels may be obtained by calling our FEMA Mapping and Insurance eXchange (FMIX), toll free, at (877) 336-2627 (877-FEMA MAP) or by visiting the Map Service Center at <https://www.msc.fema.gov>. In addition, your community may be eligible for additional credits under our Community Rating System if you implement your activities using digital mapping files.

For assistance with your floodplain management ordinance or enacting the floodplain management regulations, please contact Harmony Curtis, NFIP State Coordinator for Alaska by telephone at (907) 269-7085. If you should require any additional information, we suggest that you contact the Director, Mitigation Division of FEMA, Region 10 at (425) 487-4600 for assistance. If you have any questions concerning mapping issues in general or the enclosed SOMA, please call our FMIX at the telephone number shown above. Additional information and resources you may find helpful regarding the NFIP and floodplain management can be found on our website at <https://www.fema.gov/flood-maps>. Copies of these documents may also be obtained by calling our FMIX.

Sincerely,



Luis V. Rodriguez, P.E.
Director, Engineering and Modeling Division
Risk Management Directorate | Resilience

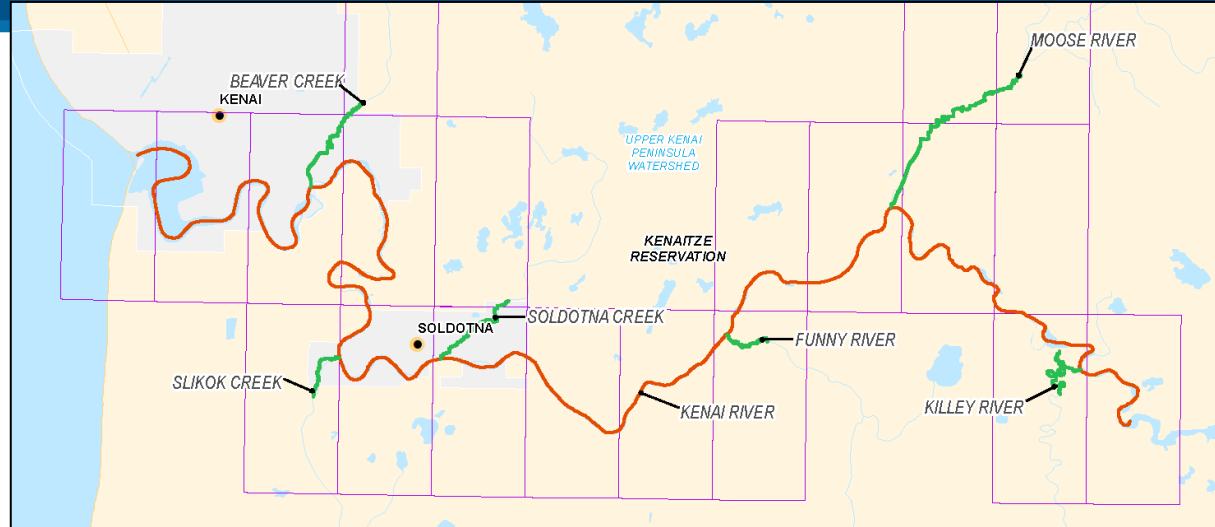
Enclosure:
Final SOMA

cc: Community Map Repository
Julie Hindman, Floodplain Management Planner, Kenai Peninsula Borough

SCOPE OF WORK

This study covered:

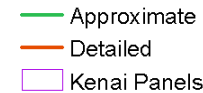
- Detailed streams.
 - Kenai River (47.3 mi.)
- Approximate streams.
 - Beaver Creek (3.3 mi.)
 - Funny River (1.7 mi.)
 - Killey River (2.7 mi.)
 - Moose River (6.0 mi.)
 - Slikok Creek (1.8 mi.)
 - Soldotna Creek (3.1 mi.)



BASEMAP LAYERS



SCOPE OF WORK



REFERENCE

1 inch = 3.8 miles 1:237,969



Map showing the extent of the study completed in Kenai Peninsula Borough.

Greetings,

11/20/2024

We received your notice of Public Hearings on an Ordinance to amend KPB 21.06 scheduled for Tuesday, December 3, 2024 at 6:00 PM.

Comments: - Have you read the book, "King of Fish – the Thousand-Year Run of Salmon"? In it, they illustrate the imperative importance of erosion on the growth of Salmon production to the extent that some communities have even purchased the residences of private properties located in Flood Planes so as to let those flood planes return to their contribution to erosion for the benefit of Salmon production.

In stark contrast, I've not seen anything our David Gilman River Center has demonstrated or done except to minimize or prevent erosion!

I highly recommend the dissolution of the David Gilman River Center.

Sincerely,

Stan Welles

RECEIVED
NOV 25 2024

OFFICE OF THE BOROUGH CLERK
KENAI PENINSULA BOROUGH

Introduced by: Ribbens
Date: 12/03/24
Hearing: 01/07/25
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-36**

**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**

WHEREAS, efficiently conducting Kenai Peninsula Borough business during Assembly meetings is the best use of public resources and will encourage public and civic engagement; and

WHEREAS, the public has numerous opportunities to engage with assembly members through official public comments submitted online, email comments, social media, and formally during Assembly meetings wherein the public has the opportunity to speak to items on the consent agenda, provide public comment on anything not appearing on the agenda, and provide public comment during each action item before the Assembly deliberates and votes on the item; and

WHEREAS, the agenda item listed as "Public Comments and Public Presentations (Limited To 3 Minutes Per Speaker)" is being used as a speaker's second opportunity to repeat prior statements; and

WHEREAS, this code amendment ordinance also increases the aggregate time listed for public comments on items not appearing on the agenda from 20 minutes to 30 minutes; and

WHEREAS, these amendments aim to continue to provide a transparent Assembly meeting agenda, eliminates redundancies, and ensures the people's business is conducted in an efficient and effective manner while continuing to provide opportunities for the Assembly to receive public comment;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the KPB 22.40.080. Agenda—Order of business, is hereby amended as follows:

22.40.080. Agenda—Order of business.

The order of business shall be:

Call to order;
Pledge of allegiance;
Invocation;
Roll call;
Committee reports;
Vacancy, designation or seating members (only when needed);
Approval of agenda and consent agenda;
Approval of minutes;
Commending resolutions and proclamations;
KPBSD high school student council presentation with prior notice (10 minutes total and only when needed);
Presentations with prior notice (20 minutes total);
Public comments on items not appearing on the agenda (three minutes per speaker; [20]30 minutes aggregate);
Mayor's Report;
Items not completed from prior agenda;
Public hearings on ordinances (Testimony limited to 3 minutes per speaker);
Unfinished business
1. Postponed items
2. Notices to reconsider/rescind;
New business;
1. Bid awards
2. Resolutions
3. Ordinances for introduction
4. Other (including addition of late items);
[PUBLIC COMMENTS AND PUBLIC PRESENTATIONS (LIMITED TO 3 MINUTES PER SPEAKER);]
Assembly comments;
Pending legislation;
Informational materials and reports;
Assembly meeting and hearing announcements;
Adjournment

SECTION 2. That this ordinance shall be effective immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS *
DAY OF * 2025.**

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough Assembly

MEMORANDUM

TO: Members, KPB Assembly

FROM: Peter Ribbens, Assembly President *PR*

DATE: November 21, 2024

RE: Ordinance 2024- 36, 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)

Efficiently conducting Kenai Peninsula Borough business at Assembly meetings is a high priority to encourage public engagement. The current Assembly meetings include two separate agenda slots for public comment on non-agenda topics, which can lead to uncertainty for participants on which period to present concerns. Additionally, the second slot is also entitled “Public Presentations”, which inaccurately describes how the agenda item is utilized.


Public comment to the Assembly is facilitated and encouraged through multiple avenues outside Assembly meetings without the subject or content size limitations.

This Ordinance streamlines and clarifies the Assembly agenda by expanding the initial open public comment period to 30 aggregate minutes and removing the second open public comment period.

Your consideration is appreciated.

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members of the Borough Assembly

FROM: Peter A. Micciche, Borough Mayor 

DATE: November 21, 2024

RE: Appointments to Service Area Boards

In accordance with KPB 16.20.030 and 16.60.020, Service Area Board members are appointed by the Borough mayor and confirmed by the Assembly. The following appointments are forwarded to the Assembly for consideration and confirmation:

SELDOVIA RECREATIONAL SERVICE AREA BOARD


Valisa Higman Seat B Term Expires 10/2026

WESTERN EMERGENCY SERVICE AREA BOARD

Janice Nofziger Seat E Term Expires 10/2027

Kenai Peninsula Borough
Office of the Borough Clerk

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor
FROM: Michele Turner, Borough Clerk 
DATE: November 21, 2024
RE: Verification of Service Area Board Applicants

The annual notice of vacancy for service area board seats was advertised on September 27, 2024. The application period closed on October 18, 2024. Seats have remained open until filled.

Pursuant to KPB Title 16, the applicants below have been verified as registered voters of the Borough and have been residents of the service areas listed for a minimum of one year immediately preceding appointment.

Below are the applications received to date and are submitted for your consideration. All other service area board seats will remain open until filled.

SELDOVIA RECREATIONAL SERVICE AREA BOARD

Seat B Valisa Higman

WESTERN EMERGENCY SERVICE AREA BOARD

Seat E Janice Nofziger

Thank you.

Kenai Peninsula Borough

Office of the Borough Clerk

Service Area Board Application Submitted 2024-11-02 11:16:28

Seldovia Recreation B
 Service Area: ~~Kachemak Emergency, Seat C~~ (Term Expires 10/20²⁶~~27~~)

Applicant Name	Daytime Phone
Valisa Higman	5415207331
Email	Date of Birth
valisamay@gmail.com	[REDACTED]
Physical Residence Address	Mailing Address
285 A St Seldovia, AK 99663	PO Box 262 Seldovia, AK 99663
SS #	Voter #
I have been a Resident of the Kenai Peninsula Borough for:	I have been a Resident of the selected Service Area for:
12 years, 4 months	12 years, 4 months
What knowledge, experience, or expertise will you bring to this board?	
I have served on the board for several terms and have served as the secretary of the SRSA for many years. I also serve on the Seldovia Arts Council board, and the two boards have many overlapping interests.	

Kenai Peninsula Borough

Office of the Borough Clerk

Service Area Board Application Submitted 2024-11-11 08:19:31

Service Area: Western Emergency, Seat E (Term Expires 10/2027)

Applicant Name	Daytime Phone
Janice Nofziger	9072022103
Email	Date of Birth
vzyp75@gmail.com	
Physical Residence Address	Mailing Address
66231 BLUFF DRIVE Ninilchik, AK 99639	P. O. Box 39563 Ninilchik, AK 99639
SS #	Voter #
	██████████
I have been a Resident of the Kenai Peninsula Borough for:	I have been a Resident of the selected Service Area for:
13 years, 6 months	13 years, 6 months
What knowledge, experience, or expertise will you bring to this board?	
NES Board, WESA Board	

Introduced by: Mayor
Date: 11/12/24
Hearing: 01/07/25
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-33**

**AN ORDINANCE AMENDING KPB 21.46.070 TO CREATE THE KENAI WELLNESS
ESTATES ADDITION LOCAL OPTION ZONING DISTRICT MIXED-USE DISTRICT
(C-3) AND GRANTING AN EXCEPTION TO THE MINIMUM TWELVE-LOT
REQUIREMENT IN KPB 21.44.040(A)**

- WHEREAS,** on July 24, 2024, the Applicant submitted an application to rezone three parcels within the existing Diamond Willow-Fairfield Single-Family Residential (R-1) LOZD to create a new Mixed-Use (C-3) LOZD; and
- WHEREAS,** the Applicant also requests an exception to the minimum twelve-lot requirement in KPB 21.44.040(A); and
- WHEREAS,** on August 14, 2024, the Planning Department held a community meeting regarding the LOZD application at the Donald E. Gilman River Center; and
- WHEREAS,** on September 23, 2024, a petition supporting the proposed Mixed-Use (C-3) LOZD was submitted to the Planning Department with signatures of at least 60 percent of the owners of parcels within the existing Diamond Willow-Fairfield Single-Family Residential (R-1) LOZD; and
- WHEREAS,** Goal 2, Focus Area: Land Use, Objective A of the Kenai Peninsula Borough's 2019 Comprehensive Plan is to establish policies that better guide land use to minimize land use conflicts, maintain property values, protect natural systems and support individual land use freedoms; and
- WHEREAS,** the Kenai Peninsula Borough Planning Commission reviewed the proposed Mixed-Use (C-3) LOZD at its regularly scheduled meeting of October 28, 2024 and recommended approval by unanimous consent;

**NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI
PENINSULA BOROUGH:**

- SECTION 1.** That the Assembly finds the adoption of the Kenai Wellness Estates Addition Mixed-Use (C-3) LOZD to be consistent with surrounding land uses and the 2019 Kenai Peninsula Borough Comprehensive Plan.

SECTION 2. That KPB 21.46.070 is hereby amended as follows:

21.46.070. Mixed Use (C-3) Districts.

A. The following Mixed Use (C-3) districts and official maps are hereby adopted:

1. Diamond Willow – Kenai Wellness Estates Addition, described as Kenai Wellness Estates Addition Lots A3, A4, and A5, according to Plat 2023-079, Kenai Recording District.

a. The local option zone applies to any further replats of Diamond Willow – Kenai Wellness Estates Addition Subdivision.

SECTION 3. That the Assembly grants an exception to the minimum twelve-lot requirement in KPB 21.44.040(A).

SECTION 4. That Diamond Willow – Kenai Wellness Estates Addition LOZD will be recorded in the Kenai Recording District.

SECTION 5. That this ordinance shall take effect immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2024.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Planning Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*
Robert Ruffner, Planning Director *RR*
Samantha Lopez, River Center Manager *SL*

FROM: Ryan Raidmae, Planner *RR*

DATE: October 30, 2024, 2024

RE: Ordinance 2024- 33 , Amending KPB 21.46.070 to Create the Kenai Wellness Estates Addition Local Option Zoning District Mixed-Use District (C-3) and Granting an Exception to the Minimum Twelve-Lot Requirement in KPB 21.44.040(A) (Mayor)

On July 24, 2024, Consolidated Development and Management (Applicant) submitted an application to rezone three parcels within the existing Diamond Willow-Fairfield Single-Family Residential (R-1) LOZD to create a new Mixed-Use (C-3) LOZD. The Applicant also requests an exception to the minimum twelve-lot requirement in KPB 21.44.040(A). The proposed LOZD includes three lots, encompasses 4.86 acres, and is adjacent to Ciechanski Road off Kalifornsky Beach.

In 2018, the Applicant re-platted a forty-acre undeveloped parcel within the Diamond Willow-Fairfield LOZD and this replat led to litigation between the Applicant and the Diamond Willow Homeowners Association (DW-HOA). KPB was not a party to that litigation. The litigation between the Applicant and DW-HOA was resolved by entering into a comprehensive settlement agreement wherein DW-HOA agreed to support an application to rezone for commercial use a portion of the existing Diamond Willow-Fairfield Single-Family Residential (R-1) LOZD.

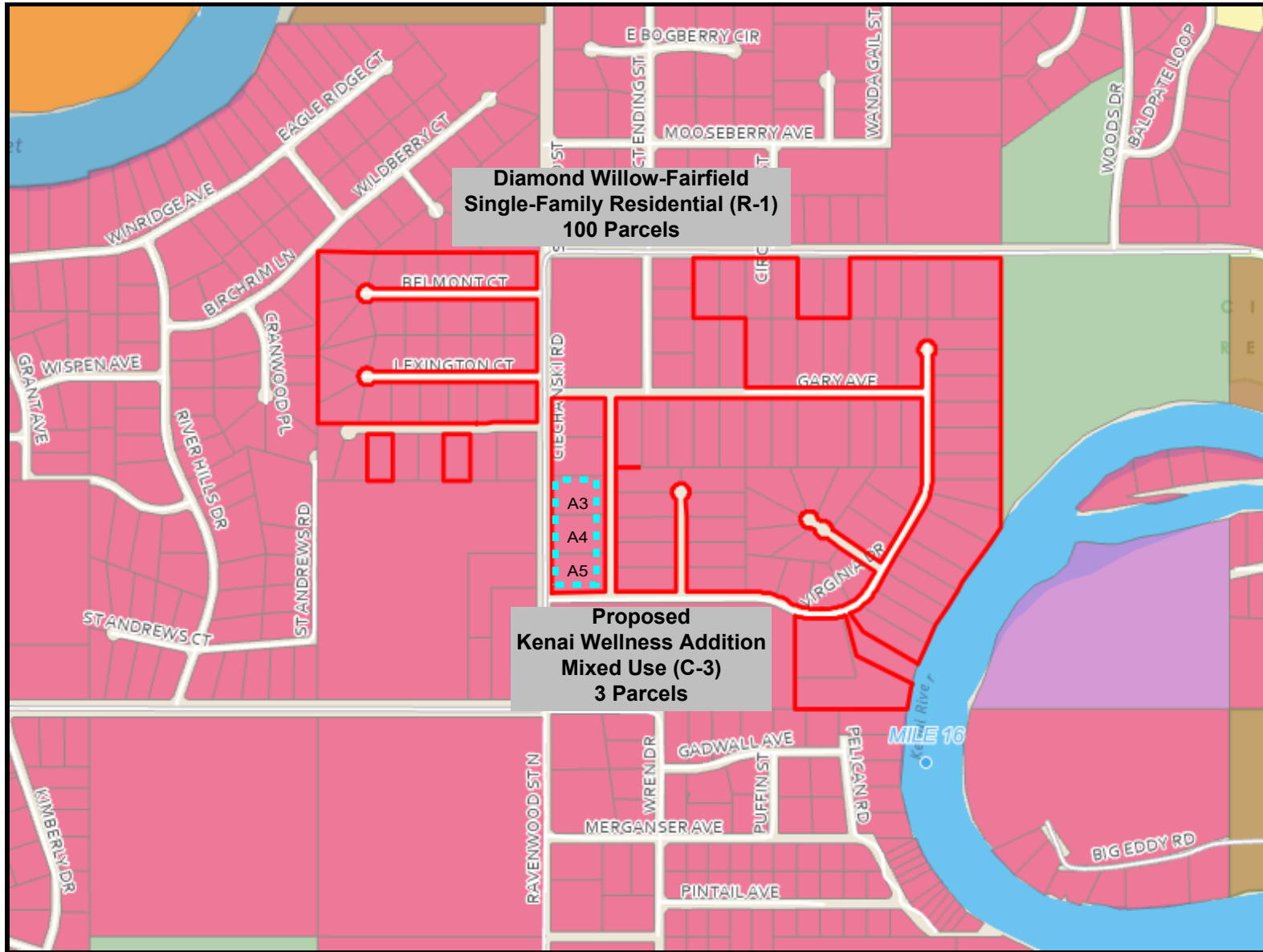
A petition with the required number of signatures supporting the proposed Mixed-Use (C-3) LOZD was submitted to the Planning Department within the allotted timeframe. Public notice was sent to property owners within the LOZD to notify them of upcoming public hearings.

Per KPB 21.44.060(A), “The assembly shall approve, disapprove, or modify the proposed LOZD. The assembly, in its legislative capacity, may disapprove an LOZD notwithstanding the district's meeting the criteria of this chapter.”

Your consideration is appreciated.



Local Option Zoning District (LOZD), Proposed Rezone, Diamond Willow - Kenai Wellness Estates Addition, Mixed Use (C-3)



- Project Area**
- Existing LOZD Diamond Willow - Fairfield
- New District, Proposed
- River Miles
- River Miles
- Parcel Ownership Type**
- Borough
- Federal
- Native
- Municipal
- Private
- State

Map created on Monday, September 16, 2024



The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



Planning

Local Option Zoning District (LOZD), Proposed Rezone, Diamond Willow - Kenai Wellness Estates Addition, Mixed Use (C-3)



Project Area

River Miles

Tax Parcels

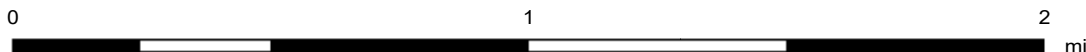
Existing LOZD Diamond Willow - Fairfield

New District, Proposed

Vicinity: Kalifornsky



Map created on Monday, September 16, 20



The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.

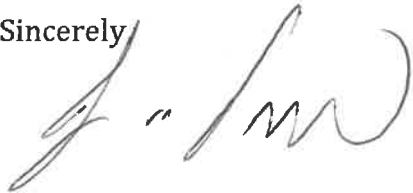
**Public Hearing Response
Diamond Willow-Fairfield LOZD Rezone**

KPB Planning Commission & Assembly,

I am writing this letter on behalf of the Diamond Willow Homeowners Association (DWHA). The rezoning of the Diamond Willow-Fairfield LOZ three lots as presented in this hearing from R-1 to C-3 meets the requirements of our legal agreement that is attached to this letter. DWHA was instrumental in attaining the required signatures to move this petition forward as it is presented.

DWHA supports and consents to this rezoning.

Sincerely,

A handwritten signature in black ink, appearing to read "Travis Penrod". The signature is written in a cursive style with a large, sweeping initial "T".

Travis Penrod, Chairman
Diamond Willow Homeowners Association

Law Offices of
ROBERT K. REIMAN
P.O. Box 201271
Anchorage, Alaska 99520
(907) 748-1132

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IN THE SUPERIOR COURT FOR THE STATE OF ALASKA
THIRD JUDICIAL DISTRICT AT ANCHORAGE

FILED IN THE TRIAL COURTS
STATE OF ALASKA THIRD DISTRICT
AT KENAI ALASKA
MAY - 8 2020
Clerk of the Trial Courts
By _____ Deputy

DIAMOND WILLOW HOMEOWNERS)
ASSOCIATION, an Alaskan non-profit)
organization,)
Plaintiff,)
vs.)
CONSOLIDATED DEVELOPMENT &)
MANAGEMENT, LLC,)
Defendant.)

Case No. 3KN-19-319 CI

JUDGMENT ON STIPULATION OF THE PARTIES

This judgment and stipulation interprets and applies those *Building and Use Restrictions*, dated and recorded August 7, 1975 at Book 86, Pages 202-203 ("*Restrictions*") affecting the following described real property:

The W1/2 NW1/4, NE1/4 NW1/4 and Gov't Lot 3, Section 24, T5N, R11W, Seward Meridian, AK, containing 152.4 acres more or less, Kenai Recording District, Third Judicial District, State of Alaska.

The parties, Plaintiff Diamond Willow Homeowners, Inc. ("DWHA"), and Consolidated Development & Management, LLC ("Consolidated"), hereby stipulate and agree to the following, and to entry of judgment thereon, by this Court:

STIPULATED RECITALS OF FACT

1. Diamond Willow Homeowners Association, Inc. ("DWHA"), is a non-profit corporation organized and existing under the laws of the State of Alaska.
2. Consolidated Development & Management, LLC ("Consolidated"), is a limited liability company organized and existing under the laws of the State of Alaska, whose sole member and manager is Ray Oyemi.
3. Consolidated is the owner of real property located in the Kenai Recording District, Third Judicial District, State of Alaska, and this stipulation and judgment affect that real property described as follows:

1 Lots 1A, B2 and 2, DIAMOND WILLOW ESTATES, PART 11,
2 according to the official plat thereof filed as Plat No. 2012-93 in the records
of the Kenai Recording District;

3 Lots 6,7, 8 and Tract A, DIAMOND WILLOW ESTATES, SUNVILLE
4 ACRES ADDITION, according to the official plat thereof filed as Plat No.
2015-69 in the records of the Kenai Recording District (“Sunville No. 1”); and

5 Lots 1A, 1B, 2A, 2B, 3A, 3B, 4A, 4B, 5A and 5B, DIAMOND
6 WILLOW ESTATES, SUNVILLE ACRES ADDITION NO. 2, according to
the official plat thereof filed as Plat No. 2019-14 in the records of the Kenai
Recording District (“Sunville No. 2”).

7 4. In 2018, Consolidated sought approval for a replat of a portion of Diamond Willow
8 Estates, Sunville Acres Addition, Plat No. 2015-69.

9 5. DWHA opposed the replat based in part upon a prohibition contained in the
10 *Restrictions* and in part upon its rights as a common interest community association.

11 6. The replat was granted by the Kenai Peninsula Borough Planning Commission and
12 approved by its hearing officer over opposition of the DWHA.

13 7. DWHA appealed this decision to the Alaska Superior Court in the appeal captioned
14 *Diamond Willow Homeowners Association, Inc. v. Consolidated Development &*
15 *Management, LLC*, Case No. 3KN-19-319 CI (“replat appeal”), which appeal is briefed and
16 awaiting decision.

17 8. The reference in the *Restrictions* to lots that may be used for non-residential
18 purposes is to lots that do not exist in a recorded plat, except as to Tract A, DIAMOND
19 WILLOW ESTATES, PART 6, according to the official plat thereof filed as Plat No. 81-49
20 in the Kenai Recording District. The *Restrictions* are therefore ambiguous as to the
21 description of the real property that may be used for commercial purposes, except for Tract
22 A, DIAMOND WILLOW ESTATES, PART 6. The only documentary evidence reflecting
23 the intent of the developer as to the lots reserved for commercial use was an unrecorded,
24 draft plat map filed with the Kenai Peninsula Borough Planning Department in 1975
25 depicting HEA easements, which draft plat indicated that the lots that were reserved for non-
26 residential purposes in the *Restrictions* included those bordering Ciechanski Road between
27 Virginia and Gary Avenues, within what is now known as Tract A, DIAMOND WILLOW

1 ESTATES, SUNVILLE ACRES ADDITION, Plat No. 2015-69 (“Gibb’s development
2 plan”).

3 9. DWHA also instituted the present litigation against Consolidated seeking
4 declaratory and other relief, including enforcement of the prohibition in the *Restrictions*
5 against other than single family residential use, which case is captioned *Diamond Willow*
6 *Homeowners Association, Inc. v. Consolidated Development & Management, LLC*, 3KN-19-
7 335 CI (“DWHA litigation”). Consolidated counterclaimed challenging DWHA’s status as
8 a common interest community. association and the application of the *Restrictions* to the
9 property within Sunville Nos. 1 and 2.

10 STIPULATION OF FINDINGS OF FACT AND CONCLUSIONS OF LAW

11 In resolution of the plat appeal and the present litigation, the parties further stipulate
12 and agree to findings of fact and conclusions of law, as follows:

13 10. The *Restrictions*, as recorded on August 7, 1975, are applicable to the real
14 property owned by Consolidated within Diamond Willow Estates, including that described
15 in Section 3 above.

16 11. As applied to the real property presently contained in Sunville Nos. 1 and 2, the
17 *Restrictions* will not be further amended without the consent of a majority of the lot owners
18 of Sunville Nos. 1 and 2 (and a majority of the lot owners as described in paragraph 14) for
19 a period of 10 years from the date of entry of this judgment.

20 12. A subdivision and/or development of Tract A, DIAMOND WILLOW ESTATES,
21 SUNVILLE ACRES ADDITION, Plat No. 2015-69, as follows, is compliant with the terms
22 of the *Restrictions* and Gibb’s development plan;

23 a. A parcel 220 feet wide fronting Ciechanski Road for its entire length
24 between Virginia and Gary Avenue (or an equivalent sized rectangle parcel located at the
25 corner of Ciechanski Road and Virginia Avenue with frontage on Ciechanski of equal or
26 greater length to that on Virginia), which parcel may be used for commercial purposes, as
27

28 JUDGMENT AND STIPULATION - PAGE 3

1 defined by the KPB zoning regulations for the C-3 designation that allows for mixed, non-
2 industrial uses, and which parcel can be comprised of one or more lots; and

3 b. The balance of Tract A may be subdivided for single family dwellings as
4 defined by the R-1 zoning regulations for the Kenai Peninsula Borough.

5 These parcels may be replatted by Consolidated or its successors without consent of
6 other lot owners for a period of 10 years from the date of this judgment, provided that the
7 redrawn lots comply with the requirements of the above sections (a) and (b). Rezoning will
8 be allowed to the extent required to effectuate the above development, including the adoption
9 of an LOZ or amendment to the current one such as will allow the use of the commercial
10 property for that purpose. DWHA will support and consent to such a rezoning or amendment
11 to the LOZ.

12 13. Consolidated's property is not within or a part of DWHA or its jurisdiction, and
13 Consolidated does not have any membership therein unless incorporated pursuant to Section
14 15.

15 14. DWHA is a common interest community association applicable to the portion of
16 the subdivision that does not include (1) Consolidated's property, referenced in paragraph
17 3 above, or (2) that portion of Diamond Willow Estates subdivision included within the
18 original Tract A, DIAMOND WILLOW ESTATES, PART 6, according to the official plat
19 thereof files as Plat No. 81-49. DWHA includes the following property:

20 Lots 4, 5, 6, 7, 8, 9, 10, 18, 19, 20, 21 and 22, Block 1, Diamond Willow
21 Estates Subdivision - Part One, according to Plat 75-68;
22 Lot 11, Block 1, Diamond Willow Estates Subdivision - Part Two, according
23 to Plat 76-38;
24 Lots 12, 13, 14, and 15, Block 1, Diamond Willow Estates Subdivision - Part
25 Four, according to Plat 77-4;
26 Lots 26, 27, 28, and 29, Block 1, Diamond Willow Estates Subdivision - Part
27 5, according to Plat 81-100;
28 Lots 30-A, 31-A, and 32-A, Block 1, Diamond Willow Estates Subdivision
Part 7, according to Plat 82-62;
Lots 33, 34, 35, 36, 37, 38, and 39, Diamond Willow Estates Subdivision Part
- 9, according to Plat 2005-5;
Lot 3, Diamond Willow Estates Subdivision Part - 8 amended, according to
Plat 2006-104;

1 Lots B2-2, B2-3, B2-4, and B2-5, Diamond Willow Estates Part 12, according
2 to Plat 2014-38; and
3 that portion of the Northeast ¼ Northwest ¼, Section 24, Township 5 North,
4 Range 11 West, Seward Meridian, lying north of the northerly most boundary
5 of Lot 15, Block 1, Diamond Willow Estates Subdivision, Part Four, Plat
6 77-44 and east of the easterly most boundary of Lot 18, Block 1, Diamond
7 Willow Estates Subdivision, Part One, Plat 75-68; all located in the Kenai
8 Recording District, Third Judicial District, State of Alaska.

9 This stipulation and the judgment entered hereon is binding upon the DWHA and its
10 members.

11 15. The residential lot owners within Sunville Acres Nos. 1 and 2, including those
12 residential lots created from Tract A, Sunville No. 1, may incorporate their respective lot into
13 the DWHA by recording such a declaration in the records of the Kenai Recording District.

14 16. Any remaining claims of the parties in the present litigation are dismissed without
15 prejudice except as provided herein.

16 17. The appeal of the KPB planning board decision in the replat appeal shall be
17 withdrawn and dismissed.

18 18. The parties shall bear their own costs and attorney fees in both the replat appeal
19 and the present litigation. Consolidated agrees that the appeal bond shall be returned to
20 Appellant DWHA.

21 19. This settlement will be effective upon approval of the Court.

22 DATED 5 May 2020


23 ALASKA LAW OFFICE
24 Attorney for Plaintiff

25 By: 

26 Clayton Walker, Esq.
27 Alaska Bar No. 0001002

1 DATED 5/5/2020

LAW OFFICES OF ROBERT K. REIMAN
Attorney for Defendant

4 By: 
Robert K. Reiman
Alaska Bar No. 8310145

7 JUDGMENT

8 Now therefore, THIS COURT upon stipulation of the parties and having been fully
9 advised in the premises, hereby enters judgment as follows:


10 IT IS HEREBY ORDERED, ADJUDGED AND DECREED that the foregoing
11 stipulated findings of fact and conclusions of law are adopted as the final judgment of this
12 Court.

13 IT IS FURTHER ORDERED, ADJUDGED AND DECREED that any remaining
14 issues pending herein are dismissed without prejudice, each party to bear their own costs and
15 attorney fees.

16 DATED this 12th day of May, 2020, in Kenai, Alaska.

18 
19 JUDGE OF THE SUPERIOR COURT

20 Jennifer K. Wells

22 I certify that a copy of the forgoing was
23 ___ mailed to ___
24 ___ placed in court box to ___
25 scanned to Walker, Reiman - (1cc)
26  5-13-20
Judicial Assistant (1cc) Date

Rasor, Jessica

Subject: FW: <EXTERNAL-SENDER>Fw: KPB Public Meeting Comment
Attachments: Office Depot Scan 11-11-2024_16-04-05-723.pdf

From: mgrtotravel@aol.com <mgrtotravel@aol.com>
Sent: Monday, November 11, 2024 4:12 PM
To: G_Notify_AssemblyClerk <G_Notify_AssemblyClerk@kpb.us>
Subject: <EXTERNAL-SENDER>Fw: KPB Public Meeting Comment

CAUTION: This email originated from outside of the KPB system. Please use caution when responding or providing information. Do not click on links or open attachments unless you recognize the sender, know the content is safe and were expecting the communication.

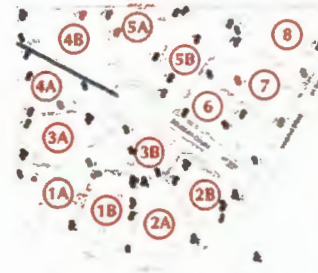


Pick Your Lot Today! Ciechanski Residences at...

Kenai Wellness & Hospitality Estates

Welcome Home To Your New Community!

Walk...Run...Bike



Commute...Shuttle

Trust Us With Your Dream Home Plans... And

**K-Beach
To Ciechanski
To Virginia Dr.**



...Stroll Your
Neighborhood

Bring Your Cherished Loved Ones

Now Building...

Ciechanski Residences

on one acre + lots

A perfect fit for a river view lot



At Ciechanski & Virginia Dr.
Off K-Beach, on the way to Boat Launch



**Affordable Luxury.
Move In & Age In Place.**

Photo similar images of 3rd party's finished products. See us for more of their lines or bring us your dream home plans



Welcome Home To Your New Community.

ADA Compliant Homes

AFFORDABLE LUXURY HOUSING IN KENAI

Now Building...
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FREE Use of Community Hospitality House for Gatherings



HOMES FROM \$375K

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Ray Oyemi

*Property Portfolio Manager,
 Broker, Developer.*

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mgrtoatravel@aol.com

See Reverse for More Information
 3581006485

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NOW BUILDING KENAI'S MOST AFFORDABLE & ATTAINABLE SINGLE-FAMILY HOMES IN A COMMUNITY OF CARE

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Multiple Floor Plans Available
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SELECT YOUR LOT TODAY!

Ray Oyemi
Property Portfolio Manager, Broker, Developer.

(907) 301-5185 mgrtoatravel@aol.com

PHASE 1 PHASE 2 PHASE 3

BY: CONSOLIDATED DEVELOPMENT & MANAGEMENT, LLC

EXHIBIT A

Under development...

CIECHANSKI RESIDENCES AT **KENAI WELLNESS & HOSPITALITY ESTATES TM**

"Kenai is not just for fishing.....not, anymore..."SM

A Build Well To Live Well Health Care Campus Community Development Featuring:

- **Alpha-Omega HomesTM - Affordable, ADA Compliant Single Family Residences on one acre+ ready to build lots;**
- **Active Retirement Homes with Assisted Living features;**
- **Convalescent Treatment & Continuing Therapy/Transitional Living; IN YOUR OWN HOME.**
- ~~**Medical Radiation Oncology,**~~ FACILITY IN THE NEIGHBORHOOD.
- ~~**Ambulatory / Medical Surgery;**~~ IN THE NEIGHBORHOOD.
- **Nursing School Program.** IN THE COMMUNITY.
- **Bed & Breakfast;**
- ~~**Commercial/Retail/Groceries;**~~ **COMMUNITY COMMISSARY**
- **Medi-Vac/Helicopter Pad;** PLANNED.
- **Mini-Golf, Spa, Outdoor Recreation, Dog Park.**
- **Childcare/Pre-School; and an Adult Daycare**
- **Bait & Tackle for your fishing needs**
- **United States Mail/Postal Annex.**
- **Shuttle Transportation to and between:** NIKISKI, HOMER, SEWARD, SOLDOTNA, COOPER LANDING, AND OTHER POINTS OF INTEREST.

