



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Agenda Policies and Procedures Committee

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Tuesday, December 12, 2023

4:00 PM

Betty J. Glick Assembly Chambers  
Meeting ID: 884 7373 9641 Passcode: 671108  
[https://us06web.zoom.us/j/88473739641?](https://us06web.zoom.us/j/88473739641?pwd=dW1sY2RYV0F4dURjV25yVW9WUGw3QT09)  
pwd=dW1sY2RYV0F4dURjV25yVW9WUGw3QT09

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Meeting ID: 884 7373 9641 Passcode: 671108

### ITEMS NOT APPEARING ON THE REGULAR MEETING AGENDA

1. [KPB-5670](#) Executive Session – Legal Discussion regarding two matters (30 minutes)  
Kindred v. KPB & KPBSD 3AN-23-08723CI  
Moody v. KPB 3AN-23-4282CI

### MAYOR'S REPORT

Mayor's Report Cover Memo

[KPB-5649](#) Mayor's Report Cover Memo

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

1. Assembly Requests/Responses- None.
2. Agreements and Contracts
  - a. [KPB-5650](#) Authorization to Award a Contract for ITB23-070 OEM Eaton UPS Installation  
*Attachments:* [ITB23-070 OEM Eaton UPS Installation](#)
  - b. [KPB-5651](#) Authorization to Award a Contract for RFP23-002 Seclusion St, Robin Ave, Lourdes Ave and Robert Ave West Design Capital Improvement District  
*Attachments:* [RFP23-002 Seclusion St Robin Ave Lourdes CIP](#)
  - c. [KPB-5652](#) Authorization to Award a Contract for RFP24-005 2023 Closure/Post Closure Updates  
*Attachments:* [RFP23-005 Closure Post Closure Updates](#)

## 3. Other

- a. [KPB-5653](#) Investment Report – Quarter Ended 09.30.23

*Attachments:* [Investment Report](#)

- b. [KPB-5654](#) Tax Adjustment Request Approval

*Attachments:* [Tax Adjustment Request Approval](#)

- c. [KPB-5655](#) Budget Revisions for October 2023

*Attachments:* [Budget Revisions for October 2023](#)

- d. [KPB-5656](#) Revenue Expenditure Report for October 2023

*Attachments:* [Revenue Expenditure Report for October 2023](#)

- e. [KPB-5657](#) FY24 First Quarter Grant Reports:  
1. Alaska Small Business Development Center Grant Report  
2. Kenai Peninsula Economic Development District Grant Report  
3. Senior Center Grant Reports

*Attachments:* [Alaska Small Business Development Center Grant Report](#)  
[Kenai Peninsula Economic Development District Grant Report](#)  
[Senior Center Grant Reports](#)

**NEW BUSINESS**

## 1. Resolutions

- \*b. [2023-080](#) Confirming Appointments of Assembly Members to Non-Borough Boards (Johnson)

Brent Johnson, Kenai Peninsula College Council, Term Expires 06/30/2026

Mike Tupper, Kachemak Bay Research Reserve Community Council, Term Expires with Office

*Attachments:* [Resolution 2023-080](#)

## 3. Other

\*c. [KPB-5658](#) Confirming Appointments to Advisory Planning Commissions (Mayor)

Anchor Point Advisory Planning Commission

Jeff Kirchner, Seat G, Term Expires 09/30/2024

Nikiski Advisory Planning Commission

Sue Covich, Seat C, Term Expires 09/30/2024

Attachments: [Advisory Planning Commission Appointments](#)

\*d. [KPB-5659](#) Confirming an Appointment to a Service Area Board (Mayor)


Eastern Peninsula Highway Emergency Service Area

Jessica Hogan, Seat E, Term Expires October, 2026

Attachments: [Service Area Board Appointment](#)

**MAYOR'S REPORT TO THE ASSEMBLY**

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

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

**DATE:** 12 December 2023

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Assembly Request / Response

None

Agreements and Contracts

- a. Authorization to Award a Contract for ITB23-070 OEM Eaton UPS Installation
- b. Authorization to Award a Contract for RFP23-002 Seclusion St, Robin Ave, Lourdes Ave & Robert Ave West Design Capital Improvement District
- c. Authorization to Award a Contract for RFP24-005 2023 Closure/Post Closure Updates

Other

- a. Investment Report – Quarter Ended 09.30.23
- b. Tax Adjustment Request Approval
- c. Budget Revisions – October 2023
- d. Revenue-Expenditure Report – October 2023
- e. FY24-1Q Grant Reports:
  - a. Alaska Small Business Development Center Grant Report
  - b. Kenai Peninsula Economic Development District Grant Report
  - c. Senior Center Grant Reports

# Kenai Peninsula Borough Purchasing & Contracting

## MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Thomas Nelson, Maintenance Director *TN*

**DATE:** November 3, 2023

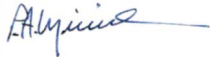
**RE:** ITB23-070 OEM Eaton UPS Installation

The Purchasing and Contracting Office formally solicited and received bids for the ITB23-070 OEM Eaton UPS Installation. Bid packets were released on July 14, 2023, and the Invitation to Bid was advertised in the Peninsula Clarion on July 15, 2023, and in the Anchorage Daily News on July 14, 2023.

The project consists of facilitating the demolition and salvage of the existing APC UPS system. Then, coordinate and install the new Eaton UPS purchased by the Kenai Peninsula Borough

On the due date of August 3, 2023, one (1) bid was received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$51,885.00 was submitted by Gruber Power Services of Phoenix, Arizona.

Your approval for this bid award is hereby requested. Funding for this project is in account number 407-11250-23471-48311 and 455-11255-23431-48311.



Peter A. Micciche, Borough Mayor

11/6/2023

Date

FINANCE DEPARTMENT FUNDS VERIFIED		
Acct. No.	407-11250-23471-48311	\$25,942.50
Amount	<del>455-11255-23431-48311</del>	\$25,942.50
By:	<i>BA</i>	11/3/2023
Date:		
Notes: NA		

# Kenai Peninsula Borough Purchasing & Contracting

## MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Andrew Walsh, Project Manager *AW*

**DATE:** October 24, 2023

**RE:** Authorization to Award a Contract for RFP23-002 Seclusion St, Robin Ave, Lourdes Ave & Robert Ave West Design Capital Improvement District

On September 6, 2023, the Kenai Peninsula Borough Purchasing & Contracting Department formally solicited proposals for RFP23-002 Seclusion St, Robin Ave, Lourdes Ave & Robert Ave West Design Capital Improvement District. The request for proposals was advertised in the Peninsula Clarion and the Anchorage Daily News on September 6, 2023.

The project consists of providing professional design services, surveying, and construction contract administration services for the subject group of roads, in the Road Service Area (RSA) Capital Improvement Project. (CIP).

On the due date of September 21, 2023, two (2) proposals were received and reviewed by a review committee as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
McLane Consulting, Inc.	Soldotna, Alaska	328
Nelson Engineering, PC	Kenai, Alaska	318

The highest-ranking proposal, which includes a cost factor, was submitted by McLane Consulting, Inc. with a lump sum negotiated cost proposal of \$83,380. The proposal review committee recommends award of a contract to McLane Consulting, Inc, Soldotna, Alaska. Your approval for this award is hereby requested.

Funding of this contract will be charged to account number 434-33950-C3SEC-49311.

*P. Micciche*  
\_\_\_\_\_  
Peter A. Micciche, Borough Mayor

10/31/2023  
\_\_\_\_\_  
Date

NOTES : NA

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>434-33950-C3SEC-49311</u>	
Amount: <u>\$83,380.00</u>	
By: <i>CJ BH</i>	Date: <u>10/27/2023</u>

# Kenai Peninsula Borough Purchasing & Contracting

## MEMORANDUM

**TO:** Peter A. Micciche, Borough Mayor

**THRU:** John Hedges, Purchasing & Contracting Director *JH*

**FROM:** Lee Frey, Solid Waste Director *LF*

**DATE:** November 13, 2023

**RE:** Authorization to Award a Contract for RFP24-005 2023 Closure/Post Closure Updates

On September 14, 2023, the Kenai Peninsula Borough Purchasing & Contracting Department formally solicited proposals for RFP24-005 2023 Closure/Post Closure Updates. The request for proposals was advertised in the Peninsula Clarion and the Anchorage Daily News on September 13, 2023.

The project consists of professional services to provide the KPB with closure/post-closure cost estimates, worksheets, and spreadsheets meeting EPA and ADEC requirements.

On the due date of October 11, 2023, two (2) proposals were received and reviewed by a review committee as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
Geosyntec Consultants	Anchorage, Alaska	367
Trihydro Corporation	Soldotna, Alaska	254

The highest-ranking proposal, which includes a cost factor, was submitted by Geosyntec Consultants with a lump sum cost proposal of \$26,115.00. The proposal review committee recommends award of a contract to Geosyntec Consultants of Anchorage, Alaska. Your approval for this award is hereby requested.

Funding of this contract will be charged to account number 290-32010-20CPC-43011.

*A. Micciche*  
 \_\_\_\_\_  
 Peter A. Micciche, Borough Mayor

11/13/2023  
 \_\_\_\_\_  
 Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	290-32010-20CPC-43011
Amount	\$26,115.00
By:	<i>CF BH</i>
Date:	11/13/2023

NOTES : NA



# Kenai Peninsula Borough

## Finance Department

### MEMORANDUM

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

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

**FROM:** Chad Friedersdorff, Financial Planning Manager

**DATE:** December 12, 2023

**RE:** Investment Report quarter ended 9/30/23

Attached is the Quarterly Investment Report of the Kenai Peninsula Borough for the quarter ending September 30, 2023.

Portfolio Statistics	Quarter Ended 6/30/2023	Quarter Ended 9/30/2023
Average Daily Balance	\$360,631,203	\$365,325,089
Earned Interest Yield	3.191%	3.585%
Duration in Years	1.81	1.78
Book Value	\$356,546,296	\$386,314,165
Market Value	\$348,022,274	\$378,676,208
Percent % of Market Value	102.45%	102.02%

Investment Description	Yield Quarter Ended 6/30/2023	Yield Quarter Ended 9/30/2023	Market Value Quarter Ended 9/30/2023
Cash and Cash Equivalents	3.74%	3.85%	\$50,227,889
AMLIP	4.90%	5.30%	62,938,436
U.S. Treasury Securities	2.48%	3.22%	62,940,161
US Agencies	3.13%	3.49%	123,427,709
Corporate Bonds	3.32%	3.86%	49,985,391
Municipal Bonds	1.68%	1.84%	24,604,055
Money Market Mutual Funds	4.96%	5.21%	2,541,717
Special Assessments	5.46%	6.75%	799,924
CDs	0.38%	0.55%	237,996
Commercial Paper	5.85%	5.85%	972,930
<b>Total</b>			<b>\$378,676,208</b>

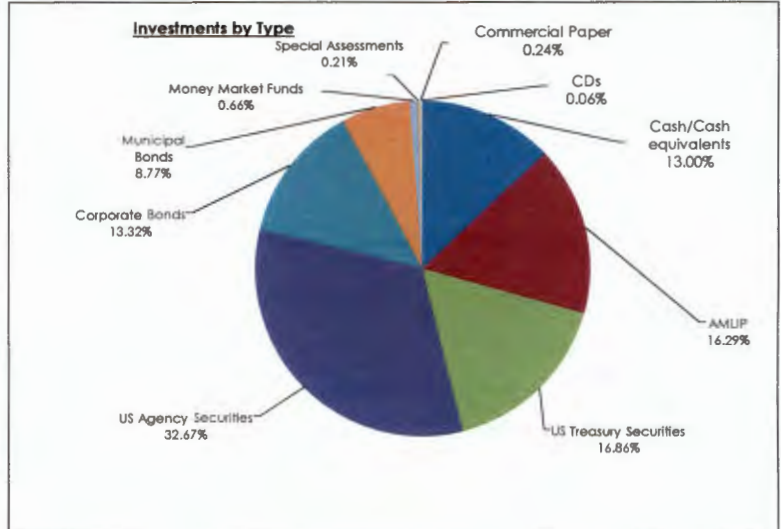
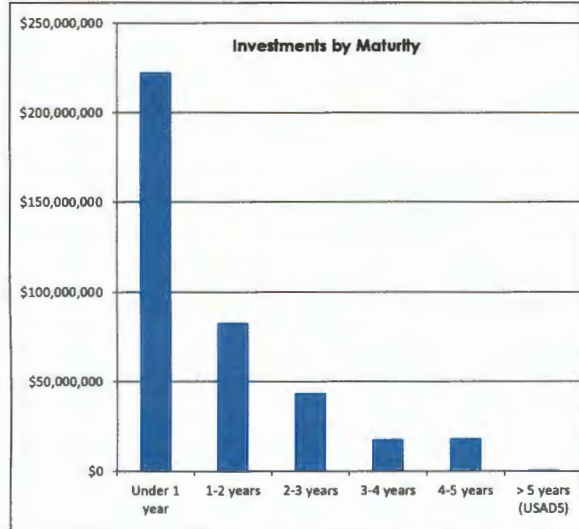
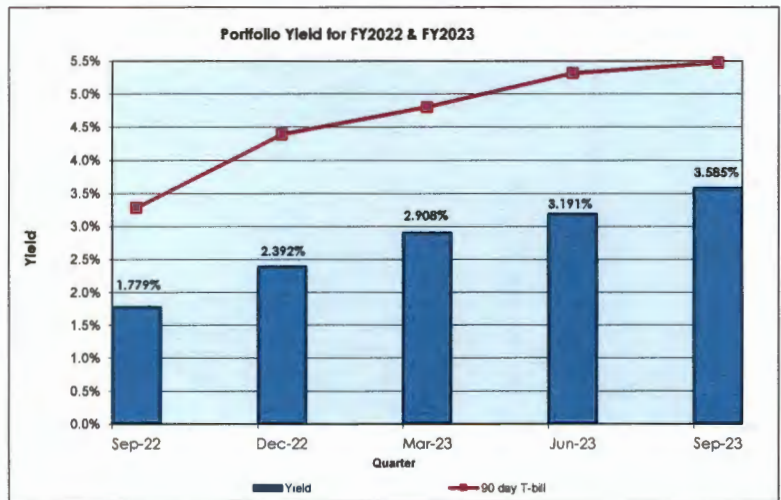
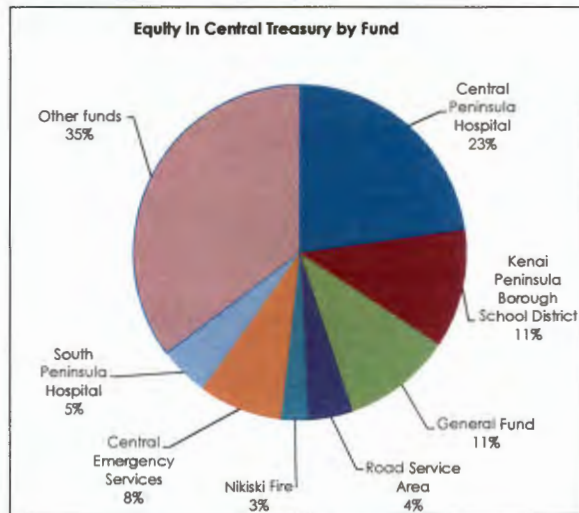
Major Categories:	Percentage of Portfolio	Book Value quarter ending 9/30/2023
Bond related funds	16.20%	\$62,589,247
Hospital service area funds & plant/equipment replacement funds (PREF)	19.90%	76,881,309
School District	11.44%	44,206,786
Capital Project fund restrictions	15.95%	61,624,557
Special Revenue funds restrictions	17.32%	66,901,543
Internal Service/Agency fund restrictions	4.93%	19,027,640
General Fund	14.26%	55,083,083
<b>Total</b>	<b>100.00%</b>	<b>\$386,314,165</b>



**INVESTMENT PORTFOLIO**  
September 30, 2023

	Par Value	Purchase Price	Fair Value 9/30/2023
<b>Investments by Borough Finance Director</b>			
CORPORATE	19,862,000.00	19,723,241.54	19,503,135.72
CDs	240,000.00	240,000.00	237,996.00
COMMERCIAL PAPER	1,000,000.00	946,033.75	972,930.00
MUNICIPAL	8,450,000.00	8,179,351.75	8,225,486.50
AGENCY	82,500,000.00	81,724,530.96	81,742,495.00
US TREASURY	33,500,000.00	33,108,131.16	32,943,455.00
<b>Total Investment by Borough Finance Director:</b>	<b>145,552,000.00</b>	<b>143,921,289.16</b>	<b>143,625,498.22</b>
<b>Investment with External Manager:</b>			
CORPORATE	31,562,000.00	31,716,710.80	30,482,255.49
MUNICIPAL	17,306,176.47	17,644,683.47	16,378,568.69
AGENCY	44,677,552.36	44,487,426.77	41,685,214.22
US TREASURY	33,650,000.00	32,036,089.34	29,996,706.00
<b>Total Security Investment with External Manager:</b>	<b>127,195,728.83</b>	<b>125,884,910.38</b>	<b>118,542,744.40</b>
<b>TOTAL SECURITY INVESTMENTS</b>	<b>272,747,728.83</b>	<b>269,806,199.54</b>	<b>262,168,242.62</b>
CASH & CASH EQUIVALENTS	115,708,041.37	115,708,041.37	115,708,041.37
SPECIAL ASSESSMENTS	799,923.83	799,923.83	799,923.83
<b>TOTAL PORTFOLIO</b>	<b>389,255,694.03</b>	<b>386,314,164.74</b>	<b>378,676,207.82</b>

