



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Policies and Procedures Committee

Tuesday, June 3, 2025

4:45 PM

Betty J. Glick Assembly Chambers

Meeting ID: 835 6358 3837 Passcode: 606672

[https://yourkpb.zoom.us/j/83563583837?](https://yourkpb.zoom.us/j/83563583837?pwd=eTO44Um9ao1JJGaVtBJG86PXlsuNvm.1)

[pwd=eTO44Um9ao1JJGaVtBJG86PXlsuNvm.1](https://yourkpb.zoom.us/j/83563583837?pwd=eTO44Um9ao1JJGaVtBJG86PXlsuNvm.1)

Meeting ID: 835 6358 3837 Passcode: 606672

MAYOR'S REPORT

[KPB-6960](#) Mayor's Report Cover Memo

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

1. Assembly Requests/Responses- None.

2. Agreements and Contracts

a. [KPB-6961](#) Authorization to Award Contract - ITB25-025 CPL Leachate Phase II SCADA System 05.14.25

Attachments: [Authorization to Award Contract - ITB25-025 CPL Leachate Phase II SCADA S](#)

b. [KPB-6962](#) Authorization to Award Contract - ITB25-060 Streambed Maintenance of Upper Kwechak Creek 05.19.25

Attachments: [Authorization to Award Contract - ITB25-060 Streambed Maintenance of Upper](#)

c. [KPB-6963](#) Authorization to Award Contract - ITB25-063 Gravel Project Bonita Avenue, Fern Forest Street and Knackstedt Street 05.21.25

Attachments: [Authorization to Award Contract - ITB25-063 Gravel Project Bonita Avenue, Fer](#)

d. [KPB-6964](#) Authorization to Award Contract - ITB25-069 Hohe Street Abatement and Demolition 05.14.25

Attachments: [Authorization to Award Contract - ITB25-069 Hohe Street Abatement and Demo](#)

e. [KPB-6965](#) Authorization to Award Contract RFP25-025 2025 General Land Sale Marketing & Auction Services

Attachments: [Authorization to Award Contract - RFP25-025 2025 General Land Sale Marketir](#)

- f. [KPB-6966](#) Authorization to Award Contract RFP25-001 Deep Creek Fish Passage

Attachments: [Authorization to Award Contract - RFP25-001 Deep Creek Fish Passage 05.12.](#)

3. Other

- a. [KPB-6967](#) Budget Revisions – April 2025

Attachments: [Budget Revisions - April 2025 05.22.25](#)

- b. [KPB-6968](#) Revenue-Expenditure Report - April 2025 05.22.25

Attachments: [Revenue-Expenditure Report - April 2025 05.22.25](#)

NEW BUSINESS

2. Ordinances for Introduction

- *d. [2025-12](#) An Ordinance Amending KPB 21.18.081 to Clarify the Requirements for Conditional Use Permits and Amending KPB 21.18.140 to Define “Water-Dependent” (Mayor) (Hearing on 07/08/25)

Attachments: [Ordinance 2025-12](#)
[Memo](#)
[Planning Commission Resolution 2015-35](#)

- *c. [2025-11](#) An Ordinance Amending KPB 2.56.007 to Adopt the 2025 Kenai Peninsula Borough Safe Streets and Roads for All Comprehensive Safety Action Plan as an Element of the 2019 Kenai Peninsula Borough Comprehensive Plan (Mayor) (Hearing on 07/08/25)

Attachments: [Ordinance 2025-11](#)
[Memo](#)

3. Other

- *a. [KPB-6970](#) Confirming an Appointment to the Nikiski Senior Service Area Board (Mayor)

Reginald D. May, Seat D, Term Expires 10/2026

Attachments: [Appointment to Nikiski Senior Service Area Board](#)

- *b. [KPB-6971](#) Confirming an Appointment to the Nikiski Advisory Planning Commission (Mayor)

Colton Anderson, Seat C, Term Expires 09/30/27


Attachments: [Appointment to Nikiski Advisory Planning Commission](#)

Kenai Peninsula Borough

Office of the Borough Mayor

MAYOR'S REPORT TO THE ASSEMBLY

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

FROM: Peter A. Micciche, Kenai Peninsula Borough Mayor 

DATE: June 3, 2025

Assembly Request / Response

None

Agreements and Contracts

- a. Authorization to Award Contract ITB25-025 CPL Leachate Phase II SCADA System
- b. Authorization to Award Contract ITB25-060 Streambed Maintenance of Upper Kwechak Creek
- c. Authorization to Award Contract ITB25-063 Gravel Project Bonita Avenue, Fern Forest Street and Knackstedt Street
- d. Authorization to Award Contract ITB25-069 Hohe Street Abatement and Demolition
- e. Authorization to Award Contract RFP25-025 2025 General Land Sale Marketing & Auction Services
- f. Authorization to Award Contract RFP25-001 Deep Creek Fish Passage

Other

- a. Budget Revisions – April 2025
- b. Revenue-Expenditure Report – April 2025

Kenai Peninsula Borough

Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Kevin Kinnie, Project Manager *kk*

DATE: May 14, 2025

RE: Authorization to Award a Contract for ITB25-025 CPL Leachate Phase II SCADA System

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-025 CPL Leachate Phase II SCADA System. Bid packets were released on March 25, 2025 and the Invitation to Bid was advertised on Bid Express from March 25 – April 17, 2025.

The project consists of Supervisory Control and Data Acquisition (SCADA) work associated with the Phase II Leachate Infrastructure Improvement Project at the Central Peninsula Landfill in Soldotna, Alaska.

On the due date of April 17, 2025, three (3) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$587,923.53 was submitted by IMACS, Inc., New Windsor, Maryland.

Your approval for this bid award is hereby requested. Funding for this project is in account number 411-32122-LEAC1-43011.



Peter A. Micciche, Borough Mayor

5/14/2025

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	411-32122-LEAC1-43011
Amount:	\$587,923.53
By: <i>CSK BA</i>	Date: 5/14/2025

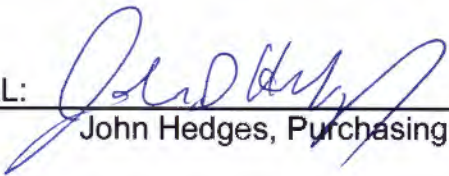
NOTES: NA

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB25-025 Central Peninsula Landfill Leachate Phase II SCADA System

CONTRACTOR	LOCATION	BASE BID
IMACS, Inc.	New Windsor, Maryland	\$587,923.53
TecPro, Ltd	Wasilla, Alaska	\$947,695.00
Kachemak Electric Co., Inc.	Kenai, Alaska	\$1,221,628.00

DUE DATE: April 17, 2025

KPB OFFICIAL: 
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough
Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Nicholas Chapman, Service Area Program Manager - SBCFSA *NC*

DATE: May 19, 2025

RE: Authorization to Award a Contract for ITB25-060 Streambed Maintenance of Upper Kwechak Creek

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-060 Streambed Maintenance of Upper Kwechak Creek. Bid packets were released on April 15, 2025, and the Invitation to Bid was advertised on Bid Express from April 15, 2025, to May 8, 2025.

The project consists of constructing a creek channel and removing unclassified excavation per design drawing specification.

On the due date of May 8, 2025, seven (7) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$549,397.65 was submitted by Andrews and Sons, LLC of Seward, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 259-21212-25SED-43011.