Presented By:

Ray Oyemi, ARM/Kellogg Executive Scholar.
Principal/Broker.
CONSOLIDATED DEV. & MGMT., LLC

Subject: Submission in view of "written comment"

TO KENAI PENINSULA BOROUGH ASSEMBLY PUBLIC HEARING, NOVEMBER 12, 2024.

Re: Consolidated Development & Management, summary introduction of intent and purposes, Kenai Project, and a cursory glance at the two sided coin of a mixed use community of Neighborhood Commercial (C-3 light Commercial) interplay with convalescence retirement and a multigenerational constituent.

This project as an accompaniment is highly complementary as well as complimentary to the Borough's own Strategic Development Plan (of any prescribed year or period of time). All of its components provide some immediate answers to our continuum of needs in critical care areas such as AFFORDABLE HOUSING and WELLNESS. The development as it progresses would evidence a great support of open space living, and the concept of "BUILD WELL TO LIVE WELL".

To whom is this best addressed?

CPH could achieve continuing growth without assimilating Providence concrete jungle model, while Heritage Place could benefit from a satellite care hub such as proposed herein.

Chief amongst a list of potential beneficiaries of this development would be our very own KENAI PENINSULA HOSPITAL, A GROUP OF INTELLECTUALS AND THEIR SUPPORT PERSONNEL BEST SUITED FOR SOCIAL ENTERPRISE IN THEIR INTERACTIONS WITH THEIR CONSTITUENTS, MORE SO THAN PAN HANDLING FOR GRANTS! This constitutes a must look into type of acquisition or collaborative development by KPGH

Close lock: APPEAL FEATURES.

The business, light commercial appeal:

Exhibit A attached outlines the core components of the project – Kenai Wellness and Hospitality Estates, showing the revised aspects in our response to community feedback. Some of the revised items are also deferred for potential end users. Example a health or medical end user may have more need for helicopter transport of patients, just as a medical radiation oncologist might need to open a second office or consulting location not so far away from Kenai.

Patient rentals and Travelling Nurse rentals constitute another significant constituent – lumped with housing category

It is worth mentioning that each service discipline has its own budget and individual business plan. In the same professional courtesy, the final design package is on hold for input by designated end users' input.

The residential/community appeal: Exhibit 3. Attracting upscale prospects. No haggling on home cost!

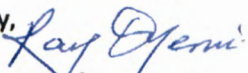
Come along with me and read through engaging communication with one party of the three families that each purchased two lots to be built for them. End revelation; Alaska has the appeal of a state to return to for the last moments with loved ones or simply retirement. Further, Kenai and Soldotna are gaining as retirement destination points for wellness and recuperation. We captured seven of each such pairs during each of the last two KPB Home shows! This development has been seven years in the making! Completed, it will be at \$28 million valuation, light commercial, health care and residential.

Kenai is no longer just for fishing.....Not anymore!

Welcome To Your New Community!

Aspiring to be your neighbor.

Sincerely,



Ray Oyemi Consolidated Development & Mgmt., LLC

Management/Development/Acquisition/Repositioning/Divestiture.

CONSOLIDATED DEV. & MGMT., LLC ANCHORAGE/KENAI.

EXHIBIT B1 DISCLOSURE.

**Fw: Additional information to: Know your drinking water quality way before you build!
Welcome To Your New Community!**

From: mgrtotravel@aol.com (mgrtotravel@aol.com)

To: mgrtotravel@aol.com

Date: Sunday, November 10, 2024 at 03:01 PM AKST

----- Forwarded Message -----

From: mgrtotravel@aol.com <mgrtotravel@aol.com>

To: [REDACTED]

Cc: mgrtotravel@aol.com <mgrtotravel@aol.com>

Sent: Saturday, November 9, 2024 at 10:05:21 PM AKST

Subject: Additional information to: Know your drinking water quality way before you build! Welcome To Your New Community!

For Ms. [REDACTED] and the Buying Party of [REDACTED] and [REDACTED]. (Please share with them).

Dear Ms. [REDACTED],

As a matter of disclosure and welcoming information while you are still looking into the community of Ciechanski Residences at Kenai Wellness and Hospitality estates, you will be getting memos and information on current and on-going items and issues of importance.

Such issues both current and in recent past included observations and any concerns on the gravel pit (which you saw during your site visit), as well as running into Mr. Travis Penrod (President of DWE HOA). As I explained, our development is not part of the HOA, and not subject to HOA fees.

Contested issues have also included rezoning a portion of the development to light commercial (C-3) for the benefit of the community in light of amenities. This was hotly contested. This community is very active and dedicated to addressing issues as these. The C-3 aspect eventually got a buy in by the community at large. Hearings are still going on. Further, on the issue of the Gravel Pit an application recently came in to expand the operation. This was met with diligent opposition, which continues to this day. Without knowing the future outcome, Consolidated Development for its part plans on adding monitoring wells for underground water monitoring, should this be needed at strategic places on our development.

I am taking the liberty to share some recent correspondence and memos with you, to be shared with your Buying Party. You are also invited to attend scheduled meetings as may interest you, to make contributions even though you are not yet a resident.

I still look forward to looking over some floor plan and home designs with you and your buying party.

Please feel free to call, at any time. This is going to be a pleasant community to move into, and Age In Place

Your future neighbor,

Ray Oyemi.

(Attachments).

On Thursday, October 24, 2024 at 09:38:06 AM AKDT, [REDACTED] wrote:

Sent from my iPhone

Begin forwarded message:

From: "[REDACTED]" [REDACTED]
Date: October 23, 2024 at 8:25:09 AM AKDT
To: mgrtotravel@aol.com
Cc: [REDACTED]
Subject: FW: Purchase & Sales Agreement Drafts. Know your drinking water quality way before you build! Welcome To Your New Community!

Thanks Ray. I will review the agreements today.

Do you mean to say the well must be installed this month?

What kind of well are we talking about? Will it be a drilled well or driven well?

I thought if we committed to the purchase by the end of this month, the well would be included.

Just want to clarify. Thanks, [REDACTED]

From: mgrtotravel@aol.com
Date: October 22, 2024 at 8:13:33 PM AKDT
To: [REDACTED]
Subject: Purchase & Sales Agreement Drafts. Know your drinking water quality way before you build! Welcome To Your New Community!

Dear [REDACTED]

It is important to keep in mind that while this proposal is aimed at encouraging you to take advantage of early water well (as well as

some cost savings), I will still honor the \$55,000 for each lot in the event that you do not care for early well installation by

the end of this month. My "unearned commission" enables me to pass on some savings to prospective community members.

On the issue of early development, this would not affect persons who are purchasing two lots as the two would not have to be

built immediately, but the vacant one will definitely need to be "dressed" (as in groomed yard or decorated yard). This is to enhance

my community growth and outlook initiative.

I look forward to your comments and feedback. WELCOME TO YOUR NEW COMMUNITY!

Sincerely,

Ray Oyemi, *Kellogg Executive Scholar.*

Sales/Development/Acquisition/Management/Divestiture/Repositioning

www.purposefulhomes.net

On Tuesday, October 22, 2024 at 06:58:52 AM AKDT, [REDACTED] wrote:

I believe 3a and 3b will be our choice. I like that they will have southern exposure in the back yard.

Sent from my iPhone

On Oct 21, 2024, at 9:07 PM, mgrtotravel@aol.com wrote:

Dear Ms. [REDACTED],

I am truly glad that you found the two lots that you anticipated for your retirement living in our upcoming Community of Care here at Ciechanski Residences on Kenai Wellness and Hospitality Estates. I also understand why you would want me to write up the Purchase and Sales Agreement as soon as possible.

May I suggest the following:

That I write up both sets of 1 acre+ properties 3A and 3B, as well as 5A and 5B while you consider the appealing as well as competing attributes of each set of these 1 + acre properties, including their proximities to the conveniences such as planned shuttle service and open space.

I will present you with a gallery of one level ADA Compliant, breadth taking homes to be built cost effectively by any of our builders, which will also give you the opportunity to further evaluate which lots combination best meets your retirement aspirations. A connoisseur and multiple lot owner as yourself would enjoy this exercise.

Should you still just want to close on the lots (either combination), I shall be glad to accept your chosen lot combination.

It has been delightful making your acquaintance. I look forward to consummating additional transactions.

Sincerely,

Ray Oyemi, *Kellogg Executive Scholar*

Consolidated Development & Mgmt., LLC

www.purposefulhomes.net

907-301-5185

On Monday, October 21, 2024 at 08:13:45 AM AKDT, [REDACTED] wrote:

Lunch is difficult for me. I have foster dog and must check on her at lunch.

Do you have a purchase agreement, or shall I draft one?

Sent from my iPhone

On Oct 20, 2024, at 7:57 PM, mgrtotravel@aol.com wrote:

This is not a solicitation for any unethical reason, but I would appreciate treating you to lunch in Anchorage as I would like to know you and your knowledge base better. The era of build/develop and hold is here!! I would like to discuss this prospect with you.

I am home in Anchorage. Second home, Kenai.

Respectfully,

Ray

Consolidated Development & Mgmt.

On Saturday, October 19, 2024 at 10:14:37 PM AKDT, mgrtotravel@aol.com <mgrtotravel@aol.com> wrote:

Note: I forgot to mention that I am in Anchorage for the week, in case you have any questions.

I returned tonight, so it is no bother at all should you have any questions.

Ray.

On Saturday, October 19, 2024 at 07:30:08 PM AKDT, mgrtotravel@aol.com <mgrtotravel@aol.com> wrote:

No.

On Saturday, October 19, 2024 at 06:43:01 PM AKDT, [REDACTED] <[REDACTED]> wrote:

Ray. Will there be HOA fees?

Ray Oyemi

(Side note/comment: Buyer indicated cash purchase. No further comment on the subject, except for home type and style).



KBP Memos and notes.pdf

644.8kB



EXHIBIT
B2 ATTACHMENT TO
PROSPECTIVE RESIDENTS'
DISCLOSURE.



KENAI PENINSULA
Borough

Planning Department

144 North Binkley Street, Soldotna, AK 99669 | (P) 907-714-2200 | (F) 907-714-2378 | www.kpb.us

NOTICE OF PUBLIC HEARING

CONSOLIDATED DEVELOPMENT & MANAGEMENT LLC
200 W 34TH AVE
ANCHORAGE, AK 99503

October 9, 2024

NOTICE IS HEREBY GIVEN that the Kenai Peninsula Borough (KPB) received a petition to amend the Diamond Willow-Fairfield Local Option Zoning District (LOZD) in Soldotna, Alaska, and will conduct public hearings on the matter. This ordinance would re-zone three parcels from the current Single Family Residential District (R-1) to a Mixed-Use District (C-3).

Petitioner: Ray Oyemi, Consolidated Development & Management, LLC.
Parcel ID(s): 05527213, 05527214, 05527215
Legal: Diamond Willow Kenai Wellness Estates Addn Lot A3, A4, A5

You are being sent this notice because you own property in, or within 300 feet of, the Diamond Willow – Fairfield LOZD and are invited to comment and give testimony at the following public meetings:

- **KPB Planning Commission:** Monday, October 28, 2024 7:30 p.m., in the KPB Assembly Chambers, 144 N. Binkley St. Soldotna, Alaska and via Zoom, Meeting ID 907 714 2200. Written comments for this meeting must be received by 1:00 pm Friday, October 25, 2024 and may be mailed to 144 N. Binkley St., Soldotna, Alaska 99669, Soldotna, Alaska 99669 or emailed to planning@kpb.us.
- **KPB Assembly Introduction:** Tuesday, November 12, 2024, 6:00 p.m. in the KPB Assembly Chambers, 144 N. Binkley St. Soldotna, Alaska, and via Zoom, Meeting ID 895 1103 3332 Passcode 193069. Written comments for this meeting must be received by 5:00 p.m. Tuesday, November 12, 2024 and may be mailed to 144 N. Binkley St., Soldotna, Alaska 99669 or emailed to assemblyclerk@kpb.us.
- **KPB Assembly Public Hearing:** Tuesday, December 10, 2024, 6:00 p.m. in the KPB Assembly Chambers, 144 N. Binkley St. Soldotna, Alaska, and via Zoom, Meeting ID 895 1103 3332 Passcode 193069. Written comments for this meeting must be received by 5:00 p.m. Tuesday, December 10, 2024 and may be mailed to 144 N. Binkley St., Soldotna, Alaska 99669 or emailed to assemblyclerk@kpb.us.

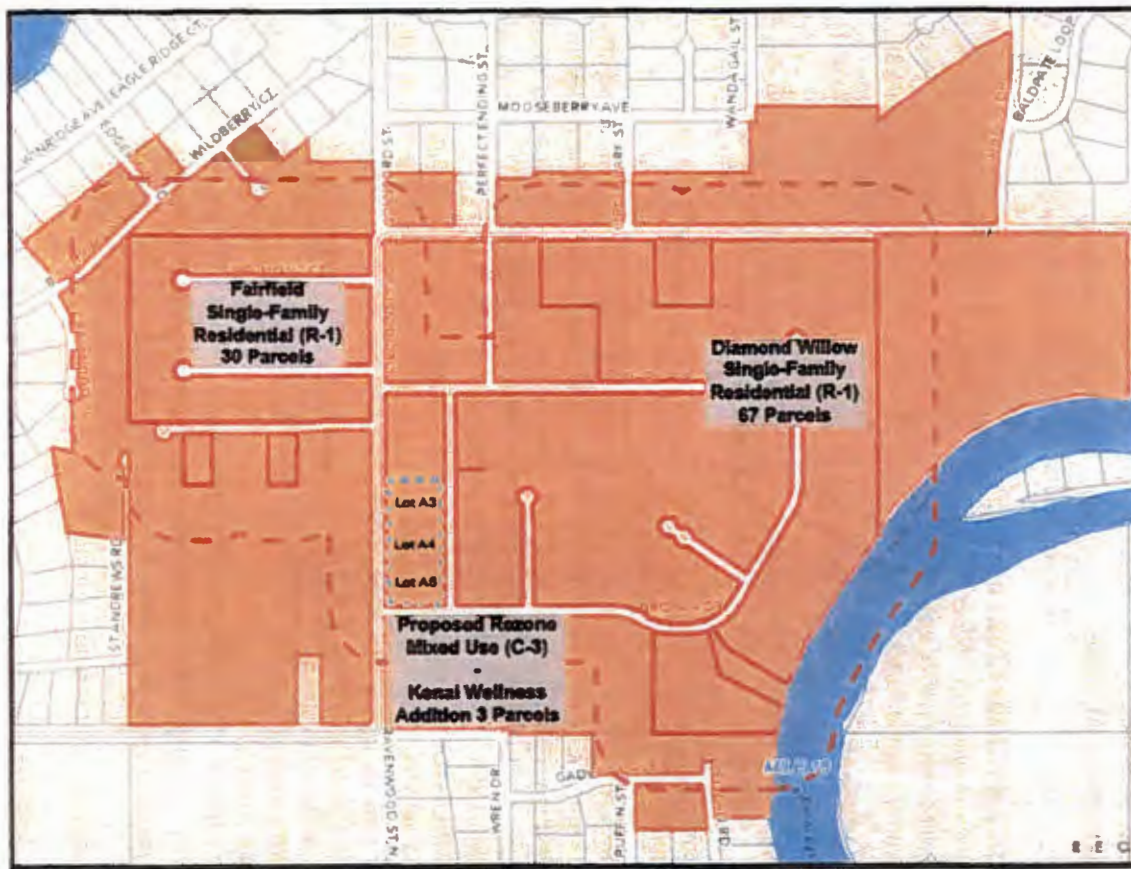
For additional information, contact Ryan Raidmae at rraidmae@kpb.us or (907) 714-2462.

Ryan Raidmae
KPB Planner



KENAI PENINSULA BOROUGH Planning

Local Option Zoning District (LOZD), Proposed Rezone, Diamond Willow - Kenai Wellness Estates Addition, Mixed Use (C-3) Parcels Within and 300 ft From the Proposed District



North Arrow

- River Miles
- Tax Parcels
- Existing LOZD Diamond Willow - Fairfield
- New District Proposed



The information depicted herein is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.

Monday, September 16, 2024



OYEMI RAY

August 21, 2024

200 W 34TH AVE STE 367
ANCHORAGE, AK99503

**KENAI PENINSULA BOROUGH PLANNING COMMISSION
NOTICE OF PUBLIC HEARING**

Public notice is hereby given that a Conditional Land Use Permit application has been received to develop a material site (gravel pit) on a property located in the Kalifornsky area. These applications are reviewed by the Kenai Peninsula Borough Planning Commission in accordance with KP 21.25 and KP 21.29. You are receiving this notice because you are a landowner within a half-mile radius of the subject property, and are invited to provide comment at the below public hearing.

Applicant: SEAN CUDE
Landowner: SBC 2012 IRREVOCABLE TRUST
Parcel Number(s): 05527001
Legal Description: DIAMOND WILLOW ESTATES SUB PART 13 TRACT 13
Address: 36498 Virginia Drive
Project Description: This application is requesting a modification to PC2014-20 to allow excavation in the water table and for temporary, localized dewatering.

Public Hearing:

Date and Time: Monday, September 9, 2024 at 7:30 p.m.

Location: Kenai Peninsula Borough
Betty Glick Assembly Chambers
144 N. Binkley, Soldotna, AK 99669

Zoom Meeting ID: Meeting ID 907 714 2200

Zoom Link: <https://us06web.zoom.us/j/9077142200>

Telephonic: 1-888-788-0099 or 1-877-853-5247

Public Comment: You can provide verbal comment at the hearing (see information above). You may also submit written comments by emailing them to rraidmae@kpb.us. **Written comments must be received by 1:00 pm Friday, September 6, 2024.** Note that persons who participate in the public hearing, either by written or verbal comment, may appeal the Planning Commission's decision within 15 days of the date of notice of the decision.

The meeting packet will be posted the week prior to the meeting. Once it has been posted, you can view the application and additional maps at kpb.legistar.com/Calendar. For additional information, contact Ryan Raidmae at rraidmae@kpb.us or 907-714-2462.

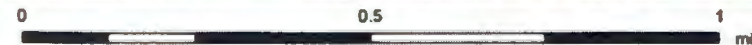
Please see the attached vicinity map of the proposed activities.



River Miles



Tax Parcels



The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.

Friday, August 16, 2024

Fwd: URGENT! Gravel Pit Hearing Nov. 18th!

From: Crystal Penrod (diamondwillowhomeowners@gmail.com)

To: mgrtotravel@aol.com; reiman@alaska.net

Date: Sunday, November 3, 2024 at 04:22 AM AKST

Dear Neighbors,

I'm writing to inform you of the upcoming Planning Commission hearing on **MONDAY, NOV. 18TH at 7:30 PM at the Borough Building in Soldotna**. This is the previously rescheduled hearing to approve or deny Sean Cude's gravel pit expansion in our housing development on the corner of Virginia Drive and Clechanski. If approved, this expansion will be absolutely devastating to our neighborhood. This expansion allows Sean Cude to excavate an additional 18 feet into the water table, the full length of the existing pit. In order to accomplish this, all of the fill in the reclaimed area will have to be removed. Sean Cude's final reclamation plan is to leave this enormous and dangerous 18-foot plus deep water hole forever, as a continual threat to our children, drinking water, the Kenai River and also local wildlife. The new site plan brings the ingress and egress for the gravel pit back to Virginia Drive, which means large trucks and equipment running around the clock on the only road in or out of the subdivision. This will greatly degrade the road conditions and threaten our safety by potentially blocking emergency responders. The last time Mr. Cude was allowed to use Virginia Drive it became so eroded and dangerous, it was down to a single lane and had many deep crevasses to navigate. . Furthermore, Cude's gravel pit expansion requests to process material, meaning he plans on having an industrial rock crusher 100 feet from Virginia Drive. The noise will be unimaginable, and the vibration will accelerate the erosion on the Kenai River bluff that borders Diamond Willow Estates & Ravenwood Subdivisions. To make matters worse, the pit expansion will allow Cude to dewater inside the pit. We have dealt with this type of activity here before, and it is an immediate threat to our drinking water and the Kenai River ecosystem. Any equipment or material used in the excavation process will be directly submerging in our water aquifer. This activity will surely degrade the water quality in our neighborhood and the property owners will have no recourse to this due to the Borough Ordinance not requiring protection against water quality. Once the water is contaminated, our property will not even be safe to reside on, much less qualify to sell. We, as a neighborhood, must fight the approval of Cude's application at the upcoming Borough hearing on November 18th, 7:30pm. Please mark your calendar and attend this critical hearing. It is also imperative that you **send a letter or email to the Borough Planning Department BY NOVEMBER 15TH at 1:00 PM and SPEAK AT THE HEARING**. Even if you stand up and simply say "I object to this application being approved". By doing this you will become a "Person Of Record" and will be informed of future events concerning this hearing. **More importantly, it allows you to participate in the Appeal Process should it be necessary.** Homeowners in the area are developing a strategy to defeat this pit expansion, and will be fine-tuning information and testimony in the next two weeks. If you would like to participate more fully, or need assistance with your letters, please reply to this email or contact me at (907) 301-5972. Feel free to pass this message along to any neighbors we may have missed. I hope you appreciate the urgency in having a full house at this hearing to testify and stand up for our rights as property owners, and that we'll see all of you on the 18th at the Borough Building in Soldotna.

Thank you for your support.

Travis Penrod, Chairman
Diamond Willow Homeowners Association
(907) 301 5972

—
Diamond Willow Homeowners Association
36860 Virginia Drive
Kenai, AK 99611
Travis Penrod, Chair
Timothy Agosti, Vice Chair

Rasor, Jessica

Subject: FW: <EXTERNAL-SENDER>Public Meeting
Attachments: Assembly Public Meeting.pdf

From: The UPS Store #2752 <store2752@theupsstore.com>
Sent: Tuesday, November 12, 2024 3:52 PM
To: G_Notify_AssemblyClerk <G_Notify_AssemblyClerk@kpb.us>
Cc: mgrtotravel@aol.com
Subject: <EXTERNAL-SENDER>Public Meeting

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The UPS Store #2752
35555 Kenai Spur Hwy.
Soldotna, AK 99669

P: 907.262.8774
F: 907.262.8787

Monday - Friday 8:30-6:30
Saturday - 9:00-5:00
Sunday - 10:00-3:00

Your Team at The UPS Store

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CONFIDENTIALITY NOTICE: The information contained in and accompanying this communication may be privileged or confidential and is intended solely for the use of the intended recipient (s). If you are not the intended recipient of this communication please delete and destroy all copies immediately.

ASSEMBLY

PUBLIC MEETING

ADDITIONAL

COMMENT 1.

Applicant Consolidated Development & Management, LLC, the owner of thirty-five lots located in the Diamond Willow - Fairview R-1 Local Option Zone is applying for rezoning of Lots A3, A4 and A5 of Diamond Willow Kenai Wellness Estates Addition (Plat No. 2023-60), comprising 4.5 acres, to create a C-3 Local Option Zone. While this is in variance with the standards provided in the KPB Code of Regulations, specifically the requirement of a minimum of 12 lots to create a Local Option Zone, the special circumstances here warrant an exception to that rule against spot zoning.

In 2018, a dispute arose between Consolidated and the Diamond Willow Homeowners Association (which included about 60% of the voting members of the Diamond-Willow - Fairview R-1 LOZ) over the replatting of what had been a large undeveloped parcel of over 40 acres previously included in that LOZ. While this dispute ended up in litigation, the parties resolved their differences by entering into a comprehensive settlement agreement governing the development and use of all of Consolidated's property within the Diamond Willow Subdivision. This settlement agreement was intended to give effect to the intent of the developer at the time that the CC&Rs were originally filed that approximately 6 acres at the corner of Ciechanski Road and Virginia Drive would be reserved for commercial use. This settlement included a provision in which the parties agreed that the Diamond Willow HOA would support a rezoning of that property from R-1 to C-3. A copy of the *Judgment* entered to effectuate the settlement has been made available to the KPB Planning Department.

While development of the property could proceed if the affected property were to be merely removed from the Diamond Willow - Fairview LOZ, the Diamond Willow HOA has requested Consolidated seek a rezoning of the property to create an agreed C-3 LOZ. The Diamond Willow HOA understandably prefers that Consolidated be required to comply with the C-3 zoning as a part of any permitting process in the development of the lots, and have given their signatures in support of that zoning change as was agreed. If the lots are removed from the R-1 LOZ and a C-3 LOZ is not created, then the Diamond Willow HOA would bear the entire responsibility for evaluating whether Consolidated's development of those lots was in compliance with the equivalent of C-3 zoning. Then, if they concluded it was not in compliance, they would be required to attempt to enforce compliance through the court system. The alternative of creating a C-3 LOZ of 12 lots in the Diamond-Willow Subdivision would conflict with the settlement agreement and the CC&Rs applicable to those additional 9 lots and may create confusion in future owners of the property. Consolidated agrees with the Diamond-Willow HOA that creation of the requested C-3 LOZ for the three lots, as requested, will greatly reduce the possibility of future disagreements and foster a more harmonious relationship between it and its neighbors. For that reason, Consolidated requests the removal of three lots from the Diamond Willow - Fairview R-1 Local Option Zone and an exception from the requirements of KPB Code Chapter 21-44 be allowed in order to establish a C-3 LOZ comprised of those 3 lots.

Ray DeJemi

FOR
CONSOLIDATED DEV.
& MGMT. LLC

9/26/24.

ASSEMBLY.

PUBLIC MEETING 11/12/24

ADDITIONAL
COMMENT 2.

TO:

SELECT PROSPECTIVE END USERS/LESSEES/COLABORATOR/BANK/CORPORATE LENDING DIVISION/ENTITIES AND NEIGHBORS.

Subject: ENHANCING AND FURTHERING THE DESTINATION POSITIONING OF KENAI.

Vehicle: KENAI WELLNESS & HOSPITALITY ESTATES, KENAI, ALASKA.

Featuring; CIECHANSKI RESIDENCES.

(Proprietary, Confidential materials.)

Collaborators and Stakeholders at large: The KPB, Board of Tourism, UAA, APU, Collective Institutional and Academic Healthcare Providers, and The Local Chamber of Commerce entities.

Per necessity here is a compilation of a summary lead into this uniquely unique community development project being undertaken by Consolidated Development & Mgmt., LLC (an Alaskan entity).

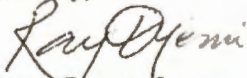
(IMPORTANT NOTE: Separate business plans exist each for the development, and individual business units).

- In the capable hands of a Nonprofit management entity, this development outcome would best manifest itself as a highly aggressive, successful and financially self sustainable social enterprise.
- At second best, this business model offers us a prototype profile of a set of solutions toward alleviating some critical aspects and issues of continuum of care that have eluded us continually and continuously as a care and caring community. Highlights of some segments follow:
 1. Invitation to prime builders/developers to visit this 58 acres of contiguous campus of strategic assemblage of parcels (two structures are in use, one an extended single family housing and the other a non restricted use property).
 2. During the coming months the Development's principal and managing member shall announce the entity's Board of Directors. Shortly after, a managing nonprofit entity shall be instituted.
 3. The development's planned features, complimentary and compatible services are listed.
 4. Types of business/enterprises attracted and committed to owning operations indicated, with name(s) currently withheld until leases are executed.
 5. Segregated, yet a unique multi-generational 'campus' community.
 6. Mixed use (light commercial and residential) convenience to include Wellness and Convalescence, highlighting Cancer/Cardiovascular lodge of Alaska. First of its kind.
 7. Cost effective facilities and upscale yet affordable AND ATTAINABLE HOMES!
 8. By its completion, the development is expected to be a \$28 mil accomplishment, housing some world-class programs (as in Nursing Education). A final design package is in the works.
 9. Business/Economics prospects to date: There has been an early written development interest in a 16-bed assisted living facility with staff living quarters. This would amount to a \$3.5mil small business development on a portion of this scheduled multi-generational campus community.
- Development has been methodically phase by phase in the absence of grants or funding. Strategically selective land acquisition, COVID-19, Plat and Zone, Housing Market temperament; all at play.
- Financial strategy to continue development through the season entails setting aside and maintaining a Line of Credit of \$525,000 (CD secured \$300,000 and land secured \$225,000); assuming a debt service of \$42,000 or \$3,500 month payment based on 8% interest only LOC), with an escrow reserve of \$21,000 for 6 months (first 6 winter months debt service back up/reserve).

- This continued activity, as small as it appears, has its worthiness by supplementing the regular contractor-finance feature of the development. A list of qualified lots has been identified for Bank's consideration to facilitate Commercial Lending in term of LOC (combination of CD secured and real property collateral) as this has a direct bearing on the operation's/developer's ability to jump start and bring more rental units and hospital patient rental, including traveling nurses rental units – in high demand.
- While the \$2.4mil development land's valuation is in good ratio to the debt of \$935,000, it is anticipated that the overall proactive growth would enable it into endorsement as an SBA or USDA worthy Borrowing Candidate, with LOC anticipated to establish commercial creditworthiness.

I shall look forward to your support and guidance in your capacity as citizens of a “Community of Care”
™.

Sincerely,



Ray Oyemi, ARM

Kellogg Executive Scholar,

Civil Air Patrol, Senior Alumni.

CONSOLIDATED DEVELOPMENT & MGMT., LLC

www.purposefulhomes.net

Enhancing A Destination Point.

Kenai Is No longer Just For Fishing.....Not Anymore! ™

CONSOLIDATED DEVELOPMENT & MGMT., LLC

907-301-5185 mgrtotrave@aol.com

Introduced by: Mayor
Date: 11/12/24
Hearing: 01/07/25
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-31**

AN ORDINANCE AMENDING KPB CHAPTER 16.41 AUTHORIZING THE KPB ROAD SERVICE AREA BOARD TO APPROVE MINIMAL MAINTENANCE WORK AND ONE-TIME MINIMAL MAINTENANCE WORK ON ROADS NOT CURRENTLY MAINTAINED BY THE KPB ROAD SERVICE AREA

WHEREAS, conditions on public lands and roads not maintained by the Kenai Peninsula Borough (KPB) Road Service Area (RSA) Department sometimes impact KPB-maintained roads; and

WHEREAS, presently there is not a code mechanism to allow the RSA Department to undertake minimal maintenance work to address issues impacting KPB-maintained roads from public lands and unmaintained roads within the KPB RSA; and

WHEREAS, it is in the interest of KPB to allow greater flexibility to address issues affecting the roads maintained by the KPB RSA Department; and

WHEREAS, at its regularly scheduled meeting held on _____, 2024, the Kenai Peninsula Borough Road Service Area Board recommended _____;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That KPB 16.41.190 is hereby amended read as follows:

16.41.190. - Road construction projects—Assembly approval.

- A. Annually the Road Service Area Board [SHALL] will make a report and recommendation to the Assembly regarding whether any road construction projects should be undertaken. The report may be[, BUT NEED NOT BE,] included in the annual report required by KPB 16.41.110. In making the board's recommendation, the following criteria supports consideration of a construction project:
1. Whether there is available road service area funding;
 2. Whether the road accesses public lands or facilities;
 3. Whether the road is a collector road;
 4. Whether there are funding sources in addition to road service area funds available for the project; and

5. Whether the construction will provide an improved alternate route to a road currently certified for maintenance.
- B. Specific road construction projects [SHALL] will be approved by the Assembly upon consideration of the Road Service Area Board's recommendation.
- C. The Road Service Area Board [SHALL] will recommend to the Assembly, for approval, procedures for implementing the criteria in KPB 16.41.190(A).

SECTION 3. That KPB Chapter 16.41 is hereby amended to add a new section, KPB 16.41.195, as follows:

16.41.195. – Minimal maintenance work—Board approval.

- A. Notwithstanding KPB 16.41.190, the road service area board may, by resolution, approve minimal maintenance work for roads not currently maintained by the road service area to correct issues directly impacting borough-maintained roads from unmaintained rights-of-way or public lands. Minimal maintenance work is subject to the availability of road service area operating funds and must not generate the need for a supplemental appropriation. Nothing in this section may be construed as requiring the road service area board to approve any requests for minimal maintenance work. For the purposes of this section, “road” has the definition given in KPB 14.40.390.
- B. A resolution approving minimal maintenance work is limited to two (2) years in duration from the date the resolution is passed and may not exceed more than \$5,000.00 in annual cost. The cost will be as adjusted annually by the Anchorage CPI.
- C. The road service area board may not approve more than five resolutions for the same portion of road as provided for in this section unless a RIAD is formed that will bring the road to the standards required by KPB Chapter 14.06.

SECTION 4. That KPB Chapter 16.41 is hereby amended to add a new section, KPB 16.41.197, as follows:

16.41.197. – One-time minimal maintenance work—Director approval.

Notwithstanding KPB 16.41.190 and KPB 16.41.195, the road service area director may approve one-time minimal maintenance work for roads not currently maintained by the road service area to correct issues directly impacting borough-maintained roads from unmaintained rights-of-way or public lands. One-time minimal maintenance work is subject to the availability of road service area operating funds and must not generate the need for a supplemental appropriation. Nothing in this section may be construed as requiring the road service area director to approve any requests for one-time minimal maintenance work. For the purposes of this section, “road” has the definition given in KPB 14.40.390.

SECTION 5. That KPB 16.41.200 is hereby amended read as follows:

16.41.200. – Definitions.

...

Minimal maintenance: For purposes of this chapter, “minimal maintenance” means maintenance necessary to maintain the integrity of the existing roadway.

Maintenance: “Maintenance” means: snow removal; grading; replacing lost gravel (up to a depth of six inches); reshaping shoulders, slopes, and ditches; unplugging culverts and clearing ditches; filling potholes; dust control; and other activities consistent with sound road maintenance practice.

SECTION 6. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2024.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Road Service Area Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*
Sean Kelley, Borough Attorney *SK*

FROM: Scott Griebel, Road Service Area Director *SG*

DATE: October 30, 2024

RE: Ordinance 2024-31, 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)

This code amendment would authorize the KPB Road Service Area (RSA) Department to perform minimal maintenance work on roads not maintained by the RSA Department when conditions on unmaintained roads or public lands impact RSA-maintained roadways. The proposed code amendments define “minimal maintenance work” and provide for both one-time minimal maintenance work and up to ten years of minimal maintenance work on the same portion of roadway unless a RIAD is formed. The minimal maintenance work performed through these code mechanisms would require approval through resolution by the RSA Board. Moreover, the minimal maintenance work would be limited in cost and duration, would be subject to available RSA funding, and must not require a separate Assembly appropriation.

The proposed amendments to KPB 16.41 would support the RSA Department’s ability to perform work in areas not under maintenance, when conditions in those areas affect KPB-maintained roadways.

Your consideration is appreciated.

Introduced by: Mayor
Date: 11/12/24
Hearing: 01/07/25
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-32**

**AMENDING KPB 21.50.055 RELATING TO THE START OF ACCRUAL OF CIVIL
FINES FOR VIOLATIONS OF TITLE 21 OF THE KPB CODE**

WHEREAS, the purpose of KPB Chapter 21.50 is to promote compliance with KPB ordinances and promote consistency in enforcement of the KPB land use and subdivision regulations codified in KPB Title 21; and

WHEREAS, KPB 21.50.040 provides for cumulative remedies for violations of KPB Title 21, including civil penalties and fines; and

WHEREAS, KPB 21.50.055 sets forth the fines for violations of KPB Title 21; and

WHEREAS, KPB 21.50.055, as presently written, does not provide for accrual of fines until the date an enforcement notice is issued; and,

WHEREAS, KPB Chapter 1.24 provides for a general penalty for violations of KPB Code; and

WHEREAS, KPB 1.24.020(C) states, “Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense[]”; and

WHEREAS, KPB Chapter 1.24 provides for cumulative remedies for violations of KPB Code, including civil penalties and fines but does not require issuance of an enforcement notice to begin fine or penalty accrual; and

WHEREAS, the Assembly finds it is in the best interests of the KPB to provide consistency among the discrete Titles, Chapters and Sections of its Code; and

WHEREAS, the Assembly finds it is in the best interests of the KPB to allow greater flexibility when enforcing its land use and subdivision regulations;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That KPB 21.50.055(A), Fines, is hereby amended to read as follows:

CHAPTER 21.50. -Violations and Enforcement.