Security Portfolio - Purchase Price	\$ 270,550,639.44
Security Portfolio - Fair Value 9/30/23	262,912,682.52
<b>Fair Value Adjustment - 9/30/23</b>	<b>(7,637,956.92)</b>
Fair Value Adjustment - 6/30/23	(8,524,021.75)
Change in Fair Value FY2024	\$ 886,064.83



# KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND

Account Statement - Period Ending July 31, 2023



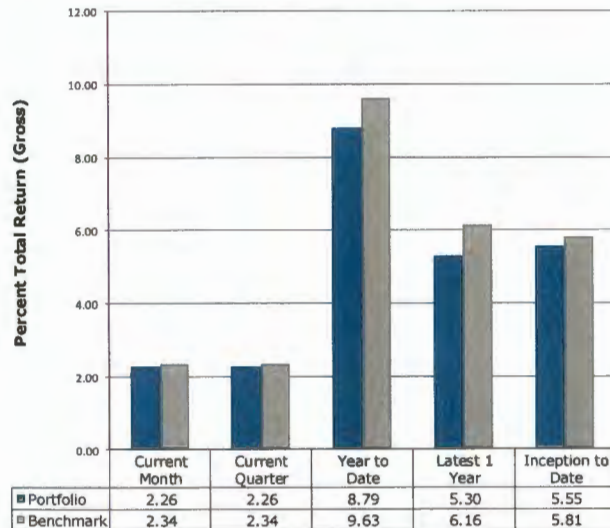
ALASKA PERMANENT  
CAPITAL MANAGEMENT  
Registered Investment Adviser

## ACCOUNT ACTIVITY

Portfolio Value on 06-30-23	12,883,150
Contributions	0
Withdrawals	-1,610
Change in Market Value	275,579
Interest	973
Dividends	14,677
Portfolio Value on 07-31-23	13,172,769

## INVESTMENT PERFORMANCE

Current Account Benchmark:  
Equity Blend

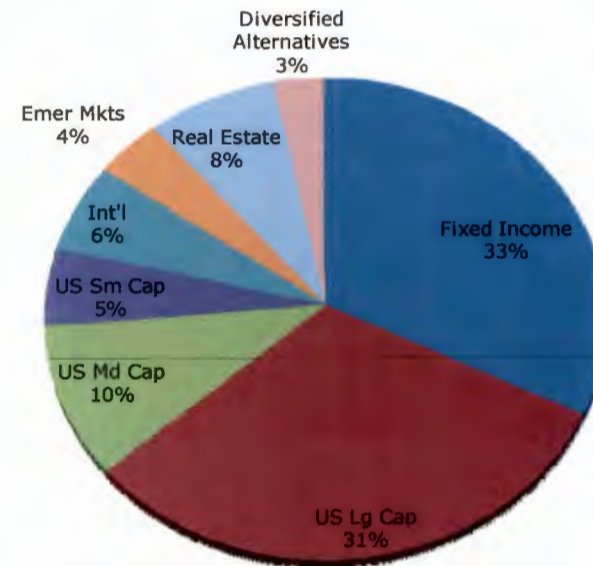


Performance is Annualized for Periods Greater than One Year

## MANAGEMENT TEAM

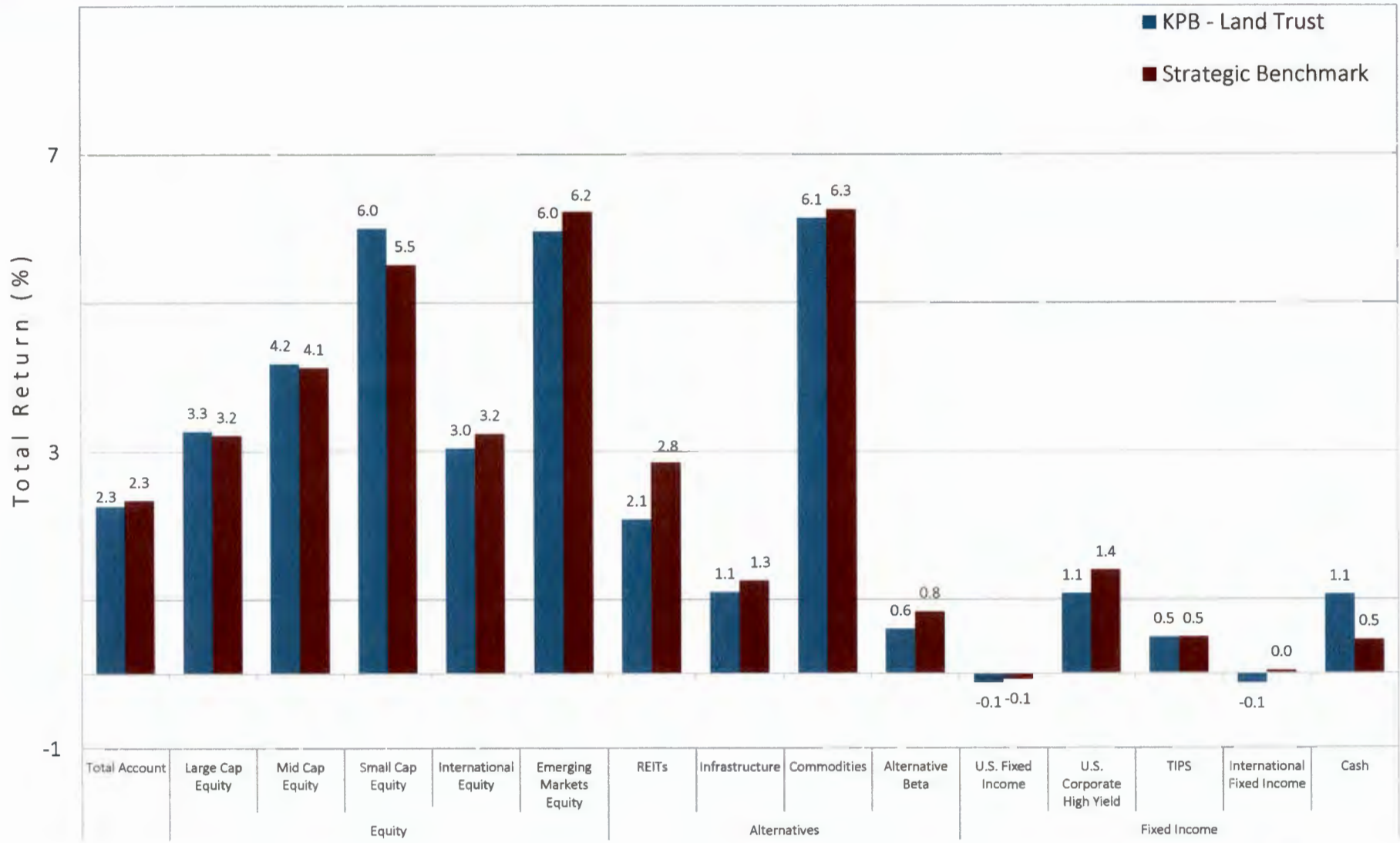
Client Relationship Manager:	Blake Phillips, CFA® Blake@apcm.net
Your Portfolio Manager:	Brandy Niclai, CFA®
Contact Phone Number:	907/272-7575

## PORTFOLIO COMPOSITION



# Asset Class Performance July 2023

## Kenai Peninsula Borough Land Trust Investment Fund



Performance is gross of management fees and net of internal fund fees.



# KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND

Account Statement - Period Ending August 31, 2023

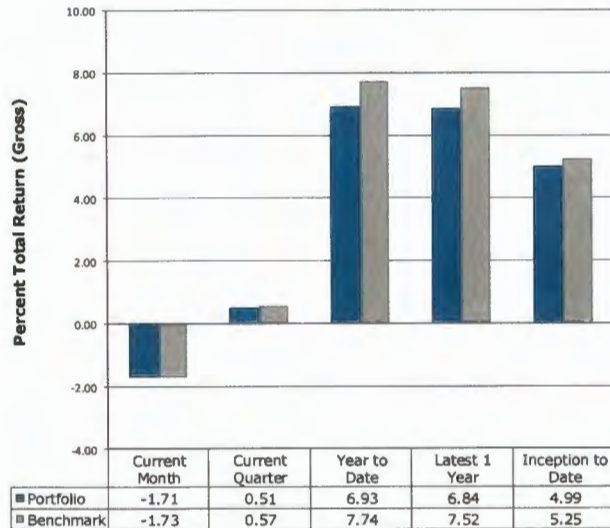


## ACCOUNT ACTIVITY

Portfolio Value on 07-31-23	13,172,769
Contributions	0
Withdrawals	-1,647
Change in Market Value	-236,161
Interest	423
Dividends	10,856
Portfolio Value on 08-31-23	12,946,240

## INVESTMENT PERFORMANCE

**Current Account Benchmark: Equity Blend**



Performance is Annualized for Periods Greater than One Year

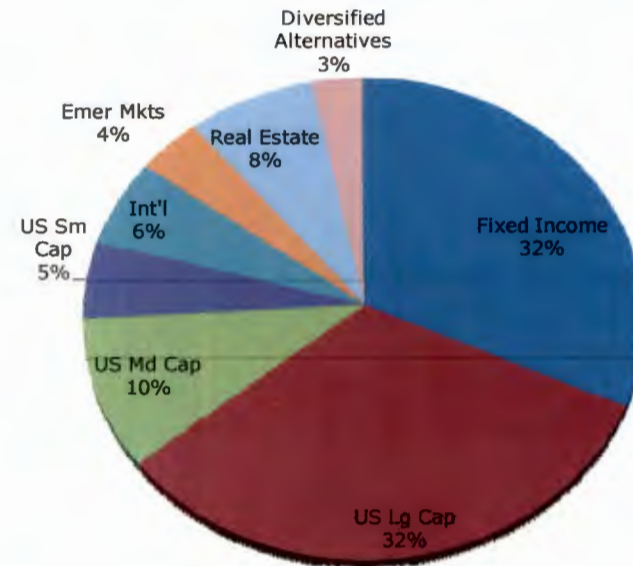
## MANAGEMENT TEAM

Client Relationship Manager: Blake Phillips, CFA®  
Blake@apcm.net

Your Portfolio Manager: Brandy Niclai, CFA®

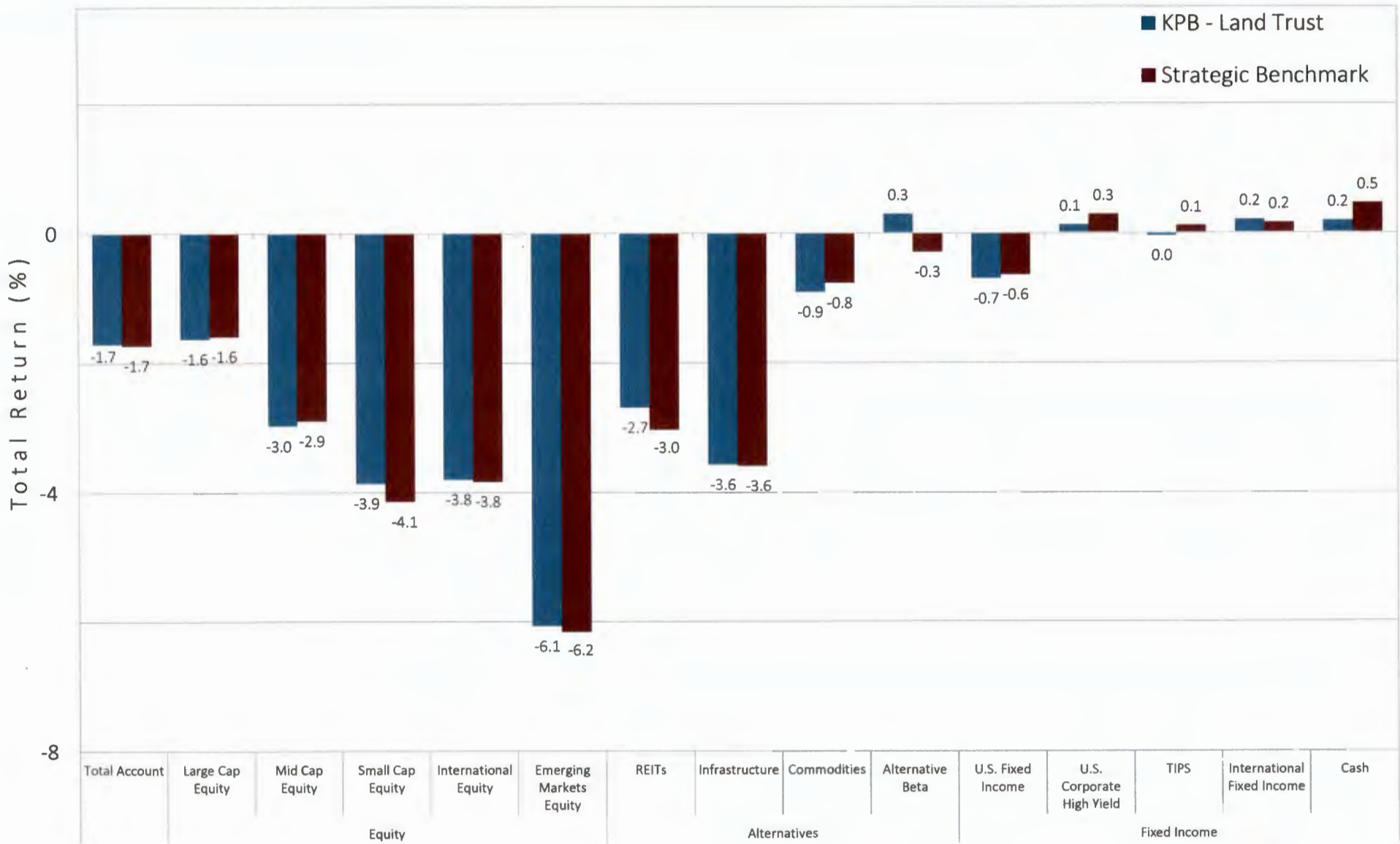
Contact Phone Number: 907/272-7575

## PORTFOLIO COMPOSITION



# Asset Class Performance August 2023

## Kenai Peninsula Borough Land Trust Investment Fund



Performance is gross of management fees and net of internal fund fees.