P. Micciche
Peter A. Micciche, Borough Mayor

5/20/2025
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	259-21212-25SED-43011
Amount:	\$549,397.65
By: <i>CJ BH</i>	Date: 5/20/2025

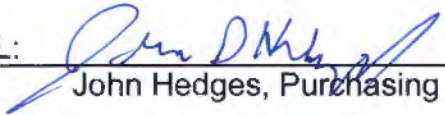
KENAI PENINSULA BOROUGH PURCHASING & CONTRACTING

BID TAB FOR: ITB25-060 Streambed Maintenance of Kwechak Creek

CONTRACTOR	LOCATION	BASE BID
Andrews and Sons, LLC	Seward, Alaska	\$642,667.65
Great Northern Construction & Management	Soldotna, Alaska	\$756,756.00
Sawmill Creek Excavation, LLC	Seward, Alaska	\$908,222.05
Metco Alaska, LLC	Seward, Alaska	\$928,478.75
Clark Management	Anchor Point, Alaska	\$1,005,450.00
Drennon Construction	Fairbanks, Alaska	\$1,337,710.50
Alaska Technical Services LLC dba ATS Construction	Anchorage, Alaska	\$1,364,971.00

DUE DATE: May 8, 2025

KPB OFFICIAL: _____


John Hedges, Purchasing & Contracting Director



Purchasing & Contracting Department

47140 E. Poppy Lane, Soldotna, Alaska 99669 • (907) 714-2260 • (907) 714-2373 Fax

Peter A. Micciche
Borough Mayor

AMENDMENT NO. 1

This amendment consists of 1 page

TO: Andrews and Sons, LLC

FROM: Kenai Peninsula Borough – Bear Creek Flood Service Area

DATE: May 16, 2025

SUBJECT: Reduction of Scope of ITB25-060 Streambed Maintenance Upper Kwechak Creek

Note: Information in this amendment takes precedence over original information. All other provisions of the document remain unchanged.

Pursuant to KPB code 5.28.230 Procedures for Award, Part C, the scope of ITB25-060 Streambed Maintenance Upper Kwechak Creek will be:

<u>ITEM NO.</u>	<u>CLARIFICATION</u>	<u>CONTRACT AMT</u>
		\$642,227.65
01-01	Reduced Bid Item #1 unclassified gravel excavation and embankment grading by 14,000 cubic yards. The 14,000 cubic yard difference will be averaged from station 1+00 to 32+00 in the design plans.	-\$92,830.00
		\$549,397.65

The original Contract Sum was \$642,227.65
 The Contract Sum will be decreased by \$92,830.00
 The New Contract Sum including this Change Order will be \$549,397.65

Kenai Peninsula Borough

Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Dil Uhlin, Roads Director *DU*

DATE: May 21, 2025

RE: Authorization to Award a Contract for ITB25-063 FY25 Gravel Project – Bonita Avenue, Fern Forest Street and Knackstedt Street

The Purchasing and Contracting Office formally solicited and received bids for the I ITB25-063 FY25 Gravel Project – Bonita Avenue, Fern Forest Street and Knackstedt Street. Bid packets were released on April 30, 2025 and the Invitation to Bid was advertised on Bid Express from April 30 – May 15, 2025.

The project consists of doing a gravel upgrade of Bonita Avenue, Fern Forest Street, and Knackstedt Street located near the intersection of Poppy Ridge Road and Bonita Avenue. The Bonita Ave upgrades will begin on Bonita and Poppy Ridge and continue East 2,600 ft. The Fern Forest St upgrades will begin at Bonita Ave and end 1,300 ft north at Radcliff Ave and the Knackstedt St upgrades will begin at Bonita Ave and end 1,300 ft north at Radcliff Ave.

On the due date of May 15, 2025, four (4) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$98,300.00 was submitted by Peninsula Paving, LLC, Soldotna, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 434-33950-21GRV-43011, 434-33950-22GRV-43011, 434-33950-23GRV-43011 and 434-33950-25GRV-43011.

A. Micciche

Peter A. Micciche, Borough Mayor

5/21/2025

Date

NOTES: NA

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>434-33950-21GRV-43011</u>	<u>\$14,841.70</u>
Acct. No. <u>434-33950-22GRV-43011</u>	<u>\$17,301.25</u>
Acct. No. <u>434-33950-23GRV-43011</u>	<u>\$21,363.60</u>
Acct. No. <u>434-33950-25GRV-43011</u>	<u>\$44,793.45</u>
By: <i>CJ BH</i>	Date: <u>5/21/2025</u>

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB25-063 Gravel Project, West Region, Unit 7
Bonita Avenue, Fern Forest Street & Knackstedt Street

CONTRACTOR	LOCATION	BASE BID
Peninsula Paving, LLC	Soldotna, Alaska	\$98,300.00
Foster Construction, LLC	Soldotna, Alaska	\$99,440.00
Alaska Marine Excavation, LLC	Anchor Point, Alaska	\$124,190.00
Chumley's Inc.	Nikiski, Alaska	\$172,500.00

DUE DATE: May 15, 2025

KPB OFFICIAL: 
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough

Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Tim Scher, Project Manager *TS*

DATE: May 14, 2025

RE: Authorization to Award a Contract for ITB25-069 Hohe Street Abatement and Demolition

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-069 Hohe Street Abatement and Demolition. Bid packets were released on April 22, 2025 and the Invitation to Bid was advertised on Bid Express from April 22 – May 7, 2025.

The project consists of building demolition and site remediation of the property at 4135 Hohe Street, Homer, AK 99603, and as needed - hazardous material testing, abatement and /or monitoring. The site encompasses a 12,197 square foot (0.28 acres) lot, with an approx. 2,000 square foot bi-level structure built in 1973. This building (renovated in 2021) with an attached garage, consists of a common entrance, upper-level living space, a basement, office rooms, and bathrooms.

On the due date of May 7, 2025, four (4) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$24,500.00 was submitted by Gregoire Construction, Homer, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 700-11237-N012L-43999.

P. Micciche

Peter A. Micciche, Borough Mayor

5/14/2025

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	700-11237-N012L-43999
Amount:	\$24,500.00
By: <i>CS BH</i>	Date: 5/14/2025

NOTES: NA

KENAI PENINSULA BOROUGH PURCHASING & CONTRACTING

BID TAB FOR: ITB25-069 Hohe Street Abatement and Demolition

CONTRACTOR	LOCATION	BASE BID
Gregoire Construction	Homer, Alaska	\$24,500.00
Property Investments LLC	Homer, Alaska	\$42,000.00
Alaska Demolition, LLC	Anchorage, Alaska	\$59,835.00
Far North Services, LLC	Anchorage, Alaska	\$274,000.00

DUE DATE: May 7, 2025

KPB OFFICIAL: John Hedges
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough

Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Aaron Hughes, Land Management Officer *AH*

DATE: May 20, 2025

RE: Authorization to Award a Contract for RFP25-025 2025 General Land Sale Marketing & Auction Services

On April 21, 2025, the Kenai Peninsula Borough Planning Department, Land Management Division formally solicited proposals for RFP25-025 2025 General Land Sale Marketing & Auction Services. The request for proposals was advertised on Bid Express from April 21 through May 14, 2025.

The project consists of providing specified marketing and auction services required for the successful sale of approximately twenty-five (25) parcels of Borough owned lands.

On the due date of May 14, 2025, one (1) proposal was received from Alaska Premier Auctions & Appraisals and was received and reviewed by the Kenai Peninsula Borough Land Management Division.

The proposal, which includes a cost factor, was submitted by Alaska Premier Auctions & Appraisals with a lump sum cost proposal of \$43,300.00. The Land Management Division recommends award of a contract to Alaska Premier Auctions & Appraisals, Anchorage, Alaska. Your approval for this award is hereby requested.

Funding of this contract will be charged to account numbers 250-21210-00000-43011.



Peter A. Micciche, Borough Mayor

5/21/2025

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	250-21210-00000-43011
Amount:	\$43,300.00
By: <i>CH BH</i>	Date: 5/20/2025

NOTES: NA

NOTES: FUNDS TO BE SPLIT BETWEEN FY25 & FY26. FY26 FUNDS CONTINGENT UPON ASSEMBLY APPROPRIATION. LM WILL ENSURE THAT A JUNE PROGRESS BILLING INVOICE WILL BE ISSUED ON JUNE 30, 2025.

