

# **Kenai Peninsula Borough**

*144 North Binkley Street  
Soldotna, AK 99669*



## **Meeting Agenda**

**Tuesday, February 4, 2020**

**6:00 PM**

**Betty J. Glick Assembly Chambers**

### **Assembly**

*Kelly Cooper, President*

*Hal Smalley, Vice President*

*Norm Blakeley*

*Jesse Bjorkman*

*Kenn Carpenter*

*Tyson Cox*

*Willy Dunne*

*Brent Hibbert*

*Brent Johnson*





# Assembly Meeting Schedule

**TUESDAY, FEBRUARY 4, 2020**

**1:30 PM**      **Joint Budget Work Session with Kenai Peninsula Borough School District Board of Education (1 hour)**

**2:45 PM**      **Finance Committee**  
Presentation – Alaskans for Sustainable Budgets, Brad Keithley (30 Minutes)

**3:30 PM**      **Lands Committee**  
Presentation – Shimai Toshi Garden Trails, Inc., Sarah Pyhala (10 Minutes)

**4:00 PM**      **Policies and Procedures Committee**

**6:00 PM**      **Regular Assembly Meeting**

Above listed meetings will be held in:

Betty J. Glick Assembly Chambers  
George A. Navarre Kenai Peninsula Borough Administration Building  
144 North Binkley Street, Soldotna, Alaska





# Finance Committee

February 4, 2020

2:45 PM

Betty J. Glick Assembly Chambers  
George A. Navarre Kenai Peninsula  
Borough Administration Building

Brent Hibbert, Chair

Tyson Cox, Vice Chair

Brent Johnson

## AGENDA

### ITEMS NOT APPEARING ON THE REGULAR MEETING AGENDA

1. Presentation – Alaskans for Sustainable Budgets, Brad Keithley  
(30 Minutes)

### NEW BUSINESS

1. Resolutions
  - \*a. Resolution 2020-010: Designating the Newspaper and Authorizing Award of a Contract for the Publication of the 2020 Foreclosure List, and the Delinquent Leasehold, Mobile Homes, Personal and Other Tax Lists for the Tax Year 2019 (Mayor) ..... 102
  
2. Ordinances for Introduction
  - \*a. Ordinance 2019-19-27: Appropriating Matching Funds for the Japanese Creek Levee Flood Risk Mitigation Feasibility Study (Mayor) (Hearing on 02/25/20) ..... 123

\*Consent Agenda Items





# Lands Committee

February 4, 2020

3:30 PM

Betty J. Glick Assembly Chambers  
George A. Navarre Kenai Peninsula  
Borough Administration Building

Brent Johnson, Chair

Kenn Carpenter, Vice Chair

Norm Blakeley

## AGENDA

### ITEMS NOT APPEARING ON THE REGULAR MEETING AGENDA

1. Presentation – Shimai Toshi Garden Trails, Inc., Sarah Pyhala (10 Minutes)

### PUBLIC HEARINGS ON ORDINANCES

1. Ordinance 2020-04: Authorizing the Mayor to Select a Parcel of Land in the City of Kenai Through the Kenai Peninsula Borough's Municipal Entitlement Land Grant and Authorizing the Conveyance of the Parcel to the City of Kenai for a Municipal Park (Mayor) ..... 12

### NEW BUSINESS

1. Resolutions
  - \*b. Resolution 2020-011: Authorizing the Acquisition by Donation of 20 Acres of Land Located in the Seward Area on Behalf of the Seward Bear Creek Flood Service Area (Mayor)..... 105
  
2. Ordinances for Introduction
  - \*b. Ordinance 2020-06: Authorizing a Community Trail Management Agreement on Borough Land within the City of Soldotna with Shimai Toshi Garden Trails, Inc. (Mayor) (Hearing on 02/25/20) ..... 127

\*Consent Agenda Items







# Policies and Procedures Committee

February 4, 2020

4:00 PM

Betty J. Glick Assembly Chambers  
George A. Navarre Kenai Peninsula  
Borough Administration Building

Willy Dunne, Chair

Hal Smalley, Vice Chair

Kenn Carpenter

## AGENDA

### PUBLIC HEARINGS ON ORDINANCES

- 2. Ordinance 2020-01: Amending KPB 4.30.010 and KPB 4.30.050 Regarding Candidate Qualification and Review of Candidate Qualifications for Borough Elections (Johnson)..... 18
- 3. Ordinance 2020-02: Amending KPB 2.54.060 Regarding Response to Requests for Access to Public Records to Increase Time Limits for Response (Cooper at the Request of the Borough Clerk) ..... 25
- 4. Ordinance 2020-05: Amending the Kenai Peninsula Borough Hazard Mitigation Plan by Deleting Existing Annex A, 2015 City of Homer All Hazards Mitigation Plan Update, and Adopting the City of Homer All Hazards Mitigation 2018 Update as the New Annex A (Mayor) ..... 28

### MAYOR'S REPORT..... 168

- 1. Assembly Requests/Responses – None.
- 2. Agreements and Contracts
  - a. Authorization to Award a Contract for ITB20-013 Calcium Chloride Purchase Summer 2020 to NorthStar Supply, LLC., Palmer, Alaska..... 169
- 3. Other
  - a. Budget Revisions – December 2019..... 171
  - b. Revenue – Expenditure Report – December 2019 ..... 173
  - c. FY20-2Q Senior Grant Reports..... 176
  - d. FY20-2Q Economic Development Grant Reports..... 195

\*Consent Agenda Items





# Assembly Agenda

February 4, 2020 - 6:00 PM

Regular Meeting

Betty J. Glick Assembly Chambers  
George A. Navarre Kenai Peninsula  
Borough Administration Building

Kelly Cooper  
Assembly President  
Seat 8 – Homer  
Term Expires 2020

Harold "Hal" Smalley  
Assembly Vice  
President  
Seat 2 - Kenai  
Term Expires 2020

Jesse Bjorkman  
Assembly Member  
Seat 3 - Nikiski  
Term Expires 2022

Norm Blakeley  
Assembly Member  
Seat 5-Sterling/Funny  
River  
Term Expires 2020

Kenn Carpenter  
Assembly Member  
Seat 6 – East Peninsula  
Term Expires 2021

Tyson Cox  
Assembly Member  
Seat 4 - Soldotna  
Term Expires 2022

Willy Dunne  
Assembly Member  
Seat 9 - South  
Peninsula  
Term Expires 2021

Brent Johnson  
Assembly Member  
Seat 7 – Central  
Term Expires 2022

Brent Hibbert  
Assembly Member  
Seat 1 – Kalifornsky  
Term Expires 2021

## CALL TO ORDER

## PLEDGE OF ALLEGIANCE

## INVOCATION

Any invocation that may be offered at the beginning of the assembly meeting shall be a voluntary offering of a private person, to and for the benefit of the assembly. No member of the community is required to attend or participate in the invocation.

*[Clerk's Note: The invocation will be offered by Roy J. Wilson.]*

## ROLL CALL

## COMMITTEE REPORTS

## APPROVAL OF AGENDA AND CONSENT AGENDA

(Action items listed with an asterisk (\*) are considered to be routine and non-controversial by the Assembly and will be approved by one motion. Public testimony will be taken. There will be no separate discussion of these items unless an Assembly Member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)

### ACTION ITEMS CURRENTLY ON CONSENT AGENDA

January 21, 2020 Regular Assembly Meeting Minutes  
Resolution 2020-010  
Resolution 2020-011  
Ordinance 2019-19-24  
Ordinance 2020-06

### ACTION ITEMS ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA

Ordinance 2020-04  
Ordinance 2020-05

**APPROVAL OF MINUTES**

- \*1. January 21, 2020 Regular Assembly Meeting Minutes ..... 1

**COMMENDING RESOLUTIONS AND PROCLAMATIONS**

- 1. Mayor's Proclamation Declaring February 14, 2020 as "League of Women Voters Day, Women's Voting Rights Day" ..... 11

**PRESENTATIONS WITH PRIOR NOTICE** (20 Minutes total)

- 1. Brad Keithley, Alaskans for Sustainable Budgets (10 minutes)

**PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

(3 minutes per speaker; 20 Minutes aggregate)

**ITEMS NOT COMPLETED FROM PRIOR AGENDA**

**PUBLIC HEARINGS ON ORDINANCES** (Testimony limited to 3 minutes per speaker)

- 1. Ordinance 2020-04: Authorizing the Mayor to Select a Parcel of Land in the City of Kenai Through the Kenai Peninsula Borough's Municipal Entitlement Land Grant and Authorizing the Conveyance of the Parcel to the City of Kenai for a Municipal Park (Mayor) (Referred to Lands Committee) ..... 12
- 2. Ordinance 2020-01: Amending KPB 4.30.010 and KPB 4.30.050 Regarding Candidate Qualification and Review of Candidate Qualifications for Borough Elections (Johnson) (Referred to Policies and Procedures Committee) ..... 18
- 3. Ordinance 2020-02: Amending KPB 2.54.060 Regarding Response to Requests for Access to Public Records to Increase Time Limits for Response (Cooper at the Request of the Borough Clerk) (Referred to Policies and Procedures Committee) ..... 25
- 4. Ordinance 2020-05: Amending the Kenai Peninsula Borough Hazard Mitigation Plan by Deleting Existing Annex A, 2015 City of Homer All Hazards Mitigation Plan Update, and Adopting the City of Homer All Hazards Mitigation 2018 Update as the New Annex A (Mayor) (Referred to Policies and Procedures Committee) ..... 28

**UNFINISHED BUSINESS**

**NEW BUSINESS**

1. Resolutions

- \*a. Resolution 2020-010: Designating the Newspaper and Authorizing Award of a Contract for the Publication of the 2020 Foreclosure List, and the Delinquent Leasehold, Mobile Homes, Personal and Other Tax Lists for the Tax Year 2019 (Mayor) (Referred to Finance Committee) ..... 102
- \*b. Resolution 2020-011: Authorizing the Acquisition by Donation of 20 Acres of Land Located in the Seward Area on Behalf of the Seward Bear Creek Flood Service Area (Mayor) (Referred to Lands Committee)..... 105

2. Ordinances for Introduction

- \*a. Ordinance 2019-19-27: Appropriating Matching Funds for the Japanese Creek Levee Flood Risk Mitigation Feasibility Study (Mayor) (Hearing on 02/25/20) (Referred to Finance Committee) ..... 123
- \*b. Ordinance 2020-06: Authorizing a Community Trail Management Agreement on Borough Land within the City of Soldotna with Shimai Toshi Garden Trails, Inc. (Mayor) (Hearing on 02/25/20) (Referred to Lands Committee)..... 127

**MAYOR'S REPORT**..... 168

1. Assembly Requests/Responses – None.

2. Agreements and Contracts

- a. Authorization to Award a Contract for ITB20-013 Calcium Chloride Purchase Summer 2020 to NorthStar Supply, LLC., Palmer, Alaska..... 169

3. Other

- a. Budget Revisions – December 2019..... 171

- b. Revenue – Expenditure Report – December 2019 ..... 173
- c. FY20-2Q Senior Grant Reports..... 176
- d. FY20-2Q Economic Development Grant Reports..... 195

**PUBLIC COMMENTS AND PUBLIC PRESENTATIONS** (3 minutes per speaker)

**ASSEMBLY COMMENTS**

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

- 1. Ordinance 2019-24 (Mayor) Substitute: Adopting KPB 20.80, Subdivision Private Streets and Gated Subdivisions (Mayor) (Postponed to 02/25/20) (Referred to Lands Committee)
- 2. Ordinance 2020-03: Amending KPB 5.18 Sales Tax Code and Enacting KPB 5.19 – Uniform Remote Seller Sales Tax Code (Cooper, Smalley) (Hearing on 02/25/20) (Referred to Finance Committee)
- 3. Ordinance 2019-34: Amending KPB 21.46.040 to Create the Kalifornsky Center Single Family Residential R-1 Local Option Zoning District on an Approximately 55-Acre Borough-Owned Parcel (Mayor) (Referred to Lands Committee) [Tabled on 01/07/20]

**INFORMATIONAL MATERIALS AND REPORTS**

**ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

- 1. February 25, 2020  
6:00 PM
- Regular Assembly Meeting  
Betty J. Glick Assembly Chambers  
Soldotna, Alaska

**ADJOURNMENT**

*This meeting will be broadcast on KDLL-FM 91.9 (Central Peninsula), KBBI-AM 890 (South Peninsula), K201AO(KSKA)-FM 88.1 (East Peninsula).*

*Copies of agenda items are available at the Borough Clerk's Office and in the Meeting Room just prior to the meeting. For further information, please call the Clerk's Office at 714-2160 or toll free within the Borough at 1-800-478-4441, Ext. 2160. Visit our website at [www.kpb.us](http://www.kpb.us) for copies of the agenda, meeting summaries, ordinances and resolutions.*



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Minutes

### Assembly

*Kelly Cooper, President*  
*Hal Smalley, Vice President*  
*Norm Blakeley*  
*Jesse Bjorkman*  
*Kenn Carpenter*  
*Tyson Cox*  
*Willy Dunne*  
*Brent Hibbert*  
*Brent Johnson*

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Tuesday, January 21, 2020

6:00 PM

Betty J. Glick Assembly Chambers

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### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### INVOCATION

[Clerk's Note: The invocation was given by Keith Hamilton.]

### ROLL CALL

**Present:** 8 - Jesse Bjorkman, Norm Blakeley, Kenn Carpenter, Tyson Cox, Willy Dunne, Brent Hibbert, Brent Johnson, and Kelly Cooper  
**Excused:** 1 - Hal Smalley

Also present were:

Charlie Pierce, Borough Mayor  
James Baisden, Chief of Staff  
Colette Thompson, Borough Attorney  
Johni Blankenship, Borough Clerk  
Michele Turner, Deputy Borough Clerk

### COMMITTEE REPORTS

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

Assembly Member Johnson stated the Lands Committee met and discussed its agenda items.

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

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

## APPROVAL OF AGENDA AND CONSENT AGENDA

**Hibbert moved to approve the agenda and consent agenda.**

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

- [KPB-2441](#) January 7, 2020 Regular Assembly Meeting Minutes approved.
- [KPB-2444](#) LAYDOWN A Resolution in Memoriam Commending the Contributions and Commitments of Gary Thomas (Dunne)  
**This Commending Resolution was adopted.**
- [2019-19-22](#) An Ordinance Redirecting and Appropriating the Remaining Balance of Funds from the Completion of the U.S. Army Corps of Engineers Salmon Creek Section 205 Project and Unused Grant Funds from the State of Alaska Grant Number 15-DC-090 for Seward Bear Creek Flood Service Area Flood Mitigation Projects (Mayor)  
*[Clerk's Note: The fifth Whereas clause of Ordinance 2019-19-22 was amended to read, "the Salmon Creek project was completed under budget and the USACE will refund the remaining \$109,581.44 [68,506.65]" and Section 2 was amended to read "That State of Alaska 15-DC-090 grant funds in the amount of \$109,581.44 [68,506.65] are deobligated and redirected to account number 271.21212.15090.43011."*  
**This Budget Ordinance was enacted as amended.**
- [2019-19-25](#) An Ordinance Appropriating Insurance Proceeds and Local Funds for the Purpose of Purchasing a Replacement Fire Truck Deemed a Total Loss (Mayor)  
**This Budget Ordinance was enacted.**
- [2020-007](#) A Resolution Establishing Kenai Peninsula Borough 2020 State Capital Project Priorities for Public Safety Projects (Mayor)  
**This Resolution was adopted.**
- [2020-009](#) A Resolution Amending Resolution 2019-058, Establishing an Anadromous Waters Habitat Protection Work Group and Appointing



Members (Mayor, Carpenter)

**This Resolution was adopted.**

[2020-03](#)

An Ordinance Amending KPB 5.18 Sales Tax Code and Enacting KPB 5.19 Uniform Remote Seller Sales Tax Code (Cooper, Smalley) (Hearing on 02/25/19)

**This Ordinance was introduced and set for public hearing.**

[2020-04](#)

An Ordinance Authorizing the Mayor to Select a Parcel of Land in the City of Kenai Through the Kenai Peninsula Borough's Municipal Entitlement Land Grant and Authorizing the Conveyance of the Parcel to the City of Kenai for a Municipal Park (Mayor)

**This Ordinance was introduced and set for public hearing.**

[2020-05](#)

An Ordinance Amending the Kenai Peninsula Borough Hazard Mitigation Plan by Deleting Existing Annex A, 2015 City of Homer All Hazard Mitigation Plan Update, and Adopting the City of Homer All Hazard Mitigation Plan 2018 Update as the New Annex A (Mayor)

**This Ordinance was introduced and set for public hearing.**

[KPB-2434](#)

Approving the Petition to Vacate for the Kenai River Keys Subdivision Pedestrian and Maintenance Easement. KPB File 2019-148V. Petitioner: Frank G. Turpin III and Jacqueline A. Turpin of Sterling, AK.

[Clerk's Note: The Planning Commission approved the above referenced petition to vacate at its January 6, 2020 meeting by unanimous consent.]

**approved.**

Approval of the Agenda and Consent Agenda

President Cooper called for public comment with none being offered.

**The motion to approve the agenda and consent agenda as amended carried by the following vote:**

**Yes:** 8 - Bjorkman, Blakeley, Carpenter, Cox, Dunne, Hibbert, Johnson, and Cooper

**Absent:** 1 - Smalley

## COMMENDING RESOLUTIONS AND PROCLAMATIONS

## PRESENTATIONS WITH PRIOR NOTICE

None.

**PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA**

President Cooper called for public comment.

**Kate Veh**, Soldotna addressed the assembly regarding the dangers of vaping.

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

**ITEMS NOT COMPLETED FROM PRIOR AGENDA**

**PUBLIC HEARINGS ON ORDINANCES**

[2019-19-23](#) An Ordinance Appropriating Funds to Provide for a Facility Management Strategic Plan (Mayor)

**Hibbert** moved to enact Ordinance 2019-19-23.

President Cooper called for public comment.

**Debbie Cary**, Ninilchik spoke in support of Budget Ordinance 2019-19-23

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

**Bjorkman** moved to amend Budget Ordinance 2019-19-23 as follows:

Section 1 to read, "that [\$220,000] \$70,000 is appropriated from the General Fund fund balance to projects account 100.94910.FCLTY.49999 for facility management strategic planning and associated costs."

Assembly members Johnson, Hibbert, Carpenter, Cox and Blakely spoke in opposition to the amendment.

**The motion to amend Budget Ordinance 2019-19-23 failed by the following vote:**

**Yes:** 1 - Bjorkman

**No:** 7 - Blakeley, Carpenter, Cox, Dunne, Hibbert, Johnson, and Cooper

**Absent:** 1 - Smalley

President Cooper passed the gavel to President Pro Tem Hibbert and spoke in support of Budget Ordinance 2019-19-23.

President Pro Tem Hibbert returned the gavel to President Cooper.

**The motion to enact Budget Ordinance 2019-19-23 carried by the following vote:**

**Yes:** 7 - Blakeley, Carpenter, Cox, Dunne, Hibbert, Johnson, and Cooper

**No:** 1 - Bjorkman

**Absent:** 1 - Smalley

[2019-19-24](#) An Ordinance Appropriating Additional Funds for the Purpose of Purchasing Environmental, Health, and Safety (EHS) Management Software (Mayor)

**Hibbert moved to enact Budget Ordinance 2019-19-24.**

President Cooper called for public comment with none being offered.

**The motion to enact Budget Ordinance 2019-19-24 carried by the following vote:**

**Yes:** 8 - Bjorkman, Blakeley, Carpenter, Cox, Dunne, Hibbert, Johnson, and Cooper

**Excused:** 1 - Smalley

[2019-19-26](#) An Ordinance Appropriating Additional Funds to the Legal Department for the Costs and Fees for Outside Counsel to Continue Representing the Kenai Peninsula Borough in the Application of the Alaska Gasline Development Corporation Filed with the Federal Energy Regulatory Commission (Mayor)

**Hibbert moved to enact Budget Ordinance 2019-19-26.**

President Cooper called for public comment with none being offered.

President Cooper passed the gavel to President Pro Tem Hibbert and spoke in support of Budget Ordinance 2019-19-26.

President Pro Tem Hibbert returned the gavel to President Cooper.

**The motion to enact Budget Ordinance 2019-19-26 carried by the following vote:**

**Yes:** 8 - Bjorkman, Blakeley, Carpenter, Cox, Dunne, Hibbert, Johnson, and Cooper

**Excused:** 1 - Smalley

## UNFINISHED BUSINESS

### 1. Postponed Item

[KPB-2395](#) Confirming Appointments to the Anadromous Waters Habitat Protection Work Group (Mayor)

*[Clerk's Note: The motion to confirm the appointments was on the floor from the December 3, 2019 meeting.]*

President Cooper called for public comment with none being offered.

**Bjorkman moved to divide the question and take each appointment separately.**

**The motion to divide the question failed by the following vote:**

**Yes:** 2 - Bjorkman, and Cox

**No:** 6 - Blakeley, Carpenter, Dunne, Hibbert, Johnson, and Cooper

**Absent:** 1 - Smalley

**Dunne moved to amend the Mayor's appointments as provided for with the adoption of Resolution 2020-009, as follows:**

Robert Ruffner, Vice Chairman, KPB Planning Commission

Wayne Ogle, past KPB Assembly President (north)

Branden Bornemann, Executive Director, Kenai Watershed Forum (west)

Ed Oberts, local realtor, past KPB Chief of Staff (at-large)

Bob White, Fish and Game Advisory Board (east)

Dawson Slaughter, Anchor Point Advisory Planning Commission (south)

Kaitlin Vadla, Soldotna Planning Commissioner (central)

**The motion to amend the Mayor's appointments carried by the following vote:**

**Yes:** 8 - Bjorkman, Blakeley, Carpenter, Cox, Dunne, Hibbert, Johnson, and Cooper

**Excused:** 1 - Smalley

**The motion to confirm the Mayor's appointments as amended carried by the following vote:**

**Yes:** 8 - Bjorkman, Blakeley, Carpenter, Cox, Dunne, Hibbert, Johnson, and Cooper

**Absent:** 1 - Smalley

## NEW BUSINESS

### Resolutions

#### [2020-008](#)

A Resolution Supporting and Calling for an Amendment to the Constitution of the United States to Address Issues that Resulted from Court Decisions such as the United States Supreme Court's Decision in Citizens United v. Federal Election Commission (Cox, Johnson)

**Bjorkman moved to adopt Resolution 2020-008.**

President Cooper called for public comment.

The following people spoke in support of Resolution 2020-008:

**Kathleen Rolph**, Soldotna

**Gail Knopf**, Soldotna

**Kate Veh**, Soldotna

The following people spoke in opposition to Resolution 2020-008:

**Mary Jackson**, Kasilof

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

Assembly Members Dunne and Johnson spoke in support of Resolution 2020-008.

Assembly Members Bjorkman and Blakeley spoke in opposition to Resolution 2020-008.

**The motion to adopt Resolution 2020-008 carried by the following vote:**

**Yes:** 6 - Carpenter, Cox, Dunne, Hibbert, Johnson, and Cooper

**No:** 2 - Bjorkman, and Blakeley

**Absent:** 1 - Smalley

## MAYOR'S REPORT

[KPB-2435](#) Mayor's Report Cover Memo

1. Assembly Requests/Responses - None.
2. Agreements and Contracts
  - a. [KPB-2436](#) Vote by Mail Project Analysis Sole Source Waiver; Resource Data
  - b. [KPB-2437](#) Purchasing Request for CES Fire Apparatus. Purchasing will be through the Houston-Galveston Area Council (HGAC Buy) Purchasing Co-Op Contract #FS12-19
  - c. [KPB-2438](#) Purchasing Request for an Ambulance. Purchasing will be through the Houston-Galveston Area Council (HGAC Buy) Purchasing CO-Op Contract #AM10-18
  - d. [KPB-2439](#) Purchasing Request for Ambulance Gurney System through Stryker
3. Other
  - a. [KPB-2440](#) Litigation Status Report - Quarter Ending 12/31/19

**PUBLIC COMMENTS AND PUBLIC PRESENTATIONS**

President Cooper called for public comment.

**Debbie Cary**, Ninilchik thanked the assembly for working together to meet the needs of the borough.

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

**ASSEMBLY COMMENTS**

Assembly Member Johnson thanked members of the public for their testimony and input on borough issues and thanked KDLL radio station for their support and broadcasting the assembly meetings. Mr. Johnson stated that he attended Anchor Point Fire Service Area meeting and stated that their volunteer numbers were lower than previous years. He offered his condolences to Jean Jackinsy's family. Mr. Johnson stated his admiration and appreciation for Martin Luther King, Jr. and his contributions to civil rights movement in America.

Assembly Member Dunne offered his condolences to Gary Thomas's family and stated in lieu of flowers that the family had asked for donations to the Gary Thomas Memorial Fund at Alaska USA. He thanked KDLL for being an integral part in the lives of Alaskans and the importance of their presence in Alaskan culture. Mr. Dunne stated he was pleased that the Anadromous Waters Habitat Protection Work Group was finalized and was looking forward to thier recommendations.

Assembly Member Blakeley stated he was happy to be home and thanked everyone for their testimony.

Assembly Member Bjorkman thanked the public for their testimony and the assembly for their effective dialogue. He discussed the "Sources of Strength" program at Nikiski Middle High School. He stated he was eager to continue conversations with constituents. He thanked KPB Roads Director Dil Uhlin for his service. He wished everyone a pleasent evening.

Asesmbly Member Cox thanked members of the public for their testimony. He stated that he attended the KPTMC Board meeting and encouraged people to purchase tickets to the Taste of the Kenai event in March. He stated that KPTMC was working on providing numerical data and analytics to the Assembly. He stated he was thankful for the weather warming up so the youth could enjoy skiing the Tsalteshi Trails.

Assembly Member Carpenter thanked everyone for their testimony. He thanked

people who participated in the Polar Bear Jump in Seward. He congratulated Seward and Kenai High School basketball teams for their hard fought game in Seward.

Assembly Member Hibbert reminded everyone of the Project Homeless Connect event on Wednesday, January 29th at the Soldotna Sports Center in addition to Homer and Seward. He thanked Dil Uhlin and borough employees for their dedication to the borough. He encouraged everyone to drive safely home.

President Cooper discussed the diversity on the assembly and thanked assembly members for their dialogue and engagement in the discussions. Ms. Cooper thanked everyone for their testimony and wished everyone a good evening.

### **PENDING LEGISLATION**

1. [2019-24](#) An Ordinance Adopting KPB 20.80, Subdivision Private Streets and Gated Subdivisions (Mayor) [Postponed to 02/25/20]
2. [2019-34](#) An Ordinance Amending KPB 21.46.040 to Create the Kalifornsky Center Single Family Residential R-1 Local Option Zoning District on an Approximately 55-Acre Borough-Owned Parcel (Mayor) [Tabled on 01/07/20]
3. [2020-01](#) An Ordinance Amending KPB 4.30.010 and KPB 4.30.050 Regarding Candidate Qualification and Review of Candidate Qualifications for Borough Elections (Johnson, Cox)
4. [2020-02](#) An Ordinance Amending KPB 2.54.060 Regarding Response to Requests for Access to Public Records Requests to Increase Time Limits for Response (Cooper at the Request of the Borough Clerk)

### **INFORMATIONAL MATERIALS AND REPORTS**

#### **ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

1. February 4, 2020 Regular Assembly Meeting  
6:00 PM Betty J. Glick Assembly Chambers, Soldotna, AK

#### **ADJOURNMENT**

With no further business to come before the assembly, President Cooper adjourned the meeting at 8:10 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of January 21, 2020.

\_\_\_\_\_  
Johni Blankenship, MMC, Borough Clerk

Approved by the Assembly: \_\_\_\_\_



**Kenai Peninsula Borough**  
**Alaska**  
**Proclamation**

**Whereas:** The League of Women Voters was founded in 1920 as a “mighty political experiment” by the foremothers of the suffragist movement at the National American Woman Suffrage Association, and;

**Whereas:** their goal was to help the 20 million women who were granted the right to vote by the 19<sup>th</sup> Amendment, to understand and carry out their new responsibility as voters, and;

**Whereas:** with the success of this effort and the tireless efforts over the last 100 years to strengthen and uphold its mission to empower voters and defend democracy, the League has become a trusted nonpartisan, grassroots organization, and;

**Whereas:** the League has sponsored legislation and fought in the courts to protect and strengthen voting rights and access, and for free and fair elections, civil rights, children, community health, and education, and;

**Whereas:** the League has consistently been noted for its nonpartisan election information, including sponsorship of candidate forums and information on state and local ballot issues, as well as its commitment to register, educate, and mobilize voters, and;

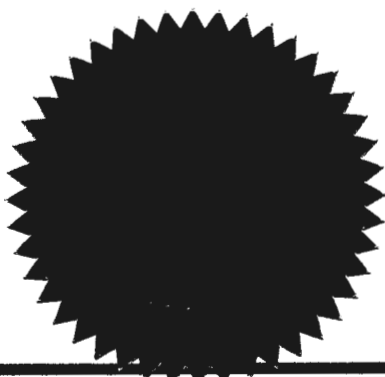
**Whereas:** the League champions government systems that are open, transparent, inclusive, and equitable, and;


**Whereas:** the League believes that active and engaged citizens, irrespective of gender, ethnicity, or political affiliation, are the hallmark of democracy.

NOW THEREFORE, I Charlie Pierce, Mayor of the Kenai Peninsula Borough, do hereby proclaim February 14, 2020 as:

***League of Women Voters Day,  
Women’s Voting Rights Day***

here on the Kenai Peninsula and invite the community to honor and congratulate the League of Women Voters on its 100<sup>th</sup> Anniversary and commend the League for its significant contributions to empowering voters and making democracy work.



  
\_\_\_\_\_  
Charlie Pierce  
Mayor



Introduced by: Mayor  
Date: 01/21/20  
Hearing: 02/04/20  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-04**

**AN ORDINANCE AUTHORIZING THE MAYOR TO SELECT A PARCEL OF LAND  
IN THE CITY OF KENAI THROUGH THE KENAI PENINSULA BOROUGH'S  
MUNICIPAL ENTITLEMENT LAND GRANT AND AUTHORIZING THE  
CONVEYANCE OF THE PARCEL TO THE CITY OF KENAI FOR A MUNICIPAL  
PARK**

- WHEREAS,** City of Kenai Resolution No. 2019-83, dated December 18, 2019, requested that the borough select Kenai Peninsula Borough parcel #043-050-17 through the state municipal entitlement program and convey the parcel to the City of Kenai in order to return ownership of the parcel to the City of Kenai in an efficient and timely manner; and
- WHEREAS,** the 3.75-acre parcel #043-050-17 is legally described as Government Lots 40, 41, and 42 within Section 31, T. 6N., R. 11W., S.M., Kenai Recording District, Third Judicial District, State of Alaska; and
- WHEREAS,** the property on which the Park sits was originally patented from the BLM to the North Kenai Home Owners Association (“HOA”) with the restriction that it could only be used for playground purposes and could not be further conveyed without BLM consent; and
- WHEREAS,** the parcel was transferred to the City of Kenai in 1978 by Clerk’s Deed through tax foreclosure by the Kenai Peninsula Borough (BK 126, PG 786-788, Kenai Recording District); and
- WHEREAS,** subsequent to the City of Kenai receiving the parcel through Clerk’s Deed, the United States Bureau of Land Management re-asserted ownership of the parcel through a reversionary provision of the original patent to North Kenai Home Owners Association, Inc.; and
- WHEREAS,** the State of Alaska, pursuant to Section 6(b) of the Alaska Statehood Act of July 7, 1958, Pub. L. 85-508, 72 Stat. 339, as amended, selected the lands and subsequently received patent to the lands (#50-2019-0040) on January 25, 2019; and
- WHEREAS,** the City of Kenai currently maintains the 4<sup>th</sup> Avenue Park on the property and has done so since the 1970s; and

**WHEREAS,** within the 2016 Imagine Kenai 2030 Comprehensive Plan, Object 2 of Goal 6 is to maintain existing recreational opportunities and plan for new parks and recreation improvements; and

**WHEREAS,** the 4<sup>th</sup> Avenue Park is included within the City of Kenai’s inventory of parks and recreational areas, including on the city’s website and within the 2016 Imagine Kenai 2030 Comprehensive Plan, with the listed amenities of a playground, basketball court, shelter, barbecue grill, and baseball field; and

**WHEREAS,** acquisition of parcel #043-050-17 by the borough and conveyance to the City of Kenai would further Goal 6, Objective 2 of the 2016 Imagine Kenai 2030 Comprehensive Plan; and

**WHEREAS,** the Kenai Peninsula Borough (KPB) is entitled to select 155,780 acres of land under AS 29.65.010 municipal general land grant entitlement; and

**WHEREAS,** the KPB, as of this date, has a remaining entitlement of approximately 13,000 acres; and

**WHEREAS,** the 3.75-acre parcel #043-050-17 has an assessed value of \$56,000; and

**WHEREAS,** the Kenai Peninsula Borough Planning Commission held a public hearing on January 27, 2020 and recommended \_\_\_\_\_;

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

**SECTION 1.** That the mayor is authorized to submit an application pursuant to AS 29.65.010 to the State of Alaska Department of Natural Resources for parcel #043-050-17, legally described as Government Lots 40, 41, and 42 within Section 31, T. 6N., R. 11W., S.M., Kenai Recording District, Third Judicial District, State of Alaska.

**SECTION 2.** That pursuant to KPB 17.10.120(D) the Assembly finds that conveying the above-described property at less than fair market value to the City of Kenai for continued use as a park is in the best interest of the borough.

This finding is based on the following facts:

- a. The conveyance will benefit borough residents by allowing the continuation of a municipal park within the City of Kenai that will be available to both city and non-city residents.
- b. The City of Kenai will be responsible for the costs of maintenance and operation of the park for the benefit of the city and other borough residents.

- c. Charging fair market value for this property would preclude the use of such funds for the maintenance and operation of the park.
- d. The offer to convey the above-described property must be accepted within 60 days after enactment of this ordinance.

**SECTION 3.** The mayor is authorized, pursuant to KPB 17.10.100(D), (E), and (I) to convey property to the City of Kenai as described in Section 1 above for the sum of \$1. Borough land shall be conveyed to the City of Kenai by Quitclaim Deed. The City of Kenai shall be responsible for title insurance and any other closing costs.

**SECTION 4.** There shall be a restriction placed on the deed to the City of Kenai. The deed restriction shall require that the parcel be used as a park only and that it not be limited to use by Kenai residents but rather shall be open to the general public. If at any time the parcel is used for purposes other than a park, the parcel shall revert to the borough.