....

21.50.055. - Fines.

A. Following are the fines for violations of this title. Each day a violation occurs is a separate violation. Violations begin to accrue [THE DATE THE ENFORCEMENT NOTICE IS ISSUED] on the first day of violation and continue to the date the enforcement is initially set for hearing, or the first day of trial, as applicable. The fine for a violation may not be reduced by the hearing officer or judicial officer, as applicable, to less than the equivalent of one day’s fine for each type of violation.

....

SECTION 2. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2024.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Planning Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*

FROM: Robert Ruffner, Planning Director *RR*

DATE: October 30, 2024

RE: Ordinance 2024- 32, Amending KPB 21.50.055 Relating to the Start of Accrual of Civil Fines for Violations of Title 21 of the KPB Code (Mayor)

The purpose of KPB Chapter 21.50 is to promote compliance with KPB ordinances and promote consistency in enforcement of the KPB land use and subdivision regulations codified in KPB Title 21. KPB 21.50.040 provides for cumulative remedies for violations of KPB Title 21, including civil penalties and fines.

The fines for violations of KPB Title 21 are set forth in KPB 21.50.055. As presently written, however, fines for violations of KPB Title 21 do not begin to accrue until the date an enforcement notice is issued. An enforcement notice initiates an enforcement proceeding and although enforcement proceedings are important enforcement tools, they require KPB to hire a hearing officer and have procedural features similar to civil bench trials. Additionally, other enforcement mechanisms such as stipulated agreements are available to address violations of KPB Title 21.

Moreover, KPB Chapter 1.24 also provides for cumulative remedies for violations of KPB Code—including civil penalties and fines—but does not require issuance of an enforcement notice to begin fine or penalty accrual. Instead, KPB 1.24.020(C) states, “Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense.

The amendment to KPB 21.50.055 proposed by the Ordinance will provide consistency between KPB Chapter 1.24 and KPB Chapter 21.50 and will allow greater flexibility when enforcing KPB’s land use and subdivision regulations.

Your consideration is appreciated.

Introduced by: Mayor
Date: 11/12/24
Hearing: 01/07/25
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2024-29**

**AN ORDINANCE AMENDING KP.B 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**

WHEREAS, the Kenai Peninsula Borough (KPB) as a second-class borough provides for planning on an areawide basis in accordance with Alaska Statutes (AS) Chapter 29.40; and

WHEREAS, AS 29.40.030(b) provides that the Assembly, after receiving the recommendations of the Planning Commission, will periodically undertake a review of the comprehensive plan and update the plan as necessary; and

WHEREAS, the KPB’s comprehensive plan was last updated in 2019, via Ordinance 2019-25, and should be amended with new planning documents as described in the executive summary; and

WHEREAS, AS Chapter 29.40 describes the comprehensive plan as a compilation of policy statements, goals, standards, and other planning documents such as transportation plans, community facilities' plans, and land use plans to be used for the systematic and organized development of the KPB; and

WHEREAS, on September 24, 2024, the Homer City Council Enacted Homer Ordinance 24-31(s), “An Ordinance of the Homer City Council Adopting the 2024 Homer Transportation Plan, Amending the Homer Comprehensive Plan to Include the Transportation Plan and Recommending Adoption by the Kenai Peninsula Borough”; and

WHEREAS, the Planning Commission at its regularly scheduled meeting of _____
___recommended _____;

**NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI
PENINSULA BOROUGH:**

SECTION 1. That KPB 2.56.030 is hereby amended as follows:

2.56.030. - Homer comprehensive plan adopted.

- A. The assembly adopts the “2018 Homer Comprehensive Plan” approved by Homer Ordinance 18-47 on November 26, 2018 as the official borough comprehensive plan for that portion of the borough within the boundaries of the City of Homer.
- [B. THE ASSEMBLY ADOPTS THE HOMER NON-MOTORIZED TRANSPORTATION AND TRAIL PLAN AS AN ELEMENT OF THE BOROUGH'S COMPREHENSIVE PLAN FOR THAT PORTION OF THE BOROUGH WITHIN THE BOUNDARIES OF THE CITY OF HOMER.]
- [C]B. The assembly adopts and incorporates the [2006] 2024 Homer Area Transportation Plan into [CHAPTER 3 of] the borough's comprehensive plan for that portion of the borough within the boundaries of the City of Homer.]
- [D] C. The assembly adopts and incorporates the Homer Town Center Plan in Chapter 1 of the borough's comprehensive plan for that portion of the borough within the boundaries of the City of Homer.
- [E]D. The assembly adopts and incorporates the Homer Spit Comprehensive Plan as an element of that portion of the borough within the boundaries of the city limits of Homer.

SECTION 2. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2024.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Planning Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*

FROM: Robert Ruffner, Planning Director *RR*

DATE: October 30, 2024

SUBJECT: Ordinance 2024- 29, 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)

The City of Homer (the City) has been working with Kinney Engineering since 2022 to update the transportation and trails elements of the City's Comprehensive Plan.

On October 7, 2024, the Kenai Peninsula Borough Planning Department received a transmittal letter from the City's Development Director, Julie Engebretsen. The letter requested the Kenai Peninsula Borough update its comprehensive plan to remove the now outdated 2005 Homer Area Transportation Plan and the 2004 Homer Non-Motorized Transportation and Trails Plan. These two plans are to be replaced by the singular 2024 Homer Transportation Plan as adopted by Homer Ordinance 24-31(S). The Ordinance amends KPB 2.56.030 accordingly.

Pursuant to KPB 21.01.025 Comprehensive plans – Amendments, the Kenai Peninsula Borough Planning Commission is scheduled to hear and make a recommendation to the Assembly on the requested changes at its regularly scheduled meeting on November 18th.

Your consideration is appreciated.



City of Homer

www.cityofhomer-ak.gov

Planning

491 East Pioneer Avenue
Homer, Alaska 99603

Planning@ci.homer.ak.us

(p) 907-235-3106

(f) 907-235-3118

October 7, 2024

Robert Ruffner, Planning Director
Kenai Peninsula Borough
144 North Binkley Street
Soldotna, AK 99669

Dear Mr. Ruffner,

I am pleased to present the 2024 Homer Transportation Plan for inclusion in the City of Homer's Comprehensive Plan. The City of Homer contracted with Kinney Engineering to update the Transportation Plan in 2022, and spent two years conducting extensive public process to create the plan. The new document is a major update to the 2005 Homer Area Transportation Plan and the Homer Non-Motorized Transportation and Trails Plan (2004). This 2024 Homer Transportation Plan replaces both of those documents as part of the Homer Comprehensive Plan.

Please let me know if I can provide any further assistance in the adoption process through the Kenai Peninsula Borough Planning Commission and Assembly.

Sincerely,

Julie Engebretsen
Community Development Director

Attachments

2024 Homer Transportation Plan
Ordinance 24-31(S)

Transportation Plan

June 2024



Prepared For:

City of Homer

Prepared By:

Kinney Engineering, LLC

3909 Arctic Blvd, Ste 400
Anchorage, AK 99503
907-346-2373
AECL1102

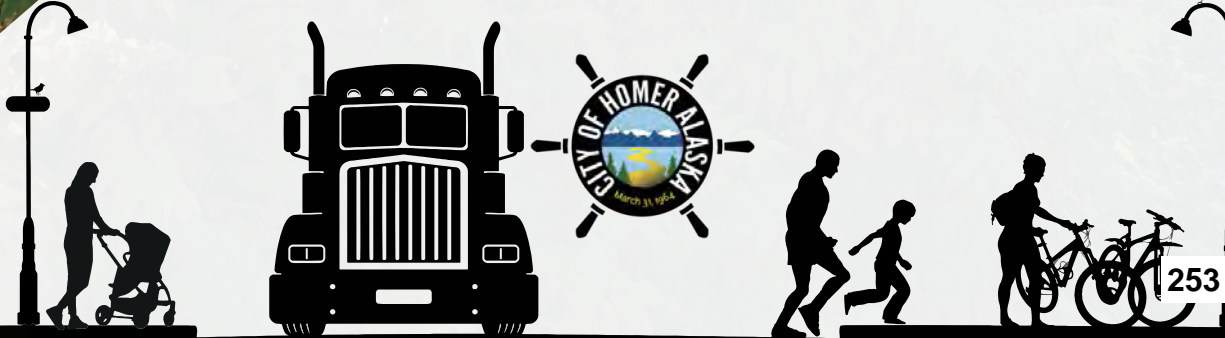


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Introduction



The City of Homer is the largest city on the southern Kenai Peninsula and serves as a central hub for goods and services for nearby communities. Within the city limits, Homer has a population of about 5,719; however, an estimated 12,200 individuals reside within a 15-mile radius of Homer. With the arrival of seasonal residents and visitors during tourist season, the community experiences significant increases in vehicular traffic.

This **Homer Transportation Plan** presents the goals and objectives for the Homer transportation network and describes policies, actions, and projects

that will help to achieve those goals over the next 20 years. The Transportation Plan falls under the umbrella of the Homer Comprehensive Plan which looks at land use and development throughout the City and provides a broad overview on the interaction between land use and transportation. This Transportation Plan will provide additional detail regarding the transportation network and will support the City's land use and development goals. *Table 1* presents previous City of Homer plans that relate to the transportation plan and *Table 2* presents pending and ongoing projects.

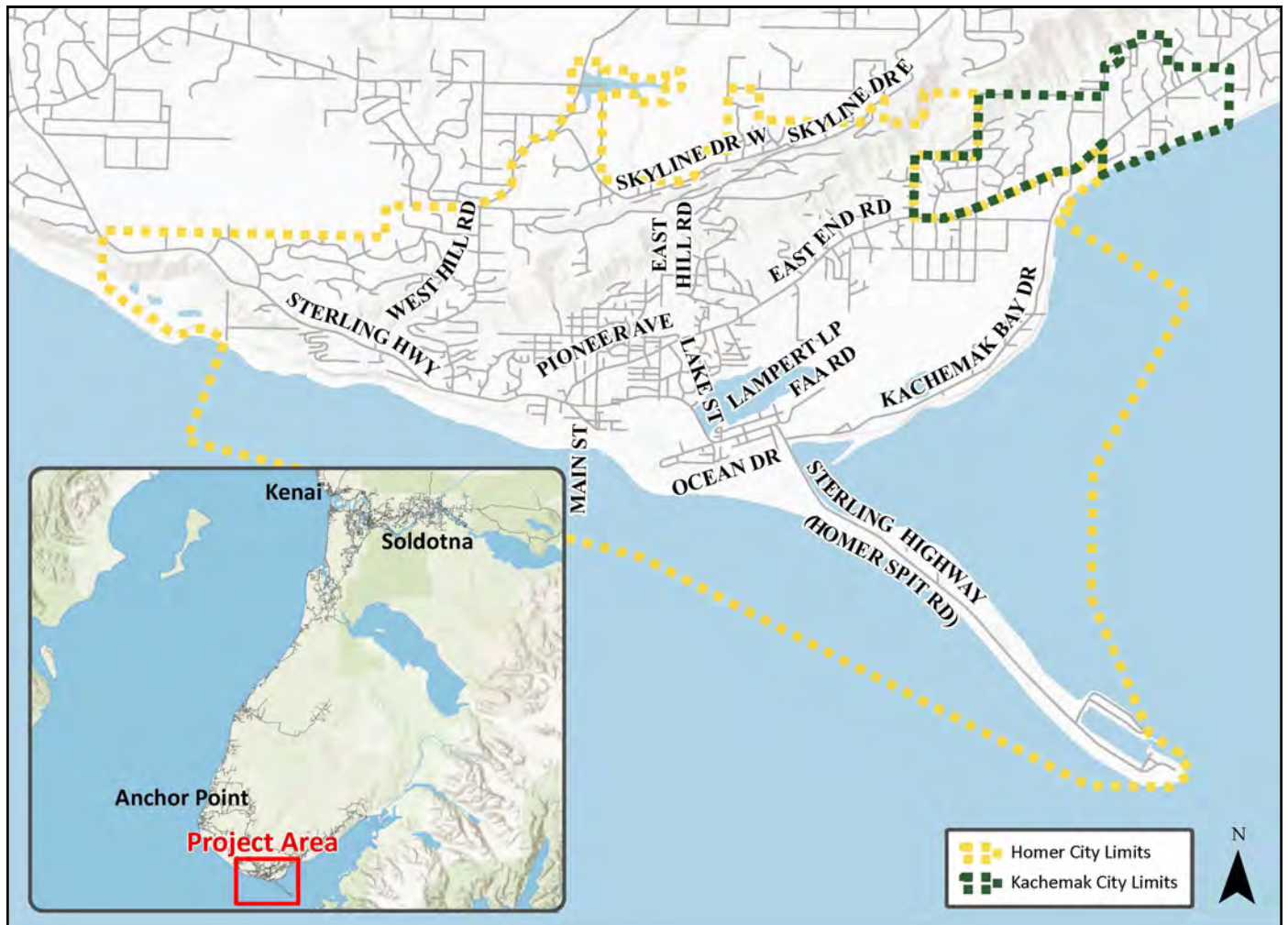


Figure 1: Homer Vicinity Map

RELATED PLANS	DESCRIPTION
City of Homer Non-Motorized Transportation and Trails Plan 2022 Implementation Plan (2022)	Guides the development of a non-motorized network in Homer.
Green Infrastructure – Storm Water Management Plan (2021)	Examines the benefits of integrating green infrastructure for stormwater mitigation.
Homer Spit Parking Study (2021)	Examines parking concerns on the Homer Spit and makes suggestions for improvements.
All-Hazard Mitigation Plan (2018)	Outlines actions taken during hazardous situations, including tsunami evacuation routes.
Homer Comprehensive Plan (2018)	Establishes goals, standards, and policies for land use and development.
Climate Action Plan (2007)	Outlines how to reduce energy usage and greenhouse gas emissions.
Homer Area Transportation Plan (2005)	Identifies needs, guides planning, and aids funding efforts for roads and trails capital improvement projects.
Homer Non-Motorized Transportation and Trail Plan (2004)	Provides a development manual for creating and integrating a non-motorized transportation and trail system over the period from 2004 to 2024.

Table 1: Past Plans

PLANS AND PROJECTS	DESCRIPTION
Homer Comprehensive Plan Update (pending)	Updates the 2018 plan, establishing goals, standards, and policies for land use and development.
Homer All Ages & Abilities Pedestrian Path Project (ongoing)	Connects the Senior Center, medical district, and Central Business District with an accessible pathway for year-round, non-motorized access.
Homer Harbor Expansion Project (ongoing)	Addresses Homer’s need for additional harbor space to moor large vessels.
Stormwater Management Projects (ongoing)	Uses green infrastructure and natural systems to improve water quality and prevent flooding/erosion. There are currently four projects in the conceptual phase.

Table 2: Pending and Ongoing Plans and Projects

The Transportation Plan includes the following key sections:

Public Involvement Summary. Describes how input from the public was solicited and incorporated into this plan.

State of the System. Describes the transportation infrastructure within the City, including state roads, City roads, and non-motorized trails, paths, and sidewalks; evaluates how the transportation network operates, including consideration of seasonal impacts, as well as the impacts of schools, hospitals, and events such as the Farmers Market on system operations; discusses the transportation needs of persons of all ages and abilities; and describes the existing evacuation routes for emergency events such as tsunamis and wildfires.

Transportation System Guidelines. Presents brief summaries of current best practices for transportation systems pertinent to the City of Homer.

Goals and Objectives. Presents the goals and objectives for the City of Homer transportation network. These goals address community desires for increased safety when using different modes of transportation and better connectivity for all users.

Recommendations. Presents policies, actions, and projects that need to be implemented to reach the City’s goals.

Funding. Describes potential sources of funding for the recommended policies, actions, and projects.

Public Involvement Summary



In the fall of 2022, as part of the Transportation Plan effort, the City of Homer and community stakeholders conducted multiple public outreach events as well as focused group discussions with target populations in mind. Outreach activities included:

- Discussion at Homer High School
- Discussion at Senior Center
- Booth at Rotary Health Fair
- Discussions with representatives from:
 - Independent Living Center
 - Local taxi companies
 - Heavy equipment and freight operators
- Presentations to City of Homer commissions and Council

In addition, comments from the public at large were solicited in four other ways:

- 1** An online mapping tool where community members could identify specific locations of interest as well as share specific concerns and offer potential solutions. Nearly 500 specific comments were made using this tool.
- 2** Comments from the Non-Motorized Transportation Symposium held by Homer Drawdown (a community effort focused on local efforts to mitigate climate change) on October 1, 2022, were added to the online mapping tool.
- 3** An online survey, which asked specific questions about how individuals travel, their concerns while traveling, and what travel options they preferred. This survey was also available in print. Nearly 300 people responded to this survey.
- 4** A public open house focused on identifying goals and objectives for the Transportation Plan.



Figure 2: Transportation Plan Open House (November 9, 2022)

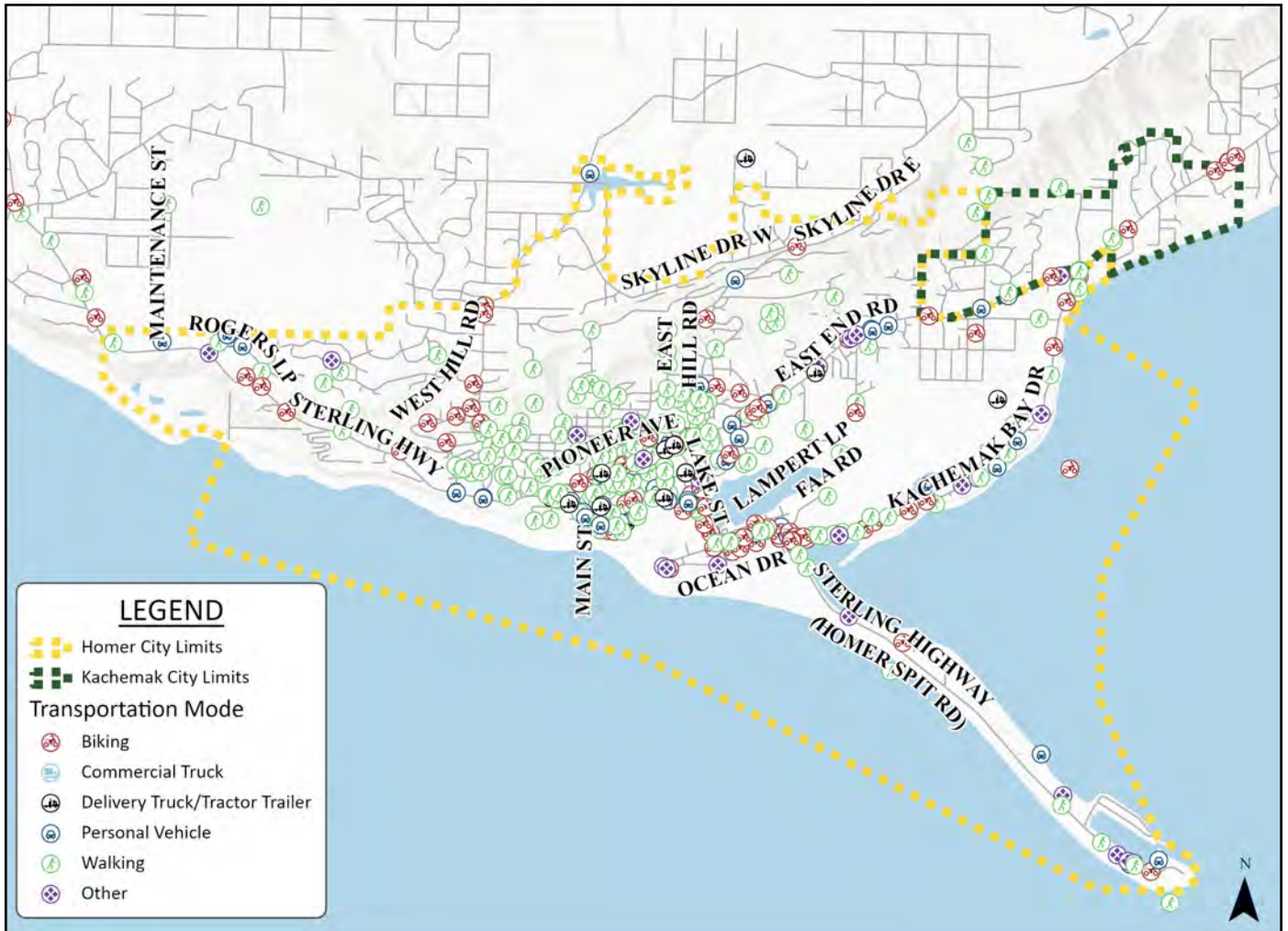
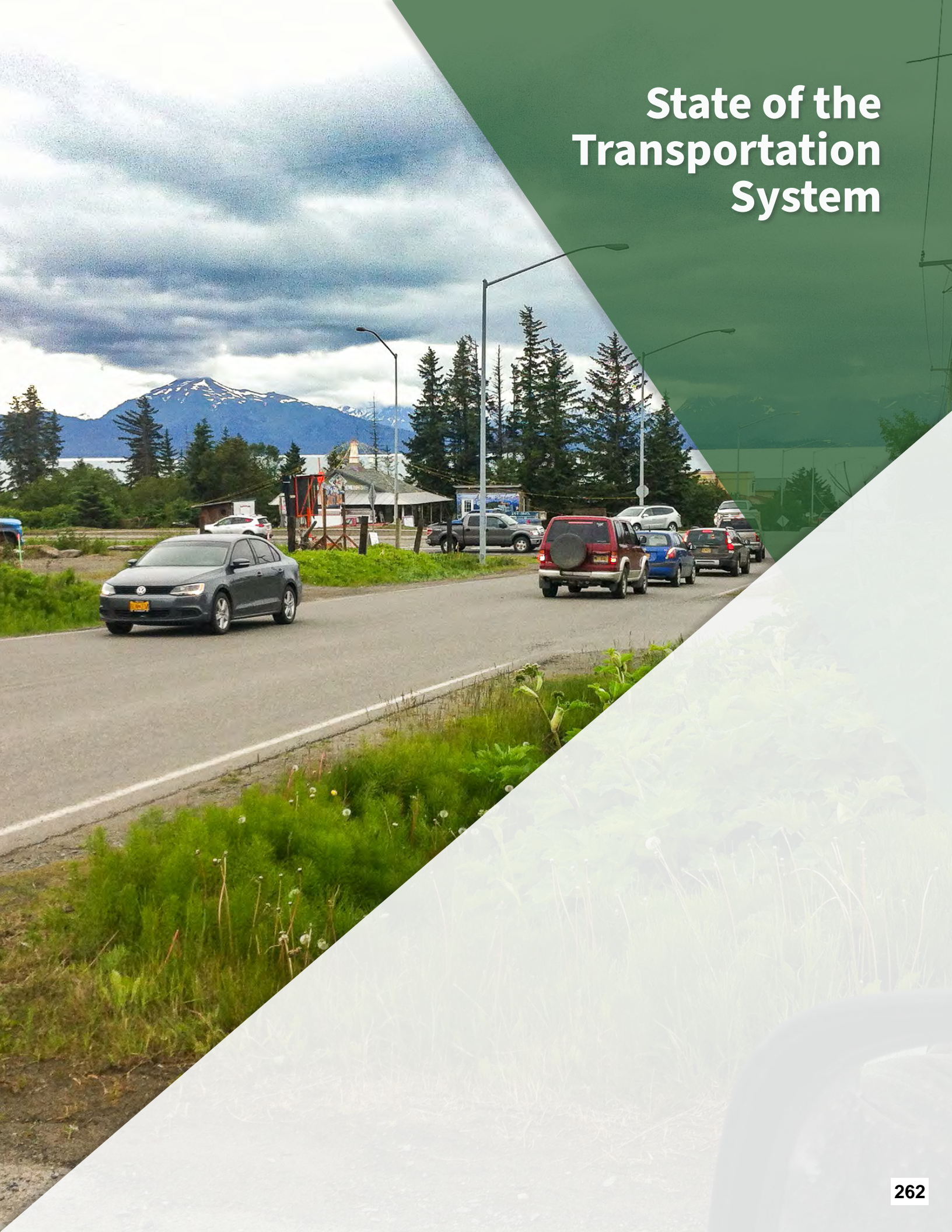


Figure 3: Online Map of Public Comments

The received comments were used to develop draft goals and objectives for the Transportation Plan, and to identify policies, projects, and activities that meet the needs of the community and support the goals and objectives.

Appendix A includes a more detailed summary of the public involvement efforts.

State of the Transportation System



State roads make up the backbone of the City of Homer transportation system, providing key connections between local city roads for walking, biking, driving, and the movement of freight. Alaska Department of Transportation and Public Facilities' (DOT&PF) roads emphasize moving traffic quickly over relatively longer distances and connect to areas outside of the city. City of Homer roads emphasize access to residences, businesses, and other attractions. Both state- and city-owned roads are needed to provide safe transportation options for residents, visitors, and the movement of freight.

Nearby communities connected to the City of Homer via the Sterling Highway and East End Road include Anchor Point, Diamond Ridge, Happy Valley, Kachemak City, Kachemak Selo, Voznesenka, Razdolna, Nikolaevsk, and Fritz Creek. Homer also provides goods and services to communities across Kachemak Bay, including Halibut Cove, Seldovia, Nanwalek, and Port Graham. In addition to the roadway network, Homer is reached via public ferries, private boats, and the Homer Airport.

ROAD SYSTEM

Functional Classification

Roads are divided into three main functional classes: arterials, collectors, and local roads. In Alaska, the DOT&PF assigns classifications for all state-owned roads and local agencies assign classifications for locally-owned roads. These classifications help to define the purpose of each road within the road network and relate to roadway design decisions, such as design speed and walking and biking amenities. Arterial roads are generally designed to carry higher volumes of vehicles at higher speeds over longer distances. Often, separated paths or wide shoulders are provided for walking and biking. Local roads carry lower volumes of traffic at lower speeds, are focused on providing access to homes and businesses, and carry travelers for only a short distance.

Figure 4 presents the functional classification for both the DOT&PF roads and the city-owned roads in Homer.

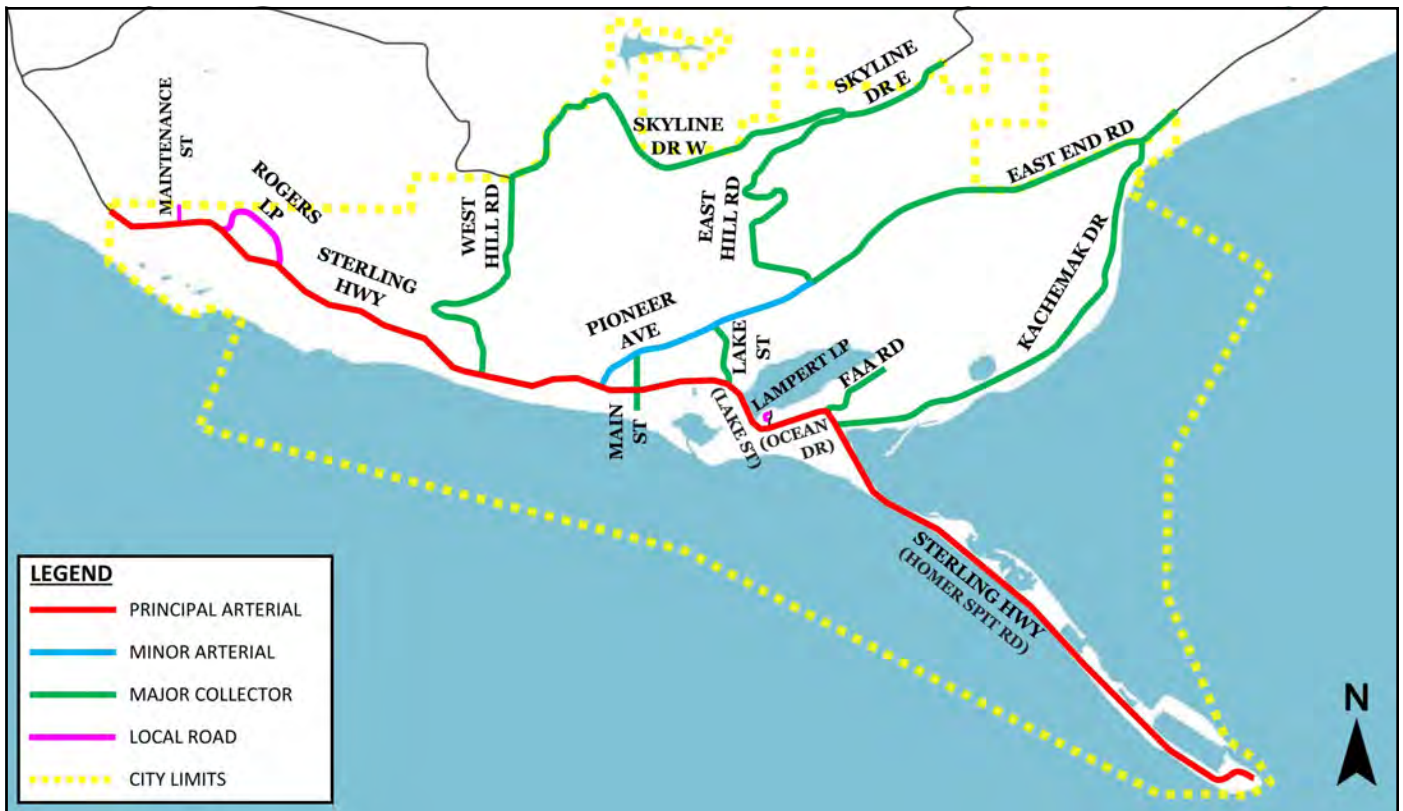


Figure 4: Roadway Functional Classification (State Roads)

Often, pedestrians and bicyclists share the road with vehicles, although sometimes a sidewalk or wide shoulder may be provided. Collector roads distribute trips between local and arterial roads, with appropriate spaces for walking and biking.

DOT&PF Routes

There are fourteen DOT&PF-owned roads within the City of Homer city limits as shown in Figure 5. Of the state roads, only the Sterling Highway is part of the National Highway System (NHS), but it includes portions of Lake Street, Ocean Drive, and Homer Spit Road. Maintenance Street and Lampert Loop are access roads that lead to state-owned lands.

Table 3 (page 10) summarizes the existing walking and biking infrastructure along DOT&PF roads and Figure 6 (page 11) maps the facilities. There are many routes without dedicated infrastructure for walking and biking.

DOT&PF prioritizes the maintenance of their roads as shown in Figure 7 (page 11). Roads with a priority level of one are maintained first, with maintenance on the other roads following sequentially. The priority level for the Sterling Highway is level 1; most of the other DOT&PF roads in Homer fall under the priority levels 3 and 4, with sidewalks given similar priority depending on the availability of resources.