Kenai Peninsula Borough

Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

THRU: John Hedges, Purchasing & Contracting Director JH

FROM: Kevin Kinnie, Project Manager kk

DATE: May 12, 2025

RE: Authorization to Award a Contract for RFP25-001 Deep Creek Fish Passage

On March 19, 2025, the Kenai Peninsula Borough Purchasing and Contracting formally solicited proposals for RFP25-001 Deep Creek Fish Passage. The request for proposals was advertised on Bid Express from March 19 through April 15, 2025.

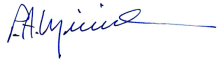
This project shall be funded through the Department of the Interior, U.S. Fish and Wildlife, A Cooperative Agreement with the Kenai Peninsula Borough. The full and complete terms and provisions of which shall be incorporated by this reference in the RFP and in the covered transaction. Federal funds for this project are identified by the Assistance Listing Number 15.685 – National Fish Passage. The federal program regulations 2 CFR 200, as applicable to the contractor, may be found online at <https://ecfr.gov>, Title 2 – Grants and Agreements.

On the due date of April 15, 2025, three (3) proposals were received and reviewed by a review committee as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
Trihydro Corporation	Laramie, WY	331
River Focus, Inc	Le Mesa, CA	324
PND Engineers, Inc	Anchorage, AK	312

The highest-ranking proposal, which includes a cost factor, was submitted by Trihydro Corporation with a lump sum cost proposal of \$170,802.00. The proposal review committee recommends award of a contract to Trihydro Corporation, Soldotna, Alaska. Your approval for this award is hereby requested.



Funding of this contract will be charged to account number 236-33950-24PAS-49311.



Peter A. Micciche, Borough Mayor

5/14/2025

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>236-33950-24PAS-49311</u>
Amount	<u>\$170,802.00</u>
By:  	Date: <u>5/12/2025</u>


NOTES: NA


Kenai Peninsula Borough


Finance Department

MEMORANDUM

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

THRU: Peter A. Micciche, Borough Mayor 

THRU: Brandi Harbaugh, Finance Director 

FROM: Tyra Rivera, Payroll Accountant 

DATE: May 22, 2025

RE: Budget Revisions – April 2025

Attached is a budget revision listing for April 2025. 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.


	APRIL 2025	INCREASE	DECREASE
FINANCE - PROPERTY TAX & CASH MANAGEMENT			
Move funds for purchase of KPB branded clothing for new hires.			
100-11440-00000-40110 (Regular Wages)			\$200.00
100-11440-00000-42250 (Uniforms)		\$200.00	
HUMAN RESOURCES - PRINT SHOP			
Move funds for print job of RSG booklets.			
100-11233-00000-42210 (Operating Supplies)			\$2,000.00
100-11233-00000-43720 (Equipment Maintenance)		\$2,000.00	
KACHEMAK EMERGENCY SERVICES			
Move funds to purchase a training manikin.			
212-51810-00000-43260 (Training)			\$2,500.00
212-51810-00000-42263 (Training Supplies)		\$2,500.00	
Move funds for uniforms.			
212-51810-00000-43780 (Building/Grounds Maintenance)			\$2,500.00
212-51810-00000-42250 (Uniforms)		\$2,500.00	
MAYOR'S OFFICE			
Move funds for Gere Tactical contract.			
100-11210-00000-40110 (Regular Wages)			\$10,000.00
100-11210-00000-43011 (Contract Services)		\$10,000.00	
NIKISKI FIRE SERVICE AREA			
Move funds to purchase a boom light.			
206-51110-00000-42360 (Motor Vehicle Repair Supplies)			\$1,000.00
206-51110-00000-42410 (Small Tools and Minor Equipment)		\$1,000.00	
PLANNING - GEOGRAPHIC INFO SYSTEMS			
Move funds for Pictometry contract.			
100-11232-00000-40120 (Temporary Wages)			\$7,202.00
100-11232-00000-40110 (Regular Wages)			\$5,877.00
100-11232-00000-43011 (Contract Services)		\$7,202.00	
100-11232-00000-43011 (Contract Services)		\$5,877.00	
PLANNING - GEOGRAPHIC INFO SYSTEMS			
Move funds to purchase a replacement backup battery.			
100-11232-00000-48710 (Minor Office Equipment)			\$1,000.00
100-11232-00000-42310 (Repair/Maintenance Supplies)		\$1,000.00	
RISK MANAGEMENT			
Move funds to purchase operating supplies.			
700-11234-00000-43310 (Advertising)			\$200.00
700-11234-00000-42410 (Small Tools and Minor Equipment)		\$50.00	
700-11234-00000-42210 (Operating Supplies)		\$150.00	
SOLID WASTE - HOMER TRANSFER			
Move funds for vehicle rental fees.			
290-32310-00000-42210 (Operating Supplies)			\$4,500.00
290-32310-00000-43810 (Rents and Operating Leases)		\$4,500.00	
SELDOVIA RECREATION			
Move funds for Q3 charge backs.			
227-61210-00000-48630 (Improvements Other Than Buildings)			\$400.00
227-61210-00000-43780 (Building & Grounds Maintenance)		\$400.00	


Kenai Peninsula Borough


Finance Department

MEMORANDUM

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

THRU: Peter A. Micciche, Borough Mayor 

THRU: Brandi Harbaugh, Finance Director 

FROM: Tyra Rivera, Payroll Accountant 

DATE: May 22, 2025

RE: Revenue-Expenditure Report – April 2025

Attached is the Revenue-Expenditure Report of the General Fund for the month of April 2025. Please note that 83.33% of the year has elapsed, 87.43% of budgeted revenues have been collected, and 77.46% of budgeted expenditures have been made.

KENAI PENINSULA BOROUGH

Revenue Report

For the Period

April 1 through April 30 2025

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	YEAR TO DATE RECEIPTS	MONTH TO DATE RECEIPTS	VARIANCE	% COLLECTED
31100	Real Property Tax	\$ 36,244,128	\$ 36,333,618	\$ 90,387	\$ 89,490	100.25%
31200	Personal Property Tax	2,101,066	2,216,592	16,663	115,526	105.50%
31300	Oil Tax	6,958,780	6,937,033	56,669	(21,747)	99.69%
31400	Motor Vehicle Tax	642,580	331,424	32,388	(311,156)	51.58%
31510	Property Tax Penalty & Interest	746,815	717,729	45,128	(29,086)	96.11%
31610	Sales Tax	45,835,931	34,527,069	4,174,690	(11,308,862)	75.33%
33110	In Lieu Property Tax	3,100,000	-	-	(3,100,000)	0.00%
33117	Other Federal Revenue	451,882	251,258	-	(200,624)	55.60%
33120	Forestry Receipts	500,000	-	-	(500,000)	0.00%
34110	School Debt Reimbursement	1,795,641	1,605,609	-	(190,032)	89.42%
34221	Electricity & Phone Revenue	155,000	-	-	(155,000)	0.00%
34222	Fish Tax Revenue Sharing	500,000	(117,054)	-	(617,054)	-23.41%
34210	Revenue Sharing	850,000	953,721	953,162	103,721	112.20%
37350	Interest on Investments	812,722	3,935,240	195,884	3,122,518	484.20%
39000	Other Local Revenue	297,235	378,722	36,778	81,487	127.42%
290	Solid Waste	1,027,000	1,123,843	8,841	96,843	109.43%
Total Revenues		\$ 102,018,780	\$ 89,194,804	\$ 5,610,590	\$ (12,823,976)	87.43%

KENAI PENINSULA BOROUGH
Expenditure Report
For the Period
April 1 through April 30 2025