**SECTION 5.** This ordinance shall become effective immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2020.**

---

Kelly Cooper, Assembly President

ATTEST:

---

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Planning Department – Land Management Division

---

**MEMORANDUM**

**TO:** Kelly Cooper, Assembly President  
Members of Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *chi*  
Max Best, Planning Director *MB*

**FROM:** Marcus Mueller, Land Management Officer *Mueller*

**DATE:** January 9, 2020

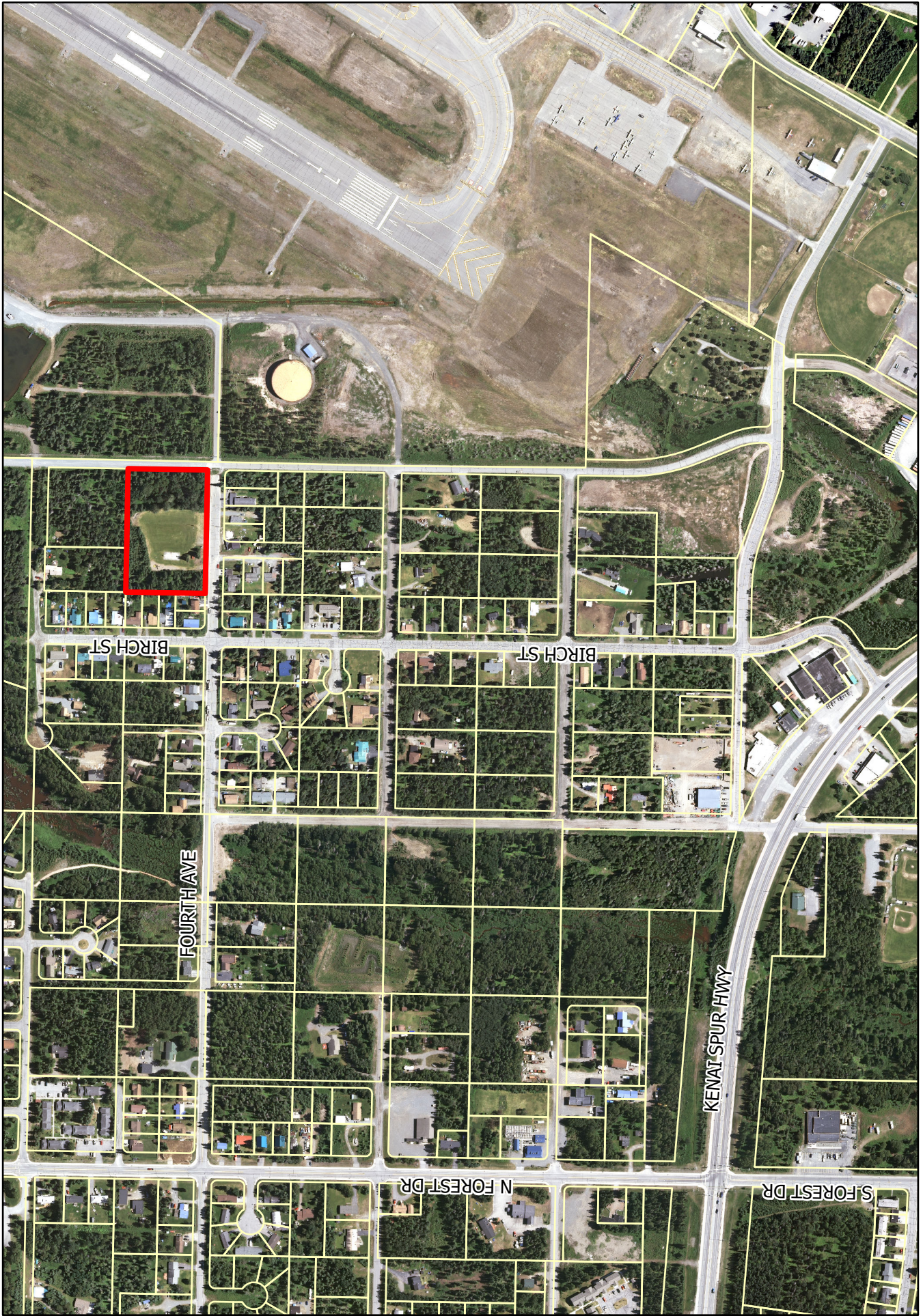
**RE:** Ordinance 2020-04 Authorizing the Mayor to Select a Parcel of Land in the City of Kenai through the Kenai Peninsula Borough's Municipal Entitlement Land Grant and Authorizing the Conveyance of the Parcel to the City of Kenai for a Municipal Park (Mayor)

---

A parcel of land originally deeded from the Bureau of Land Management (BLM) to the North Kenai Home Owners Association and made into the 4<sup>th</sup> Avenue Park went through tax foreclosure and became deeded to the City of Kenai (the "city") in 1978. BLM later enforced a reversionary clause in the original deed, reclaiming title and divesting the city of lawful interests in the municipal park that the city had assumed and continued to manage. To efficiently resolve the title matter, the city has requested that the borough work with the state to convey title using land selection processes and ultimately to transfer title back to the city under a cooperative arrangement.

This ordinance would authorize the mayor to select the 3.75 acre parcel through the borough's 155,780-acre municipal entitlement land grant and also would authorize the Mayor to then convey the parcel to the City of Kenai. The ordinance specifies that a restriction would be placed on the title for park purposes open to the general public.

Your consideration of this resolution of this ordinance is appreciated.



PARCELS

4TH AVENUE PARK

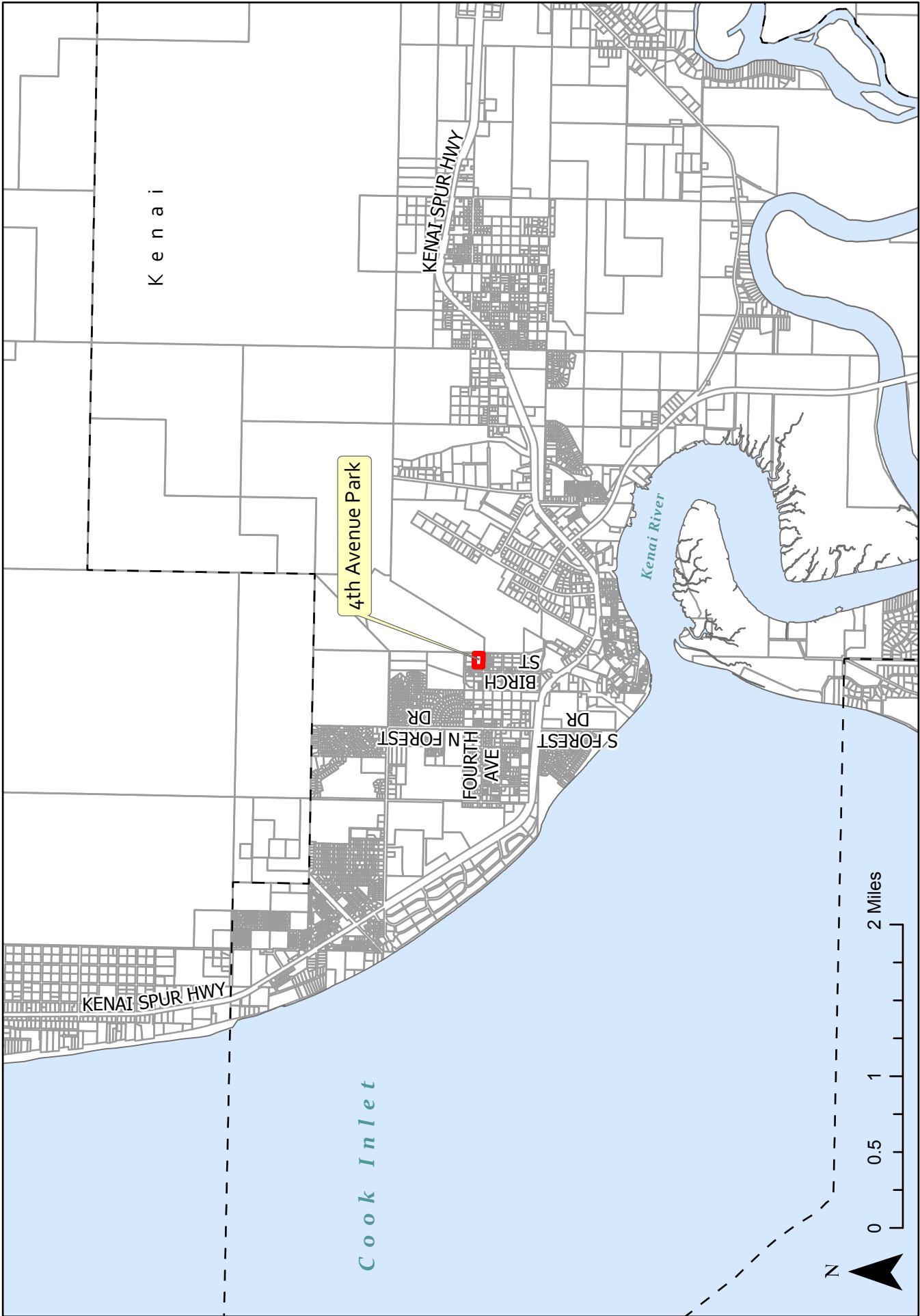
PARCEL # 043-050-17

0.2 Miles

0 0.05 0.1

0





- - - KENAI CITY LIMITS  
 □ PARCELS  
 ■ PARCEL #043-050-17

4TH AVENUE PARK  
VICINITY MAP



Introduced by: Johnson, Cox  
Date: 01/07/20  
Hearing: 02/04/20  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-01**

**AN ORDINANCE AMENDING KPB 4.30.010 AND KPB 4.30.050 REGARDING  
CANDIDATE QUALIFICATION AND REVIEW OF CANDIDATE QUALIFICATIONS  
FOR BOROUGH ELECTIONS**

**WHEREAS,** state statutes provide that the local governing body establish the procedures governing local elections and qualifications of candidates; and

**WHEREAS,** in most state and municipal elections, candidates for public office must meet a durational residency requirement as part of the qualifications to run for office; and

**WHEREAS,** the requirements are necessary to permit exposure of the candidate to his or her prospective constituents; and

**WHEREAS,** the requirements are also needed to ensure that candidates are familiar with the issues and diverse character of the area the candidate desires to serve; and

**WHEREAS,** one-year residency requirements afford greater voter knowledge of candidates and greater candidate knowledge of the needs of the consistency while also protecting constitutional rights of both the voter and the candidate; and

**WHEREAS,** a one-year residency requirement will also serve to prevent individuals from another area moving to a locale for personal gain immediately prior to filing for public office; and

**WHEREAS,** current Alaska case law indicates a one-year durational residency requirement is permissible; and

**WHEREAS,** it is generally appropriate for a durational residency requirement for a candidate to be longer than residency requirements for voters; and

**WHEREAS,** borough code is currently silent on defining residency and should also be updated to clarify the procedure followed by the borough clerk in the event of a pre-election challenge to a candidate's qualifications;

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

**SECTION 1.** That KPB 4.30.010 is hereby amended as follows:

**4.30.010. Candidate qualifications.**

- A. A candidate for borough mayor must be a qualified voter of the State of Alaska and a resident of the Kenai Peninsula Borough for [180 DAYS] one year immediately preceding filing for office. A person who has served as mayor for two consecutive full terms may not be reelected to that office until 180 days has intervened.
  
- B. A candidate for borough assembly must be a qualified voter of the State of Alaska and a resident of the district from which the candidate seeks election for [AT LEAST 180 DAYS] one year immediately preceding filing for office. As provided in KPB 22.30.030(A), a person who has served on the assembly for two consecutive full terms may not be reelected to that office until 180 days have intervened. A full term of office means the regular term of office for assembly and, except as provided in KPB 22.30.030(B), does not include portions of a term served by appointment or election to the remainder of an unexpired term vacated by another person or to a less than 3-year term resulting from assembly redistricting.
  
- C. A candidate for school board must be a qualified voter of the State of Alaska and a resident of the district from which the candidate seeks election for [180 DAYS] one year immediately preceding filing for office.
  
- D. A candidate for a service area board must be a qualified voter of the State of Alaska and a resident of the service area for [AT LEAST 180 DAYS] one year immediately preceding filing for office.
  
- E. A candidate for any of the above offices shall declare in writing all absences from the State of Alaska of over 45 days during the 12 months prior to filing for office along with the reason for the absence.

**SECTION 2.** That KPB 4.30.050 is hereby amended as follows:

**4.30.050. Review of candidate qualifications.**

[THE CLERK SHALL DETERMINE WHETHER EACH CANDIDATE FOR BOROUGH OFFICE IS QUALIFIED AS PROVIDED BY LAW. AT ANY TIME BEFORE THE ELECTION THE CLERK MAY DISQUALIFY ANY CANDIDATE WHOM THE CLERK FINDS IS NOT QUALIFIED AND IMMEDIATELY NOTIFY THAT CANDIDATE BY CERTIFIED MAIL. A

CANDIDATE WHO IS DISQUALIFIED MAY REQUEST A HEARING BEFORE THE CLERK WITHIN FIVE DAYS OF RECEIVING THE NOTICE. THE HEARING SHALL BE HELD NO LATER THAN FIVE DAYS AFTER THE REQUEST UNLESS THE CANDIDATE AGREES IN WRITING TO A LATER DATE.]

A. In determining residence within the borough, district, or service area for the purposes of this chapter, the clerk shall apply the following rules:

1. A person establishes residence within the borough, district or service area by:

(A) actual physical presence at a specific location within the district or service area; and

(B) maintaining a habitation at the specific location;

2. A person may maintain a place of residence at a specific location within the borough, district or service area while away from the location for purposes of employment, education, military service, medical treatment or vacation if the person does not establish residency at another location; and

3. A qualified voter loses residence by voting in another district or service area or in another state's election.

B. The clerk shall determine whether each candidate is qualified as provided by law. At any time before the election the clerk may disqualify any candidate whom the clerk finds is not qualified. A candidate who is disqualified may request a hearing before the clerk. The hearing shall be held no later than 5 business days after the request unless the candidate agrees in writing to a later date.

C. Any person may question the eligibility of a candidate who has filed a declaration of candidacy by filing a complaint with the clerk. A complaint regarding the eligibility of a candidate must be received by the clerk not later than the close of business on the 10<sup>th</sup> calendar day after the filing deadline for the office for which the candidate seeks election.

D. The complaint must be in writing and include the name, mailing address, contact phone number, and signature of the person making the complaint, and a statement in 200 words or less specifying the grounds for the complaint, described

in particular, on which the candidate's eligibility is being questioned.

E. The clerk will review only those issues cited in the complaint related to candidate qualifications established by this chapter.

F. Upon receipt of a complaint, the clerk will review any evidence relevant to the issues identified in the complaint which is in the custody of the municipal clerk's office including evidence provided with the complaint, the candidate's registration record, declaration of candidacy, and, in the discretion of the clerk, any other public record. Following review of all relevant evidence in the case, and within 20 days of receiving the complaint, the clerk will determine whether a preponderance of evidence supports or does not support the eligibility of the candidate. The process for issuing a final determination will be as follows:

1. The clerk will send notification in writing to the candidate whose eligibility is being questioned that a complaint has been received. The notification will include a copy of the complaint, supporting relevant evidence, a statement as to whether a preponderance of evidence reviewed as of that notice supports or does not support the eligibility of the candidate, and a request that the candidate provide a sworn response statement along with any relevant supporting evidence.

2. The clerk must also notify the challenger that all relevant evidence must be submitted within 7 calendar days of the date of the clerk's notice to the candidate that a complaint has been filed. If the clerk receives additional evidence during this 7-day period, such evidence must be provided to the candidate with an opportunity to respond. Absent extraordinary circumstances, the clerk shall not consider evidence received after the challenger's deadline to submit evidence.

3. The candidate's response statement and any supporting evidence must be received within 10 calendar days of the date of the clerk's notice to the candidate that a complaint has been filed. Absent extraordinary circumstances, the clerk shall not

consider evidence received after the candidate's deadline to submit evidence.

4. For purposes of this section, "extraordinary circumstances" must be specified in writing, documenting a serious circumstance or event beyond the control of the individual providing the late evidence.

5. Following review of all relevant evidence in the case, and within 20 days of receiving the complaint, the clerk will issue a final determination based on a preponderance of evidence standard for review

6. A final determination must be issued in writing within 20 days of the clerk receiving the complaint.

G. The clerk must send the final written decision to the person making the complaint and to the candidate. The clerk's decision shall be sent by certified mail and by electronic mail (email), if an email address is known. The determination of the borough clerk constitutes a final administrative decision. An appeal of the clerk's decision shall be filed with the State of Alaska Superior Court at Kenai, Alaska in conformance with the Rules of Appellate Procedure of the State of Alaska, Part VI.

**SECTION 3.** That KPB 22.30.030(A) is hereby amended as follows:

**22.30.030. Terms of office.**

A. The full term of office for assembly members is 3 years. Consistent with KPB 4.30.010(B), no person who has completed two full terms on the assembly in a continuous period of service may serve another term or portion of a term until a period of 180 days has passed since the end of his second full term of office. A full term of office means the regular term of office for assembly and, except as provided in paragraph B of this section, does not include portions of a term served by appointment or election to the remainder of an unexpired term vacated by another person or to a less than 3-year term resulting from assembly redistricting.

**SECTION 4.** That this ordinance takes effect immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY  
OF \*, 2020.**

---

Kelly Cooper, Assembly President

ATTEST:

---

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough Assembly

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## MEMORANDUM

**TO:** Kelly Cooper, Assembly President  
Members, Kenai Peninsula Borough Assembly

**FROM:** Brent Johnson, Assembly Member BJ

**DATE:** December 26, 2019

**RE:** Ordinance 2020-01, Amending KPB 4.30.010 and KPB 4.30.050 regarding Candidate Qualification and Review of Candidate Qualifications for Borough Elections (Johnson)

---

The recent election brought to my attention deficiencies in Kenai Peninsula Borough Code regarding candidate qualifications in our local elections.

First, this borough has a candidate durational residency requirement of only 180 days compared to one year requirements in the boroughs of Matanuska-Susitna, Fairbanks North Star, Haines, Petersburg, Kodiak Island and Ketchikan Gateway, and the City of Homer, just to name a few other somewhat comparable Alaska municipalities. A longer durational residency requirement serves important local interests. Durational residency requirements permit exposure of the candidate to his or her prospective constituents and ensure that candidates are familiar with the issues and diverse character of the area the candidate desires to serve. One-year residency requirements afford greater voter knowledge of candidates and greater candidate knowledge of the needs of the constituency while also protecting constitutional rights of both the voter and the candidate.

In addition, borough code does not provide guidance on what "resident of" means for local borough and school district elected positions. This proposed amendment to KPB 4.30.050 mirrors state law and provides a clearer process for the clerk to follow in reaching a decision when a candidate's qualifications are challenged. This ordinance defines residence as actual physical presence and habitation at a specific location in the borough. It also provides a more defined procedure for the public to challenge a candidate's qualifications to run for local office and for the clerk to follow in reaching a decision on the matter.

Candidates for local office should be familiar with the issues and challenges facing their constituents and should not be able to move to an area right before an election for personal gain.

Your consideration is appreciated.





Introduced by: Cooper at the Request  
of the Borough Clerk  
Date: 01/07/20  
Hearing: 02/04/20  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-02**

**AN ORDINANCE AMENDING KPB 2.54.060 REGARDING RESPONSE TO  
REQUESTS FOR ACCESS TO PUBLIC RECORDS TO INCREASE TIME LIMITS  
FOR RESPONSE**

- WHEREAS**, current code requires the borough clerk or designee to notify the requestor that the requested record is exempt, cannot be located, or that the request is insufficient to describe the record sought within three days of the receiving the request; and
- WHEREAS**, the three day requirement is often not enough time for a record request to be processed and researched by the responding department or service area; and
- WHEREAS**, State of Alaska regulations provides for a 10 day time limit for responding to public record requests; and
- WHEREAS**, similarly Matanuska Susitna Borough code provides for response within 10 days of the request; and
- WHEREAS**, increasing the time for response will help alleviate the immediate administrative burden for borough departments and service areas; and
- WHEREAS**, the number of record requests processed by the borough continues to increase annually; and
- WHEREAS**, the process for internally searching paper records as well as electronic records is time intensive and involves multiple departments' personnel time; and
- WHEREAS**, increasing the time limit for response will not suppress public access to records or otherwise change the record request process;

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

**SECTION 1.** That KPB 2.54.060 is hereby amended as follows:

**2.54.060. Response to request for access to public records.**

...

B. Request for Records Exempt from Disclosure.

...

2. If the information requested is determined to be exempt from disclosure, the person requesting the information shall be advised in writing, stating the applicable law or rule of exemption, within [3] 10 working days of receiving the request; such writing shall be signed by the Borough Clerk or designee.

C. Requests Insufficient to Describe Record Sought. If the request is vague or so broad as to make it difficult to determine or identify the records of information requested, the employee shall so advise the requesting person within [3] 10 days of receiving the request.

D. Records Cannot Be Located. If the records cannot be located in time to make a response within [3] 10 working days of the request, the requesting party shall be promptly so advised; if the requesting party still desires the information or records, a reasonable and diligent search shall be made for them.

**SECTION 2.** That this ordinance takes effect immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \* 2020.**

\_\_\_\_\_  
Kelly Cooper, Assembly President

ATTEST:

\_\_\_\_\_  
Johni Blankenship, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Office of the Borough Clerk

---

**MEMORANDUM**

**TO:** Members, Kenai Peninsula Borough Assembly

**THRU:** Kelly Cooper, Assembly President

**FROM:** Johni Blankenship, Borough Clerk (JB)  
Michele Turner, Deputy Clerk / Records Manager (MT)

**DATE:** December 23, 2019

**RE:** Ordinance 2020-02, Amending KPB 2.54.060 Regarding Response to Request for Access to Public Records to Increase Time Limits for Response (Cooper at the Request of the Borough Clerk)

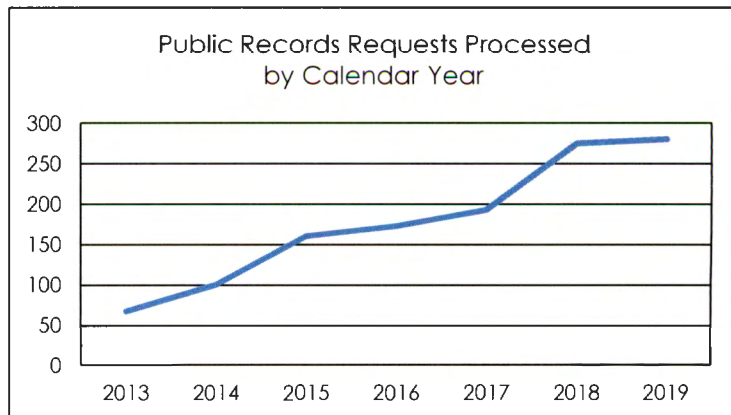
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KPB 2.54.060 currently requires the borough clerk or designee to notify the requestor that the requested record is exempt, cannot be located, or that the request is insufficient to describe the record sought within three days of receipt. The State of Alaska and the Matanuska-Susitna Borough offer two examples where the time limit for response is within 10 days of the request.

The number of record requests processed by the borough continues to increase annually (see chart below). The process for internally searching paper records, as well as electronic records, is time intensive and involves multiple departments' personnel time.

Increasing the time limit for response will not suppress public access to records or otherwise change the record request process – it will simply help alleviate the immediate administrative burden for borough departments and service areas.

Your consideration is appreciated.





Introduced by: Mayor  
Date: 01/21/20  
Hearing: 02/04/20  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-05**

**AN ORDINANCE AMENDING THE KENAI PENINSULA BOROUGH HAZARD  
MITIGATION PLAN BY DELETING EXISTING ANNEX A, 2015 CITY OF HOMER  
ALL HAZARD MITIGATION PLAN UPDATE, AND ADOPTING THE CITY OF  
HOMER ALL HAZARD MITIGATION PLAN 2018 UPDATE AS THE NEW ANNEX A**

- WHEREAS,** the Federal Emergency Management Agency (“FEMA”) requires all states to submit a hazard mitigation plan to be eligible for any FEMA funding for non-emergency disasters; and
- WHEREAS,** on December 3, 2019, the borough assembly enacted Ordinance 2019-057, adopting an updated Hazard Mitigation Plan (“HMP”) as the local mitigation plan for the area within the borough and a required component of the State of Alaska Hazard Mitigation Plan; and
- WHEREAS,** the HMP is a multi-jurisdictional plan developed in coordination with the incorporated cities within the borough, the All Lands/All Hands Interagency Wildfire Mitigation Group, the State of Alaska Division of Homeland Security and Emergency Management (DHS & EM), and FEMA; and
- WHEREAS,** the HMP was designed to assist borough residents, local and private organizations and other parties interested in hazard mitigation planning, as well as to coordinate planning efforts between government agencies; and
- WHEREAS,** the City of Homer approved and adopted its All Hazard Mitigation Plan 2015 Update in Homer Resolution 16-012; and
- WHEREAS,** FEMA disaster recovery funding and grant programs require regular updates to the mitigation plans; and
- WHEREAS,** HMP update process is required every five years to remain current for mitigation planning efforts and for successful grant funding applications; and
- WHEREAS,** the Homer City Council held a public hearing on February 12, 2018, and reviewed the final draft of the update and recommended approval of the plan to the borough; and

**WHEREAS,** the borough Planning Commission at its regularly scheduled meeting of January 06, 2020 recommended approval by unanimous consent of the City of Homer All Hazard Mitigation Plan 2018 Update;

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

**SECTION 1.** That the existing Annex A in the borough’s HMP plan adopted by KPB 2.80.010 is hereby deleted.

**SECTION 2.** That the borough’s HMP is hereby amended by adopting the City of Homer’s All Hazard Mitigation Plan 2018 Update as the new Annex A.

**SECTION 3.** That this ordinance takes effect immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2020.**

\_\_\_\_\_  
Kelly Cooper, Assembly President

ATTEST:

\_\_\_\_\_  
Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

**MEMORANDUM**

**TO:** Kelly Cooper, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *JCB*  
Dan Nelson, OEM Senior Manager *DN*  
Max Best, Planning Director *MB*

**FROM:** Brenda Ahlberg, Community & Fiscal Projects Manager *B.A.*

**DATE:** January 9, 2020

**RE:** Ordinance *2020-05* . Amending the Kenai Peninsula Borough Hazard Mitigation Plan by Deleting Existing Annex A, 2015 City of Homer All Hazards Mitigation Plan Update and Adopting the City of Homer All Hazards Mitigation Plan 2018 Update as the New Annex A (Mayor)

---

On January 6, 2020, the borough planning commission recommended adopting the City of Homer All Hazards Mitigation Plan 2018 Update as the new Annex A in the Kenai Peninsula Borough Hazard Mitigation Plan 2019 Update.

If this ordinance is approved, the borough plan and updated annexes by city will be available on online at <https://www.kpb.us/emergency-mgmt/plans/plans>. Hardcopies may be viewed in the planning department or available for print through public records request.

Your consideration of this ordinance is appreciated.

Attachments:

2019 Kenai Peninsula Borough Hazard Mitigation Plan Update

**CITY OF HOMER  
HOMER, ALASKA**

City Manager

**RESOLUTION 18-014**

A RESOLUTION OF THE CITY COUNCIL OF HOMER, ALASKA, ADOPTING THE CITY OF HOMER ALL HAZARDS MITIGATION PLAN 2018 UPDATE/REVISION AND AUTHORIZING THE CITY MANAGER TO FORWARD THE DOCUMENTS TO THE KENAI PENINSULA BOROUGH, THE ALASKA DIVISION HOMELAND SECURITY, AND OTHER ORGANIZATIONS AS APPROPRIATE.

WHEREAS, The Homer City Council recognizes the threat that natural and human generated hazards pose to its residents, their property, public infrastructure, and the health and safety of the community at large; and

WHEREAS, Planning for and implementing actions that avoid or mitigate the impacts of hazards before disasters occur reduces the potential for harm to people and property and saves taxpayer dollars; and

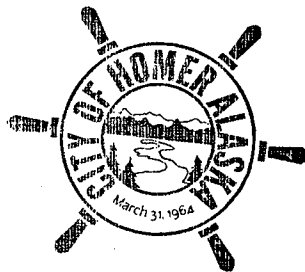
WHEREAS, An adopted All Hazards Mitigation Plan is required as a condition for future grant funding to the City for hazard mitigation projects; and

WHEREAS, The City has provided notice of the draft plan revision and opportunities to comment to its local partners in disaster mitigation, has participated jointly in the planning process with the Borough and other units of government, and held a hearing to solicit comments from the public.

NOW, THEREFORE, BE IT RESOLVED that the City Council of Homer, Alaska, hereby adopts the All Hazards Mitigation Plan 2018 Update/Revision.

BE IT FURTHER RESOLVED that the Homer City Council authorizes the City Manager to forward the Plan to the Kenai Peninsula Borough, the Federal Emergency Management Agency, the State Division of Emergency Management, and other organizations as appropriate.

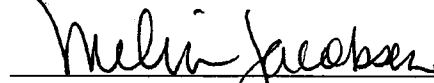
PASSED AND ADOPTED by the Homer City Council this 12 day of February, 2018.



CITY OF HOMER

  
DONNA ADERHOLD, MAYOR PRO TEMPORE

ATTEST:

  
MELISSA JACOBSEN, MMC, CITY CLERK

Fiscal note: N/A





**FEMA**

January 24, 2018

Mr. Brent Nichols  
State Hazard Mitigation Officer  
Alaska Division of Homeland Security and Emergency Management  
P.O. Box 5750  
Fort Richardson, Alaska 99505-5750

Dear Mr. Nichols:

As requested, on January 24, 2018, the U.S. Department of Homeland Security's Federal Emergency Management Agency (FEMA), Region 10, completed a pre-adoption review of the City of Homer Annex to the Kenai Peninsula Borough Hazard Mitigation Plan. This letter serves as Region 10's commitment to approve the plan upon receiving documentation of its adoption by the community. The plan successfully contains the required criteria, excluding the adoption, for hazard mitigation plans, as outlined in Code of Federal Regulation Title 44 Part 201.

Once FEMA approves the plan, the community is eligible for mitigation project grants.

Please contact our Regional Mitigation Planning Program Manager, Brett Holt, at (425) 487-4553 with any questions.

Sincerely,

1/24/2018

X 

Signed by: TAMRA D BIASCO

Tamra Biasco  
Chief, Risk Analysis Branch  
Mitigation Division

AS:vl



**City of Homer  
All-Hazard  
Mitigation Plan**

***2018 Update***

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## Chapter I – Introduction

### A. Purpose of the Plan:

The purpose of the All-Hazard Mitigation Plan is to fulfill the FEMA requirement under The Robert T. Stafford Disaster Relief and Emergency Assistance Act (the Act), Section 322, Mitigation Planning enacted by Section 104 of the Disaster Mitigation Act of 2000 (DMA) (P.L. 106-390). In accordance with FEMA directives, the City of Homer All-Hazard Mitigation Plan originally adopted in July of 2004 must be updated and revised to reflect the current situation as determined by a review of the mitigation efforts completed under the existing plan and a review of events that have occurred since adoption of the first plan. This plan will identify hazards; establish community goals and objectives and develop mitigation strategies and activities that are appropriate for the City of Homer.

The Disaster Mitigation Act of 2000 (DMA 2000), Section 322 (a-d), as implemented through 44 CFR Part 201.6 requires that local governments, as a condition of receiving federal disaster mitigation funds, have a mitigation plan that describes the process for identifying hazards, risks and vulnerabilities, identifying and prioritizing mitigation actions, encouraging development of local mitigation and providing technical support for those efforts. Although only required to address natural hazards such as earthquake, severe storms, etc., it is the intent of the City of Homer to address, to the fullest extent possible, all-hazards that might reasonably be expected to strike the greater Homer area including natural, technological, and man-made hazards.

The purpose of this plan is to produce a program of activities through actions and projects that will best deal with the City of Homer's hazard vulnerabilities, while meeting other community needs. This plan will accomplish the following objectives consistent with FEMA planning process guidelines:

- Describe the planning process to include public involvement;
- Sustain outreach to help build support within the community.
- Provide hazard specific information at community meetings.
- Conduct an assessment of the potential risks;
- Determine what facilities, or portions of infrastructure, are vulnerable to a disaster;
- Develop a mitigation strategy, where possible, to reduce potential losses and target resources;
- Describe how each entity will periodically evaluate, monitor, maintain and update the plan; and,
- Describe the process for implementing the plan after adoption by the local governing body of the community and receiving FEMA approval.

## B. Methodology

The City of Homer All-Hazards Mitigation Plan 2015 Update was developed as a multi-jurisdictional plan in cooperation with the Kenai Peninsula Borough. On January 25, 2015, the Homer City Council adopted by Resolution, 16-012 the City of Homer All-Hazards Mitigation Plan 2015 Update. This plan becomes an Annex of the Kenai Peninsula Hazard Mitigation Plan. This plan must also be approved by the State of Alaska Division of Homeland Security, Emergency Management, and the Federal Emergency Management Agency (FEMA). Due to the length of time between initial submittal and approval the City of Homer will re-introduce a Resolution to adopt the finalized and adopted plan upon approval by the State of Alaska and FEMA. The Plan will become the 2018 All-Hazard Mitigation Plan.

The approach used for the review and update of the City of Homer All-Hazard Mitigation Plan consisted of the following tasks:

1. Coordinate with other agencies and organizations
2. Solicit public involvement
3. Conduct hazard area inventory
4. Review and analyze previous and future mitigation activities
5. Describe the update and review process and schedule for plan maintenance
6. Coordinating the Plan with the KPB and State Hazard Mitigation Plan
7. Submitting to the State Hazard Mitigation Officer for Review
8. Submitting to FEMA Region 10 for Review and Approval
9. Adoption of the Plan following the public hearing process

This All Hazard Local Mitigation Plan Revision contains a list of potential goals and activities with a brief rationale or explanation of how each project or group of projects contributes to the overall mitigation strategy outlined in the plan.

This plan summarizes the activities above to assess the effects of hazards in the City of Homer: flooding, earthquake, wildfire etc. and recommends mitigation strategies and activities.

The mitigation plan will be evaluated and updated every five years. In addition, the plan will be reviewed annually by the City of Homer Director of Emergency Services (Emergency Manager) and as appropriate when a disaster occurs that significantly affects Homer, whether or not it receives a Presidential Declaration. If it is determined that mitigation planning was insufficient to address the particular event, the Director will convene the All-Hazard Planning Group made up of community stake-holders.

**Years 1 & 3** Funding streams will be discussed, and which mitigation action should be implemented within the coming year. All departments and/or organization that are responsible for mitigation action will be invited to attend. Potential funding sources for mitigation programs are actively pursued by City Administration. Mitigation planning will be coordinated with the Kenai Peninsula Borough's Office of Emergency Management, by representation of Homer's City Manager's Office or designee at Borough hazard mitigation planning meetings in order to combine planning efforts and mitigation activities wherever possible.

**Years 2 & 4** Absent a large scale event or disaster to trigger earlier plan maintenance, the Director of Emergency Services will, with agreement of the City Manager, establish the All-Hazard Planning Group to review and update the plan in year 4 of the cycle. The City

will determine whether there are components of the plan's Risk Assessment that can be updated. The previous year's disasters (if any) will be assessed and, if needed, produce better maps to aid in future hazard mitigation. The public and key stakeholders will be a part of this review. A representative of the Kenai Peninsula Borough's hazard mitigation planning team will be invited to represent the borough's mitigation activities.

**Year 5** A full update of the all-hazards mitigation plan will be completed. The public, key stakeholders and the committee will convene and if needed assign plan update tasks. The plan review process is scheduled to accommodate the various stakeholder agencies/individuals involved in the process. Regular updates of the planning process are provided to the City Manager, who reports bimonthly to the City Council in a verbal and written report. Once a draft plan update has been created by the planning team it is presented to the City Council for review and approval to be submitted for state and FEMA approval. Once the plan is approved by both agencies the plan is formally adopted by Resolution by the City of Homer. The approved plan becomes an annex to the Kenai Peninsula Borough Hazard Mitigation Plan. Routine maintenance of the plan will include updating historical hazard information, completing hazard analysis and adding projects as new funding sources become available, or taking projects off the list when they are accomplished.

**Public Outreach** The City of Homer will publish routine announcements regarding the Hazard Mitigation Planning Process adoption/revision session, or within 90 days following a declared disaster to solicit public input pertaining to the event or any necessary plan updates for the following years. Public input is obtained through feedback questions generated on the City of Homer website, public comment cards available at all city offices and through public comment during every city council meeting. The City of Homer All-Hazard Disaster Mitigation Plan is adopted by public process during City Council meetings, in which the public are asked to testify at the beginning and end of each council meeting. In addition the Draft Plan is posted on the City of Homer website for public review and comment.

## **C. Homer – Background**

The following information was obtained from the Department of Commerce, Community, and Economic Development Community Database online at this website:  
<http://www.commerce.state.ak.us/> as of April 24, 2015.

### **General Location**

Homer is located on the north shore of Kachemak Bay on the southwestern edge of the Kenai Peninsula. The Homer Spit, a 4.5-mile long gravel bar, extends from the Homer shoreline into Kachemak Bay. Homer is 227 road miles south of Anchorage, at the southern-most point of the Sterling Highway. It lies approximately 59.6425° and -151.54833°. (Section 19, Township 6 South, Range 13 West, Seward Meridian. Homer is located in the Homer Recording District. The area encompasses 10.6 square miles of land and 14.9 square miles of water. The city limits extends easterly approximately 4.5 miles, northward along Skyline Drive and to the west just beyond Roger's Loop. The City of Homer abuts Kachemak City to the east and is a part of the Kenai Peninsula Borough.

## **Climate**

Homer lies in the Gulf Coast Maritime Climate Zone. The Minimum Daily Temperature during Winter is -1° F and the Maximum Daily Temperature during Summer is 76° F. The Maximum Daily Precipitation totals 1.1” with a Total Annual Precipitation of 24.1 inches, including 55 inches of snow.