# Portfolio Overview

BEGINNING VALUE + ACCRUED **\$12,940,740**

TRANSFERS IN/OUT **\$1,182,942**

REALIZED GAINS **\$37,755**

CHANGE IN MARKET VALUE **-\$524,373**

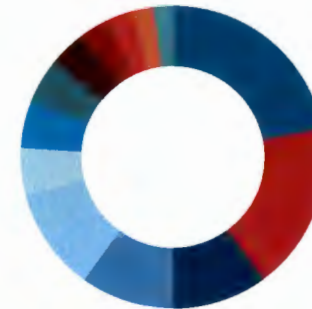
INTEREST INCOME **\$9,569**

DIVIDEND INCOME **\$39,293**

ENDING VALUE + ACCRUED **\$13,685,926**

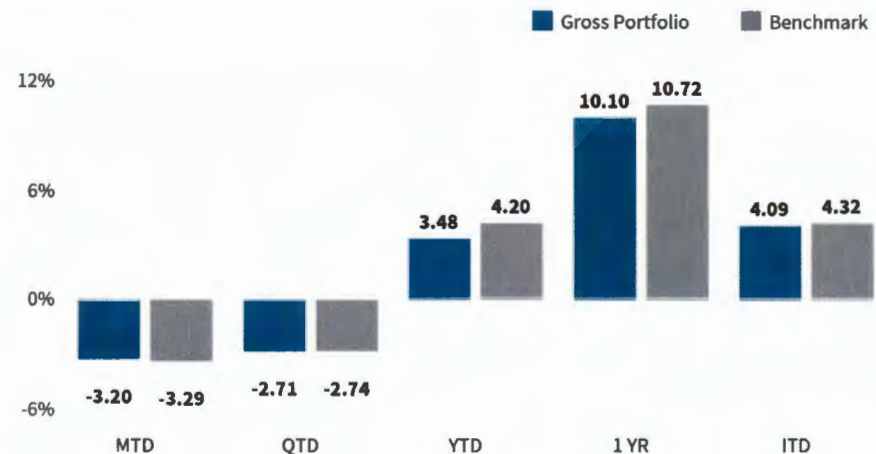


## Portfolio Composition



- U.S. Large Cap Equity **22.0%**
- U.S. Fixed Income **17.9%**
- U.S. Mid Cap Equity **10.1%**
- Alternative Beta **9.9%**
- Developed International Equity **6.0%**
- U.S. Small Cap Equity **5.1%**
- International Fixed Income **5.0%**
- U.S. High Yield Fixed Income **5.0%**
- Infrastructure **4.9%**
- Emerging Market Equity **4.0%**
- REITs **3.0%**
- Commodities **3.0%**
- Cash **2.2%**
- TIPS **2.0%**

## Investment Performance

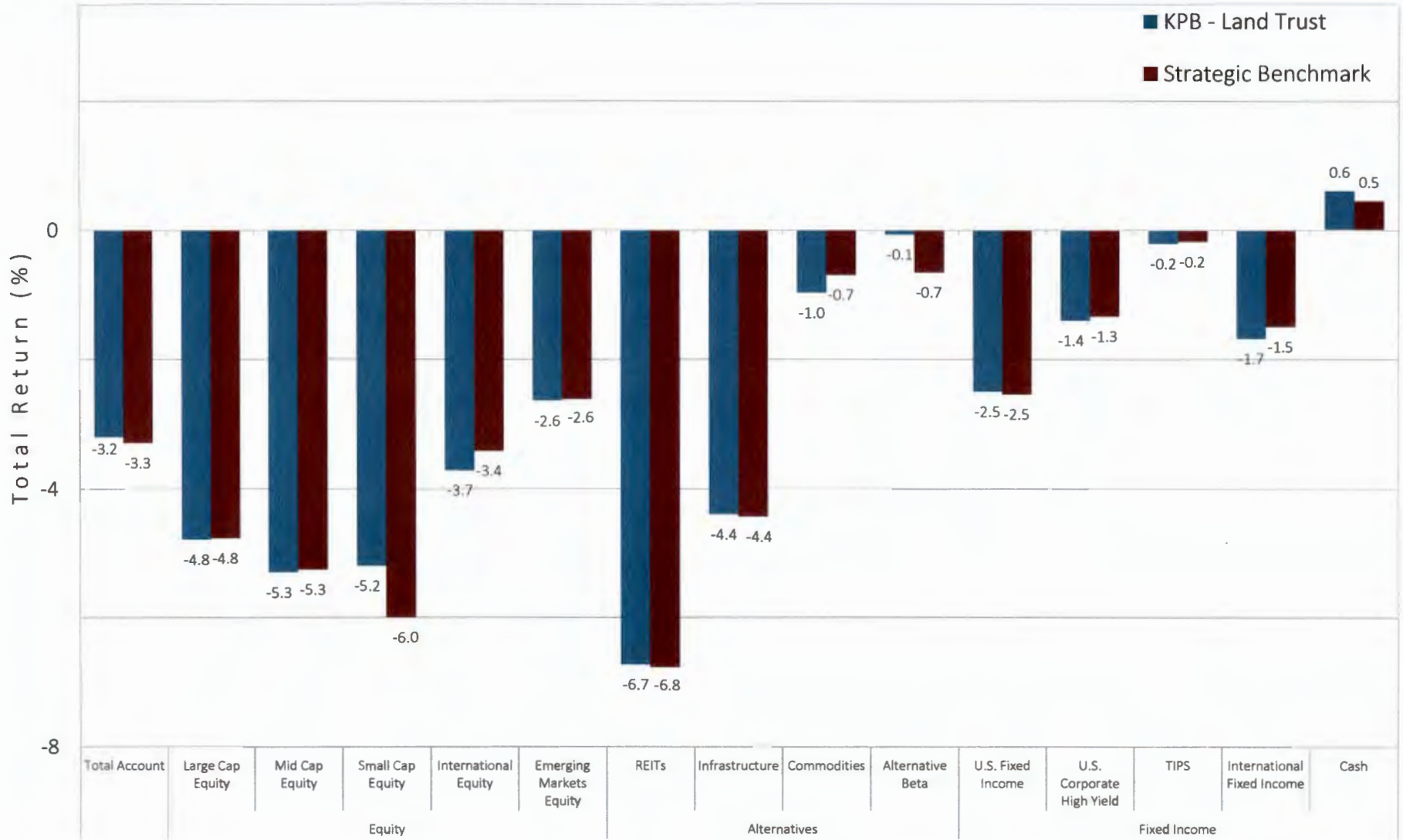


Performance is annualized for periods greater than one year. Inception to date performance begins July 01, 2019. Past performance is not indicative of future results.



# Asset Class Performance September 2023

## Kenai Peninsula Borough Land Trust Investment Fund



Performance is gross of management fees and net of internal fund fees.



Kenai Peninsula Borough  
Assessing Department

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**MEMORANDUM**

**TO:** Peter A. Micciche, Borough Mayor  
**FROM:** Adeena Wilcox, Borough Assessor  
**DATE:** November 17, 2023  
**RE:** Tax Adjustment Request Approval

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Attached is a spreadsheet of tax adjustment requests required by changes to the assessment roll. These adjustments are being submitted to the Finance Department for processing.

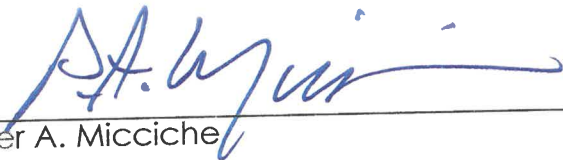
Borough code 5.12.119 (D) authorizes the mayor to approve tax adjustment requests prepared by the borough assessor.

I hereby certify that I have reviewed the tax adjustment requests submitted for your signature and I find them to be proper and correct.

DATED: November 17, 2023

Adeena Wilcox  
Borough Assessor

**APPROVED**

  
\_\_\_\_\_  
Peter A. Micciche  
Borough Mayor



# NOVEMBER TARS

	2023	2022	2021	2020	2019
TAG 10 (assessed)					
(taxable)					
TAG 11 (assessed)					
(taxable)					
TAG 20 (assessed)	(\$116,100)				
(taxable)	(\$116,100)				
TAG 21 (assessed)					
(taxable)					
TAG 30 (assessed)					
(taxable)					
TAG 40 (assessed)					
(taxable)					
TAG 41 (assessed)					
(taxable)					
TAG 42 (assessed)					
(taxable)					
TAG 43 (assessed)					
(taxable)					
TAG 52 (assessed)					
(taxable)					
TAG 53 (assessed)					
(taxable)					
TAG 54 (assessed)					
(taxable)					
TAG 55 (assessed)					
(taxable)					
TAG 57 (assessed)					
(taxable)					
TAG 58 (assessed)	\$0				
(taxable)	(\$636,100)				
TAG 59 (assessed)					
(taxable)					
TAG 61 (assessed)					
(taxable)					
TAG 63 (assessed)					
(taxable)					
TAG 64 (assessed)					
(taxable)					
TAG 65 (assessed)					
(taxable)					
TAG 67 (assessed)					
(taxable)					
TAG 68 (assessed)					
(taxable)					
TAG 69 (assessed)					
(taxable)					
TAG 70 (assessed)					
(taxable)					
TAG 80 (assessed)					
(taxable)					
TAG 81 (assessed)	(\$804,400)				
(taxable)	(\$804,400)				
<b>TOTAL ASSESSED</b>	(\$920,500)	\$0	\$0	\$0	\$0
<b>TOTAL TAXABLE</b>	(\$1,556,600)	\$0	\$0	\$0	\$0
<b>KPB FLAT TAX</b>	(\$334)				

## NOVEMBER TARS CITY VALUES

	2023	2022	2021	2020	2019
<b>TAG 10 (assessed)</b>	(\$4,208)				
<b>(taxable)</b>	(\$4,208)				
<b>Seldovia Flat Tax</b>					
<b>TAG 20 (assessed)</b>	(\$116,100)				
<b>(taxable)</b>	(\$116,100)				
<b>Homer Flat Tax</b>					
<b>TAG 21 (assessed)</b>					
<b>(taxable)</b>					
<b>TAG 30 (assessed)</b>					
<b>(taxable)</b>					
<b>Disability Tax Credit</b>					
<b>TAG 40 (assessed)</b>					
<b>(taxable)</b>					
<b>TAG 41 (assessed)</b>					
<b>(taxable)</b>					
<b>TAG 70 (assessed)</b>					
<b>(taxable)</b>					
<b>Soldotna Flat Tax</b>					
<b>TAG 80 (assessed)</b>					
<b>(taxable)</b>					
<b>TOTAL ASSESSED</b>	(\$120,308)	\$0	\$0	\$0	\$0
<b>TOTAL TAXABLE</b>	(\$120,308)	\$0	\$0	\$0	\$0
<b>KPB FLAT TAX</b>	\$0	\$0	\$0	\$0	\$0

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023 TAR NUMBER 10-23-001  
 PARCEL ID 92146  
 PRIMARY OWNER WINTER WATCH

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>10</u>	<u>11</u>
BOAT CLASS/COUNT	<u></u>	<u></u>
PLANE CLASS/COUNT	<u></u>	<u></u>
KPB ASSESSED (VT 1001)	<u></u>	<u></u>
KPB TAXABLE (VT 1003)	<u></u>	<u></u>
CITY ASSESSED (VT 1011)	<u>\$4,208</u>	<u>\$0</u>
CITY TAXABLE (V 1013)	<u>\$4,208</u>	<u>\$0</u>

EXPLANATION SUPP ROLL 2023. OWNER FILED PHYS LOCATION CHANGED FROM CITY TO  
OUT OF CITY, WAS NOT NOTED DURING REVIEW BY APPR.

		CHANGE SUMMARY
DATE	<u>10/05/23</u>	KPB ASSESSED <u>\$0</u>
SUBMITTED BY	<u>M PAYFER</u>	KPB TAXABLE <u>\$0</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY ASSESSED <u>(\$4,208)</u>
		CITY TAXABLE <u>(\$4,208)</u>
		KPB FLAT TAX <u>\$0</u>
		CITY FLAT TAX <u>\$0</u>



Cadastral Values		Expand to Filter Values	
Site	Value Type	Amount	Amount
Default - Default Value Group	Value Type	Previous Amount	Amount
Appraised	Improvement Market Value	\$4,208.00	\$4,208.00
Assessed	TAG	10.00	11.00
	TAG.1d	10.00	65.00
	Furniture, Fixtures & Equipment	\$1,706.00	\$1,706.00
	Personal Property Assessed Value	\$4,208.00	\$4,208.00
	Supplies	\$2,502.00	\$2,502.00
	<b>Total Assessed Value - City</b>	<b>\$4,208.00</b>	<b>0</b>
	Total Borough Optional Exempt Value	\$4,208.00	\$4,208.00
	Total City Optional Exempt Value	0	0
	Total Assessed Value - Borough	\$4,208.00	\$4,208.00
Taxable	City Taxable Value	\$4,208.00	0
	City Taxable Value	0	0
	Taxable Value - Borough	0	0
Exemption	Exemption Value City	0	0
	Exemption Value City	0	0
	OP PP Bor \$100K Exe Value	\$4,208.00	\$4,208.00
	OP PPV 100K Exemption	\$100,000.00	\$100,000.00
	OP PPV Borough \$100K Exemption	\$100,000.00	\$100,000.00
	OP PPV City \$100K Exemption	\$100,000.00	\$100,000.00
	OP PPV City \$100K Exemption	\$100,000.00	\$100,000.00
	Penalty Flag	\$1.00	\$1.00
	Exemption Value Borough	\$4,208.00	\$4,208.00
Date	Year of Cadastre	2023.0000000000	2023.0000000000
	Effective date of value change	20230101.0000000000	20230101.0000000000



## MANIFEST CLERICAL ERROR - CHECKLIST

The assembly may correct manifest clerical errors made by the borough in an assessment notice, tax statement or other borough tax record at any time. A manifest clerical error is a typographical, computational or other similar error readily apparent from the assessment notice, tax statement or other borough tax record and made by a borough employee in the performance of typing, record keeping, filing, measuring, or other similar duties.

Parcel ID / Acct # 00092146

X Typographical, computational or other similar error?  
*Identify & Describe:*  
 OWNER FILED PHYS LOCATION CHANGED FROM CITY TO OUT OF CITY, WAS NOT NOTED DURING REVIEW BY APPR.

X Readily apparent from the assessment notice, tax statement or other borough tax record?  
*Identify & Describe:*  
 OWNER FILED PHYS LOCATION CHANGED FROM CITY TO OUT OF CITY, WAS NOT NOTED DURING REVIEW BY APPR.

X Made by a borough employee in the performance of typing, record keeping, filing, measuring, or other similar duties?  
*Identify & Describe:*  
 OWNER FILED PHYS LOCATION CHANGED FROM CITY TO OUT OF CITY, WAS NOT NOTED DURING REVIEW BY APPR.

Certified Value	Land	
	Improvements	
	Personal Property	\$4,208
	Total	\$4,208

Adjusted Value	Land	
	Improvements	
	Personal Property	\$0
	Total	\$0

Prepared by M PAYFER 10/5/2023  
 Date

Approved by *Adem Duz* 11/16/23  
 Department Director Date

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023 TAR NUMBER 52-23-001  
 PARCEL ID 101108  
 PRIMARY OWNER THE RESPITE AT HALIBUT COVE

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>52</u>	<u>52</u>
BOAT CLASS/COUNT	<u>BC-4</u>	<u>BC-4</u>
PLANE CLASS/COUNT	<u></u>	<u></u>
KPB ASSESSED (VT 1001)	<u>\$55,250</u>	<u>\$55,250</u>
KPB TAXABLE (VT 1003)	<u>\$0</u>	<u>\$0</u>
CITY ASSESSED (VT 1011)	<u></u>	<u></u>
CITY TAXABLE (V 1013)	<u></u>	<u></u>

EXPLANATION SUPP FILER 2023. NON PROFIT CHARABLE EXMPTION APPROVED & FLAGGED FOR TAX YEAR 2023. SYSTEM ERROR, EXEMPTION WAS NOT APPLIED. TAR TO REMOVE KPB FLAT RATE.

		CHANGE SUMMARY
		KPB ASSESSED <u>\$0</u>
DATE	<u>10/12/23</u>	KPB TAXABLE <u>\$0</u>
SUBMITTED BY	<u>M PAYFER</u>	CITY ASSESSED <u>\$0</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY TAXABLE <u>\$0</u>
		KPB FLAT TAX <u>(\$150)</u>
		CITY FLAT TAX <u>\$0</u>

Cadastral Values		Expand to Filter Values	
Site	Class	Value Type	Amount
Default - Default Value Group		Attribute	Secondary Attribute
	Appraised	Boat Class 4 Count	1.00
		Improvement Market Value	\$55,250.00
		TAG	52.00
		TAG.Id	52.00
	Assessed	Boat Assessed Value	\$55,250.00
		Boat Class 4	\$55,250.00
		Personal Property Assessed Value	0
		Qualified for Exemption	\$55,250.00
		Total Assessed Value - City	0
		Total City Optional Exempt Value	0
		Total Mandatory Exempt Value	\$55,250.00
		Total Assessed Value - Borough	\$55,250.00
	Taxable	City Taxable Value	0
		Taxable Value - Borough	0
	Exemption	Charitable Exempt Value	\$55,250.00
		Exempt Boat	\$55,250.00
		Exemption Value City	0
		Penalty Flag	\$1.00
		Exemption Value Borough	0
	Date	Year of Cadastre	2023.0000000000
		Effective date of value change	20230101.0000000000

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023 TAR NUMBER 81-23-007  
 PARCEL ID 102793  
 PRIMARY OWNER REUTOV GREGORY IVAN

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>81</u>	<u>81</u>
BOAT CLASS/COUNT	<u>BC4-1</u>	<u>BC4-0</u>
PLANE CLASS/COUNT	<u></u>	<u></u>
KPB ASSESSED (VT 1001)	<u></u>	<u></u>
KPB TAXABLE (VT 1003)	<u></u>	<u></u>
CITY ASSESSED (VT 1011)	<u></u>	<u></u>
CITY TAXABLE (V 1013)	<u></u>	<u></u>

EXPLANATION MANIFEST CLERICAL ERROR. 2023 SUPPLEMENTAL FORCE ACCOUNT CREATED.  
BOAT ON ACCOUNT LOCATED IN KODIAK. NO KPB SITUS. ACCOUNT SHOULD NOT HAVE BEEN  
CREATED FOR 2023.