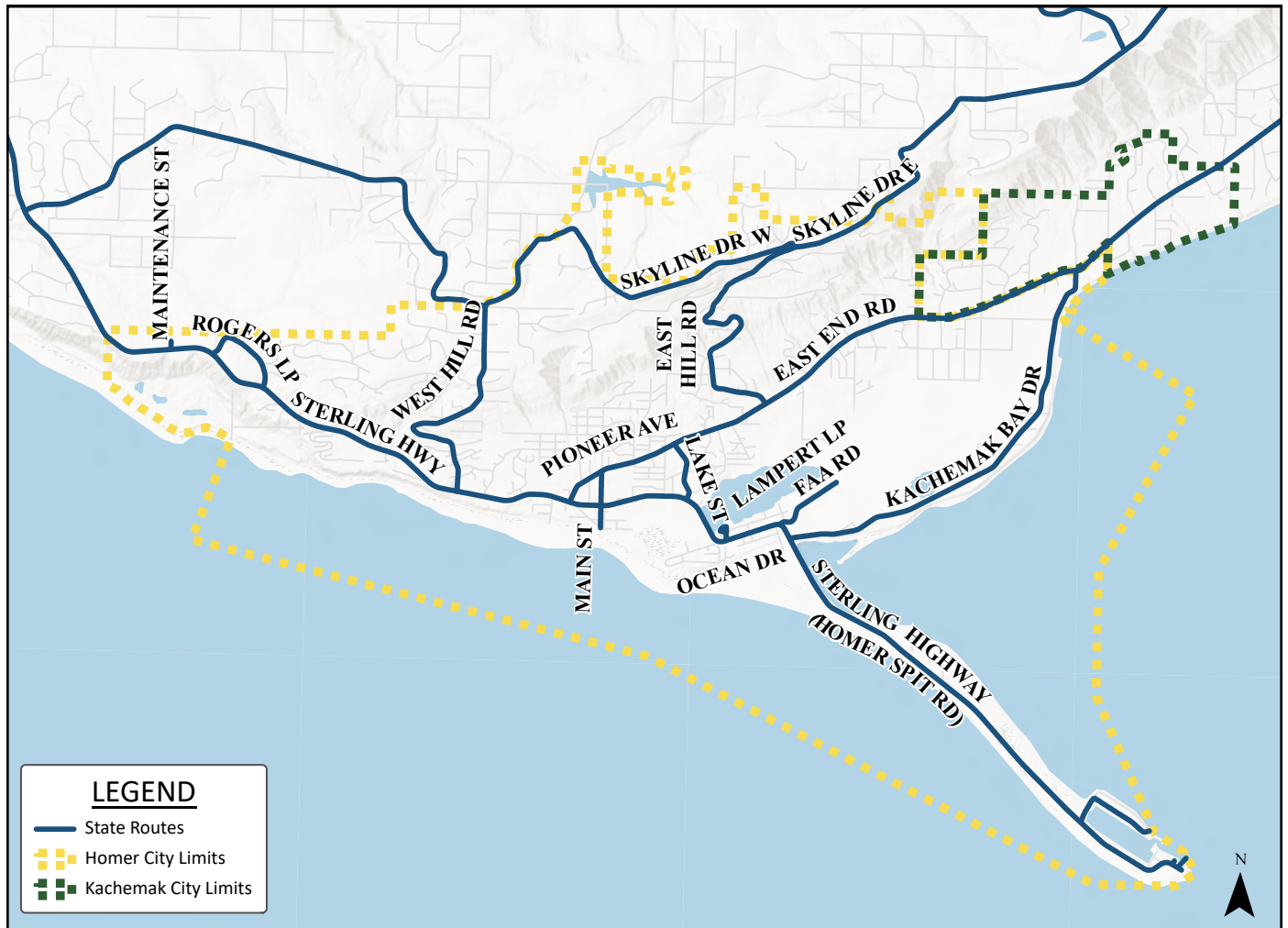


Figure 5: DOT&PF State Routes

ROUTE NAME	SUB-SEGMENT EXTENTS	NON-MOTORIZED INFRASTRUCTURE
Sterling Highway	Bluff Road to Rogers Loop	None
	Rogers Loop to Glenview Street	Sidewalk (north side)
	Glenview Street to Brown Bear Loop	Sidewalks
	Brown Bear Loop to Lake Street/Ocean Drive	Separated pathway (west side)
	Lake Street/Ocean Drive to Kachemak Drive	Bike lane (south/west side)
	Kachemak Drive to end of Homer Spit Road	Separated pathway
Pioneer Avenue	Sterling Highway to Lake Street	Sidewalk
East End Road	Lake Street to East Hill Road	Sidewalk
	East Hill Road to McLay Road	Separated pathway (north side)
Lake Street	Sterling Highway to East End Road	Sidewalk (east side), bike lanes
Kachemak Drive	Sterling Highway to East End Road	None
West Hill Road	Sterling Highway to Skyline Drive West	None
East Hill Road	East End Road to Skyline Drive West	None
Skyline Drive West	Diamond Ridge Road to East Hill Road	None
Skyline Drive East	East Hill Road to Woodman Lane	None
Main Street	Bunnell Avenue to Pioneer Avenue	None
FAA Road	Sterling Highway to Airport Parking Entrance	Bike lane (north side)
Rogers Loop	Sterling Highway to Sterling Highway	None
Maintenance Street	Sterling Highway to Road End	None
Lampert Loop	Lampert Lane to Lambert Lane	None

Table 3: Description of Non-Motorized Facilities along State Routes

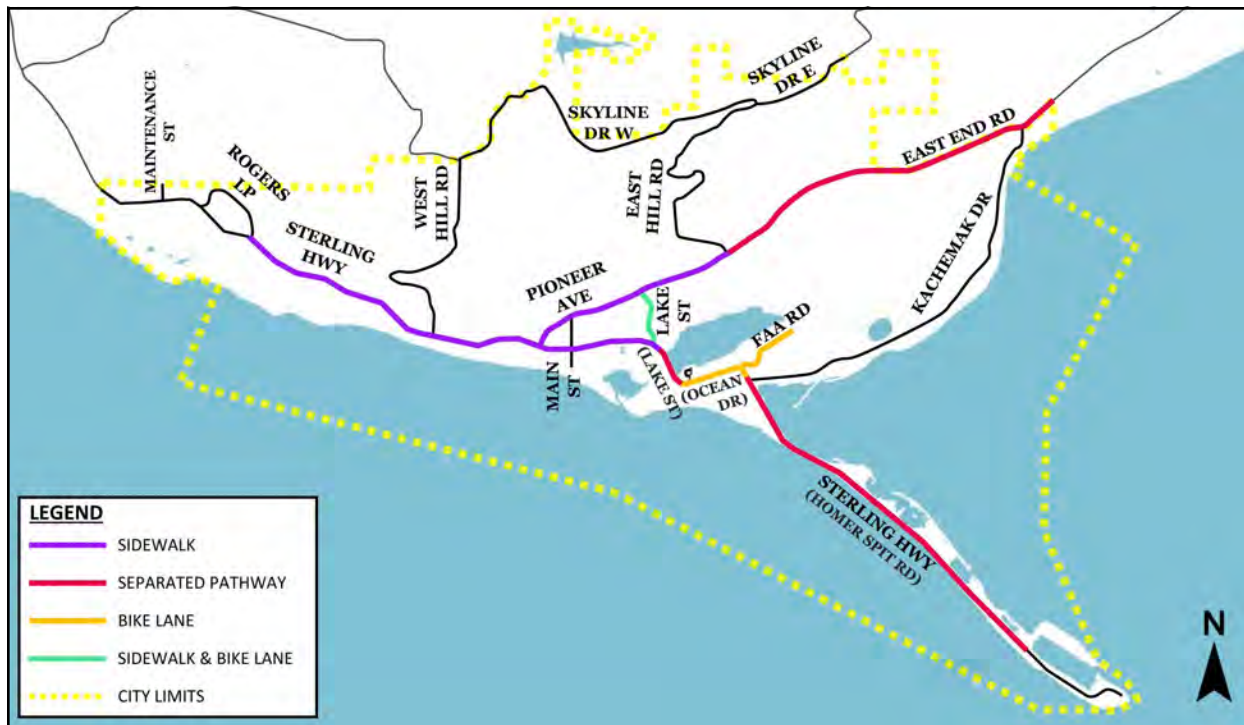


Figure 6: Non-Motorized Facilities along State Routes



Figure 7: DOT&PF Maintenance Priority Map

City-Owned Routes

The city roads in Homer provide access to homes, local businesses, and attractions for residents and visitors. Since the 2005 Homer Area Transportation Plan, the City of Homer has been working to build a well-connected network of local and collector roads. This effort will allow users to get to their destinations without traveling out of their way and relieve arterial roads from carrying short-distance trips. Additionally, a well-connected network allows everyone access to signalized intersections on the major arterials, reducing safety concerns

and delay associated with turning left onto busier roads such as the Sterling Highway, Pioneer Avenue, and East End Road. These connections can also reduce the challenges associated with school drop off and pick up.

Examples of connections that have been made since the 2005 plan include the extension of Grubstake Avenue from Heath Street to Lake Street and the extension of Greatland Street to Pioneer Avenue.

Traffic Volumes

The 2021 annual average daily traffic (AADT) volumes are shown in Figure 8. The highest volume roads carry around 8,500 to 9,500 vehicles per day and include the Sterling Highway between Pioneer Avenue and FAA Road, as well as East End Road between Lake Street and East Hill Road.

Monthly traffic volumes within Homer vary widely throughout the year due to the influx of visitors primarily in the summer. At the most extreme, Homer Spit Road traffic volumes drop to 40 to 45% of the yearly average in December and January and rise to 215% of the yearly average in July. In the busiest areas of town where residents travel daily (Sterling Highway between Pioneer Avenue and FAA Road, as well as East End Road between Lake Street and East Hill Road), traffic varies less: volumes drop to 75 to 85% of the yearly average in November

through February and increases to 115 to 135% of the yearly average in June through August.

The 2024 Homer Transportation Plan is a 20-year plan, with a planning year of 2045. An annual traffic growth rate was forecasted by first identifying the relationship between historical population and traffic volumes and then applying that relationship to population growth forecasts for the Kenai Peninsula Borough to determine traffic volumes. This method yields a very low growth rate (0.1% per year) since the borough population is forecasted to not grow very much over this time period. A second traffic forecasting method looked at the historical growth rate from 2012 through 2019 and applied the same rate to future growth. This method yields a modest growth rate of 1.0% per year (equivalent to a 30% increase from 2021 to 2045).

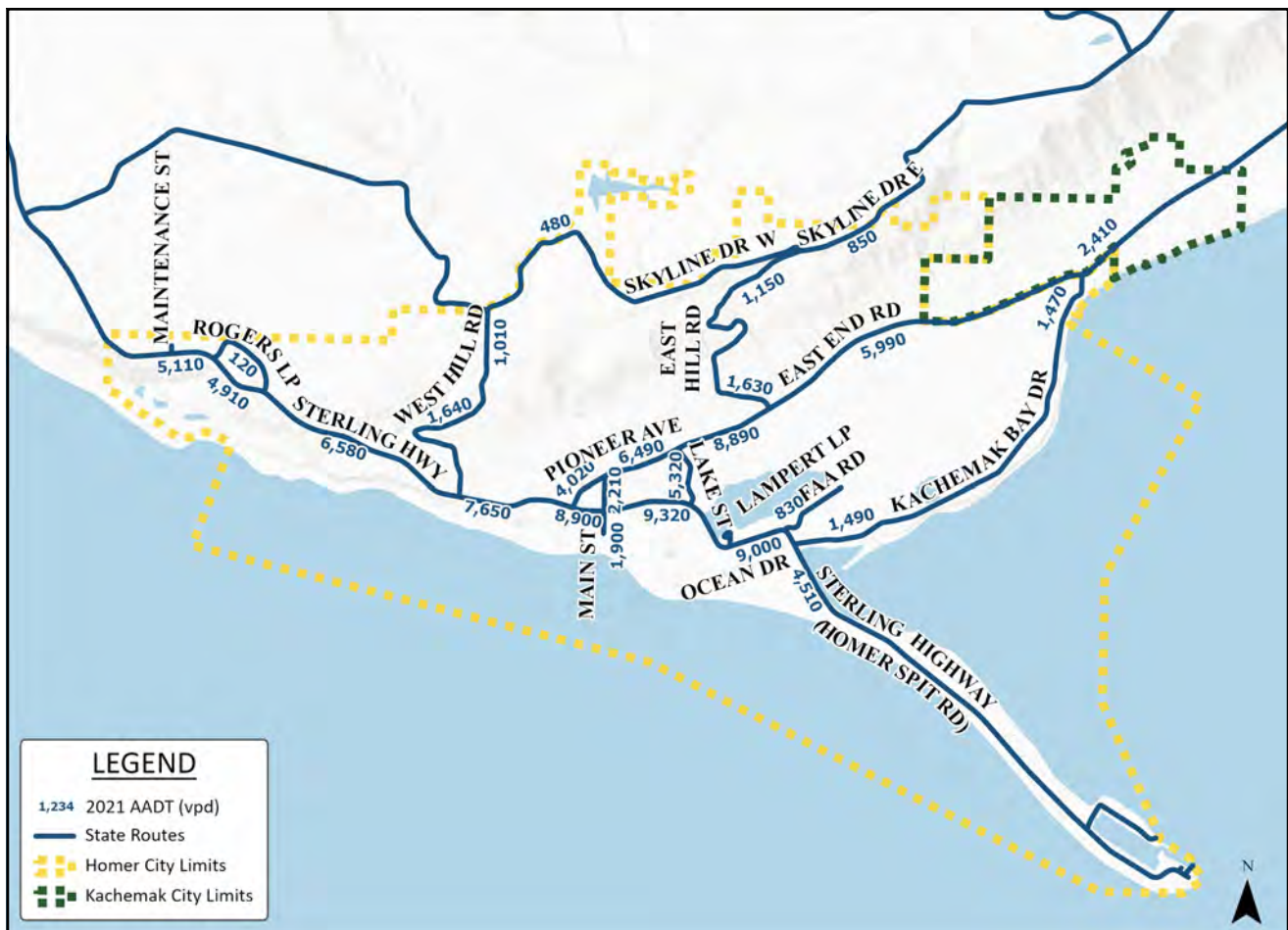


Figure 8: 2021 AADT State Roads

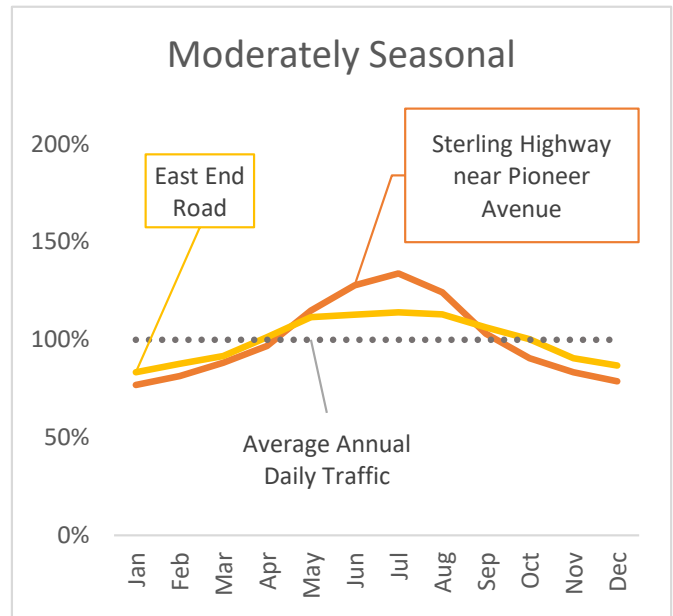
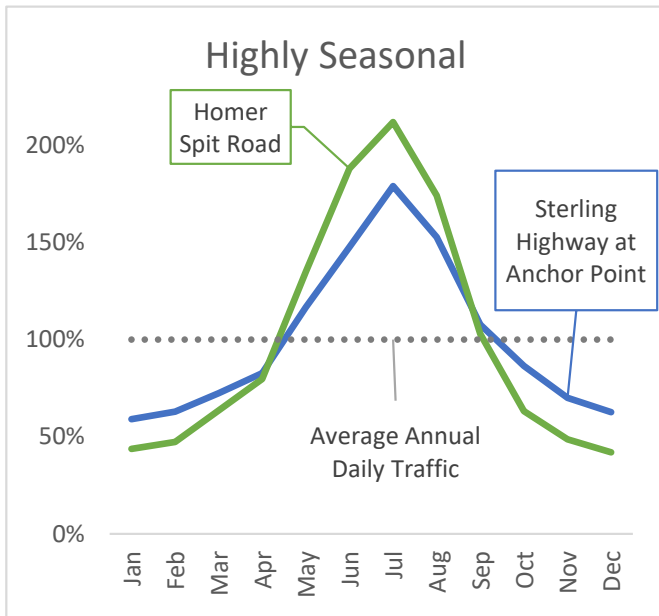


Figure 9: Monthly Traffic Volume as a Percentage of Average Annual Daily Traffic

Operational Quality of State Roads

The state roads represent roads used for higher speed, longer distance travel within Homer. Table 4 presents the planning level volume-to-capacity (v/c) ratio and an estimate of vehicular level of service (LOS) for state roads in Homer using 2021 peak hour directional volumes.

The **level of service** concept describes the user experience for different modes of travel (pedestrians, bicycles, transit, and vehicles). Level of service uses different metrics for different modes and for different types of facilities and rates them all on a scale of A (best conditions for individual users) to F (worst conditions). Often, LOS C or D is comfortable for most users, balancing delay for most users. For the state roadways in Homer, vehicle level of service is generally a measure of how much vehicle speed drops due to interactions with other vehicles.

The **v/c ratio** compares the capacity of the roadway (the volume of traffic the roadway is designed to carry) to the traffic volume actually being carried by the roadway. Generally, v/c values of 0.85 or less indicate that traffic on the road is operating reasonably well.

As shown in Table 4, all state roadways in 2021 operated within capacity and under the target threshold v/c ratio of 0.85. The 2021 values also represent operations in 2045 under the low growth rate scenario. To determine operations in 2045 under the moderate growth scenario, the directional peak hour volumes were increased by 1.0% annually. There are only two state road segments (the Sterling Highway between Glenview and Lake Streets and East End Road from Lake Street to Ben Walters Lane) where the v/c ratio is expected to exceed the 0.85 threshold in 2045 under the moderate growth scenario.

What improvements are needed?

Roadway Ownership and Maintenance

City of Homer residents desire improved walking and biking on many state-owned roads. This includes both construction of separated paths, sidewalks, and bike lanes and improved year-round maintenance of these facilities (removing dirt and debris in the summer and snow and ice in the winter). In the case of Pioneer Avenue, the City of Homer has formed an agreement with DOT&PF (known as a TORA) for Homer to maintain Pioneer Avenue, so that the city can respond to the community desires. Another possible option for some roads could be to pursue a transfer of ownership from the state to the City.

Winter Maintenance and Snow Storage

Traditionally, the City of Homer has placed snow storage at the ends of dead-end roads or in vacant lots. However, as development occurs and roadways get connected, there are fewer locations like this to use. Similarly, when sidewalks are plowed, the snow is pushed to the center of the road and then picked up and carried to snow dumps. As the number of sidewalks increases, this maintenance burden will increase. These issues will need to be addressed as the City of Homer continues to develop its transportation system.

Electric Vehicles

As the number of electric vehicles increases, there will be a need for public charging station infrastructure.

ROUTE NAME	EXTENTS	2021			2045 (MODERATE GROWTH)			
		DIRECTIONAL PEAK HOUR CAPACITY (VEHICLES PER HOUR)	DIRECTIONAL PEAK HOUR VOLUME (VEHICLE PER HOUR)	V/C	ESTIMATED VEHICLE LOS	DIRECTIONAL PEAK HOUR VOLUME (VEHICLE PER HOUR)	V/C	ESTIMATED VEHICLE LOS
Sterling Highway	Bluff Road to Maintenance Street	1350	280	0.20	A	360	0.25	B
	Maintenance Street to Rogers Loop	2200	280	0.15	A	360	0.15	A
	Rogers Loop to West Hill Road	2200	430	0.20	A	540	0.25	B
	West Hill Road to Glenview Street	1130	540	0.50	C	680	0.60	D
	Glenview Street to Lake Street	830	650	0.80	C	830	1.00	F
	Lake Street to Lake Street/Ocean Drive	1080	570	0.55	C	730	0.65	D
	Lake Street/Ocean Drive to Kachemak Drive	1080	570	0.55	C	730	0.65	D
	Kachemak Drive to Road End	1350	450	0.35	B	570	0.40	C
Pioneer Avenue	Sterling Highway to Lake Street	850	410	0.50	B	510	0.60	B
East End Road	Lake Street to Ben Walters Lane	810	570	0.70	D	720	0.90	E
	Ben Walters Lane to East Hill Road	1080	570	0.55	C	720	0.65	D
East End Road	East Hill Road to Sabrina Road	1080	380	0.35	B	480	0.45	C
	Sabrina Road to McLay Road	1350	380	0.30	B	480	0.35	B
Lake Street	Sterling Highway to East End Road	810	320	0.40	C	410	0.50	C
Kachemak Drive	Sterling Highway to East End Road	1080	160	0.15	A	200	0.20	A
West Hill Road	Sterling Highway to Skyline Drive West	950	120	0.10	A	150	0.15	A
East Hill Road	East End Road to Skyline Drive West	950	140	0.15	A	180	0.20	A
Skyline Drive West	Diamond Ridge Road to East Hill Road	1080	40	0.05	A	50	0.05	A
Skyline Drive East	East Hill Road to Eagleerie Avenue	1080	90	0.10	A	110	0.10	A
Main Street	Bunnell Avenue to Pioneer Avenue	810	120	0.15	A	150	0.20	A
FAA Road	Sterling Highway to Airport Parking Entrance	810	60	0.10	A	80	0.10	A

Table 4. Planning-Level Operational Analysis for State Roadways (Improvements may be needed to address future congestion for the highlighted segment. Network connections and improved bicycle or pedestrian facilities should be considered.)

Walking and Biking

The City of Homer has also been actively adding walking and biking infrastructure to city-owned roads. Projects that are currently underway include the addition of sidewalks along Ben Walters Lane and Svedlund Street, where many pedestrians travel to school, shopping, and other activities. On Kachemak Drive, where motorized and non-motorized users are forced into conflicts due to higher speeds, narrow roads, and low visibility, the City of Homer has been advocating a project to construct a separated pathway. The City has also been working to improve safe travel for persons of all ages and abilities. One project to address this is the Homer All-Ages and Abilities Pedestrian Pathway (HAP) (see Figure 10), made up of two interconnected loops that join the Senior Center, main medical district, library, post office, police station, grocery store, and pharmacy, as well as connecting with existing trails. These projects will improve the non-motorized transportation network, but there are still many places that need more work. For example, the 2004 Homer Non-Motorized Transportation and Trail Plan identified a sidewalk gap on Main Street south of Pioneer Avenue that still needs to be addressed.

What improvements are needed?

Walking and Biking

While the City of Homer has been improving sidewalk connections, lengthy sidewalk gaps still exist. Additionally, Homer's reliance on official and unofficial trails for pedestrian connectivity often include unimproved footpaths that are narrow and with surfaces that are not firm and stable. While these trails provide route alternatives for some Homer residents and visitors, there are a significant number of individuals who cannot safely use these connections as they currently exist. Constructed trails have not always been designed to be usable year-round and are often avoided by pedestrians who are concerned about trip hazards, icing during winter months, wildlife interactions, and personal safety concerns, particularly at night. Many community members would rather use neighborhood streets than the trail system. Future construction of walking and biking facilities should consider ease of winter and summer maintenance.

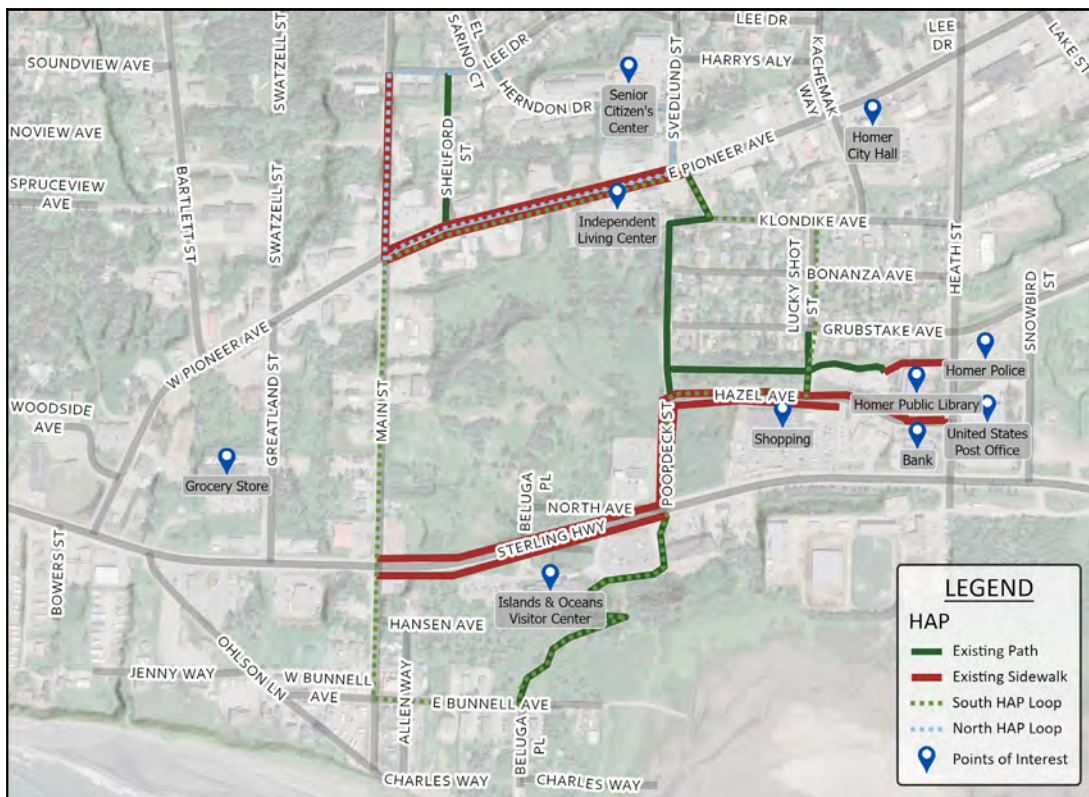


Figure 10: Homer All-Ages and Abilities Pedestrian Pathway (HAP)

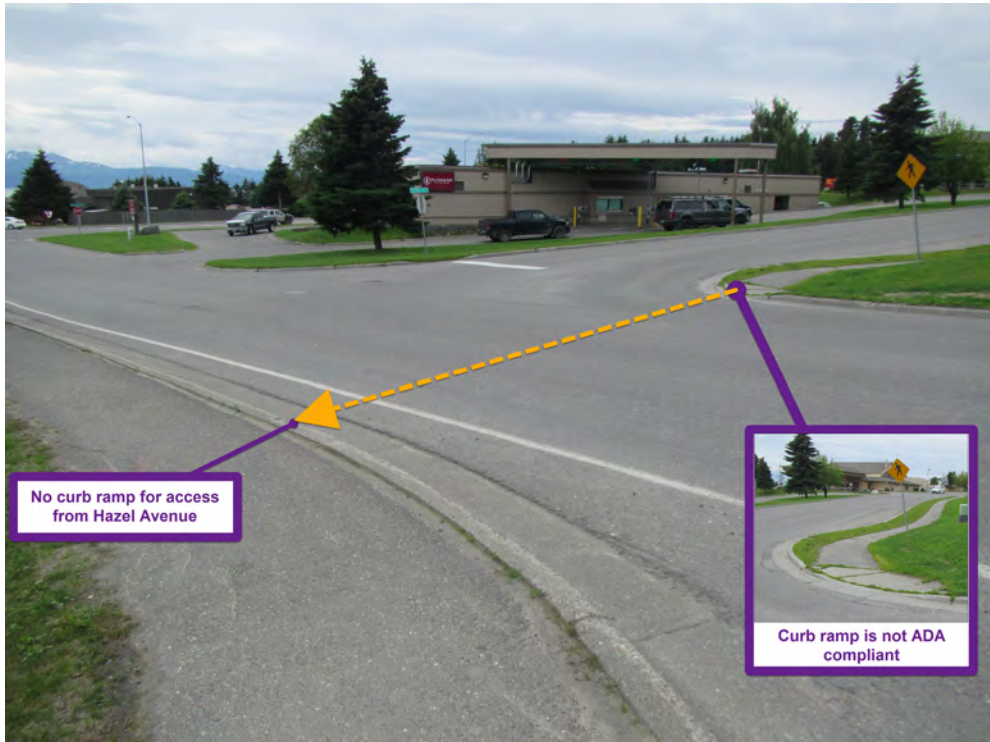


Figure 11: Obstructed Path of Travel near the Homer Public Library and Post Office

What improvements are needed? (continued)

Homer has a significant population that walks or bikes regularly. Needs related to walking and biking that were identified by the public through the online mapping tool include:

- Bike lanes or sidewalks
- Paths that would provide shorter connections, safer travel, or more scenic routes
- Neighborhood connectors
- New crosswalks, improved crosswalks and relocated crosswalks
- New or improved streetlights
- More traffic calming measures
- Reduced speeds
- Additional signs
- Improved wayfinding
- Improved winter and summer maintenance

Appendix B provides maps of specific trails or paths that were proposed using the online mapping tool.

Connectivity and “Path of Travel”

Defined as a “Path of Travel” within the Americans with Disabilities Act,¹ (ADA) a continuous and unobstructed pedestrian route (or “path of travel”) is essential when

considering accessibility realities within the pedestrian network as a whole. Often, a single barrier can make an entire route no longer function as intended.

Identifying, planning, designing, and constructing continuous pedestrian travel corridors is central to creating equitable and accessible connections for all members of the community. These continuous travel corridors should also take into consideration the routes pedestrians prefer based on their own experiences with a path of travel that is direct and that they deem safe.

An example of a location with a lack of accessible connectivity is between the Homer Public Library and destinations to the east, such as the Homer Post Office, the Homer Police Department, as well as destinations along Grubstake Avenue such as Ulmer’s Drug and Ace Hardware, the Center for Alaskan Coastal Studies, the Department of Motor Vehicles, and other shops and restaurants. Important social service agencies also located within a one mile radius of the library include the Rec Room, Kachemak Bay Family Planning Clinic, Haven House, South Peninsula Behavioral Health Services, Alaska Social Services, Homer Courthouse as well as low-income housing. The sidewalk running along Hazel Avenue from the library has a non-ADA-compliant curb ramp at Heath Street that is steep and guides users toward vehicular travel lanes. Pedestrians must cross Heath Street to access the sidewalk along Heath Street; however, there is no curb ramp for the Heath Street sidewalk at Hazel Avenue, forcing users to use the roadway (see Figure 11). One

1 CFR 28.1.35.151(b)(4)

community member with a visual impairment reported being struck by a motor vehicle at this intersection, resulting in severe injuries. Comments from the online mapping survey also included: “Sidewalk ramps and connections feel way off” and “Getting from the library to the post office seems like it should be an easy task. It is not.” When routes of pedestrian movement or “paths of travel” are disrupted, access to services and amenities are also significantly disrupted.

“Path of Travel” should also consider the route from the roadway right-of-way to the front door of a business or residence. Some development has been built without constructing walkway connections to sidewalks, which is a barrier to walking. Private development and the City need to work together to eliminate these obstacles as new development is built.

Winter Maintenance and Snow Storage

The equipment needed for maintaining sidewalks, paths, and trails free from snow and ice depends on design elements, such as width and steepness, as well as whether it is connected to or separated from the roadway. There are several paths that are currently difficult for the City of Homer to maintain. For example, the Harbor Boardwalk has a wooden deck that cannot be cleared by a snowblower due to the damage it would cause the wood; instead, it must be cleared by hand. Other examples are sidewalks that are not directly adjacent to a road cannot be cleared with a grader blade, so a tool cat or hand-pushed snow blower must be used. Roads and trails with steep grades also require special consideration, adding to the maintenance time after each snow fall. As new walking and biking facilities are constructed, the design should consider efficient ways to accommodate the needed maintenance equipment.

Recreational Trails

The City of Homer currently has 5.41 miles of trails within the city limits, most of which provide a walking connection between neighborhoods and all of which can be used for recreation. Some of these trails are maintained year-round, while others cannot be maintained in the winter. In addition, Calvin and Coyle Woodland Park (on property owned by the Kachemak Heritage Land Trust) includes 1.5 miles of recreational trail. The Woodard Creek Watershed Plan (November 2016) includes several priority projects to develop trails that either provide access from neighborhoods to the watershed area or provide views of the watershed.

Just outside of the city limits, the Diamond Creek Recreation Area (DCRA) is a 275-acre property which the City has acquired and designated as park land. DCRA is immediately adjacent to the State of Alaska Homer Demonstration Forest. The Kachemak Nordic Ski Club maintains winter trails that cross both properties and provide connections between Rogers Loop, the Sterling Highway, Diamond Ridge Road, and West Hill Road. In summer, the trails become very wet and some areas are unusable. The Diamond Creek Recreation Area Management Plan (May 2013) describes goals, objectives, and strategies for constructing summer-use trails in the recreation area.

Truck Routes

Truck traffic through the City of Homer has been increasing due to construction activity along East End Road. Many of these trucks travel on Pioneer Avenue to access East End Road from the Sterling Highway. Truck volumes were measured on Pioneer Avenue for a 10-day period in October 2022. An average of 150 trucks a day drove along Pioneer Avenue during that period, which represented about 3% of the total traffic. The trucks were present mostly during the day; 85 to 90% of the trucks traveled between 7 AM and 6 PM.

What improvements are needed?

Truck Routing

With the ongoing construction activities occurring on or along East End Road, heavy vehicles are frequently driving between Sterling Highway and East End Road along Pioneer Avenue. Pioneer Avenue has a downtown feel with many restaurants, cafes, and shops and is characterized by frequent driveways and moderate pedestrian activity. Thus, heavy vehicles using Pioneer Avenue frequently interact with other vehicles and with pedestrians.

Consideration should be given to establishing a truck route through Homer that uses roads where there are fewer interactions. Two potential routes include:

- Sterling Highway to Lake Street to East End Road; however, intersection improvements would be needed to accommodate turning vehicles.
- Sterling Highway to Kachemak Drive; however, this route is longer than the current route and interactions between bicyclists and vehicles has been noted as a concern for this route.

Special Traffic Generators

Special traffic generators are facilities that generate irregular traffic patterns through the day, impacting the road network surrounding them.

Schools

The City of Homer is served by seven elementary and secondary schools. Table 5 lists start and end times for each school. Areas surrounding the schools experience an increase in traffic congestion during pick up and drop off times, and this congestion can be amplified when school start and end times occur at the same time as other traffic peaks, such as commute times. While the congestion lasts for relatively short periods of time (15 to 30 minutes), queues affect both state and local roads and result in undesirable driver behavior. Possible mitigations include changes to start and end times and adjustments to

on-site queue and parking management. Schools with known traffic concerns include Homer High School, Paul Banks Elementary School, and West Homer Elementary School.

NAME OF SCHOOL	START TIME	END TIME
Paul Banks Elementary (K-2)	7:50 am	2:30 pm
West Homer Elementary (3-6)	8:00 am	2:50 pm
Little Fireweed (K-2)	7:50 am	2:25 pm
Fireweed Academy (3-6)	8:00 am	2:50 pm
Homer Middle School	9:00 am	3:50 pm
Homer Flex High School	9:00 am	3:35 pm
Homer High School	9:00 am	3:50 pm

Table 5: Homer Schools Start and End Times

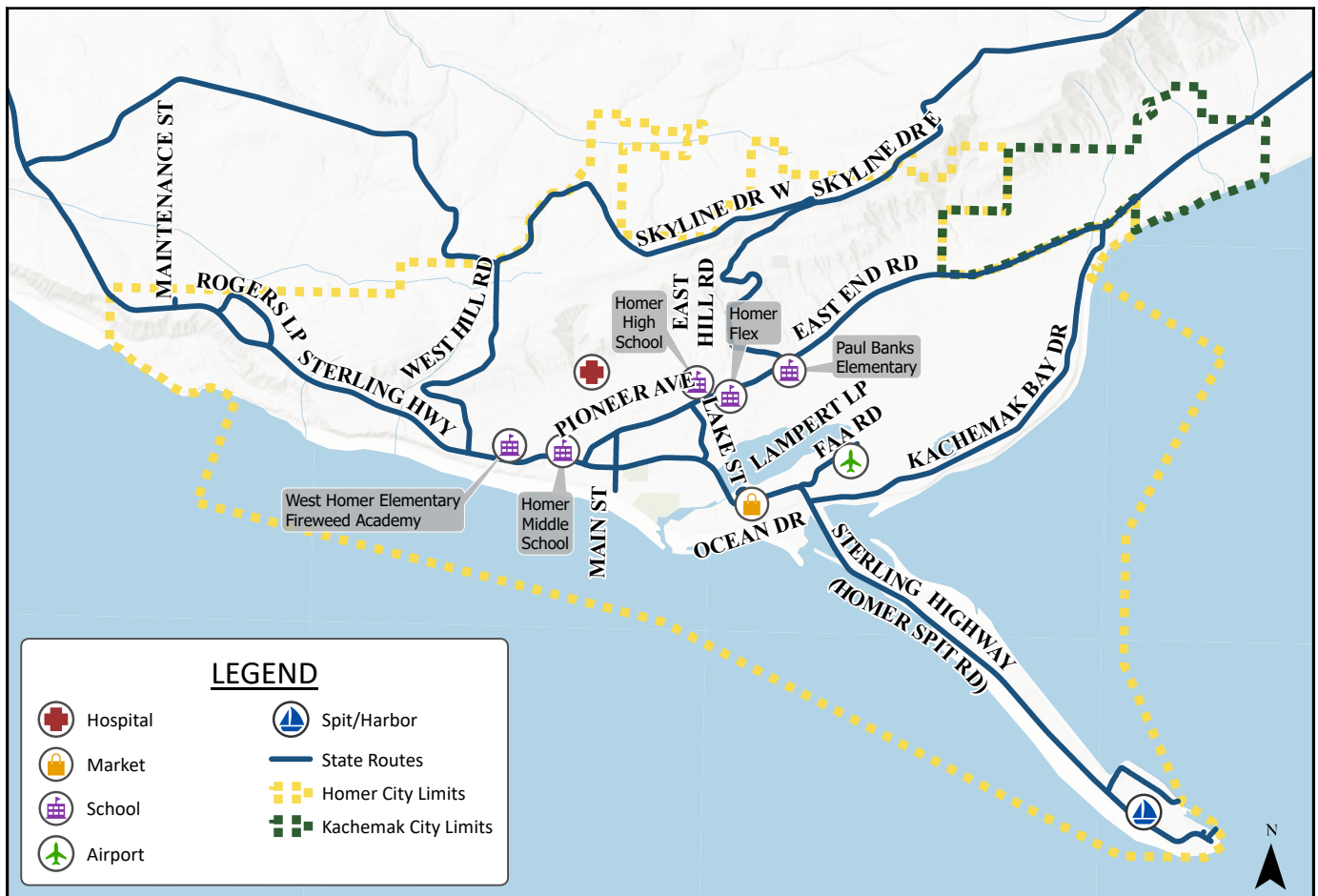


Figure 12: Special Traffic Generators within the City of Homer

Hospital Shifts

The main hospital in Homer is the South Peninsula Hospital. During shift changes, the road network near the hospital experiences a sharp peak in traffic volumes. Recent changes to school start times for middle and high school have mitigated some of the traffic concerns associated with hospital shifts. Small changes in shift times could have a large impact on reducing or increasing congestion related to the hospital. The hospital could also be a key generator for transit trips for staff, patients, and hospital visitors.

Farmers Market

The Homer Farmers Market, located on Ocean Drive, just east of Lake Street, begins Memorial Day weekend and continues until the end of September. It's open on Saturdays and Wednesdays. The Farmers Market attracts both Homer residents and visitors, which results in increased vehicle and non-motorized traffic in the surrounding area. Community members reported backups on Ocean Drive due to traffic turning into and out of the Farmers Market, especially on Saturdays. One possible mitigation would be to require the Farmers Market to hire traffic officers to provide traffic control.