## **History**

The Homer area has been home to Kenaitze Indians for thousands of years. In 1895, the U.S. Geological Survey arrived to study coal and gold resources. Prospectors bound for Hope and Sunrise disembarked at the Homer Spit. The community was named for Homer Pennock, a gold mining company promoter who arrived in 1896 and built living quarters for his crew of 50 on the Spit. Their plans were to mine the beach sands along Cook Inlet, from Homer to Ninilchik. The Homer post office opened shortly thereafter. In 1899, Cook Inlet Coal Fields Company built a town and dock on the Spit, a coal mine at Homer’s Bluff Point, and a 7-mile long railroad, which carried the coal to the end of the Spit. Various coal mining operations continued until World War I, and settlers continued to trickle into the area, some to homestead in the 1930s and 1940s, other to work in the canneries built to process Cook Inlet fish. Coal provided fuel for homes, and there is still an estimated 400 million tons of coal deposits near Homer. The City government was incorporated in March 1964. After the Good Friday earthquake in 1964, the Homer Spit subsided approximately 4 to 6 feet. Since then several buildings were relocated to reduce the effects of hazards with particular emphasis on new and existing buildings and infrastructure.

## **Culture**

While commercial fishing has long been the mainstay of the Homer economy, tourism has become increasingly important. Homer is known as an arts community and is also a gateway community in relation to more remote destinations, such as Kachemak Bay State Park and Lake Clark National Park and Preserve. The Homer Jackpot Halibut Derby attracts summer recreational fisherman and the Kachemak Bay Shorebird Festival attracts spring time birders.

## **Population and Economy**

The Alaska State Department of Labor estimates the 2014 population of Homer at 5,099. Homer is incorporated as a first-class city. It is primarily a fishing, fish processing, trade and service center, and enjoys a considerable seasonal visitor industry. The Homer Spit has two deep water docking facilities: the Deep Water Dock and the newer Pioneer Dock which is home to the U.S. Coast Guard Cutter Hickory and is the home berth of the Alaska Marine Highways Ferry Tustumena. Homer is home to the Islands and Ocean Visitor Center, an interagency facility and important meeting place.

Estimated resident per capita income for 2014 was \$33,469 and the unemployment rate was 8.8% according to the Alaska State Department of Commerce 2014 Audit Report.

## **Facilities**

Over 90% of homes are fully plumbed. Water is supplied by a dam and 35-acre reservoir at Bridge Creek, is treated, and stored in a 500,000-gallon tank and a newly constructed 1,000,000-gallon tank, and piped to the majority of homes in the City. The newly completed water treatment plant can treat 2 million gallons of water per day, with the potential for another one million gallons per day when needed due to population growth. Other residents use individual wells or have water delivered to home tanks. City sewage is piped to a deep-shaft sewer treatment plant; capacity is 880,000 gallons per day. Refuse is collected by one of two private trash collection services, and hauled to an updated Borough Class 1 Monofill landfill at mile 169.3 Sterling Highway.

Homer Electric Association is a member-owned electric cooperative that provides power to the western Kenai Peninsula, including Sterling, Soldotna, Kenai, Nikiski, Kasilof, Ninilchick, Homer and south Kachemak Bay. HEA facts:

- 22,892 member-owners
- 33,341 meter locations
- 2,407 total miles of energized line
- 3,166 square-mile service area on the southern Kenai Peninsula



The City is the major property owner on the Spit and operates the port and harbor facilities which include:

- **Small Boat Harbor:** which has 920 reserved stalls, plus 6000 linear feet of transient mooring.
- **Fish Dock and Ice Plant:** The Fish Dock operates for a 9-month season. The dock has eight cranes and the Ice Plant has a 200 ton ice storage capacity.
- **Deep Water Dock:** 245 linear feet with a 40 foot depth.
- **Pioneer Dock:** 469 linear feet with a 40 foot depth that serves the Alaska Marine Highway system.

## KEY LOCATIONS

- Corporate office in Homer
- Central Peninsula Service Center in Kenai
- Nikiski Generation Plant
- Bradley Lake Hydroelectric Plant (owned by the State of Alaska)
- Bernice Lake Power Plant (Nikiski)
- Soldotna Power Plan

## Transportation

Homer is accessible by the Sterling Highway to Anchorage, Fairbanks, Canada and the lower 48 states. It is often referred to as “The End of the Road”, because it lies at the terminus of the Sterling Highway. The State owns and operates the Homer Airport, with a 6,700 ft asphalt runway, and a seaplane base at Beluga Lake. The City is served by several scheduled and chartered aircraft services. There are four additional private landing strips in the Homer vicinity. The Alaska Marine Highway and local ferry services provide water transportation. The Deep Water Dock was constructed in 1990 and can accommodate vessels up to 800 ft, displacing 65,000 tons. The Pioneer Dock, constructed in 2001-2002 can accept vessels up to 750 ft and displacing 80,000 tons. The Small Boat Harbor has 920 reserved boat slips (up to 85 ft boats); 6,000+ linear feet of transient moorage; 48.7 acre boat basin; two tidal grids; and a five lane load and launch ramp.

## Chapter II – Planning Process

### A. Planning Process

The City of Homer began the 2015 All-Hazard Mitigation Plan Update process in April with a preliminary committee meeting held on April 3, 2015, and conducted the first of several public meetings regarding the plan update on April 17, 2015 (attendance included only one member of the public, 2 media representatives, and 3 committee members). The Committee will meet monthly through the completion of the update. In August 2015, committee member who is also on the Homer City Council member, Catriona Reynolds provided the public an update and timeline for public review. The Homer All-Hazard Mitigation Plan Update Committee included:

- Robert Painter, Director of Emergency Services
- Dotti Harness-Foster, Planning Technician
- Catriona Reynolds, Homer City Council
- Glenn Radeke, Support Services Director, South Peninsula Hospital
- Charlie Pierce, Enstar Natural Gas
- Joe Gallagher, Homer Electric Association
- Terry Rensel, Program Director, KBBI Homer Public Radio
- Scott Nelsen, State of Alaska Division of Homeland Security and Emergency Management, Hazard Mitigation Planner

Ex Officio members of the committee included:

- Beth Wythe, Mayor
- Katie Koester, City Manager
- Mark Robl, Police Chief
- Rick Abboud, City Planner
- Zhiyong Li, Finance Director
- Anne Dixon, Library Director
- Byran Hawkins, Port & Harbor Director/Harbormaster
- Carey Meyer, Public Works Director
- Jo Johnson, City Clerk

Other city staff, community stake-holders, and content experts provided support and review services of the draft documents and provided helpful feedback to the committee, including, but not limited to:

- Alaska Department of Transportation
- Kenai Peninsula Office of Emergency Management
- Alaska Division of Homeland Security and Emergency Management
- Homer City Council
- National Tsunami Warning Center
- Alaska Volcano Observatory
- National Weather Service
- Kenai Peninsula Borough School District
- Enstar Natural Gas
- Homer Electric Association
- Homer Chamber of Commerce

## **B. Opportunity for Public Involvement**

Public involvement was on full-alert in March of 2015 when the South Peninsula Hospital conducted a full-scale emergency preparedness exercise. The 3-day evacuation of a large facility to an alternative site was titled “Rock and a Hard Place.” The exercise was designed to test and evaluate the City’s and South Peninsula Hospital’s response to overwhelming catastrophic events. The City of Homer along with eleven other Federal, State, and Local agencies, plus 50-75 mock victims participated in the 3-day exercise. The mock scenario involved heavy rains that saturated the ground resulting in a landslide that threatened the hospital which initiated the need for an alternate care site. The mock rains also closed the Sterling Highway.

In addition, the City hosts a biennial disaster preparedness conference where citizens can learn about the entire emergency management cycle, including mitigation and areas of concern. All the above stakeholders participate during these updates as required following any large scale event or during the planning cycle.

In order to enlist public comment on the draft City of Homer All-Hazard Mitigation Plan 2015 Update/Revision, an initial Town Hall meeting was advertised and conducted on April 17, 2015 in the City of Homer Council Chambers from 6:00 PM until 7:30 PM. Links to the draft plan were posted as a Key Topic on the Fire Department and on the State’s Emergency Management Library.

Two public hearings were advertised in the local newspapers. This plan was available on the City’s website and at the Homer Public Library. Feedback was accepted by email, fax, in person, or by phone.

On January 11, 2016, the Homer City Council introduced a resolution for adoption and held a public hearing on January 25, 2016 and adopted the Plan by Resolution 16-012.

The City of Homer is dedicated to involving the public directly in the continual reshaping and updating of the LHMP. The Planning Team will identify opportunities to raise community awareness about the LHMP and the hazards that affect the City. Any public comments received regarding the LHMP will be collected by the Planning Team Leader will be included in the annual review and considered during future LHMP updates

In order to maintain public involvement with hazard mitigation planning the city posts the adopted plan and any impending drafts on the City of Homer website <http://www.cityofhomer-ak.gov/> . On the website are avenues for the public to comment on specific issues. In addition, the city has Public Comment Cards readily accessible in every city office where anyone can submit comments regarding any issues of interest. The Fire Department maintains an active Facebook presence and regularly posts articles of interest for the public, including issues related to disaster preparation and all-hazard mitigation efforts. The planning group organized for each plan review/revision is made up of a wide range of community stakeholders, including members of the media. In addition, every Homer City Council Meeting is broadcast via KBBI Homer Public Radio to accommodate those people that cannot attend council meetings in person. All City Council meetings are advertised in accordance with the Open Meeting Rules and there are opportunities for public comment on any matters at the beginning and end of each meeting.

## Chapter III– Hazard Profiles

The City of Homer participates in the National Flood Insurance Program (NFIP). The function of the NFIP is to provide flood insurance at a reasonable cost to homes and businesses located in floodplains. The program is based upon mapping areas of flood risk, and requiring local implementation to reduce flood damage primarily through requiring the elevation of structures above the base (100-year) flood elevation (BFE). In 2009 the City of Homer adopted higher regulatory standards which require that all new structures be elevated one foot or more above the best flood elevation (BFE+1). The Planning Office requested, and FEMA provided updated flood maps date September, 25, 2009 for the Homer Spit, Ord. 08-29 and Ord. 09-38. Another map update is schedule for adoption in 2016 that includes the Beluga Lake and Beluga Slough areas.

The City of Homer Fire Department, under the direction of the Fire Chief/Director of Emergency Services will be the lead for prioritize, implement and administer this plan. This Planning Office offers support and coordination.

### A. Hazard Identification Matrix – City of Homer

<b>Flood</b>	<b>Wildland Fire</b>	<b>Earthquake</b>	<b>Volcano</b>	<b>Snow Avalanche</b>	<b>Tsunami</b>
Y-M	Y-H	Y-M	Y-M	Y-M	Y-M
<b>Weather</b>	<b>Landslides</b>	<b>Erosion</b>	<b>Drought</b>	<b>Technological</b>	<b>Economic</b>
Y-H	Y-M	Y-H	N	Y-L	Y-M
<b>Biologic</b>	<b>Man-Made</b>				
Y-M	Y-L				

#### Hazard Identification:

- Y: Hazard is present in jurisdiction but probability unknown
- N: Hazard is not present
- U: Unknown if the hazard occurs in the jurisdiction

#### Risk:

- L : Hazard is present with a low probability of occurrence
- M : Hazard is present with a moderate probability of occurrence
- H: Hazard is present with a high probability of occurrence

Emergency Management Specialist rate hazards based on the following criteria for probability (Table 1) and impact (Table 2).

<b>Table 1: Hazard Probability Criteria</b>	
<b>Probability</b>	<b>Criteria</b>
4 - Certain	<ul style="list-style-type: none"> <li><input type="checkbox"/> Event is probable within the calendar year.</li> <li>· Event has up to 1 in 1 year chance of occurring (1/1=100 percent).</li> <li>· Probability is greater than 33 percent per year.</li> <li>· Event is Certain.</li> </ul>
3 - Likely	<ul style="list-style-type: none"> <li><input type="checkbox"/> Event is probable within the next three years.</li> <li>· Event has up to 1 in 3 years chance of occurring (1/3=33 percent).</li> <li>· Probability is greater than 20per cent but less than or equal to 33 percent per year.</li> <li>· Event is Likely.</li> </ul>
2 - Credible	<ul style="list-style-type: none"> <li><input type="checkbox"/> Event is probable within the next five years.</li> <li>· Event has up to 1 in 5 years chance of occurring (1/5=20 percent).</li> <li>· Probability is greater than 10 percent but less than or equal to 20 percent per year.</li> <li>· Event is Credible.</li> </ul>
1 - Plausible	<ul style="list-style-type: none"> <li><input type="checkbox"/> Event is possible within the next ten years.</li> <li>· Event has up to 1 in 10 years chance of occurring (1/10=10 percent).</li> <li>· History of events is less than or equal to 10 percent likely per year.</li> <li>· Event is Plausible.</li> </ul>

<b>Table 2: Hazard Impact Criteria</b>	
<b>Impact</b>	<b>Criteria</b>
4 - Catastrophic	<ul style="list-style-type: none"> <li><input type="checkbox"/> Multiple deaths.</li> <li>· Complete shutdown of facilities for 30 or more days.</li> <li>· More than 50 percent of property is severely damaged.</li> </ul>
3 - Critical	<ul style="list-style-type: none"> <li><input type="checkbox"/> Injuries and/or illnesses result in permanent disability.</li> <li>· Complete shutdown of critical facilities for at least two weeks.</li> <li>· More than 25 percent of property is severely damaged.</li> </ul>
2 - Limited	<ul style="list-style-type: none"> <li><input type="checkbox"/> Injuries and/or illnesses do not result in permanent disability.</li> <li>· Complete shutdown of critical facilities for more than one week.</li> <li>· More than 10 percent of property is severely damaged.</li> </ul>
1 - Negligible	<ul style="list-style-type: none"> <li><input type="checkbox"/> Injuries and/or illnesses are treatable with first aid.</li> <li>· Minor quality of life lost.</li> <li>· Shutdown of critical facilities and services for 24 hours or less.</li> <li>· Less than 10 percent of property is severely damaged.</li> </ul>

Table 3 assigns numerical ratings to each risk factor. Each factor is a part of the whole risk, which is represented by the number 1, (.45 + .30 + .15 + .10 = 1.0).

<b>Table 3: Priority Risk Index Values</b>			
.45 Probability	.30 Impact	.15 Warning Time	.10 Duration
4 - Certain	4 - Catastrophic	4 - under 6 Hours	4 - under 1 Week
3 - Likely	3 - Critical	3 - 6-12 Hours	3 - over 1 Week
2 - Credible	2 - Limited	2 - 12-24 Hours	2 - under 1 Day
1 - Plausible	1 - Negligible	1 - 24+ Hours	1 - under 6 Hours

The community rates each risk factor by degree, such as “Certain” or “Catastrophic”. The ratings are multiplied by the risk factors:

Example: Probability = 4-Certain, Impact=3-Critical, Warning Time=2-12-24 Hours, Duration=4-over 1 Week.

$$(4 \times 0.45) + (3 \times 0.30) + (2 \times 0.15) + (4 \times 0.10) = 1.8 + 0.9 + 0.3 = 3.0$$

The planning team rated each factor using data from prior disasters, and used the results to assign relative importance to each hazard. Projects that protect life are given the highest priority, followed by critical infrastructure, public property, and private property, in that order. Mitigation actions are dependent on available funding and must be coordinated with existing projects and are driven by available weather conditions.

<b>Table 4: Risk Priority Index</b>					
Hazard	Probability	Impact	Warning Time	Duration	Priority Risk Index
Earthquake	4 Certain	2 Limited	4 < 6 Hours	1 < 6 Hours	3.1
Erosion	4 Certain	1 Negligible	1 24+ Hours	4 > One Week	2.65
Flooding	1 Plausible	2 Limited	2 12-24 Hours	3 < One Week	1.65
Volcano	2 Credible	2 Limited	1 24+ Hours	1 < 6 Hours	1.75
Weather	2 Credible	2 Limited	1 24+ Hours	3 < One Week	1.95
Wildfires	3 Likely	3 Critical	2 12-24 Hours	4 > One Week	2.95
Landslides	1 Plausible	2 Limited	4 < 6 Hours	3 < One Week	1.95
Tsunami	2 Credible	1 Negligible	4 < 6 Hours	1 < 6 Hours	1.9
Technological	1 Plausible	1 Negligible	4- < 6 Hours	1- < 6 Hours	1.45
Economic	2 Credible	2 Limited	1- 24+ Hours	4- > One Week	2.05

Table 4: Risk Priority Index					
Hazard	Probability	Impact	Warning Time	Duration	Priority Risk Index
Biological	2 Credible	3 Critical	2 -12-24 Hours	4- > One Week	2.5
Man-Made	1 Plausible	2 Limited	4-<6 Hours	3- <One Week	1.95

Action Plan: Priority will be given to projects that are the most effective, easy to implement, and are supported by the community. Outreach programs have minimal cost and can have a dramatic effect on the reduction and avoidance of hazards.

Benefit-Cost Analysis is an option that often involves long-range planning to consider how best to reduce and avoid hazards. Multiple departments and agencies are often involved in long-range planning. This is a very public process, which takes time and in the end may recommend policy and code changes.

**B. Flood: Profile of Hazard Events**

Flooding is a natural event and damages occur when humans interfere with the natural process by altering the waterway, developing watersheds, and/or building inappropriately within the floodplain. This flooding threatens life, safety and health; causes extensive property loss; and results in substantial damage.

Homer participates in the NFIP which is a source of reasonably priced flood insurance for property owners that build to floodplain standards. In 2013 the City adopted updated Flood Insurance Rate Maps. The flood maps are based on a 100 year chance event and do not include tsunamis because the relatively short period of record.

Flooding in Homer can be broken into a number of categories including: rainfall-runoff floods, snowmelt floods, ground-water flooding, and stream/creek flash floods. Homer also experiences coastal flooding from storm surge but this will be discussed in the Weather section.

Homer has experienced floods on several occasions in the last 15 years. Major events occurred in 2002, 2007 and 2013, resulting in numerous bridges being washed out on the Kenai Peninsula and isolating Homer for several weeks while temporary repairs were made. Two of these events were declared disasters and resulted in disruptions to the economy by preventing the flow of goods and materials south of Ninilchik except by barge or airplane.



There continue to be local events caused by ground water saturation, snow-melt, water runoff and local topography.

On October 26, 2013 the National Weather Service issued a flood watch for areas around Western Prince William Sound due to a slow moving system which brought heavy rainfall to the mainland. Seward, Homer, and other areas of the Kenai Peninsula received over 5 inches of rain which caused widespread flooding, landslides, and road washouts. Seward, Homer, Kenai, Anchor Point, and the Tyonek area all reported damages. Disaster Declarations were received from the Kenai Peninsula Borough on October 29, 2013. (13-F-243, KPFB Flood Disaster declared by G. Parnell on Nov. 18, 2013 then FEMA declared January 16, 2014 (DR-4161).

### **Rainfall-Runoff Floods**

A typical rainfall event occurs in mid to late summer and early fall. The rainfall intensity, duration, distribution and geomorphic characteristics of the watershed all play a role in determining the magnitude of the flood. Runoff flooding is the most common type of flood.

In November 2007 heavy rains, above freezing temperatures and melting snow caused small stream flood advisory for the southern Kenai Peninsula. The National Weather Service reported 1.64 inches of rain in a 24-hr period, which led to overflowing culverts that sent water over the roadways.

### **Snowmelt Floods**

Snowmelt floods usually occur in the spring or early summer. The depths of the snowpack and spring weather patterns influence the magnitude of river and stream flooding. The Sterling Highway between Homer and Anchor Point is subject to snowmelt flooding each spring.

### **Ground-water Floods**

Ground-water flooding occurs when water accumulates and saturates the soil. The water-table rises and floods low-lying areas, including homes, septic tanks, and other facilities. Ground-water flooding can also occur in basements of structures along streams or in low-lying areas. Areas along Kachemak Drive are subject to ground water flooding.

### **Flash Floods**

These floods are characterized by a rapid rise in water. They are often caused by heavy rain on small stream basins, ice jam formation or by dam failure. They are usually swift moving and debris filled, causing them to be very powerful and destructive. Steep coastal areas in general are subject to flash floods. Debris slides are often associated with heavy rains. The 2002 events resulted in several flash floods which closed roads and washed away bridges. Several small creeks and streams in the Homer area produced substantial debris laden flows during this time.



## Homer Participation in the National Flood Program

City	Initial FHBM Identified	Initial FIRM Identified	Current Effective Map Date	Reg-Emer Date	Tribal
Homer	05/19/1981	06/16/1999	11/6/2013	06/02/2003	No

### Homer NFIP Insurance as of 5/31/2015

Total Premium	No. of Policies	Total Coverage	Ttl Claims Since 1978	Ttl paid Since 1978
\$15,899	12	\$2,854,600	0	0

### Homer Repetitive Loss

Total Payments	Losses	Properties	As of Date
0	0	0	5/27/2015

### Extent

The extent of coastal flooding is limited to the Homer Spit and East End Road areas. Flooding from excessive precipitation is largely limited to roads and structures located along stream drainages.

### Impact

Impacts to the community are “Limited” with minor injuries and/or illnesses not resulting in permanent disability, complete shutdown of critical facilities for more than one week, and more than 10 percent of property severely damaged (Table 2). Flooding events, even for those properties unaffected directly, will suffer due to road closures, impacts to public safety (access and response capabilities), limited availability of perishable commodities, and isolation.

### Probability

Recorded historical flooding information indicates Homer experiences flooding every 10 years, and that trend is expected to continue. Therefore, the probability of continued flooding is “Plausible” (Table 1).

Probability	Impact	Warning Time	Duration	Calculated Risk
<b>1 x .45</b>	<b>2 x .30</b>	<b>2 x .15</b>	<b>3 x .10</b>	<b>1.65</b>

## C. Wildland Fires

Wildland fires occur in every state in the country and Alaska is no exception. Each year, between 600 and 800 wildland fires, mostly between March and October, burn across Alaska causing extensive damage.

Fire is recognized as a critical feature of the natural history of many ecosystems. It is essential to maintain the biodiversity and long-term ecological health of the land. In Alaska, the natural fire regime is characterized by a return interval of 50 to 200 years, depending on the vegetation type, topography and location. The role of wildland fire as an essential ecological process and natural change agent has been incorporated into the fire management planning process and the full range of fire management activities is exercised in Alaska to help achieve ecosystem

sustainability, including its interrelated ecological, economic, and social consequences on firefighter and public safety and welfare, natural and cultural resources threatened, and the other values to be protected dictate the appropriate management response to the fire. Firefighter and public safety is always the first and overriding priority for all fire management activities.

### Hazard Analysis/Characteristics

Fires can be divided into the following categories:

**Structure fires** – originate in and burn a building, shelter or other structure. These may subsequently spread to adjacent wildlands.

**Prescribed fires** - ignited under predetermined conditions to meet specific objectives, to mitigate risks to people and their communities, and/or to restore and maintain healthy, diverse ecological systems.

**Wildland fire** - any non-structure fire, other than prescribed fire, that occurs in the wildland.

**Wildland Fire Use** - a wildland fire functioning in its natural ecological role and fulfilling land management objectives.

**Wildland-Urban Interface Fires** - fires that burn within the line, area, or zone where structures and other human development meet or intermingle with undeveloped wildland or vegetative fuels. The potential exists in areas of wildland-urban interface for extremely dangerous and complex fire burning conditions which pose a tremendous threat to public and firefighter safety.

Fuel, weather, and topography influence wildland fire behavior. Wildland fire behavior can be erratic and extreme causing fire-whirls and firestorms that can endanger the lives of the firefighters trying to suppress the blaze. Fuel determines how much energy the fire releases, how quickly the fire spreads and how much effort is needed to contain the fire. Weather is the most variable factor. Temperature and humidity also affect fire behavior. High temperatures and low humidity encourage fire activity while low temperatures and high humidity help retard fire behavior. Wind affects the speed and direction of a fire. Topography directs the movement of air, which can also affect fire behavior. When the terrain funnels air, like what happens in a canyon, it can lead to faster spreading. Fire can also travel up slope quicker than it goes down.

Wildland fire risk is increasing in Alaska due to the spruce bark beetle infestation. The beetles lay eggs under the bark of a tree. When the larvae emerge, they eat the tree's phloem, which is what the tree uses to transport nutrients from its roots to its needles. If enough phloem is lost, the tree will die. The dead trees dry out and become highly flammable.

Homer like other areas of the Kenai Peninsula has been dramatically affected by the beetle-kill. The vast majority of wildland fires on the Kenai Peninsula are the result of human activities with open burning being the most prevalent. Lightning caused fire, though they do occur, are infrequent, especially on the south Kenai Peninsula. The 2005 Tracy Avenue Fire, and the 2009 mile 17 East End Road Fire were especially threatening to property and had potential loss of life. In May of 2014 a human caused fire started along the Funny River Road in the central Kenai Peninsula. Over its course, this fire grew to almost 200,000 acres of Black Spruce, mixed hardwoods and Spruce and old beetle kill and grass. Though located outside Homer City Limits, these recent fires demonstrate the potential for rapid fire spread given the weather conditions, topography and the availability of local and state wildfire fighting crews.

## **Wildland Fire Management in Alaska**

In Homer, wildland fire management is the responsibility of Division of Forestry and the City of Homer, Homer Volunteer Fire Department.

The Alaska Division of Forestry has statutory authority of all wildlands within the state of Alaska. The City of Homer provides wildland fire protection under terms of a Cooperative Agreement and Annual Operating Plan with the Division of Forestry (DOF).

These two agencies, along with other mutual-aid fire departments, work together to fight wildfires in and around Homer.

### **Location**

Wildland fires have not been documented within the boundaries of Homer; however, wildland fires have occurred in the vicinity.

### **Extent**

During the summer, the entire community is vulnerable to wildland fire as most of the structures are constructed of wood and other flammable materials. Standing timber and other natural fuels interface with the community. The entire South Zone of the Kenai Peninsula is subject to wildfire conflagration. Perhaps with the exception of portions of the Homer Spit, the entire Homer community could be considered an “interface” zone. History has demonstrated that fire brands can be carried by local winds up to ½ mile, jumping man-made fire lines and spreading fire across large areas. Most areas of Homer are immediately adjacent to wildland areas and could be threatened by uncontrolled fire.

### **Impact**

Based on past wildland fire events and the criteria identified in Table 2, the impacts could be “Critical” with injuries, critical facilities shut down for more than two weeks, and more than 25 percent severely damaged property and infrastructure. Additionally, airborne smoke and ash have driven those with sensitive respiratory systems to temporarily relocate during past wildfires.

Without mitigation or preparation efforts, the impacts of a wildland interface fire in Homer could grow into an emergency or disaster. In addition to impacting people, wildland fires may severely impact livestock and pets. Such situations may require emergency life support, evacuation, and alternative shelter.

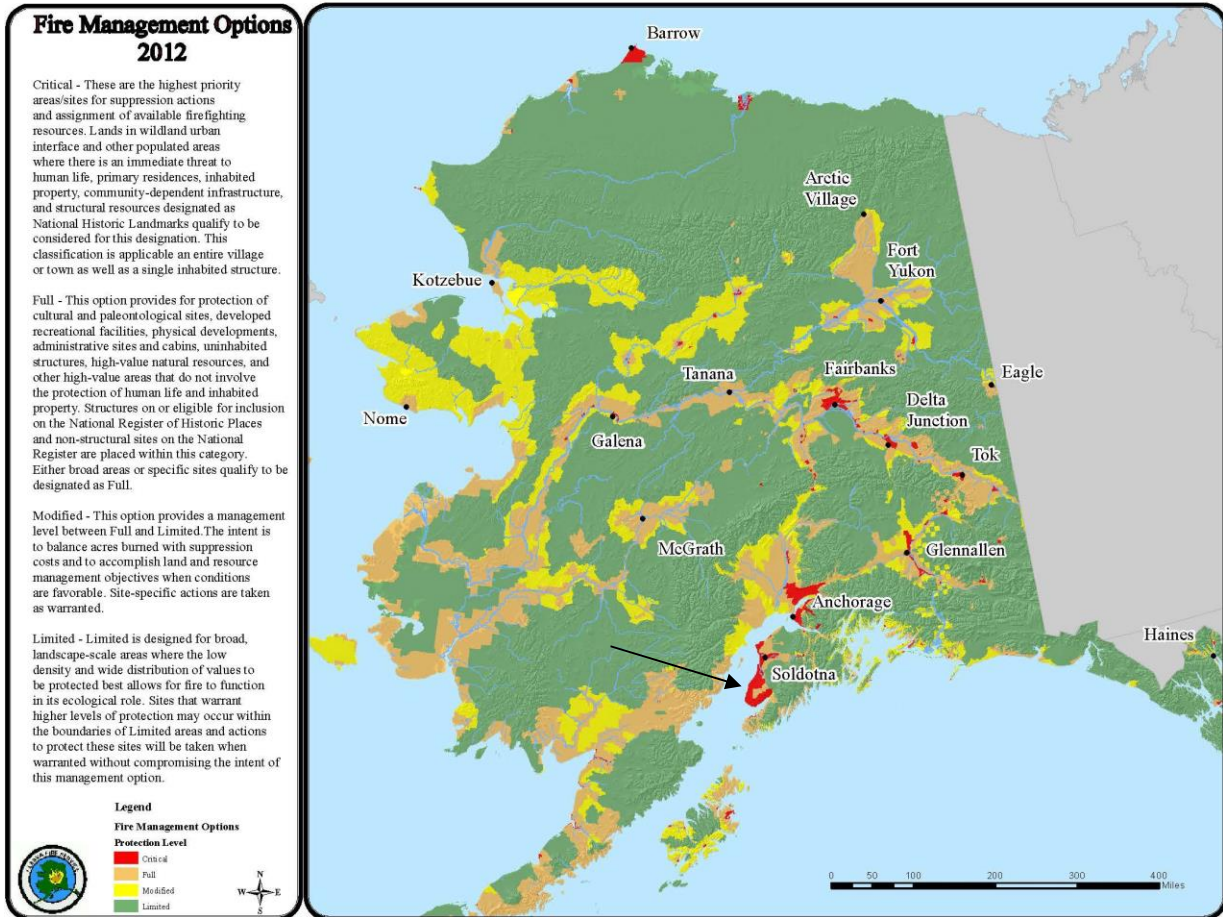
Indirect impacts of wildland fires can be catastrophic. In addition to stripping the land of vegetation and destroying forest resources, large, intense fires can harm the soil, waterways, and the land itself. Soil exposed to intense heat may lose its capability to absorb moisture and support life. Exposed soils erode quickly and enhance siltation of rivers and streams, thus increasing flood potential, harming aquatic life, and degrading water quality.

### **Probability**

Recorded wildland fires within 10 years and 50 miles of Homer have an average recurrence rate of approximately 2.5 to 3 years (Figure 1). Therefore it is “Likely” a wildland fire will occur within 50 miles of McGrath, as the probability is greater than 20 percent but less than or equal to 33 percent likely each year.

Probability	Magnitude	Warning Time	Duration	Priority
<b>3 x .45</b>	<b>3 x .30</b>	<b>2 x .15</b>	<b>4 x .10</b>	<b>2.95</b>

**Figure 3 Alaska Fire Management Options, 2012**



*Figure 3 Source: Alaska Interagency Coordination Center 2015*

According to the Alaska Interagency Coordination Center, Homer is located in a Critical Management Option area of the state (Figure 3). “Critical Management Option” is the highest management level, intending to minimize loss of life and burned acreage in developed areas.

## **D. Weather**

Weather is the result of four main features: the sun, the planet's atmosphere, moisture, and the structure of the planet. Certain combinations can result in severe weather events that have the potential to become a disaster.

In Homer, there is potential for weather disasters. Wind-driven waves from intense storms produce coastal flooding and erosion. High winds, common on the Kenai Peninsula can topple trees, damage roofs, and result in power outages across vast areas of Homer and the surrounding communities. Heavy snow contributes to the availability of water for the Bradley Lake Hydroelectric Plant, and for keeping the Bridge Creek watershed supplied, but can also cause avalanches or collapse roofs of buildings throughout the area when accumulations are too heavy. A quick thaw can lead to erosion and flooding along creeks and area streams.

### **Winter Storms**

Winter storms originate as mid-latitude depressions or cyclonic weather systems. High winds, heavy snow, and cold temperatures usually accompany them. To develop, they require:

- Cold air - Subfreezing temperatures (below 32°F) in the clouds and/or near the ground to make snow and/or ice.
- Moisture - The air must contain moisture in order to form clouds and precipitation.
- Lift - A mechanism to raise the moist air to form the clouds and cause precipitation. Lift may be provided by any or all of the following:
  - The flow of air up a mountainside.
  - Fronts, where warm air collides with cold air and rises over the dome of cold air.
  - Upper-level low pressure troughs.

Each year the Seward Highway between Anchorage and the Kenai Peninsula is closed for intervals due to either avalanche or avalanche control efforts.

### **Heavy Snow**

Heavy snow, generally more than 12 inches of accumulation in less than 24 hours, can immobilize a community by bringing transportation to a halt. Until the snow can be removed, airports and major roadways are impacted, even closed completely, stopping the flow of supplies and disrupting emergency and medical services. Accumulations of snow can cause roofs to collapse and knock down trees and power lines. Heavy snow can also damage light aircraft and sink small boats. In the mountains, heavy snow can lead to avalanches. A quick thaw after a heavy snow can cause substantial flooding, especially along small streams and in urban areas. The cost of snow removal, repairing damages, and the loss of business can have severe economic impacts on cities and towns.

Injuries and deaths related to heavy snow usually occur as a result of vehicle accidents. Casualties also occur due to overexertion while shoveling snow and hypothermia caused by overexposure to the cold weather.

Record heavy snow occurred in Anchorage on March 17, 2002 when two to three feet of snow fell in less than 24 hours over portions of the city. Ted Stevens International Airport recorded a storm total of 28.7 inches, and an observer near Lake Hood measured over 33 inches. The city of Anchorage was essentially shut down during the storm, which fortunately occurred on a

Sunday morning when a minimal number of businesses were open. Both military bases, universities, and many businesses remained closed the following day, and Anchorage schools remained closed for two days. It took four days for snow plows to reach all areas of the city. This snowfall also impacted Homer and the Kenai Peninsula and resulted in airport closures, travel delays, and delays of transportation of foodstuffs and other commodities.

## **Ice Storms**

The term ice storm is used to describe occasions when damaging accumulations of ice are expected during freezing rain situations. They can be the most devastating of winter weather phenomena and are often the cause of automobile accidents, power outages and personal injury. Ice storms result from the accumulation of freezing rain, which is rain that becomes super-cooled and freezes upon impact with cold surfaces. Freezing rain most commonly occurs in a narrow band within a winter storm that is also producing heavy amounts of snow and sleet in other locations.

Freezing rain develops as falling snow encounters a layer of warm air in the atmosphere deep enough for the snow to completely melt and become rain. As the rain continues to fall, it passes through a thin layer of cold air just above the earth's surface and cools to a temperature below freezing. The drops themselves do not freeze, but rather they become super-cooled. When these super-cooled drops strike the frozen ground, power lines, tree branches, etc., they instantly freeze.

The atmospheric conditions that can lead to ice storms occur most frequently in Southwestern Alaska along the Alaska Peninsula and around Cook Inlet. Brief instances of freezing rain occur frequently along the southern coast of Alaska, but these events generally produce very light precipitation with less than ¼ inch of ice accumulation.

## **High Winds**

In Alaska, high winds (winds in excess of 60 mph) occur rather frequently over the coastal areas along the Bering Sea and the Gulf of Alaska because of coastal storms. High winds, especially across the coast, can also combine with loose snow to produce blinding blizzard conditions and dangerous wind chill temperatures.

They can reach hurricane force and have the potential to seriously damage port facilities, the fishing industry and community infrastructure (especially above ground utility lines).

In the spring of 2003, strong winds across the Kenai Peninsula resulted in wide-spread power outages, downed trees, and structural damage and fanned the flames of a 150 acre wildfire in Anchor Point.

On December 12, 2011 a Kenai Peninsula Windstorm was declared by Governor Parnell, followed by FEMA's declaration on February 2, 2012 (DR-4054). In November, 2011, a series of major windstorms caused widespread power outages threatening life and property. Power was disrupted to 17,300 homes and businesses. Local utilities, Homer Electric Association (HEA) and Chugach Electric employed several work crews to restore power to the area. Public Infrastructure, commercial property, and personal property damages were reported in the metropolitan areas and throughout the borough. DHS&EM received local declarations from the Kenai Peninsula Borough (KPB) requesting state disaster assistance to cover immediate response, public and individual costs and from the City of Seward through the KPB requesting State assistance.

## Coastal Storms

From the fall through the spring, low pressure cyclones either develop in the Bering Sea or Gulf of Alaska or are brought to the region by wind systems in the upper atmosphere that tend to steer storms in the north Pacific Ocean toward Alaska. When these storms impact the shoreline, they often bring wide swathes of high winds and occasionally cause coastal flooding and erosion.

Homer has an extensive history of storm damage, especially in the coastal areas along the Homer Spit and adjacent properties. In August of 1989 the U.S. Army Corp of Engineers published a *Storm Damage Reduction Draft Interim Feasibility Report with Engineering Design and Environmental Assessment* for the Homer Spit.