		CHANGE SUMMARY
DATE	<u>10/24/23</u>	KPB ASSESSED <u>\$0</u>
SUBMITTED BY	<u>C. JOHNSON</u>	KPB TAXABLE <u>\$0</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY ASSESSED <u>\$0</u>
		CITY TAXABLE <u>\$0</u>
		KPB FLAT TAX <u>(\$150)</u>
		CITY FLAT TAX <u>\$0</u>

Cadastre Values		Expand to Filter Values	
Site	Class	Value Type	Amount
Default - Default Value Group		Attribute	Secondary Attribute
	Appraised	Boat Personal Class 4 Count	1.00
		Improvement Market Value	\$13,775.00
		TAG	\$1.00
		TAG.Id	81.00
	Assessed	Boat Assessed Value	\$13,775.00
		Boat Personal Class 4	\$13,775.00
		Personal Property Assessed Value	0
		Total Assessed Value - City	0
		Total City Optional Exempt Value	0
		Total Assessed Value - Borough	0
	Taxable	City Taxable Value	0
		Taxable Value - Borough	0
	Exemption	Exemption Value City	0
		OP PP Bor \$100K Exe Value	0
		OP PPV 100K Exemption	\$100,000.00
		OP PPV Borough \$100K Exemption	\$100,000.00
		OP PPV City \$100K Exemption	\$100,000.00
		OP PPV City \$100K Exemption	\$100,000.00
		Penalty Flag	\$1.00
		Exemption Value Borough	0
	Date	Year of Cadastre	2023.000000000000
		Effective date of value change	20230101.0000000000

## MANIFEST CLERICAL ERROR - CHECKLIST

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Parcel ID / Acct # 00102793


X \_\_\_\_\_ Typographical, computational or other similar error?  
*Identify & Describe:*  
 MANIFEST CLERICAL ERROR. 2023 SUPPLEMENTAL FORCE ACCOUNT CREATED.  
 BOAT ON ACCOUNT LOCATED IN KODIAK. NO KPB SITUS. ACCOUNT SHOULD  
 NOT HAVE BEEN CREATED FOR 2023.

X \_\_\_\_\_ Readily apparent from the assessment notice, tax  
 statement or other borough tax record?  
*Identify & Describe:*  
 MANIFEST CLERICAL ERROR. 2023 SUPPLEMENTAL FORCE ACCOUNT CREATED.  
 BOAT ON ACCOUNT LOCATED IN KODIAK. NO KPB SITUS. ACCOUNT SHOULD  
 NOT HAVE BEEN CREATED FOR 2023.

X \_\_\_\_\_ Made by a borough employee in the performance of  
 typing, record keeping, filing, measuring, or other  
 similar duties?  
*Identify & Describe:*  
 MANIFEST CLERICAL ERROR. 2023 SUPPLEMENTAL FORCE ACCOUNT CREATED.  
 BOAT ON ACCOUNT LOCATED IN KODIAK. NO KPB SITUS. ACCOUNT SHOULD  
 NOT HAVE BEEN CREATED FOR 2023.

Certified Value	Land	
	Improvements	
	Personal Property	\$0
	Total	\$0

Adjusted Value	Land	
	Improvements	
	Personal Property	\$0
	Total	\$0

Prepared by	<u>Clyde Johnson</u>	<u>10/24/2023</u> Date
Approved by		<u>10/25/23</u> Date
	Department Director	





# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER 058-23-056

PARCEL ID 055-350-17

PRIMARY OWNER MALLARD CHEEKY LLC

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>58</u>	<u>58</u>
CLASS CODE	<u>350</u>	<u>350</u>
LAND ASSESSED (VT4)	<u>21,600</u>	<u>21,600</u>
IMPROVEMENT ASSESSED (VT5)	<u>839,600</u>	<u>839,600</u>
KPB ASSESSED (VT 1001)	<u>861,200</u>	<u>861,200</u>
KPB TAXABLE (VT 1003)	<u>861,200</u>	<u>861,200</u>
CITY ASSESSED (VT 1011)	<u>0</u>	<u>0</u>
CITY TAXABLE (VT 1013)	<u>0</u>	<u>0</u>

EXPLANATION DISASTER ABATEMENT, FLOODING EVENT 8/21/2023

TAX REFUND OF \$34.14

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		CHANGE SUMMARY
DATE	<u>11/09/23</u>	KPB ASSESSED <u>\$0</u>
SUBMITTED BY	<u>LCRANE</u>	KPB TAXABLE <u>\$0</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY ASSESSED <u>\$0</u>
		CITY TAXABLE <u>\$0</u>
		KPB FLAT TAX <u>(\$34.12)</u>
		CITY FLAT TAX <u></u>

Cadastral Values		Expand to Filter Values	
Site	Class	Value Type	Attribute
Default - Default Value Group			Secondary Attribute
			Previous Amount
			Amount
			.95 Acres
	Appraised	Legal Acres	\$839,600.00
		Improvement Market value	\$21,600.00
		Land Market value	58.00
		TAG	58.00
	Assessed	Improvements	\$839,600.00
		Land	\$21,600.00
		Parcel Assessed Value	\$861,200.00
		Personal Property Assessed Value	0
		Qualified for Exemption	\$861,200.00
		Total Assessed Value - City	0
		Total City Optional Exempt Value	0
		Land Assessed Value	\$21,600.00
		Improvement Assessed Value	\$839,600.00
		Total Assessed Value - Borough	\$861,200.00
		City Taxable Value	0
	Taxable	Taxable Value - Borough	\$861,200.00
	Exemption	Days at Disaster Value	133.00
		Disaster Relief Tax Credit Adjustment	\$3,826.03
		Exemption Value City	0
		Taxable Value after Disaster	\$850,700.00
		Working Improvement Assessed Value	\$839,600.00
		Exemption Value Borough	0
	Date	Year of Cadastre	2023.000000000000
		Effective date of value change	20230101.0000000000
			20230101.0000000000

<b>PIN: 055-350-17</b>						
<b>TAG: 58</b>		Number of Days	Mill Rate	Yearly Tax	Daily Tax	Adjusted Yearly Tax
Original Taxable Value	\$ 861,200	232	8.92	\$7,681.90	\$21.05	\$4,882.74
Adjusted Taxable Value	\$ 850,700	133	8.92	\$7,588.24	\$20.79	\$2,765.03
<b>Yearly Tax Due</b>					<b>Total Due:</b>	<b>\$7,647.77</b>
<b>Yearly Adjusted Taxable Value</b>					<b>\$</b>	<b>857,373</b>
<b>Original Yearly Tax Due</b>						<b>\$7,681.90</b>
					<b>Difference</b>	<b>\$34.13</b>



# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER 058-23-057

PARCEL ID 055-370-49

PRIMARY OWNER ANTHONY PERRICONE AND PAMELA RIGGS PERRICONE TRUST

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>58</u>	<u>58</u>
CLASS CODE	<u>110</u>	<u>110</u>
LAND ASSESSED (VT4)	<u>221,400</u>	<u>221,400</u>
IMPROVEMENT ASSESSED (VT5)	<u>767,800</u>	<u>767,800</u>
KPB ASSESSED (VT 1001)	<u>989,200</u>	<u>989,200</u>
KPB TAXABLE (VT 1003)	<u>939,200</u>	<u>639,200</u>
CITY ASSESSED (VT 1011)	<u>0</u>	<u>0</u>
CITY TAXABLE (VT 1013)	<u>0</u>	<u>0</u>

EXPLANATION SENIOR EXEMPTION APPROVED AFTER CONFIRMING PFD ELIGIBILITY

\_\_\_\_\_  
 \_\_\_\_\_

	CHANGE SUMMARY
DATE <u>10/19/23</u>	KPB ASSESSED <u>\$0</u>
SUBMITTED BY <u>SGUZMAN</u>	KPB TAXABLE <u>(\$300,000)</u>
VERIFIED BY <u>C. FINLEY</u>	CITY ASSESSED <u>\$0</u>
	CITY TAXABLE <u>\$0</u>
	KPB FLAT TAX _____
	CITY FLAT TAX _____

Cadastral Values		Expend to Filter Values	
Site	Class	Value Type	Attribute
Default - Default Value Group		Amount	Amount
	Appraised	Legal Acres	1.89 Acres
		Improvement Market value	\$767,800.00
		Land Market value	\$221,400.00
	Assessed	TAG	58.00
		TAG.Id	58.00
		Improvements	\$767,800.00
		Land	\$221,400.00
		Parcel Assessed Value	\$989,200.00
		Personal Property Assessed Value	0
		Qualified for Exemption	0
		Total Assessed Value - City	\$989,200.00
		Total Borough Optional Exempt Value	\$50,000.00
		Total City Optional Exempt Value	0
		Total Mandatory Exempt Value	\$150,000.00
		Land Assessed Value	\$221,400.00
		Improvement Assessed Value	\$767,800.00
		Total Assessed Value - Borough	\$989,200.00
		City Taxable Value	0
	Taxable	Taxable Value - Borough	\$939,200.00
	Exemption	BOROUGH SENIOR Exempt Value	\$300,000.00
		Cap for Senior Exemption	\$150,000.00
		Exemption Value City	0
		Op Residential Boro Exemption	\$50,000.00
		Op Senior Resident > 150k Exempt Value	\$150,000.00
		Residential Exemption	\$50,000.00
		Senior Citizen Exemption	\$150,000.00
		Senior Mandatory Exempt Value	\$150,000.00
		Senior Mandatory Imp	\$150,000.00
		Working Improvement Assessed Value	\$767,800.00
		Exemption Value Borough	\$50,000.00
	Date	Year of Cadastre	2023.0000000000
		Effective date of value change	20230101.0000000000

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER 058-23-055

PARCEL ID 057-580-13

PRIMARY OWNER METZGER, RICHARD

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>58</u>	<u>58</u>
CLASS CODE	<u>110</u>	<u>110</u>
LAND ASSESSED (VT4)	<u>19,500</u>	<u>19,500</u>
IMPROVEMENT ASSESSED (VT5)	<u>163,300</u>	<u>163,300</u>
KPB ASSESSED (VT 1001)	<u>182,800</u>	<u>182,800</u>
KPB TAXABLE (VT 1003)	<u>0</u>	<u>182,800</u>
CITY ASSESSED (VT 1011)	<u>0</u>	<u>0</u>
CITY TAXABLE (VT 1013)	<u>0</u>	<u>0</u>

EXPLANATION \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

		CHANGE SUMMARY
DATE	<u>10/10/23</u>	KPB ASSESSED <u>\$0</u>
SUBMITTED BY	<u>SGUZMAN</u>	KPB TAXABLE <u>\$182,800</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY ASSESSED <u>\$0</u>
		CITY TAXABLE <u>\$0</u>
		KPB FLAT TAX _____
		CITY FLAT TAX _____



Cadastre Values		Expand to Filter Values	
Site	Value Type	Attribute	Amount
Class	Value Type	Attribute	Amount
Default - Default Value Group			
Appraised	Legal Acres	1.05 Acres	1.05 Acres
	Improvement Market Value	\$163,300.00	\$163,300.00
	Land Market Value	\$19,500.00	\$19,500.00
Assessed	TAG	58.00	58.00
	TAG.Id	58.00	58.00
	Improvements	\$163,300.00	\$163,300.00
	Land	\$19,500.00	\$19,500.00
	Parcel Assessed Value	0	0
	Personal Property Assessed Value	\$162,800.00	\$162,800.00
	Qualified for Exemption	0	0
	Total Assessed Value - City	\$32,800.00	\$32,800.00
	Total Borough Optional Exempt Value	0	0
	Total City Optional Exempt Value	\$150,000.00	\$150,000.00
	Total Mandatory Exempt Value	\$19,500.00	\$19,500.00
	Land Assessed Value	\$163,300.00	\$163,300.00
	Improvement Assessed Value	\$182,800.00	\$182,800.00
	Total Assessed Value - Borough	0	0
	City Taxable Value	0	0
Taxable	Taxable Value - Borough	0	\$192,800.00
Exemption	BOROUGH VETERAN Exempt Value	\$182,800.00	
	Cap for Veteran Exemption	\$150,000.00	
	Disabled Veteran Exemption	\$150,000.00	
	Exemption Value City	0	0
	OP Disabled Veteran >\$150k Exempt Value	\$32,800.00	
	Residential Exemption	\$50,000.00	
	Veteran Mandatory Exempt Value	\$150,000.00	
	Veteran Mandatory/Imp	\$150,000.00	
	Working Improvement Assessed Value	\$163,300.00	\$163,300.00
	Exemption Value Borough	\$162,800.00	0
Date	Year of Cadastre	2023,0000000000	2023,0000000000
	Effective date of value change	2023101,0000000000	2023101,0000000000

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER

058-23-058

PARCEL ID 131-010-11

PRIMARY OWNER HEATH ROBERT

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>58</u>	<u>58</u>
CLASS CODE	<u>110</u>	<u>110</u>
LAND ASSESSED (VT4)	<u>123,500</u>	<u>123,500</u>
IMPROVEMENT ASSESSED (VT5)	<u>423,600</u>	<u>423,600</u>
KPB ASSESSED (VT 1001)	<u>547,100</u>	<u>547,100</u>
KPB TAXABLE (VT 1003)	<u>497,100</u>	<u>197,100</u>
CITY ASSESSED (VT 1011)	<u>0</u>	<u>0</u>
CITY TAXABLE (VT 1013)	<u>0</u>	<u>0</u>

EXPLANATION SENIOR CITIZEN EXEMPTION APPROVED AFTER CONFIRMING PFD ELIGIBLE

\_\_\_\_\_  
 \_\_\_\_\_

		CHANGE SUMMARY
DATE	<u>10/19/23</u>	KPB ASSESSED <u>\$0</u>
SUBMITTED BY	<u>SGUZMAN</u>	KPB TAXABLE <u>(\$300,000)</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY ASSESSED <u>\$0</u>
		CITY TAXABLE <u>\$0</u>
		KPB FLAT TAX _____
		CITY FLAT TAX _____

Cadastral Values		Expand to Filter Values	
Site	Value Type	Attribute	Secondary Attribute
Class	Value Type	Attribute	Secondary Attribute
Default - Default Value Group	Legal Acres	2.80 Acres	2.80 Acres
Appraised	Improvement Market Value	\$423,600.00	\$423,600.00
	Land Market Value	\$123,500.00	\$123,500.00
Assessed	TAG	58.00	58.00
	TAG Id	58.00	58.00
	Improvements	\$423,600.00	\$423,600.00
	Land	\$123,500.00	\$123,500.00
	Parcel Assessed Value	\$547,100.00	\$547,100.00
	Personal Property Assessed Value	0	0
	Qualified for Exemption	0	0
	Total Assessed Value - City	\$547,100.00	\$547,100.00
	Total Borough Optional Exempt Value	\$50,000.00	\$200,000.00
	Total City Optional Exempt Value	0	0
	Total Mandatory Exempt Value	\$123,500.00	\$150,000.00
	Land Assessed Value	\$123,500.00	\$123,500.00
	Improvement Assessed Value	\$423,600.00	\$423,600.00
	Total Assessed Value - Borough	\$547,100.00	\$547,100.00
Taxable	City Taxable Value	0	0
Exemption	Taxable Value - Borough	\$197,100.00	\$197,100.00
	BOROUGH SENIOR Exempt Value	\$300,000.00	\$300,000.00
	Cap for Senior Exemption	\$150,000.00	\$150,000.00
	Exemption Value City	0	0
	OP Residential Boro Exemption	\$50,000.00	\$50,000.00
	OP Senior Resident > 150k Exempt Value	\$150,000.00	\$150,000.00
	Residential Exemption	\$50,000.00	\$50,000.00
	Senior Citizen Exemption	\$150,000.00	\$150,000.00
	Senior Mandatory Exempt Value	\$150,000.00	\$150,000.00
	Senior Mandatory/Imp	\$150,000.00	\$150,000.00
	Working Improvement Assessed Value	\$423,600.00	\$423,600.00
	Exemption Value Borough	\$50,000.00	\$350,000.00
Date	Year of Cadastre	2023.0000000000	2023.0000000000
	Effective date of value change	2023101.0000000000	2023101.0000000000

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER 058-23-059

PARCEL ID 133-112-11

PRIMARY OWNER SWENSON, KEVIN

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>58</u>	<u>58</u>
CLASS CODE	<u>110</u>	<u>110</u>
LAND ASSESSED (VT4)	<u>20,000</u>	<u>20,000</u>
IMPROVEMENT ASSESSED (VT5)	<u>22,900</u>	<u>22,900</u>
KPB ASSESSED (VT 1001)	<u>42,900</u>	<u>42,900</u>
KPB TAXABLE (VT 1003)	<u>42,900</u>	<u>0</u>
CITY ASSESSED (VT 1011)	<u>0</u>	<u>0</u>
CITY TAXABLE (VT 1013)	<u>0</u>	<u>0</u>

EXPLANATION SENIOR AND 50K EXE APPROVED AFTER CONFIRMING PFD ELIGIBILITY

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		CHANGE SUMMARY
DATE	<u>10/31/23</u>	KPB ASSESSED <u>\$0</u>
SUBMITTED BY	<u>SGUZMAN</u>	KPB TAXABLE <u>(\$42,900)</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY ASSESSED <u>\$0</u>
		CITY TAXABLE <u>\$0</u>
		KPB FLAT TAX _____
		CITY FLAT TAX _____