Homer Spit

The Spit is a major seasonal destination. It is a 4.5-mile long landform that juts out into Kachemak Bay. The Spit is a popular destination for boating, fishing, and camping, and there are also restaurants and shops located on the Spit. Because the Spit is narrow, there is only one route onto and off of the Spit, and parking and traffic problems are common in the summer. The City of Homer works to control parking issues through fee schedules and has encouraged non-motorized travel along the Spit by creating trails, but community members still report problems here. Because of the seasonality and unpredictability of traffic along the Spit, parking and traffic problems are likely to need continuous improvements.

The City of Homer Port & Harbor

The City of Homer Port & Harbor provides service to many vessels and is busiest during the summer months. The port is located at the tip of the Homer Spit and is within a short walking or driving distance from many businesses, attractions, and beautiful beaches. The Alaska Ferry brings many people to Homer through this port. The short distance from attractions provides an incentive for visitors to disembark and enjoy the Spit, even on short layovers. There is a significant increase in both vehicle and non-motorized traffic as cruise ship passengers leave the port to experience Homer.

Homer Airport

The Homer Airport is accessed via FAA Road, which connects to the Sterling Highway as the road makes a 90 degree turn from Ocean Drive to Homer Spit Road. The airport, owned by DOT&PF, includes both an asphalt runway and a floatplane facility on Beluga Lake. The airport serves approximately 30,000 passengers a year. The terminal building is owned and managed by the City of Homer.



Figure 13: Homer Spit path

TRANSIT

Existing Transit System

Currently, Homer has no year-round, accessible public transit that meets community transportation needs. Local taxi companies play a significant role in transporting Homer residents and visitors around the community. A few local organizations and residential facilities, such as the Homer Senior Center and the Center for Alaskan Coastal Studies, provide vans for their programs. There have been multiple efforts by private companies to run shuttles, but they have been financially unsustainable.

Homer's lone connection to a year-round public transit system is the Ninilchik-based BUMPS (Basic Unified Multi-Path Service) bus, which serves Homer three days per week. The BUMPS bus, operated by the Ninilchik Traditional Council, travels roundtrip connecting Homer to Ninilchik, Soldotna, and Kenai, and communities along the route and stopping at major retail outlets in each community.

Two local non-profit organizations provide free and/or subsidized taxi vouchers to ensure individuals have access to vital goods and services. The Independent Living Center (ILC) provides a low-cost taxi voucher program to eligible area residents, while the Homer Food Pantry fills urgent individual funding gaps for transportation. The ILC program began in 2000. Trip numbers have been relatively stable over the last 20 years. For fiscal year 2022, the ILC voucher program logged 5,846 passenger trips, with an operating budget of over \$78,000. For fiscal year 2024, ILC anticipates over 200 different riders will use the program and a budget that will exceed \$100,000. Likewise, in 2021, the Homer Food Pantry distributed over \$5,000 in free taxi vouchers, while also distributing over \$30,000 in gas vouchers to area residents. The gas voucher program has recently been suspended as the costs became prohibitive for the organization.

What improvements are needed?

Area residents without a vehicle have few options for accessing goods and services and traveling to participate in local community activities. Additionally, a transit system could help to address seasonal congestion as well as the environmental impacts of personal automobile dependence.

Transportation for Young Adults

Young adults and providers who serve them point to a lack of transportation options as a community issue affecting youth.

Many students are dependent on the school bus to transport them home, which does not allow them to participate in after school activities. This concern was shared by respondents affiliated with Homer High School, the Homer Public Library, entities supporting youth employment, and the Homer REC Room. The lack of transportation options for youth and young adults is a major barrier to educational, occupational, and social opportunities.

Affordable Transportation

Transportation support provided by ILC and the Homer Food Pantry illustrate community need for subsidized public transportation. One measure of this need is the user numbers for the ILC taxi voucher program which have remained steady over the last four years even though national transit usership dropped precipitously during COVID.² The ILC taxi voucher program provides assistance for essential trips by users for whom private transportation is not affordable.

Seasonal Congestion and Parking

Many groups pointed to seasonal high traffic volumes and congestion on roadways as reasons for a seasonal shuttle connecting the Spit to the business district. Two problems frequently mentioned were: difficulty “turning left anywhere in town” and “parking on the Spit.” Left turns were identified as a specific concern along Pioneer Avenue from most feedback groups, including taxi operators, senior citizens, BUMPS operators, community forums, and the online mapping survey.

Parking issues on the Spit also warrant ongoing attention as evidenced by the recent Homer Spit Parking Study and subsequent proposals to construct new parking areas. Providing public or private seasonal shuttle services could help to address these issues.

Environmental Impacts

In 2022, from Memorial Day weekend to Labor Day, 817,000 vehicle trips were counted at the Spit data collection location, equivalent to approximately 153,000 gallons of gasoline consumed and the release of 1,400 metric tons in CO₂ emissions. If even 10% of those trips could be made by transit, there would be a reduction in CO₂ emissions of 140 metric tons.

² *Changes in Mobility by State*. Bureau of Transportation Statistics. (n.d.)

EVACUATION ROUTES

Tsunamis

Earthquakes can trigger an underwater landslide in Kachemak Bay, which means it is essential to evacuate within minutes of a tsunami warning being issued. The City of Homer has three tsunami evacuation routes, shown in Figure 14. The routes from the Homer Spit and areas south of Beluga Slough use Kachemak Drive to get to East End Road. Areas north of Beluga Slough use Lake Street and Heath Street to get to Pioneer Avenue. These evacuation routes are marked with official blue and white Tsunami Evacuation Route road signs.

Wildfires

Wildfires are a growing concern in Homer. According to a climate

risk analysis done by the Woodwell Climate Research Center the length of the wildfire season will increase as Alaska's climate changes. While the City of Homer does not have specific wildfire evacuation routes laid out, their Emergency Operations Plan does allow the Incident Commander to issue evacuation orders as necessary. In the event of a wildfire, the City of Homer would partner with state fire response to evacuate the rural areas of the City.

What improvements are needed?

As road improvements are made to identified evacuation routes, the ability to evacuate areas at risk of a tsunami or wildfire needs to be a consideration in the road design. Improving the network of neighborhood connections will facilitate wildfire evacuation.

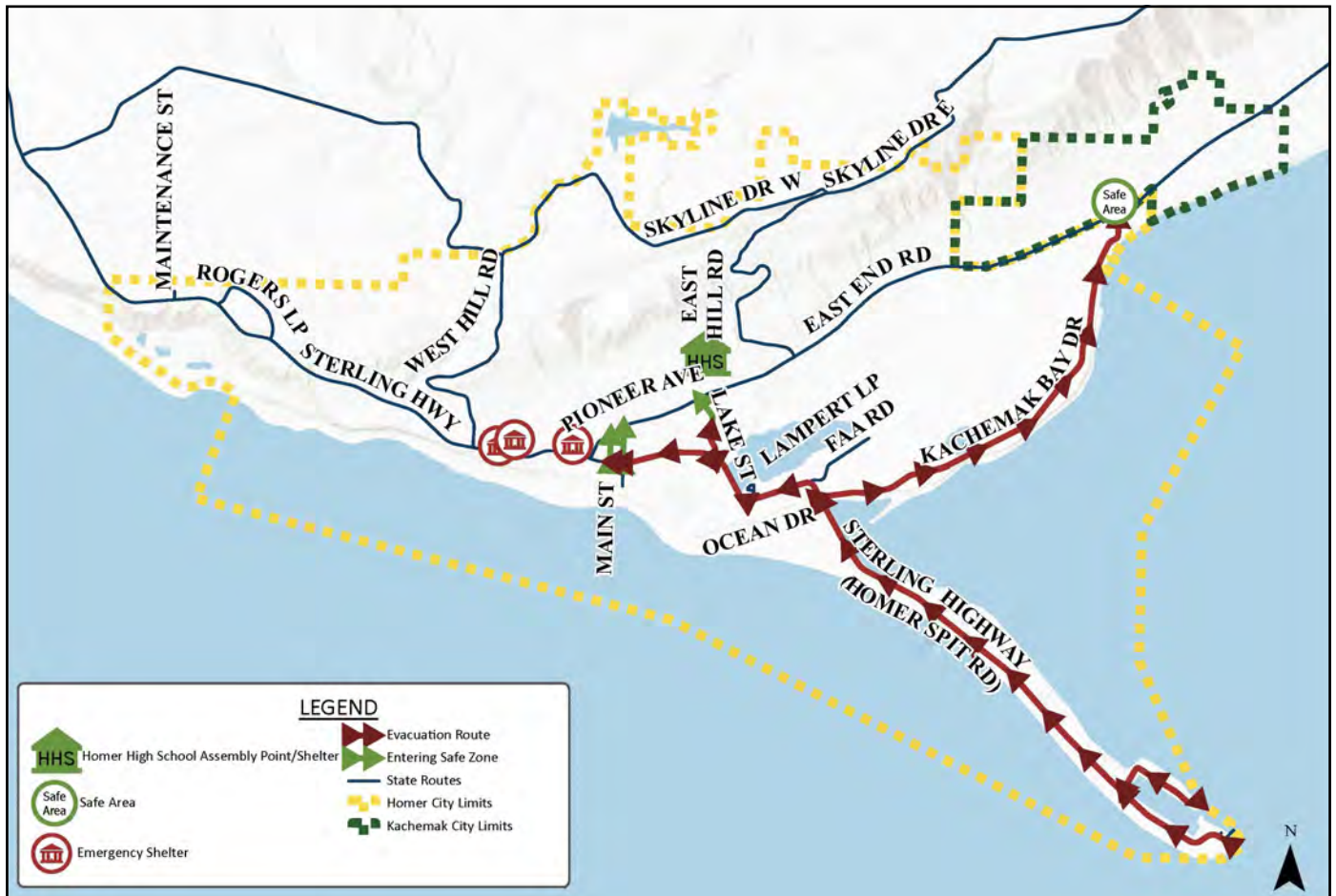


Figure 14: City of Homer Tsunami Evacuation Routes

TRANSPORTATION FUNDING

The City of Homer Accelerated Roads and Trails (HART) Program is funded by a voter-approved sales tax and properties assessments. The fund is used to reconstruct substandard city roads, upgrade existing roads, and to construct new streets and non-motorized trails. The current program was authorized by voters for a 20-year period, through December 31, 2027. Roads (including associated non-motorized infrastructure such as sidewalks) are allocated 90% of the available fund and trails are allocated the remaining 10%. The HART funds can be used for projects that the City funds completely, as the City contribution to grant-funded projects, and as the City contribution to projects where the developer is required to construct a street to full arterial or collector road standards (see Title 11.04.050).

The HART funds allow the City of Homer to improve the transportation system in accordance with City of Homer transportation planning documents. The criteria for use of HART funds are reviewed every other year by the Homer Planning Commission. The use of the HART funds is reviewed by the City Council annually.

The HART fund authorization period will end within the first five years of this plan and will need to be reauthorized in order to continue to fund projects that meet the City's goals as identified in this plan.



Figure 15: City of Homer Poopdeck trail at the Homer Public Library.



Figure 16: Greatland Street Improvements were a HART funded project in 2017.

Transportation System Guidelines



DESIGNING FOR PERSONS OF ALL AGES AND ABILITIES

Homer residents and community leaders have a long-standing commitment to developing transportation corridors and mobility networks that are inclusive for individuals of all ages and abilities; however, mobility barriers need continued attention.

Over the last 20 years, the need for transportation networks to support mobility for all ages and abilities were explicitly stated in the City's planning documents. The 2004 Homer Non-Motorized Transportation and Trail Plan called for "creating an interconnected, accessible, non-motorized transportation system in Homer." Similarly, the 2005 Homer Area Transportation Plan (originally drafted in 1999), explained that "an accessible, non-motorized transportation system increases opportunities for mobility." The 2008 Homer Comprehensive Plan, echoed in the 2018 Homer Comprehensive Plan Update, noted that "without linked sidewalks, trails, crosswalks, and pedestrian ways, it is often difficult for seniors to navigate on foot and often impossible for those with disabilities that require a wheelchair."

Specific Needs

Seniors

Homer is relatively unique in its senior population when compared to Alaska in general and the nation at large. According to 2021 data from the U.S. Census Bureau¹, roughly 20.3% of the Homer population is age 65 and older, compared to 13% statewide. While the median age of Homer residents is about 39 years of age, there is also a significant portion of residents that are nearing retirement age. Homer's aging population of persons 60 years and older shows a continuing upward trend.

A recent report from the U.S. Department of Health and Human Services quantifies mobility realities for aging individuals. The *2020 Profile of Older Americans*² reports that 40% of adults aged 65 and older experience "difficulty with

mobility" and experience challenges "walking and climbing stairs." Likewise, 22% of the aging population self-report "difficulty seeing," 31% report "difficulty hearing," and an additional 27% report "difficulty with cognition." All these factors need to be considered within Homer's transportation planning.

Previously identified non-motorized corridors near the Senior Center and surrounding neighborhood need particular attention to create dedicated, safe, and inclusive infrastructure with connections made to the business district, shopping, and restaurants, as well as to the medical district.

Individuals with Disabilities

According to the most recent nationwide data collected, 1 in 4 adults, roughly 61 million Americans, experience a significant disability that impacts "major life activities." Of those identified disabilities, the majority involve mobility issues, followed by cognition, vision, and hearing. Those experiencing a disability also have a far greater likelihood of experiencing job insecurity, housing insecurity, low income households, as well as transportation insecurity. As identified by the Alaska Mental Health Trust Authority, lack of transportation and mobility options increases the likelihood of individuals with disabilities experiencing social isolation, unemployment, lack of independence, limited access to medical care, limited access to rehabilitation programs, as well as significant barriers to accessing goods and services as part of everyday activities.³ The non-motorized transportation network is of particular importance when considering how individuals with disabilities travel within the community.⁴

1 *Census Bureau Profile for Homer, Alaska*. U. S. Census Bureau. (n.d.).

2 *2020 Profile of Older Americans*. Administration for Community Living. (May 2021).

3 *2022 Alaska Scorecard*, Alaska Mental Health Trust Authority. (April 2023).

4 *CDC: 1 in 4 US adults live with a disability*. Centers for Disease Control and Prevention. (2018, August 16).

Speed, Safety, and Crash Outcomes

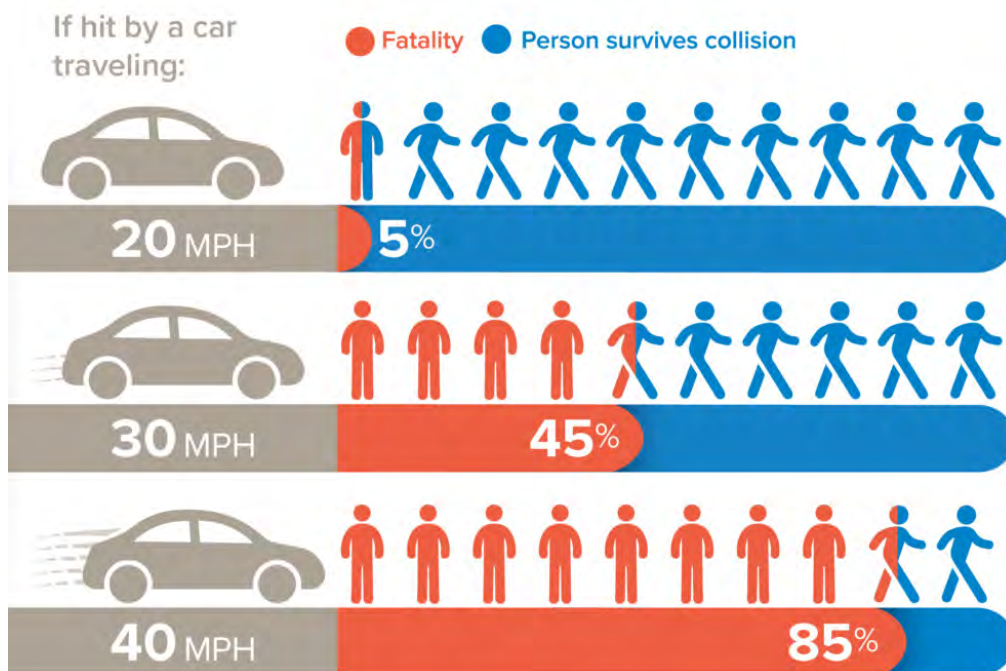
Aging adults and individuals with disabilities are far more likely to experience serious injury or death within transportation networks. Both groups are typically more reliant on the pedestrian environment to meet daily mobility needs and as such are more vulnerable. Studies also indicate a much higher rate of injury for both groups when involved in pedestrian-vehicle collisions. According to recent studies, individuals using wheelchairs have a 36% higher mortality rate in pedestrian/vehicle crashes than the general population. Similarly, the risk of severe injury or death for a 70-year-old pedestrian involved in a vehicular collision at 25 mph is similar to the risk for a 30-year-old pedestrian at 35 mph.⁵

In all cases of pedestrian and vehicular crashes, speed is a clear determining factor for injury and fatality outcomes for pedestrians. The vehicle speed to pedestrian injury rate increases exponentially as vehicle speed increases. Injury rates increase when size and mass of vehicles are also taken into account.

All Ages & Abilities Design Best Practice and the ADA

“Designing for all abilities: The design of sidewalk environments is important to all pedestrians, but is particularly important to those with disabilities who have limited travel choices and rely most on the pedestrian environment. For example, older adults, persons with vision impairments, and children frequently rely on the sidewalk to travel independently within their community for shopping, recreation, exercise, and walking to school.”

Federal Highway Administration



National Traffic Safety Board (2017) Reducing Speeding-Related Crashes Involving Passenger Vehicles. Available from: <https://www.nts.gov/safety/safety-studies/Documents/SS1701.pdf>

Figure 17: Pedestrian Injury Rates by Speed of Vehicle

⁵ Kraemer, J. D., & Benton, C. S. (2015, November 20). *Disparities in road crash mortality among pedestrians using wheelchairs in the USA: Results of a Capture-recapture analysis*. BMJ open.



Figure 18: Curb Ramps that Direct the User into the Crosswalk

Homer’s infrastructure can be planned and constructed with users of all ages and abilities in mind, using ADA compliance as a minimum standard as well as consulting the U.S. Access Board’s *(Proposed) Public Rights-of-Way Accessibility Guidelines* (PROWAG) and FHWA’s *Accessible Sidewalks and Street Crossings* recommendations as design best practice.

While ADA guidelines set minimum standards for slope, width, length, and surface conditions for an accessible pedestrian route, the experience of users of all ages and abilities should also be considered. Diagonal curb ramps at intersections, for instance, meet minimum ADA requirements and are employed at various locations throughout the City of Homer. However, they are not the ideal design because they direct wheelchair users, and possibly visually impaired pedestrians, towards the middle intersection. Parallel or perpendicular curb ramps

that direct users into the crosswalk are the preferred design. Diagonal curb ramps, however, do provide an acceptable, cost-effective solution in retrofit situations when other types of ramps may be cost-prohibitive.

Another common barrier frequently encountered is steep sidewalk cross slopes, particularly at driveways. ADA requires a maximum cross slope of 2% but this has been frequently exceeded. Severe cross slopes require wheelchair users and other pedestrians to work against the effects of gravity to maintain their lateral balance. Pedestrians using crutches or canes may be forced to turn sideways to keep their base of support at a manageable angle. Plans and specifications need to clearly call out the maximum allowable grades and contractors need to be held accountable for constructing in accordance with the documents.



Figure 19: Driveway Entrance with Level Cross Slope



Figure 20: Driveway Entrance with Steep Cross Slope



PEDESTRIAN CROSSWALKS

Difficult road crossings can be a barrier, separating otherwise connected walking and biking networks. Areas where improved pedestrian crossings are desired include:

- **Homer Spit (specific locations along the last mile of roadway)**
- **Pioneer Avenue (at Svedlund Street, Kachemak Way, Heath Street, and Lake Street)**
- **East End Road (at Ben Walters Lane and Paul Banks Elementary School)**
- **Sterling Highway (on Lake Street at both ends of the Beluga Lake causeway)**

The *Alaska Traffic Manual* gives guidance on where marked pedestrian crosswalks are desirable as well as the type of traffic control that is desirable (e.g., pavement markings, signs, signals).

An engineering study considers pedestrian volume, street width, traffic volumes, traffic approach speed, sight distance, availability of gaps in the traffic stream, and crash experience as part of making recommendations for a specific location. These guidelines are based on safety studies and are designed to ensure that drivers see pedestrians as they enter crosswalks and that drivers and pedestrians have similar expectations.

In general, traffic volumes are low enough in Homer that marked crosswalks can be considered for anywhere speed limits are 35 mph or lower. Where pedestrians have difficulty finding enough opportunities to cross between vehicles, a median refuge island could be useful. Alternatively, an electrical warning device could be used to alert drivers to yield to pedestrians (Figure 21). Where vehicle speeds are higher, a pedestrian hybrid beacon could be considered.



Figure 21: Electrical Warning Devices (Rectangular Rapid Flashing Beacon, or RRFB) on University of Alaska Fairbanks Campus

TRAFFIC CALMING

Traffic calming treatments can be used to reduce the speeds of vehicles in a specific area. Speed management can allow drivers more time to react and reduce the severity of a crash.⁶ In general, traffic calming devices are only suitable for local or collector roads. An engineering study will consider vehicle volume, speed limits compared to actual vehicle speeds, the presence of school zones or other pedestrian generators, crash history, and the availability of sidewalks. In addition to reconstruction, traffic calming elements can be incorporated into initial design projects.

Traffic Calming and Complete Streets

Traffic calming is often used to improve safety and comfort for walking and biking through retroactive treatments that decrease vehicle speeds in a neighborhood or along a corridor.

Designing for Complete Streets is proactive and includes: considering walking and biking when setting design speeds; appropriately separating users in time and space; improving connectivity and access for walking, biking, and transit; and implementing safety treatments.

Complete Streets provides a mechanism for considering the land use context of the neighborhood in determining needed improvements. For example, the types of improvements needed will vary depending on if the area is residential, commercial, industrial, or mixed; natural, rural, suburban, or town center.

Complete Streets is one of several safety-focused approaches to transportation planning. Figure 22 briefly describes several of these.

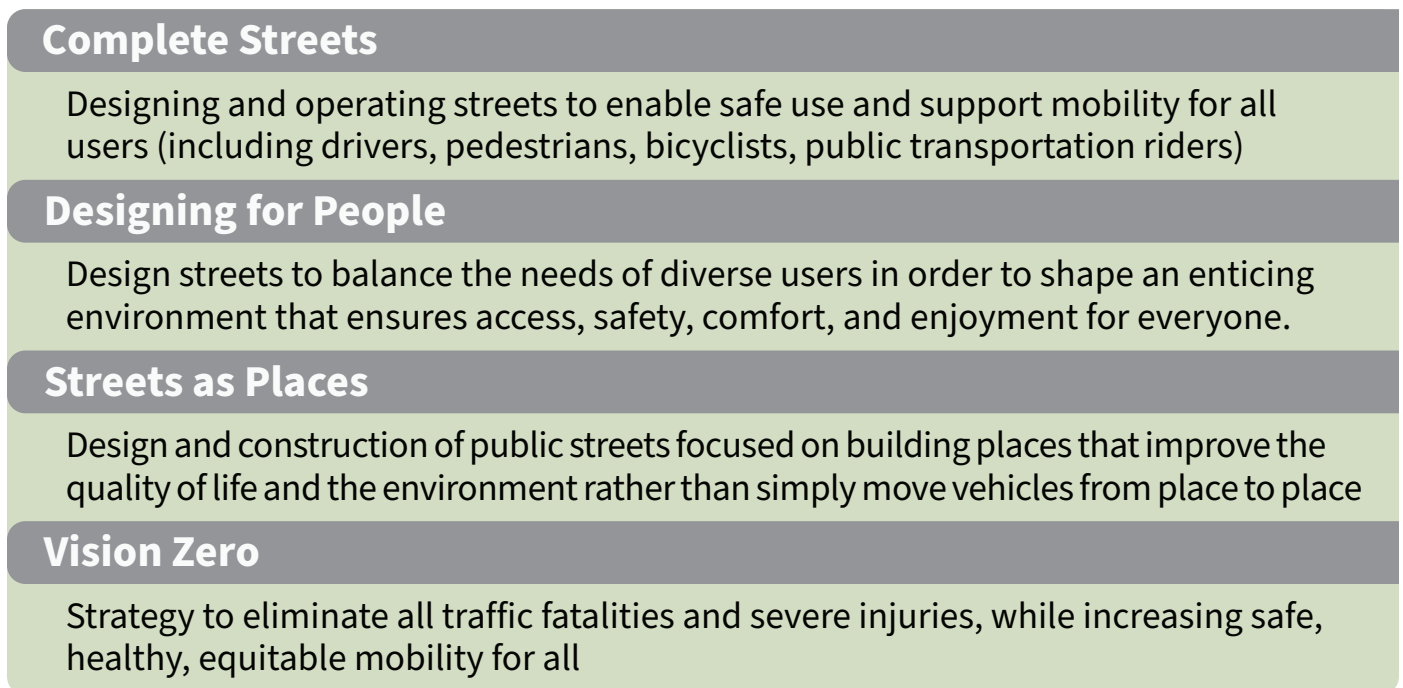


Figure 22: Safety-focused approaches to transportation planning

6 Xu, G. (2022). *Speed Management is Key to Road Safety*. Public Roads, Vol 85 No. 4. FHWA.

Traffic Calming Devices

Traffic calming treatments are most effective in the immediate area surrounding each device. As such, a series of devices should be installed to keep speeds low throughout a corridor. The following sections describe effective strategies for calming traffic.

Speed Humps and Tables

Speed humps are parabolic raised areas of pavement. They are typically between 12 and 22 feet in length with a relative rise of 3 inches and extending the width of the travel way. Speed humps are designed to reduce 85th percentile speeds between 25 to 35 miles per hour. Speed tables have a similar size and shape to speed humps; however, they have a flat top. The flat surface is usually textured and can be used as a crosswalk for pedestrians. Speed humps and tables are most effective when used in a series or with other traffic calming measures.

Advantages: These traffic calming devices are compatible with bike lanes if the speed humps and tables do not encroach into the bike lanes. Large vehicles can traverse speed humps and tables at low speeds.

Disadvantages: Speed humps and tables can be damaged by snowplows and graders, and may require additional costs. Supplemental signs and markers also require additional maintenance efforts. Emergency response times are affected by these devices and emergency personnel have been injured while traversing speed humps.

On Street Parking

On street parking reduces street width and can be applied alongside other traffic calming measures. Parallel parking is the most effective form of on-street parking as it increases side friction to traffic flow.

Advantages: On street parking provides convenient access to local businesses. First responders prefer this traffic calming device to all other devices.

Disadvantages: This can reduce road visibility and intersection sight distance. Vehicles must be removed from the road during snow plowing operations.



Figure 23: Speed Hump on Beluga PI

Bulb-Out

A bulb-out is when the curb is extended horizontally into the street, making the roadway narrower. Alone, it is not effective at reducing vehicle speeds, but bulb-outs can be effective when used with other traffic calming measures.

Advantages: Bulb-outs provide a lot of improvements for pedestrians. They control parking encroachment into crosswalks, increase pedestrian sight distance, and reduce pedestrian crossing distances. These changes mean that pedestrians are more likely to cross when gaps between traffic are desirable. Mid-block bulb-outs can be used for beautification and landscaping.

Disadvantages: Bulb-outs can be damaged by snowplows and graders and may require a metal armor plate at likely strike points.

Chicanes

Chicanes are a series of at least three mid-block curb extensions that create S-shaped curves on the roadway. They reduce speed by forcing drivers to move horizontally and slow down around curves. To be effective, they must be placed in such a way that deflects traffic rather than simply narrowing the roadway.

Advantages: Bike lanes are compatible with chicanes. Large vehicles and emergency response vehicles can negotiate chicanes. Chicanes can also be used for landscaping which may further reduce speed by eliminating long sight lines.

Disadvantages: Chicanes require additional maintenance efforts. They can also result in increased response times to emergency calls.



Figure 24: Curb Bulb-outs in Downtown Anchorage, Alaska

Traffic Circles

Traffic circles are circular islands in the middle of an intersection. They slow down traffic by causing drivers to deflect right upon approach, make a short left “turn” around the circle, and then to do a sharp right turn to exit the intersection.

Advantages: Bike lanes are compatible with traffic circles. Landscaping on the traffic circles may reduce speed by eliminating long sight lines.

Disadvantages: Traffic circles require additional maintenance efforts and may be difficult to negotiate for larger vehicles. The slower speed necessary to navigate the circle may result in increased response time to emergency calls. Trucks and emergency vehicles may need truck aprons to accommodate vehicles with a larger turn radius.



Figure 25: Traffic Circle on Gillam Way in Fairbanks

Speed Feedback Signs

These signs monitor the speeds of passing vehicles and display the speeds on a variable message board. When a vehicle traveling at a speed that exceeds the posted speed limit passes, the sign will flash or display a message such as “slow down”.

Advantages: Bike lanes and large vehicles are compatible with speed feedback signs. This traffic calming treatment may address the public perception of speeding better than any other treatment.

Disadvantages: There are ongoing maintenance and operation costs in providing electrical service to the sign.

Supplemental Traffic Calming Measures

Sidewalks and Crosswalks – Increase pedestrian compliance which reduces conflicts between pedestrians and vehicles.

Landscaping – Increase vehicle and pedestrian visibility.

Education and Enforcement – These can be used as a precursor to physical measures to help roadway users know how to navigate upcoming traffic calming measures.



Figure 26: Speed Feedback Sign on Gillam Way in Fairbanks

Goals and Objectives for the Transportation System



The City of Homer recognizes the critical role that transportation plays in shaping the community's livability, sustainability, and economic vitality. The goals and objectives for the Transportation Plan were developed with input from the city staff and members of the community. The goals describe the fundamental outcomes of the Transportation Plan, while the objectives are more specific and measurable outcomes that support the goals. The following goals and objectives represent the community's commitment to building a safe, sustainable, and accessible transportation system that meets the needs of all members of the community.

GOAL 1: INCREASE SAFETY OF INTERACTIONS BETWEEN DIFFERENT MODES OF TRAVEL

Community members want travel within the city to be safer, including for people walking, biking, and driving, as well as for the movement of goods.

Objective 1A: Improve safety at conflict points between pedestrians and motor vehicles, especially at intersections

Safety can be improved at conflict points (where pedestrian and motor vehicle paths cross) by making crossing locations more visible, encouraging motor vehicles to yield to pedestrians, and reducing the crossing distance.

Objective 1B: Provide for safe use of the right-of-way by all transportation modes, considering the land use context and type of vehicle

Safety can be improved by policies that help to define the network for different users (such as defining truck routes or defining maximum speeds for e-bikes on pathways) and through infrastructure improvements to help separate users with different weight and speed characteristics (such as building bike lanes, pathways, and sidewalks).

Objective 1C: Improve user understanding of how to safely share the public right-of-way

Public awareness campaigns are another method to improve safety. One example of education that has been shown to reduce crashes is safety education for children regarding safe pedestrian and bicycle behaviors.

GOAL 2: PROVIDE A CONNECTED NETWORK OF LOCAL AND COLLECTOR ROADS AND TRAILS THAT BALANCES MODES BASED ON LAND USE CONTEXTS

Community members desire a connected network for all users. Connected walking and biking networks provide more opportunities for walking and biking. A connected collector road network helps to reduce the number of short trips on the arterial road network. This reduces the need for increasing the number of traffic lanes or installing more restrictive traffic control on arterial networks. A connected collector road network works hand-in-hand with the walking and biking networks to reduce the overall cost of the transportation network and address climate impacts. As new connections are built, the design for each user type should reflect the land use context. For example, frequent safe pedestrian crossings are needed in commercial areas.

Objective 2A: Identify a priority pedestrian network that connects key generators and develop a plan to build these connections

Community members desire to walk more frequently. Building or improving pedestrian facilities that connect to locations where people want to walk (such as schools, the library, and shopping areas) will improve options for walking.

Objective 2B: Identify a priority low-stress bicycle network that connects key generators, develop a plan to build these connections, and encourage appropriate bicycle parking

Community members desire to bicycle for transportation more frequently. Building or improving low-stress bicycle facilities that connect to locations where people want to travel and providing appropriate bicycle parking at those locations (such as schools, the library, and shopping areas) will improve options for biking.

The Low-Stress Bicycle Network describes a connected system (or network) of shared roadways, bike lanes, sidewalks, paths, and trails that are suitable for bicyclists of all ages and abilities.

Objective 2C: Identify key gaps in the collector road network and develop a plan to build these connections

Prioritizing building or improving collector roads that allow drivers to access a signal on a major arterial or travel directly between adjacent neighborhoods will decrease delay and trip length without necessitating major improvements to the arterial network.

Objective 2D: Identify and address opportunities for parking once and then walking, ride-sharing, or using transit

Park-and-ride facilities allow visitors to get out of their car or RV and travel to attractions using transit. Consolidated parking that serves several businesses allows people to park once and then visit several businesses without driving between each one.

GOAL 3: MAINTAIN TRANSPORTATION NETWORK TO BE USABLE YEAR-ROUND

Community members desire roads and walking and biking facilities to be maintained so they are usable in the winter and in summer.

Objective 3A: Reconstruct and proactively maintain pedestrian facilities to ensure year-round usability

Sidewalks, paths, and trails are less usable when drainage, lighting, and wayfinding are inadequate. Addressing problems with the existing pedestrian system will help to make them usable year-round. Additionally, establishing standards for winter and summer maintenance for specific locations will help users know what to expect.

Objective 3B: Reconstruct and proactively maintain bicycle facilities to ensure year-round usability

Shared roadways, bike lanes, paths, and trails are less usable when drainage, lighting, and wayfinding are inadequate. Addressing problems with the existing bicycle network will help to make it usable year-round. Additionally, establishing standards for winter and summer maintenance will help users know what to expect.

Objective 3C: Reconstruct and proactively maintain City of Homer roadways to ensure year-round usability

Inadequate drainage can also impact the usability of roadways. Improving drainage during roadway reconstruction can help keep the pavement in good condition for a longer period of time. Establishing maintenance standards for city roads and ways for the public to alert the city when there are concerns at specific locations can help make roadways usable year-round.

Objective 3D: Work with DOT&PF to improve winter maintenance on state-owned sidewalks, paths, or bike lanes

The public has identified maintenance of the sidewalks, paths, or bike lanes along DOT&PF-owned roadways as a top priority

for improvement. Transferring maintenance responsibility is one possible solution. There may be some roads currently under state ownership that should be under city ownership. It is necessary for the COH and ADOTPF to cooperate in jointly planning for roads in the COH (and broader) area.

Objective 3E: Manage resources to maximize and balance maintenance efforts

Improving the efficiency of maintenance activities allows better maintenance without increasing resources. Designing new roadways, sidewalks, paths, or trails to accommodate the existing equipment or buying new equipment that makes it easier to clear debris and snow from existing infrastructure could help balance maintenance efforts and make them more efficient.

Objective 3F: Update and enforce design standards for walking, biking, road, and public transportation networks

Enforcing and updating standards for infrastructure that serves all modes during design reviews will ensure consistency and improve travel options.

Objective 3G: Include appropriate improvements for each travel mode as part of reconstruction or new construction projects within the public right-of-way

As roads are constructed or reconstructed, infrastructure should be considered for each mode. New or improved infrastructure should be consistent with the land use context (such as providing sidewalks in urban areas and wide shoulders or separated paths in rural areas), meet design standards, and help to complete the priority network for that mode.

GOAL 4: PROVIDE EXPANDED TRANSPORTATION OPTIONS FOR RESIDENTS AND VISITORS

Community members desire a transportation system that provides additional transportation options and reduces environmental impacts.