Over the years attempts have been made to reduce the impacts of coastal storms and subsequent erosion with varying degrees of success and some notable failures. In 1982 significant damage to the sheet pile reinforcement along the Spit prompted the installation of a concrete slab revetment. In a storm in 1984 those repairs were mostly washed away, again resulting in significant damage to the State Highway leading to the end of the Homer Spit. In the 1990's a major project along the western edge of the Spit Road involved the placement of significant large rock revetments. Again in 2014, ADOT reinforced the western edge of Homer Spit Road.



*Above: In the fall of 2015, the City had this camp host building removed from the west side of the Homer Spit. Previous attempts to reduce the impact of coastal storms were not successful.*

## Storm Surge

Storm surges, or coastal floods, occur when the sea is driven inland above the high-tide level onto land that is normally dry. Often, heavy surf conditions driven by high winds accompany a storm surge adding to the destructive force of the flooding waters. The conditions that cause coastal floods also can cause significant shoreline erosion as the flood waters undercut roads and other structures. Storm surge is a leading cause of property damage in Alaska.

Communities that are situated on low-lying coastal lands with gradually sloping bathymetry near the shore and exposure to strong winds with a long fetch over the water are particularly susceptible to coastal flooding.

The Homer Spit has a moderate exposure to coastal flooding due to the consistent effects of erosion and the extraordinary tidal range in the region. A storm surge and high water levels resulted in flooding on the Homer Spit in November of 2002.

### **Climatic Factors**

Current weather patterns are influenced by short term climate fluctuations, such as the El Nino/La Nina Southern Oscillation (ENSO). Long term changes in atmospheric composition and sea temperatures will exert a greater influence. The Governor appointed Alaska Climate, Ecosystems & Human Health Work Group is determining pending impacts to human health and regional ecosystems from long term changes in the Earth's climate.

### **Location**

The entire Homer area is vulnerable to the effects of severe weather. Winter snows may accumulate up to 3 feet per storm while wind speeds reach as high as 60 mph.

### **Extent**

Homer experiences the severe weather events:

- Heavy Rain
- Heavy Snow
- Freezing Rain and Ice Storms
- Extreme Cold
- Winter Storms
- Drifting Snow

### **Impact**

The Homer area is most vulnerable to high winds during the winter season. Winds may sweep up loose snow and produce blinding blizzards and dangerous wind chills. Additionally, high winds may damage community facilities and infrastructure.



*Thrashed gabions baskets and utilities are damaged by coastal storms.*



For years, private property owners on the west side of the Homer Spit have attempted to stabilize their shorelines. The typical stabilization methods are rock revetments and gabion baskets that are backfilled with stones and harbor dredge material. The aftermath of storms leaves gabion baskets destroyed and metal debris on the beach with utility service lines exposed to the harsh environment. With intense wave action and freeze/thaw conditions utility companies question the safety of offering utilities in such high hazard areas.

**Probability**

Based on the event history and the criteria from Table 1, it is “Credible” a severe storm may occur in the next five years. The probability is greater than 10 percent but less than 20 percent per year.

Probability	Impact	Warning Time	Duration	Calculated Risk
<b>2 x .45</b>	<b>2 x .30</b>	<b>1 x .15</b>	<b>3 x .10</b>	<b>1.95</b>

**E: Landslides**

Ground failure can occur in many ways. Types of ground failure in Alaska include landslides, land subsidence, and failures related to seasonally frozen ground and permafrost.

Landslides usually occur in steep areas but not always. They can occur as ground failure of river bluffs, cut-and-fill failures associated with road and building excavations, collapse of mine-waste piles, and slope failures associated with open-pit mines and quarries. Underwater landslides usually involve areas of low relief and slope gradients in lakes and reservoirs or in offshore marine setting.



*Looking up from the beach, chunks of land slough downward toward the shoreline.*

Landslides can occur naturally or be triggered by human activities. They occur naturally when inherent weaknesses in the rock or soil combine with one or more triggering events such as heavy rain, snowmelt, changes in groundwater level, and seismic or volcanic activity. They can be caused by long-term climate change that results in increased precipitation, ground saturation and a rise in groundwater level, which reduces the shear strength and increases the weight of the soil. Erosion that removes material from the base of a slope can also cause naturally triggered landslides.

Human activities that trigger landslides are usually associated with construction such as grading that removes material from the base, loads material at the top, or otherwise alters a slope. Changing drainage patterns, groundwater level, slope and surface water, for example the addition of water to a slope from agricultural or landscape irrigation, roof downspouts, septic-tank effluent, or broken water or sewer lines can also cause landslides.

The City of Homer has adopted local ordinances to define Steep Slope, and to require engineering approval for any development of steep slopes within Homer (HCC 21.44.050).

The majority of town rests on a bench of land bordered on the north with steep slopes and gullies. South Peninsula Hospital is situated immediately below such a steep slope and will be subject to landslide damage should one occur. Homer is currently addressing steep slope development to mitigate future impacts from construction in these potentially unstable areas.

In October, 2013 heavy rains caused a 16-foot tall mudslide that roared down Bear Creek Drive, (3 miles east on East End Road). Uphill, Bear Creek canyon is narrow and when heavy rains saturated the soils the steep canyon “let go” sending trees and debris down Bear Creek which jammed a culvert on the uphill side of East End Road. A Disaster Declaration was declared for several rain soaked areas in the Kenai Peninsula Borough. The road crew cleared the mudslide off the roadway allowing traffic to proceed, followed by culvert and debris clean up.

In April of 2015 a landslide occurred along a stretch of Kachemak Drive, near the Homer Airport. The slide resulted in Kachemak Drive being close about a half-mile from Homer Spit Road to the top of the hill by the old airport. Rainy conditions and wet soils caused the slope below the road to slide into Mud Bay. The slide took a 100-foot section of the east bound lane of Kachemak Drive pushing clumps of spruce and alder trees into Mud Bay. Within two-weeks ADOT had repaired the roadway and Kachemak Drive was reopened.

The secondary effects of landslides can also be very destructive. Landslide dams cause damage upstream due to flooding and downstream due to a flood which may develop as a result of a sudden mudslide.

**Location**

Landslide prone areas are the hillside bordering the City, the vicinities of the South Peninsula Hospital, and Homer Airport.

**Extent**

The City of Homer may experience landslides from excessive precipitation, frost heaving, or a rapid spring thaw. Additionally Homer may experience earthquake generated slides and liquefaction.

**Impact**

The City of Homer will experience a “Limited” impact, primarily upon the local hospital, public works, water and sewer service, and roads.

**Probability**

Referencing their local history and Table 1, it is “Plausible” that the City of Homer will experience a landslide within the next ten years.

Probability	Impact	Warning Time	Duration	Calculated Risk
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**1 x .45**

**2 x .30**

**4 x .15**

**3 x .10**

**1.95**

## **F. Coastal Erosion in Homer**

Erosion is a process that involves the wearing away and movement of land. Coastal erosion along Kachemak Bay is a natural phenomenon which includes four principal processes that include wave action, rain and wind, high tides, and the freeze-thaw liquefaction of soils.

In 2005 the Kachemak Bay Research Reserve completed a study of erosion rates in Homer. The study provided an estimate of coastal bluff erosion rates based on a series of aerial surveys from 1951 to 2003. The result, the average erosion rates along Homer's shoreline is approximately 0.3-1.2 meters per year.

Homer confronts coastal erosion seasonally, usually with winter storms, especially along the Spit and along Ocean Drive Loop, a residential housing area. A seawall was constructed in 2002 in an attempt to protect residential structures from continued erosion. The initial construction consisted of the installation of 20, 22, and 24 foot long resin reinforced fiberglass sheet pilings, generally installed 10 ft below beach level and 10 – 14 ft above. All construction occurred above the mean high tide line. The piling was installed by trenching. The top of the wall is at elevation 30' (mean high tide = 17.3).



Even before the seawall was completed it was damaged by a moderate storm. The City and property owners have annually attempted to replace missing anchor bolts that attach the wood timbers to the wall and replace bent/missing metal plates that were designed to protect timer joints.

In addition, portions of the Sterling Highway along the Spit had to be reconstructed when undercut by several strong winter storms in 1998-1999.

*Photo: Homer's seawall.*

West of the Homer Spit, erosion threatens the Sterling Highway where steep bluffs are creeping close to the Sterling Highway. Redirecting portions of the Sterling Highway inland and other mitigation methods are projects that the State of Alaska, DOT&PF and FEMA are considering.

Protective measures such as seawalls, or revetments, can actually lead to increased erosion. This is because shoreline structures eliminate the natural wave run-up and sand deposition and can increase reflected wave action. The increased wave action can scour in front of and behind structures and prevent the settlement of suspended sediment.

## Factors Influencing the Erosion Process

### Extent

When undeveloped coastlines undergo erosion, it does not present a problem because there is nothing to be damaged. However, pressure to develop and protect properties along the Kachemak Bay is increasing. There are a variety of natural and human-induced factors that influence the erosion process. For example, shoreline orientation, beach composition and exposure to prevailing winds, open ocean swells, and waves all influence erosion rates. Natural factors may include:

- Shoreline type
- Geomorphology of the coast
- Nature of the coastal topography
- Elevation of coastal dunes and bluffs
- Shoreline exposure to wind and waves

Human factors include: Information from *Erosion Responses for Property Owners*, pg 2, 12.

- Shoreline stabilization structures that change the power and direction of waves and of sediment transport.
- Density of development
- Development encroaching into the high hazard zones.
- Altered drainages
- Added water to soil
- Cleared lands
- Change of absorption rate of land surface

Climatic factors such as sea-level rise, increased storm activity, and land subsidence exacerbate coastal erosion in Alaska. According to the National Oceanic and Atmospheric Administration (NOAA), global average sea levels rose a total of 7.7 inches between 1870 and 2004.

### Impact

The primary impact from erosion is the loss of developable land and anything on it. Utility companies reburying utilities that are exposed by ocean waves. The impact to infrastructure is expensive and ongoing and includes the Sterling Highway and Homer Spit Road.

### Probability

Given the event history, it is “Certain” the City of Homer will experience further erosion of its land. Additional events are probable within the calendar year with a 1 in 1 year chance of occurring (1/1=100 percent) and the event history is greater than 33 percent likely per year.

Probability	Impact	Warning Time	Duration	Calculated Risk
<b>4 x .45</b>	<b>1 x .30</b>	<b>1 x .15</b>	<b>4 x .10</b>	<b>2.65</b>

## **G. Earthquake**

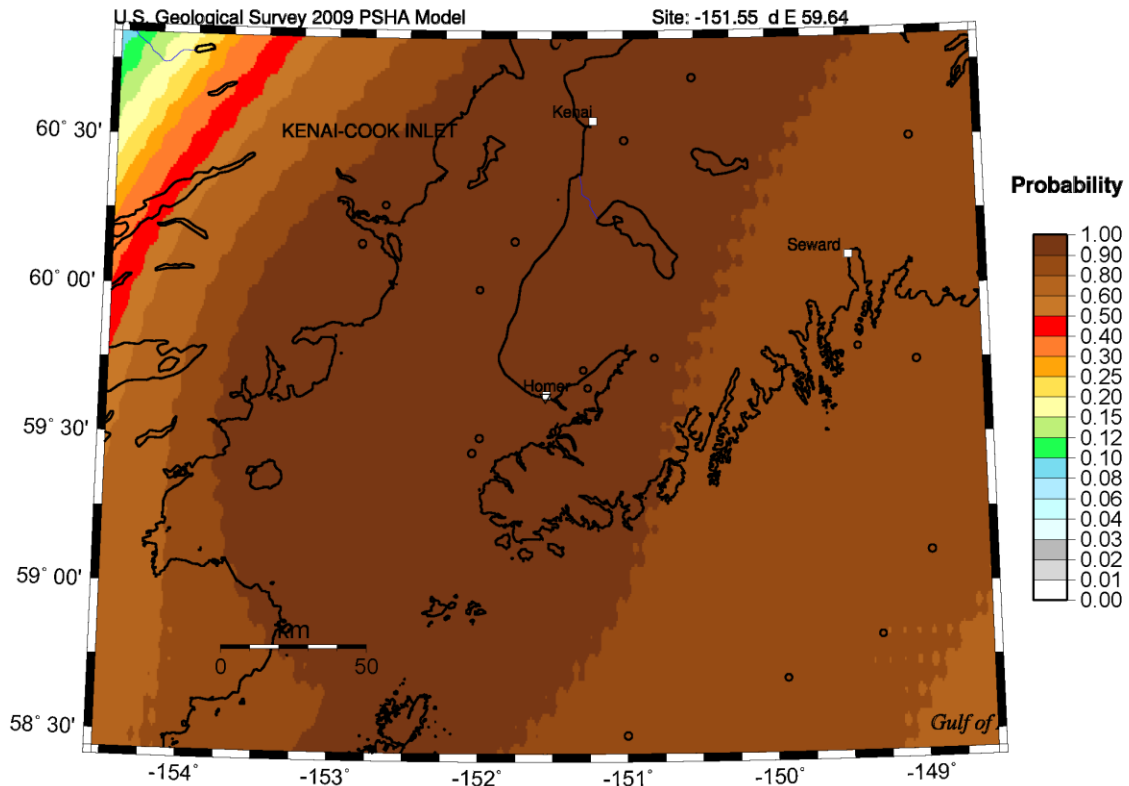
Seismic hazards in Alaska come from several sources. The largest earthquakes in the state are caused by subduction of the Pacific plate beneath Alaska. Three of the seven largest earthquakes in the 20th century occurred in Alaska (1957 Aleutian, 1964 Prince William Sound, and 1965 Rat Islands). Another type of hazard comes from the smaller magnitude 6.8 to 8.0 earthquakes, which occur in many regions of central and south-central Alaska. These events, while smaller, occur at more frequent intervals, and in locations that cannot always be predicted. On average, Alaska has a magnitude 7.0 or larger earthquake about every two years. Similar in size to recent California earthquakes, these events could cause major damage if they occurred in a populated or strategically sensitive area. A third hazard exists from the many smaller events that often occur near populated areas. While these events are too small to cause widespread damage, they are relatively common and thus pose a continuous threat to urban areas. Alaska Earthquake Information Center (AEIC) personnel locate and report about 22,000 earthquakes each year, and advise federal and state officials of each major earthquake's location and size within 30 minutes. (AEIC, 2015)

**Location**

The entire geographic area of Alaska is prone to the effects of an earthquake. Figure 4 was generated using the U.S. Geologic Survey (USGS) Earthquake Mapping model and indicates an 80 to 100 percent probability of a 5.0 magnitude or greater earthquake occurring within 20 years and 50 kilometers of Homer.

**Figure 4 Homer Earthquake Probabilities**

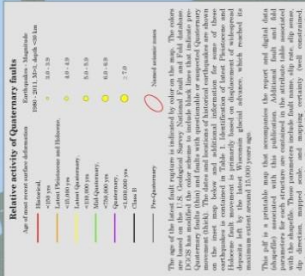
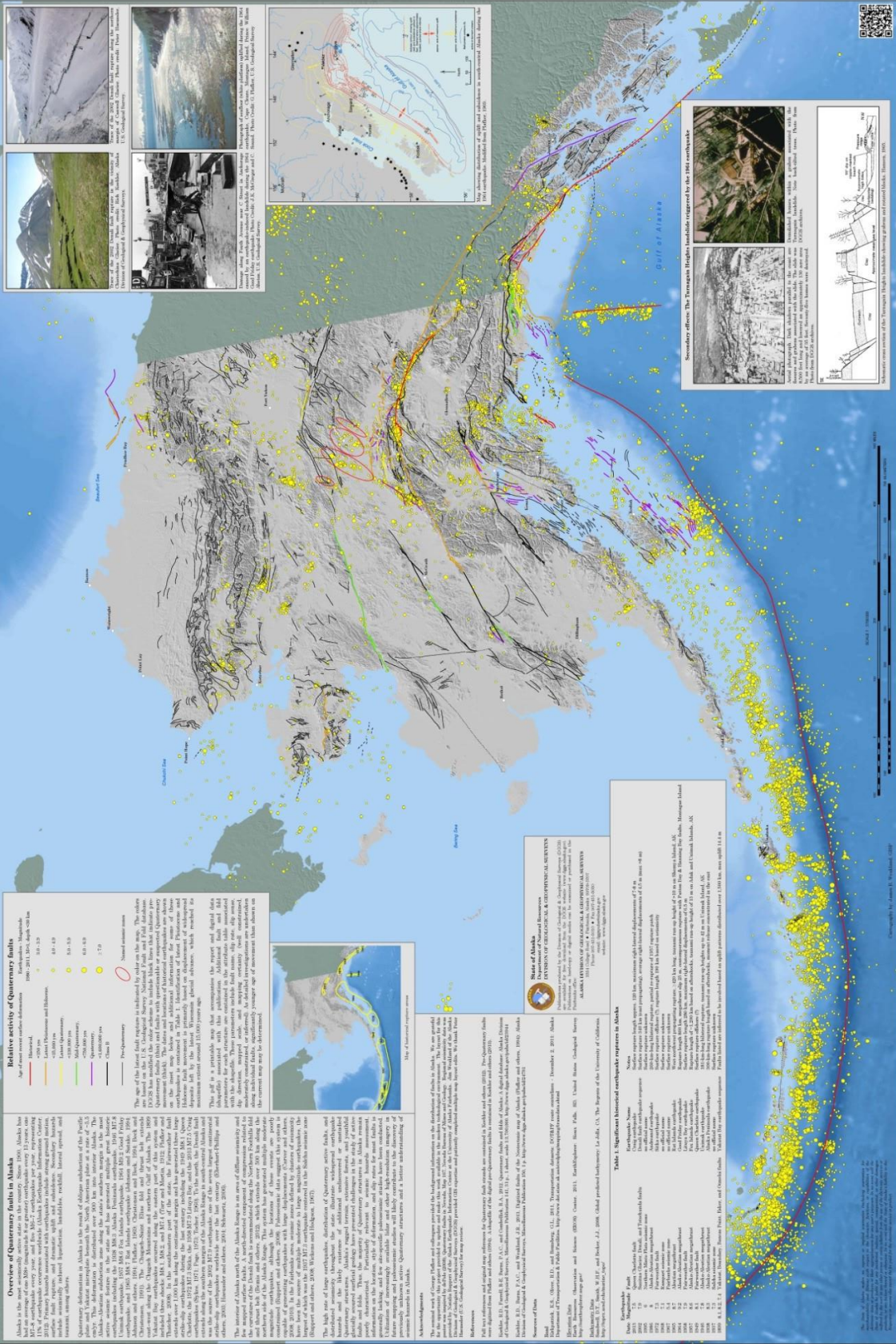
Probability of earthquake with M > 5.0 within 20 years & 50 km



GMT 2015 Jul 22 16:32:33 EQ probabilities from USGS OFR 2007-1043 PSHA. 50 km maximum horizontal distance. Site of interest: triangle. Fault traces are brown; rivers blue. Epicenters M<sub>w</sub>≥6.0 circles.

The Department of Geological and Geophysical Survey (DGGS) Map of Alaska’s Quaternary Faults depicts Alaska’s known earthquake fault locations (Figure 5).

# ALASKA'S QUATERNARY FAULTS



**Overview of Quaternary faults in Alaska**

Alaska has the highest density of Quaternary faults in the United States, with an estimated 2000 faults extending over 11,000 km. The Alaska Division of Geological & Geophysical Surveys (ADGG) has been studying these faults since 1980. This report and digital data access information provide a comprehensive overview of Alaska's Quaternary faults, including their locations, orientations, and relative activities. The map displays faults categorized by their relative activity, from highest (red) to lowest (blue). Major fault systems such as the Chukchi Sea, Seward, and others are highlighted. The map also includes numerous inset photographs of fault features like scarps, fault scarps, and fault traces. A legend in the top left corner explains the relative activity levels and symbols used for different fault types. A scale bar at the bottom left shows distances from 0 to 500 km. A QR code is located in the top right corner for digital data access. The map is titled 'ALASKA'S QUATERNARY FAULTS'.

The high state of tectonic activity in Alaska is the result of oblique subduction of the Pacific Plate beneath the North American Plate, the combination of which has resulted in a high rate of Quaternary faulting throughout the state. Although the relative Quaternary activity is high throughout the state, there are areas where activity is particularly high. These areas include the Chukchi Sea, Seward, and others. The map displays faults categorized by their relative activity, from highest (red) to lowest (blue). Major fault systems such as the Chukchi Sea, Seward, and others are highlighted. The map also includes numerous inset photographs of fault features like scarps, fault scarps, and fault traces. A legend in the top left corner explains the relative activity levels and symbols used for different fault types. A scale bar at the bottom left shows distances from 0 to 500 km. A QR code is located in the top right corner for digital data access. The map is titled 'ALASKA'S QUATERNARY FAULTS'.

**Acknowledgments**

The Alaska Division of Geological & Geophysical Surveys (ADGG) is grateful to the following individuals for their assistance and support in the preparation of this report: [List of names]

**References**

ADGG (2008). Alaska's Quaternary Faults. Report of the Alaska Division of Geological & Geophysical Surveys, 141. [Available at: www.adgg.org]

**Source of Data**

ADGG (2008). Alaska's Quaternary Faults. Report of the Alaska Division of Geological & Geophysical Surveys, 141. [Available at: www.adgg.org]

**Table 1. Significant historical earthquakes in Alaska**

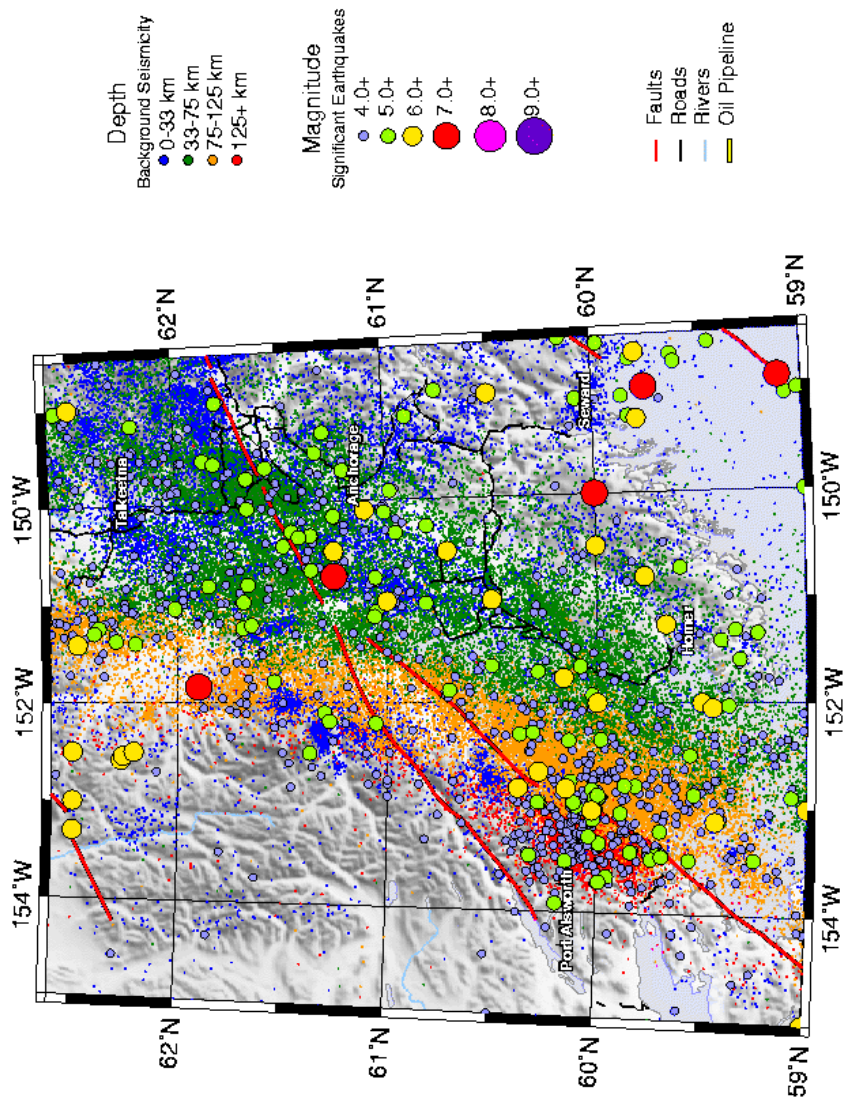
Date	Magnitude	Location	Notes
1964	9.2	Prince William Sound	Great Alaskan Earthquake
1906	8.7	San Francisco Bay	San Francisco Earthquake
1906	7.5	Chukchi Sea	Chukchi Sea Earthquake
1906	6.7	Chukchi Sea	Chukchi Sea Earthquake
1906	6.5	Chukchi Sea	Chukchi Sea Earthquake
1906	6.4	Chukchi Sea	Chukchi Sea Earthquake
1906	6.3	Chukchi Sea	Chukchi Sea Earthquake
1906	6.2	Chukchi Sea	Chukchi Sea Earthquake
1906	6.1	Chukchi Sea	Chukchi Sea Earthquake
1906	6.0	Chukchi Sea	Chukchi Sea Earthquake
1906	5.9	Chukchi Sea	Chukchi Sea Earthquake
1906	5.8	Chukchi Sea	Chukchi Sea Earthquake
1906	5.7	Chukchi Sea	Chukchi Sea Earthquake
1906	5.6	Chukchi Sea	Chukchi Sea Earthquake
1906	5.5	Chukchi Sea	Chukchi Sea Earthquake
1906	5.4	Chukchi Sea	Chukchi Sea Earthquake
1906	5.3	Chukchi Sea	Chukchi Sea Earthquake
1906	5.2	Chukchi Sea	Chukchi Sea Earthquake
1906	5.1	Chukchi Sea	Chukchi Sea Earthquake
1906	5.0	Chukchi Sea	Chukchi Sea Earthquake
1906	4.9	Chukchi Sea	Chukchi Sea Earthquake
1906	4.8	Chukchi Sea	Chukchi Sea Earthquake
1906	4.7	Chukchi Sea	Chukchi Sea Earthquake
1906	4.6	Chukchi Sea	Chukchi Sea Earthquake
1906	4.5	Chukchi Sea	Chukchi Sea Earthquake
1906	4.4	Chukchi Sea	Chukchi Sea Earthquake
1906	4.3	Chukchi Sea	Chukchi Sea Earthquake
1906	4.2	Chukchi Sea	Chukchi Sea Earthquake
1906	4.1	Chukchi Sea	Chukchi Sea Earthquake
1906	4.0	Chukchi Sea	Chukchi Sea Earthquake
1906	3.9	Chukchi Sea	Chukchi Sea Earthquake
1906	3.8	Chukchi Sea	Chukchi Sea Earthquake
1906	3.7	Chukchi Sea	Chukchi Sea Earthquake
1906	3.6	Chukchi Sea	Chukchi Sea Earthquake
1906	3.5	Chukchi Sea	Chukchi Sea Earthquake
1906	3.4	Chukchi Sea	Chukchi Sea Earthquake
1906	3.3	Chukchi Sea	Chukchi Sea Earthquake
1906	3.2	Chukchi Sea	Chukchi Sea Earthquake
1906	3.1	Chukchi Sea	Chukchi Sea Earthquake
1906	3.0	Chukchi Sea	Chukchi Sea Earthquake
1906	2.9	Chukchi Sea	Chukchi Sea Earthquake
1906	2.8	Chukchi Sea	Chukchi Sea Earthquake
1906	2.7	Chukchi Sea	Chukchi Sea Earthquake
1906	2.6	Chukchi Sea	Chukchi Sea Earthquake
1906	2.5	Chukchi Sea	Chukchi Sea Earthquake
1906	2.4	Chukchi Sea	Chukchi Sea Earthquake
1906	2.3	Chukchi Sea	Chukchi Sea Earthquake
1906	2.2	Chukchi Sea	Chukchi Sea Earthquake
1906	2.1	Chukchi Sea	Chukchi Sea Earthquake
1906	2.0	Chukchi Sea	Chukchi Sea Earthquake
1906	1.9	Chukchi Sea	Chukchi Sea Earthquake
1906	1.8	Chukchi Sea	Chukchi Sea Earthquake
1906	1.7	Chukchi Sea	Chukchi Sea Earthquake
1906	1.6	Chukchi Sea	Chukchi Sea Earthquake
1906	1.5	Chukchi Sea	Chukchi Sea Earthquake
1906	1.4	Chukchi Sea	Chukchi Sea Earthquake
1906	1.3	Chukchi Sea	Chukchi Sea Earthquake
1906	1.2	Chukchi Sea	Chukchi Sea Earthquake
1906	1.1	Chukchi Sea	Chukchi Sea Earthquake
1906	1.0	Chukchi Sea	Chukchi Sea Earthquake
1906	0.9	Chukchi Sea	Chukchi Sea Earthquake
1906	0.8	Chukchi Sea	Chukchi Sea Earthquake
1906	0.7	Chukchi Sea	Chukchi Sea Earthquake
1906	0.6	Chukchi Sea	Chukchi Sea Earthquake
1906	0.5	Chukchi Sea	Chukchi Sea Earthquake
1906	0.4	Chukchi Sea	Chukchi Sea Earthquake
1906	0.3	Chukchi Sea	Chukchi Sea Earthquake
1906	0.2	Chukchi Sea	Chukchi Sea Earthquake
1906	0.1	Chukchi Sea	Chukchi Sea Earthquake



Figure 6 shows recent earthquakes of M 4.0 or greater from 1903 to present near Homer, Alaska. No damage resulted from these earthquakes.

**Figure 6 Homer Earthquake History**

### Cook Inlet Seismicity



**Extent**

Alaskans experience approximately 5,000 earthquakes annually, including 1,000 measuring above magnitude 3.5. Alaska is vulnerable to three types of earthquakes:

1. **Subduction zone earthquakes** begin with one crustal plate moving beneath another plate. This is the case in Southcentral Alaska and along the Aleutian Islands, where the Pacific Plate dives beneath the North American Plate. The Good Friday Earthquake in Alaska resulted from movement along the Aleutian Megathrust subduction zone.
2. **Transform fault earthquakes** originate from crustal plates sliding by each other. A popular example is the San Andreas Fault in California. A transform fault exists just offshore of southeastern Alaska, where the North American Plate and the Pacific Plate slide past each other on the Fairweather - Queen Charlotte Fault.
3. **Intraplate earthquakes** occur within a tectonic plate, occasionally at great distance from the plate boundaries. These types of earthquakes may have magnitudes of 7.0 and greater. Shallow earthquakes in the Fairbanks area are an example of intraplate earthquakes.

**Impact**

Homer is located in a region of high seismicity. Although nearby earthquakes will be felt in the City, only “Limited” impact is expected due to prior history and seismic retrofits. However, no facilities are seismically reinforced for a high magnitude event and the soil structure in the area tends to be very weak. Therefore, the impact of a high magnitude earthquake could be “Critical” with injury, illness, death, complete shutdown of critical facilities for at least two weeks, and more than 25 percent severely damaged property.

**Probability**

Considering Figures 1, 2, and 3, it is “Certain” an earthquake M 5.0 or greater may occur within 100 kilometers of Homer within the next 10 years (Table 1). Referencing Figure 1, earthquake modeling or Shake Map indicates an 80 to 100 percent probability of a 5.0 magnitude or greater earthquake occurring within 20 years near Homer.

This 2009 Shake Map incorporates current seismicity in its development and is the most current map available for this area. Peter Haeussler, USGS, Alaska Region, explained factors influencing probability in earthquake hazard mapping in 2009:

The occurrence of various small earthquakes does not change earthquake probabilities. In fact, in the most dramatic case, the probability of an earthquake on the Denali fault was/is the same the day before the 2002 earthquake as the day afterward. Those are time-independent probabilities. The things that change the hazard maps is changing the number of active faults or changing their slip rate.

Probability	Impact	Warning Time	Duration	Calculated Risk
<b>4 x .45</b>	<b>2 x .30</b>	<b>4 x .15</b>	<b>1 x .10</b>	<b>3.1</b>

## **H. Tsunamis**

Tsunamis are traveling gravity waves in water, generated by a sudden vertical displacement of the water surface. They are typically generated by uplift or drop in the ocean floor, seismic activity, volcanic activity, meteor impact, or landslides (above or under sea in origin).

Most tsunamis are small and are only detected by instruments. Tsunami damage is a direct result of three factors: inundation (extent the water goes over the land), wave impact on structures and coastal erosion.

In 2003, Homer became the first community in Alaska to receive both a Tsunami and Storm Ready Community Designation from the National Weather Service and DHS&EM. That designation has been reviewed and updated every 4 year since then, most recently in 2015.

### **Types of Tsunamis**

#### **Tele-tsunami**

Tele-tsunami is the term for a tsunami observed at places 1,000 kilometers from their source. In many cases, tele-tsunamis can allow for sufficient warning time and evacuation. No part of Alaska is expected to have significant damage due to a tele-tsunami. There is a slight risk in the western Aleutians and some parts of Southeast Alaska.

Most tele-tsunamis that have reached Alaska have not caused damage. In fact, most tele-tsunamis have had their largest recorded amplitude (in Alaska) at Massacre Bay, Attu Island. The amplitude is usually under 1 foot.

Risk is even less for communities within Kachemak Bay including Homer.

<i><b>Magnitude</b></i>	<i><b>Height (ft)</b></i>
-2 to -1	<1.0 to 2.5
-1 to 0	2.5 to 4.9
0 to 1	4.9 to 9.9
1 to 2	9.9 to 19.7
2 to 3	19.7 to 34.2
3 to 4	34.2 to 79.0
4 to 5	79 to >105.0

#### **Volcanic Tsunamis**

There has been at least one confirmed volcanically triggered tsunami in Alaska. In 1883, a debris flow from the Saint Augustine volcano reportedly triggered a tsunami that inundated Port Graham (across Kachemak Bay from Homer) with waves 30 feet high, although geologic evidence is inconclusive to substantiate the wave height claim. Other volcanic events may have caused tsunamis but there is not enough evidence to report that conclusively. Many volcanoes have the potential to generate tsunamis.

#### **Seismically-Generated Local Tsunamis**

Most seismically-generated local tsunamis have occurred along the Aleutian Arc. Other locations include the back arc area in the Bering Sea and the eastern boundary of the Aleutian Arc plate. They generally reach land 20 to 45 minutes after starting.

## Landslide-Generated Tsunamis

Submarine and subaerial landslides can generate large tsunamis. Subaerial landslides have more kinetic energy associated with them so they trigger larger tsunamis. An earthquake usually, but not always, triggers this type of landslide and they are usually confined to the bay or lake of origin. One earthquake can trigger multiple landslides and landslide-generated tsunamis. Low tide is a factor for submarine landslides because low tide leaves part of the water-saturated sediments exposed without the support of the water.

Landslide –generated tsunamis are responsible for most of the tsunami deaths in Alaska because they allow virtually no warning time.

There is some historical evidence of a landslide generated tsunami impacting the Homer area when a large landslide near the Grewingk Glacier across from Homer impacted the glacier lake sending large quantities of water across Kachemak Bay.

Tsunamis generated by landslides in lakes occur more in Alaska than any other part of the U.S. They are associated with the collapse of deltas in glacial lakes having great depths. They may also be associated with delta deposits from rapidly flowing streams and rivers carrying glacial debris.

## Historical Tsunamis

### 1964 Earthquake Tsunami

The 1964 earthquake triggered several tsunamis, one major tectonic tsunami and about 20 local submarine and sub aerial landslide tsunamis. The major tsunami hit between 20 and 45 minutes after the earthquake. The locally generated tsunamis struck between two and five minutes after being created and caused most of the deaths and damage. Tsunamis caused more than 90% of the deaths – 106 Alaskans and 16 Californian and Oregonian residents were killed.

#### Extent

Based on tsunami inundation mapping (Figure 7), very limited areas of the Homer coast line would be potentially damaged by tsunami, with no critical infrastructure immediately threatened.