Cadastral Values		Expand to Filter Values	
Site	Class	Value Type	Amount
Default - Default Value Group		Attribute	Secondary Attribute
	Appraised	Legal Acres	2.32 Acres
		Improvement Market Value	\$22,900.00
		Land Market Value	\$20,000.00
		TAG	58.00
		TAG.Id	58.00
	Assessed	Improvements	\$22,900.00
		Land	\$20,000.00
		Parcel Assessed Value	\$42,900.00
		Personal Property Assessed Value	0
		Qualified for Exemption	0
		Total Assessed Value - City	\$42,900.00
		Total City Optional Exempt Value	0
		<b>Total Mandatory Exempt Value</b>	<b>\$42,900.00</b>
		Land Assessed Value	\$20,000.00
		Improvement Assessed Value	\$22,900.00
		Total Assessed Value - Borough	\$42,900.00
		City Taxable Value	0
Taxable		58 - CENTRAL EMERGENCY SERVICES	0
		Taxable Value - Borough	\$42,900.00
Exemption		BOROUGH SENIOR Exempt Value	\$42,900.00
		Cap for Senior Exemption	\$150,000.00
		Exemption Value City	0
		58 - CENTRAL EMERGENCY SERVICES	0
		Residential Exemption	\$50,000.00
		Senior Citizen Exemption	\$42,900.00
		Senior Mandatory Exempt Value	\$42,900.00
		Senior Mandatory/Imp	\$22,900.00
		Senior Mandatory/Land	\$20,000.00
		Working Improvement Assessed Value	\$22,900.00
		Exemption Value Borough	0
		Year of Cadastre	2023.000000000000
		Effective date of value change	20230101.000000000000

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER 058-23-060

PARCEL ID 133-180-16

PRIMARY OWNER PLATE, RONALD

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>58</u>	<u>58</u>
CLASS CODE	<u>110</u>	<u>110</u>
LAND ASSESSED (VT4)	<u>46,900</u>	<u>46,900</u>
IMPROVEMENT ASSESSED (VT5)	<u>129,100</u>	<u>129,100</u>
KPB ASSESSED (VT 1001)	<u>176,000</u>	<u>176,000</u>
KPB TAXABLE (VT 1003)	<u>176,000</u>	<u>0</u>
CITY ASSESSED (VT 1011)	<u>0</u>	<u>0</u>
CITY TAXABLE (VT 1013)	<u>0</u>	<u>0</u>

EXPLANATION SENIOR EXEMPTION APPROVED AFTER CONFIRMING PFD ELIGIBILITY

\_\_\_\_\_  
 \_\_\_\_\_

**CHANGE SUMMARY**

DATE	<u>10/31/23</u>	KPB ASSESSED	<u>\$0</u>
SUBMITTED BY	<u>SGUZMAN</u>	KPB TAXABLE	<u>(\$176,000)</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY ASSESSED	<u>\$0</u>
		CITY TAXABLE	<u>\$0</u>
		KPB FLAT TAX	<u></u>
		CITY FLAT TAX	<u></u>



Cadastral Values		Expand to Filter Values				
Sic	Class	Value Type	Attribute	Secondary Attribute	Previous Amount	Amount
	Appraised	Legal Acres		.54 Acres		.54 Acres
		Improvement Market Value			\$129,100.00	\$129,100.00
		Land Market Value			\$46,900.00	\$46,900.00
		TAG			58.00	58.00
		TAG-Id			58.00	58.00
	Assessed	Improvements			\$129,100.00	\$129,100.00
		Land			\$46,900.00	\$46,900.00
		Parcel Assessed Value			\$176,000.00	\$176,000.00
		Personal Property Assessed Value			0	0
		Qualified for Exemption			0	0
		Total Assessed Value - City			\$176,000.00	\$176,000.00
		<b>Total Borough Optional Exempt Value</b>			0	\$26,900.00
		Total City Optional Exempt Value			0	0
		<b>Total Mandatory Exempt Value</b>			\$46,900.00	\$150,000.00
		Land Assessed Value			\$129,100.00	\$129,100.00
		Improvement Assessed Value			\$176,000.00	\$176,000.00
		Total Assessed Value - Borough			0	0
	Taxable	City Taxable Value		58 - CENTRAL EMERGENCY SERVICES	\$176,000.00	0
	Exemption	<b>Taxable Value - Borough</b>			0	\$176,000.00
		<b>BOROUGH SENIOR Exempt Value</b>			0	\$150,000.00
		Cap for Senior Exemption			0	0
		Exemption Value City		58 - CENTRAL EMERGENCY SERVICES	\$26,000.00	\$26,000.00
		OP Senior Resident >150k Exempt Value			\$50,000.00	\$50,000.00
		Residential Exemption			\$150,000.00	\$150,000.00
		Senior Citizen Exemption			\$150,000.00	\$150,000.00
		Senior Mandatory Exempt Value			\$129,100.00	\$129,100.00
		Senior Mandatory Imp			\$70,900.00	\$70,900.00
		Senior Mandatory Land			\$129,100.00	\$129,100.00
		Working Improvement Assessed Value			0	\$176,000.00
		Exemption Value Borough			2023.0000000000	2023.0000000000
	Date	Year of Cadastre			20230101.0000000000	20230101.0000000000
		Effective date of value change			20230101.0000000000	20230101.0000000000

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER

81-23-008

PARCEL ID 172-060-57

PRIMARY OWNER HIYOKUDO LLC

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>81</u>	<u>81</u>
CLASS CODE	<u>100</u>	<u>100</u>
LAND ASSESSED (VT4)	<u>600,700</u>	<u>70,100</u>
IMPROVEMENT ASSESSED (VT5)	<u>0</u>	<u>0</u>
KPB ASSESSED (VT 1001)	<u>600,700</u>	<u>70,100</u>
KPB TAXABLE (VT 1003)	<u>600,700</u>	<u>70,100</u>
CITY ASSESSED (VT 1011)	<u>0</u>	<u>0</u>
CITY TAXABLE (VT 1013)	<u>0</u>	<u>0</u>

EXPLANATION FARM APPLICATION RECEIVED TIMELY, REQUESTED ADDITIONAL FINANCIAL DOCUMENTATION, RECEIVED AND APPROVED FOR 2023 ONLY

### CHANGE SUMMARY

DATE 11/16/23

SUBMITTED BY LCRANE

VERIFIED BY C. FINLEY

KPB ASSESSED (\$530,600)

KPB TAXABLE (\$530,600)

CITY ASSESSED \$0

CITY TAXABLE \$0

KPB FLAT TAX \_\_\_\_\_

CITY FLAT TAX \_\_\_\_\_



Cadastre Values		Expand to Filter Values		
Site	Class	Value Type	Attribute	
Default - Default Value Group	Appraised	Legal Acres	Previous Amount 200.18 Acres	
		Land Market Value	Amount \$70,100.00	
	Assessed	TAG	81.00	81.00
		Land	81.00	81.00
	Taxable	Parcel Assessed Value	\$600,700.00	\$70,100.00
		Personal Property Assessed Value	\$600,700.00	\$70,100.00
	Exemption	Qualified for Exemption	0	0
		Total Assessed Value - City	\$600,700.00	\$70,100.00
	Date	Total City Optional Exempt Value	0	0
		Land Assessed Value	0	0
	Exemption	Total Assessed Value - Borough	\$600,700.00	\$70,100.00
		City Taxable Value	\$600,700.00	\$70,100.00
	Date	Taxable Value - Borough	0	0
		Exemption Value City	0	0
	Date	Exemption Value Borough	0	0
Year of Cadastre		2023.0000000000	2023.0000000000	
Date	Effective date of value change	20230101.0000000000	20230101.0000000000	

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER

81-23-009

PARCEL ID 172-060-58

PRIMARY OWNER HIYOKUDO LLC

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>81</u>	<u>81</u>
CLASS CODE	<u>100</u>	<u>100</u>
LAND ASSESSED (VT4)	<u>329,800</u>	<u>56,000</u>
IMPROVEMENT ASSESSED (VT5)	<u>0</u>	<u>0</u>
KPB ASSESSED (VT 1001)	<u>329,800</u>	<u>56,000</u>
KPB TAXABLE (VT 1003)	<u>329,800</u>	<u>56,000</u>
CITY ASSESSED (VT 1011)	<u>0</u>	<u>0</u>
CITY TAXABLE (VT 1013)	<u>0</u>	<u>0</u>

EXPLANATION FARM APPLICATION RECEIVED TIMELY, REQUESTED ADDITIONAL FINANCIAL DOCUMENTATION, RECEIVED AND APPROVED FOR 2023 ONLY

### CHANGE SUMMARY

DATE 11/16/23

SUBMITTED BY LCRANE

VERIFIED BY C. FINLEY

KPB ASSESSED (\$273,800)

KPB TAXABLE (\$273,800)

CITY ASSESSED \$0

CITY TAXABLE \$0

KPB FLAT TAX \_\_\_\_\_

CITY FLAT TAX \_\_\_\_\_

Cadastral Values		Expand to Filter Values	
Site	Class	Value Type	Amount
Default - Default Value Group		Legal Acres	160.04 Acres
	Appraised	Land Market value	\$329,800.00
		TAG	81.00
		TAG.Ld	81.00
	Assessed	Land parcel Assessed Value	\$329,800.00
		Personal Property Assessed Value	\$56,000.00
		Qualified for Exemption	\$56,000.00
		Total Assessed Value - City	0
		Total City Optional Exempt Value	0
		Land Assessed Value	\$329,800.00
		Total Assessed Value - Borough	\$56,000.00
	Taxable	City Taxable Value	0
		Taxable Value - Borough	\$329,800.00
	Exemption	Exemption Value City	0
		Exemption Value Borough	0
	Date	Year of Cadastre	2023.0000000000
		Effective date of value change	20230101.0000000000
			20230101.0000000000

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER 20-23-027

PARCEL ID 179-280-14

PRIMARY OWNER PORCUPINE PROPERTIES LLC

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>20</u>	<u>20</u>
CLASS CODE	<u>105</u>	<u>105</u>
LAND ASSESSED (VT4)	<u>77,600</u>	<u>3,000</u>
IMPROVEMENT ASSESSED (VT5)	<u>2,000</u>	<u>2,000</u>
KPB ASSESSED (VT 1001)	<u>79,600</u>	<u>5,000</u>
KPB TAXABLE (VT 1003)	<u>79,600</u>	<u>5,000</u>
CITY ASSESSED (VT 1011)	<u>79,600</u>	<u>5,000</u>
CITY TAXABLE (VT 1013)	<u>79,600</u>	<u>5,000</u>

EXPLANATION FARM APPLICATION RECEIVED TIMELY, REQUESTED ADDITIONAL FINANCIAL DOCUMENTATION, RECEIVED AND APPROVED FOR 2023 ONLY

### CHANGE SUMMARY

DATE 11/16/23

SUBMITTED BY LCRANE

VERIFIED BY C. FINLEY

KPB ASSESSED	<u>(\$74,600)</u>
KPB TAXABLE	<u>(\$74,600)</u>
CITY ASSESSED	<u>(\$74,600)</u>
CITY TAXABLE	<u>(\$74,600)</u>
KPB FLAT TAX	<u>                    </u>
CITY FLAT TAX	<u>                    </u>

Callastre Values		Expand to Filter Values	
Site	Class	Value Type	Amount
Default - Default Value Group		Attribute	Secondary Attribute
	Appraised	Legal Acres	8.68 Acres
		Improvement Market Value	\$2,000.00
		<b>Land Market Value</b>	<b>\$77,600.00</b>
		TAG	20.00
		TAG.Id	20.00
	Assessed	Improvements	\$2,000.00
		<b>Land</b>	<b>\$77,600.00</b>
		<b>Parcel Assessed Value</b>	<b>\$79,600.00</b>
		Personal Property Assessed Value	0
		<b>Qualified for Exemption</b>	<b>\$79,600.00</b>
		<b>Tota  Assessed Value - City</b>	<b>\$79,600.00</b>
		Total City Optional Exempt Value	0
		<b>Land Assessed Value</b>	<b>\$77,600.00</b>
		Improvement Assessed Value	\$2,000.00
		<b>Total Assessed Value - Borough</b>	<b>\$79,600.00</b>
	<b>Taxable</b>	<b>City Taxable Value</b>	<b>\$5,000.00</b>
		<b>Taxable Value - Borough</b>	<b>\$5,000.00</b>
	Exemption	Exemption Value City	0
		Working Improvement Assessed Value	\$2,000.00
		Exemption Value Borough	0
	Date	Year of Cadastre	2023.0000000000
		Effective date of value change	2023.01.01.0000000000

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER 20-23-028

PARCEL ID 179-280-22

PRIMARY OWNER PORCUPINE PROPERTIES LLC

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>20</u>	<u>20</u>
CLASS CODE	<u>100</u>	<u>100</u>
LAND ASSESSED (VT4)	<u>16,700</u>	<u>1,500</u>
IMPROVEMENT ASSESSED (VT5)	<u>0</u>	<u>0</u>
KPB ASSESSED (VT 1001)	<u>16,700</u>	<u>1,500</u>
KPB TAXABLE (VT 1003)	<u>16,700</u>	<u>1,500</u>
CITY ASSESSED (VT 1011)	<u>16,700</u>	<u>1,500</u>
CITY TAXABLE (VT 1013)	<u>16,700</u>	<u>1,500</u>

EXPLANATION FARM APPLICATION RECEIVED TIMELY, REQUESTED ADDITIONAL FINANCIAL DOCUMENTATION, RECEIVED AND APPROVED FOR 2023 ONLY

### CHANGE SUMMARY

DATE	<u>11/16/23</u>	KPB ASSESSED	<u>(\$15,200)</u>
SUBMITTED BY	<u>LCRANE</u>	KPB TAXABLE	<u>(\$15,200)</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY ASSESSED	<u>(\$15,200)</u>
		CITY TAXABLE	<u>(\$15,200)</u>
		KPB FLAT TAX	<u></u>
		CITY FLAT TAX	<u></u>

Cadastre Values		Expand to Filter Values	
Site	Class	Value Type	Amount
Default - Default Value Group		Legal Acres	4.34 Acres
	Appraised	Land Market value	\$16,700.00
		TAG	20.00
	Assessed	Parcel Assessed Value	\$16,700.00
		Personal Property Assessed Value	0
		Qualified for Exemption	\$16,700.00
		Total Assessed Value - City	0
		Total City Optional Exempt Value	\$16,700.00
		Land Assessed Value	\$16,700.00
		Total Assessed Value - Borough	\$16,700.00
	Taxable	City Taxable Value	\$16,700.00
		Taxable Value - Borough	\$16,700.00
	Exemption	Exemption Value City	0
		Exemption Value Borough	0
	Date	Year of Cadastre	2023.0000000000
		Effective date of value change	20230101.0000000000

# TAX ADJUSTMENT REQUEST

ROLL/YEAR 2023

TAR NUMBER 20-23-029

PARCEL ID 179-280-23

PRIMARY OWNER PORCUPINE PROPERTIES LLC

	CURRENT VALUE	CORRECTED VALUE
TAG	<u>20</u>	<u>20</u>
CLASS CODE	<u>190</u>	<u>190</u>
LAND ASSESSED (VT4)	<u>27,800</u>	<u>1,500</u>
IMPROVEMENT ASSESSED (VT5)	<u>6,000</u>	<u>6,000</u>
KPB ASSESSED (VT 1001)	<u>33,800</u>	<u>7,500</u>
KPB TAXABLE (VT 1003)	<u>33,800</u>	<u>7,500</u>
CITY ASSESSED (VT 1011)	<u>33,800</u>	<u>7,500</u>
CITY TAXABLE (VT 1013)	<u>33,800</u>	<u>7,500</u>

EXPLANATION FARM APPLICATION RECEIVED TIMELY, REQUESTED ADDITIONAL FINANCIAL DOCUMENTATION, RECEIVED AND APPROVED FOR 2023 ONLY

		CHANGE SUMMARY
DATE	<u>11/16/23</u>	KPB ASSESSED <u>(\$26,300)</u>
SUBMITTED BY	<u>LCRANE</u>	KPB TAXABLE <u>(\$26,300)</u>
VERIFIED BY	<u>C. FINLEY</u>	CITY ASSESSED <u>(\$26,300)</u>
		CITY TAXABLE <u>(\$26,300)</u>
		KPB FLAT TAX _____
		CITY FLAT TAX _____



Cadastral Values		Expand to Filter Values	
Site	Value Type	Amount	Amount
Default - Default Value Group	Legal Acres	4.34 Acres	4.34 Acres
	Improvement Market value	\$6,000.00	\$6,000.00
	<b>Land Market value</b>	<b>\$27,800.00</b>	<b>\$1,500.00</b>
	TAG	20.00	20.00
	TAG.Id	20.00	20.00
	Improvements	\$6,000.00	\$6,000.00
	Land	<b>\$27,800.00</b>	<b>\$1,500.00</b>
	Parcel Assessed Value	<b>\$33,800.00</b>	<b>\$7,500.00</b>
	Personal Property Assessed Value	0	0
	Qualified for Exemption	<b>\$33,800.00</b>	<b>\$7,500.00</b>
	Total Assessed Value - City	<b>\$33,800.00</b>	<b>\$7,500.00</b>
	Total City Optional Exempt Value	0	0
	Land Assessed Value	<b>\$27,800.00</b>	<b>\$1,500.00</b>
	Improvement Assessed Value	\$6,000.00	\$6,000.00
	Total Assessed Value - Borough	<b>\$33,800.00</b>	<b>\$7,500.00</b>
	City Taxable Value	<b>\$33,800.00</b>	<b>\$7,500.00</b>
	Taxable Value - Borough	<b>\$33,800.00</b>	<b>\$7,500.00</b>
	Exemption Value City	0	0
	Working Improvement Assessed Value	\$6,000.00	\$6,000.00
	Exemption Value Borough	0	0
	Year of Cadastre	2023.000000000000	2023.000000000000
	Effective date of value change	2023.01.01.0000000000	2023.01.01.0000000000
Class	Attribute	Secondary Attribute	Amount
Appraised			
Assessed			
Taxable	20 - HOMER CITY		
Exemption	20 - HOMER CITY		
Date			

**MEMORANDUM**

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

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

**THRU:** Brandi Harbaugh, Finance Director *BH*

**FROM:** Sarah Hostetter, Payroll Accountant *SH*

**DATE:** November 9, 2023

**RE:** Budget Revisions – October 2023

---

Attached is a budget revision listing for October 2023. 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.