DESCRIPTION	REVISED BUDGET	YEAR TO DATE EXPENDED	MONTH TO DATE EXPENDED	AMOUNT ENCUMBERED	AVAILABLE BALANCE	% EXPENDED
Assembly:						
Administration	\$ 650,187	\$ 475,031	\$ 27,971	\$ 24,410	\$ 150,746	73.06%
Clerk	664,699	444,491	40,430	7,325	212,884	66.87%
Elections	202,992	171,990	30	4,553	26,449	84.73%
Records Management	479,206	331,828	26,791	12,965	134,414	69.25%
Mayor Administration	1,108,382	587,911	52,120	24,297	496,174	53.04%
Purch/Contracting/Cap Proj	848,452	624,548	56,136	13,670	210,234	73.61%
Human Resources:						
Administration	913,368	656,482	61,081	5,006	251,881	71.87%
Print/Mail	220,493	172,532	18,322	16,131	31,830	78.25%
Custodial Maintenance	146,585	116,579	11,835	34	29,971	79.53%
Information Technology	2,963,502	2,306,332	293,539	10,970	646,199	77.82%
Emergency Management	1,079,815	700,799	76,017	27,533	351,484	64.90%
Legal Administration	1,205,372	799,506	77,136	30,909	374,957	66.33%
Finance:						
Administration	652,312	529,498	55,948	424	122,390	81.17%
Services	1,309,532	973,975	85,005	404	335,153	74.38%
Property Tax	1,223,836	908,826	102,063	11,245	303,765	74.26%
Sales Tax	1,209,309	952,132	94,158	5,607	251,570	78.73%
Assessing:						
Administration	1,695,147	1,307,710	165,365	3,374	384,063	77.14%
Appraisal	1,881,755	1,371,534	128,781	4,213	506,008	72.89%
Resource Planning:						
Administration	1,758,405	924,340	90,702	9,596	824,469	52.57%
GIS	922,674	541,467	36,884	31,772	349,435	58.68%
River Center	869,856	603,369	53,837	18,909	247,578	69.36%
Senior Citizens Grant Program	843,878	561,681	90,950	282,197	-	66.56%
School District	66,515,781	54,841,444	4,685,692	-	11,674,337	82.45%
Solid Waste Operations	13,102,842	8,232,969	587,538	2,133,917	2,735,956	62.83%
Economic Development	584,000	327,933	57,934	133,553	122,515	56.15%
Non-Departmental	1,489,877	1,515,640	93,460	27,878	(53,640)	101.73%
Total Expenditures	\$ 104,542,257	\$ 80,980,547	\$ 7,069,727	\$ 2,840,888	\$ 20,720,822	77.46%

Introduced by:	Mayor
Date:	06/03/25
Hearing:	07/08/25
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2025-12**

**AN ORDINANCE AMENDING KPB 21.18.081 TO CLARIFY THE
REQUIREMENTS FOR CONDITIONAL USE PERMITS AND
AMENDING KPB 21.18.140 TO DEFINE “WATER-DEPENDENT”**

WHEREAS, the Kenai Peninsula Borough (KPB) is home to vital watersheds that our salmon require to spawn, rear, and grow in; and

WHEREAS, maintaining watershed connectivity via riparian habitat buffers along anadromous waterbodies is one crucial tool that has proven to aid in sustaining the Kenai Peninsula’s salmon populations; and

WHEREAS, Goal 2, Objective D, Strategy 2 of the 2019 KPB Comprehensive Plan calls for the identification and protection of critical natural systems of the Kenai Peninsula Borough, its rivers, watersheds, floodplains, and fish and wildlife habitats and resources, specifically through KPB 21.18; and

WHEREAS, KPB Chapter 21.18 provides for the approval of a conditional use permit (CUP) for certain activities within the Habitat Protection District (HPD); and

WHEREAS, KPB 21.18.081(B) sets forth the uses and structures within the HPD allowed through a CUP; and

WHEREAS, clarifying the allowable uses and structures allowed through a CUP will provide for consistency in the analysis of permit applications and approval of permits; and

WHEREAS, KPB 21.18.081(D) sets forth the general standards which must be met before a CUP may be granted; and

WHEREAS, KPB 21.18.081(D)(4) requires that the proposed use or structure be water dependent; and

WHEREAS, defining the term “water-dependent” will provide for consistency in the analysis of CUP applications and approval of CUPs; and

WHEREAS, the KPB Planning Commission at its regularly scheduled meeting of _____, 2025 recommended _____;

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

SECTION 1. That this ordinance amends KPB Code and will be codified.

SECTION 2. That KPB 21.18.081 is hereby amended as follows:

21.18.081. Conditional use permit.

- A. Intent. The intent of this section is to allow special uses and structures which may be compatible with KPB 21.18.071 in the habitat protection district through the approval of a conditional use, if certain standards and conditions exist.
- B. Conditional uses and structures. The following conditional uses and structures may be approved in the habitat protection district:
 - 1. Fish-cleaning stations not meeting the standards of KPB 21.18.071;
 - 2. Fences[;] provided the following standards are met:
 - a. The fence is located adjacent to public property or a public right-of-way.
 - b. At least twenty (20) feet of the fence nearest to the waterbody will be seasonally removed to facilitate wildlife crossings and the unobstructed flow of flood waters More of the fence may be required to be seasonally removed if the Planning Commission may require seasonal removal of the fence greater than twenty (20) feet if the Planning Commission finds a length greater than twenty (20) feet is necessary to facilitate these standards.
 - 3. Signs;
 - 4. Public owned facilities, parks, campgrounds, and their related uses and structures;
 - 5. Transportation [AND UTILITY] infrastructure, provided the following standards are met[;]
 - a. All projects must minimize their footprint in the habitat protection district to the maximum extent possible, and must first utilize all suitable areas outside the habitat protection district.
 - b. Infrastructure that will cross a waterbody must cross perpendicular to the waterbody through the habitat protection district. Within the habitat protection district, nearshore areas that may sustain native vegetation must be preserved to minimize impact.
 - 6. Elevated light penetrating [S]structures compliant with the Americans [W]with Disabilities Act [AND ELEVATED LIGHT

PENETRATING STRUCTURES] that do not meet[ING] the standards of KPB 21.18.071;

7. Utility infrastructure for natural gas, electric, communications, and [W]wells and waterlines provided the following standards are met:[;]
 - a. All projects must minimize their footprint in the habitat protection district to the maximum extent possible, and must first utilize all suitable areas outside the habitat protection district.
 - b. Utilities that will cross a waterbody must cross perpendicular to the waterbody through the habitat protection district. Within the habitat protection district, nearshore areas that may sustain native vegetation must be preserved to minimize impact.
8. Lifts.
9. Private boat launches and related facilities that are established to serve the public provided the following standards are met:
 - a. A plan of operation is submitted that includes hours of operation, seasons of operation, daily boat launch capacity, parking plan, types of boats and clients to be served, fees charged, location of other public boat launches on the anadromous waters; ancillary facilities including but not limited to restrooms, storage sheds, waiting platforms or areas, a statement of need that the facility will serve, and other information requested to aid in the determination of habitat protection measures.
 - b. The boat launch must be open to the public and not have exclusive membership.
 - c. When no longer serving the public as defined in the plan of operation the boat launch must be removed and the area reclaimed, revegetated or otherwise subject to mitigation measures to restore habitat. A reclamation plan must be submitted with the application as part of the plan of operation.
 - d. The planning commission may establish additional conditions to protect and preserve the purposes of the habitat protection district.
 - e. A conditional use permit under this subsection expires two years after being granted, unless an application for renewal meeting the criteria of KPB 21.18.081(B)(9)(a) is approved by the planning commission which demonstrates that the

applicant is in compliance with the original permit conditions and the provisions of this chapter.