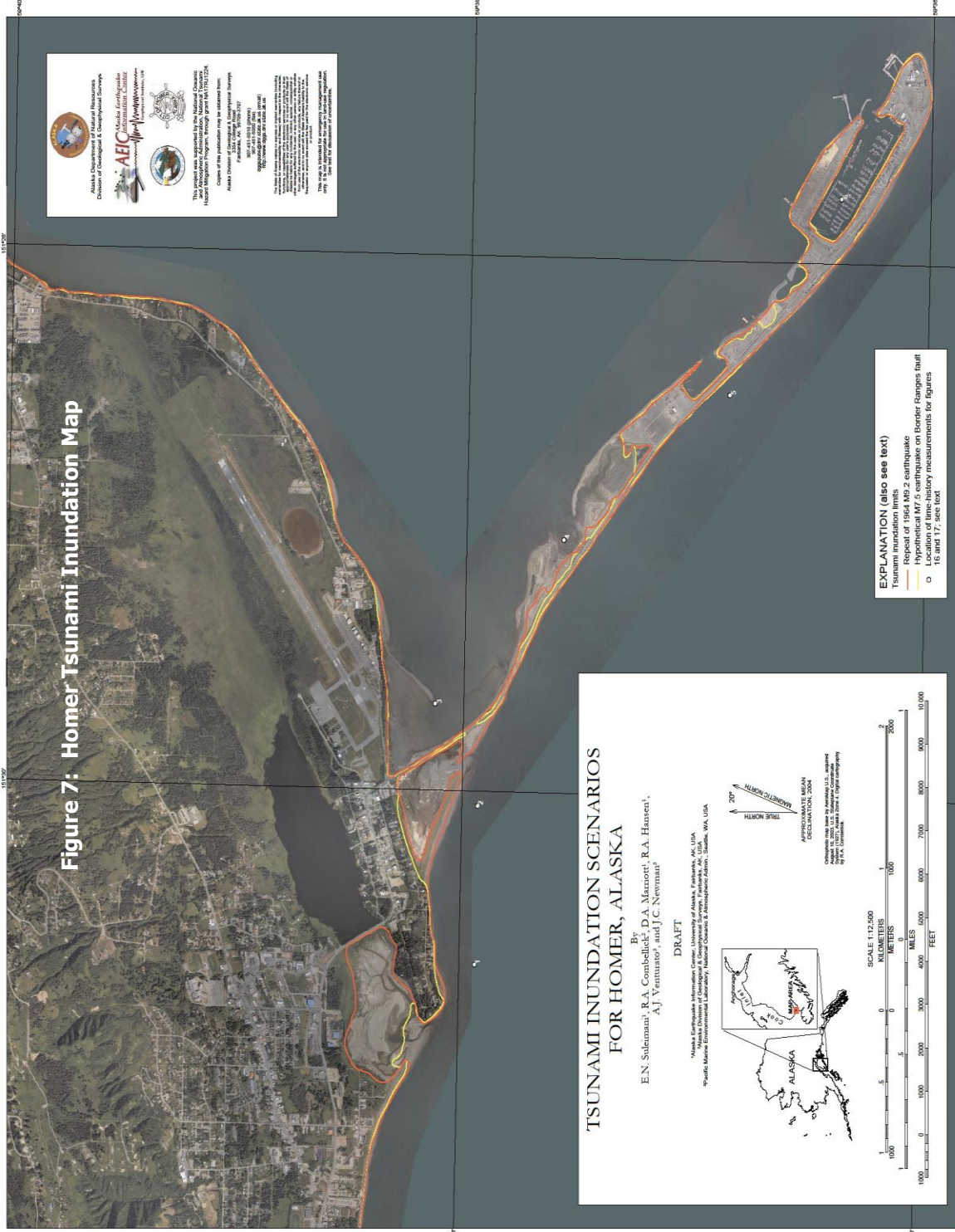
#### Impact

The impact to Homer proper would be “Negligible” with less than 10 percent severely damaged property. However, the Homer spit may experience “Catastrophic” damage, with more than 50% severely damaged property and many serious injuries (Table 2).

#### Probability

Referencing the local earthquake history and Table 1, it is “Credible” an earthquake generated tsunami could impact the Homer community.

Probability	Impact	Warning Time	Duration	Calculated Risk
2 x .45	1 x .30	4 x .15	1 x .10	1.9



## **I. Volcanoes**

Alaska is home to over 50 active volcanoes stretching across the entire southern portion of the State from the Wrangell Mountains to the far Western Aleutians. An average of 1-2 eruptions per year occurs in Alaska. In 1912, the largest eruption of the 20<sup>th</sup> century occurred at Novarupta and Mount Katmai, located in what is now Katmai National Park and Preserve on the Alaska Peninsula.

Homer has been impacted by volcanic ash events, Mt. Spurr in 1992, Mt. Augustine in 1986 and Mt. Redoubt in 1989-90.

### **Volcanic Hazards**

As stated, other than the disruption of air traffic into and out of Alaska, the only danger from Cook Inlet Volcano in Homer is ash fall.

### **Volcanic Ash**

Volcanic ash is fine fragments of solidified lava ejected into the air by an explosion or rising hot air. The fragments range in size, with the larger falling nearer the source. Ash is a problem because the weight of the ash can cause structural collapses. Further away, the primary hazard to humans is decreased visibility and inhaling the fine ash. Ash will also interfere with the operation of mechanical equipment including aircraft. In Alaska, this is a

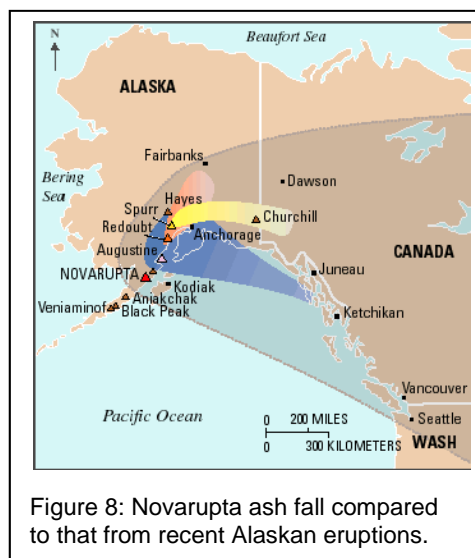
major problem as many of the major flight routes are near historically active volcanoes. Ash accumulation may also interfere with the distribution of electricity due to shorting of transformers and other electrically components (ash can conduct electricity).



### Historic Volcanic Activity

The largest volcanic eruption of the 20<sup>th</sup> century occurred at Novarupta Volcano in June 1912. Ash fell on Kodiak, darkening the city. It became hard to breathe because of the ash and sulfur dioxide gas. The water became undrinkable and unable to support aquatic life. Roofs collapsed under the weight of the ash. Some buildings were destroyed by ash avalanches while others burned being struck by lightning from the ash cloud. Similar conditions could be found all over the area. Some villages ended up being abandoned, including Katmai and Savonoski villages. The ash acid rain also negatively affected animal and plant life. Large animals were blinded and many starved because their food was eliminated.

Figure 8 shows ash fall from this eruption was significantly greater than the recent eruptions of Redoubt, Spurr and Augustine Volcanoes. Fourteen earthquakes of magnitude 6 to 7 were associated with this event. At least 10 Alaskan volcanoes are capable of this type of event.



after  
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life.

### Hazard Identification and Assessment

The responsibility for hazard identification and assessment for the active volcanic centers of Alaska falls to the Alaska Volcano Observatory (AVO) and its constituent organizations (USGS, DNR/DGGS, and UAF/GI). The AVO publishes a report that describes volcanic history and the hazards they pose and the likely effects of future eruptions on populations, facilities, and ecosystems.

AVO has the primary responsibility to monitor all of Alaska's potentially active volcanoes and to issue timely warnings of activity to authorities and the public. During episodes of volcanic unrest or eruption, AVO is also the agency responsible for characterizing the immediate hazards and describing likely scenarios for an evolving volcanic crisis. AVO uses a 4-color Level of Concern Color Code to succinctly portray its interpretations of the state of activity and likely course of unrest at a given volcano.

Basic information about vulnerable assets and populations are identified in these assessments. However, Department of Commerce, Community and Economic Development (DCCED) and other State agencies could work with AVO map data to integrate quantitative, current information regarding communities and other at-risk elements to improve our analysis of vulnerability.

**Extent**

The entire Kenai Peninsula is subject to volcanic ash fallout. Referencing Figure 9, there are three active volcanoes within 150 miles of the City of Homer.

**Impact**

Volcanic ash is a public health hazard. Therefore, volcanic eruptions may require the greater Homer area to evacuate. The total impact would be “Negligible”, with minor injuries treatable with first aid, shutdown of critical facilities and services for 24 hours or less, and less than 10 percent severely damaged property.

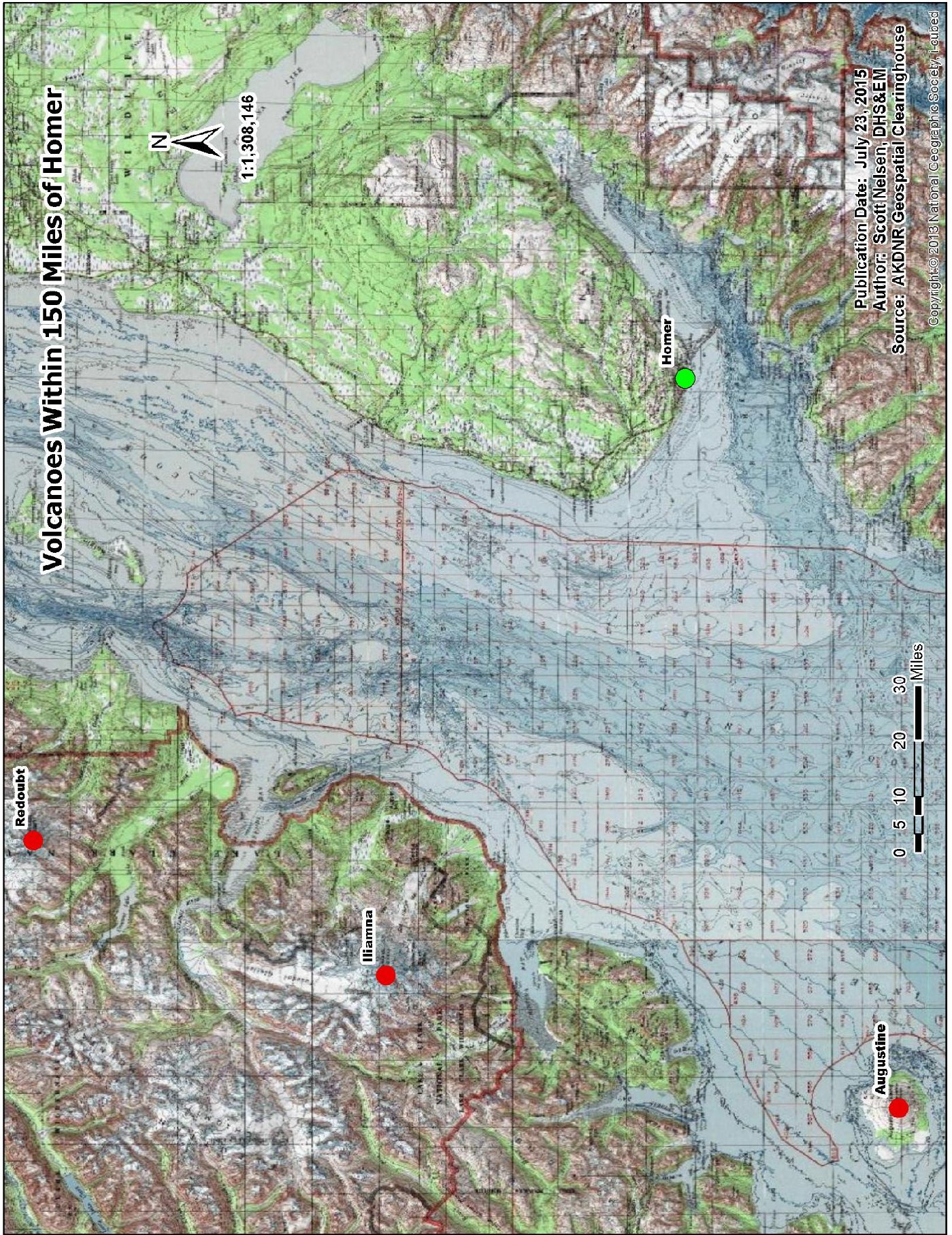
**Probability**

Referencing the local volcanic eruption history and Table 1, it is “Credible” an ash fallout event could impact the Homer community.

Probability	Impact	Warning Time	Duration	Calculated Risk
<b>2 x .45</b>	<b>1 x .30</b>	<b>1 x .15</b>	<b>4 x .10</b>	<b>1.75</b>



# Volcanoes Within 150 Miles of Homer



Publication Date: July 23, 2015  
Author: Scott Nelsen, DHS&EM  
Source: AKDNR Geospatial Clearinghouse  
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## **J. Man-Made/Technological Disasters**

The potential for man-made or technological disasters, while less than for natural disaster, for Homer is none-the-less of increasing potential, especially as the population grows more dependent on technology in daily activities. Man-made disasters include, but are not limited to:

1. **Hazardous Material Incidents.** Hazardous Materials are routinely transported across the Kenai Peninsula by ship, barge, vehicle, and rail (only on the Eastern Kenai Peninsula). Quantities of hazardous materials primarily include fuels and gases for local use and distribution, but also occasionally include explosives for shipment out of the Port of Homer, or other materials being shipped overseas. Hazardous materials are stored in terminals, when present for distribution, or in processing facilities for use locally (ammonia used in the ice houses). Hazardous materials are used every day across the entire Kenai Peninsula, including households and pose little danger unless released by spill or accident. As the ability to control hazardous materials is limited throughout the entire Kenai Peninsula (no Level A response team), we must rely on the State of Alaska Hazardous Materials Response Team from Anchorage to respond to local events requiring technician level support. Local responders are trained and certified for initial response at the Operations Level only. There is a Hazardous Materials Decontamination Trailer, provided by the Kenai Peninsula Borough, available locally through the fire department.
2. **Radiological Incident.** A radiological incident is one in which potentially dangerous radioactive materials have been released, either accidentally, or on purpose. The release may be in the form of a cloud or plume that could affect the health and safety of anyone in its path. Radiological materials are used in healthcare settings and in industrial applications for materials testing purposes. Though limited in use in Homer, these materials could still be found in incidental use, or be used in the creation of a so called “Dirty” bomb.
3. **Bombings.** Bombings are the purposeful detonation of explosive materials for criminal purposes, including terrorism. Even the threat of a bomb can disrupt businesses and schools as they are required to evacuate. Various types of explosive devices can be easily manufactured through instructions readily available on the internet.
4. **Civil Disturbance.** In most instances, civil disturbances are peaceful but may require some response. In some cases, civil disturbances can escalate to rioting and looting, resulting in property damage, injury and loss of life.
5. **Power Failure.** A power failure can be isolated to a specific critical business, or wide-spread. While power can fail due to many natural causes, human error is often attributed to this disaster. Loss of power, for any reason, can disrupt commerce, and be life-threatening.

## Chapter IV– Risk Analysis

A risk analysis is divided into six steps:

- 4.1. Asset Inventory
- 4.2. Risk Analysis Methodology
- 4.3. Data Limitations
- 4.4. Risk Assessment Summaries
- 4.5. NFIP and Repetitive Loss Properties
- 4.6. Land Use and Development Trends

### Asset Inventory

#### Population

Population data for Homer was obtained from the 2010 U.S. Census and the State of Alaska Department of Labor (AKDOL) 2014 Certified Figures. The U.S. Census compares Homer’s population for 2010 and 2013. (Table 4-1).

**Table 4-1 Estimated Population and Housing Inventory**

Population		Residential Buildings	
2010 Census	AKDOL 2013	Total Building Count	Total Value of Buildings
5,020	5,100	2,692	\$706,380,800

*Source: U.S. Census 2010, listed the median housing value at \$262,400.*

Estimated replacement values for residential structures were obtained from the 2010 U.S. Census, (Table 4-1). A total of 2,692 single-family residential buildings were considered in this analysis. The value was determined using the median value provided by the U.S. Census. Table 4-1 does not include estimates for special materials, shipping, or labor.

#### Community Assets

*Critical Facilities:* Table 4-2 is a list of critical facilities in the City of Homer. Losing these facilities would seriously impact not only the quality of life in Homer but also the sustainability and survivability of Homer residents.

Table 4-2: Critical Facilities	Economy	Flood	Wild fire	Weather	Land slides	Erosion	Earthquake	Tsunami	Volcano	Manmade	Tech	Biologic
Airport	X		X	X			X		X	X	X	X
Banking	X			X			X		X	X	X	X
Churches	X			X			X		X	X	X	X
City Hall	X			X			X		X	X	X	X
Fire Dept.	X	X	X	X			X		X	X	X	X
Fuel System	X	X	X	X		X	X	X	X	X	X	X
Groceries	X	X		X			X		X	X	X	X
HEA	X	X	X	X	X	X	X	X	X	X	X	X
Landfill	X		X	X			X		X	X	X	X
Library	X			X			X		X	X	X	X
Police Dept	X			X			X		X	X	X	X
Port & Harbor	X	X		X		X	X	X	X	X	X	X
Post Office	X			X			X		X	X	X	X
Public Works	X	X	X	X	X	X	X	X	X	X	X	X
Reservoir		X	X	X	X	X	X		X	X	X	X
Roads		X	X	X	X	X	X	X	X	X	X	
Schools	X		X	X			X		X	X	X	X
Senior Ctr	X			X			X		X	X	X	X
Sewer System	X	X	X	X			X		X	X	X	X
SP Hospital	X	X		X	X		X		X	X	X	X
Telephone	X	X	X	X	X		X	X	X	X	X	X
Water System	X	X	X	X	X	X	X	X	X	X	X	X

**4.3 Data Limitations: Vulnerability Overview: Reviewed every 5 years.**

The entire City of Homer and the Kenai Peninsula experience floods, earthquakes, and wildfires. Any one of these hazards could impact any part of Homer or isolate it from the rest of the State.

Other hazards are tsunamis, landslides, and erosion. The “Homer bench” is created by bluffs, some steeper than others, but all bluffs have the potential to create landslides.

**Table 4-3 Vulnerability Overview for Homer**

Hazard	Percent of Geographic area	Percent of Population	Percent of Building Stock	Percent of Community Facilities and Utilities
<b>Earthquake</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Erosion</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>	<b>5%</b>
<b>Flood</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>
<b>Landslides</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>	<b>10%</b>
<b>Tsunami</b>	<b>10%</b>	<b>10%</b>	<b>5%</b>	<b>5%</b>
<b>Weather</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
<b>Wildland Fire</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>

**Risk Analysis Methodology**

The planning team referenced the State’s Critical Facility Inventory and local knowledge to inventory their critical facilities and evaluate their vulnerability to each hazard (Table 4-4).

**Table 4-4 Critical Infrastructure in Alaska**

Fire Stations	Airports	Cemeteries
Police Stations	Schools	Stores
Emergency Operations Centers	Telecommunications Structures & Facilities	Service Maintenance Facilities
Hospitals, Clinics, & Assisted Living Facilities	Satellite Facilities	Critical Bridges
Water & Waste Water Treatment Facilities	Public restrooms	Radio Transmission Facilities
Fuel Storage Facilities	Harbors / Docks / Ports	Reservoirs & Water Supply Lines
	Landfills & Incinerators	Community Freezer Facilities
	Power Generation Facilities	
	Oil & Gas Pipeline Structures & Facilities	

*Table 4-4 Source: State of Alaska Hazard Mitigation Plan, 2013*

Replacement structure and contents value estimates were provided by the U.S. Census and the planning team. They conducted an exposure analysis for each physical asset located within a

hazard area. A similar analysis was used to evaluate the proportion of the population at risk. However, the analysis simply represents the number of people at risk; no casualty estimates were prepared.

### Data Limitations

The vulnerability estimates provided herein use the best data currently available, and are designed to approximate risk. Results are limited to the exposure of the built environment. It is beyond the scope of this Hazard Mitigation Plan to estimate the range of injuries, or the value of improvements and the contents. The Homer Spit is a classic example where a variety of land uses have evolved over time that include fish processing, the port and harbor, the marine highway terminal and fuel storage. Only the new Harbor Master Office is included in the Table 6 and 7. The Harbor Master Office is included in the category of “City Main Buildings.”

### Facility Replacement Values

Tables 4-5 and Table 4-6 estimate the total replacement value of dwellings, critical facilities, and infrastructure. Structure values were obtained during the asset data inventory during the summer of 2015. The estimated structure and content values are grouped by HAZUS-MH occupancy classification (Table 4-6). HAZUS-MH is a geographic information system which models **Multi Hazards**: flooding, hurricanes, coastal surge and earthquakes. HAZUS also calculates the potential losses in terms of economic losses and structural damage.

**Table 4-5 HAZUS Building Occupancy Classes**

Occupancy Class	Description	Contents Value %
<b>Residential</b>		
Single Family Dwelling	House	50
Mobile Home	Mobile Home	50
Multi Family Dwelling	Apartment / Condominium	50
Temporary Lodging	Hotel / Motel / Hostel	50
Institutional Dormitory	Group Housing (military, college, jails)	50
Nursing Home	Nursing Home	50

Cont. Table 4-5 HAZUS Building Occupancy Classes

<b>Commercial</b>	<b>Description</b>	<b>Content Value %</b>
Retail Trade	Store	100
Wholesale Trade	Warehouse	100
Personal and Repair Services	Service Station / Shop	100
Professional / Technical Services	Offices	100
Banks	Banks	100
Hospital/Medical Office / Clinic	Medical Facilities	150
Hospital	Medical Facilities	150
Entertainment & Recreation	Restaurants / Bars	100
Theaters	Theaters	100
<b>Industrial</b>		
Heavy	Factory	150
Light	Factory	150
Construction	Office	100
<b>Agriculture</b>		
Agriculture	Agriculture	100
<b>Religion / Non-Profit</b>		
Church / Non-Profit	Church / Non-Profit	100
<b>Government</b>		
General Services	Office	100
Emergency Response	Police / Fire Station / EOC	150
<b>Education</b>		
Schools and University	K-12 and KPC	100

**Table 4-6 Facility and Content Value Estimates**

Type	Total Count	Estimated Value	HAZUS Contents Value (%) by Occupancy	Estimated Value of Contents
<b>Residential</b>	2692	\$706,380,800	50%	\$353,190,400
<b>Hospital</b>	1	\$49,000,000	150%	\$73,500,000
<b>City Main Buildings</b>	6	\$19,350,497	100%	\$19,350,497
<b>Educational</b>	5	\$80,657,700	50%	\$40,328,850
<b>Natural Gas</b>	94 miles	\$20,000,000	NA	NA
<b>Homer Electric</b>		\$2,663,028	\$22,681,363	\$25,344,391
<b>Total</b>	<b>2704</b>	<b>\$875,388,997</b>	NA	<b>\$511,714,138</b>

The facility values in tables 4-6 and 4-7 are not intended to be considered the actual total value of facilities in Homer. Due to the magnitude of the task of tabulating every discrete commercial, industrial, agricultural, religious, non-profit, governmental and educational facility these tables serve as a reference point for what the total value of Homer facilities might be.

The *Residential*, *City Main Buildings* and *Education* property values are based on the Kenai Peninsula Borough assessed values. The *City’s Main Buildings* include: City Hall, Police Station, Fire Hall, Library, Harbor and Public Works. The *Education* buildings include: Homer High, West Homer, Paul Banks Elementary, Homer Middle School and the Kachemak Bay Campus of Kenai Peninsula College. The *Natural Gas* and *Homer Electric* values were provided by the utilities companies. The *Natural Gas* estimate includes a 22.5 miles of an underground trunk line, 85 miles of distribution lines with approximately 1,400 new service lines. The *Homer Electric* values include the land, structures, substations, electrical facilities and their fleet. The *Hospital* value was provided by South Peninsula Hospital.

Other major facilities include, but are not limited to, Islands and Ocean Visitor Center, Pratt Museum, Safeway, Ulmer’s Drug and Hardware, Spenard Builders Supply, many medical and dental offices, retail stores, art galleries, gas stations, non-profit agencies, boat yards, and numerous other buildings. A realistic estimate of the actual functional value of facilities is much more than the total value indicated in Table 4-7.

The functional value is calculated by adding the structure value to the contents value. The functional value is the sum of structure and content value.

**Table 4-7 Facility Functional Value Estimates**

Type of Structure (Occupancy Class)	Total Count	Estimated Value of Infrastructure	Estimated Value of Contents	Functional Value
<b>Residential</b>	2692	\$706,380,800	\$353,190,400	\$1,059,571,200
<b>Hospital</b>	1	\$49,000,000	\$73,500,000	\$122,500,000
<b>City Main Buildings</b>	6	\$19,350,497	\$19,350,497	\$38,700,994
<b>Educational</b>	5	\$80,657,700	\$40,328,850	\$120,986,550
<b>Natural Gas</b>	94 miles	\$20,000,000	\$0	\$20,000,000
<b>Homer Electric</b>		\$2,663,028	\$22,681,363	\$25,344,391
<b>Total</b>	<b>2704</b>	<b>\$878,052,025</b>	<b>\$509,051,110</b>	<b>\$1,387,103,135</b>



## 4.4 Risk Assessment Summaries

### **Earthquake:**

The City of Homer and surrounding area may experience mild to significant earthquake movement sufficient to damage infrastructure. Although all structures are exposed to earthquakes, buildings constructed of wood exhibit more flexibility than those composed of unreinforced masonry, (URM).

The entire population, residential structures and critical facilities are vulnerable to an earthquake. All 5,100 people in 2,692 residences plus the community facilities for a total functional value of \$1.317 Billion are all vulnerable. Table 4-7.

### **Erosion:**

In 2004, the City contracted with the Kachemak Bay Research Reserve (KBRR) to conduct a coastal erosion study. KBRR acquired historical aerial photos, and drew a line at the top of the bluff for each photograph set. Then, the researchers calculated the average rate of erosion for each part of the Homer shoreline.

Parcels along the shoreline where the erosion rates are highest are certainly vulnerable especially when high tides and high winds coincided. In all, about 10% of the population is vulnerable to erosion, 261 residential structures are vulnerable. Table 4-3.

**Flood:** Parcels along the shoreline are certainly vulnerable to flooding, especially when weather conditions create high velocity wave, high tides and high winds. In all, about 10% of the population is vulnerable to flooding, 261 residential structures valued are vulnerable. Table 4-3.

### **Subsidence:**

About 10 percent of Homer's population is vulnerable to subsidence. This represents 510 people, and 261 residential structures are vulnerable. Table 4-8.

### **Severe Weather:**

The entire population of Homer, residential structures and community facilities are vulnerable to severe weather. The total functional value of the structures in Homer is \$1.317 Billion. Table 4-7.

### **Wildland Fire:**

The entire population of Homer, residential structures and community facilities are vulnerable to wildland fires. The total functional value of the structures in Homer is represented on Table 4-7.

## Economic and Development Trends

The City has several zoning districts ranging from Conservation to Commercial-Industrial zones. In 2003 the City received the right to regulate development in the Bridge Creek Watershed Protection District (BCWPD) which surrounds the City’s water supply. In 2010 the City adopted the 2008 Homer’s Comprehensive Plan which also includes the 2010 Homer Spit Comprehensive Plan.

To reduce the effects of fire hazards, all new and the remodel of existing commercial and commercial residential buildings must be certified by the State Fire Marshal Office per Homer City Code (HCC) 21.70. To reduce the effects of flood and tsunami hazards, all new projects in the Flood zone must be elevated one foot or more above the Base Flood Elevation (BFE), HCC 21.41. The chart below shows the building trends from 2010 to 2014.

### Zoning Permits Analysis 2010-2014

Year	Residential Zoning Permits		Commercial Zoning Permits		Total
	New Construction	Additions/Remodels/Accessory	New Construction	Additions/Remodels/Accessory	
2010	26	16	3	1	46
2011	28	12	5	1	46
2012	23	14	1	4	42
2013	36	14	11	3	64
2014	37	10	10	5	62

## Alaska Risk MAP Program

The City of Homer is a participant in the Risk MAP Study of the Homer Spit which includes:

- A detailed coastal flood hazard analysis including storm surge (coastal hydrology) and overland wave height analysis (coastal hydraulics) near Beluga Lake and Beluga Slough
- A regulatory Flood Insurance Study (FIS) Report document for the Community. A FIS contains flood information for a community and is developed in conjunction with the Flood Insurance Rate Maps (FIRM). The FIS, also known as a flood elevation study, frequently contains a narrative of the community’s flood history and explains the engineering methods used to develop the FIRM. The study also contains flood profiles for studied flooding sources and may be used to determine Base Flood Elevations for some areas.
- Preparation of a regulatory Flood Insurance Rate Map (FIRM) map for all panels within the Community which identifies the Community's flood zones, base flood elevations, and floodplain boundaries. This map is used to determine areas requiring flood insurance for properties with federally-backed mortgages.

Table 4-8 estimates damage values from the vulnerability assessment, and the population affected by each hazard.											
Hazard	Pop.	Residential Structures				Community Facilities				Total	
		No.	Structure Value	Contents Value	Functional Value	No.	Structure Value	Contents Value	Functional Value	No.	Functional Value
Earthquake	5100	2,692	\$706,380,800	\$353,190,400	\$1,059,571,200	72	\$135,256,597	\$149,343,646	\$284,600,243	2,764	\$1,344,171,443
Erosion	510	269	\$70,638,080	\$35,319,040	\$105,957,120	8	\$13,525,660	\$14,934,365	\$28,460,024	276	\$134,417,144
Flooding	510	269	\$70,638,080	\$35,319,040	\$105,957,120	8	\$13,525,660	\$14,934,365	\$28,460,024	276	\$134,417,144
Climate Change	510	269	\$70,638,080	\$35,319,040	\$105,957,120	8	\$13,525,660	\$14,934,365	\$28,460,024	276	\$134,417,144
Subsidence	510	269	\$70,638,080	\$35,319,040	\$105,957,120	8	\$13,525,660	\$14,934,365	\$28,460,024	276	\$134,417,144
Severe Weather	5100	2,692	\$706,380,800	\$353,190,400	\$1,059,571,200	72	\$135,256,597	\$149,343,646	\$284,600,243	2,764	\$1,344,171,443

**V. City of Homer Mitigation Goals**

The City of Homer All-Hazard Disaster Mitigation Planning Team identified 10 goals related to this revision of the plan. These far-reaching goals are based upon the current risk analysis conducted by the team and were determined to be achievable under certain conditions of staff and funding support over the next 3-5 years.

**Table V-1 Mitigation Goals**

No.	City of Homer Goal Description
1	Promote recognition and mitigation of all hazards that affect the City of Homer to all Extents Possible
2	Apply existing City Planning Department requirements and design mechanisms when appropriate to mitigation efforts.
3	Reduce the potential for loss from all hazards that may impact the City of Homer.
4	Reduce the city's vulnerability to potential damage due to flooding.
5	Reduce the possibility of damage and loss from wildland fires in the community.
6	Reduce the community's vulnerability to loss resulting from earthquake.
7	Reduce the potential for loss resulting from transmitted or local tsunami.
8	Reduce the potential for property loss and damage due to volcanic ash fall.
9	Reduce the potential for impact of a technological failure on city infrastructure and the community.
10	Reduce the potential damage to the community from a biological, chemical or other hazardous material.

The City of Homer did not previously use a City of Homer Mitigation Action Plan Matrix as in V-4. The mitigation action plan was reformatted in order to comply with FEMA Best Practices. The team reviewed the 2010 HMP and revised to reflect progress and changes in local mitigation efforts where it is most appropriate. The changes in priorities are noted in V-4 with particular items highlighted (grayed cells). Mitigation prioritization was completed based on a combination of historical knowledge of events over the previous 10 years, the likelihood of reoccurrence, and the limited expectation of financial aid and lack of local landowner support for acquiring flood prone, erosion prone or other vulnerable private property.

**Projects Completed or Deleted from the 2010 Plan:**

- A. Public Education Goals (Completed)
  - a. Projects completed and ongoing through continues public outreach.
- B. Tsunami Goals (Completed)
  - a. Objectives completed and ongoing
    - i. Maintaining Tsunami Ready Community Status/2017 submission of renewal
    - ii. Tsunami signage being maintained by Homer Public Works
    - iii. Zoning and Planning has updated flood mapping and has implemented action items identified in Plan
- C. Wildfire Goals
  - a. Defensible space projects are ongoing with some completed around the Homer Reservoir. (Completed)
  - b. All open burning within city limits requires permits year round (Completed)
  - c. Burn suspension and bans coordinated with the Division of Forestry (Completed)
  - d. Alternate means of disposal issues not address by city or borough (Deleted, no funding)

- D. Earthquake Goals
  - a. On-going through community outreach (Completed)
  - b. Other goals dropped for local introduction and enforcement/no capacity for regulation (Deleted)
- E. Flood Goals
  - a. Continued participation in National Flood Insurance Program (Completed)
  - b. Flood mapping/updating ongoing. (Completed)
  - c. Zoning requirements for flood prone areas incorporated into City Code (Completed)
- F. Volcanic Ash (Completed)
  - a. Continued through community education and outreach by public events and presentations
- G. Technological Hazards (Completed)
  - a. Continued through community education and outreach
- H. Biological/Chemical/Hazardous Materials (Completed)
  - a. Promote safe disposal of hazardous materials by posting borough drop-off dates at various facilities.
- I. Economic
  - a. Continued outreach to community for development of resiliency programs/education

**Mitigation Actions for the City of Homer**

A mitigation action is defined by FEMA as being “. . . a specific action, project, activity, or process taken to reduce or eliminate long-term risk to people and property from hazards and their impact”. The City of Homer has identified the following actions that may be incorporated across the entire risk analysis spectrum of potential community threats.

**Table V-2 City of Homer Goals and Actions**

No.	Goals Descriptions	ID	Action Descriptions
1	Promote the recognition and mitigation of all hazards that affect the City of Homer to all extents possible.	A	Conduct a biennial Public Disaster Preparedness Conference to provide information to the community about risks identified by the risk assessment for the City of Homer

		B	Produce or obtain and distribute information regarding local risks including preparedness and mitigation information in key city locations: City Hall, Fire Station, and Public Library.
		C	Maintain staff awareness and proficiency in identifying all-hazards risk and currency in mitigation practices by attending training when available.
		D	Seek public funding or available grants to finance public outreach campaigns.
2	Apply existing City Planning Department requirements and design mechanisms when appropriate to mitigation efforts.	A	Review all City Planning and Zoning policies and ordinances to determine when existing plan/policy may be applicable to mitigation efforts.
		B	Develop a "cross-walk" document that identifies planning efforts applicable to mitigation.
		C	Support staff efforts to incorporate an all-hazards mitigation approach to city planning efforts.
		D	Target areas of development in hazard prone areas such as the Homer Spit, and steep slopes to mitigate future loss due to coastal erosion, tsunami or landslide.
3	Reduce the potential for loss from all hazards that may impact the City of Homer.	A	Conduct a biennial Public Disaster Preparedness Conference to provide information to the community about risks identified by the risk assessment for the City of Homer
		B	Maintain contact with planning team members from the stakeholder community to retain established relationships and to foster new relationships when stakeholder representation changes.
4	Reduce the city's vulnerability to potential damage due to flooding events.	A	Maintain the city's participation in the NFIP
		B	Update the Flood Hazard Maps and complete mapping of the City's watershed and drainage patterns.

		C	Review flooding events to determine potential mitigation strategies to prevent repetitive losses.
		D	Manage development in flood hazard areas.
		E	Insure that flood reduction measures minimize the need for rescue and relief efforts associated with flooding.
		F	Insure that flood reduction methods are consistent with retaining natural flood functions.
		G	Acquire land in high-hazard areas, such as the Bridge Creek Watershed, Homer Spit and Kachemak Bay Shoreline to limit residential or commercial development in flood prone areas.
5	Reduce the possibility of damage and loss from wildland fires in the community.	A	Encourage property owners to create "defensible space" around their property to reduce wildfire propagation to buildings.
		B	Discourage homeowners and builders from using flammable products on the outside and roofs of structures located in the wildland interface zone.
		C	Control and direct open burning within the city limits of Homer by requiring year-round open burning permits.
		D	Establish alternative debris disposal methods to allow property owners to safely dispose of organic debris without burning.
		E	Prohibit open burning during high hazard weather conditions identified by the Division of Forestry or local forecasts.
		F	Develop wildfire fuel reduction projects identified in the Community Wildfire Protection Plan.
6	Reduce the community's vulnerability to loss resulting from earthquake.	A	Protect existing critical infrastructure from earthquake damage by promoting seismic retrofits.