**CLERK'S OFFICE - ADMINISTRATION**

To cover Quarter one toner chargeback costs.

100-11120-00000-43210 (Transportation & Subsistence)		\$600.00
100-11120-00000-42210 (Operating Supplies)	\$600.00	

**CLERK'S OFFICE - ELECTIONS**

Additional funds needed to cover a quote for purchasing Dominion election equipment.

100-11130-00000-43011 (Contract Services)		\$9,329.80
100-11130-00000-42410 (Small Tools & Minor Equipment)	\$9,329.80	

**CLERK'S OFFICE - RECORDS MANAGEMENT**

To purchase preservation books and acid free paper.

100-11140-00000-43210 (Transportation & Subsistence)		\$2,000.00
100-11140-00000-42210 (Operating Supplies)	\$2,000.00	

**CLERK'S OFFICE - RECORDS MANAGEMENT**

To purchase a Surface for the Records Manager.

100-11140-00000-42210 (Operating Supplies)		\$2,200.00
100-11140-00000-48710 (Minor Office Equipment)	\$2,200.00	

**FINANCE - FINANCIAL SERVICES**

To replace a broken office chair.

100-11430-00000-42310 (Repair & Maintenance Supplies)		\$75.00
100-11430-00000-48720 (Minor Office Furniture)	\$75.00	

**FINANCE - PROPERTY TAX & CASH MANAGEMENT**

To cover bulk PC purchases.

100-11440-00000-40110 (Regular Wages)		\$112.28
100-11440-00000-48710 (Minor Office Equipment)	\$112.28	

**FINANCE - PROPERTY TAX & CASH MANAGEMENT**

To cover an unexpected increase in the cost of an office chair.

100-11440-00000-40110 (Regular Wages)		\$100.00
100-11440-00000-48720 (Minor Office Furniture)	\$100.00	

OCTOBER 2023 Continued

INCREASE    DECREASE

**KACHEMAK EMERGENCY SERVICES**

To cover a mistaken renewal. A refund is in process, but this revision is needed in order to pay the credit card bill.

212-51810-00000-42210 (Operating Supplies)		\$50.00
212-51810-00000-43026 (Software Licensing)	\$50.00	

**MAYOR'S OFFICE**

To cover an FY22 Granicus software subscription. Due to an error within the Granicus billing system, an FY22 invoice was not issued until over two years after the service period.

100-11210-00000-40110 (Regular Wages)		\$4,000.00
100-11210-00000-43026 (Software Licensing)	\$4,000.00	

**MAYOR'S OFFICE**

To purchase Halloween Candy for public tricker-treating at the Borough Administration Building.

100-11210-00000-43019 (Software Maintenance)		\$800.00
100-11210-00000-42021 (Promotional Supplies)	\$800.00	

**SCHOOL CAPTIAL PROJECTS**

Transferring funds between projects per code 5.04.100. Out of project Portables and Outbuildings, into project Drainage and Interior Renovation.

400-78010-22851-43780 (Building & Ground Maintenance)		\$1,540.56
400-78010-22851-42310 (Repair & Maintenance Supplies)		\$10,714.40
400-78010-22851-40110 (Regular Wages)		\$4,745.04
400-78050-24862-49999 (Contingency)	\$17,000.00	

**SELDOVIA RECREATION**

To replenish the Operating Supplies budget after an FY23 order was received in FY24, which depleted the budget.

227-61210-00000-48755 (Minor Recreational Equipment)		\$500.00
227-61210-00000-42210 (Operating Supplies)	\$500.00	

**SOLID WASTE - HOMER TRANSFER**

To purchase signage supplies for the Homer transfer site.

290-32310-00000-43011 (Contract Services)		\$4,992.00
290-32310-00000-42020 (Signage Supplies)	\$4,992.00	

OCTOBER 2023 Continued

INCREASE    DECREASE

**SOLID WASTE - LANDFILL**

To purchase a laptop for the Landfill Mechanics.

290-32122-00000-42210 (Operating Supplies)		\$1,432.00
290-32122-00000-48710 (Minor Office Equipment)	\$1,432.00	

**SOLID WASTE - LANDFILL**

To cover expenses related to IT's upgrade of the CPL siren server.

290-32122-00000-42310 (Repair & Maintenance Supplies)		\$1,302.24
290-32122-00000-48710 (Minor Office Equipment)	\$1,302.24	

**SOLID WASTE - SEWARD TRANSFER**

To purchase signage supplies for the Seward transfer site.

290-32150-00000-43011 (Contract Services)		\$3,500.00
290-32150-00000-42020 (Signage Supplies)	\$3,500.00	

**SOUTH PENINSULA HOSPITAL CAPITAL PROJECTS**

Transferring funds between projects per code 5.04.100. Out of projects Acute Care Patient Beds and Minor Hospital Equipment, into project 203 W Pioneer Ave Building Repairs.

491-81210-24SHA-48516 (Hospital Equipment)		\$4,333.23
491-81210-23SHL-48516 (Hospital Equipment)		\$13,772.98
491-81210-24SHA-61990 (Admin Service Fees)		\$43.77
491-81210-23SHL-61990 (Admin Service Fees)		\$144.28
491-81210-22SPR-61990 (Admin Service Fees)	\$188.05	
491-81210-22SPR-48516 (Hospital Equipment)	\$18,106.21	

**MEMORANDUM**

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

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

**THRU:** Brandi Harbaugh, Finance Director *BH*

**FROM:** Sarah Hostetter, Payroll Accountant *SH*

**DATE:** November 9, 2023

**RE:** Revenue-Expenditure Report – October 2023

---

Attached is the Revenue-Expenditure Report of the General Fund for the month of October 2023. Please note that 33.33% of the year has elapsed, 51.49% of budgeted revenues have been collected, and 33.68% of budgeted expenditures have been made.

KENAI PENINSULA BOROUGH  
Revenue Report  
For the Period  
October 1 through October 31, 2023

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	YEAR TO DATE RECEIPTS	MONTH TO DATE RECEIPTS	VARIANCE	% COLLECTED
31100	Real Property Tax	\$ 33,145,884	\$ 25,747,729	\$ 8,200,878	\$ (7,398,155)	77.68%
31200	Personal Property Tax	1,979,420	1,481,298	520,620	(498,122)	74.83%
31300	Oil Tax	6,752,054	6,751,386	24,198	(668)	99.99%
31400	Motor Vehicle Tax	642,580	100,745	51,366	(541,835)	15.68%
31510	Property Tax Penalty & Interest	740,288	84,571	56,533	(655,717)	11.42%
31610	Sales Tax	47,000,000	14,002,498	8,009,421	(32,997,502)	29.79%
33110	In Lieu Property Tax	3,100,000	-	-	(3,100,000)	0.00%
33117	Other Federal Revenue	207,870	-	(43,350)	(207,870)	0.00%
33220	Forestry Receipts	500,000	-	-	(500,000)	0.00%
34110	School Debt Reimbursement	1,796,919	692,567	-	(1,104,352)	38.54%
34221	Electricity & Phone Revenue	155,000	-	-	(155,000)	0.00%
34222	Fish Tax Revenue Sharing	500,000	35,399	35,399	(464,601)	7.08%
34210	Revenue Sharing	850,000	1,075,502	1,075,502	225,502	126.53%
37350	Interest on Investments	802,522	980,138	257,346	177,616	122.13%
39000	Other Local Revenue	286,715	130,358	47,106	(156,357)	45.47%
290	Solid Waste	1,027,000	140,734	1,806	(886,266)	13.70%
Total Revenues		\$ 99,486,252	\$ 51,222,926	\$ 18,236,825	\$ (48,263,326)	51.49%

KENAI PENINSULA BOROUGH  
Expenditure Report  
For the Period  
October 1 through October 31, 2023

DESCRIPTION	REVISED BUDGET	YEAR TO DATE EXPENDED	MONTH TO DATE EXPENDED	AMOUNT ENCUMBERED	AVAILABLE BALANCE	% EXPENDED
Assembly:						
Administration	\$ 612,409	\$ 198,537	\$ 23,030	\$ 139,403	\$ 274,469	32.42%
Clerk	657,438	169,160	43,106	10,530	477,748	25.73%
Elections	194,788	175,696	139,002	1,364	17,727	90.20%
Records Management	527,184	110,897	21,644	43,637	372,650	21.04%
Mayor Administration	1,110,214	160,364	44,987	1,820	948,030	14.44%
Purch/Contracting/Cap Proj	779,658	190,554	43,298	16,850	572,253	24.44%
Human Resources:						
Administration	964,813	272,837	61,773	42,330	649,646	28.28%
Print/Mail	213,278	80,937	14,942	35,342	97,000	37.95%
Custodial Maintenance	133,652	41,926	11,298	54	91,672	31.37%
Information Technology	2,613,358	714,094	163,764	7,877	1,891,387	27.32%
Emergency Management	1,075,964	270,883	45,189	75,905	729,176	25.18%
Legal Administration	1,326,150	459,456	130,781	21,308	845,386	34.65%
Finance:						
Administration	622,704	203,137	53,503	2,820	416,747	32.62%
Services	1,369,001	439,579	87,460	43,914	885,508	32.11%
Property Tax	1,249,010	340,452	57,246	47,989	860,569	27.26%
Sales Tax	1,212,600	428,610	82,532	2,075	781,916	35.35%
Assessing:						
Administration	1,678,947	504,514	98,854	60,902	1,113,530	30.05%
Appraisal	1,934,563	474,307	130,375	76,225	1,384,031	24.52%
Resource Planning:						
Administration	1,913,617	454,146	109,438	61,149	1,398,323	23.73%
GIS	697,848	317,642	26,008	77,998	302,209	45.52%
River Center	872,246	261,325	63,163	38,629	572,291	29.96%
Senior Citizens Grant Program	843,878	185,312	185,312	658,566	-	21.96%
School District	63,702,766	23,251,413	4,562,760	-	40,451,353	36.50%
Solid Waste Operations	13,882,023	3,745,518	835,910	4,689,534	5,446,971	26.98%
Economic Development	652,679	69,344	3,000	184,490	398,844	10.62%
Non-Departmental	2,003,903	1,113,192	88,423	27,878	862,833	55.55%
<b>Total Expenditures</b>	<b>\$ 102,844,690</b>	<b>\$ 34,633,835</b>	<b>\$ 7,126,797</b>	<b>\$ 6,368,588</b>	<b>\$ 61,842,268</b>	<b>33.68%</b>



**KENAI PENINSULA BOROUGH**  
Grants Administration

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**MEMORANDIUM**

**TO:** Peter A. Micciche, Mayor  
**FROM:** Elizabeth Hardie, Grants Administrator  
**DATE:** November 27, 2023  
**SUBJECT:** **FY24-1Q Alaska Small Business Development Center Grant report**

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The FY24-1Q narrative grant report has been submitted for the Alaska Small Business Development Center. We are awaiting the first quarter fiscal report from UAA.



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**

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**FY 2024**

**First Quarter Report**

**July 1, 2023 through September 30, 2023**

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

The Kenai Peninsula Center for the Alaska SBDC completed its first quarter of FY 2024. With business advisors providing service in each of the main cities on the Kenai Peninsula, the SBDC had another strong quarter. Our present model features one full-time center director based between Kenai and Soldotna, with business advisors in Homer and Seward, designed to best meet demands for our services on the peninsula. This has worked quite well, with Kenai Peninsula advisors logging an impressive 100% client satisfaction rating on surveys the past year, a testament to our knowledgeable and dedicated staff.

During the quarter, Alaska Business Magazine reached out to dozens of business experts across Alaska for an article on [Businesses Selling to Key Employees](#). With all the work we've done on the Kenai Peninsula, helping business owners sell to the next generation of entrepreneurs, we've become buy-sell experts. Our State and Kenai Peninsula Center directors were featured in the article, providing readers across the state with valuable insights.

During the previous quarter, Kenai Peninsula staff were examined by the America's SBDC Accreditation examiners as part of a statewide accreditation review. The Alaska SBDC is part of a larger SBDC network, America's SBDC, which stretches across the United States and its territories. Each SBDC is required to be inspected every five years in order to maintain their status as an SBDC. This is a very thorough review and not all SBDCs have passed, with failures losing their accreditation status and being forced to shut down. The initial results from the recent Alaska SBDC examination were provided to staff this quarter. Not only did the Kenai Peninsula Center pass with flying colors, but the Seward and Homer partnerships were noted in the review report as a best practice that other SBDCs should replicate. This was the first accreditation review for our Homer and Seward staff, and we're proud of their performances under pressure.

In terms of advising, accommodation and food service again topped the list of industries, followed by retail, healthcare and social assistance, and manufacturers or producers. We've provided technical assistance to everyone from high school graduates to professionals with doctorate degrees. We're guiding entrepreneurs all across the Kenai Peninsula from the "Y" in Soldotna to the remote reaches in Nanwalek. While start-up assistance was again our most common advising area this quarter, we also provided a significant amount of advising regarding financing, despite interest rates nearly doubling for some loan programs. There is a lot of opportunity on the Kenai Peninsula, and we're here to help entrepreneurs capitalize on it.

The Alaska SBDC has had a number of transitions within the organization, but has achieved a level of stability in the Kenai Peninsula Center, with all three staff fully trained and performing at high levels for over 18 months now. 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 FY24 Q1 (Jul 1, 2023 - Sep 30, 2023)**

**Number of Clients Advised**

Current Quarter: 108

FY 2024: 108

**Jobs Supported**

Current Quarter: 313

FY 2024: 313

**Business Starts**

Current Quarter: 10

FY 2024: 10

**Capital Infusion**

Current Quarter: \$940,000

    Small Business Loans: \$830,000

    Non-Debt Financing: \$110,000

FY 2024: \$940,000

**Alaska SBDC Kenai Peninsula Center Activity – Historical Comparison**

	<b>FY 2022 Q4 4/1/22 - 6/30/22</b>	<b>FY 2023 Q1 7/1/22 - 9/30/22</b>	<b>FY 2023 Q2 10/1/22 - 12/31/22</b>	<b>FY 2023 Q3 1/1/23 - 3/31/23</b>	<b>FY 2023 Q4 4/1/23 - 6/30/23</b>	<b>FY 2024 Q1 7/1/23 - 9/30/23</b>
New business created	17	13	10	5	13	10
Jobs supported	488	456	243	449	316	313
Loans	\$8,758,800	\$1,515,000	\$3,633,906	\$3,682,000	\$1,546,584	\$830,000
Total capital	\$10,110,800	\$1,611,591	\$4,636,106	\$3,980,000	\$1,996,584	\$940,000
New clients	31	35	30	51	42	26
Total clients	115	101	86	112	113	108
Total advising hours	352.98	369.08	339.62	533.08	427.92	365.50

**108 Clients by Current Lifecycle**

Pre-venture: 40 clients  
Startups: 32 clients  
In-business: 36 clients

**Clients by Industry**

Accommodation and Food Services: 22 clients  
Retail: 14 clients  
Healthcare and Social Assistance: 12 clients  
Manufacturer/Producer: 11 clients  
Arts and Entertainment: 8 clients  
Transportation/Warehousing: 8 clients  
Service: 7 clients  
Construction: 5 clients  
Administrative and Support: 4 clients  
Real Estate, Rental and Leasing: 4 clients  
Agriculture, Forestry, Fishing and Hunting: 3 clients  
Professional, Scientific and Technical: 3 clients  
Educational: 2 clients  
Finance and Insurance: 1 client  
Mining: 1 client  
Research and Development: 1 client  
Tourism: 1 client  
Waste Management and Remediation: 1 client

**Top Areas of Advising**

Startup Assistance: 130 hours  
Financing: 74 hours  
Buy/Sell a Business: 65 hours  
Managing a Business: 32 hours  
Business Plan: 15 hours  
Legal Issues: 15 hours

**Summary:**

During the first quarter of FY 2024, the Alaska SBDC on the Kenai Peninsula provided nearly equal assistance to preventures, start-ups, and existing businesses. Accommodation and food service businesses topped the list by a wide margin, as has been the case the past few years, followed by retail, healthcare and social assistance, and manufacturers or producers. Aside from startup assistance, the Alaska SBDC provided a significant amount of advising on the topic of financing, despite interest rates nearly doubling for some loan programs. We also provided a significant amount of advising to business owners and entrepreneurs looking to buy or sell a business. There is a lot of opportunity on the Kenai Peninsula, and we're here to help entrepreneurs capitalize on it.