Objective 4A: Support the development of a public transportation network

Public transit provides additional travel options and reduces travel by a single occupant in a vehicle. The City could support the private development of transit by building transit stops or park-and-ride facilities.


Recommendations



To achieve the goals and objectives of the Transportation Plan, the following policies and projects should be implemented. Many will be accomplished using working groups or task forces. These are not arranged in order of priority. Many will be accomplished using working groups or task forces.

POLICIES

Truck Network

Goals and Objectives 	Objective 1B Provide for safe use of the right-of-way by all transportation modes, considering the land use context and type of vehicle
Policy Description	Establish Truck Routes for the City of Homer to reduce the number of through trucks traveling on Pioneer Avenue , taking into consideration land use context, pavement structure, and heavy vehicle turning requirements.
Benefits	Could reduce truck-pedestrian interactions. Establishes understanding between different agencies and companies for where trucks should be traveling.
Challenges	Truck routes must be designed to accommodate truck movements. Designating truck routes for DOT&PF roads will need DOT&PF approval. Consult with trucking companies and the public to ensure concerns are addressed.


A freight network map for all of Alaska lists the highways that are essential for freight routes, including the entire section of the Sterling Highway all the way to the end of the Homer Spit. DOT&PF Title 17 AAC 25.014 describes the type of trucks that are allowed on these freight routes. The federal and state governments leave non-highway truck route decisions to local governments.




Figure 27: Dump truck turning from Lake Street onto East End Road



E-Bike Legislation

Goals and Objectives 	Objective 1B Provide for safe use of the right-of-way by all transportation modes, considering the land use context and type of vehicle
Policy Description	<p>Consider legislation governing the use of electric bikes (e-bikes) to reduce the possibility of unsafe interactions with other modes.</p> <p>E-bikes are popular for many reasons: they allow riders to go farther with less effort than traditional bikes, they are environmentally friendly, and they cost less to use than cars.¹</p> <p>However, e-bikes present a unique dilemma as they are a hybrid between a human powered bicycle and a motorcycle. Currently, e-bikes fall under the Alaska definition of “motor-driven cycle”, which requires an operating license and has a minimum age requirement of 14. The classification also prohibits e-bikes from sidewalks or bike paths.</p> <p>Local governments, however, can enact their own legislation regulating e-bikes.</p> <p>A task force would be a good way to implement this effort; input from the cycling community should be solicited. The Municipality of Anchorage has a policy that could be used as a starting point.</p>
Benefits	<p>Increases safety of e-bike usage.</p> <p>Supports transportation mode options.</p> <p>Reduces conflicts between e-bikes users and other users.</p> <p>Encourages increased e-bike usage.</p>
Challenges	<p>Balancing regulations and allowances for E-bikes to satisfy the residents of Homer.</p>


Bicycle Parking

Goals and Objectives 	Objective 2B Identify a priority low-stress bicycle network that connects key generators, develop a plan to build these connections, and encourage appropriate bicycle parking
Policy Description	<p>Adopt a bicycle parking ordinance for new and existing buildings that specifies the amount and location of secure, convenient bicycle parking available. Bicycle trips require safe and secure bicycle parking at either end of the trip. Adopting a bicycle parking ordinance for new and existing buildings would make the City of Homer a more bicycle friendly community. A task force would be a good way to implement this effort.</p>
Benefits	<p>Reduces the likelihood of bike theft.</p> <p>Protects vegetation (which would otherwise be used for bike parking if other options weren't made available).</p> <p>Encourages community members to bike more often.</p>
Challenges	<p>Determining where to place bicycle parking and where different types (short- versus long-term) of bicycle parking should be.</p>

As an example, Sitka, which received a Silver Bicycle Friendly Community Award from the League of American Bicyclists, used these APBP guidelines to improve their bike parking by recommending a minimum number of bicycle parking spaces for each land use category. A local biking advocacy group in Sitka also conducted a survey of community members to identify where bicycle parking was needed. New bike racks were installed in places identified by the community as part of Sitka's Walk, Bike, Win! downtown commuter challenge. These changes resulted in Sitka becoming a more bike friendly community.

1 (ABC10), A. M. S. A. (2022, August 27). *E-bikes are gaining popularity in the US. here's why.* abc10.com. Retrieved March 31, 2023

Transfer of Responsibility Agreements for State Roads

Goals and Objectives 	Objective 3D Work with DOT&PF to improve winter maintenance on state-owned sidewalks, paths, or bike lanes
Policy Description	<p>Pursue additional Transfer of Responsibility Agreements (TORAs) to allow the city to maintain roads and pathways that are currently maintained by DOT&PF. If the City has the resources (staffing and equipment) to take on the added responsibility, the City should then enter into discussions with the DOT&PF regarding transferring maintenance responsibility. The pathways along the Sterling Highway, East End Road, Lake Street, and Main Street could benefit from a TORA with the State of Alaska.</p>
Benefits	<p>Maintain roads and pathways to a higher standard than current maintenance efforts.</p>
Challenges	<p>City of Homer needs sufficient staffing and equipment to take on added maintenance responsibility. Payments from DOT&PF to City of Homer under a TORA agreement are not guaranteed to cover all of the City's costs. Coming to a mutually beneficial agreement between DOT&PF and the City of Homer.</p>

DOT&PF and the City of Homer currently have two TORAs: one for the Homer Spit and one for Pioneer Avenue. These two TORAs allow the City of Homer to maintain these state roads to the standards desired by community members.

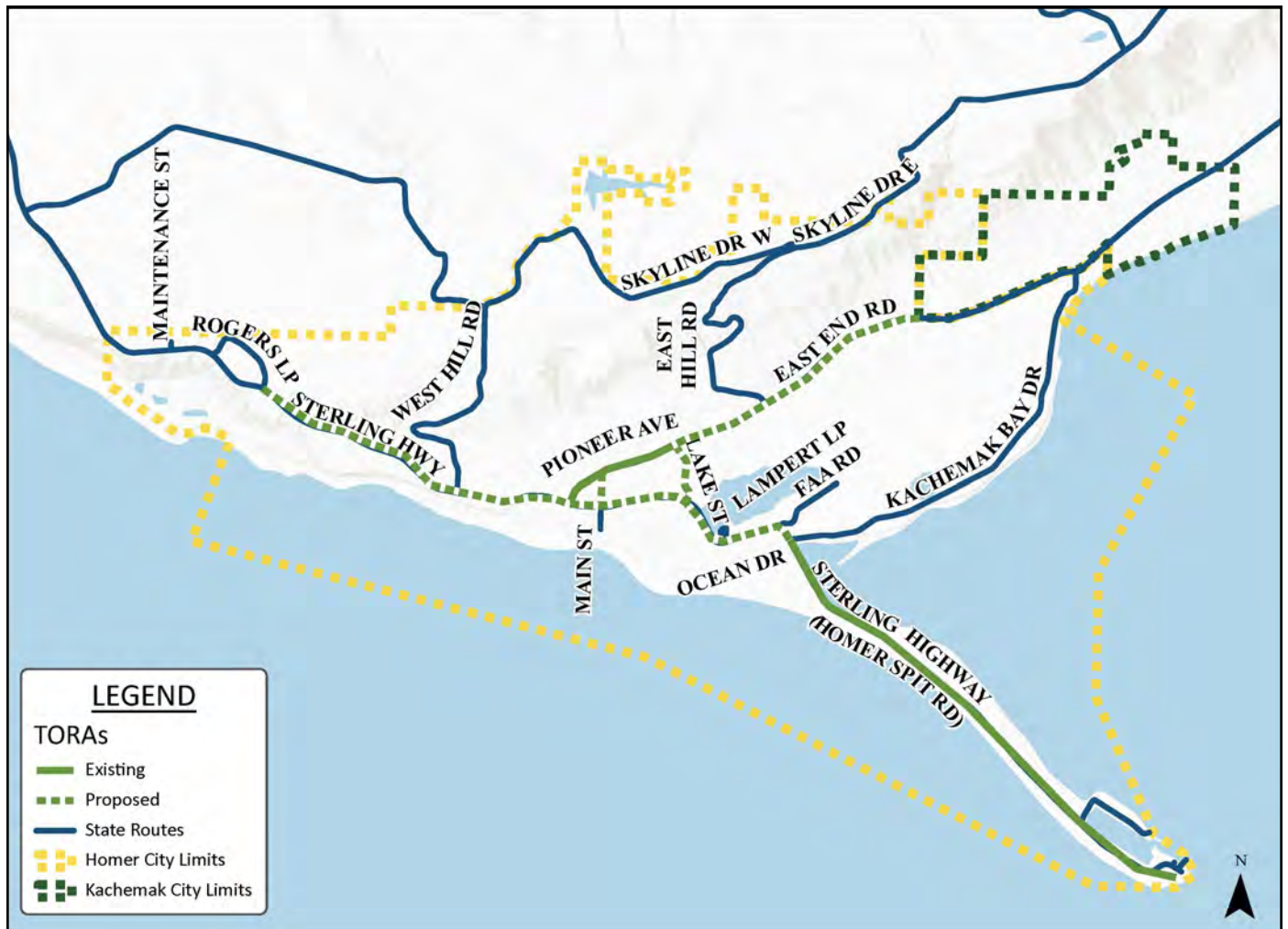



Figure 28: Existing and Proposed Transfer of Responsibility Agreements


Ownership of State Roads

Goals and Objectives 	Objective 3D Work with DOT&PF to improve winter maintenance on state-owned sidewalks, paths, or bike lanes
Policy Description	Develop an agreement with the state to transfer ownership of some state roads to the city. Under these agreements, the state pays to have the road constructed to Homer’s standards, and then the City takes over ownership and maintenance responsibility. Main Street is a good example of a road that functions more like a local road. As such, it may be in the best interests of the City of Homer to take over ownership of Main Street. Pioneer Avenue is another example of a street the City may want to take over.
Benefits	The City can maintain the road to the community’s standards. The City can control design decisions, such as the presence of a sidewalk or pathway.
Challenges	Coming to an agreement that is equally beneficial for the state and city.

Maintenance Standards


Goals and Objectives 	Objective 3E Manage resources to maximize and balance maintenance efforts
Policy Description	Set maintenance standards for the City of Homer to meet public expectation, such as how frequently or under what circumstances roads, sidewalks, paths, and trails will be plowed in winter and swept in summer.
Benefits	Helps define the level of effort needed so the City can plan for maintenance equipment and budget to meet that need. Standards can also be communicated to the public.
Challenges	Determining priorities for sidewalks, paths, and trails within the existing road priorities. Deciding a reasonable maintenance time frame that satisfies the public and is achievable by the maintenance crew.

Update Non-Motorized Facility Design Standards


Goals and Objectives 	Objective 2A Identify a priority pedestrian network that connects key generators and develop a plan to build these connections Objective 2B Identify a priority low-stress bicycle network that connects key generators, develop a plan to build these connections and encourage appropriate bicycle parking Objective 3F Update and enforce design standards for walking, biking, road, and public transportation networks
Policy Description	Update design standards for walking and biking infrastructure to ensure they are connected and are maintainable. New development should include connections to sidewalks and paths. Standards for the way sidewalks and paths are built in the future can ensure that the available equipment can be effective in maintaining future paths. A task force could help to implement this policy.
Benefits	Reviewing development plans for connectivity to sidewalks and paths will remove obstacles to walking and biking. Designing new roads, sidewalks, paths, and trails to meet the operational characteristics of the City’s maintenance equipment will increase the effectiveness of maintenance efforts.
Challenges	Keeping standards up to date to include new equipment. Adapting to locations where design standards cannot be met.




Complete Streets/All Ages and Abilities Policy

Goals and Objectives 	Objective 3G Include appropriate improvements for each travel mode as part of reconstruction or new construction projects within the public right-of-way
Policy Description	Develop a Complete Streets policy for Homer. “Complete streets” is an approach to planning, designing, building, and maintaining streets that supports safe travel and access for all ages and abilities of all modes, including pedestrians, bicyclists, motorists, and transit riders. A complete streets policy ensures that all users are considered at all phases of all projects.
Benefits	Can be applied to all streets for assessment. Will determine if a street is missing important safety elements.
Challenges	Determining appropriate treatments for variety of contexts. Attaining funding.

Transit Options


Goals and Objectives 	Objective 4A Support the development of a public transportation network
Policy Description	Seek out partners to provide public transportation service in the Homer area. Of particular interest are year-round transit options that serve area residents and seasonal options that encourage visitors and employees to park their vehicles and travel to the Homer Spit and other highly visited areas by bus and on foot. There are numerous examples of small community systems throughout the state, including Glacier Valley Transit, Soaring Eagle Transit, Sunshine Transit, Valley Transit, CARTS, and BUMPS.
Benefits	Helps people without access to vehicles get to jobs, shops, and services, and also increases travel options for everyone. Reduces environmental impacts by reducing vehicle miles traveled.
Challenges	Federal funding is available for systems providing year-round service. Attaining funding. Seasonal variation in demand. Requires public and non-profit partnership.

Traffic Calming


Goals and Objectives 	Objective 1B Provide for safe use of the right-of-way by all transportation modes, considering the land use context and type of vehicle
Policy Description	Develop a Traffic Calming Manual that describes treatments that are effective and acceptable to the City of Homer. Traffic calming treatments discourage cut-through traffic and encourage vehicles to travel at speeds that are appropriate for the land use context. The Traffic Calming Manual should describe the data needs for the analysis and how it should be collected; address the types of treatments available, lighting and signage needs, and when and where a treatment is appropriate; and describe how to select treatments for a specific location.
Benefits	Walking and biking along a road, as well as recreating near a road, is safer and more comfortable when adjacent vehicles are traveling at slower speeds.
Challenges	Attaining funding. Educating the public. Potential for additional maintenance burden.

PROJECTS

Bicycle Safety Campaign


Goals and Objectives	 Objective 1C Improve user understanding of how to safely share the public right-of-way
Project Description	Support efforts of a private partner to develop an effective education campaign that targets teaching bike safety to children. Safety education campaigns have been shown to be effective where new information is presented and where the target audience has not already formed habits. Thus, children are the best targets for bicycle safety campaigns. ²
Benefits	Reduces crashes and conflicts due to interactions between bicycles and vehicles.
Challenges	Finding appropriate private partner. Homer Bicycle Club has a “Homer Shares the Road” campaign that could be built upon.
Related Projects	N/A

Parking Study


Goals and Objectives	 Objective 2D Identify and address opportunities for parking once and then walking, ride-sharing, or using transit
Project Description	Conduct a parking study to determine the location and benefits of centralized parking lots. Many members of the community voiced frustrations with parking options, especially along the Spit and in the Central Business District (CBD). Parking along the Spit is particularly difficult in the summer when the port is in constant use by residents, businesses, and tourists. When there are visitors to the CBD, they must drive between stops, which increases congestion and discourages them from visiting multiple businesses. The lack of centralized parking options negatively affects local business owners in these areas by limiting the amount of foot traffic to their businesses. Building parking facilities in association with transit will allow visitors to get out of their car or RV and travel to attractions using walking or transit.
Benefits	Reduces the amount of vehicle traffic in congested areas. Encourages visitors to the CBD and Spit to visit more than one business and increase economic growth by connecting attractions and businesses. Potentially provides extra space for beautification and more local businesses by adding centralized parking locations.
Challenges	Cooperation of private entities. Determining the location of bus stops and parking lots that work well for transit users and the transit operator. Costs to acquire land for shared off-street parking.
Related Projects	Policy 9 Transit Options

² *Improving the effectiveness of road safety campaigns: Current and new practices.* IATSS Research, Vol 34 No. 2. (March 2011).


Improve Drop-Off and Pick-Up Locations at Schools

<p>Goals and Objectives</p> 	<p>Objective 1A Improve safety at conflict points between pedestrians and motor vehicles, especially at intersections</p> <p>Objective 2A Identify a priority pedestrian network that connects key generators and develop a plan to build these connections</p> <p>Objective 2B Identify a priority low-stress bicycle network that connects key generators, develop a plan to build these connections and encourage appropriate bicycle parking</p>
<p>Project Description</p>	<p>Study schools with circulation concerns and develop plans to improve them. Traffic congestion during school pick-up and drop-off times is a safety concern for several schools in Homer. Improving bus circulation, parent pick-up and drop-off areas, bicycle parking, sidewalk connections, and signage could reduce these problems.</p>
<p>Benefits</p>	<p>Reduces congestion on roads near schools.</p> <p>Protects children and increases drivers' awareness of them during pick-up and drop-off.</p> <p>Encourages student to walk or bike to school by improving pedestrian facilities.</p> <p>Encourages practice of healthy habits and decreases use of motor vehicles, thereby improving air quality.</p>
<p>Challenges</p>	<p>Right-of-way and utilities may limit feasible alternatives.</p> <p>Coordination with Kenai Peninsula Borough, Kenai Peninsula School District, and DOT&PF.</p>
<p>Related Projects</p>	<p>Project 4 Neighborhood Connectivity to Schools</p>


Neighborhood Connectivity to Schools

<p>Goals and Objectives</p> 	<p>Objective 2A Identify a priority pedestrian network that connects key generators and develop a plan to build these connections</p> <p>Objective 2B Identify a priority low-stress bicycle network that connects key generators, develop a plan to build these connections and encourage appropriate bicycle parking</p> <p>Objective 2B Identify a priority low-stress bicycle network that connects key generators, develop a plan to build these connections and encourage appropriate bicycle parking</p> <p>Objective 3A Reconstruct and proactively maintain pedestrian facilities to ensure year-round usability</p> <p>Objective 3B Reconstruct and proactively maintain bicycle facilities to ensure year-round usability</p>
<p>Project Description</p>	<p>Encourage Kenai Peninsula Borough to build improved trails between schools and surrounding neighborhoods. Several survey comments requested established trails from neighborhoods to the nearby schools. West Homer Elementary, Middle, and High schools all have natural surroundings to the north. It seems that students have been traversing these areas despite the lack of a maintained and designated trail. To ensure the safety of children walking to school, and to create more connectivity to the schools, a set of trails between the schools and the surrounding neighborhoods should be identified, constructed, and maintained.</p>
<p>Benefits</p>	<p>Provides a safe passage for children walking to school, encouraging active transportation, and providing additional travel options.</p>
<p>Challenges</p>	<p>Coordination with Kenai Peninsula Borough.</p>
<p>Related Projects</p>	<p>Project 3 Improve Drop-Off and Pick-Up Locations at Schools</p> <p>Project 9 Identify Additional Priorities for Walking & Biking Infrastructure</p>

Pioneer Avenue as an Extension of the HAP Loop


<p>Goals and Objectives</p> 	<p>Objective 1A Improve safety at conflict points between pedestrians and motor vehicles, especially at intersections</p> <p>Objective 2A Identify a priority pedestrian network that connects key generators and develop a plan to build these connections</p> <p>Objective 2B Identify a priority low-stress bicycle network that connects key generators, develop a plan to build these connections and encourage appropriate bicycle parking</p> <p>Objective 3G Include appropriate improvements for each travel mode as part of reconstruction or new construction projects within the public right-of-way</p>
<p>Project Description</p>	<p>Evaluate pedestrian crossing improvements for Pioneer Avenue intersections. Community members identified the main intersections along Pioneer Avenue as being high stress locations for pedestrian crossings. An engineering study is needed to determine whether existing crossing treatments should be improved and what treatment(s) should be applied. Examples of treatments to be considered include high-visibility pavement markings, curb extensions, and rectangular rapid flashing beacons. There is already a plan in place to improve the intersections along Pioneer Avenue at Main Street and at Svedlund Street as part of the HAP Loop project.</p>
<p>Benefits</p>	<p>Eliminates barriers to walking and improves safety.</p>
<p>Challenges</p>	<p>Attaining funding. Right-of-way and utilities may be a concern.</p>
<p>Related Projects</p>	<p>HAP Loop Project (ongoing) Project 6 Old Town Connections as an Extension of HAP Loop</p>

Old Town Connections as an Extension of HAP Loop


<p>Goals and Objectives</p> 	<p>Objective 2A Identify a priority pedestrian network that connects key generators and develop a plan to build these connections</p> <p>Objective 2B Identify a priority low-stress bicycle network that connects key generators, develop a plan to build these connections and encourage appropriate bicycle parking</p>
<p>Project Description</p>	<p>Evaluate connecting HAP Loop through Old Town. Old Town is home to many hotels, restaurants, and local businesses. The HAP Loop provides access to the eastern part of Old Town but fails to connect the neighborhoods to the west. This project would evaluate the addition of pedestrian facilities in west Old Town with connections to the HAP Loop. It would also evaluate the need for improvements to the pedestrian crossing at the intersections of Sterling Highway and Pioneer Avenue.</p>
<p>Benefits</p>	<p>Increases non-motorized accessibility, provide travelers with more options. Improves the areas near many hotels, which will provide seasonal visitors with more travel options. Could reduce the amount of motorized traffic traveling on and across the Sterling Highway at Pioneer Avenue, an intersection that was identified as being difficult in the summer.</p>
<p>Challenges</p>	<p>Attaining funding. Right-of-way and utilities may be a concern. Coordination with DOT&PF is required for Main Street.</p>
<p>Related Projects</p>	<p>HAP Loop Project (ongoing) Project 5 Pioneer Avenue as an Extension of the HAP Loop</p>



Kachemak Drive Reconnaissance Engineering Study


Goals and Objectives 	<p>Objective 1A Improve safety at conflict points between pedestrians and motor vehicles, especially at intersections</p> <p>Objective 1B Provide for safe use of the right-of-way by all transportation modes, considering the land use context and type of vehicle</p>
Project Description	<p>Conduct a reconnaissance engineering study to identify concerns, needs, and obstacles for improving Kachemak Drive for non-motorized travel and to develop potential solutions. The safety of non-motorized transportation and interactions between motorized vehicles along Kachemak Drive was a repeated concern of survey participants. A two-lane road with a 35-mph speed limit and limited shoulders, this route is popular for walking, biking, and driving, but the interactions between users is uncomfortable and there is limited right-of-way for improvements.</p>
Benefits	<p>Improves safety.</p>
Challenges	<p>Attaining funding. Limited right of way. Coordination with DOT&PF.</p>
Related Projects	<p>Project 9 Identify Additional Priorities for Non-Motorized Infrastructure</p>

Regularly Update Existing Trails Maps


Goals and Objectives 	<p>Objective 2A Identify a priority pedestrian network that connects key generators and develop a plan to build these connections</p> <p>Objective 2B Identify a priority low-stress bicycle network that connects key generators, develop a plan to build these connections and encourage appropriate bicycle parking</p> <p>Objective 3A Reconstruct and proactively maintain pedestrian facilities to ensure year-round usability</p> <p>Objective 3B Reconstruct and proactively maintain bicycle facilities to ensure year-round usability</p>
Project Description	<p>Regularly update existing trails maps in GIS for online use and for creating print maps. Trails such as the Beluga Trail and Reber Trail extend the non-motorized network. Trails are only effective when potential users are aware of them. Updating maps to include information about the difficulty level and type of maintenance, will help individuals to understand which routes are best for them.</p>
Benefits	<p>Informs the public of the trail routes available to them. Helps to identify gaps within the non-motorized network and inform the public as they are filled.</p>
Challenges	<p>Staffing. Coordination with trail user groups, such as Homer Trails Alliance and Kachemak Nordic Ski Club.</p>
Related Projects	<p>Project 9 Identify Additional Priorities for Non-Motorized Infrastructure</p>



Identify Additional Priorities for Walking & Biking Infrastructure

Goals and Objectives 	Objective 3A Reconstruct and proactively maintain non-motorized facilities to ensure year-round usability
Project Description	<p>Identify priority areas for non-motorized travel and develop a plan for constructing sidewalks, paths, and trails in those areas. Wayfinding and streetscape improvements should be included. Survey respondents identified numerous sidewalks, paths, and trails that they would like to see constructed. These include:</p> <ul style="list-style-type: none"> Connections between neighborhoods along Skyline Drive and those near the hospital and the high school Sidewalk or bike lanes along East Hill and West Hill Roads Pathways further out on the Sterling Highway and on East End Road Path along routes parallel to Ocean Drive Paths around the airport and connecting to areas along East End Road Traffic calming along Skyline Drive Access to beaches Connections from outlying areas into Homer (ex: Diamond Creek Trails)
Benefits	<ul style="list-style-type: none"> Satisfies the public desire for trails, sidewalks, and bike lanes. Improves pedestrian safety. Adds to the transportation network.
Challenges	<ul style="list-style-type: none"> Attaining funding. Coordination with DOT&PF. Increased maintenance burden.
Related Projects	<ul style="list-style-type: none"> Project 8 Regularly Update Existing Trails Maps

Complete East-West Connections

Goals and Objectives 	Objective 2C Identify key gaps in the collector road network and develop a plan to build these connections
Project Description	<p>Build additional east-west connections. This will add to the collector network and provide alternative routes to the heavily traveled arterial roadways. The road construction should include walking and biking infrastructure and traffic calming.</p>
Benefits	<ul style="list-style-type: none"> Improves the collector network and reduces the stress on arterials like Pioneer Avenue.
Challenges	<ul style="list-style-type: none"> Attaining funding Right-of-way and utilities may be a concern Local public opposition due to change in neighborhood traffic volumes and speeds
Related Projects	<ul style="list-style-type: none"> Project 3 Improve Drop-Off and Pick-Up Locations at Schools



Abbreviations



AADT	Annual Average Daily Traffic
AASHTO	American Association of State Highway Transportation Officials
ADA	Americans with Disabilities Act
APBP	Association of Pedestrian and Bicycle Professionals
BUMPS	Basic Unified Multi-Path Service
CBD	Central Business District
DOT&PF	Alaska Department of Transportation and Public Facilities
EPA	United States Environmental Protection Agency
FAA	Federal Aviation Administration
FHWA	Federal Highway Administration
HAP	Homer All Ages and Abilities Pedestrian Pathway
IATSS	International Association of Traffic and Safety Sciences
ILC	Independent Living Center
KE	Kinney Engineering
LOS	Level of Service
M&O	Maintenance and Operations
NHS	National Highway System
TORA	Transfer of Responsibility Agreement
USDOT	United States Department of Transportation

Definition of Terms



Arterial Road: Functional classification describing roads that are generally designed to carry higher volumes of vehicles at higher speeds over longer distances. Often, separated paths or wide shoulders are provided for walking and biking.

Americans with Disabilities Act (ADA): A civil rights law that prohibits discrimination against people with disabilities.

All Ages and Abilities: Refers to a design effort to make a transportation system that everyone can access safely.

Average Annual Daily Traffic (AADT): A measurement of the number of vehicles traveling on a segment of highway each day, averaged over the year.

Collector Road: Functional classification describing roads that distribute trips between local and arterial roads.

Complete Streets: An approach to planning, designing, building, and maintaining streets that supports safe travel and access for all users.

Land Use Context: Principle of transportation planning that allows the surrounding land uses to be considered in choosing transportation network elements for each mode of travel, such as walking, biking, parking, freight delivery, etc.

Level of Service (LOS): Performance measure concept used to quantify the operational performance of a transportation facility (sidewalk, bikeway, roadway, etc.) and present the information to users and operating agencies. The actual performance measure used varies by the type of facility; however, all use a scale of A (best conditions for individual users) to F (worst conditions).

Local Road: Functional classification describing roads that carry lower volumes of traffic at slower speeds, are focused on providing access to homes and businesses, and carry travelers for only a short distance. Often, pedestrians and bicyclists share the road with vehicles, although sometimes a sidewalk or wide shoulder may be provided.

Low-Stress Bicycle Network: Connected system of bicycle facilities (such as shared roadways, bike lanes, sidewalks, paths, and trails) suitable for bicyclists of all ages and abilities.

Mobility: The ability to move freely throughout a transportation network.

Monthly Average Daily Traffic (MADT): A measurement of the number of vehicles traveling on a segment of highway each day, averaged over a month.

Path of Travel: A continuous and unobstructed pedestrian route.

Peak Hour Factor (PHF): Measure of traffic variability over an hour period calculated by dividing the hourly flowrate by the peak 15-minute flowrate. PHF values can vary from 0.25 (all traffic for the hour arrives in the same 15-minute period) to 1.00 (traffic is spread evenly throughout the hour).

Public Parking: Locations available for all members of the public to park a vehicle. Public parking may be free, or users may be required to pay a fee to park.

Speed Reduction: Lowering the speed limit on roadways as a traffic calming measure.

Traffic Calming: Treatments that discourage cut-through traffic and encourage vehicles to travel at speeds that are appropriate for the land use context.

Transit: Transportation mode using buses or shuttles that charges set fares and is available to the public.

Vehicle Capacity: The maximum number of vehicles per hour that a roadway can sustain based on roadway geometry, environmental conditions, traffic volumes, and traffic control.

Volume to Capacity Ratio (v/c): Compares the capacity of a roadway to how many vehicles per hour are actually using a roadway. Values of 0.85 or less are optimal.

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Appendix A: Summary of Public Involvement



City of Homer Transportation Plan Survey Results

In the fall of 2022, 289 people responded to the survey.

83% use a car daily



27% walk daily



29% walk weekly



Concerns raised when using different modes of travel



- » Traffic
- » Left-turn congestion
- » Summer traffic
- » Pavement conditions
- » Parking



- » Road accessibility
- » Pavement conditions
- » Parking
- » Pedestrians



- » Sidewalks
- » Crosswalks
- » Drivers
- » Winter conditions
- » Safety
- » Trails



- » Drivers
- » Bike Lanes
- » Bike Paths
- » Safety
- » Trails

What should the Transportation Plan prioritize?

SAFETY

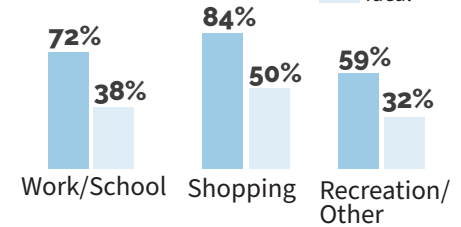
MAINTENANCE

CONNECTIVITY

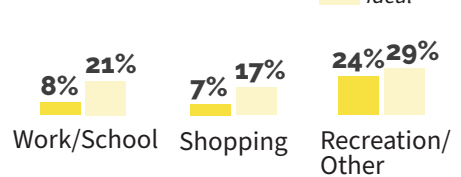
Travel Habits – Current & Ideal

What percentage of the time do you use your personal vehicle for the following trips? What about walking or biking? Under ideal conditions, would you use your personal vehicle more or less? What percentage of your trips would be by personal vehicle, walking or biking?

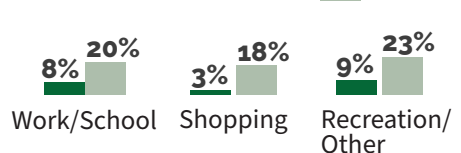
Personal Vehicle Trips ■ Currently ■ Ideal



Walking Trips ■ Currently ■ Ideal



Bicycle Trips ■ Currently ■ Ideal

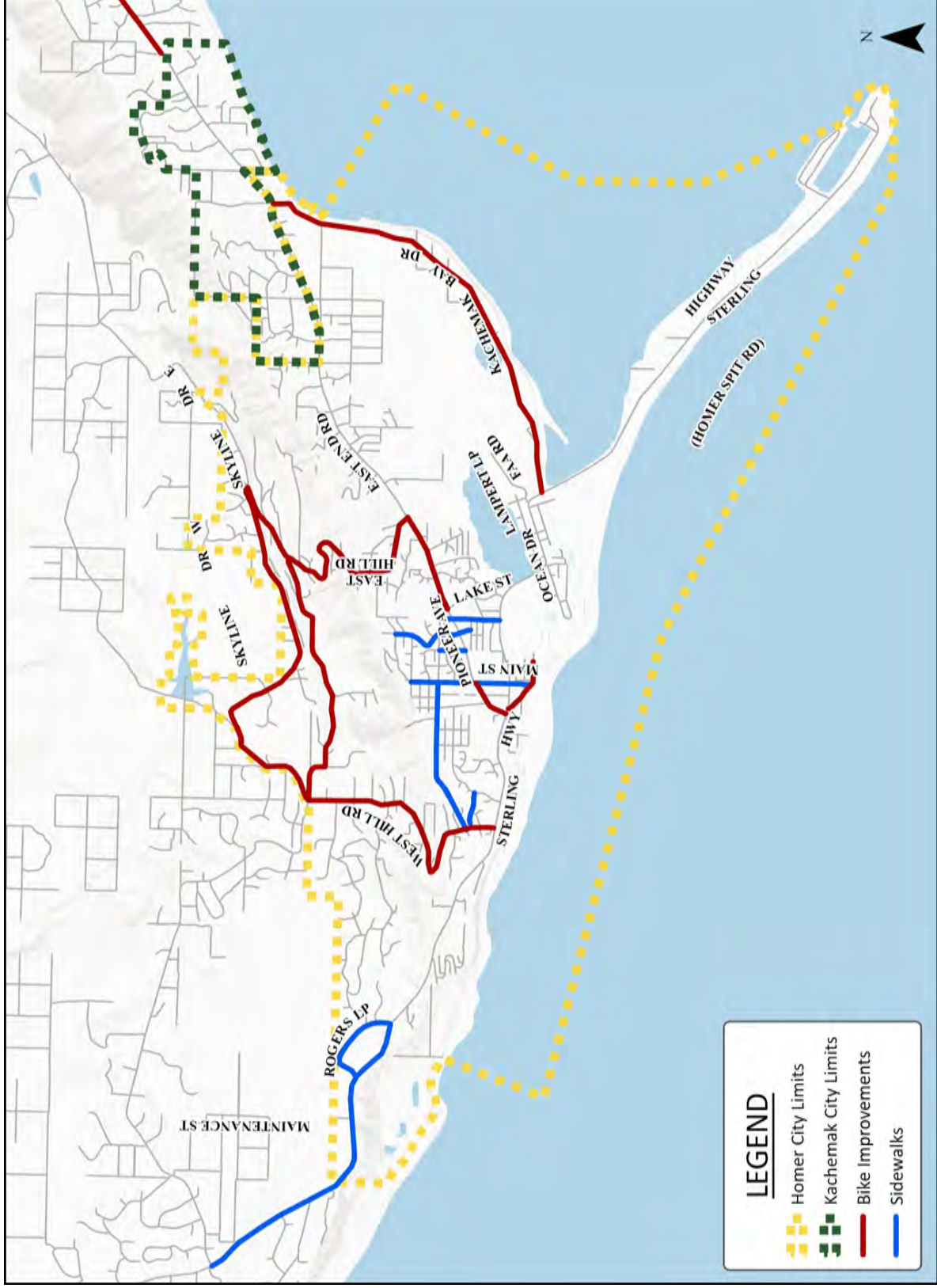


What would you like to see more of in Homer's transportation system?