10. A principal structure or an addition to a principal structure on a small parcel that meets the standards below are considered water-dependent because the minimal lot size limits development of other non-water-dependent uses. Such structures may be approved within the habitat protection district provided all the following standards are met:
- a. The parcel boundaries were defined prior to January 1, 2012.
 - b. The parcel and is served by a public sewer system or sewage holding tank or septic system, provided the holding tank or septic system are located entirely outside the habitat protection district.
 - c. The parcel has an area of .3 acres or less and less than 4,000 square feet of total developed impervious coverage.
 - d. The parcel has less than 4,000 square feet of suitable development area outside the habitat protection district.
 - e. On the portion of the parcel within the habitat protection district, the total impervious coverage may not exceed 50% of the area able to sustain native vegetation, or 3,000 square feet of area able to sustain native vegetation, whichever is less.
 - f. The standard for development is to first utilize suitable parcel areas outside the habitat protection district. Within the habitat protection district, nearshore areas that may sustain native vegetation must be preserved to minimize impact.

...

SECTION 2. That KPB 21.18.140 is hereby amended as follows:

21.18.140. Definitions.

...

“Water-dependent” means a use or structure that must be located on, in, or adjacent to water areas because the use or structure requires access to the waterbody and therefore cannot be located further inland. Structures and uses only considered to be water-dependent if they are dependent on the water as part of the intrinsic nature of their operation. Examples of water-dependent structures include, but are not limited to, piers, boat ramps, and elevated walkways.

...

SECTION 3. That if any provision of this ordinance or its application is determined to be invalid, the remaining provisions shall continue in full force and effect.

SECTION 4. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2025.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Planning Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PAM*
Robert Ruffner, Planning Director *RR*

FROM: Samantha Lopez, River Center Manager *SL*

DATE: May 27, 2025

SUBJECT: Ordinance 2025- 12 , Amending KPB 21.18.081 to Clarify the Requirements for Conditional Use Permits and Amending KPB 21.18.140 to Define “Water-Dependent” (Mayor)

The Kenai Peninsula Borough (KPB) is home to vital watersheds that our salmon require to spawn, rear, and grow in. Maintaining watershed connectivity via riparian habitat buffers along anadromous waterbodies is one crucial tool that has proven to aid in sustaining the Kenai Peninsula’s salmon populations. It is important that these buffers are developed in ways that allow property owners to recreate while also maintaining a healthy riparian habitat that benefits our salmon.

The KPB Planning Commission is tasked with reviewing applications for Conditional Use Permits (CUP) for developments within the Habitat Protection District (HPD). Their review is quasi-judicial and requires code that sets standards for which the commission may set conditions to meet those standards and are supported by findings.

To approve a CUP, the project must meet all five general standards. One of the standards states that “the proposed use or structure is water-dependent”. Because code did not previously define “water-dependent”, the Planning Commission drafted PC Resolution 2015-35. To provide for consistency in the analysis of permit applications and approval of permits, the ordinance amends code to formally define “water-dependent” and clarify the conditional uses and structures that may be approved within the HPD. The ordinance also provides additional clarification for fences and utilities that have proven challenging for commissioners to reconcile with the water dependent standard.

Your consideration is appreciated.

KENAI PENINSULA BOROUGH PLANNING COMMISSION

RESOLUTION 2015-35

A RESOLUTION TO DEFINE THE TERM "WATER DEPENDENT"
AS IT APPEARS IN KPB 21.18.081(D)(4)

WHEREAS, KPB Chapter 21.18 provides for the approval of Conditional Use Permits for certain activities within the habitat protection district; and

WHEREAS, KPB 21.18.081(B) sets forth the uses and structures within the Habitat Protection District allowed through a conditional use permit; and

WHEREAS, KPB 21.18.081(D) sets forth the general standards which must be met before a conditional use permit may be granted; and

WHEREAS, KPB 21.18.081(D)(4) requires that the proposed use or structure be water dependent; and

WHEREAS, defining the term water dependent will provide for consistency in the analysis of permit applications and approval of permits;

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

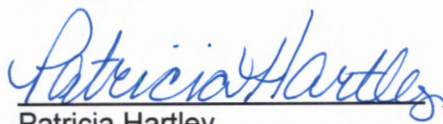
Section 1. That the Planning Commission defines the term water dependent as a use or structure located on, in or adjacent to water areas because the use requires access to the waterbody. The definition is applicable to facilities or activities that must be located at or near the shoreline and within the 50-foot buffer. An activity is considered water dependent if it is dependent on the water as part of the intrinsic nature of its operation. Examples of water dependent facilities may include, but are not limited to, piers, boat ramps, and elevated walkways.

Section 2. That this Resolution becomes effective immediately upon adoption.

ADOPTED BY THE PLANNING COMMISSION OF THE KENAI PENINSULA BOROUGH ON
THIS 9 DAY OF November 2015.


Blair J. Martin, Chairperson
Planning Commission

ATTEST:


Patricia Hartley
Administrative Assistant

Introduced by:	Mayor
Date:	06/03/25
Hearing:	07/08/25
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2025-11**

**AN ORDINANCE AMENDING KPB 2.56.007 TO ADOPT THE 2025 KENAI
PENINSULA BOROUGH SAFE STREETS AND ROADS FOR ALL
COMPREHENSIVE SAFETY ACTION PLAN AS AN ELEMENT OF THE
2019 KENAI PENINSULA BOROUGH COMPREHENSIVE PLAN**

WHEREAS, the Kenai Peninsula Borough (KPB) and its joint applicants – the City of Homer, the City of Kenai, the City of Seldovia, the City of Seward, and the City of Soldotna (the Cities) – were awarded a grant sponsored by the U.S. Department of Transportation Federal Highway Administration to complete a Safe Streets and Roads for All Comprehensive Safety Action Plan (CSAP); and

WHEREAS, more than 3,700 crashes occurred in the KPB between the years 2018-2022, resulting in 44 fatalities and 157 serious injuries; and

WHEREAS, crashes that result in death or serious injury are largely preventable, and the CSAP identifies strategies and recommends actions to enhance safety and reduce serious injuries and fatalities related to transportation crashes; and

WHEREAS, the KPB Transportation Plan was last updated in December 2003; and

WHEREAS, this CSAP will be incorporated as a transportation element of the KPB Comprehensive Plan, updated in November 2019; and

WHEREAS, at its regularly-scheduled meeting on June 9, 2025, the KPB Planning Commission recommended _____;

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

SECTION 1. That this ordinance amends KPB Code and will be codified.

SECTION 2. KPB 2.56.007, Borough plan amendments, is hereby amended to add Subsection G as follows:

G. The “2025 KPB Safe Streets and Roads for All Comprehensive Safety Action Plan”, dated June 2025, is hereby adopted as an element of the 2019 Kenai Peninsula Borough Comprehensive Plan, subject to the

applicable goals, objectives, and strategies within the 2019 Comprehensive Plan.

SECTION 2. That the “2025 KPB Safe Streets and Roads for All Comprehensive Safety Action Plan”, dated June 2025, is currently available by visiting the KPB’s website at: <https://www.kpb.us/safestreets>.

SECTION 3. That if any provision of this ordinance or its application is determined to be invalid, the remaining provisions shall continue in full force and effect.

SECTION 4. That this ordinance shall be effective immediately.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2025.

Peter Ribbens, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Planning Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*
Robert Ruffner, Planning Director *RR*
Brenda Ahlberg, Emergency Manager *BA*

FROM: Celina Robinson, GIS Specialist *CR*

DATE: May 22, 2025

RE: Ordinance 2025-11, Amending KPB 2.56.007 to Adopt the 2025 Kenai Peninsula Borough Safe Streets and Roads for All Comprehensive Safety Action Plan as an Element of the 2019 Kenai Peninsula Borough Comprehensive Plan

The ordinance amends KPB 2.56.007 to adopt the Comprehensive Safety Action Plan (CSAP) as an element of the 2019 Kenai Peninsula Borough Comprehensive Plan. The CSAP provides a cohesive and coordinated view of transportation planning within the Kenai Peninsula Borough (KPB) with a lens on safety.