## New Clients at a Glance: Kenai Peninsula FY24 Q1 (Jul 1, 2023 - Sep 30, 2023)

### 26 New Clients by Initial Stage

Pre-ventures: 19 clients  
Startups: 6 clients  
In-business: 1 clients

### New Clients by Industry

Accommodation and Food Service: 6 clients  
Retail: 6 clients  
Health Care and Social Assistance: 3 clients  
Manufacturer or Producer: 3 clients  
Arts and Entertainment: 2 clients  
Agriculture, Forestry, Fishing and Hunting: 2 clients  
Service: 2 clients  
Educational Services: 1 client  
Tourism: 1 client

### New Clients by Community

Seward: 7 clients  
Homer: 4 clients  
Kenai: 3 clients  
Soldotna: 3 clients  
Anchor Point: 2 clients  
Cooper Landing: 2 clients  
Nanwalek: 2 clients  
Hope: 1 client  
Kasilof: 1 client  
Sterling: 1 client

### Summary:

The Alaska SBDC Kenai Peninsula Center on-boarded 26 new clients during the first quarter of FY 2024. This quarter again saw an overwhelming proportion of entrepreneurs sign up with the Alaska SBDC looking to start new businesses. There was also significant industry diversity in entrepreneurs coming to the Alaska SBDC for assistance, with new clients spread across 9 of the 20 industry sectors. Accommodation and food services returned to the top spot on the list after a one-quarter hiatus, sharing that position with retail. The next industries with new signups were healthcare and manufacturing. For the second straight quarter, the greatest number of new clients came from the eastern Kenai Peninsula, with 7 coming from Seward, followed by 6 from Kenai/Soldotna and 4 from Homer. Overall, the SBDC provided onboarding for new clients in 10 communities across the Kenai Peninsula.

## New Businesses & Jobs at a Glance: Kenai Peninsula FY24 Q1 (Jul 1, 2023 - Sep 30, 2023)

**Qualifying New-Business Starts:** 10

**Jobs Supported:** 313

### 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 2024, clients reported the creation of 10 new businesses on the Kenai Peninsula. The new businesses were started in Kasilof (3), Kenai (3), Anchor Point (1), Homer (1), and Soldotna (1). Alaska SBDC work during the quarter directly supported 313 jobs scattered across the Kenai Peninsula Borough from Fox River to Lowell Point.

### Workshops

[Alaska SBDC workshops](#) have been attended by 10 Kenai Peninsula residents so far this fiscal year. These classes are offered online via live webinar and on-demand videos and also 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 Alaska SBDC Workshop Program offered 3 live webinars: Combating Fraud & Identity Theft, Bookkeeping Made Easy, and America’s Seed Fund for Small Business Innovation resulting in a total of 34 attendees. The Alaska SBDC also offered 96 recorded options available on-demand. Those topics include Collaborate, Meet & Work Remotely; Five Biggest Social Media Myths; Creating Financial Projections; How to Read and Prepare Basic Financial Statements and many more.

**KENAI PENINSULA BOROUGH**  
Grants Administration

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**MEMORANDIUM**

**TO:** Peter A. Micciche, Mayor  
**FROM:** Elizabeth Hardie, Grants Administrator  
**DATE:** November 27, 2023  
**SUBJECT: FY24-1Q Kenai Peninsula Economic Development District Report**

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The FY24-1Q grant report has 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 Amount:** \$175,000  
**Account:** 100.94900.00000.43009 **2023/2024** **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](mailto:grants@kpb.us)  
 Kenai Peninsula Borough  
 144 N. Binkley St., Soldotna, AK 99669

**Period of Performance covered by this report:**  
**Start Date:** 7/1/2023  
**End Date:** 9/30/2023

**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/Fringe	\$ 175,000.00	\$ -	\$ 43,750.00	\$ 43,750.00	\$ 131,250.00
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 175,000.00</b>	<b>\$ -</b>	<b>\$ 43,750.00</b>	<b>\$ 43,750.00</b>	<b>\$ 131,250.00</b>

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: 9/22/2023  
 Printed Name and Title: Tim Dillon, Executive Director

# KENAI PENINSULA BOROUGH

## Grants Administration

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### MEMORANDIUM

**TO:** Peter A. Micciche, Mayor  
**FROM:** Elizabeth Hardie, Grants Administrator  
**DATE:** November 27, 2023  
**SUBJECT:** **FY24-1Q Senior Center Grant Reports**

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The following senior grant reports have been submitted for FY24-1Q:

- Anchor Point Senior Citizens
- Cooper Landing Senior Citizens
- Forget-Me-Not Center
- Homer Friendship Center
- Homer Senior Center
- Kenai Senior Citizens
- Nikiski Senior Citizens
- Ninilchik Senior Citizens
- Seldovia Senior Center
- Seward Seniors Citizens
- Soldotna Area Senior Citizens
- Sterling Area Senior Citizens
- Native Village of Tyonek

This list represents 100% compliance with reporting guidelines for the Senior Center Grant program.



# Community & Fiscal Projects

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

Mayor Peter A. Micciche

**From:** ANCSR **Award Amount:** \$58,731  
**Account:** 100.62110.00000.43011 **2023/2024** **Senior Grant Program**

Quarterly reports due on the 10th of each month following the quarter period end.

**Submit Report To:** Grants Administrator  
[grants@kpb.us](mailto:grants@kpb.us)  
 Kenai Peninsula Borough  
 144 N. Binkley St., Soldotna, AK 99669

**Period of Performance covered by this report:**  
**Start Date:** 1-Jul-23  
**End Date:** September 30, 2023

**FINAL REPORT IS DUE BEFORE 07/08/24**

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Payroll	\$ 40,000.00	\$ -	\$ 13,750.53	\$ 13,750.53	\$ 26,249.47
Insurance	\$ 11,000.00	\$ -	\$ 3,265.32	\$ 3,265.32	\$ 7,734.68
Utilities	\$ 7,731.00	\$ -	\$ 2,189.91	\$ 2,189.91	\$ 5,541.09
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 58,731.00</b>	<b>-</b>	<b>\$ 19,205.76</b>	<b>\$ 19,205.76</b>	<b>\$ 39,525.24</b>

Expenditures this period to be reimbursed >>> \$ 19,205.76

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally	8	0
Meals delivered through pickup	8	1200
Meals delivered through drop-off	8	neighbor to neighbor
Transportation	8	personal vehicles

**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 Anchor Point Senior Center started it's 41st year as a non profit in July of 2023. We are happy to boast a 7 acre parcel of property with 4 senior apartments, two high tunnels, a Senior/community center, outreach center and donation/thrift shop. Our membership number and programs grow with every new year and we hope to keep our community active this winter. Thank you to the Kenai Peninsula Borough and the Senior Operating Grant for its' continued support

**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: Sept. 14, 2023  
 Printed Name and Title: Roberta Ness, President BOD





# Community & Fiscal Projects

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

Mayor Peter A. Micciche

From: CLSEN Award Amount: \$20,532  
 Account: 100.62115.00000.43011 2023/2024 Senior Grant Program

Quarterly reports due on the 10th of each month following the quarter period end.

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

Period of Performance covered by this report:  
 Start Date: 1-Jul-23  
 End Date: 9/30/23

**FINAL REPORT IS DUE BEFORE 07/08/24**

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Utilities	\$ 2,500.00	\$ -	\$ 664.73	\$ -	\$ 2,500.00
Contractual Services	\$ 11,000.00	\$ -	\$ 2,641.00	\$ -	\$ 11,000.00
Supplies	\$ 850.00	\$ -	\$ -	\$ -	\$ 850.00
Insurance	\$ 6,182.00	\$ -	\$ -	\$ -	\$ 6,182.00
<b>TOTALS</b>	<b>\$ 20,532.00</b>	<b>-</b>	<b>\$ 3,305.73</b>	<b>\$ -</b>	<b>\$ 20,532.00</b>

Expenditures this period to be reimbursed >>> \$ 3,305.73

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally		
Meals delivered through pickup		
Meals delivered through drop-off		
Transportation	Cooper Landing	4 in van, 84 minimum bus-12 trips

**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.

Sexy Sr Dumpster Cleaners were up to 9 at a time this quarter with lots of cleaning to do. Mattresses were left out in the rain—one huge mattress and 2 smaller. Hard to push into Dumpsters. CLSCL organized the annual fall highway cleanup 9-27. Derrick Burlison, dba DEEZ TREES, and his helper downed 15 dead spruce, pro bono, in Eagles View site 8-4 then completed a number of maintenance tasks including joining the AHFC inspector on his rounds. We were thankful for food donated from Campfire's Camp K when they closed for the season. Many enjoyed Mario Carboni's piano/vocal concert in Ravens View commons in July. Continued on pg. 2.

**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: Mona Painter Date: 10-07-2023  
 Printed Name and Title Mona Painter Board secretary





# Community & Fiscal Projects

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

Mayor Peter A. Micciche

From: FNTCO Award Amount: \$39,910  
 Account: 100.62195.00000.43011 2023/2024 Senior Grant Program

**Quarterly reports due on the 10th of each month following the quarter period end.**

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

Period of Performance covered by this report:  
 Start Date: 7/1/2023  
 End Date: 9/30/2023

**FINAL REPORT IS DUE BEFORE 07/08/24**

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Program Manager	\$ 26,500.00	\$ -	\$ 4,553.34	\$ 4,553.34	\$ 21,946.66
Transportation	\$ 8,000.00	\$ -	\$ 2,221.32	\$ 2,221.32	\$ 5,778.68
Supplies	\$ 2,410.00	\$ -	\$ 827.74	\$ 827.74	\$ 1,582.26
Recruitment	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00
<b>TOTALS</b>	<b>\$ 39,910.00</b>	<b>-</b>	<b>\$ 7,602.40</b>	<b>\$ 7,602.40</b>	<b>\$ 32,307.60</b>

Expenditures this period to be reimbursed >>> \$ 7,602.40

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally		
Meals delivered through pickup		
Meals delivered through drop-off		
Transportation		

**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.



# Community & Fiscal Projects

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

Mayor Peter A. Micciche

From: HOMSR - Senior Ctr Award Amount: \$146,172  
 Account: 100.62120.00000.43011 2023/2024 Senior Grant Program

**Quarterly reports due on the 10th of each month following the quarter period end.**

Submit Report To:  
 Grants Administrator  
[grants@kpb.us](mailto:grants@kpb.us)

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

Period of Performance covered by this report:  
 Start Date: 7/1/2023  
 End Date: 9/30/2023

**FINAL REPORT IS DUE BEFORE 07/08/24**

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Labor	\$ 48,800.00		\$ 12,709.61	\$ 12,709.61	\$ 36,090.39
Supplies	\$ 97,372.00		\$ 24,342.45	\$ 24,342.45	\$ 73,029.55
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 146,172.00</b>	<b>-</b>	<b>\$ 37,052.06</b>	<b>\$ 37,052.06</b>	<b>\$ 109,119.94</b>

Expenditures this period to be reimbursed >>> \$ 37,052.06

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally	Southern Kenai Pen District	3452
Meals delivered through pickup	Southern Kenai Pen District	948
Meals delivered through drop-off	Southern Kenai Pen District	
Transportation		

**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.

Provided wages for Food Services Department. Meals were served to the senior population and Home Delivered Meals program. We serve quality meals that are home cooked. We served 948 meals in our Congregate Meal program, which included community members that came to eat in the dining room or Pick Up a daily lunch, and our Adult Day Services program. The weather is warmer (although very rainy) and many of the seniors are feeling more comfortable about getting out in public places. We served 3,452 Home Delivered Meals, which includes delivery to home bound seniors, those who live in our Assisted Living Facility, and those seniors still not comfortable leaving their home because of COVID-19. Together we were able to serve 4,400 meals for the quarter. We continue to market our program to the community in our newsletter and flyers.



# Community & Fiscal Projects

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

Mayor Peter A. Micciche

**From:** HOMSR - Friendship Ctr      **Award Amount:** \$19,529  
**Account:** 100.62125.00000.43011      **2023/2024**      Senior Grant Program

**Quarterly reports due on the 10th of each month following the quarter period end.**

**Submit Report To:** Grants Administrator  
[grants@kpb.us](mailto:grants@kpb.us)  
 Kenai Peninsula Borough  
 144 N. Binkley St., Soldotna, AK 99669

**Period of Performance covered by this report:**  
**Start Date:** 7/1/2023  
**End Date:** 9/30/2023

**FINAL REPORT IS DUE BEFORE 07/08/24**

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Labor	\$ 19,529.00	\$ -	\$ -	\$ -	\$ 19,529.00
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 19,529.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 19,529.00</b>

Expenditures this period to be reimbursed >>> \$ 19,529.00

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally		
Meals delivered through pickup		
Meals delivered through drop-off		
Transportation		

**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 Program is open for residents and some of the senior public has started to attend again. It is continuing to be a great success in keeping them busy and challenged. Local musicians come in a few times per month for entertainment and interaction, Bingo is always a popular activity. The 4th of July float was a winner this year. We thank you for the support of this program to make it such a success.

**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: 10/3/23  
 Printed Name and Title: Keren K Kelley Executive Director





# Community & Fiscal Projects

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

Mayor Peter A. Micciche

**From:** KENSR **Award Amount:** \$186,143  
**Account:** 100.62130.00000.43011 **2023/2024** **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](mailto:grants@kpb.us)  
 Kenai Peninsula Borough  
 144 N. Binkley St., Soldotna, AK 99669

**Period of Performance covered by this report:**  
**Start Date:** 7/1/2023  
**End Date:** 9/30/2023

**FINAL REPORT IS DUE BEFORE 07/08/24**

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	\$ -	\$ 10,804.00	\$ 10,804.00	\$ 20,842.00
Supplies	\$ 46,535.00	\$ -	\$ 11,634.00	\$ 11,634.00	\$ 34,901.00
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 186,143.00</b>	<b>-</b>	<b>\$ 76,419.00</b>	<b>\$ 76,419.00</b>	<b>\$ 109,724.00</b>

Expenditures this period to be reimbursed >>> \$ 76,419.00

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally		
Meals delivered through pickup		
Meals delivered through drop-off		
Transportation		

**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: *Kathy Romain* Date: 10.11.2023

Printed Name and Title Kathy Romain, Director

PO24-1054 FY24-1Q approved for payment.



## Community & Fiscal Projects

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

Mayor Peter A. Micciche

From: NIKSR Award Amount: \$59,851  
 Account: 100.63190.00000.43011 2023/2024 Senior Grant Program

**Quarterly reports due on the 10th of each month following the quarter period end.**

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

Period of Performance covered by this report:  
 Start Date: 1-Jul-23  
 End Date: 30-Sep-23

**FINAL REPORT IS DUE BEFORE 07/08/24**

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
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 59,851.00</b>	<b>-</b>	<b>\$ 14,962.75</b>	<b>\$ 14,962.75</b>	<b>\$ 44,888.25</b>

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 after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally	Nikiski CDP	2,230
Meals delivered through pickup	Nikiski CDP	118
Meals delivered through drop-off	Nikiski CDP	995
Transportation	Nikiski CDP	82

**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 have been able to add to Meals on Wheels Program. It has been a goal for several months. Our congregate meals have decreased slightly because of fall coming on and people leaving town. Prices have stayed the same for this quarter @ \$7.00. New to the program we are adding soup and salad options to our pick up and drop off. We are continuing to offer transportation to our clients.