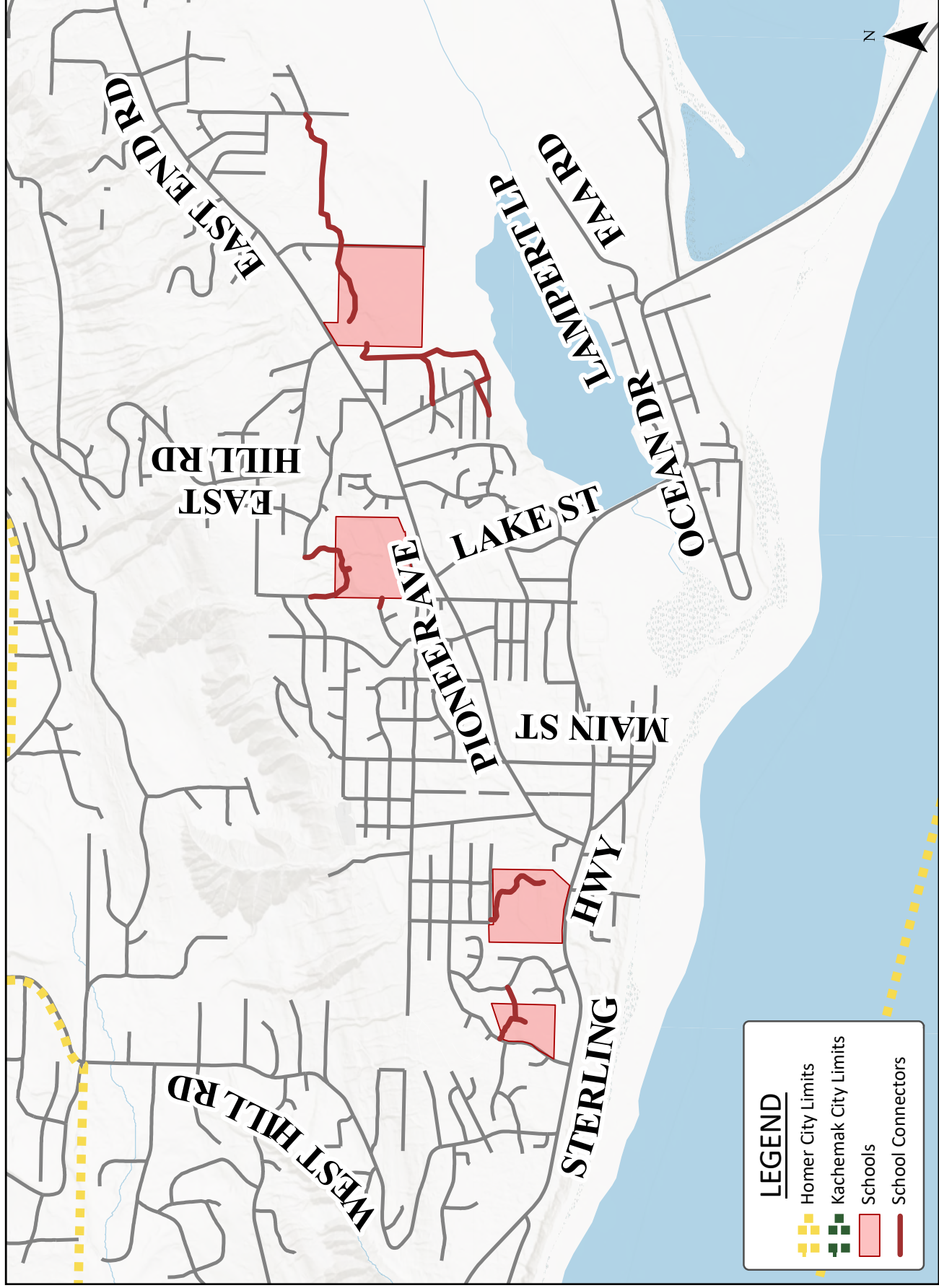


Appendix B: Desired Walking or Biking Improvements from Public Comment

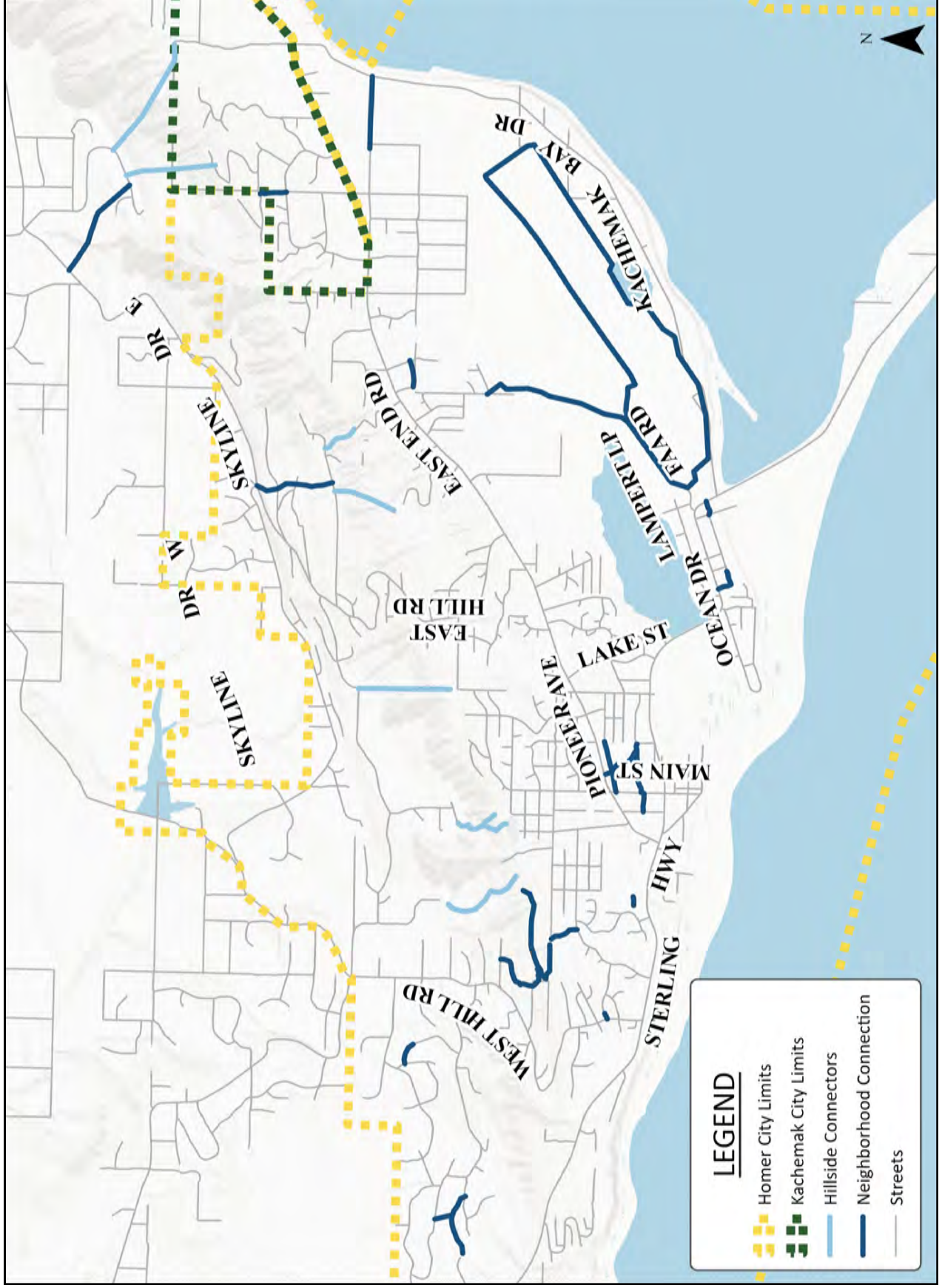
Respondents made comments in an online map. Requests for sidewalk improvements were focused in the central Homer area. Requests for bike facilities focused on longer distance connections.



Respondents made comments in an online map. Many requests focused on connecting schools to neighborhoods through path or trail improvements.



Respondents made comments in an online map. Many requests focused on connecting neighborhoods, including connecting upper hillside with lower hillside, through path or trail improvements.



Respondents made comments in an online map. Several comments focused on creating connections between local streets and the beach.

- * from Waddell Street, Hidden Way, and Crittenden Drive
- * extension of Main Street or Charles Way
- * from Ocean Drive Loop
- * from Kachemak Drive near Lampert Lake
- * from the north end of Kachemak Drive where it turns away from the beach to connect to East End Road

1 **CITY OF HOMER**
2 **HOMER, ALASKA**

3 City Manager

4 **ORDINANCE 24-31(S)**
5

6 AN ORDINANCE OF THE HOMER CITY COUNCIL ADOPTING THE
7 2024 HOMER TRANSPORTATION PLAN, AMENDING THE HOMER
8 COMPREHENSIVE PLAN TO INCLUDE THE TRANSPORTATION
9 PLAN AND RECOMMENDING ADOPTION BY THE KENAI PENINSULA
10 BOROUGH.

11
12 WHEREAS, The Kenai Peninsula Borough as a Second Class Borough shall provide for
13 planning on an area wide basis in accordance with AS 29.40; and
14

15 WHEREAS, As provided in Kenai Peninsula Borough Code 21.01.025, cities in the
16 Borough requesting extensive comprehensive plan amendments may recommend to the Kenai
17 Peninsula Borough Planning Commission a change to the city comprehensive plan; and
18

19 WHEREAS, The City of Homer has prepared an extensive comprehensive plan update in
20 the form of the 2024 Homer Transportation Plan; and
21

22 WHEREAS, The 2024 Homer Transportation plan will guide the development motorized
23 and non-motorized transportation for the City of Homer; and
24

25 WHEREAS, City of Homer Commissions participated in the plan creation and provided
26 comments; and
27

28 WHEREAS, There was extensive public participation, including a yearlong focus of the
29 grass roots group Homer Drawdown and a survey that included over five hundred responses;
30 and
31

32 WHEREAS The Homer Planning Commission conducted a public hearing on May 1, 2024
33 and recommended approval by the Kenai Peninsula Borough; and
34

35 WHEREAS, The Homer City Council, based upon the recommendation of the Homer
36 Planning Commission, recommends that the Kenai Peninsula Borough Planning Commission
37 and Assembly adopt the 2024 Homer Transportation Plan.
38

39 NOW, THEREFORE, THE CITY OF HOMER ORDAINS:
40

41 Section 1. The 2024 Homer Transportation Plan is hereby adopted as an element of the
42 City of Homer Comprehensive Plan, superseding the 2004 Homer Non-Motorized
43 Transportation and Trails Plan and the 2005 Homer Area Transportation Plan.

44 Section 2. The previously adopted Homer Master Roads and Streets Plan (1986), and
45 the Homer Town Center Development Plan (2006), Homer Spit Plan (2010) and the Homer
46 Comprehensive Plan (2018) remain part of the Homer Comprehensive Plan.
47

48 Section 3. Subsection (b) of Homer City Code 21.02.010, Comprehensive Plan—
49 Adoption, is amended to read as follows:

50 b. The following documents, as initially approved and subsequently amended, are
51 adopted by reference as comprising the Homer Comprehensive Plan.

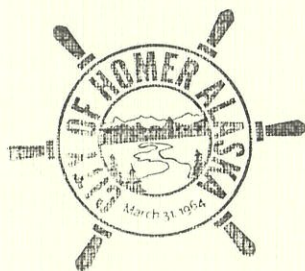
- 52 1. Homer Comprehensive Plan (2018)
- 53 2. Homer Master Roads and Streets Plan (1986)
- 54 ~~3. Homer Non-Motorized Transportation and Trail Plan (2004)~~
- 55 **4.3.** Homer ~~Area~~ Transportation Plan (**2005 2024**)
- 56 **5.4.** Homer Town Center Development Plan (2006)
- 57 **6.5.** Homer Spit Plan (2010)

58
59 Section 4. The City hereby recommends that the Kenai Peninsula Borough Planning
60 Commission and Assembly adopt the 2024 Homer Transportation Plan as extensive
61 comprehensive plan amendments under Kenai Peninsula Borough Code 21.01.025, and as an
62 element of the Official Borough Comprehensive Plan within the City of Homer planning area of
63 the Borough.
64

65 Section 5. Sections 1 through 3 of this ordinance shall take effect upon the adoption of
66 the 2024 Homer Transportation Plan by the Kenai Peninsula Borough Assembly. The
67 remainder of this ordinance shall take effect upon its adoption by the Homer City Council.
68

69 Section 6. Section 3 of this ordinance is of a permanent and general character and shall
70 be included in the city code. The remainder of this ordinance is not of a permanent nature and
71 is a non-code ordinance.
72

73 ENACTED BY THE CITY COUNCIL OF HOMER, ALASKA, this 24th day of September, 2024.
74



CITY OF HOMER

Ken Castner

KEN CASTNER, MAYOR

83 ATTEST:

84 *Renee Krause*
85 _____
86 RENEE KRAUSE, MMC, CITY CLERK

87
88
89
90
91
92
93
94
95
96

YES: 5

NO: 0

ABSTAIN: 0

ABSENT: 1

First Reading: 7/22/24

Public Hearing: 8/12/24

Second Reading: 8/19/24 + 9/23/24

Effective Date: 9/24/24

Introduced by: Mayor
Date: 10/08/19
Hearing: 11/05/19
Action: Enacted
Vote: 6 Yes, 3 No, 0 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-25**

**AN ORDINANCE AMENDING KPB 2.56.006 AND KPB 2.56.007, ADOPTING THE 2019
KENAI PENINSULA BOROUGH COMPREHENSIVE PLAN**

- WHEREAS,** the Kenai Peninsula Borough provides for planning on an areawide basis in accordance with AS 29.40.010; and
- WHEREAS,** Alaska Statute 29.40.020(b)(1) requires the planning commission to prepare and submit to the assembly a proposed comprehensive plan for the systematic and organized development of the borough; and
- WHEREAS,** the assembly is required by AS 29.40.030(b) to periodically undertake an overall review of the comprehensive plan and update the plan as necessary; and
- WHEREAS,** goal 1.1, objective 7, of the 2005 Kenai Peninsula Borough Comprehensive Plan is to regularly update the comprehensive plan to reflect changing conditions, trends, laws, regulations and policies; and
- WHEREAS,** the existing comprehensive plan was last updated in 2005; and
- WHEREAS,** the social, economic, and environmental conditions of the Kenai Peninsula Borough have changed over the past fourteen years; and
- WHEREAS,** in February of 2017 the Kenai Peninsula Borough contracted with the consulting firm of Agnew::Beck to facilitate a public process and update the existing comprehensive plan; and
- WHEREAS,** throughout 2017 over 2,000 residents of the borough shared their ideas with the project team, the team conducted more than 50 interviews and small group discussions with local organizations, they conducted a random sample telephone survey of 600 households within the borough, and the team had a booth or other presence at 20 public events throughout the borough; and
- WHEREAS,** the planning commission conducted a public hearing for the proposed 2019 comprehensive plan at its August 26, 2019 regular meeting; and
- WHEREAS,** the planning commission at its September 23, 2019 meeting, recommended enactment of the 2019 comprehensive plan;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That KPB 2.56.006 is hereby amended as follows:

2.56.006. Kenai Peninsula Borough Comprehensive Plan adopted.

The document entitled “[2005] 2019 Kenai Peninsula Borough Comprehensive Plan” is adopted as the Comprehensive Plan of the Kenai Peninsula Borough.

SECTION 2. That KPB 2.56.007 is hereby amended as follows:

2.56.007. Borough plan amendments.

A. The following plans are incorporated as elements of the [2005] 2019 comprehensive plan, subject to the applicable goals, objectives, and [ACTIONS] strategies listed [IN CHAPTER 6 OF] within the [2005] 2019 Kenai Peninsula Borough Comprehensive Plan. The classification of borough land shall be consistent with the intent of the following land use plans, provided such classifications are consistent with the findings of fact required by KPB 17.10.080(I).

1. “Community Land Use Plan for Borough Lands in Hope, 1987.”
2. “Community Recommendations on a Land Use Plan for Borough Lands, Hope and Sunrise, 1992 Additions.”
3. “Community Land Use Plan for Borough Lands in Sunrise, 1988.”
4. “Community Recommendations on a Land Use Plan for Borough Lands at Cooper Landing, 1992”, as amended by Ordinance 2018-06.
5. “1996 Cooper Landing Land Use Plan Update.”

B. The document entitled "Comprehensive Plan for Moose Pass, 1993" with boundaries amended by the map dated July 1994 is incorporated as an element of the [2005] 2019 comprehensive plan, subject to the applicable goals, objections, and [ACTIONS LISTED IN CHAPTERS 1 AND 6] strategies within the 2019 comprehensive plan.

C. The document entitled "Kenai Peninsula Borough Trail Plan, 1998" is incorporated as an element of the [2005] 2019 comprehensive plan, subject to the applicable goals, objections, and strategies within the 2019 comprehensive plan.


D. The document entitled "Seward Highway Corridor Partnership Plan, A Strategy for Management, Economic Development, and Conservation 1998" is incorporated as an element of the [2005] 2019 comprehensive plan, subject to the applicable goals, objections, and strategies within the 2019 comprehensive plan.

E. "Cooper Landing Walkable Community Project" dated March 2010 is hereby adopted as [APPENDIX K IN CHAPTER 5, TRANSPORTATION,] an element of the [2005] 2019 Kenai Peninsula Borough Comprehensive Plan, subject to the applicable goals, objections, and strategies within the 2019 comprehensive plan.

SECTION 3. That the comprehensive plan shall be reviewed periodically and updated to reflect changing conditions, trends, laws and policies of the borough.


SECTION 4. That this ordinance shall become effective upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 5TH DAY OF NOVEMBER, 2019.

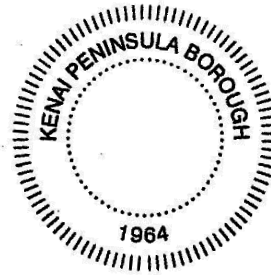


Kelly Cooper, Assembly President

ATTEST:



Johni Blankenship, MMC, Borough Clerk



Yes: Carpenter, Cox, Dunne, Johnson, Smalley, Cooper
No: Blakeley, Bjorkman, Hibbert
Absent: None

JUBILEE STREET USAD - FINAL Assessment Roll
ORDINANCE OF ASSESSMENT

USAD Filing Fee per 5.35.030(D): \$1,000
Paid: August 30, 2023

Project Costs	
Enstar Construction Cost:	39,893.00
Enstar Non-Standard Cost:	0.00
Enstar Final Cost:	39,893.00
KPB USAD Administration Cost:	6,700.00
Total Project Cost:	46,593.00
Total # of Parcels for Assessments:	10
Final Cost Per Parcel:	4,659.30

Total Assessed Value (AV) for Calculations:	2023 AV
Total Project Cost:	46,593.00
(Less) Total Prepayments of Assessments:	(618.60) Based on 2023 AV
Total Assessments:	45,974.40

% Parcels Delinquent for Real Property Taxes (<10%):	0.00%	KPB 5.35.070(D), <10%
Total number of parcels for petition % thresholds:	10	
Total # of parcels voted IN FAVOR of project:	6	KPB 5.35.107(C)(6)
% of total parcels IN FAVOR of project:	60.00%	KPB 5.35.107(C)(a), <60%
% of district's assessed value IN FAVOR of project:	70.12%	KPB 5.35.107(C)(b), <60% 2023 AV

PARCEL ID	PHYSICAL ADDRESS	LEGAL	2024 ASSESSED VALUE	LIEN LIMIT <50% AV 5.35.070(C)	MAXIMUM ASSESSMENT	Prepayment Amounts Based on 2023 AV	OWNER	MAILING ADDRESS	CITY, ST, ZIP	SPC ASSMT	2023 DEL TAX	IN FAVOR 'YES'	IN FAVOR \$ AV (based on 2023 AV)
131-093-01	30390 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840153 POPE SUB NO 2 LOT 1	14,300	32.58%	4,659.30		DANIELSON MAIA	5329 SHORELINE DRIVE	KETCHIKAN, AK 99901	NO	NO	YES	13,000
131-093-02	30410 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840153 POPE SUB NO 2 LOT 2	14,300	32.58%	4,659.30		KRUSE HAILEY & AUSTIN	PO BOX 573	CLAM GULCH, AK 99568	NO	NO	YES	13,000
131-093-03	30430 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840153 POPE SUB NO 2 LOT 3	268,600	1.73%	4,659.30		WELLS SUSAN E	37305 CETACEA LN	KENAI, AK 99611	NO	NO	YES	237,500
131-093-04	30450 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840153 POPE SUB NO 2 LOT 4	9,500	49.05%	4,350.00	309.30	CARPENTER MICHAEL WILLIAM	37305 CETACEA LN	KENAI, AK 99611	NO	NO	YES	8,700
131-093-06	30395 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 1	376,900	1.24%	4,659.30		JOHNSON CRAIG L & CLAUDIA	30395 JUBILEE ST	SOLDOTNA, AK 99669	NO	NO	YES	332,900
131-093-07	30415 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 2	14,300	32.58%	4,659.30		LETZRING KELLY RENE	PO BOX 1126	KASILOF, AK 99610	NO	NO		0
131-093-08	30435 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 3	14,300	32.58%	4,659.30		LETZRING KELLY RENE	PO BOX 1126	KASILOF, AK 99610	NO	NO		0
131-093-09	30455 JUBILEE ST	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 4	9,500	49.05%	4,350.00	309.30	LETZRING KELLY RENE	PO BOX 1126	KASILOF, AK 99610	NO	NO		0
131-093-10	47887 POPE PL	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0840154 POPE SUB NO 3 LOT 5	276,000	1.69%	4,659.30		SWABY CLYDE T	44465 GENE AVE	KENAI, AK 99611	NO	NO		0
131-093-20	47834 POPE PL	T 4N R 11W SEC 23 SEWARD MERIDIAN KN 0850213 POPE SUB NO 4 LOT 5D	23,600	19.74%	4,659.30		KYNCEY CELESTE	14934 PHILLIPS RD	OAK RUN, CA 96069	NO	NO	YES	22,400
10			1,021,300		45,974.40	618.60		<i>as of 9/24/2024</i>			0	6	627,500

# Parcels													# in favor	AV \$ in favor
														2023 Total Value: \$894,900

**FY 2025 COMMUNITY ASSISTANCE PROGRAM
REQUIREMENTS AND CERTIFICATION**

BOROUGH APPLICATION

DEADLINE: JUNE 1, 2024

NAME OF BOROUGH Kenai Peninsula Borough	CONTACT NAME Elizabeth Hardie
MAILING ADDRESS 144 North Binkley Street	CONTACT EMAIL ADDRESS grants@kpb.us
CITY, STATE, ZIP CODE Soldotna, AK 99669	CONTACT PHONE & FAX NUMBER (907) 714-2150 / (907) 714-2153

ACKNOWLEDGE THE REQUIREMENTS BY CHECKING OR INITIALING EACH BOX:

- The community assistance payment will be used only for a public purpose as required under AS 29.60.850(a) and the borough agrees to make available a service or facility with the funds under AS 29.60.855 – 29.60.879 to every person in the community.
- The borough will maintain, as required by 3 AAC 180.010 (4), all records relating to receipt and expenditure of a community assistance payment for at least three years, or longer if there is an unresolved audit finding, questioned costs, litigation or a grievance.
- A statement of expenditures of the prior year’s community assistance payment and a budget form for current year’s application.
- Acknowledge reports due prior to FY25 CAP payment may be released (see instructions for details):

Reports to CAA@alaska.gov:

- FY25 Annual Budget
- FY23 Annual Audit

Reports to StateAssessor@alaska.gov:

- FY24 Tax assessment and tax levy figures
- Summary of optional property tax exemptions and estimate of revenue lost to exemptions
- Copy of taxpayer notice

Reports to LBC@alaska.gov:

- Maps and descriptions of all annexed or detached territory
- Not applicable**

CERTIFICATION:

As the highest ranking official, I certify the Kenai Peninsula Borough understands the requirements for receiving the community assistance payment and agrees to comply with all laws and regulations (AS 29.60.850 – 879; 3 AAC 180.010 – 900) governing the community assistance funds.

5/10/2024

Signature

Date

Peter A. Micciche, Borough Mayor

Printed Name and Title

**FY 2025 PROPOSED
COMMUNITY ASSISTANCE PROGRAM BUDGET**

Name of Borough

Please describe below how your organization proposes to utilize the estimated FY 2025 Community Assistance Program distribution.

FUEL	\$ _____
ELECTRICITY	\$ _____
INSURANCE	\$ _____
EDUCATION	\$ _____
EMS	\$ _____
WATER/SEWER	\$ _____
PUBLIC SAFETY	\$ _____
FIRE	\$ _____
ROAD MAINTENANCE	\$ _____
HARBORS	\$ _____
HEALTH	\$ _____
GENERAL ADMINISTRATION	\$ 311,387.95
OTHER <u>26 unincorporated communities</u>	\$ 410,514.00
OTHER _____	\$ _____
OTHER _____	\$ _____

FY 2025 ESTIMATED PAYMENT \$ 721,901.95

**FY 2024 COMMUNITY ASSISTANCE PROGRAM
Statement of Expenditures for Prior Year Payment**

Name of Borough

Please detail below how your organization utilized the FY 2024 Community Assistance Payment.

FUEL	\$ _____
ELECTRICITY	\$ _____
INSURANCE	\$ _____
EDUCATION	\$ _____
EMS	\$ _____
WATER/SEWER	\$ _____
PUBLIC SAFETY	\$ _____
FIRE	\$ _____
ROAD MAINTENANCE	\$ _____
HARBORS	\$ _____
HEALTH	\$ _____
GENERAL ADMINISTRATION	\$ 1,075,502.20
OTHER <u>25 unincorporated communities</u>	\$ 394,725.00
OTHER _____	\$ _____
OTHER _____	\$ _____
OTHER _____	\$ _____
OTHER _____	\$ _____
SAVINGS/NOT SPENT	\$ _____

FY 2024 TOTAL PAYMENT \$ 1,470,227.20

Introduced by:	Mayor
Date:	04/02/24
Action:	Adopted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2024-011**

**A RESOLUTION APPROVING TWENTY-SIX UNINCORPORATED COMMUNITIES
FOR PARTICIPATION IN THE STATE’S FISCAL YEAR 2025 COMMUNITY
ASSISTANCE PROGRAM**

WHEREAS, the Community Assistance Program (“CAP”) as governed by AS 29.60.865 and 3 AAC 180.010 require the assembly of a borough or a unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the CAP eligibility criteria established under AS 29.60.865, AS 29.60.879, and 3 AAC 180.110; and

WHEREAS, the unincorporated communities have either a Native Village Council or unincorporated non-profit entity within its boundaries that will agree to receive and spend the CAP payment for the public benefit of the unincorporated community; and

WHEREAS, AS 29.60.879(1) defines a community as a place in the KPB that is not incorporated as a municipality, that is not a reserve, and in which 25 or more individuals reside as a social unit; and

WHEREAS, at least three of the following required services—fire protection, emergency medical, water and sewer, solid waste management, public road or ice road maintenance, public health, and search and rescue—are generally available to all residents of the unincorporated community and each of the three services, in any combination, are provided by one or more qualifying Native village council or incorporated nonprofit entity or are substantially paid for by residents of the unincorporated community through taxes, charges, or assessments levied or authorized by the Borough; and

WHEREAS, AS 29.60.865(a) requires that eligible Native village councils must be willing to waive immunity from suit for claims arising out of activities of the council related to the payment;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Assembly hereby determines that the following 26 unincorporated communities and their respective Native village council or incorporated nonprofit entities are eligible for funding under the State’s fiscal year 2025 Community Assistance Program:

UNINCORPORATED COMMUNITY	POSSIBLE COMMUNITY RECIPIENT
Anchor Point	Anchor Point Public Library Anchor Point Food Pantry Anchor Point Senior Citizens Inc Anchor Point Safewater Association Anchor Point Cemetery Anchor Kings Wrestling Anchor Point Chamber of Commerce Anchor Point FVW
Bear Creek	Bear Creek Fire & EMS
Cohoe	Boys & Girls of the Kenai Peninsula
Cooper Landing	Cooper Landing Community Club
Crown Point	Moose Pass Volunteer Fire & EMS
Diamond Ridge	Homer Cycling Club Homer Trails Alliance Kachemak Emergency Services Member Association Kachemak Nordic Ski Club Kachemak Ski Club Snomads Inc
Fritz Creek	Kachemak Nordic Ski Club Kachemak Emergency Services Member Association McNeil Canyon Elementary School Community Council, Inc Snomads Inc
Funny River	Funny River Chamber of Commerce
Hope	Hope Inc
Kachemak Selo	Village of Kachemak Sela Water Co Inc
K-Beach	Cook Inlet Aquaculture Association Kenai Peninsula Food Bank Love Inc Bridges dba Peninsula Spay/Neuter Fund Tsalteshi Trails Association Kenai Peninsula Animal Lovers Rescue
Kasilof	Kasilof Regional Historical Association Kasilof-Cohoe Cemetery Association Back Country Horsemen of Alaska
Lowell Point	Lowell Point Community Council
Moose Pass	Moose Pass Volunteer Fire Co (Crown Point Unit) Moose Pass Chamber of Commerce and Visitor

UNINCORPORATED COMMUNITY	POSSIBLE COMMUNITY RECIPIENT
	Bureau
	Moose Pass Sportsmen’s Club
Nanwalek	Project GRAD
	Chugachmiut, Inc
Nikiski	North Peninsula Community Council
	Nikiski Senior Center
	North Star United Methodist Church
Nikolaevsk	Nikolaevsk, Inc.
Ninilchik	Kenai Peninsula Fair Association
	Ninilchik Community Library
	Bridges dba Ninilchik Saturday Lunch Program
	Ninilchik Senior Citizens
Primrose Moose	Pass Volunteer Fire Co. (Primrose Unit)
Port Graham	Native Village of Port Graham
Razdolna	Village of Razdolna, Inc.
Ridgeway	Boys & Girls Club of the Kenai Peninsula
Seldovia	Seldovia Village Tribe
Sterling	Sterling Community Center, Inc.
	Sterling Area Senior Citizens
Tyonek	Boys & Girls Clubs of Southcentral Alaska
Voznesenka	Voznesenka Community Council, Inc.
	Project GRAD

SECTION 2. That this resolution is effective immediately.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 2ND DAY OF APRIL 2024

Brent Johnson
Brent Johnson, Assembly President

ATTEST:

Michele Turner
Michele Turner, CMC, Borough Clerk



Yes: Cooper, Cox, Ecklund, Elam, Hibbert, Ribbens, Tunseth, Tupper, Johnson
No: None
Absent: None

Kenai Peninsula Borough Maintenance

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

THRU: John D. Hedges, Purchasing & Contracting Department *kkfj*

FROM: Nick Kemp, Maintenance Foreman Contract Administrator *Nk*

DATE: November 12, 2024

RE: Chinook Fire Protection LLC. Sole Source Waiver

Under Section 5.28.280a of the Borough code, it is requested that the Kenai Peninsula Borough Maintenance Department (KPBM), through sole source, be granted approval to enlist the services of Chinook Fire Protection to complete fire alarm testing including transferring monitoring services to our new vendor.

The emergent need for this contract arose after the departure of our Electronics Lead. Without him, we do not possess the licensing to perform the testing or other work required. Our need is to assert that these buildings are properly protected and remain in good standing with our regulatory partners. Allowing Chinook, who is a long-standing trusted partner with KPBM, to move forward with their quoted price of \$64,180.00, will ensure that this need is met.

We currently have James Mills enrolled to gain his NICET 2 certification, that will alleviate any future requests for assistance. In addition to the approval of the quoted amount, I am asking for \$10,000.00 in additional funding approval. Your approval will allow Chinook to assist us with our current fire alarm issues, please note our current work order count is 7.

Your approval is hereby requested. Funding for this project is \$74,180.00 and in account number 241.78050.43780.

This office is available for any questions regarding this request.

Approved: *Peter A. Micciche* 11/14/2024
 Peter A. Micciche, Borough Mayor Date

NOTES: NA

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>241-41010-00000-43780</u>	
Amount <u>\$74,180.00</u>	
By: <u><i>CF BH</i></u> Date: <u>11/12/2024</u>	

Introduced by:	Mayor
Date:	10/22/24
Action:	Adopted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2024-044**

**A RESOLUTION AUTHORIZING A SOLE SOURCE CONTRACT AWARD FOR
TESTING AND REPAIRS TO FIRE ALARM SYSTEMS**

WHEREAS, the Kenai Peninsula Borough's Maintenance Department is requesting approval to sole source contract with Chinook Fire Protection LLC for inspection and repairs of multiple facility fire alarm systems; and

WHEREAS, the Maintenance Department must contract with a vendor that has both the required certifications for fire alarm inspection and repair work and is familiar with KPB facilities; and

WHEREAS, Chinook Fire Protection, LLC it the only vendor that meets the requirements for the work that provide a quote to perform the work; and

WHEREAS, approval of this resolution would allow the Maintenance Department to complete this year's inspections, reprogramming, and repairs;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Mayor is authorized to award a sole source contract to Chinook Fire Protection, LLC, to provide maintenance and repair services for inspection and repairs of multiple fire alarm systems at KPB facilities..

SECTION 2. That this resolution takes effect immediately.

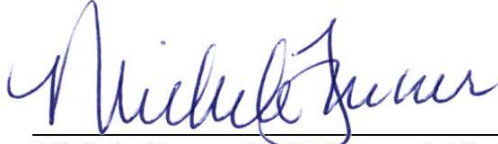
SECTION 3. That this resolution will remain in effect for 2 years from the date of its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 22ND DAY OF OCTOBER, 2024.

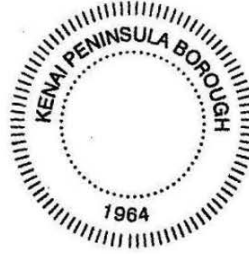


Peter Ribbens, Assembly President

ATTEST:



Michele Turner, CMC, Borough Clerk



Yes: Baisden, Cooper, Cox, Dunne, Ecklund, Elam, Johnson, Tunseth, Ribbens

No: None

Absent: None

Kenai Peninsula Borough Nikiski Fire Department

MEMORANDUM

TO: Peter Micciche, Kenai Peninsula Borough Mayor

THRU: John Hedges, Purchasing and Contracting Director *klfj*

FROM: Trent Burnett, NFD Fire Chief *TB*

DATE: November 4, 2024

RE: Sole Source – Cascade Fire Equipment Company

Nikiski Fire Department has been granted funds through the Department of Interior Wildfire Management to purchase a 250-Gallon End Mount Pump Package Skid Unit. Cascade Fire Equipment Company has read and understood the minimum specifications and has stated they can meet the minimum specifications. Included in this package is a quote from them which states they will comply with the minimum specs required. The other vendors we have contacted could not guarantee to meet the minimum specs required under this grant funding.

Funding for this project is \$30,822.00 in account number 441.51110.25414.48514.