		B	Promote the adoption of local seismic building codes based on national standards.
		C	Encourage property owners to conduct seismic mitigation upgrades on existing structures.
7	Reduce the potential for loss resulting from transmitted or local tsunami.	A	Maintain the community's participation in the Tsunami Ready program.
		B	Maintain adequate signage identifying evacuation routes from hazard areas.
		C	Encourage the City of Homer Planning Department to incorporate tsunami risk areas when granting land-use permits.
8	Reduce the potential for property loss and damage due to volcanic ash fall following an eruption.	A	Maintain public awareness regarding the risk of volcanic ash during an eruption.
		B	Advise the public to limit travel and to prevent damage to machinery during ash alerts.
		C	Reduce non-essential travel.
		D	Remove ash from roofs if level of fall poses a load hazard.
9	Reduce the potential for impact of a technological failure on city infrastructure and the community.	A	Encourage development of Continuity of Operations Planning (COOP) for all critical city functions.
		B	Encourage the private sector development of COOP.
10	Reduce the potential damage to the community from a biological, chemical, or other hazardous material.	A	Maintain the relationship between the city and the State Department of Health, Public Health Department to ensure the rapid deployment of vaccines and other medications during a pandemic or other health emergency.
		B	Monitor the storage of all hazardous materials identified by Tier II reporting to the City.
		C	Encourage the public to safely store, use and dispose of hazardous materials in the home.
		D	Advertise when the Kenai Peninsula Borough conducts hazardous materials collections throughout the year.



The City of Homer All-Hazard Disaster Mitigation Planning Team reviewed, evaluated and prioritized each mitigation goal based on the threat analysis for the jurisdiction during the review of the plan. The team compiled goals and potential actions based on a presumption of local, borough, state and federal support including but not limited to the: City of Homer, Kenai Peninsula Borough, State of Alaska Department of Transportation, Alaska Division of Homeland Security and Emergency Management, Alaska Division of Public Health, and U.S. Department of Homeland Security/FEMA Region X.

During the planning process the team reviewed the Simplified Social, Technical, Administrative, Political, Legal, Economic, and Environmental (STAPLEE) criteria in consideration of the development of these actions items related to mitigation. The planning team also considered common impediments to mitigation, the foremost of which is lack of available funding. Other impediments include denial of a potential problem in light of little historical record of catastrophic events locally; lack of political will to impose unfunded mandates on a local population; and simply lack of will to address a particular problem.

**Table V-3 STAPLEE Evaluation Criteria for Mitigation Actions**

<b>Evaluation Category</b>	<b>Discussion of Important Points</b>	<b>Considerations</b>
<b>Social</b>	The public support for the overall mitigation strategy and specific mitigation efforts	Community acceptance Adversely affects population
<b>Technical</b>	If the mitigation action is technically feasible and if it is a whole or partial solution	Technical feasibility Long-term solutions Secondary impacts
<b>Administrative</b>	If the community has the personnel and administrative capabilities necessary to implement the action or whether outside help will be necessary	Staffing Funding allocation Maintenance/operations
<b>Political</b>	What the community and its members feel about issues related to the environment, economic development, safety, and emergency management	Political support Local champion Public support
<b>Legal</b>	Whether the community has the legal authority to implement the action, or whether the community must pass new regulations/ordinances	Local, State, and Federal authority Potential legal challenges

<p><b>Economic</b></p>	<p>If the action can be funded with current or future internal and external sources, if the costs seem reasonable for the size of the project, and if enough information is available to complete a FEMA Benefit-Cost Analysis</p>	<p>Benefit/cost of action          Contributes to other economic goals          Outside funding required          FEMA Cost/Benefit Analysis</p>
<p><b>Environmental</b></p>	<p>The impact of the environment because of public desire for a sustainable and environmentally healthy community</p>	<p>Effect of local ecosystems          Consistent with community environmental goals          Consistent with local, state and federal laws</p>

During the review of the Homer All-Hazard Disaster Mitigation Plan in 2015/2016 the Planning Team updated and prioritized each mitigation action that was selected to be included in the actionable items listed. The Planning Team reviewed the local history of identified hazards, the extent of the hazard and risk of low frequency hazards identified in the risk assessment. The probability of each identified hazard was rates high, medium or low. The highest priority was given to events with historical records of occurring or which have a moderate potential of occurring but a high potential for damage and loss of life. Medium priority was given to hazards the impact the community less frequently or that poses less risk to loss of life. Low priority events are those that have historically resulted in community impact to people or property.

**Table V-4 City of Homer Mitigation Action Plan Matrix**

Action ID	Description	Priority	Responsible Agency/Department(s)	Potential Funding	Time Frame	Action Item Status New (N), Carry-Over (C)	Feasibility
1A	Conduct biennial Public Disaster Preparedness Conference (Even Year)	Medium	City of Homer, KPB- OEM, ADHSEM	Existing Fire Department Budget	Biennially	N	Very likely to continue, may require more advertising through community stakeholders
1B	Produce or obtain and distribute information regarding local risks including preparedness and mitigation information in key city locations (Objective A.1.1 in previous plan)	Medium	Fire Department, Library, City Hall, Port & Harbor	Existing Fire Department Budget	On-going, annually	C	Will require locations to monitor information and request additional when supply runs low
1C	Maintain staff awareness and proficiency in identifying all- hazards risk and currency in mitigation practices by attending training when available	High	City of Homer, KPB- OEM, ADHSEM	City of Homer, KPB OEM, ADHSEM, FEMA	1-4 years	N	Continued funding of courses through Homeland Security/EMI is necessary
1D	Seek public funding or available grants to finance public outreach campaigns	Medium	City of Homer	City of Homer, ADHSEM, FEMA	1-4 years	N	Homeland Security grants through ADHSEM are sometimes available to fund public information programs
2A	Review all City Planning and Zoning policies and ordinances to determine when existing plan/policy may be applicable to mitigation efforts (Objective B.3.1 in previous plan)	Medium	Planning Department, Fire Department	City of Homer	1-4 years	C	Will require staff time and access to applicable plan and policies
2B	Develop a "cross-walk" document that identifies planning efforts applicable to mitigation	Low	Planning Department, Fire Department	City of Homer	1-2 years	N	Will require staff time and access to applicable plan and policies

2C	Support staff efforts to incorporate an all-hazards mitigation approach to city planning efforts	Medium	Planning Department, Fire Department	City of Homer	1-5 years	N	This is a policy recommendation only
2D	Target areas of development in hazard prone areas such as the Homer Spit, and steep slopes to mitigate future loss due to coastal erosion, tsunami or landslide (Objective B.3.1 in previous plan)	Medium	Planning Department	City of Homer	1-5 years	C	This is an on-going process, along with flood plain management and steep slope development policies
3A	Conduct biennial Public Disaster Preparedness Conference	Medium	City of Homer, KPB- OEM, ADHSEM	City of Homer, KPB OEM, ADHSEM, FEMA	1-5 years	N	Very likely to continue, may require more advertising through community stakeholders
3B	Maintain contact with planning team members from the stakeholder community to retain established relationships and to foster new relationships when stakeholder representation changes	High	City of Homer	City of Homer	1-5 years	N	This is a necessary component of plan maintenance
4A	Maintain the city's participation in the NFIP (Objective E.1.1 in previous plan)	High	Planning Department	City of Homer	1-5 years	C	On-going since adoption
4B	Update the Flood Hazard Maps and complete mapping of the City's watershed and drainage patterns (Objective E.2.1 in previous plan)	High	Planning Department, FEMA	City of Homer	1-2 years	C	Currently all flood hazard mapping is being updated. Additional staff time will be required to complete watershed and drainage pattern mapping
4C	Review flooding events to determine potential mitigation strategies to prevent repetitive losses (Objective E.3 in previous plan)	Medium	Planning Department, Public Works, Fire Department	City of Homer	1-3 years	C	Will require additional staff time and commitment to accomplish

4D	Manage development in flood hazard areas (Objective E.4 in previous plan)	Medium	Planning Department	City of Homer	1-5 years	C	Continued development of planning and zoning policies in hazard areas is essential for this action to succeed
4E	Insure that flood reduction measures minimize the need for rescue and relief efforts associated with flooding (Objective E.4.2 in previous plan)	High (Medium)	Planning Department, Fire Department	City of Homer	1-3 years	C	Flood reduction efforts proposed by zoning and planning efforts should be reviewed by the emergency manager to ensure reduction of unintended consequences
4F	Insure that flood reduction methods are consistent with retaining natural flood functions	Low	Planning Department, Department of Natural Resources, Department of Environmental Conservation	City of Homer	1-5 years	N	Flooding is recognized as being a naturally occurring event that can result in positive outcomes, when property and live are not in jeopardy
4G	Acquire land in high-hazard areas, such as the Bridge Creek Watershed, Homer Spit and Kachemak Bay shoreline to limit residential or commercial development in flood prone areas	Medium	City of Homer, ADHSEM, FEMA	City of Homer, ADHSEM, FEMA	1-4 years	N	Possible funding through pre-disaster mitigation program funding. Assist in reducing repetitive loss from flood
5A	Encourage property owners to create "defensible space" around their properties to reduce wildfire propagation to buildings (Objective C.1.1 in previous plan)	High	City of Homer, KPBB- OEM	City of Homer	1-5 years	C	Continued support of programs such as "Firewise" have reduced the impact of wildfire on the community

5B	Discourage homeowners and builders from using flammable products on the outside and roofs of structures located in the wildland interface zone	Medium	Fire Department, Division of Forestry	City of Homer, Department of Natural Resources, ADHSEM	1-5 years	N	The most dangerous period of a wildland fire is when it is in close proximity to structures. Using less flammable products to side and roof building reduces the likelihood of fire spreading to these areas from a wildfire
5C	Control and direct open burning within the city limits of Homer by requiring year-round open burning permits (Objective C.2.1 in previous plan)	High	Fire Department	City of Homer	On-going, annually	C	Homer adopted year-round open burn permits to better control the use of open burning beyond that addressed by the Division of Forestry's seasonal permitting
5D	Establish alternative debris disposal methods to allow property owners to safely dispose of organic debris without burning (Objective C.3.1 in previous plan)	Medium (High)	Fire Department, KPB- OEM, Division of Forestry	City of Homer, Department of Natural Resources, ADHSEM	1-4 years	C	Homeowners require a method to easily and economically dispose of yard debris and slash without burning. Use of tub grinders, chippers etc. may reduce the reliance on open burning
5E	Prohibit open burning during high hazard weather conditions identified by the Division of Forestry or local forecasts (Objective C.4.1 in previous plan)	High	Fire Department, Division of Forestry	City of Homer	On-going, annually	C	Open burning restrictions have dramatically reduced the incidence of escaped burn piles in Homer

5F	Develop wildfire fuel reduction projects identified in the Community Wildfire Protection Plan (CWPP) (Objective C.5.1 in previous plan)	High	Fire Department, KPB- OEM, Division of Forestry	City of Homer Department of Natural Resources, ADHSEM	2-4 years	C	The CWFP is out of date and needs to be updated. The City of Homer has issued a letter of support for an area-wide grant to update the plans across the entire borough
6A	Protect existing critical infrastructure from earthquake damage by promoting seismic retrofits (Objective D.1 in previous plan)	Medium	City of Homer	City of Homer, FEMA	2-10 years	C	Critical infrastructure designed under less strict seismic protection methods may not be sufficiently protected from earthquake. The cost of engineering and installing seismic upgrades may be funded through mitigation grants
6B	Promote the adoption of local seismic building codes based on national standards (Objective D.2 in previous plan)	Low	City of Homer, State Fire Marshal's Office	City of Homer, State of Alaska	2-4 years	C	No residential building code is adopted statewide. Local jurisdictions may adopt a more strict code than the state. Homer is a non-deferred jurisdiction, meaning that it relies on the State Fire Marshal's office to conduct new building plan review and fire inspections

6C	Encourage property owners to conduct seismic mitigation upgrades on existing structures	Medium	City of Homer	City of Homer	1-4 years	N	Private structures may have been constructed without the consideration of earthquake. Private property owners should be encouraged to address the dangers of earthquake in their home and small businesses
7A	Maintain the community's participation in the Tsunami Ready program (Objective B.1 in previous plan)	High	City of Homer, National Weather Service	City of Homer, NOAA	1-4 years	C	Tsunami Ready designation indicates that the community is prepared to receive and disseminate hazard information to its residents through redundant methods when and if necessary
7B	Maintain adequate signage identifying evacuation routes from hazard areas (Objective B.2.1 in previous plan)	High	City of Homer, Department of Transportation, Public Works	City of Homer, ADHSEM	On-going, annually	C	Identification of evacuation routes is essential during a tsunami event. Signage is vandalized and stolen for various reasons and must be replaced when indicated
7C	Encourage the City of Homer Planning Department to incorporate tsunami risk areas when granting land-use permits (Objective B.3 in previous plan)	Medium	Planning Department	City of Homer	On-going, annually	C	Like flood plain management, construction and land use in tsunami prone areas needs to be regulated with loss reduction in mind



8A	Maintain public awareness regarding the risk of volcanic ash during an eruption	Medium	City of Homer, KPB- OEM, ADHSEM	City of Homer, KPB OEM, ADHSEM, FEMA	On-going, annually	N	Media releases prior to and during an eruption can adequately distribute critical information to the public during an event. Informational brochures should be available at key locations across the city
8B	Advise the public to limit travel and to prevent damage to machinery during ash alerts (Objective F.1.1 in previous plan)	Medium	City of Homer, KPB- OEM, ADHSEM	City of Homer, KPB OEM, ADHSEM, FEMA	On-going, annually	C	Individual mitigation is essential to limit the damage from ash following an eruption. Dissemination of critical information will be provided via available media
8C	Reduce non-essential travel	Medium	All	City of Homer	On-going, annually	N	Advise all non-essential travel be delayed until after the ash has been eliminated to reduce the impact to air quality and damage to vehicles
8D	Remove ash from roofs if level of fall poses a local hazard	Medium	All	City of Homer	On-going, annually	N	Disseminate information regarding risk of accumulated ash on roofs and buildings

9A	Encourage development of COOP for all city functions	Medium	City of Homer, ADHSEM, FEMA	City of Homer, ADHSEM, FEMA	On-going, annually	N	All city departments, essential to operations during a disaster or during recovery should have a COOP in place. Resources for COOP assistance are readily available on line
9B	Encourage private sector development of COOP	Medium	City of Homer, ADHSEM, FEMA	City of Homer, ADHSEM, FEMA	On-going, annually	N	Direct private sector to available resources for COOP development
10A	Maintain the relationship between the city and the State Department of Health, Public Health Department to ensure the rapid deployment of vaccines and other medications during a pandemic or other health emergency	High	City of Homer, Alaska Department of Health/Public Health	City of Homer, Alaska Department of Health/Public Health	On-going, annually	N	Existing relationships between the local public health office and the city are the result of cooperation during the H1N1 POD development and assisting with the Swine Flu vaccination program
10B	Monitor the storage of all hazardous materials identified by Tier II reporting to the city	Medium	City of Homer, KPBL LEPC	City of Homer, KPBL LEPC	On-going, annually	N	Locations that store reportable quantities of hazardous materials are required to report to the local jurisdiction each year. The Fire Department maintains these records. For locations outside the city the KPBL OEM maintains those records

10C	Encourage the public to safely store, use, and dispose of hazardous materials in the home	High	City of Homer, DEC	City of Homer, DEC	On-going, annually	N	The KPB offers residents several opportunities each year to safely dispose of hazardous materials at collection point around the Borough. There is no cost to keep the public informed of these events to the city
10D	Advertise when the KPB conducts hazardous materials collections throughout the year	Medium	City of Homer, KPB OEM	City of Homer, KPB OEM	Quarterly	N	Disseminate information to the public when collection date are each quarter

## Works Cited

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Scheer, David, and Allegra Bukojemsky. *Landscape Suitability Map*. Rep. Homer: Homer Soil and Water Conservation District, 2008.

Smith, Orson P. *Coastal Erosion Responses for Alaska*. University of Alaska Fairbanks: Alaska Sea Grant College Program, 2006.

**MEMORANDUM**

**TO:** Kelly Cooper, Assembly President  
Kenai Peninsula Borough Assembly Members

**THRU:** Charlie Pierce, Borough Mayor *CP*

**FROM:** Max J. Best, Planning Director *MB*

**DATE:** January 8, 2020

**RE:** Ordinance 2019-05, An Ordinance Amending the Kenai Peninsula Borough Hazard Mitigation Plan by Deleting Existing Annex A, 2015 City of Homer All Hazards Mitigation Plan Update, and Adopting the City of Homer All Hazards Mitigation Plan 2018 Update as the New Annex A.

The Kenai Peninsula Borough Planning Commission reviewed the subject Ordinance during their regularly scheduled January 6, 2020 meeting.

A motion passed by unanimous consent to recommend approval of the subject Ordinance.

In the Ordinance, please make the following amendment to the last WHEREAS statement:

*WHEREAS, the borough Planning Commission at its regularly scheduled meeting of January 06, 2020 recommended approval by unanimous consent of the City of Homer All Hazards Mitigation Plan 2018 Update.*

Attached are the unapproved minutes of the subject portion of the meeting.

\*8. Minutes

a. December 16, 2019 Planning Commission Meeting

***\*Approved with the adoption of the consent agenda.***

**MOTION:** Commissioner Carluccio moved, seconded by Commissioner Ecklund, to approve the consent and regular agenda.

The consent agenda items were read. Chairman Martin asked if anyone present wanted to speak or had concerns about any of the items on the consent agenda. Seeing and hearing no one, Chairman Martin returned the discussion to the Commission.

**MOTION PASSED:** Seeing and hearing no discussion or objection, the motion passed by unanimous consent.

**PUBLIC COMMENT / PRESENTATIONS / COMMISSIONERS**

Chairman Martin opened the meeting for public comment for items not on the agenda. Seeing and hearing no one wishing to comment, public comment was closed and the meeting continued.

UNAPPROVED

Introduced by: Mayor  
Date: 02/04/20  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
RESOLUTION 2020-010**

**A RESOLUTION DESIGNATING THE NEWSPAPER AND AUTHORIZING AWARD  
OF A CONTRACT FOR THE PUBLICATION OF THE 2020 FORECLOSURE LIST,  
AND THE DELINQUENT LEASEHOLD, MOBILE HOMES, PERSONAL AND OTHER  
TAX LISTS FOR THE TAX YEAR 2019**

**WHEREAS,** the borough is required by statute to publish an annual foreclosure list in a newspaper of general circulation setting forth the owners' names and amounts of all delinquent real property taxes and special assessments; and

**WHEREAS,** the borough requested quotes from a newspaper of general circulation for the performance of all work required to print, publish, and distribute the 2020 property tax and special assessments foreclosure list, the delinquent leasehold, mobile homes, personal and other tax lists for the tax year 2019; and

**WHEREAS,** the finance department estimates the contractor will be required to publish approximately 20 tabloid pages for the 2020 foreclosure list for \$5,830.65, and approximately 12 tabloid pages for the delinquent tax lists for \$975.83 for a total cost of \$6,806.48; and

**WHEREAS,** the finance department requested a quote from all area newspapers of general circulation; and

**WHEREAS,** the assembly is required by KPB 5.12.260 to designate the newspaper that will publish the foreclosure list and delinquency lists together with the days of publication;

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

**SECTION 1.** That the Peninsula Clarion is designated as the newspaper of general circulation to perform all work necessary to print, publish, and distribute the 2020 foreclosure list for a price of \$5,830.65. The delinquent tax lists will be published for a price of \$975.83, and the mayor is authorized to enter a contract for this work to the designated newspaper. The total contract price shall be \$6,806.48. All expenditures for this contract shall be charged to account 100.11440.43310.

**SECTION 2.** That beginning on February 25, 2020, the foreclosure list shall be published one (1) time per week for four (4) consecutive weeks. The delinquent tax lists shall be published one (1) time.

**SECTION 3.** That if payment for delinquent leasehold, mobile homes, personal and other tax is not received by March 13, 2020, the borough will institute further proceedings to collect the delinquent taxes.

**SECTION 4.** That this resolution takes effect immediately upon its adoption.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 4TH DAY OF FEBRUARY, 2020.**

---

Kelly Cooper, Assembly President

ATTEST:

---

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:



# Kenai Peninsula Borough

Finance Department – Property Tax Division

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## MEMORANDUM

**TO:** Kelly Cooper, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *CP*  
Brandi Harbaugh, Finance Director *BH*

**FROM:** Jennifer VanHoose, Property Tax and Collections Manager *JV*

**DATE:** January 23, 2020

**RE:** Resolution 2020- 010, Designating the Newspaper and Authorizing Award of a Contract for the Publication of the 2020 Foreclosure List, and the Delinquent Leasehold, Mobile Homes, Personal and Other Tax Lists for the Tax Year 2019 (Mayor)

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According to AS 29.45.330(a)(2) a municipality shall publish the foreclosure list for four consecutive weeks in a newspaper of general circulation. All area newspapers of general circulation were given the opportunity to submit a quote. The *Peninsula Clarion* ("*Clarion*") was the only timely quote received.

It is recommended that the assembly accept the *Clarion's* quote of \$5,830.65 for the foreclosure list and \$975.83 for the delinquency lists for a total cost of \$6,806.48.

The first publication will be on February 25, 2020. Funds are available in account 100.11440.43310.

<b>FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED</b>	
Acct. No.	<u>100.11440.43310</u>
Amount	<u>\$6,806.48</u>
By: <i>PP</i>	Date: <u>1/22/2020</u>



Introduced by: Mayor  
Date: 02/04/20  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
RESOLUTION 2020-011**

**A RESOLUTION AUTHORIZING THE ACQUISITION BY DONATION OF 20 ACRES  
OF LAND LOCATED IN THE SEWARD AREA ON BEHALF OF THE SEWARD BEAR  
CREEK FLOOD SERVICE AREA**

**WHEREAS,** the Seward Bear Creek Flood Service Area (“SBCFSA”) provides for flood planning and mitigation within the service area; and

**WHEREAS,** the record owners of a parcel of land within the SBCFSA boundary have offered to donate the property to the borough for floodplain conservation and mitigation purposes; and

**WHEREAS,** the 20-acre property is located in the Resurrection River historic braidplain east of the Seward Airport and adjacent to other borough land managed for floodplain purposes; and

**WHEREAS,** the acquisition and management of this land for floodplain values would further Objective D, Strategy 2 of the Kenai Peninsula Borough Comprehensive Plan which is to “Identify and protect the critical natural systems of the Kenai Peninsula Borough, its rivers, watersheds, floodplains and fish and wildlife habitats and resources”; and

**WHEREAS,** the land is vacant and unimproved with a current assessed value of \$6,800; and

**WHEREAS,** the SBCFSA board at its meeting of September 9, 2019, recommended approval of the subject acquisition; and

**WHEREAS,** the KPB Planning Commission, at its regularly scheduled meeting of January 27, 2020, recommended \_\_\_\_\_;

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

**SECTION 1.** That the acquisition of the following described real property on behalf of the Seward-Bear Creek Flood Service Area is in the best interest of the borough:

Government Lot 4, Section 35, Township 1 North, Range  
1 West, Seward Meridian, Alaska (Assessor Parcel No.  
145-022-24)

**SECTION 2.** That the terms and conditions substantially in the form of the Purchase Agreement accompanying this resolution are hereby approved. The purchase price shall be one dollar (\$1.00) plus closing costs not to exceed six hundred dollars (\$600). The borough shall also pay an amount equal to the 2020 property taxes on this property.

**SECTION 3.** That this acquisition is for flood mitigation purposes.

**SECTION 4.** That the proposed classification of this land is preservation.

**SECTION 5.** That the mayor is authorized to execute any and all documents necessary to purchase the real property described in Section 1 in accordance with the terms and conditions contained in this resolution and the accompanying Purchase Agreement, consistent with applicable provisions of KPB Chapter 17.10.

**SECTION 6.** That this resolution shall take effect immediately upon its adoption.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 4TH DAY OF FEBRUARY, 2020.**

---

Kelly Cooper, Assembly President

ATTEST:

---

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough Planning Department – Land Management Division

## MEMORANDUM

**TO:** Kelly Cooper, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *CP*  
Max Best, Planning Director *MB*

**FROM:** Marcus A. Mueller, Land Management Officer *[Signature]*

**DATE:** January 23, 2020

**RE:** Resolution 2020-011, Authorizing the Acquisition by Donation of 20 Acres of Land Located in the Seward Area on Behalf of the Seward Bear Creek Flood Service Area (Mayor)

The Seward Bear Creek Flood Service Area (SBCFSA) provides for flood planning and mitigation. A property owner has offered to donate a 20-acre parcel that is within the Resurrection River historic braidplain to the borough for conservation purposes. At its September 9, 2019, meeting, the SBCFSA board recommended acquisition of the property to be used for conservation and possible future flood mitigation.

This acquisition would further the borough comprehensive plan Land Use Objective D: "Maintain quality of the borough's natural environment, including protecting visual quality, minimizing development in hazardous areas, and developing strategies that help reduce and respond to impacts of changing environmental conditions. Strategy 2. Identify and protect the critical natural systems of the Kenai Peninsula Borough, its rivers, watersheds, floodplains and fish and wildlife habitats and resources."

The SBCFSA would be responsible for the costs associated with the acquisition including title insurance, closing costs, and 2020 property taxes.

This resolution is scheduled to come before the Planning Commission at its regularly scheduled meeting on January 27, 2020. The recommendations of the Planning Commission will be submitted to the assembly for its consideration at the February 4, 2020, assembly meeting.

Your consideration of this resolution is appreciated.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No. <u>259.21212.00000.48610</u>	
Amount <u>\$600.00</u>	
By: <u><i>PP</i></u> Date: <u>1/23/2020</u>	
<u><i>BH</i></u>	

## PURCHASE AGREEMENT

This Agreement is made by and between Basil S. Bolstridge, surviving spouse of Elizabeth W. Bolstridge, and James L. Rott and Susan I. Rott, husband and wife whose address is 23806 35<sup>th</sup> Ave W. Brier, WA 98036 ("SELLER") and the KENAI PENINSULA BOROUGH, an Alaska municipal corporation, whose address is 144 North Binkley Street, Soldotna, Alaska 99669 ("KPB").

WHEREAS, SELLER is the owner of that real property located in the Seward Recording District, Third Judicial District, State of Alaska, and more particularly described as follows:

Government Lot 4, Section 35, Township 1 North, Range 1 West, Seward Meridian, Alaska (KPB Parcel ID No. 145-022-24) ("Property").

WHEREAS, KPB has offered to buy the above-described Property, subject to KPB Assembly authorization and appropriation of funds, and SELLER is willing to sell the Property as evidenced by this Purchase Agreement ("Agreement");

NOW THEREFORE, in consideration of the promises herein contained, SELLER hereby agrees to sell to KPB, and KPB hereby agrees to buy from SELLER, the Property on the terms and conditions as set forth below:

1. PURCHASE PRICE

The purchase price of the Property is One dollar and No cents (\$1.00). The purchase price shall be paid by KPB at time of closing. The purchase of the Property and appropriation for the purchase are subject to KPB Assembly authorization and appropriation of funds.

2. TITLE

Title shall be delivered at time of closing by Statutory Warranty Deed, which shall be issued to KPB. SELLER warrants and covenants that at the time of closing there shall be no liens or judgments recorded against SELLER in the same recording district in which the Property subject to this purchase agreement is situated. Title shall be clear of liens and encumbrances except title is subject to reservations, easements, rights-of-way, covenants, conditions and restrictions of record.

4. ESCROW AND CLOSING COSTS

In addition to the purchase price, KPB agrees to pay for closing costs in connection with this Agreement, including without limitation all escrow fees, title insurance charges, and recording fees up to \$600, and 2020 real property taxes. SELLER is responsible for Realtor's commission, if any. All costs will be paid in full at the time of closing.

5. CLOSING

Unless otherwise agreed in writing, closing will occur within 90 days of authorization by the KPB Assembly and appropriation of funds. At closing, KPB will pay the balance of the purchase price. Both parties will execute all documents required to complete this Agreement and, if applicable, establish an escrow account.

6. POSSESSION

Possession shall be delivered to KPB at time of recording.

7. KENAI PENINSULA BOROUGH ASSEMBLY APPROVAL

Purchase of the Property by the Kenai Peninsula Borough is subject to authorization by the KPB Assembly and appropriation of funds. If the KPB Assembly fails to authorize the purchase of the subject land and appropriate funds, this agreement shall be terminated without penalty.

8. RISK OF LOSS

The risk of loss by destruction or damage to the property by fire or otherwise prior to closing of the sale is that of the SELLER. If all or a substantial portion of the improvements on the property are destroyed or damaged prior to the closing KPB shall have the option to cancel this Agreement with a prompt refund of the earnest money, or KPB may elect to continue with the purchase at a renegotiated price. The renegotiation of the purchase price shall occur within 45 days of the damage or destruction unless otherwise agreed in writing by the parties.

9. HAZARDOUS MATERIAL

SELLER covenants to the best of SELLER'S knowledge, that as the date of this agreement, except as specifically identified herein, the Property is free of all contamination from petroleum products or any hazardous substance or hazardous waste, as defined by applicable state or federal law, and there are no underground storage tanks or associated piping on the Property. SELLER agrees that no hazardous substances or wastes shall be located on or stored on the Property, or any adjacent property by seller, owner or contractors, nor shall any such substance be owned, stored, used, or disposed of on the Property or any adjacent property by SELLER, its agents, employees, contractors, or invitee's, prior to KPB'S ownership, possession, or control of the Property.

10. ENTIRE AGREEMENT

This Agreement and the documents referred to herein contain the entire agreement of the parties with respect to the subject matter hereof. Any changes, additions or deletions hereto must be made in writing and signed by both KPB and SELLER or their respective successors in interest. Provisions of this Agreement, unless inapplicable on their face, shall be covenants constituting terms and conditions of the sale, and shall continue in full force and effect until the purchase price is paid in full or this agreement is earlier terminated.

11. BREACH REMEDY

Prior to closing of the sale, in the event that KPB or SELLER fails to make any payment required, or fails to submit or execute any and all documents and papers necessary for closing and transfer of title within the time period specified in this agreement, the SELLER or KPB may terminate this Agreement.

12. MISCELLANEOUS

- A. Time. Time is of the essence in performance of this Agreement.
- B. Cancellation. This Agreement, while in good standing may be canceled in whole or in part, at any time, upon mutual written agreement by SELLER and the KPB mayor. This Purchase Agreement is subject to cancellation in whole or in part if improperly issued through error in procedure or with respect to material facts.
- C. Notice. Any notice or demand, which under the terms of this Agreement or under any statute must be given or made by the parties thereto, shall



be in writing, and be given or made by registered or certified mail, addressed to the other party at the address shown on the contract. However, either party may designate in writing such other address to which such notice of demand shall thereafter be so given, made or mailed. A notice given hereunder shall be deemed received when deposited in a U.S. general or branch post office by the addressor.

- D. Interpretation. This Agreement shall be deemed to have been jointly drafted by both parties. It shall be construed according to the fair intent of the language as a whole, not for or against any party. The interpretation and enforcement of this Agreement shall be governed by the laws of the State of Alaska. The titles of sections in this Agreement are not to be construed as limitations of definitions but are for identification purposes only.
- E. Personal Property. The purchase includes all improvements and fixtures to the real property whether or not attached, unless otherwise stated in this agreement. All personal property shall remain the property of the SELLER, and shall be removed from the property by the SELLER prior to closing.
- F. Subject To. Purchase of this property is subject to an acceptable site inspection, title report, and an environmental review. This Agreement will allow the KPB to enter the property to conduct site inspections, perform an as-built survey, and take soil samples. The KPB shall notify the seller 24-hours in advance prior to entering the property.

This Agreement has been executed by the parties on the day and year first above written.

**KENAI PENINSULA BOROUGH:**

**SELLER:**

\_\_\_\_\_  
Charlie Pierce, Mayor

\_\_\_\_\_  
Basil S. Bolstridge

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

**SELLER:**

**SELLER:**

\_\_\_\_\_  
James L. Rott

\_\_\_\_\_  
Susan I. Rott

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

**ATTEST:**

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:**

\_\_\_\_\_  
Johni Blankenship,  
Borough Clerk

\_\_\_\_\_  
Sean Kelley,  
Deputy Borough Attorney

**NOTARY ACKNOWLEDGMENT**

STATE OF ALASKA                    )  
  ) ss.  
THIRD JUDICIAL DISTRICT        )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2020, by Charlie Pierce, Mayor of the Kenai Peninsula Borough, an Alaska municipal corporation, for and on behalf of the corporation.

\_\_\_\_\_  
Notary Public in and for Alaska  
My commission expires: \_\_\_\_\_

**NOTARY ACKNOWLEDGMENT**

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_  
2020, by Basil S. Bolstridge.

\_\_\_\_\_  
Notary Public in and for Washington  
My commission expires: \_\_\_\_\_

**NOTARY ACKNOWLEDGMENT**

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_  
2020, by James L. Rott.

\_\_\_\_\_  
Notary Public in and for Washington  
My commission expires: \_\_\_\_\_

**NOTARY ACKNOWLEDGMENT**

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF \_\_\_\_\_ )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_  
2020, by Susan I. Rott.

\_\_\_\_\_  
Notary Public in and for Washington  
My commission expires: \_\_\_\_\_



# PARCEL REPORT

PARCEL ID: 14502224

Total Acreage: 20.82



**LEGAL DESCRIPTION:**

T 1N R 1W SEC 35 SEWARD MERIDIAN SW GOVT LOT 4

**ALL PHYSICAL ADDRESSES ON THIS PARCEL:**

1700 RIVERSIDE DR

**LAND VALUE:** \$6,800

**ASSESSED VALUE:** \$6,800

**IMPROVEMENT VALUE:** \$0

**TAXABLE VALUE:** \$6,800

**BUILDINGS ON THIS PARCEL:**

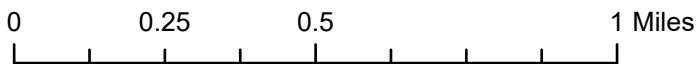
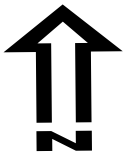
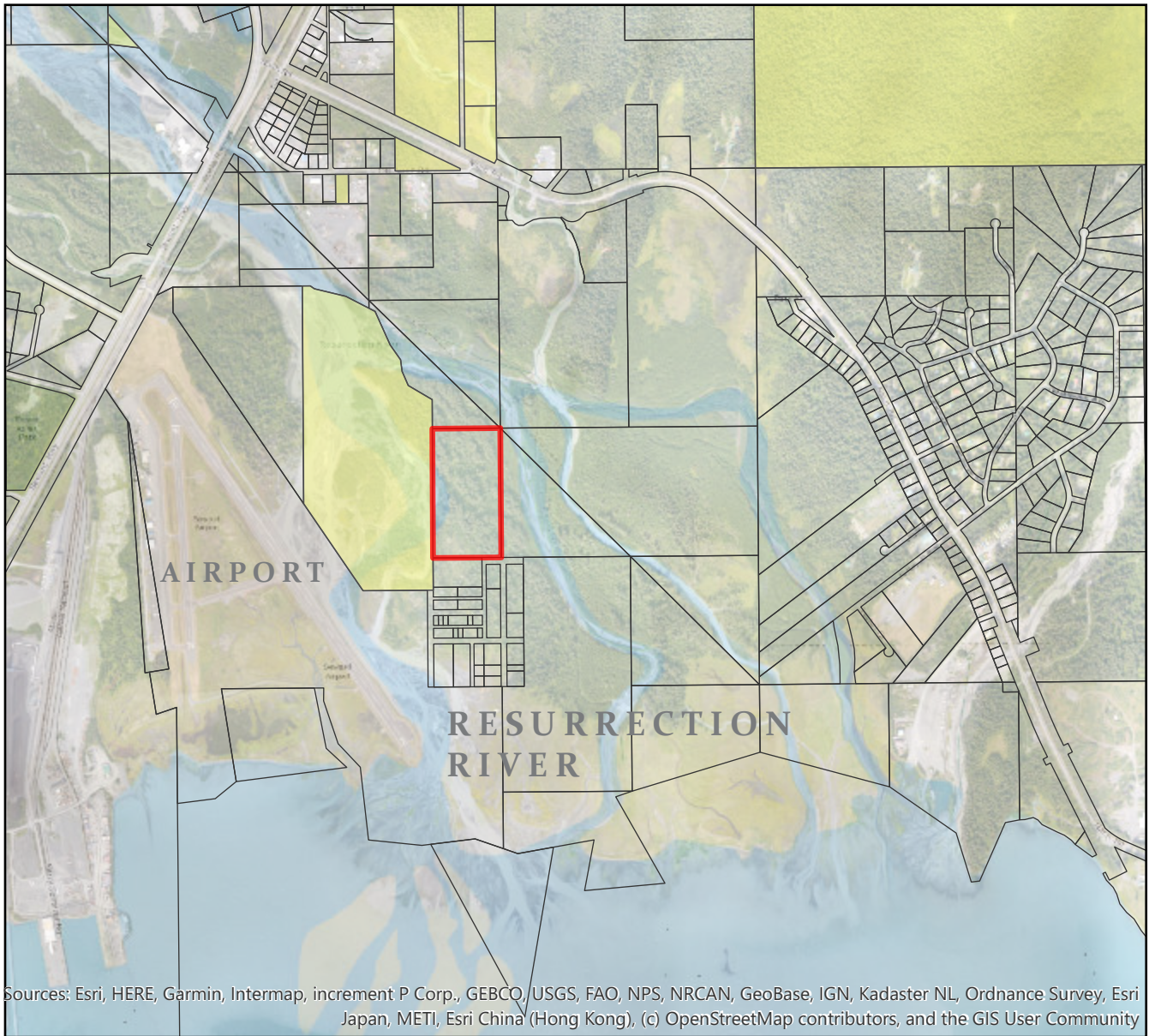
<i>Building Type</i>	<i>Square Footage</i>	<i>Year Built</i>






**OWNERS:**

*Name:*  
BOLSTRIDGE BASIL S & ROTT JAMES L SUSAN I

*Address:*  
23806 35TH AVE W  
BRIER, WA 98036  
JAMES L & SUSAN I ROTT

Parcel 145-022-24  
Seward, Alaska



-  KPBLANDBOUNDARIES
-  PARCELS
- IMAGERY SBCFSA2015**
- IMAGE**
- RGB**
-  RED: BAND\_1
-  GREEN: BAND\_2
-  BLUE: BAND\_3

MAM 1.5.2020



# Land Management

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2205 • (907) 714-2378 Fax  
A Division of the Planning Department

## Real Property Need Questionnaire (Part One)

LMD#: 19-29

KPB Agency: Seward/Bear Creek Flood Service Area

Agency Contact: Stephanie Presley

Phone Number: (907) 224-3340 Contact Email: spresley@kpb.us

Agency Representative Signature: \_\_\_\_\_ Date: \_\_\_\_\_

- 1. Is this a new operational need?  Yes  No
- 2. If "No", does the agency propose to:  Extend  Replace  Expand
- 3. Need Type:  Land Only  Facility Space Only  Land & Facility
- 4. Interest Type:  Fee Title  Lease  Permit  Easement
- 5. Is this acquisition supported by a campus plan?  Yes  No
- 6. Is this acquisition to support a planned capital improvement?  Yes  No

7. Briefly describe the purpose and need for the property/facility:  
Conservation of wetlands/flood storage/flood mitigation

8. What is the projected timeframe to meet the purpose and need?  
within one year

9. Term of Need:  
permanent

10. Has the agency board taken any formal actions in support of this proposed acquisition?  
Yes  No  (If yes, please attach documentation - i.e. meeting minutes, resolution, etc...)