A roadway safety program created by a Bipartisan Infrastructure Law provides grant funding through the U.S. Department of Transportation (USDOT) Safe Streets and Roads for All (SS4A) program-its intention is to fund community-led action plan development and eventual implementation of identified strategies and projects that address preventable serious injuries and fatalities in transportation crashes.

The KPB Planning Department was awarded an SS4A grant to develop a CSAP, partnering with the cities of Homer, Kenai, Seldovia, Seward, and Soldotna. KPB crash data analysis for the years 2018-2022 enabled the creation of a High Injury Network – roadways and intersections with the highest number of serious and fatal injuries. These transportation segments were evaluated along with other scoring criteria, such as community feedback and proximity to populations, in order to select 20 priority areas. If a location was determined to have a recently completed, underway, or planned development project, that location was omitted and replaced by the next highest scoring location.

The project team determined proposed countermeasures for each location, such as increased lighting or the addition of a turn lane; the recommendations are not binding but do follow proven countermeasure standards. Additionally, project rankings are not intended to suggest or require an order of implementation, but offer a data-driven foundation.

KPB crash data analysis identified other key findings, including: 15% of KSIs (crashes resulting in serious injury or fatality) involved pedestrians, bicyclists, or motorcyclists; 37% of KSIs involved a driver suspected of being under the influence of alcohol or drugs; 66% of KSIs occurred

Page -2-
May 22, 2025
RE: O2025- 11

during daylight hours; 48% of KSIs occurred in dry conditions; 67% of KSIs involved male drivers; and 50% of KSIs involved drivers between the ages of 19 to 39.

This data suggests not only a need for roadway design and traffic operation changes, but also countermeasures such as reduced speed limits, strategies to reduce impaired driving, and education campaigns. The United States has reduced KSI's over many decades through interventions such as seat belt use and air bags, demonstrating that data-driven efforts are effective.

Public outreach during this CSAP development showed broad-ranging support for transportation system changes, providing feedback on road maintenance, separated pathways for non-vehicle use, school zone safety, and more. KPB last updated its Transportation Plan in 2003, and the 2019 Comprehensive Plan states that KPB "...must adopt a proactive ranking and scoring approach with a detailed process that quickly elevates and communicates projects...."

The CSAP includes an implementation matrix that provides a list of actions to follow, tied to recommended policies and procedures; the action items also include timeframes and identify potential partners responsible for carrying out the actions. The CSAP lists a variety of programs and funding mechanisms available to KPB and partner cities for implementing safety improvements.

The draft CSAP was made available April 1, 2025, for a 30-day public and stakeholder review and comment period, ending April 30, 2025. During that period, the team presented the CSAP to KPB Advisory Planning Commissions as well as City Councils and Planning Commissions. Comments received were incorporated into the CSAP. The KPB Planning Commission will provide a recommendation on June 9, 2025 for the public hearing.

The CSAP will be available through the KPB's website. Anyone wishing to read and review the CSAP or stay informed about activities related to this CSAP can visit: <https://www.kpb.us/safestreeets>

Your consideration is appreciated.

Kenai Peninsula Borough
Office of the Borough Mayor

MEMORANDUM

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

FROM: Peter A. Micciche, Borough Mayor

PAM

DATE: May 16, 2025

RE: Appointment to Service Area Board

In accordance with KPB 16.70.030 and 16.70.070(B), appointments from the borough to the Service Area Board are appointed by the Mayor and confirmed by the Assembly. The following appointment is forwarded to the Assembly for consideration and confirmation:

NIKISKI SENIOR SERVICE AREA BOARD

Reginald D. May

Seat D

Term Expires 10/2026

Kenai Peninsula Borough
Office of the Borough Clerk

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor
THRU: Michele Turner, Borough Clerk (M/T)
FROM: Sue Ellen Essert, Deputy Borough Clerk SEE
DATE: May 16, 2025
RE: Service Area Board Application for Appointment

A notice of vacancy for the Nikiski Senior Service Area Seat D was advertised on April 16, 2025. The application period closed on May 5, 2025 and has remained open until filled.

In accordance with KPB 16.70.030 and 16.70.070(B), the applicant listed below has been verified as a resident and qualified voter of the borough. The application is submitted herewith for your consideration.

Nikiski Senior Service Area

Seat D

Reginald D. May

Thank you.

From: Kenai Peninsula Borough <webmaster@kpb.us>
Sent: Thursday, April 17, 2025 3:40 PM
To: G_Notify_AssemblyClerk
Subject: Service Area Appointment Application received

Select One

Nikiski Senior, Seat D (Term Expires 10/2026)

Applicant Name

Reginald D May

Physical Residence Address

51895 Trader John St

City

Kenai

State

AK

Zip

99611

Mailing Address

City

State

Zip

Email

oldtown907@gmail.com

Daytime Phone

9073987684

Voter #

SS #

Date of Birth

[REDACTED]

I have been a Resident of the Kenai Peninsula Borough for:

Years

22

Months

4

I have been a Resident of the selected Service Area for:

Years

22

Months

4

What knowledge, experience, or expertise will you bring to this board?

I was owner of Associated Services, an oilfield business, for 16 years. I am very able to run a business budget and make proper decisions for the money usage. I also fill in for Mr. Bill Sadler, maintenance contractor, at the Vintage Point Senior Apartments in Kenai when he is absent. My wife and I are eighth on the residency housing list, so I have an interest in the planning and construction of the new apartments.

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APPLICANT CERTIFICATION: I certify that the information in this Application for Appointment is true and complete and that I meet the specific residency and voter registration requirements of this office. I further acknowledge that by typing my initials below I intend to fully sign this document.

Type your initials to sign

RDM

Kenai Peninsula Borough
Office of the Borough Mayor

MEMORANDUM

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

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

DATE: May 27, 2025

RE: Appointment to Advisory Planning Commission

In accordance with KPB 21.02.060, the applicant listed below has been verified as a resident within the boundaries to be represented, as well as a registered voter within the precinct covered by the commission boundaries.

I hereby submit my recommendations for confirmation by the Assembly.

NIKISKI ADVISORY PLANNING COMMISSION

Colton Anderson	Seat C	Term Expires 09/30/2027
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Thank you for your consideration.

Kenai Peninsula Borough
Office of the Borough Clerk

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor
THRU: Robert Ruffner, Planning Director
THRU: Michele Turner, Borough Clerk (MT)
FROM: Sue Ellen Essert, Deputy Borough Clerk SE
DATE: May 23, 2025
RE: Advisory Planning Commission Applications for Appointment

The notice of vacancy for the Nikiski Advisory Planning Commission Seat was advertised on July 30, 2024. The application period closed on August 29, 2024 and has 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 unless otherwise noted.

The following applications are being submitted for your consideration.

NIKISKI ADVISORY PLANNING COMMISSION

Seat C Applicants: Colton Anderson
Jonathan Becker

Thank you.

From: Colton Anderson <coltonlander@outlook.com>
Sent: Monday, May 12, 2025 12:06 PM
To: Mayor's Department; G_Notify_AssemblyClerk
Cc: sfletcher@kpb.us; Hindman, Julie; Aldridge, Morgan; Lopez, Samantha; Raidmae, Ryan
Subject: APC Application submitted Nikiski, Seat C (Term Expires 09/30/2027)

Kenai Peninsula Borough Planning Department

Advisory Planning Commission Application Submitted 2025-05-12 12:06:07

APC/Seat: Nikiski, Seat C (Term Expires 09/30/2027)

Name Colton Anderson	Mobile Phone 6063310841
Home Phone 6063310841	Work Phone 6063310841
Email coltonlander@outlook.com	Date of Birth [REDACTED]
SSN [REDACTED]	Voter # [REDACTED]
Residence Address 51768 Rut Ave Nikiski, AK 99611	Mailing Address PO Box 474 Kenai, AK 99611
How long have you lived in the area served by this Advisory Planning Commission? 3 years	What knowledge, experience, or expertise will you bring to this board? I have a been a professional engineer in the oil and gas industry going on 15 years. I have extensive project management experience, budget management skills, and a refined ability to think and plan in a forward mindset. I believe I will bring a technical, value-centric perspective to the table. I have established my family here in Nikiski, and want to ensure our community prospers for years to come for the benefit of my children, and all those who get to call this great place home.