Approved: *Peter Micciche*
Peter Micciche, KPB Mayor

11/14/2024
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>441.51110.25414.48514</u>
Amount	<u>\$30,822.00</u>
By: <i>CJ BH</i>	Date: <u>11/12/2024</u>
NOTES: NA	



Cascade Fire Equipment
 PO Box 4248
 Medford OR 97501
 United States
<https://cascadefire.com/>
 (800) 654-7049

Quote
#QUO3744
 05/16/2024

Bill To

Nikiski Fire Dept.
 Po Box 8508
 Nikiski AK 99635
 United States

Ship To

Nikiski Fire Dept.
 Mile 17.9 Kenai Spur Hwy
 Nikiski AK 99635
 United States

Quote Expiration	Quote Name	Sales Rep	Shipping Method
06/15/2024		Inside Sales Reps	LTL

Item	QTY	Rate	Amount
Q200 250 GALLON END MOUNT PUMP PACKAGE	1	\$29,872.00	\$29,872.00

Subtotal	\$29,872.00
Shipping Cost	\$950.00
Tax Total (%)	\$0.00
Total	\$30,822.00

Brush Truck Options:

250 GALLON END MOUNT SKID UNIT

- 250 gallon fully baffled poly tank
- 2" aluminum sub-frame
- diamond plate tank top / diamond plate rear platform
- stainless steel plumbing
 - 2" draft/suction, 2.5" hydrant fill, 1.5" rear discharge, 1" tank fill
- stainless steel control panel
 - pressure gauge, low pressure shut off, throttle, primer, on/off/start
 - LED foam / water level gauge
- 18HP Briggs & Stratton motor / CF-120 pump
- Hannay steel electric hose reel
 - ¾"x200' booster hose w/ 1" Ranger nozzle
- electric primer, winterization system, 4 gallon fuel cell





Cascade Fire Equipment
 PO Box 4248
 Medford OR 97501
 United States
<https://cascadefire.com/>
 (800) 654-7049

Quote
#QUO3744
 05/16/2024

Bill To

Nikiski Fire Dept.
 Po Box 8508
 Nikiski AK 99635
 United States

Ship To

Nikiski Fire Dept.
 Mile 17.9 Kenai Spur Hwy
 Nikiski AK 99635
 United States

Quote Expiration	Quote Name	Sales Rep	Shipping Method
08/16/2024		Inside Sales Reps	LTL

Item	QTY	Rate	Amount
Q200 250 GALLON END MOUNT PUMP PACKAGE	1	\$29,872.00	\$29,872.00

Subtotal	\$29,872.00
Shipping Cost	\$950.00
Tax Total (%)	\$0.00
Total	\$30,822.00

Brush Truck Options:

250 GALLON END MOUNT SKID UNIT

- 250 gallon fully baffled poly tank
- 2" aluminum sub-frame
- diamond plate tank top / diamond plate rear platform
- stainless steel plumbing
 - 2" draft/suction, 2.5" hydrant fill, 1.5" rear discharge, 1" tank fill (labeled per function)
- stainless steel control panel
 - pressure gauge, low pressure shut off, throttle, primer, on/off/start
 - LED water level gauge
- 18HP Briggs & Stratton motor / CF-120 pump
- Hannay steel electric hose reel
 - ¾"x200' 300psi booster hose w/ 1" Ranger nozzle
- electric primer, winterization system, 4 gallon fuel cell



1. DATE ISSUED MM/DD/YYYY
09/04/2024

1a. SUPERSEDES AWARD NOTICE dated
except that any additions or restrictions previously imposed
remain in effect unless specifically rescinded

2. CFDA NO.
15.088 - Department of Interior Wildfire Management - Preparedness

3. ASSISTANCE TYPE Project Grant

4. GRANT NO. D24AP00400-00
Originating MCA #

5. TYPE OF AWARD
Other

4a. FAIN D24AP00400
5a. ACTION TYPE New

6. PROJECT PERIOD MM/DD/YYYY
From 09/12/2024 Through 09/12/2025

7. BUDGET PERIOD MM/DD/YYYY
From 09/12/2024 Through 09/12/2025

8. TITLE OF PROJECT (OR PROGRAM)
Slip-On Tanker Units - 2024

NOTICE OF AWARD



AUTHORIZATION (Legislation/Regulations)

PL 117-58 Infrastructure Investment and Jobs Act, Title VI, Section 40803(c)(5), codified in 16 USC 6592

9a. GRANTEE NAME AND ADDRESS
KENAI PENINSULA BOROUGH
144 N Binkley St
Soldotna, AK, 99688-7520

9b. GRANTEE PROJECT DIRECTOR
Elizabeth Hardie
144 N Binkley St
Soldotna, AK, 99688-7520
Phone: 907-714-2153

10a. GRANTEE AUTHORIZING OFFICIAL
Elizabeth Hardie
144 N Binkley St
Soldotna, AK, 99688-7520
Phone: 907-714-2153

10b. FEDERAL PROJECT OFFICER
Kristen Barth
1849 C St NW
Washington, DC, 20240-0001
Phone: 571-438-9728

ALL AMOUNTS ARE SHOWN IN USD

11. APPROVED BUDGET (Excludes Direct Assistance)

I Financial Assistance from the Federal Awarding Agency Only

II Total project costs including grant funds and all other financial participation

a. Salaries and Wages	\$ 0.00
b. Fringe Benefits	\$ 0.00
c. Total Personnel Costs	\$ 0.00
d. Equipment	\$ 30,822.00
e. Supplies	\$ 0.00
f. Travel	\$ 0.00
g. Construction	\$ 0.00
h. Other	\$ 0.00
i. Contractual	\$ 0.00
j. TOTAL DIRECT COSTS	\$ 30,822.00
k. INDIRECT COSTS	\$ 0.00
l. TOTAL APPROVED BUDGET	\$ 30,822.00
m. Federal Share	\$ 30,822.00
n. Non-Federal Share	\$ 0.00

12. AWARD COMPUTATION

a. Amount of Federal Financial Assistance (from item 11m)	\$ 30,822.00
b. Less Unobligated Balance From Prior Budget Periods	\$ 0.00
c. Less Cumulative Prior Award(s) This Budget Period	\$ 0.00
d. AMOUNT OF FINANCIAL ASSISTANCE THIS ACTION	\$ 30,822.00
13. Total Federal Funds Awarded to Date for Project Period	\$ 30,822.00

14. RECOMMENDED FUTURE SUPPORT
(Subject to the availability of funds and satisfactory progress of the project):

YEAR	TOTAL DIRECT COSTS	YEAR	TOTAL DIRECT COSTS
a. 2	\$	d. 5	\$
b. 3	\$	e. 6	\$
c. 4	\$	f. 7	\$

15. PROGRAM INCOME SHALL BE USED IN ACCORD WITH ONE OF THE FOLLOWING ALTERNATIVES:

- a. DEDUCTION
- b. ADDITIONAL COSTS
- c. MATCHING
- d. OTHER RESEARCH (Add / Deduct Option)
- e. OTHER (See REMARKS)

e

16. THIS AWARD IS BASED ON AN APPLICATION SUBMITTED TO, AND AS APPROVED BY, THE FEDERAL AWARDING AGENCY ON THE ABOVE TITLED PROJECT AND IS SUBJECT TO THE TERMS AND CONDITIONS INCORPORATED EITHER DIRECTLY OR BY REFERENCE IN THE FOLLOWING:

- a. The grant program legislation
- b. The grant program regulations.
- c. This award notice including terms and conditions, if any, noted below under REMARKS.
- d. Federal administrative requirements, cost principles and audit requirements applicable to this grant.

In the event there are conflicting or otherwise inconsistent policies applicable to the grant, the above order of precedence shall prevail. Acceptance of the grant terms and conditions is acknowledged by the grantee when funds are drawn or otherwise obtained from the grant payment system.

REMARKS (Other Terms and Conditions Attached - Yes No)
Program Income not required.
See attachments.

GRANTS MANAGEMENT OFFICIAL:

Kristen Barth, N/A
1849 C St NW
Washington, DC, 20240-0001
Phone: 571-438-9728

KRISTEN BARTH

Digitally signed by KRISTEN BARTH

Date: 2024.09.04 14:11:41 -04'00'

17. VENDOR CODE	0070148255	18a. UEI	LF1BSEYK8H3	18b. DUNS	071845168	19. CONG. DIST.	00
LINE#	FINANCIAL ACCT	AMT OF FIN ASST	START DATE	END DATE	TAS ACCT	PO LINE DESCRIPTION	
1	0051054672-00010	\$30,822.00	09/12/2024	09/12/2025	1125	Slip-on Tanker Units - Kenai, AK	

AWARD ATTACHMENTS

KENAI PENINSULA BOROUGH

D24AP00400-00

- 1. Continuation Pages**
- 2. Attachment 1 DOI Terms and Conditions**
- 3. Attachment 2 Project Abstract**

**DEPARTMENT OF THE INTERIOR
Interior Business Center
Acquisition Services Directorate**

**Agent for:
Office of Wildland Fire (OWF)**

GRANT NOTICE OF AWARD CONTINUATION PAGE(S)

Identification Numbers:

Employer Identification Number (EIN): 92-0030894

Unique Entity Identifier (UEI): L F J 1 B S E Y K 6 H 3

ASAP Recipient Number: 0279644

Indirect Cost Rate: 0%. All proposed costs are categorized as equipment and are therefore excluded from the modified total direct cost base in accordance with 2 CFR 200.1.

1. Points of Contact:

a. Financial Assistance Officer (FAO):

Department of the Interior
Interior Business Center
Acquisition Services Directorate

Attention: Ms. Kristen Barth
Email: kristen_barth@ibc.doi.gov

b. Financial Assistance Specialist (FAS):

Department of the Interior
Interior Business Center
Acquisition Services Directorate

Attention: Ms. Lynn Herrman
Email: lynn_herrman@ibc.doi.gov

c. OWF Program Manager (PM):

Department of the Interior
Office of Wildland Fire

Attention: Katherine Spomer
Email: katherine_spomer@ios.doi.gov

- 2. Federal Award Performance Goals:** As provided under Section 40803(c)(5) of the Infrastructure Investment and Jobs Act (Pub. Law 117-58), the Recipient will conduct the following activities: acquire slip-on tanker units to establish fleets of vehicles that can be quickly converted to be operated as fire engines. The performance goals to be accomplished are identified in the Recipient’s Project Narrative and is incorporated in full text as part of this agreement as Attachment 2.
- 3. Federal Award Description:** Climate change is driving the devastating intersection of extreme heat, drought, and wildland fire danger across the United States, creating wildfires that move with a speed and intensity previously unseen. This has created conditions in which wildfires overwhelm response capabilities, resulting in

billions of dollars in economic losses, damage to natural resources, devastation to communities, and the tragic loss of human life.

The Infrastructure Investment and Jobs Act, also known as the Bipartisan Infrastructure Law (BIL), enacted in November 2021, is bringing much needed support to communities across the country to increase the resilience of lands facing the threat of wildland fires and to better support federal wildland firefighters. The BIL provides funding and authorizes the U.S. Department of the Interior (DOI) to develop and implement a pilot program to provide local governments with financial assistance to acquire slip-on tanker units to establish fleets of vehicles that can be quickly converted to be operated as fire engines. The objective of this opportunity is to provide funding for these units.

4. Period of Performance Profile:

a. Base Period:	09/12/2024 – 09/12/2025	<u>\$ 30,822.00</u>
b. Total Award Amount:		\$ 30,822.00

5. Funding: This grant is fully funded by federal funds. The following funds are allotted to this grant:
FY2024: **\$30,822.00**

- a. Federal share: **\$30,822.00**
- b. Non-Federal Share: **\$0.00**
- c. Total Award Amount: **\$30,822.00**

6. Payments: Reimbursement is the preferred method when the requirements for advance payment in accordance with 2 CFR 200.305 cannot be met. Recipient will request for funds in the Department of the Treasury’s Automated Standard Application Payments System (ASAP). The recipient organization shall use the on-line process to request payments. Payment requests are for Recipient’s actual disbursements for direct program costs related to the federal share of the approved budget, and the proportionate share of any allowable indirect costs. The available balance for an ASAP account is displayed when initiating the payment request.

7. Reporting Requirements: Performance, Financial and Final Reporting shall be submitted by email to the katherine_spomer@ios.doi.gov with a copy sent to the FAO and FAS detailed in Section 1. The subject line should contain the grant number and report type.

The following reports shall be submitted and will become due on the dates as shown below:

Phase 1 Base Period

REPORT TYPE	DUE DATE
Final Performance Report	Within 120 days of the end of the period of performance. Due by 01/10/2026
Final Federal Financial Report* (SF-425)	Within 120 days of the end of the period of performance. Due by 01/10/2026
Final Property Report* (SF-428 Cover Page, SF-428-B and if applicable, SF-428-S)	Within 120 days of the end of the period of performance. Due by 01/10/2026

If for any reason the grant recipient believes they cannot submit the required reports and/or documents by the due dates established above, they must contact the FAO to request an extension (with a copy to the PM and FAS) and include an explanation for the late submission.

IF APPLICABLE:

Notifications	Format	Deliver To	Due Date
Significant Development Report (as outlined in 2 CFR 200.329)	In writing via email	FAO, PM	As soon as the recipient becomes aware of any problems, delays, or adverse conditions that will materially impair the ability to meet the objective of the Federal award.
Other Mandatory Disclosures (as outlined in 2 CFR 200.113)	In writing via email	FAO, PM	As soon as the recipient becomes aware of any violations of Federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the Federal award.

8. **Terms and Conditions:** This Grant is subject to all applicable Federal Statutes, Federal Regulations, Award-specific terms and conditions, and [DOI Standard Terms and Conditions](#).

ORDER OF PRECEDENCE

- Federal statutes, including but not limited to Infrastructure Investment and Jobs Act (P.L. 117-58)
- Federal regulations, including but not limited to Title 2 CFR
- Award-Specific Terms and Conditions
- DOI Standard Terms and Conditions, June 1, 2023

Award-Specific Terms and Conditions:

a. Conflict of Interest

- Non-Federal entities, including applicants for financial assistance awards, must disclose in writing any conflict of interest to the AQD awarding agency or pass-through entity in accordance with 2 CFR 200.112.
- Recipients must establish internal controls that include, at a minimum, procedures to identify, disclose, and mitigate or eliminate identified conflicts of interest. The recipient is responsible for notifying the Financial Assistance Officer in writing of any conflicts of interest that may arise during the life of the award, including those that have been reported by subrecipients.
- Review procedures. The Financial Assistance Officer will examine each conflict-of-interest disclosure based on its particular facts and the nature of the proposed grant or cooperative agreement and will determine whether a potential conflict exists and, if it does, develop an appropriate means for resolving it.
- Enforcement. Failure to resolve conflicts of interest in a manner that satisfies the government may be cause for termination of the award. Failure to make required disclosures may result in any of the remedies described in 2 CFR 200.339, Remedies for noncompliance, including suspension or debarment (see also 2 CFR part 180).

b. Restrictions on Lobbying

Non-Federal entities are strictly prohibited from using funds under a grant or cooperative agreement for lobbying activities and must provide the required certifications and disclosures pursuant to 43 CFR part 18 and 31 U.S.C. 1352.

c. Prohibition on Providing Funds to the Enemy (2 CFR Part 183, 85 FR 49527, August 13, 2020)

The recipient must—

- Exercise due diligence to ensure that none of the funds, including supplies and services, received under this grant or cooperative agreement are provided directly or indirectly (including through subawards or contracts) to a person or entity who is actively opposing the United States or coalition forces involved in a contingency operation in which members of the

Armed Forces are actively engaged in hostilities, which must be completed through process in 2 CFR §180.300 prior to issuing a subaward or contract and;

- Terminate or void in whole or in part any subaward or contract with a person or entity listed in SAM.gov as a prohibited or restricted source pursuant to Public Law 113-291, unless the Federal awarding agency provides written approval to continue the subaward or contract.
- The recipient may include the substance of this clause, in subawards under this grant or cooperative agreement that have an estimated value over \$50,000 and will be performed outside the United States, including its outlying areas.
- The Federal awarding agency has the authority to terminate or void this grant or cooperative agreement, in whole or in part, if the Federal awarding agency becomes aware that the recipient failed to exercise due diligence as required by this clause or if the Federal awarding agency becomes aware that any funds received under this grant or cooperative agreement have been provided directly or indirectly to a person or entity who is actively opposing coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities.

d. Additional Access to Recipient Records

In addition to any other existing examinations-of-records authority, the Federal Government is authorized to examine any records of the recipient and its subawards or contracts to the extent necessary to ensure that funds, including supplies and services, available under this grant or cooperative agreement are not provided, directly or indirectly, to a person or entity that is actively opposing the United States or coalition forces involved in a contingency operation in which members of the Armed Forces are actively engaged in hostilities, except for awards awarded by the Department of Defense on or before Dec 19, 2017 that will be performed in the United States Central Command (USCENTCOM) theater of operations.

The substance of this clause is required to be included in subawards or contracts under this grant or cooperative agreement that have an estimated value over \$50,000 and will be performed outside the United States, including its outlying areas.

e. Prohibition on certain telecommunication and video surveillance services or equipment

Federal award recipients are prohibited from using government funds to enter contracts (or extend or renew contracts) with entities that use covered telecommunications equipment or services as described in section 889 of the 2019 National Defense Authorization Act. This prohibition applies even if the contract is not intended to procure or obtain any equipment, system, or service that uses covered telecommunications equipment or services.

f. Prohibition on Issuing Financial Assistance Awards to Entities that Require Certain Internal Confidentiality Agreements

Section 742 of Division E, Title VII of the Consolidated Appropriations Act of 2020 (Pub. L. 116-93) prohibits the use of funds appropriated or otherwise made available under that or any other Act for grants or cooperative agreements to an entity that requires employees or contractors of such entity seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

g. Recipients must not require their employees or contractors seeking to report fraud, waste, or abuse to sign internal confidentiality agreements or statements prohibiting or otherwise restricting such employees or contractors from lawfully reporting such waste, fraud, or abuse to a designated investigative or law enforcement representative of a federal department or agency authorized to receive such information.

Recipients must notify their employees or contractors that existing internal confidentiality agreements

covered by this condition are no longer in effect.

9. **Title to Grant-purchased Tangible Personal Property (Equipment):** In accordance with 2 CFR 200.313, title to tangible personal property acquired under this Federal award vests upon acquisition with the recipient and title is conditional as it is subject to the use of the tangible personal property for authorized purposes of the project during the period of performance or until the property is no longer needed for the purposes of the project. A final property report(s) is required at the end of the grant period of performance, per terms identified in Item 8 of this award.
10. **Resolving Disputes:** Disagreements between DOI and the Recipient over the interpretation of provisions or terms in this Grant shall be resolved according to the procedures below.
 - DOI shall attempt first to resolve disagreements with the Recipient through informal discussion among the FAO and the Recipient's Point(s) of Contact (POC).
 - If the disagreement is not resolved informally, the FAO and the Recipient's POC shall document the nature of the disagreement and bring it to the attention of the Head of Contracting Activity of the U.S. DOI, Office of the Secretary, Interior Business Center, AQD. The final agency action for DOI will be made by the Head of Contracting Activity of the AQD
11. This Agreement may be terminated at any time by mutual agreement and under any terms, and conditions agreed to by the Recipient and DOI in accordance with 2 CFR 200.340. The Recipient may unilaterally terminate this Agreement by giving the Financial Assistance Officer a written notice of intent to terminate 3 months prior to the desired termination date.
12. **Acceptance and Amendment of Grant:** The Recipient is not required to countersign the Grant issuance document; however, the Recipient agrees to the conditions specified in the Grant NOA Continuation Pages and the Award Terms herein unless notice of disagreement is furnished to the FAO within 15 calendar days after the date of the FAO's signature. The only method by which this Grant can be amended is by a formal, written amendment signed by the FAO.

Department of the Interior
Financial Assistance Award General Terms and Conditions
 Effective June 1, 2023

I. ADMINISTRATIVE REQUIREMENTS

A. Acceptance of Terms and Conditions of Award

1. Recipients and subrecipients of the Department of the Interior (DOI) financial assistance (i.e., grant and cooperative agreement) awards (awards) must comply with the applicable terms and conditions incorporated into their Notice of Funding Opportunity or Notice of Award. These terms and conditions are in addition to the assurances and certifications made as part of the award application process through submission of the Standard Forms SF-424B Assurances for Non-Construction Programs and SF-424D Assurances for Construction Programs (see <https://www.grants.gov/forms/sf-424-family.html>), or through acceptance of certifications and representations in the System for Award Management (SAM.gov).
2. Acceptance of a financial assistance award from the DOI carries with it the responsibility to be aware of and comply with all terms and conditions applicable to the award. Acceptance of a Federal financial assistance award from the DOI means starting work, drawing down or requesting funds, or accepting the award via electronic means. Upon accepting the award, the recipient must comply with all terms and conditions imposed upon the award by the DOI and the recipient understands that acceptance of funds from the DOI constitutes a consent to fulfill and comply with all terms and conditions.

B. Recipient Responsibilities Regarding Subrecipients and Subcontractors

Recipients passing Federal funds through to subrecipients and contractors are responsible for ensuring their subrecipients and contractors are aware of and comply with applicable award statutes, regulations, and agency requirements. Recipients must review their official award document for additional administrative and programmatic requirements. Recipient and subrecipient failure to comply with the general terms and conditions outlined below and those directly reflected on the official financial assistance award document can result in the DOI taking one or more of “Remedies for Noncompliance” described in [Title 2 Code of Federal Regulations \(CFR\) Section 200.339 through Section 200.343](#).

C. No-Cost Extension Requests

A no-cost extension request, if granted, allows a recipient additional time to complete the overall goals and performance objectives of the award.

If the recipient determines additional time is required to complete the project's original scope with the funds already made available, an authorized official of the recipient entity may submit a request in writing to the awarding officer to extend the award if the awarding agency has not waived the prior approval provision set forth in [§200.308 Revision of Budget and Program Plans, \(e\)\(2\)](#). Extension requests must be made at least ten (10) calendar days before the

DOI Financial Assistance Award General Terms and Conditions
Effective June 1, 2023

original period of the performance end date explaining the reason for the request. Extensions are not automatic and must not be requested merely to use unobligated balances. The awarding official will inform the recipient in writing whether an extension request has been granted.

D. Payments

1. **For domestic financial assistance awards.** Payment will be made by electronic drawdown reimbursement through the [Department of the Treasury, Automated Standard Application for Payment \(ASAP\) System](#), unless there is an approved waiver in place. Drawdowns to a recipient must be limited to the minimum amounts needed and will be timed to be in accordance with the actual, immediate cash requirements of the recipient in carrying out the purposes of the approved program or project. The timing and amount of cash advances must be as close as is administratively feasible to the actual disbursements by the recipient for direct program or project costs and the proportionate share of any allowable indirect costs.
2. **For foreign financial assistance awards.** The preferred method of payment is with a United States based (US-based) financial institution. For foreign assistance awards where no such US-based banking relationship exists, payments may be made using the standard method established by the Department of the Treasury for International Treasury Services (ITS).

E. Department of the Interior Agency Regulations for Grants and Cooperative Agreements

Recipients are required to follow the applicable provisions of [Title 2 CFR, Subtitle B, Chapter XIV, Parts 1400-1499](#), the “Financial Assistance Interior Regulations.”

F. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

Recipients are required to follow the applicable provisions of the “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” (“Uniform Guidance”) located at [Title 2 CFR Part 200](#).

G. Institutions of Higher Education (IHE), State and Local Governments, Tribal Governments, and Non-Profit Organizations

In addition to Subparts A-F of the Uniform Guidance, IHEs, State and local government, tribal, and non-profit recipients are required to follow applicable Uniform Guidance (2 CFR Part 200) provisions, including:

Special Consideration for States, Local Governments, and Indian Tribes

- §200.416, Cost allocation plans and indirect cost proposals
- §200.417, Interagency service

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Special Consideration for Institutions of Higher Education

§200.418, Costs incurred by states and local governments

§200.419, Cost accounting standards and disclosure statement

2 CFR Subpart F, Audit Requirements

Appendix III - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Institutions of Higher Education (IHE)

Appendix IV - Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations

Appendix V - State/Local Government and Indian Tribe Wide Central Service Cost Allocation Plans

Appendix VI - Public Assistance Cost Allocation Plans

Appendix VII - States and Local Government and Indian Tribe Indirect Cost Proposals

Appendix VIII - Nonprofit Organizations Exempted from Subpart E of Part 200

H. Foreign Entities

1. Foreign public entities are also subject to the requirements specific to States, with the following exceptions in the Uniform Guidance:
 - a. The State payment procedures in Section 200.305(a) do not apply. Foreign public entities must follow the payment procedures in Section 200.305(b).
 - b. The requirements in Section 200.321, Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms, do not apply.
 - c. The requirements in Section 200.322, Procurement of recovered materials, do not apply.
2. Foreign non-profit organizations are subject to the requirements specific to non-profit organizations.
3. Foreign Institutions of Higher Education (IHE). Institutions located outside the United States that meet the definition in 20 United States Code (U.S.C.) Part 1001 are also subject to the requirements specific to IHEs.
4. Foreign for-profit entities are subject to the cost principles in 48 CFR 1, Subpart 31.2.

DOI Financial Assistance Award General Terms and Conditions
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Interior, including being available in a manner that is sufficient for independent verification.

2. The Federal Government has the right to:

- a. Obtain, reproduce, publish, or otherwise use the data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, produced under a Federal award; and
- b. Authorize others to receive, reproduce, publish, or otherwise use such data, methodology, factual inputs, models, analyses, technical information, reports, conclusions, or other scientific assessments, for Federal purposes, including to allow for meaningful third-party evaluation.

D. 2 CFR Part 170, Reporting Subawards and Executive Compensation.

1. Reporting of First Tier Subawards.

- a. Applicability. Unless the recipient is exempt of this award term, the recipient must report each action that equals or exceeds \$30,000 in Federal funds for a subaward to a non-Federal entity or Federal agency (see definitions in paragraph e. of this award term).
- b. Where and when to report.
 - i. The non-Federal entity or Federal agency must report each obligating action described in paragraph a.1. of this award term to <http://www.fsrs.gov>.
 - ii. For subaward information, reports should be submitted no later than the end of the second month after the initial award date.
- c. What to report. The recipient must report the information about each obligating action that the submission instructions posted at <http://www.fsrs.gov> specify.

2. Reporting total compensation of recipient executives for non-Federal entities.

- a. Applicability and what to report. The recipient must report total compensation for each of the recipient's five most highly compensated executives for the preceding completed fiscal year, if:
 - i. The total Federal funding authorized to date under this Federal award equals or exceeds \$30,000 as defined in [2 CFR 170.320](#);

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compensation information, see the U.S. Security and Exchange Commission total compensation filings at <https://www.sec.gov/answers/execomp.htm>.)

- b. Where and when to report. The recipient must report subrecipient executive total compensation:
 - i. To the recipient.
 - ii. By the end of the month following the month during which the recipient makes the subaward. For example, if a subaward is obligated on any date during the month of October of a given year (i.e., between October 1 and 31), the recipient must report any required compensation information of the subrecipient by November 30 of that year.
4. Exemptions. If, in the previous tax year, the recipient had gross income, from all sources, under \$300,000, the recipient is exempt from the requirements to report:
 - a. Subawards, and
 - b. The total compensation of the five most highly compensated executives of any subrecipient.
5. Definitions. For the purposes of this award term:
 - a. “Federal Agency” means a Federal agency as defined at 5 U.S.C. 551(1) and further clarified by 5 U.S.C. 552(f).
 - b. “Non-Federal entity” means all the following, as defined in 2 C.F.R. Part 25:
 - i. A Governmental organization, which is a State, local government, or Indian tribe;
 - ii. A foreign public entity;
 - iii. A domestic or foreign nonprofit organization; and
 - iv. A domestic or foreign for-profit organization
 - c. “Executive” means officers, managing partners, or any other employees in management positions.
 - d. “Subaward” means a legal instrument to provide support for the performance of any portion of the substantive project or program for which the recipient received this award and that the recipient awards to an eligible subrecipient.

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- i. The term does not include the recipient’s procurement of property and services needed to carry out the project or program (for further explanation, see 2 C.F.R. 200.331).
 - ii. A subaward may be provided through any legal agreement, including an agreement that the recipient or a subrecipient considers a contract.
 - e. “Subrecipient” means a non-Federal entity or Federal agency that:
 - i. Receives a subaward from the recipient under this award; and
 - ii. Is accountable to the recipient for the use of the Federal funds provided by the subaward.
 - f. “Total compensation” means the cash and noncash dollar value earned by the executive during the recipient’s or subrecipient’s preceding fiscal year and includes the following (for more information see 17 C.F.R. 229.402(c)(2)).
- E. [43 CFR Part 18, New Restrictions on Lobbying](#). The Authorized Representative's signature on the application submitted to a DOI Bureau or Office certifies to the statements in [43 CFR Part 18, Appendix A-Certification Regarding Lobbying](#). These provisions prohibit the use of Federal funds for lobbying the executive or legislative branches of the Federal government in connection with an award and require disclosure of the use of non-Federal funds for lobbying. Any recipient that requests or receives more than \$100,000 in Federal funding and has made or agrees to make any payment using non-appropriated funds for lobbying in connection with a proposal or award shall submit a completed Form SF-LLL, “Disclosure of Lobbying Activities,” regarding the use of non-Federal funds for lobbying. Visit [43 CFR Part 18.110, Certification and Disclosure](#) requirements for more information. This provision does not apply to Tribes, tribal organizations, or Indian organization expenditures specifically permitted under other Federal laws.
- F. [5 U.S.C. Parts 1501-1508 and 7324-7328 \(i.e., Hatch Act\)](#). Recipient agrees to comply, as applicable, with requirements of the Hatch Act, which limits certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.
- G. [41 U.S.C. Part 6306, Prohibition on Members of Congress Making Contracts with Federal Government](#). No member of or delegate to the United States Congress or Resident Commissioner shall be admitted to any share or part of this award, or to any benefit that may arise therefrom; this provision shall not be construed to extend to an award made to a corporation for the public’s general benefit.
- H. [43 CFR Part 17 – Nondiscrimination in Federally Assisted Programs of the Department of the Interior](#) prohibit discrimination on the basis of race, color, or national origin in programs or activities receiving Federal financial assistance.

DOI Financial Assistance Award General Terms and Conditions
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- I. [42 U.S.C. Chapter 126 of The Americans with Disabilities Act of 1990, entitled "Equal Opportunity for Individuals with Disabilities"](#) prohibits discrimination based on disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto, as well as public or private entities that provide public transportation. Further, [42 U.S.C. Chapter 60, Subtitle C Part 60-1.4\(b\)](#) is applicable in full enforcement by reference in these terms and conditions, including the equal opportunity clause and requirements for clauses in contracts for all construction projects receiving Federal financial assistance funding.
- J. [28 CFR Section 35, Non-discrimination on the Basis of Disability in State and Local Government Services](#) implements Subtitle A of Title II of the Americans with Disabilities Act of 1990 ([42 U.S.C. 12131-12134](#)), as amended by the ADA Amendments Act of 2008 ([Pub. L. 110-325](#), 122 Stat. 3553), which prohibits discrimination on the basis of disability by public entities.
- K. [Homeland Security Presidential Directive \(HSPD\) 12](#). The subrecipient or contractor must comply with personal identity verification procedures identified in the subaward or contract that implement Homeland Security Presidential Directive 12 (HSPD-12), Office of Management and Budget (OMB) Guidance M-05-24, as amended, and Federal Information Processing Standards Publication (FIPS PUB) Number 201, as amended, for all employees under a subaward or contract who require routine physical access to a Federally-controlled facility or routine access to a Federally-controlled information system.
- L. [Executive Order No. 13043, Section 1\(c\) and \(d\) \(1997\), Increasing Seat Belt Use in the United States](#) encourages recipients including tribal governments to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.
- M. [Executive Order No. 13513, Section 4 \(2009\), Federal Leadership on Reducing Text Messaging While Driving](#). DOI encourages recipients and subrecipients to adopt and enforce policies that ban text messaging while driving company-owned or rented vehicles or a Government Owned Vehicle, or while driving a Personal Owned Vehicle when on official Government business or when performing any work for or on behalf of the Government.
- N. [Executive Order No. 14026 \(2021\), Increasing the Minimum Wage for Federal Contractors](#) Establishes a minimum hourly wage paid by parties that contract with the Federal government of \$15.00. The Order applies to any contract or contract-like instrument, Contract-like instruments are defined in [29 CFR §23.20, Definitions](#).
- O. [35 U.S.C., Title 35, Part II, Chapter 18, Patent Rights in Inventions Made with Federal Assistance](#)). Formerly known as the Patent and Trademark Act Amendments, the Bayh-Dole Act is a federal law enacted in 1980 that enables universities, nonprofit research institutions and small businesses to own, patent and commercialize inventions developed under federally funded research programs within their organizations. The law creates a uniform patent policy among the federal agencies that fund research. The standard patent rights clause is set forth at [37 C.F.R, Chapter IV, Part 401](#) and included as needed at the program and award level.

DOI Financial Assistance Award General Terms and Conditions
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III. RECIPIENT INTEGRITY AND PERFORMANCE

A. Reporting of Matters Related to Recipient Integrity and Performance

1. **General Reporting Requirement.** If the total value of the recipient's currently active grants, cooperative agreements, and procurement contracts from all Federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of this Federal award, then the recipient during that period of time must maintain the currency of information reported to SAM.gov, the designated integrity and performance system) about civil, criminal, or administrative proceedings described in paragraph 2 of this award term and condition.¹ This is a statutory requirement under Section 872 of Public Law 110-417, as amended (41 U.S.C. 2313). As required by [Section 3010 of Public Law 111-212](#), all information posted in the designated integrity and performance system on or after April 15, 2011, except past performance reviews required for Federal procurement contracts, will be publicly available.
2. **Proceedings About Which the Recipient Must Report.** Submit the required information for each proceeding that:
 - a. Is in connection with the award or performance of a grant, cooperative agreement, or procurement contract from the Federal Government;
 - b. Reached its final disposition during the most recent five-year period; and
 - c. Is one of the following:
 - i. A criminal proceeding that resulted in a conviction, as defined in paragraph 5 of this award term and condition;
 - ii. A civil proceeding that resulted in a finding of fault and liability and payment of a monetary fine, penalty, reimbursement, restitution, or damages of \$5,000 or more;
 - iii. An administrative proceeding, as defined in paragraph 5. of this award term and condition, that resulted in a finding of fault and liability and the recipient's payment of either a monetary fine or penalty of \$5,000 or more or reimbursement, restitution, or damages in excess of \$100,000; or
 - iv. Any other criminal, civil, or administrative proceeding if:
 - (a) It could have led to an outcome described in paragraph 2.c.(1), (2), or (3) of this award term and condition;

¹ Please note that in FY 2023 the former Federal Awardee Performance and Integrity Information System (FAPIIS) is now integrated into the SAM.gov system.

DOI Financial Assistance Award General Terms and Conditions
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IV. FUTURE BUDGET PERIODS

If it is anticipated that the period of performance will include multiple budget periods, funding for the subsequent budget periods that are subject to the availability of funds, program authority, satisfactory performance, and compliance with the terms and conditions of the initial Federal award.

V. TERMINATION PROVISIONS

A. Per [§200.340 Termination](#), the Federal award may be terminated in whole or in part as follows:

1. By the Federal awarding agency or pass-through entity, if the recipient entity fails to comply with the terms and conditions of the award;
2. By the Federal awarding agency or pass-through entity, to the greatest extent authorized by law, if an award no longer effectuates the program goals or agency priorities;
3. By the Federal awarding agency or pass-through entity with the consent of the recipient entity, in which case the two parties must agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated;
4. By the recipient entity upon sending to the Federal awarding agency or pass-through entity written notification setting forth the reasons for such termination, the effective date, and, in the case of partial termination, the portion to be terminated. However, if the Federal awarding agency or passthrough entity determines in the case of partial termination that the reduced or modified portion of the Federal award or subaward will not accomplish the purposes for which the Federal award was made, the Federal awarding agency or pass-through entity may terminate the Federal award in its entirety; or
5. By the Federal awarding agency or pass-through entity pursuant to termination provisions included in the Federal award.

VI. FEDERAL AWARDING AGENCY, PROGRAM SPECIFIC TERMS AND CONDITIONS

- A. The Federal awarding agency must include with each Federal award any terms and conditions necessary to communicate requirements that are in addition to the requirements outlined in these general terms and conditions.
- B. Refer to the terms and conditions of the award issued by the DOI sub-agency providing direct funding for the project for performance goals, indicators, targets, and baseline data. The DOI sub-agency awarding project specific funding will specify in terms and conditions additional to those set forth in this document on how performance will be assessed, including the timing and scope of expected performance ([2 C.F.R §200.202](#) and [§200.301](#)).

Project Abstract

Climate change is driving the devastating intersection of extreme heat, drought, and wildland fire danger across the United States, creating wildfires that move with a speed and intensity previously unseen. This has created conditions in which wildfires overwhelm response capabilities, resulting in billions of dollars in economic losses, damage to natural resources, devastation to communities, and the tragic loss of human life.

The Infrastructure Investment and Jobs Act, also known as the Bipartisan Infrastructure Law (BIL), enacted in November 2021, is bringing much -needed support to communities across the country to increase the resilience of lands facing the threat of wildland fires and to better support federal wildland firefighters. The BIL provides funding and authorizes the U.S. Department of the Interior (DOI) to develop and implement a pilot program to provide local governments with financial assistance to acquire slip-on tanker units to establish fleets of vehicles that can be quickly converted to be operated as fire engines. The objective of this opportunity is to provide funding for these units.