11. Will fulfilling this need result in a surplus real property or a move?  Yes  No

a. How much has been / will be budgeted for the real property?

b. Initial cost estimate for property type (completed by Land Management):

c. Funding plan: (recommendation: discuss the funding plan with the Finance Dept. in advance)

Operating Fund - Fund Balance:

Capital Fund - Fund Balance:

Capital Fund Project #:

Operating Fund Account Code:

External Source - Grant:

External Source - Other:

To be determined:

LTIF Inter-fund Loan  
(10 Years @ Prime Rate)

12. Interim Project Account:  N/A 250 .21210.  .49999  
(Project #)

**ROUTING & ACKNOWLEDGEMENT:**

Land Mgmt. \_\_\_\_\_  
Probable Cost  
(2, 3, 4, 8)

Finance \_\_\_\_\_  
Funding Plan & Project #  
(11c & 12)

Grant Administration \_\_\_\_\_  
Eligible Expense  
(11c Grant Info Only)

Capital Projects \_\_\_\_\_  
Project Identified  
(6, 7, 8, 11, 12)

Mayor \_\_\_\_\_  
Purpose & Plan  
(All)

***If you have any questions regarding this form please contact the Land Management Division.  
Please Return to Land Management***



## Land Management

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2205 • (907) 714-2378 Fax  
A Division of the Planning Department

### Real Property Need Questionnaire (Part Two) LMD#:

KPB Agency:

Agency Contact:  Phone Number:

Email Address:

**13. Has a potential property/facility been identified?** Yes  No

*If yes, please provide the following:*

Physical Address:

Parcel Identification Number(s) (PIN-8 digits):

Lot/Building Size:  Age of Building:

Condition of Building:  Excellent  Good  Fair  Poor

Is remodeling needed?  Yes  No

If yes, briefly describe proposed remodeling:

Owner/Agent Contact:

Phone:  Email:

Mailing Address:

If this site is not available do you wish to pursue other properties? Yes  No

***If yes complete questions 14 & 15***

If numerous properties/facilities have been identified attach additional sheets with the above information.



**14. Location Needs:**

Please provide a map showing the target geographic boundary area.

**Road Access** (check all that apply):

Road Type

- Major Highway Frontage
- Side Street
- Either

Road Surface

- Paved
- Gravel
- Either

Road Maintenance

- Maintained Road
- Unmaintained Road
- Either

**Utility Requirements** (check all that apply):

Heating (fuel type):   Water/Sewer (on site or public):

Electricity     Phone     Internet (specification):

**Location Characteristics:**

**Zoning Considerations:**

**Environmental Considerations:**

**15. Facility Criteria**

Interior Requirements:

Required Square Footage:

ADA/Accessibility Requirement:  Yes  No

Types of rooms needed (check all that apply):

Office(s): Number/Size

Bathroom(s): Number/Size

- Reception Area(s): Number/Size
- Conference Room(s): Number/Size
- Kitchen/Break Area(s): Number/Size
- Training Room(s): Number/Size
- Storage Room(s): Number/Size
- Garage Bay(s): Number/Size
- Other: Number/Size

Exterior Requirements:

- Required Square Footage:  Type of areas needed (check all that apply):
- Parking (number of vehicles):
  - Outside Storage (area size/type)
  - Outside Training Area (area size required):
  - Fenced/Gated Area (area size required):

Required Services/Amenities (check all that apply):

- Janitorial    Building Maintenance    Ground Maintenance    Snow Removal    Security Alarm

**16. Please describe any additional criteria or considerations:**

Working with Kachemak Heritage Land Trust for the donation of this parcel for floodplain conservation. Upstream of Seward Airport improvement project and potential flood mitigation site.

# ACQUISITION BUDGET WORKSHEET

LMD #: \_\_\_\_\_

Check All That Apply	Assigned	Option 1:		Option 2:		Option 3:	
Sale Price		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Rental - Annual		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>INVESTIGATORY</b>							
Appraisal		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Survey		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Environmental Inspection		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Preliminary Title Report		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Structural Inspections		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Soils Investigation		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Systems Inspections		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>CLOSING</b>							
Title Services		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Prorated Taxes		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Recording Fees		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>DEVELOPMENT</b>							
Project Management		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Site Preparation		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Permits		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Architect Services		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Construction		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Utility Development		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Remodeling		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Demolition		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Correction of Deficiencies		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>OPERATIONS &amp; MANAGEMENT</b>							
Utilities		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Janitorial		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Snow Removal		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>MISC</b>							
Revenue Potential		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Moving Costs		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
Other Contingencies		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>TOTAL ONE TIME</b>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>TOTAL - ANNUAL</b>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	
<b>Taxes Due Oct 15th</b>		<input type="checkbox"/>		<input type="checkbox"/>		<input type="checkbox"/>	

# SEWARD/BEAR CREEK FLOOD SERVICE AREA

## Regular Board Meeting Minutes

September 9, 2019

### I. PERMITS FOR REVIEW (34:35)

#### 1. RC 12491 Hendsbee Sawmill Creek Additional Fill & New Structures

MOTION TO RECOMMEND: Stauffer moved to recommend approval with comments of making sure the applicant understands the importance of drainage around development and to ask that any new structure foundation wall allow for water moving and flooding, also, that French drainage to be installed, be put into the application. Smith seconded.

VOTE ON MOTION: Unanimous.

#### 2. RC 12492 Hendsbee Salmon Creek Additional Fill

MOTION TO RECOMMEND: Smith moved to recommend approval with comments that fill needs to be more precisely defined with cross sections and drainage shown of the Seward Highway. For the applicant to make sure natural flood zone area is not impeded and has natural ebb and flow. To make sure that the fill is outside of the floodway. The board recommends that the applicant work with the River Center staff and SBCFSA staff to make sur the previous comments are adhered to.

Taylor seconded

VOTE ON MOTION: Unanimous.

#### 3. RC 12493 Martin Resurrection River Structure Addition

MOTION TO RECOMMEND: Stauffer moved to recommend approval without comment. Taylor seconded.

VOTE ON MOTION: Unanimous.

### J. UNFINISHED BUSINESS (01:27:15)

#### 1. SBCFSA LiDAR Acquisition

MOTION TO APPROVE: Taylor moved to approve the bid from Quantum Spatial for \$25,188 from contractual services for LiDAR collection. Stauffer seconded.

VOTE ON MOTION: Unanimous.

#### 2. Resurrection River Parcel Donation & Acquisition

MOTION TO APPROVE: Taylor moved to approve up to \$5000.00 for recording fees and transference of said property from fund balance. Stauffer seconded.

VOTE ON MOTION: Unanimous.

#### 3. SBCFSA Clear/Salmon Confluence Material Redistribution

MOTION TO APPROVE: Stauffer moved to table the Clear/Salmon Confluence Material Re-Distribution project to a future date. Taylor seconded.

VOTE ON MOTION: Unanimous.

### K. NEW BUSINESS (01:44:55)

#### 1. SBCFSA Sawmill Creek Channel & Embankment Maintenance Project

MOTION TO APPROVE: Stauffer moved to table this project until a future date. Taylor seconded.

September 9, 2019 Abridged Meeting Minutes

Full Audio on [www.kpb.us/service-areas/sbcfsa-meetings](http://www.kpb.us/service-areas/sbcfsa-meetings)

Introduced by: Mayor  
Date: 02/04/20  
Hearing: 02/25/20  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2019-19-27**

**AN ORDINANCE APPROPRIATING MATCHING FUNDS FOR THE JAPANESE  
CREEK LEVEE FLOOD RISK MITIGATION FEASIBILITY STUDY**

- WHEREAS,** the Japanese Creek levee protects a large amount of infrastructure including three Kenai Peninsula Borough (“borough”) schools, City of Seward owned facilities, and the borough solid waste facility; and
- WHEREAS,** Japanese Creek has a history of stream damming and surge-related floods that carry debris, with 11 such floods reported in the last 50 years; and
- WHEREAS,** the U.S. Army Corps of Engineers (“Corps of Engineers”) has indicated that a flood event that breaches the levee could result in a sudden surge release that could cause severe and possibly catastrophic damages along the alluvial fan; and
- WHEREAS,** the Corps of Engineers has developed a project to conduct a feasibility study to begin work on a comprehensive flood risk management project for this area at an estimated cost of \$900,000; and
- WHEREAS,** the study requires a \$450,000 local match with the Seward-Bear Creek Flood Service Area (“SBCFSA”) committing \$180,000, the borough Solid Waste Department committing \$135,000, and the City of Seward committing \$135,000; and
- WHEREAS,** the borough’s local match is contingent upon receipt of the City of Seward \$135,000 local match and a Memorandum of Agreement executed between the borough and the City of Seward describing responsibilities to be completed by each party during the Japanese Creek CAP Section 205 Feasibility Study project performance period; and
- WHEREAS,** the borough assumed site operations of the Seward Landfill in 1974 and constructed a transfer site in the early 1990s requiring the borough to obtain a conditional use permit from the City of Seward, which included a condition that required the borough to maintain Dimond Boulevard, which is now known as Dieckgraeff Road; and
- WHEREAS,** due to the solid waste facilities located in this area it is in the best interests of the borough to contribute to the local match to establish a comprehensive management program for this area; and

**WHEREAS,** the SBCFSA board, at its regularly scheduled meeting of February 10, 2020, recommended \_\_\_\_\_;

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

**SECTION 1.** That \$135,000 is appropriated from the General Fund, fund balance to be transferred to solid waste account 290.32150.20SFS.49999.

**SECTION 2.** That \$130,000 is appropriated from Seward-Bear Creek Flood Service Area fund balance to account 259.21212.20SFS.49999.

**SECTION 3.** That \$50,000 is appropriated through the FY2020 budgetary process to account 259.21212.43011 is transferred to account 259.21212.20SFS.49999.

**SECTION 4.** That \$135,000 match from the City of Seward is appropriated to account 271.94910.20SFS.49999.

**SECTION 5.** That the match funds appropriated are of a project length nature and as such do not lapse at the end of any particular fiscal year.

**SECTION 6.** That this ordinance shall take effect immediately upon execution of the Memorandum of Agreement between the borough and the City of Seward to complete the U.S. Army Corps of Engineer Japanese Creek CAP Section 205 Feasibility Study.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2020.**

\_\_\_\_\_  
Kelly Cooper, Assembly President

ATTEST:

\_\_\_\_\_  
Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Seward-Bear Creek Flood Service Area  
Solid Waste Department

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**MEMORANDUM**

**TO:** Kelly Cooper, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *CP*  
Kenn Carpenter, Assembly Member *KC*

**FROM:** Stephanie Presley, SBCFSA Program Lead *SP*  
Jack Maryott, Solid Waste Director *JM*  
Brenda Ahlberg, Community and Fiscal Project Manager *BA*  
Dan Nelson, Emergency Management Senior Manager *DN*  
Brandi Harbaugh, Finance Director *BH*

**DATE:** January 23, 2020

**RE:** Ordinance 2019-19—27, Appropriating Matching Funds for the Japanese Creek Levee Flood Risk Mitigation Feasibility Study (Mayor)

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The Japanese Creek levee protects a large amount of infrastructure including three borough schools, City of Seward owned facilities, and the borough solid waste facility. Japanese Creek has a history of stream damming and surge-related floods that carry debris, with 11 such floods reported in the last 50 years. The U.S. Army Corps of Engineers ("Corps of Engineers") has indicated that a flood event that breaches the levee could result in a sudden surge release that could cause severe and possibly catastrophic damages along the alluvial fan.

The Corps of Engineers has developed a project to conduct a feasibility study to begin work on a comprehensive flood risk management project for this area at an estimated cost of \$900,000. The study requires a \$450,000 local match with the Seward-Bear Creek Flood Service Area ("SBCFSA") committing \$180,000, the borough Solid Waste Department committing \$135,000, and the City of Seward committing \$135,000.

The Kenai Peninsula Borough assumed site operations at the Seward Landfill in 1974. A transfer station was constructed in the early 1990s. The construction of the transfer station required the borough to obtain a conditional use permit from the

Page -2-  
January 23, 2020  
RE: O19-19-27

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City of Seward. A condition of that permit required the borough to maintain Diamond Boulevard, now known as Dieckgraeff Road.

Due to the borough's solid waste facilities located in this area, it is in the best interests of the borough to contribute to the local match to establish a comprehensive management program for this area.

The funds appropriated by this ordinance will be combined with funds from the Corp of Engineers and the City of Seward to pay for this feasibility study.

This ordinance would appropriate \$400,000 of the \$450,000 required match funds; \$135,000 from the General Fund to be transferred to the Solid Waste Operating Fund, \$130,000 from the SBCFSA to be combined with \$50,000 already appropriated for this feasibility study through the FY2020 budget process, and \$135,000 from the City of Seward.

This ordinance is scheduled to come before the SBCFSA board at its regularly scheduled meeting on February 10, 2020. The recommendations of the board will be provided to the assembly prior to the hearing on this ordinance.

Thank you for your consideration.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.:	259.27910 (FB)
Amount: \$	130,000.00
Acct. No.:	100.27910 (FB)
Amount: \$	135,000.00
By: <u>BH</u>	Date: <u>1/24/2020</u>



Introduced by: Mayor  
Date: 02/04/20  
Hearing: 02/25/20  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-06**

**AN ORDINANCE AUTHORIZING A COMMUNITY TRAIL MANAGEMENT  
AGREEMENT ON BOROUGH LAND WITHIN THE CITY OF SOLDOTNA WITH  
SHIMAI TOSHI GARDEN TRAILS, INC.**

- WHEREAS**, KPB 17.10.185 provides for the mayor to enter into management agreements with appropriate non-profit and community organizations to allow for the management of public trails, trail corridors, and related facilities on borough land under the terms and conditions of the trail management agreement authorized by the assembly upon recommendation of the planning commission; and
- WHEREAS**, Shimai Toshi Garden Trails, Inc. (“STGT”) is a non-profit organization dedicated to promoting mental health and educational opportunities through community activities, gardens and trails; and
- WHEREAS**, STGT has been awarded a \$20,000 grant that it intends to utilize to create a community space that includes gardens and trails; and
- WHEREAS**, STGT has applied for a Community Trail Management Agreement (“CTMA”) to develop, maintain, and manage a community garden with trails on borough owned land within the city of Soldotna; and
- WHEREAS**, the borough owned land a portion of which is subject to the CTMA is 38.79 acres and is identified as parcel #059-301-01, which is legally described as the NW1/4SE1/4, Section 30, T. 5N., R. 10W., S.M., Kenai Recording District, Third Judicial District, State of Alaska; and
- WHEREAS**, the 20-acre campus of Soldotna High School is located within the eastern half of parcel #059-301-01; and
- WHEREAS**, the use authorized within the CTMA is compatible with existing use of the parcel; and
- WHEREAS**, the use authorized within the CTMA is located within the northwest corner of parcel #059-301-01, approximately 250 feet northwest of the high school at its nearest point, and contains an area of approximately seven acres; and

**WHEREAS,** authorizing the CTMA furthers the Kenai Peninsula Borough Comprehensive Plan Goal 1, Focus Area: Tourism and Recreation, Objectives A, B, and D; and

**WHEREAS,** the CTMA is consistent with the borough’s 2014 Recreation & Trails Master Plan for the City of Soldotna; and

**WHEREAS,** the CTMA area is subject to land use zoning by the City of Soldotna; and

**WHEREAS,** the Kenai Peninsula Borough Planning Commission at its regularly scheduled meeting of January 27, 2020 recommended \_\_\_\_\_;

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

**SECTION 1.** That the mayor is authorized to enter into a Community Trail Management Agreement with Shimai Toshi Garden Trails, In., substantially in the form of the “Exhibit A” document accompanying this ordinance, that provides for the development, maintenance, and management of public trails, gardens, and related facilities on borough lands.

**SECTION 2.** That the mayor is authorized to approve a Trail Management Plan with the general scope being for trail and garden facilities to be located in the CTMA area on KPB parcel #059-301-01 for year-round management of non-motorized trail uses.

**SECTION 3.** That the mayor is authorized, through the CTMA, to provide for the regulation of public uses on the trail facilities to allow only non-motorized uses, except for authorized maintenance vehicles, and to disallow pets, except service animals, within the CTMA area.

**SECTION 4.** This ordinance shall become effective immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2020.**

\_\_\_\_\_  
Kelly Cooper, Assembly President

ATTEST:

\_\_\_\_\_  
Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

**Kenai Peninsula Borough**  
Planning Department – Land Management Division

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**MEMORANDUM**

**TO:** Kelly Cooper, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *CP*  
Max Best, Planning Director *MB*

**FROM:** Marcus Mueller, Land Management Officer *mm*

**DATE:** January 23, 2019

**RE:** Ordinance 2020-*06*, Authorizing a Community Trail Management Agreement on Borough Land within the City of Soldotna with Shimai Toshi Garden Trails, Inc. (Mayor)

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Shimai Toshi Garden Trails, Inc. has applied to develop a Japanese garden and trail system on an approximately 7-acre area of borough property within the northwest corner of the parcel containing the campus for Soldotna High School.

A Community Trail Management Agreement (CTMA) has been prepared that provides a management plan for the garden and trail system that will be used to balance this use of the land with other interests of the Kenai Peninsula Borough. The CTMA and management plan only authorize phase one of the development. Subsequent phases will require additional authorization from the Assembly.

Phase one facilities include:

- Approximately 2,700 linear feet of gravel trails 5 to 8 feet in width
- Outdoor garden areas containing species native to Alaska
- Installation of a rotunda, approximately 30 feet in diameter, containing a 6-foot tall sculpture and plaque that reads as follows:

*Shimai Toshi "Sister City" Garden Trails are to honor the KPB's sister city Akita-shi, Akita, Japan. This garden is a symbol of peace, hope, and survivorship in remembrance of WWII. We hope this garden becomes a healing space for all veterans, and a place to foster harmony, peace, well-being, and education for all who visit.*

*100% of your donation supports future developments and maintenance of this space.*



**KENAI PENINSULA BOROUGH**  
**Planning Department • Land Management Division**  
 144 North Binkley Street • Soldotna, Alaska 99669-7520  
 PHONE: (907) 714-2205 • FAX: (907) 714-2378  
[www.kpb.us/land](http://www.kpb.us/land)

**CTMA 2020-01**  
**TRAIL MANAGEMENT PLAN**  
**FOR PUBLIC TRAILS ON BOROUGH LAND**  
 KPB 17.10.185

**TRAIL MANAGER:**

Shimai Toshi Garden Trails, Inc.  
 PO Box 771  
 Soldotna, AK 99669

**Trail Management Plan for**  
**“Shimai Toshi Garden Trails” on Marydale Avenue**

**SUMMARY OF TRAIL MANAGEMENT**

SEASONS OF TRAIL MANAGEMENT

Year Round

TRAIL WIDTH (Typical)

5 to 8 feet

TRAIL MAINTENANCE ACTIVITIES

Periodic Brushing/Clearing

Snow Removal

TRAIL IMPROVEMENTS

Gravel Trails

Signs

Interpretive/Heritage Sites

GARDEN AND VEGETATION

Screening Vegetation

Trailside Vegetation

Entrance Garden (approx. 8,000sf)

TRAIL ADMINISTRATION

Scheduled Events

Grants

Entrance Gate and Signage

TRAIL ACTIVITIES AUTHORIZED

Hiking

Walking/Running

OTHER FACILITIES

Rotunda Interpretive Area

Sculpture

Landscaping Boulders

USE REGULATIONS

Non-motorized (except authorized  
 maintenance vehicles)

No Pets

## **GARDEN TRAILS CONCEPT AND INTERPRETATION**

The primary objectives of the garden are to provide a peaceful and contemplative community space, to honor Akita, Japan, the Kenai Peninsula Borough's "sister city," and to provide an indoor space for community educational events. Interpretive signs will encourage visitors to understand the garden trails as a symbol of peace, hope, and survival in remembrance of World War II. The site name, which will be displayed at the entrance, will be "Shimai Toshi Garden Trails."

## **GARDEN TRAILS CONSTRUCTION METHODS & TIMING**

STGT proposes development of the garden trails in three phases. This trail management plan includes authorization only for phase one elements of the proposed garden as provided in detail below and represented on the attached site plan (Attachment A).

### **Phase One Development**

Phase one elements of Shimai Toshi Garden Trails include an entrance gate with unlocked doors and signage, approximately 2,700 linear feet of gravel trail system, installation of a rotunda that includes a 6-foot sculpture with an interpretive plaque, installation of an outdoor garden plot and trailside plantings, and installation of a landscaped rock hill and dry creek bed as shown on Attachment A. The landscaped rock feature will be approximately 20 feet in diameter and have water pipes installed to be utilized during phase two.

Trail construction will involve removing existing vegetation only within the trail width corridor and proposed garden plots as shown on Attachment A. Vegetation removal, stripping and grading will be accomplished using hand tools, excavator, skid steer, and/or mulcher as necessary. The trail alignment will be field-fit based on terrain and soils to achieve a durable surface, with positive drainage, resistant to erosion. All disturbed areas will be replanted with native vegetation where needed to protect soil surface. The trail will have a typical width of 5 feet and a maximum width of 8 feet. Vegetation debris will be stockpiled and removed for firewood or burned during low fire danger conditions or incorporated into low side casting rows with incorporated topsoil.

The rotunda will be approximately 30 feet in diameter and have benches and pergola benches installed on the perimeter. The rotunda will be self-supporting and not involve subgrade foundation materials.

### **Phase Two Development**

Phase two elements of the proposed project would include the addition of a paved parking lot and access drives providing ingress and egress from Marydale Avenue and River Watch Drive. An approximately 4,500 square-foot shallow pond situated near the parking lot adjacent to the area where a walled garden is to be constructed in phase three. A decked walkway would be installed along the northern border of the pond. The pond would have two streams running into it, each fed by water pumped from the pond. The streams would originate at the landscaped rock hill constructed in phase one. A bridge and two culverts would be installed for stream crossings where the trails intersect the streams. A small tea house would sit along the trail near the pond.

### Phase Three Development

Phase three elements of the proposed project would include an approximately 0.46-acre (20,200 square-foot) gated access area with surrounding walls. Inside the walled area would be a courtyard containing sand/rock gardens, a storage area, a multipurpose building, and restrooms. The multipurpose building would be approximately 3,200 square-feet and would function as an educational space and could be utilized for community activities. In addition to landscaping and garden areas throughout the site, several covered seating areas and sculptures would be installed.

**No authorization is provided here for phase two or phase three elements of the project. Phase two elements will require additional authorization through the KPB Assembly.**

Timing of Construction: Construction of phase one elements, including trails, planting of garden areas, and installation of rotunda and entrance gate will occur within the first 2-years of the agreement.

### **PUBLISHED RULES & REGULATIONS**

The following rules and regulations will be posted by sign at trail access points:

#### General Trail Rules and Etiquette

- Trails are closed to motorized vehicles
- No littering
- No pets on trails
- Signs requesting donations and a collection box
- Please respect private property

### **FEES**

There are no fees proposed at this time. Donation boxes will be placed on site.

### **ANNUAL REPORT**

The following measurements will guide annual reports submitted by April 15<sup>th</sup> each year, summarizing trail management from the period of April 1 to March 31<sup>st</sup>.

#### TRAIL FACILITIES- DEVELOPMENT INVENTORY:

- Linear feet of trail constructed
- Square footage of garden plots developed
- List of species of plants included within garden areas
- Scaled drawing showing property lines and improvements

CTMA 2020-01 January 2020

STGT \_\_\_\_\_ KPB \_\_\_\_\_

Page 3 of 4

USE:

- Number of School Events
- Number of Community Events
- Summer Estimated Users per Day
- Winter Estimated Users per Day
- Estimated Total Users per Year

MAINTENANCE ACTIVITIES:

- Number of Trail Maintenance Events or Hours
- Vegetation Treatment or Other Work Days
- Trash Removals

MANAGEMENT ACTIVITIES:

- Grant Funds Used
- Grant Funds Applied For
- Number of Signs

CURRENT CONTACTS:

- Trail Management Plan Administrator

**APPROVAL AND EFFECTIVE DATE:** Original TMP Approved and Effective on Date of CTMA.



# Community Trail Management Agreement

## KPB 17.10.185

### I. PARTIES TO THE AGREEMENT

Landowner: Kenai Peninsula Borough ("KPB")

Trail Manager: Shimai Toshi Garden Trails, Inc. ("STGT")

### II. PURPOSE OF THE AGREEMENT

The purpose of this Community Trail Management Agreement ("CTMA") is to authorize the STGT to construct and perform management of certain public trail facilities on KPB land.

### III. COMMUNITY TRAIL MANAGEMENT AGREEMENT AUTHORITY

Pursuant to KPB 17.10.185 and Ordinance 2020-\_\_\_, enacted February 25, 2020, KPB hereby enters into this CTMA with STGT for the management of public trails, trail corridors, and related facilities (hereinafter collectively called "Trail Facilities") as described in this agreement through a Trail Management Plan, subject to the terms and conditions of this CTMA.

### IV. LOCATION

This CTMA is applicable only on the lands described below and owned by the KPB.

An area within the NW1/4 SE1/4, Section 30, Township 5 North, Range 10 West, Seward Meridian, Kenai Recording District, Alaska, being more particularly described as follows:

A triangular area bounded to the southeast by the trail easement granted to the City of Soldotna (BK 587 PG 154, Kenai Recording District), to the north by the 40-foot road easement granted to the

City of Soldotna (BK 161 PG 413, Kenai Recording District), and to the west by the Mooring By The River Subdivision (KN 1984-160).

Containing 6.88 acres (299,693 sf), more or less, as shown on Exhibit "A", attached to and made a part hereof.

## **V. TRAIL MANAGEMENT PLAN**

The purpose of the Trail Management Plan is to establish the scope of physical trail and garden facilities and their respective locations, along with the means and methods by which the STGT shall develop, manage, and maintain those trail and garden facilities under this CTMA.

### Trail Management Plan

A. The Trail Management Plan shall include the following, as applicable:

1. Written Descriptions of the means, methods and timetables to communicate the active scope of the development, use, and management of Trail Facilities under this CTMA.
2. Drawings of the Trail Facilities through maps, typical profile diagrams, conceptual site plans, structural drawings, and details as necessary to illustrate the position and relation of existing and proposed Trail Facilities to land boundaries, terrain features, other land uses, and to communicate the spatial and structural scope of the Trail Facilities under this CTMA.
3. Published Rules & Regulations including major signs to be used to administer the orderly use of Trail Facilities and generally the location of such postings.
4. Fees & Reservation System, including any use fees or service fees, the basis of rates, the method of collection and entry, and the current contact for system administration. If fees are collected, then reporting of fees collected is required in the annual report along with the maintenance and service costs upon which the fees are based.

- B. Amendment or Modification of the Trail Management Plan shall only be by mutual written agreement. The STGT may submit proposed amendments or modifications to the Planning Department for consideration under this CTMA. The Planning Department shall have a minimum of 60 days to review the submittal. The KPB may approve, deny, or condition the submittal. Amendments will be considered administratively when the addition is consistent in nature with the standing agreement. Major amendments will require approval by the KPB Assembly. Amendments or modifications shall become effective upon written agreement by the parties and shall be incorporated into the Trail Management Plan.

## **VI. OPEN TO THE GENERAL PUBLIC**

Trails Facilities under this CTMA shall be open to the general public.

When applicable, STGT is authorized to coordinate and schedule events among user groups and to schedule Trail Facilities work and maintenance, during which times the STGT may post notice and restrict uses to those events, Trail Facilities work or maintenance.

## **VII. RULES, REGULATIONS, AND SAFETY**

- A. STGT shall promulgate trail use rules and regulations necessary to promote safe and orderly use of Trail Facilities by the general public, subject to review and approval by the KPB under the Trail Management Plan.
- B. STGT shall periodically assess trail conditions and is authorized to restrict or close use if conditions are determined to be unsafe or that use during such conditions would potentially cause damage to Trail Facilities, whether or not explicitly stated in the Trail Management Plan.
- C. STGT shall post signs or signals necessary to guide safe use of the Trail Facilities by the general public.
- D. Pursuant to Ordinance 2020-\_\_\_\_\_ Trail Facilities under this CTMA are authorized for non-motorized use only, except allowance for authorized maintenance vehicles.

- E. STGT shall remove trash, litter, and debris on a regular basis, and keep the Trail Facilities in a neat, clean, sanitary, and in a safe condition.

### **VIII. ANNUAL REPORTING REQUIRED**

In performance of this CTMA, the STGT will provide an annual report to KPB summarizing 1) Trail Facilities development, 2) Trail Facilities use or availability for use, 3) maintenance activities, 4) management activities, and, 5) accounting of fees, if any. The Trail Management Plan shall guide standard reporting metrics. Fees, if any, will include the total amount collected in US dollars, and the number of fee units. *For example, purposes: Reporting Period Jan 1 – Dec 31. Total Number of Public Use Cabins: 1, Total Cabin Use Fees Collected- \$3,500, Public Use Cabin Rental Days 100, Daily Fee \$35/Day, Cabin Availability 345 Days available for reservations, Cabin Maintenance 20 Days -volunteers stained exterior, restocked wood pile 10 times (10 cords), cleaned wood stove, and conducted routine maintenance. Maintenance and supply costs \$3,200, Cabin Maintenance Reserve Account Balance \$300.*

Annual reports are due by April 15<sup>th</sup> of each year.

### **IX. TERM**

This CTMA is for an initial term of 20 years commencing April 1, 2020 and may be extended at any time preceding expiration by mutual written agreement.

### **X. IN SUPPORT OF GRANT OPPORTUNITIES, DURABLE FOR SITE CONTROL**

For the purposes of grant applications made by STGT regarding improvement or maintenance of Trail Facilities under this CTMA and the Trail Management Plan, this agreement is intended to be considered durable site control to the granting agency for the duration of the grant maintenance period. In the event that a grant maintenance period extends beyond the written term of the CTMA, written acknowledgement by KPB in support of the grant application can be considered intent to extend the CTMA through the grant maintenance period as the CTMA pertains to such grant.

## **XI. RESERVATIONS & OTHER PROPERTY INTERESTS RETAINED**

- A. Nothing contained in this CTMA creates or implies any property interests, including easements or rights-of-way beyond the terms and conditions of this CTMA.
- B. KPB reserves the right to withdraw portions of the Trail Facilities from this CTMA as necessary to serve other land uses or resolve conflicts.
- C. KPB reserves the right to require Trail Facilities to be closed, removed, or relocated by and at the expense of the STGT if such trails pose a potential conflict with other land uses.
- D. KPB reserves the right to authorize other land uses on the land.
- E. KPB reserves the right to review, approve, or deny any management actions that affect trail use, land use or development on the land.
- F. Use of the land shall be subject to all valid existing rights, including leases, permits, easements, rights-of-ways, covenants and restrictions or other interests in the real property. The KPB reserves and retains the right to grant additional easements or rights-of-ways across the property as it deems reasonable and convenient or necessary.
- G. Should circumstances warrant, this CTMA may be modified or suspended in writing by the KPB to protect resources, health, safety, or the environment.

## **XII. LIMITATIONS**

- A. This CTMA conveys no interest in the land to the STGT. This CTMA does not convey any exclusive rights, nor any preferential rights to the STGT for the use of the Trail Facilities or the land, different from the STGT's right to secure its authorized property and administer the Trail Facilities provided in the CTMA.
- B. The STGT shall not develop, manage, or maintain beyond what is specified in the Trail Management Plan, unless otherwise approved in writing by the KPB.
- C. This CTMA is not intended to, and does not, give special standing to Trail Facilities or to the STGT beyond the purposes and terms of the agreement.

- D. KPB assumes no obligation to commit funds or other resources for improvements or maintenance associated with the Trail Facilities or their continuation.

### **XIII. ASSUMPTION OF RISKS**

- A. Defense and Indemnification: The STGT shall indemnify, defend, save and hold the KPB, its elected and appointed officers, agents and employees, harmless from any and all claims, demands, suits, or liability of any nature, kind or character including costs, expenses, and attorney's fees resulting from the STGT's performance or failure to perform in accord with the terms and conditions of this CTMA in any way whatsoever. The STGT shall be responsible under this clause for any and all claims of any character resulting from the STGT or the STGT's officers, agents, employees, partners, attorneys, suppliers, and subcontractors' performance or failure to perform this CTMA in any way whatsoever. This defense and indemnification responsibility includes claims alleging acts or omissions by the KPB or its agents which are said to have contributed to the losses, failure, violations, or damage. However, the STGT shall not be responsible for any damages or claims arising from the sole negligence or willful misconduct of the KPB, its agents, or employees.
  
- B. Liability Insurance: The STGT shall purchase at its own expense and maintain in force at all times during the term of this CTMA the following insurance policy:
  - 1. Commercial General Liability: Policy to include bodily injury, personal injury, and property damage with respect to the property and the activities conducted by the STGT in which the coverage shall not be less than \$1,000,000.00 per occurrence or such higher coverage as specified by the KPB. The policy purchased shall name the KPB as an additional insured with respect to the STGT's activities conducted on the property.
  
- C. Proof of Insurance: The STGT shall deliver to the KPB a certificate of insurance. This insurance shall be primary and exclusive of any other insurance held by the KPB. Failure to provide the certificate of insurance as required by this section, or a lapse in coverage, is a material breach of this CTMA entitling the KPB to revoke the agreement.

#### **XIV. GENERAL CONDITIONS**

- A. Reference to KPB. 17.10.240. The general conditions contained in KPB 17.10.240 are incorporated by reference.
- B. Responsibility of Location. It shall be the responsibility of the STGT to properly locate its self and its improvements on the land authorized.
- C. Compliance with Laws. The STGT agrees to comply with all applicable federal, state, borough, and local laws and regulations.
- D. Inspections. Agents or representatives of the KPB shall have access to the Trail Facilities at all times.
- E. Waste. The STGT shall not commit waste or injury upon the land.