SUMMARY

Seeking opportunities to add value developing and implementing complex projects. Strong record of delivering results, continually improving processes, and excelling in fast-paced work environments.

EDUCATION & CERTIFICATION

West Virginia University
Bachelor of Science in Civil Engineering

West Virginia
2012

EXPERIENCE**Operations Manager | Advanced Construction & Engineering Industrial Services, LLC.**

Nationwide, USA
5/2024 – present

- Oversee operating division with annual revenue exceeding \$2MM
- Develop, implement, and optimize internal controls to meaningfully impact margin
- Closely manage organizational staffing to best accommodate client needs, based on employee strengths and experience
- Foster client relationships to engage new facilities and increase overall revenue
- Assume roles at client sites as Construction Manager overseeing field execution of major maintenance and turnaround scopes

Construction Supervisor | Marathon Petroleum Company

Kenai, Alaska
5/2022 – 5/2024

- Championed comprehensive construction planning and execution processes for the site and consulted corporate on the development of arctic construction procedures
- Provided oversight and leadership to multiple field contractors and ensured alignment on the principles of field success: Safety, Quality, and Productivity
- Provided progress and performance reporting to company and contract leadership on both planning and field progress for all projects

Turnaround & Construction Supervisor | Marathon Petroleum Company

Martinez, California
10/2020 – 2/2022

- Led construction & maintenance effort on a \$1.4B refinery overhaul project
- Member of Project Leadership Team reporting to Refining Executive Staff
- Communicated on weekly planning and execution progress to VP of Refining
- Managed planning effort from engineering phase to field on 1.5MM manhours
- Fostered safety culture through leadership, observation, and individual engagement
- Built relationships with local trade union representatives to ensure project would be mutually beneficial for labor workforce, company, and community

Engineering Supervisor | Marathon Petroleum Company

Kenai, Alaska
8/2019 – 10/2020

- Supervised site engineering department and provided leadership to a staff of project managers, project engineers, and project controls specialists
- Led implementation of company project management system and promoted adoption sitewide, improving overall process with noticeable, favorable financial impacts
- Developed, gained approval, and managed capital budget for site

Capital Projects Manager | Marathon Petroleum Company

Catlettsburg, Kentucky
12/2012 – 8/2019

- Supervised development of all engineering and construction deliverables for projects ranging from \$1MM - \$150MM
- Managed dedicated cross-functional teams of contractors and staff to meet engineering standards, constructability, scope, budget, and HSE requirements
- Managed construction phases and ensured project controls and quality control processes were followed throughout implementation and commissioning

Kenai Peninsula Borough

Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

THRU: John Hedges, Purchasing & Contracting Director JH

FROM: Kevin Kinnie, Project Manager kk

DATE: May 12, 2025

RE: Authorization to Award a Contract for RFP25-001 Deep Creek Fish Passage

On March 19, 2025, the Kenai Peninsula Borough Purchasing and Contracting formally solicited proposals for RFP25-001 Deep Creek Fish Passage. The request for proposals was advertised on Bid Express from March 19 through April 15, 2025.

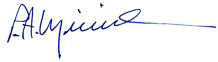
This project shall be funded through the Department of the Interior, U.S. Fish and Wildlife, A Cooperative Agreement with the Kenai Peninsula Borough. The full and complete terms and provisions of which shall be incorporated by this reference in the RFP and in the covered transaction. Federal funds for this project are identified by the Assistance Listing Number 15.685 – National Fish Passage. The federal program regulations 2 CFR 200, as applicable to the contractor, may be found online at <https://ecfr.gov>, Title 2 – Grants and Agreements.

On the due date of April 15, 2025, three (3) proposals were received and reviewed by a review committee as follows:

<u>FIRMS</u>	<u>LOCATION</u>	<u>TOTAL SCORE</u>
Trihydro Corporation	Laramie, WY	331
River Focus, Inc	Le Mesa, CA	324
PND Engineers, Inc	Anchorage, AK	312

The highest-ranking proposal, which includes a cost factor, was submitted by Trihydro Corporation with a lump sum cost proposal of \$170,802.00. The proposal review committee recommends award of a contract to Trihydro Corporation, Soldotna, Alaska. Your approval for this award is hereby requested.

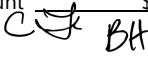
Funding of this contract will be charged to account number 236-33950-24PAS-49311.



Peter A. Micciche, Borough Mayor

5/14/2025

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>236-33950-24PAS-49311</u>
Amount	<u>\$170,802.00</u>
By: 	<u>5/12/2025</u>
By: _____	Date: _____

NOTES: NA

Kenai Peninsula Borough

Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Aaron Hughes, Land Management Officer *AH*

DATE: May 20, 2025

RE: Authorization to Award a Contract for RFP25-025 2025 General Land Sale Marketing & Auction Services

On April 21, 2025, the Kenai Peninsula Borough Planning Department, Land Management Division formally solicited proposals for RFP25-025 2025 General Land Sale Marketing & Auction Services. The request for proposals was advertised on Bid Express from April 21 through May 14, 2025.

The project consists of providing specified marketing and auction services required for the successful sale of approximately twenty-five (25) parcels of Borough owned lands.

On the due date of May 14, 2025, one (1) proposal was received from Alaska Premier Auctions & Appraisals and was received and reviewed by the Kenai Peninsula Borough Land Management Division.

The proposal, which includes a cost factor, was submitted by Alaska Premier Auctions & Appraisals with a lump sum cost proposal of \$43,300.00. The Land Management Division recommends award of a contract to Alaska Premier Auctions & Appraisals, Anchorage, Alaska. Your approval for this award is hereby requested.

Funding of this contract will be charged to account numbers 250-21210-00000-43011.



Peter A. Micciche, Borough Mayor

5/21/2025

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	250-21210-00000-43011
Amount:	\$43,300.00
By: <i>CH BH</i>	Date: 5/20/2025

NOTES: NA

NOTES: FUNDS TO BE SPLIT BETWEEN FY25 & FY26. FY26 FUNDS CONTINGENT UPON ASSEMBLY APPROPRIATION. LM WILL ENSURE THAT A JUNE PROGRESS BILLING INVOICE WILL BE ISSUED ON JUNE 30, 2025.

Kenai Peninsula Borough

Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Tim Scher, Project Manager *TS*

DATE: May 14, 2025

RE: Authorization to Award a Contract for ITB25-069 Hohe Street Abatement and Demolition

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-069 Hohe Street Abatement and Demolition. Bid packets were released on April 22, 2025 and the Invitation to Bid was advertised on Bid Express from April 22 – May 7, 2025.

The project consists of building demolition and site remediation of the property at 4135 Hohe Street, Homer, AK 99603, and as needed - hazardous material testing, abatement and /or monitoring. The site encompasses a 12,197 square foot (0.28 acres) lot, with an approx. 2,000 square foot bi-level structure built in 1973. This building (renovated in 2021) with an attached garage, consists of a common entrance, upper-level living space, a basement, office rooms, and bathrooms.

On the due date of May 7, 2025, four (4) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$24,500.00 was submitted by Gregoire Construction, Homer, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 700-11237-N012L-43999.