**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: 10/5/2023

Printed Name and Title Sasha Fallon, Executive Director





# Community & Fiscal Projects

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

Mayor Peter A. Micciche

**From:** NINSR **Award Amount:** \$33,175  
**Account:** 100.62140.00000.43011 **2023/2024** **Senior Grant Program**

**Quarterly reports due on the 10th of each month following the quarter period end.**

**Submit Report To:**

Grants Administrator

[grants@kpb.us](mailto:grants@kpb.us)

Kenai Peninsula Borough

144 N. Binkley St., Soldotna, AK 99669

**Period of Performance covered by this report:**

**Start Date:** 7/1/2023

**End Date:** 9/30/2023

**FINAL REPORT IS DUE BEFORE 07/08/24**

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	\$ -	\$ 9,000.00	\$ 9,000.00	\$ 24,175.00
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 33,175.00</b>	<b>\$ -</b>	<b>\$ 9,000.00</b>	<b>\$ 9,000.00</b>	<b>\$ 24,175.00</b>

Expenditures this period to be reimbursed >>> \$ 9,000.00

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally	Ninilchik	158
Meals delivered through pickup	Ninilchik	45
Meals delivered through drop-off	Ninilchik	31
Transportation	Ninilchik	11

**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.

FY24 Q1 has been a busy one for Ninilchik Senior Center! Over the quarter we have watched our population dwindle back down to our "winter" numbers as most of our snow birds have gone back to their warmer winter homes. We're continuing to see record numbers of home delivered meals. When comparing FY24 Q1 numbers to FY23 Q1 numbers we've seen a 21% increase in the number of home delivered meals served. Since that time it has steadily been increasing, up 10% just from last quarter. As our population continues to



# Community & Fiscal Projects

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

Mayor Peter A. Micciche

**From:** SELSR **Award Amount:** \$11,847  
**Account:** 100.62160.00000.43011 **2023/2024** **Senior Grant Program**

**Quarterly reports due on the 10th of each month following the quarter period end.**

**Submit Report To:** Grants Administrator **Period of Performance covered by this report:**  
[grants@kpb.us](mailto:grants@kpb.us) **Start Date:** 7/1/2023  
 Kenai Peninsula Borough **End Date:** 9/30/2023  
 144 N. Binkley St., Soldotna, AK 99669

**FINAL REPORT IS DUE BEFORE 07/08/24**

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Supplies	\$ 11,847.00	\$ -	\$ 207.94	\$ 207.94	\$ 11,639.06
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 11,847.00</b>	<b>-</b>	<b>\$ 207.94</b>	<b>\$ 207.94</b>	<b>\$ 11,639.06</b>

Expenditures this period to be reimbursed >>> \$ 207.94

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally	299	23
Meals delivered through pickup	411	34
Meals delivered through drop-off	52	3
Transportation		

**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 hired an assistant cook to fill the position through the winter months and have someone lined up for the position this summer, as well as a substitute assistant cook. Funding cuts from the State of Alaska NTS grant program have been offset for this year with other one-time funding but we are concerned about being able to maintain our level of service going forward.

**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: 10/5/2023  
 Printed Name and Title Jan Yaeger, Finance Officer





## Community & Fiscal Projects

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

Mayor Peter A. Micciche

**From:** SEWSR **Award Amount:** \$51,962  
**Account:** 100.62150.00000.43011 **2023/2024** **Senior Grant Program**

**Quarterly reports due on the 10th of each month following the quarter period end.**

**Submit Report To:** Grants Administrator  
[grants@kpb.us](mailto:grants@kpb.us)  
 Kenai Peninsula Borough  
 144 N. Binkley St., Soldotna, AK 99669

**Period of Performance covered by this report:**  
**Start Date:** July 1st, 2023 (1st Qtr Report)  
**End Date:** September 30th, 2023

**FINAL REPORT IS DUE BEFORE 07/08/24**

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
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 51,962.00</b>	<b>\$ -</b>	<b>\$ 12,990.50</b>	<b>\$ 12,990.50</b>	<b>\$ 38,971.50</b>

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 after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally	Seward/Moose Pass	2100
Meals delivered through pickup		55
Meals delivered through drop-off	Seward/Moose Pass	2700
Transportation		

**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 continues to be the cornerstone of senior services in the eastern Kenai Peninsula Borough, following the mission of the center:  
 To ensure honor, dignity, security and independence for the older Alaskan through support services that assist them in maintaining, meaningful, quality lives.  
 During the 1st quarter, the center distributed monthly USDA/CSFP food boxes to 58 seniors who live below 185% above poverty. Enrolled 32 older Alaskans in Social Security retirement and Medicare benefits. Provided 45 seniors with collapsible walking poles. Supported evidence-based fitness programs, taught by certified instructors in Tai Chi for Arthritis and Falls Prevention, Tai Chi for Diabetes and Staying Active and Independent for Life.  
 Maintaining regular operating hours and days, while managing staff that are underpaid and overworked continues to run wild, as it becomes more and more difficult to manage senior programs while constantly training new staff and volunteer management while waiting to hire a replacement. This human resource issue can be resolved by the Kenai Peninsula Borough offering a greater financial contribution to senior centers across the peninsula, as we serve a population that is at risk and many who are vulnerable in the aging process. The Kenai Peninsula Borough assembly is to ensure that their community have access to food and safe water, accessible and affordable transportation/housing and a mirid of social services that help seniors age in place, where they raised their families and are surrounded by friends, family members who are in the work force and grandkids that are enrolled in the one of the KPB schools.  
 Senior Center Director's of the KPB are preparing to approach the assembly to buffer senior citizen programs, as we witness older Alaskans living longer.

**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 October 03 2023 *via email*  
 Printed Name and Title Dana Paperman



## Community & Fiscal Projects

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

Mayor Peter A. Micciche

From: SOLSR Award Amount: \$134,373  
 Account: 100.62170.00000.43011 2023/2024 Senior Grant Program

**Quarterly reports due on the 10th of each month following the quarter period end.**

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

Period of Performance covered by this report:  
 Start Date: 1-Jul-23  
 End Date: 30-Sep-23

**FINAL REPORT IS DUE BEFORE 07/08/24**

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Labor	\$ 33,593.25	\$ -	\$ 31,270.00	\$ 31,270.00	\$ 2,323.25
Utilities	\$ 33,593.25	\$ -	\$ 1,929.00	\$ 1,929.00	\$ 31,664.25
Communication	\$ 33,593.25	\$ -	\$ 392.00	\$ 392.00	\$ 33,201.25
	\$ 33,593.25	\$ -	\$ -	\$ -	\$ 33,593.25
<b>TOTALS</b>	<b>\$ 134,373.00</b>	<b>-</b>	<b>\$ 33,591.00</b>	<b>\$ 33,591.00</b>	<b>\$ 100,782.00</b>

Expenditures this period to be reimbursed >>> \$ 33,591.00

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally		40 daily
Meals delivered through pickup		
Meals delivered through drop-off		
Transportation		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.

**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: Lisa M. Riley Date: 10/24/23  
 Printed Name and Title: LISA M. RILEY - Executive Director



# Community & Fiscal Projects

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

**From:** Sterling Area Senior Citizens  
**Account:** 100.62180.STESR.43011

**Award Amount:** \$81,653.00  
**2023/2024 Senior Grant Program**

**Submit Report To:**  
 Brenda Ahlberg, Community & Fiscal Projects  
 bahlberg@kpb.us  
 Kenai Peninsula Borough  
 144 N. Binkley St., Soldotna, AK 99669

**Period of Performance for this Report:**

**Start Date:** 07-01-2023

**End Date:** 09-30-2023

**1ST QTR REPORT IS DUE BEFORE 10/15/2023**

<< 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	\$ 58,790.16		\$ 14,694.99		\$44,095.17
Contractual Services	\$ 13,881.00		\$ 3,490.95		\$10,390.05
Supplies	\$ 8,981.84		\$ 2,240.34		\$6,741.50
<b>TOTALS</b>	<b>\$ 81,653.00</b>		<b>\$ 20,426.28</b>		<b>\$61,226.72</b>

Expenditures this period to be reimbursed >>>

**\$ 20,426.28**

Type of Service	Census District Precinct (CDP)	Number of Individuals
Meals Delivered	29-180; 29-190	780 (1 Jul 23 – 30 Sep 23)
Meals Picked up at Center		38 (1 Jul 23 – 30 Sep 23)
Congregate Meal Service		1680 (1 Jul 23 – 30 Sep 23)

**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 Sterling Area Senior Citizens, Inc. reopened on 10 May 2021. During this reporting period, the Sterling Area Senior Citizens, Inc. has continued serving a congregate meal service, Monday through Friday, in addition to our Meals-on-Wheels delivery service to our home bound seniors. There are eight 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 are steadily increasing during the summer months, which is putting slight strain on the financial burden of our Meals-on-Wheels delivery service. The Sterling Area Senior Citizens, Inc. is now in the process of replacing the cooler/freezer combo; removal and assembly phase. Again, in conjunction with the Kenai Peninsula Borough Grants and our Sterling Area community members, through donations, the Sterling Area Senior Citizens, Inc. is able to provide a stable, safe, and clean environment for all community residents. While sustaining this environment, Sterling Senior Center is able to provide nutritious meals. The Sterling Area Senior Citizens, Inc. is appreciative and grateful for the continuing support from the Kenai Peninsula Borough.

**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: Dale C. Lundell Date: 29 JULY 2023

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





# Community & Fiscal Projects

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

Peter A. Micciche

From: NATIV Award Amount: \$25,000  
 Account: 280.63190.NATIV.43011 2022/2023 Senior Grant Program

Quarterly reports due on the 10th of each month following the quarter period end.

**Submit Report To:**

Grants Administrator  
[grants@kpb.us](mailto:grants@kpb.us)

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

**Period of Performance covered by this report:**

Start Date: 1-Jul-23  
 End Date: 30-Jun-24

**FINAL REPORT IS DUE BEFORE 05/26/23**

Cost Category	Authorized budget	Total expenditures from ALL prior reports	Expenditures to reimburse this period	Total expenditures to date	Balance of Funds
Supplies	\$ 25,000.00	\$ -	\$ -	\$ -	\$ 25,000.00
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 25,000.00</b>	<b>-</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,000.00</b>

Expenditures this period to be reimbursed >>> \$ -

The following information is being collected each quarter to assist the Borough in determining future senior grant awards after the 2020 census has been certified. Add service or CDP's as necessary:

Type of Service	Census District Precinct	Number of Individuals
Meals delivered traditionally	0	0
Meals delivered through pickup	0	0
Meals delivered through drop-off	0	0
Transportation	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.

Workplan Narrative, number of meals served from July 1, 2023 -June 30, 2024 (calendar with number of meals may be included as attachments).

Unfortunately we still don't have a worker. So there were no lunches provided. Once someone is hired then they will work on supply orders and menus.

**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 Standifer Date: 11/6/23  
 Printed Name and Title: Elizabeth Standifer, Bookkeeper

Introduced by: Johnson  
Date: 12/12/23  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
RESOLUTION 2023-080**

**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 Peninsula College Council**  
Brent Johnson, term expires June 30, 2026

**Kachemak Bay Research Reserve Community Council**  
Mike Tupper, Ex-Officio Member, 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  
12TH DAY DECEMBER, 2023.**

---

Brent Johnson, Assembly President

ATTEST:

---

Michele Turner, CMC, Borough Clerk


Yes:

No:

Absent:

**MEMORANDUM**

**TO:** Brent Johnson, Assembly President  
Members of the Borough Assembly

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

**DATE:** December 12, 2023

**RE:** Appointments to Advisory Planning Commissions

---

In accordance with KPB 21.02.060, the applicants listed below have been verified as residents within the boundaries to be represented, as well as registered voters within the precincts covered by the commission boundaries.

I hereby submit my recommendations for confirmation by the Assembly.

**ANCHOR POINT ADVISORY PLANNING COMMISSION**

Jeff Kirchner                      Seat G                      Term Expires 09/30/2024

**NIKISKI ADVISORY PLANNING COMMISSION**

Sue Covich                      Seat C                      Term Expires 09/30/2024

Thank you for your consideration.

**MEMORANDUM**

**TO:** Peter A. Micciche, Borough Mayor *PAM*  
**THRU:** Robert Ruffner, Planning Director *RR*  
**FROM:** Michele Turner, Borough Clerk *(M.T.)*  
**DATE:** November 30, 2023  
**RE:** Advisory Planning Commission Applications for Appointment

---

The notice of vacancy for the Advisory Planning Commission Seats were advertised on October 30, 2023. The application period closed on November 29, 2023. Seats have remained open until filled.

Per KPB 21.02.060, the applicants listed below have been verified as:

- 1.) residents within the commission boundaries in which they are applying, and
- 2.) registered voters within the precincts covered by the commission boundaries.

The following applications are being submitted for your consideration.

**ANCHOR POINT ADVISORY PLANNING COMMISSION**

Seat G                      Jeff Kirchner

**NIKISKI ADVISORY PLANNING COMMISSION**

Seat C                      Jhasmine Nicely  
Seat C                      Sue Covich

Thank you.

# Kenai Peninsula Borough Planning Department

Advisory Planning Commission Application Submitted 2023-11-27 18:08:25

APC/Seat: Anchor Point – Seat G (Term Expires 09/30/2024)

<b>Name</b>	<b>Mobile Phone</b>
Jeff Kirchner	907-671-6130
<b>Home Phone</b>	<b>Work Phone</b>
<b>Email</b>	<b>Date of Birth</b>
jkemprise@gmail.com	██████████
<b>SSN</b>	<b>Voter #</b>
<b>Residence Address</b>	<b>Mailing Address</b>
28182 McKechnie Anchor Point, Alaska 99556	PO Box 1284 Anchor Point, Alaska 99556
<b>How long have you lived in the area served by this Advisory Planning Commission?</b>	<b>What knowledge, experience, or expertise will you bring to this board?</b>
4 years, 4 months	I grew up on a dairy farm in the Midwest. I've been a land owner for over 23 years. I've owned my land Alaska since 2014. I currently developing a 200 acre hay farm off of Tall Tree Ave. I was formerly employed as a heavy equipment technician for 17 years. My background lends itself to providing a unique view of the needs of the Borough and its residents in developing property for agriculture.

# Kenai Peninsula Borough Planning Department

Advisory Planning Commission Application Submitted 2023-11-06 10:04:46

APC/Seat: Nikiski – Seat C (Term Expires 09/30/2024)

<b>Name</b>	<b>Mobile Phone</b>
Sue Covich	9073987387
<b>Home Phone</b>	<b>Work Phone</b>
9077768077	
<b>Email</b>	<b>Date of Birth</b>
suecovich@gmail.com	██████████
<b>SSN</b>	<b>Voter #</b>
	██████████
<b>Residence Address</b>	<b>Mailing Address</b>
,	46735 Maud Cir Kenai, AK 99611
<b>How long have you lived in the area served by this Advisory Planning Commission?</b>	<b>What knowledge, experience, or expertise will you bring to this board?</b>
47 yrs	Life long Alaskan



**MEMORANDUM**

**TO:** Brent Johnson, Assembly President  
Members of the Borough Assembly

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

**DATE:** November 27, 2023

**RE:** Appointment to the Eastern Peninsula Highway Emergency Service Area Board

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In accordance to KPB 16.80.020(A), appointments to the Eastern Peninsula Highway Emergency Service Area Board are recommended by the Borough Mayor and confirmed by the Borough Assembly. The applicant listed below is a registered voter and resides within the area to be represented. The following appointment is forwarded to the Assembly for consideration and confirmation:

**Appointment**  
Jessica Hogan

**Board Seat**  
E

**Term Expires**  
October 2026

Kenai Peninsula Borough  
Office of the Borough Clerk

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**MEMORANDUM**

**TO:** Peter A. Micciche, Borough Mayor *PAM*  
**FROM:** Michele Turner, Borough Clerk *(M.T.)*  
**DATE:** November 21, 2023  
**RE:** Service Area Board Application for Appointment

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A notice of vacancy for the Eastern Peninsula Highway Emergency Service Area Seat E was advertised on October 2, 2023. The application period closed on October 23, 2023 and has remained open until filled.

In accordance with KPB 16.80.020(A), the applicant listed below has been verified as a resident and qualified voter of the borough. The application is submitted herewith for your consideration.

**Eastern Peninsula Highway Emergency Service Area**

Seat E

Jessica Hogan

Thank you.

# Kenai Peninsula Borough

## Office of the Borough Clerk

Service Area Board Application Submitted 2023-11-20 17:14:59

Service Area: Eastern Peninsula Highway, Seat E (Term Expires 10/2026)

<b>Applicant Name</b> Jessica Hogan	<b>Daytime Phone</b> (907) 301-6120
<b>Email</b> konafitness@yahoo.com	<b>Date of Birth</b> [REDACTED]
<b>Physical Residence Address</b> 19289 Discovery Drive Hope, Alaska 99605	<b>Mailing Address</b> PO Box 153 Hope, AK 99605
<b>SS #</b>	<b>Voter #</b>
<b>I have been a Resident of the Kenai Peninsula Borough for:</b> 7 years, 5 months	<b>I have been a Resident of the selected Service Area for:</b> 7 years, 5 months
<b>What knowledge, experience, or expertise will you bring to this board?</b> Owner of small business and community volunteer.	