

Kenai Peninsula Borough  
Grants Administration & Community Liaison

MEMORANDUM

**TO:** Peter Ribbens, Assembly President  
Members, KPB Assembly

**THRU:** Peter A. Micciche, Mayor *PM*  
Brandi Harbaugh, Finance Director *PH*  
Robert Ruffner, Planning Director *BR*  
Aaron Hughes, Land Management Officer *AH*

**FROM:** Heather Geer, Grants Administrator & Community Liaison *HG*

**DATE:** September 4, 2025

**RE:** Ordinance 2025-19-13, Accepting and Appropriating Remaining Unspent Federal Pass-Through Grant Funds from the State of Alaska for Woody Fuel Disposal and Authorizing the Mayor to Enter into a New Memorandum of Agreement (Mayor)

The State of Alaska, Department of Natural Resources, Division of Forestry & Fire Protection (DOF) implemented a federal grant to assist with the collection of woody fuels (slash) that pose a hazard to communities at community slash disposal sites. Ordinance 2023-19-43 accepted and appropriated \$89,000 in federal pass-through grant funds from the State of Alaska for slash disposal in Cooper Landing and Hope and authorized the Mayor to enter into a memorandum of agreement (MOA) for the administration of funds and operations effective June 11, 2024, through May 31, 2025.

KPB requested to extend the period of performance through September 30, 2027. DOF approved the extension; however, the extension amendment was not executed due to a DOF clerical error, and KPB was notified that a new MOA must be negotiated between KPB and DOF for the remaining unspent grant funds. A new MOA was negotiated for the remaining balance of \$42,685.36 for reimbursable expenses associated with the Hope and Cooper Landing slash disposal sites. The source of funding is a US Forest Service grant to the State of Alaska, ID 23-DG-11100106-807. The project is managed by the Land Management Division.

The ordinance accepts and appropriates \$42,685.36 the remaining unspent federal pass-through grant funds and authorizes the Mayor to enter into the new MOA with DOF.

Your consideration is appreciated.

FUNDS/ACCOUNT VERIFIED	
Account:	<u>250.21210.26SLS.49999</u>
Amount:	<u>\$42,685.36</u>
By: <u><i>CG</i></u>	Date: <u>9/4/2025</u>