P. Micciche

Peter A. Micciche, Borough Mayor

5/14/2025

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	700-11237-N012L-43999
Amount:	\$24,500.00
By: <i>CS BH</i>	Date: 5/14/2025

NOTES: NA

KENAI PENINSULA BOROUGH PURCHASING & CONTRACTING

BID TAB FOR: ITB25-069 Hohe Street Abatement and Demolition

CONTRACTOR	LOCATION	BASE BID
Gregoire Construction	Homer, Alaska	\$24,500.00
Property Investments LLC	Homer, Alaska	\$42,000.00
Alaska Demolition, LLC	Anchorage, Alaska	\$59,835.00
Far North Services, LLC	Anchorage, Alaska	\$274,000.00

DUE DATE: May 7, 2025

KPB OFFICIAL: John Hedges
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough
Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Dil Uhlin, Roads Director *DU*

DATE: May 21, 2025

RE: Authorization to Award a Contract for ITB25-063 FY25 Gravel Project – Bonita Avenue, Fern Forest Street and Knackstedt Street

The Purchasing and Contracting Office formally solicited and received bids for the I ITB25-063 FY25 Gravel Project – Bonita Avenue, Fern Forest Street and Knackstedt Street. Bid packets were released on April 30, 2025 and the Invitation to Bid was advertised on Bid Express from April 30 – May 15, 2025.

The project consists of doing a gravel upgrade of Bonita Avenue, Fern Forest Street, and Knackstedt Street located near the intersection of Poppy Ridge Road and Bonita Avenue. The Bonita Ave upgrades will begin on Bonita and Poppy Ridge and continue East 2,600 ft. The Fern Forest St upgrades will begin at Bonita Ave and end 1,300 ft north at Radcliff Ave and the Knackstedt St upgrades will begin at Bonita Ave and end 1,300 ft north at Radcliff Ave.

On the due date of May 15, 2025, four (4) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$98,300.00 was submitted by Peninsula Paving, LLC, Soldotna, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 434-33950-21GRV-43011, 434-33950-22GRV-43011, 434-33950-23GRV-43011 and 434-33950-25GRV-43011.

P. Micciche
Peter A. Micciche, Borough Mayor

5/21/2025
Date

NOTES: NA

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>434-33950-21GRV-43011</u>	<u>\$14,841.70</u>
Acct. No. <u>434-33950-22GRV-43011</u>	<u>\$17,301.25</u>
Acct. No. <u>434-33950-23GRV-43011</u>	<u>\$21,363.60</u>
Acct. No. <u>434-33950-25GRV-43011</u>	<u>\$44,793.45</u>
By: <i>CJ BH</i>	Date: <u>5/21/2025</u>

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB25-063 Gravel Project, West Region, Unit 7
Bonita Avenue, Fern Forest Street & Knackstedt Street

CONTRACTOR	LOCATION	BASE BID
Peninsula Paving, LLC	Soldotna, Alaska	\$98,300.00
Foster Construction, LLC	Soldotna, Alaska	\$99,440.00
Alaska Marine Excavation, LLC	Anchor Point, Alaska	\$124,190.00
Chumley's Inc.	Nikiski, Alaska	\$172,500.00

DUE DATE: May 15, 2025

KPB OFFICIAL: 
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough
Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Nicholas Chapman, Service Area Program Manager - SBCFSA *NC*

DATE: May 19, 2025

RE: Authorization to Award a Contract for ITB25-060 Streambed Maintenance of Upper Kwechak Creek

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-060 Streambed Maintenance of Upper Kwechak Creek. Bid packets were released on April 15, 2025, and the Invitation to Bid was advertised on Bid Express from April 15, 2025, to May 8, 2025.

The project consists of constructing a creek channel and removing unclassified excavation per design drawing specification.

On the due date of May 8, 2025, seven (7) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$549,397.65 was submitted by Andrews and Sons, LLC of Seward, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 259-21212-25SED-43011.

P. Micciche

Peter A. Micciche, Borough Mayor

5/20/2025

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	259-21212-25SED-43011
Amount:	\$549,397.65
By: <i>CJ BH</i>	Date: 5/20/2025

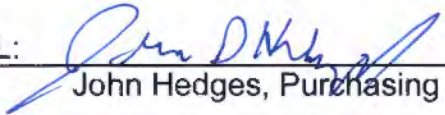
KENAI PENINSULA BOROUGH PURCHASING & CONTRACTING

BID TAB FOR: ITB25-060 Streambed Maintenance of Kwechak Creek

CONTRACTOR	LOCATION	BASE BID
Andrews and Sons, LLC	Seward, Alaska	\$642,667.65
Great Northern Construction & Management	Soldotna, Alaska	\$756,756.00
Sawmill Creek Excavation, LLC	Seward, Alaska	\$908,222.05
Metco Alaska, LLC	Seward, Alaska	\$928,478.75
Clark Management	Anchor Point, Alaska	\$1,005,450.00
Drennon Construction	Fairbanks, Alaska	\$1,337,710.50
Alaska Technical Services LLC dba ATS Construction	Anchorage, Alaska	\$1,364,971.00

DUE DATE: May 8, 2025

KPB OFFICIAL: _____


John Hedges, Purchasing & Contracting Director



Purchasing & Contracting Department

47140 E. Poppy Lane, Soldotna, Alaska 99669 • (907) 714-2260 • (907) 714-2373 Fax

Peter A. Micciche
Borough Mayor

AMENDMENT NO. 1

This amendment consists of 1 page

TO: Andrews and Sons, LLC

FROM: Kenai Peninsula Borough – Bear Creek Flood Service Area

DATE: May 16, 2025

SUBJECT: Reduction of Scope of ITB25-060 Streambed Maintenance Upper Kwechak Creek

Note: Information in this amendment takes precedence over original information. All other provisions of the document remain unchanged.

Pursuant to KPB code 5.28.230 Procedures for Award, Part C, the scope of ITB25-060 Streambed Maintenance Upper Kwechak Creek will be:

<u>ITEM NO.</u>	<u>CLARIFICATION</u>	<u>CONTRACT AMT</u>
		\$642,227.65
01-01	Reduced Bid Item #1 unclassified gravel excavation and embankment grading by 14,000 cubic yards. The 14,000 cubic yard difference will be averaged from station 1+00 to 32+00 in the design plans.	-\$92,830.00
		\$549,397.65

The original Contract Sum was \$642,227.65

The Contract Sum will be decreased by \$92,830.00

The New Contract Sum including this Change Order will be \$549,397.65

Kenai Peninsula Borough
Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor

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

FROM: Kevin Kinnie, Project Manager *kk*

DATE: May 14, 2025

RE: Authorization to Award a Contract for ITB25-025 CPL Leachate Phase II SCADA System

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-025 CPL Leachate Phase II SCADA System. Bid packets were released on March 25, 2025 and the Invitation to Bid was advertised on Bid Express from March 25 – April 17, 2025.

The project consists of Supervisory Control and Data Acquisition (SCADA) work associated with the Phase II Leachate Infrastructure Improvement Project at the Central Peninsula Landfill in Soldotna, Alaska.

On the due date of April 17, 2025, three (3) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$587,923.53 was submitted by IMACS, Inc., New Windsor, Maryland.

Your approval for this bid award is hereby requested. Funding for this project is in account number 411-32122-LEAC1-43011.

P. Micciche

Peter A. Micciche, Borough Mayor

5/14/2025

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	411-32122-LEAC1-43011
Amount:	\$587,923.53
By: <i>CSK BA</i>	Date: 5/14/2025

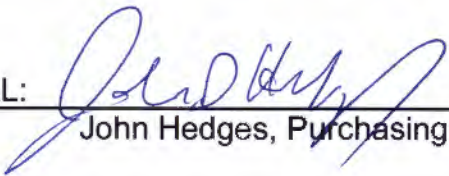
NOTES: NA

KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING

BID TAB FOR: ITB25-025 Central Peninsula Landfill Leachate Phase II SCADA System

CONTRACTOR	LOCATION	BASE BID
IMACS, Inc.	New Windsor, Maryland	\$587,923.53
TecPro, Ltd	Wasilla, Alaska	\$947,695.00
Kachemak Electric Co., Inc.	Kenai, Alaska	\$1,221,628.00

DUE DATE: April 17, 2025

KPB OFFICIAL: 
John Hedges, Purchasing & Contracting Director