#### **XV. ENFORCEMENT OF AGREEMENT & TERMINATION**

- A. Termination. Violation of the CTMA subjects the agreement to termination 60 days after delivering notice of violation for where correction is not made to resolve the violation to KPB's reasonable satisfaction.
- B. Performance of Duties. The Trail Management Plan shall be considered a duty under the CTMA. Failure to materially perform according to the Trail Management Plan may be considered a violation and subject the CTMA to termination in whole or in part.
- C. Unauthorized Uses. Uses of the land other than those authorized under the CTMA may be considered a violation and subject the CTMA to termination in whole or in part.
- D. Breach of Conditions. A breach of any of the conditions of this CTMA will be considered a violation of the agreement.
- E. Suspension. Violation of the CTMA subjects the agreement to immediate suspension by notice of suspension for violations that create a significant risk to human safety or that are counter to the public purposes for which this CTMA is intended to serve.

- F. Notice of Violation and Suspension. Notice of violation and notice of suspension shall be in writing and shall serve to identify the violation and the standards under which a correction will be considered to resolve the violation.
- G. Cancellation. At any time that this CTMA is in good standing it may be canceled in whole or in part upon mutual written agreement by the parties.
- H. Jurisdiction. Any suits filed in connection with the terms and conditions of this CTMA, and of the rights and duties of the parties, shall be filed and prosecuted at Kenai, Alaska and shall be governed by Alaska law.
- I. Savings Clause. Should any provision of this CTMA fail or be declared null or void in any respect, or otherwise unenforceable, it shall not affect the validity of any other provision of this agreement or constitute any cause of action in favor of either party as against the other.
- J. Binding Effect. It is agreed that all covenants, terms, and conditions of this CTMA shall be binding upon the successors, heirs and assigns of the original parties hereto.
- K. Full and Final Agreement. This CTMA constitutes the full and final agreement of the parties hereto and supersedes any prior or contemporaneous agreements. This CTMA may not be modified orally, or in any manner other than by an agreement in writing and signed by both parties or their respective successors in interest. The STGT avers and warrants that no representations not contained within this CTMA have been made with the intention of inducing execution of this CTMA.
- L. Warranty of Authority. The STGT warrants that the person executing this CTMA is authorized to do so on behalf of the STGT.

## **XVI. CONDITION OF PROPERTY VACATED**

- A. Removal and Cleanliness. On or before the expiration date of this CTMA, or within 60-days of early termination, the STGT shall leave the land in a neat, clean and sanitary condition, and shall remove all trash, waste, materials, equipment, and other personal property that the STGT has placed on the land.



- B. Final Report. Any previously unstated matters between the parties must be reported in writing to the other party within 60-days of expiration or termination to be considered valid interests under this CTMA or all claims or right to claims shall cease for the purpose of this agreement.

## **XVII. NOTICES**

All notices shall be sent to both parties as follows:

KENAI PENINSULA BOROUGH  
Planning Director  
44 N. Binkley  
Soldotna, AK 99669-7599

Shimai Toshi Garden Trails, Inc.  
P.O. Box 771  
Soldotna, Alaska 99669

STGT shall maintain on file with KPB the name, title, address, email address and telephone number of an individual with who shall be the point of contact for day-to-day and emergency contact, information, and correspondence, relative to this CTMA.

### **KENAI PENINSULA BOROUGH**

\_\_\_\_\_  
Charlie Pierce, Mayor

### **SHIMAI TOSHI GARDEN TRAILS, INC.**

\_\_\_\_\_  
Sarah Pyhala, President

\_\_\_\_\_  
Matthew Pyhala, Secretary

**ATTEST:**

**APPROVED AS TO FORM  
AND LEGAL SUFFICIENCY:**

\_\_\_\_\_  
Johni Blankenship,  
Borough Clerk

\_\_\_\_\_  
Sean Kelley  
Deputy Borough Attorney

**NOTARY ACKNOWLEDGMENT**

**STATE OF ALASKA            )**  
  )  
**THIRD JUDICIAL DISTRICT)**       **ss.**

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by Charlie Pierce, Mayor, Kenai Peninsula Borough, an Alaska municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Notary Public in and for Alaska  
My commission expires: \_\_\_\_\_

**NOTARY ACKNOWLEDGMENT**

**STATE OF ALASKA            )**  
  )  
**THIRD JUDICIAL DISTRICT)**       **ss.**

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by Sarah Pyhala, President, Shimai Toshi Garden Trails, Inc., an Alaska nonprofit corporation, for and on behalf of the corporation.

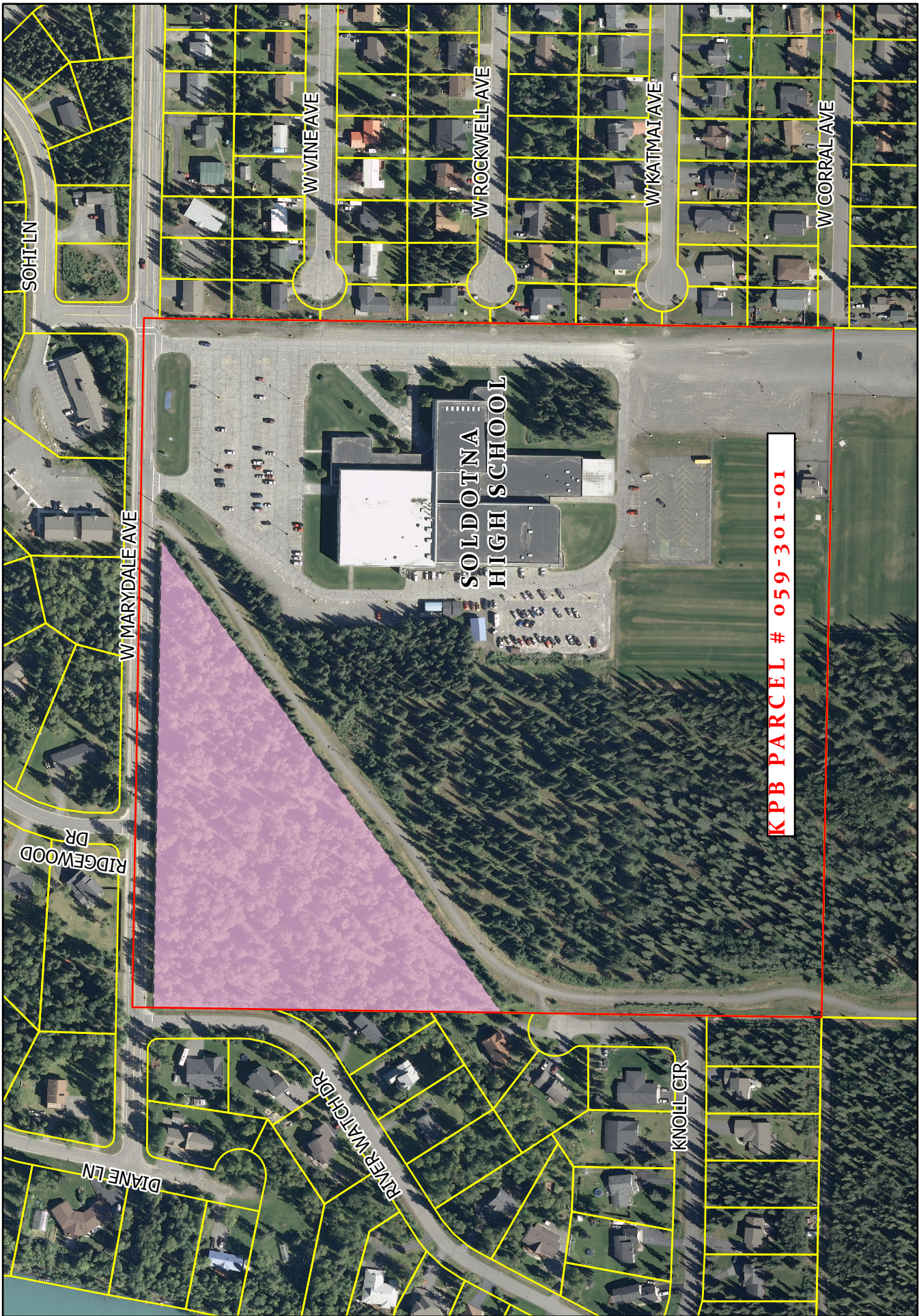
\_\_\_\_\_  
Notary Public in and for Alaska  
My commission expires: \_\_\_\_\_

**NOTARY ACKNOWLEDGMENT**

**STATE OF ALASKA            )**  
  )  
**ss.**  
**THIRD JUDICIAL DISTRICT)**

The foregoing instrument was acknowledged before me this \_\_\_\_\_day of \_\_\_\_\_, 2020, by Matthew Pyhala, Secretary, Shimai Toshi Garden Trails, Inc., an Alaska nonprofit corporation, for and on behalf of the corporation.

\_\_\_\_\_  
Notary Public in and for Alaska  
My commission expires: \_\_\_\_\_



**EXHIBIT A**

- PARCELS
- SUBJECT KPB PARCEL
- CTMA AREA



## Scope of Application

This proposal is pertaining only to the 5.2-acre triangular piece of property, lot 05930101, across the Unity Trail from Soldotna High School on the corner of Marydale Avenue and River Watch Drive, in Soldotna, AK.

## History of Shimai Toshi Garden Trails

In February of 2018, Sarah and Matthew Pyhala received seeds from atomic bombed trees in Hiroshima, Japan. Four of these seeds germinated and have resulted in one Ginkgo (whose parent tree is located approximately 1200 meters from the hypocenter of the atomic bombing of the city), and three Japanese Hackberry seedlings (whose parent tree is 530 meters from the hypocenter). These seedlings spurred the idea for a peace garden and trail system located in Soldotna with the purpose of honoring the Kenai Peninsula Borough's Sister City of Akita, Japan, and providing educational opportunities.

In order to achieve this, the Shimai Toshi Task Force was formed for garden and trail development. The following vision for this parcel is based on the ability to create the illusion of space with elemental depth. It includes a fenced perimeter with outlying green space, gated arches that lead to handicap accessible trails, a rotunda with a peace crane sculpture, and garden trail system. Along the garden trails there will be a mountain waterfall than leads to a stream, and infinity pond. A bridge will be located over the stream, a tea house will be along the inner trail loop, and skirting the pond will be an education action space. Trails will have at least a 5' green barrier between them and the water features, and benches will be located throughout the trail system for reflection and meditation.

Japanese gardens have been scientifically proven to have positive physical and psychological effects on visitors. Shimai Toshi Garden Trails, once developed, will provide an integrated, asymmetrical, space where all parts are reliant upon each other, and beauty is the essential realization and insight. It will be a place where community members can balance themselves in a stress-free environment and be transformed via quieting of their minds in a serenely uplifting space that creates internal calmness. This will be a restorative, health-giving environment<sup>3, 4, 5</sup>. It will provide an emotionally safe place of solitude that is non-demanding and aesthetically pleasing. The simplicity of Shimai Toshi will allow for a heightening of intuitive awareness by experiencing nature through contemplative relaxation that will help to create an internal sense of harmony, respect, purity, and tranquility, or chado.

At this time, no public money has been involved in the forming of or planning for this garden and trail system. Grants, private donations, and memberships will be looked at as the primary means of funding for developing Shimai Toshi Garden Trails. Entrance fees will not be charged, but rather, a donation system will be set up for users to give as they are able. In addition, maintenance of these gardens and trails will be performed in a manner that will not burden the tax rolls.

Shimai Toshi is the Japanese phrase for sister city. The primary objectives of the garden are not only to honor Akita, Japan, but also to provide an education space for a variety of topics, such as the history of WWII. The trails that meander through the gardens are meant to facilitate meditation, respect of space, and a pensive atmosphere. Overall, these gravel trails will be established to create a peaceful area within the Borough for community members to experience.

The Master Gardeners will be able to participate in some aspects of fostering environmental harmony to meet required service hours necessary for obtaining their official certification. Collaboration between humans, nature, and time, following the creative ingenuity of our board of directors and task force members, will allow for the creation of a new tradition of, and within, this community. These garden trails have the potential to redefine how our Borough is perceived outside its boundaries. Please refer to management plan attached following references.

Educational workshop events will be occurring whenever specialized educators visit the Borough with registration being open to the public on a first-come-first-served basis. Field trips for Borough schools can also be arranged during regular hours of operation. In addition, an interactive program such as Haiku Alive<sup>1</sup>, developed by the Portland Japanese Garden, as a photographic exploration, and creative writing experience for children in Title 1 schools would fit into the Shimai Toshi vision. There is also the opportunity for a Path to Wellness<sup>2</sup> program, similar to what is being done at the Friendship Japanese Garden of San Diego, to occur with local military servicemen, both active and retired.

### **Type of Organization**

Shimai Toshi Garden Trails, Inc. is a non-profit association. We obtained 501(c)3 status in November of 2019.  
EIN: 83-2378146

#### Founding Board of Directors include:

Sarah Pyhala, President and Treasurer

Kumi Shields, Vice President

Matthew Pyhala, Secretary

Marion Nelson, Board at Large

Heather Daniels, Board at Large

#### Current Board of Directors include:

Sarah Pyhala, President and Treasurer

Kumi Shields, Vice President

Matthew Pyhala, Secretary

Sara Dixon, Board at Large

Heather Daniels, Board at Large

### **Trail Management Plan**

Shimai Toshi Garden Trails task force was formed to properly address and manage the needs of the garden and enclosed trails. It is composed of five prominent community members, as well as one sculptor who is based out of Anchorage. Members of this task force include: John Morton, Ph.D., a plant, fish, and wildlife biologist; Casey Matney, Ph.D., an aquaculturist, horticulturist, and agriculturist; Nancy Casey, a landscape planner and designer; The current President, or other representative, of the Rotary Club of Soldotna; Christina DeMetro, artist and sculptor; and Sarah Pyhala, primary project organizer. These members are available as consultants to the garden on an as needed basis.

The Shimai Toshi Garden will have a tiered membership plan, that will contribute to other funds raised that will be used for annual maintenance and will pay for a contractor to provide for ongoing maintenance and upkeep on the grounds

and garden. The entrance will be open to the public, with a spot for public donation. Monies for this trail-heavy garden's improvements will be sought via memberships, fundraising events, and grants.

Trash pick-up and safety patrols will be performed on an as-needed basis by an independent contractor.

The land will be designed with native Alaskan vegetation leaving minimal exposed ground, save packed gravel pathways, thus minimizing the potential for erosion. With a pond, stream, and waterfall on-site, flooding will be prevented via a water control system. Any necessary on-site repairs will be sent out to bid and professionally performed.

Measures of performance will be based on random sampling of visitors throughout primary hours of operations, and monies donated. These samples would be collected on regular intervals across varying times to obtain hard data on trail and garden usage. Monies collected via membership and volunteer donations will be recorded, and records reports will be provided on a quarterly basis.

As this will be a garden with gravel trail access, reclamation of the property would be able to occur in a minimal timeframe for risk mitigation. If reclamation should occur, several structures would need be disassembled, and removed from the site within an agreed upon timeframe. Structures include the traditional-style tea house (that will double as an education-action space), fencing, the bridge, water features, and gates, all of which could be removed with minimal damage to the parcel.

Pumps for the waterfall, and rock placement will be installed and set up by a licensed and bonded construction company that will also perform excavation necessary for pond development (\$100,000.00). A separate local licensed and bonded construction company will be hired for designing the education action space (\$1,000,000.00) and courtyard, a bridge (\$15,000.00), tea house (\$50,000.00), gates (\$20,000.00), trails with stairs (\$45,000.00), and fencing (\$30,000.00). Essential landscaping rocks have been located and are available in the Kenai Peninsula Borough landfill as overburden via mutual agreement. Additional materials will be obtained from communities across Alaska, and carefully logged as to location and date of receipt. At this time, Blazy Construction, and Foster Construction companies have agreed to work with Shimai Toshi Garden and Trails to perform the above-stated work.

A safety plan, see below, has been developed, and includes a means of contacting EMS, addressing insurance that indemnifies KPBC, cameras on-site to deter vandalism, fencing, and lighting.

Short-term goals include establishing a garden with parking lot, trails, water features, rock and sand garden, and plantings laid out in the traditional Japanese style and form.

Long-term goals would be the building of the education action space/ tea room for specialized educational events. These events will include guest educators performing workshops. The space could also be rented out for specialized conference meetings and events.

Another long-term goal would be to build a toilet facility, and to change out any fencing that requires upgrades or maintenance.

### **Safety Plan**

The Shimai Toshi Garden and Trail system is designed to be a relaxing, meditative, and educational space. The space is designed to be self-sufficient, and not require ongoing staffing. However, this requires special care to ensure that the environment remains safe for visitors.

The perimeter will include fencing around the maintained site. In addition, the garden areas will include well-delineated trails using vegetation and other natural methods to encourage visitors to remain in the proper areas, which will reduce the risk of injury.

It is expected that lighting will be installed in several areas of the garden such as along paths and in the parking area, although a detailed lighting plan has not yet developed. This plan will likely be developed in parallel with a security plan,

to include the use of security cameras to deter vandalism and promote a safe environment. The lighting and security plan will likely be modeled after the memorial park and campground plans operated by the City of Soldotna.

Planning for fencing, trails, and access will take place with the need for emergency access in mind. Upon consultation with Central Emergency Services, fencing and access will be provided to ensure that in the event of illness or injury, emergency services can access the area with ease.

The garden will possess the appropriate insurance and will be following the advice of the insurance carrier to reduce risk and the potential for injury. Based on requirements of future agreements, the insurance will name the KPB as an additional insured.

- 
1. Portland Japanese Garden Haiku Alive, <https://japanesegarden.org/school-programs/haiku-alive/>
  2. Japanese Friendship Garden of San Diego Path to Wellness program (booklet to available upon request)
  3. Goto S, Gianfagia TJ, Munafo JP, Fujii E, Shen X, Sun M, Shi BE, Liu C, Hamano H, Herrup K. *The Power of Traditional Design Techniques: The Effects of Viewing a Japanese Garden on Individuals with Cognitive Impairment*. HERD 2017 Jul; 10(4):74-86. Epub 2016 Dec 18.
  4. Goto S, Kamal N, Puzio H, Kobylarz F, Herrup K. *Differential responses of individuals with late-stage dementia to two novel environments: a multimedia room and an interior garden*. J.Alzheimers Dis. 2014; 42(3):985-98.
  5. Goto S1, Park BJ, Tsunetsugu Y, Herrup K, Miyazaki Y. *The effect of garden designs on mood and heart output in older adults residing in an assisted living facility*. HERD. 2013 Winter;6(2):27-42.



**APPLICATION FOR A COMMUNITY TRAIL MANAGEMENT AGREEMENT FOR  
PUBLIC TRAILS ON BOROUGH LAND  
LAND MANAGEMENT DIVISION  
KPB.17.10.185**

144 N. Binkley Street  
Soldotna, AK 99669-7599  
[lmweb@kpb.us](mailto:lmweb@kpb.us)

Phone: 907-714-2205  
Fax: 907-714-2378

**NAME OF APPLICANT**

Organization Name:

Mailing Address:

Phone Number:  Fax Number:

Email Address:

Website Address:

**AGENT/REPRESENTATIVE**

Name:

Title:

Mailing Address:

Phone Number:  Fax Number:

Email Address:

**TYPE OF ORGANIZATION**

Non-Profit Association       Community Organization       Government Entity

Note: Please submit, as appropriate, the following items with this application:

- Designation of signatory authority to act for the organization or individual
- If non-profit, has IRS tax exempt status been obtained?  Yes  No.  
If yes, attached letter of determination. If no, please attach certificate, articles in incorporation, by-laws, or other appropriate documentation.

**TRAIL LOCATION** *(add additional pages as needed)*

Trail(s):  Existing  New

Trail name(s) if existing:

Parcel Identification Number(s):

05930101

Describe any existing uses of the trails identified above:

None, as site is undeveloped.

**Terms of management agreement:**

Start Date:

April, 2019

End Date:

April, 2069

Adjoining Land Uses: Identify any existing uses of improvement that may affect this proposal (i.e.: schools, other 3<sup>rd</sup> party uses)

Soldotna High School is currently using the portion of this parcel that is on the opposite side of the Unity Trail.

Does the applicant anticipate applying for grant funding?  Yes  No If yes, briefly describe the nature of the grant:

We have been awarded a \$20,000.00 Rotary Matching Grant through the Rotary Club of Soldotna. Other Grants include a \$10,000.00 AK Humanities Grant, a Rasmussen Foundation \$25,000.00 grant, a JFLALC \$5,000.00 grant, and an AK DNR \$250,000.00 grant.

Please describe how this trail management proposal serves the public's best interest:

This public garden will be a pensive, quiet, meditative space that has many healing properties, including those for Veterans suffering from PTSD, and community members with dementia. It will be an educational space with opportunities for guest artists, craftsmen, and speakers to be showcased. In addition it will honor the KPB sister city of Akita, Japan.

Briefly describe the qualification of the applicant to perform the activities outlined in the proposed trail management plan:

Members of the Board of Directors, and Shimai Toshi Task force have the necessary educational backgrounds, and skills to ensure that this space lives up to its potential.

**SUMMARY OF PROPOSED ACTIVITIES (Check All That Apply)**

**SEASONS OF TRAIL MANAGEMENT**

- Winter    Summer    Year Round

**TRAIL WIDTH (Typical)**

- Under 5 Feet  
 5-10 Feet  
 10-20 Feet

**TRAIL MAINTENANCE ACTIVITIES**

- Periodic Brushing/Clearing  
 Grading  
 Snow Grooming  
 Erosion Controls

**TRAIL IMPROVEMENTS**

- Trailheads  
 Parking Area  
 Loading/Unloading Area  
 Signs  
 Sanitation (Trash/Outhouse)  
 Picnic Area  
 Shelters  
 Culverts  
 Bridges  
 Stairs  
 Gates & Bollards  
 Hardening  
 New Trails  
 Interpretive/Heritage Sites  
 Other \_\_\_\_\_

**TRAIL ADMINISTRATION**

- Competitions/Sponsored Events  
 Grants  
 Signage  
 Equipment Storage Facilities

**TRAIL ACTIVITIES**

***Motorized:***

- ATV  
 Snow Machines

***Non-Motorized:***

- Dog Sleds  
 Skiing  
 Snowshoeing  
 Skijoring  
 Sledding  
 Hiking  
 Biking  
 Walking/Running  
 Biathlon  
 Horses  
 Pet Friendly  
 Other:

***Water Access***

- Landing Area  
 Dock  
 Mooring

Comments:

Organizations entering into a Community Trail Management Agreement (CTMA) may manage and regulate the type of use, time of use, or restrict specific types of use: however, all trails shall be considered open to the public.

- a. Please describe any proposed regulations that may affect the type of usage and times of usage of the trails:

The garden will have a vegetation barrier between it and pathways. Fencing (at least 6-feet in height) will be placed to ensure neighbors are not disturbed visually, or imposed upon by garden trail visitors. Three access gates, one primary for visitors, and two for maintenance/emergency purposes, will be set within the perimeter. The main entrance will be open during regular park hours for the City of Soldotna Monday through Sunday. Months of operation expected to be year-round.

- b. Please describe proposed management methods to support the any proposed regulations and restrictions:

Shimai Toshi Garden Trails will be managed primarily via a staff of volunteers, and paid employees as donations and fundraising allows.

Attach a draft Trail Management Plan to include the following:

- a. A narrative description of the activities, operations, and scope of the proposal. Please include information on:
- Brief history of the organization, membership size, accomplishments, etc.
  - Summary of proposed activities: briefly describe the trail management elements that make up you management plan, including potential sources of funding.
  - Means and methods for maintenance, erosion control, and trash pick-up, etc.
  - Measures of performance, timeframes, ownership of improvements & reclamation
  - Estimated value of proposed structures and facilities, when applicable
  - Any short-term and long-range goals
- b. Conceptual Site Plan (if available include aerial photos, contour map, etc.). Please include the following information:
- Location of trail improvements and buffers
  - Property lines, right-of-ways, easement, access, etc.
  - Location of wetlands, water bodies, anadromous stream crossing and major topography
- c. Detailed Plans
- Plans for specific improvement including architectural or engineering designs, when applicable
  - Grant proposals, when applicable.

## **Shimai Toshi Garden Trails**

### **Scope of Application**

This proposal is pertaining only to the 5.2-acre triangular piece of property, lot 05930101, across the Unity Trail from Soldotna High School on Marydale Avenue, in Soldotna, AK.

### **History of Shimai Toshi Garden Trails**

In February of 2018, Sarah and Matthew Pyhala received seeds from atomic bombed trees in Hiroshima, Japan. Four of these seeds germinated and have resulted in one Ginkgo (whose parent tree is located approximately 1200 meters from the hypocenter of the atomic bombing of the city), and three Japanese Hackberry seedlings (whose parent tree is 530 meters from the hypocenter). These seedlings spurred the idea for a peace garden and trail system located in Soldotna with the purpose of honoring the Kenai Peninsula Borough's Sister City of Akita, Japan, and providing educational opportunities.

In order to achieve this, the Shimai Toshi Task Force was formed for garden and trail development. The following vision for this parcel is based on the ability to create the illusion of space with elemental depth. It includes a fenced perimeter with outlying green space, gated arches that lead to handicap accessible trails, a rotunda with a peace crane sculpture, and garden trail system. Along the garden trails there will be a mountain waterfall than leads to a stream, and infinity pond. A bridge will be located over the stream, and plans include a tea house/ education action space that will skirt the pond. Trails will have at least a 5' green barrier between them and the water features, and benches will be located throughout the trail system for reflection and meditation.

Japanese gardens have been scientifically proven to have positive physical and psychological effects on visitors. Shimai Toshi Garden Trails, once developed, will provide an integrated, asymmetrical, space where all parts are reliant upon each other, and beauty is the essential realization and insight. It will be a place where community members can balance themselves in a stress-free environment and be transformed via quieting of their minds in a serenely uplifting space that creates internal calmness. This will be a restorative, health-giving environment<sup>3,4,5</sup>. It will provide an emotionally safe place of solitude that is non-demanding and aesthetically pleasing. The simplicity of Shimai Toshi will allow for a heightening of intuitive awareness by experiencing nature through contemplative relaxation that will help to create an internal sense of harmony, respect, purity, and tranquility, or chado.

At this time, no public money has been involved in the forming of or planning for this garden and trail system. Grants, private donations, and memberships will be looked at as the primary means of funding for developing Shimai Toshi Garden Trails. Entrance fees will not be charged, but rather, a donation system will be set up for users to give as they are able. In addition, maintenance of these gardens and trails will be performed in a manner that will not burden the tax rolls.

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The Master Gardeners will be able to participate in some aspects of fostering environmental harmony to meet required service hours necessary for obtaining their official certification. Collaboration between humans, nature, and time, following the creative ingenuity of our board of directors and task force members, will allow for the creation of a new tradition of, and within, this community. These garden trails have the potential to redefine how our Borough is perceived outside its boundaries.

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### **Type of Organization**

Non-Profit Association – currently in the process of obtaining 501©3 status for Shimai Toshi Garden Trails, Inc., EIN: 83-2378146

Founding Board of Directors include:

Sarah Pyhala, President and Treasurer

Kumi Shields, Vice President

Matthew Pyhala, Secretary

Marion Nelson, Board at Large

Heather Daniels, Board at Large

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Shimai Toshi Garden Trails task force was formed to properly address and manage the needs of the garden and enclosed trails. It is composed of five prominent community members, as well as one sculptor who is based out of Anchorage. Members of this task force include: John Morton, Ph.D., a plant, fish, and wildlife biologist; Casey Matney, Ph.D., an aquaculturist, horticulturist, and agriculturist; Nancy Casey, a landscape planner and designer; The current President, or other representative, of the Rotary Club of Soldotna; Christina DeMetro, artist and sculptor; and Sarah Pyhala, primary project organizer. These members are available as consultants to the garden on an as needed basis.

The Shimai Toshi Garden will have a tiered membership plan, that will contribute to other funds raised that will be used for annual maintenance and will pay for a contractor to provide for ongoing maintenance and upkeep on the grounds and garden. The entrance will be open to the public, with a spot for public donation. Monies for this trail-heavy garden's improvements will be sought via memberships, fundraising events, and grants.

Trash pick-up and safety patrols will be performed on an as-needed basis by an independent contractor.

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A safety plan, see below, has been developed, and includes a means of contacting EMS, addressing insurance that indemnifies KPBC, cameras on-site to deter vandalism, fencing, and lighting.

Short-term goals include establishing a garden with parking lot, trails, water features, rock and sand garden, and plantings laid out in the traditional Japanese style and form.

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Another long-term goal would be to build a toilet facility, and to change out any fencing that requires upgrades or maintenance.

### **Safety Plan**

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Planning for fencing, trails, and access will take place with the need for emergency access in mind. Upon consultation with Central Emergency Services, fencing and access will be provided to ensure that in the event of illness or injury, emergency services can access the area with ease.

The garden will possess the appropriate insurance and will be following the advice of the insurance carrier to reduce risk and the potential for injury. Based on requirements of future agreements, the insurance will name the KPB as an additional insured.

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  4. Goto S, Kamal N, Puzio H, Kobylarz F, Herrup K. *Differential responses of individuals with late-stage dementia to two novel environments: a multimedia room and an interior garden*. J.Alzheimers Dis. 2014; 42(3):985-98.
  5. Goto S1, Park BJ, Tsunetsugu Y, Herrup K, Miyazaki Y. *The effect of garden designs on mood and heart output in older adults residing in an assisted living facility*. HERD. 2013 Winter;6(2):27-42.



Complete the following applicant qualification statement for each individual applicant/agent or organization. Attach additional statements if needed.

**APPLICANT QUALIFICATION STATEMENT**

Name of Applicant: Sarah Pyhala

Mailing Address: P.O. Box 771, Soldotna, AK 99669

- I hereby affirm to the best of my knowledge:
- That I am eighteen years of age or older; and
- That I am a citizen of the United States or a permanent resident who has filed a declaration of intention to become a citizen or a representative of a group, association or corporation which is authorized to conduct business under the laws of Alaska; and
- That the above named applicant is not delinquent on any deposit or payment of any obligation to KPB; and
- That the above named applicant is not currently in breach or default on any contract or lease involving land in which KPB has an interest; and
- The above named applicant has not failed to perform under a contract or lease involving KPB land in the previous five years and KPB has not acted to terminate the contract or lease or to initiate legal action.

I hereby certify that the information contained herein is true to the best of my knowledge and belief.

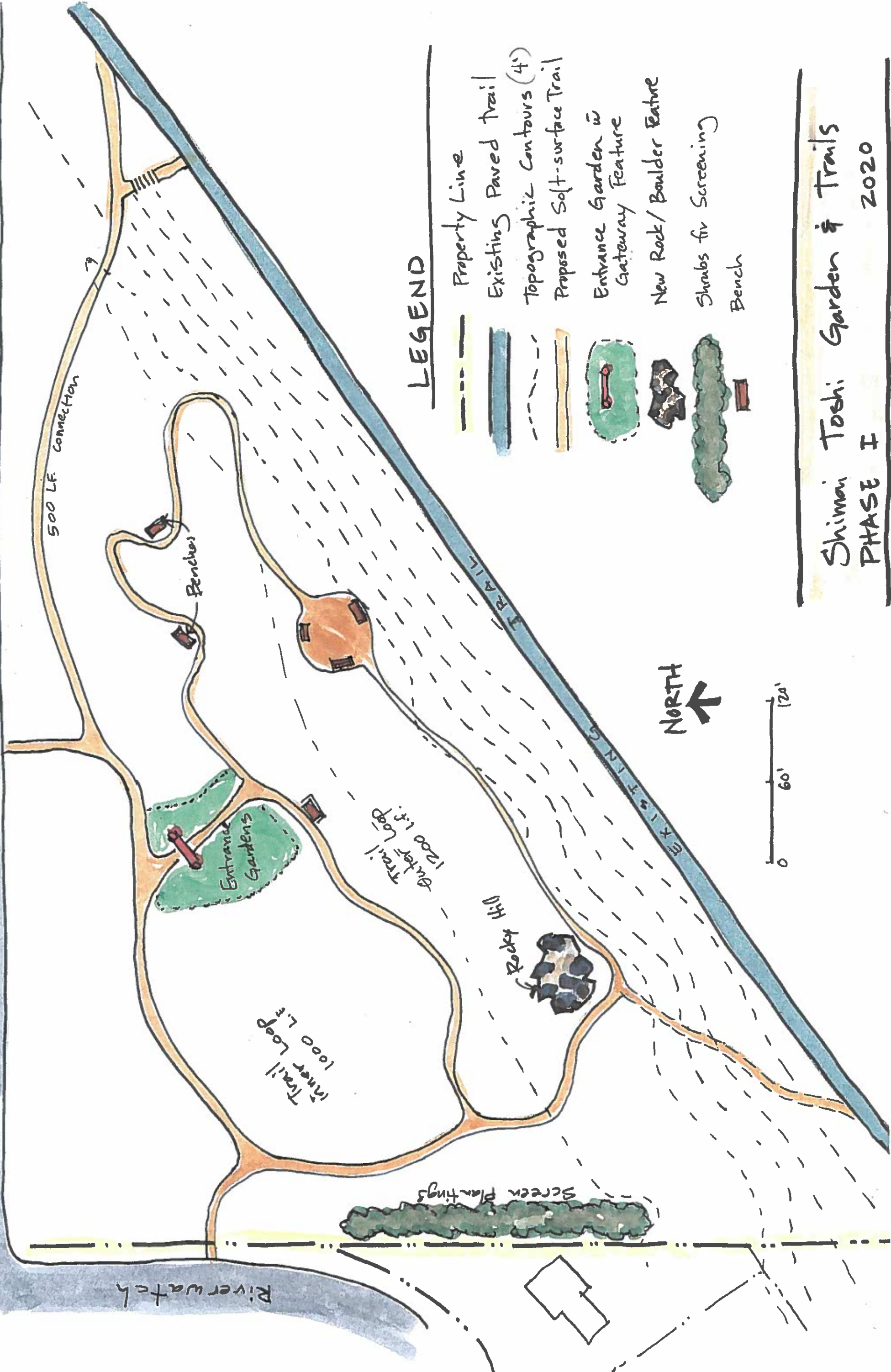
  
\_\_\_\_\_  
Signature of Applicant or Agent

11.1.2019  
\_\_\_\_\_  
Date

Sarah Pyhala  
Print Name



Marydale Avenue



LEGEND

-  Property Line
-  Existing Paved Trail
-  Topographic Contours (4')
-  Proposed Soft-surface Trail
-  Entrance Garden w/ Gateway Feature
-  New Rock/Boulder Feature
-  Shrubs for Screening
-  Bench

NORTH ↑

0 60' 120'

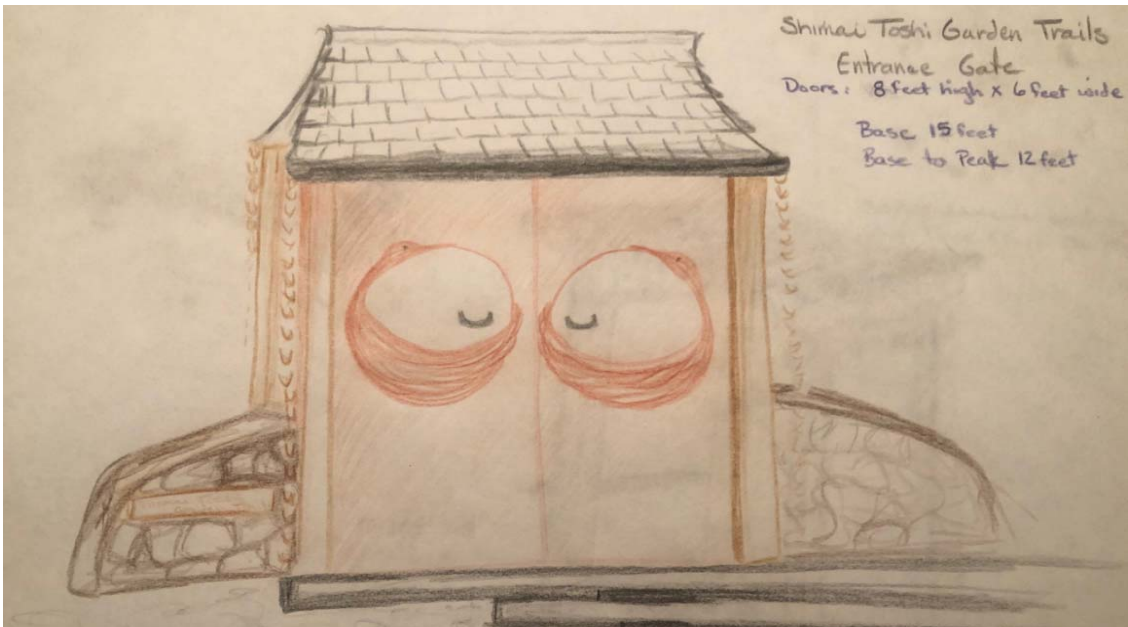
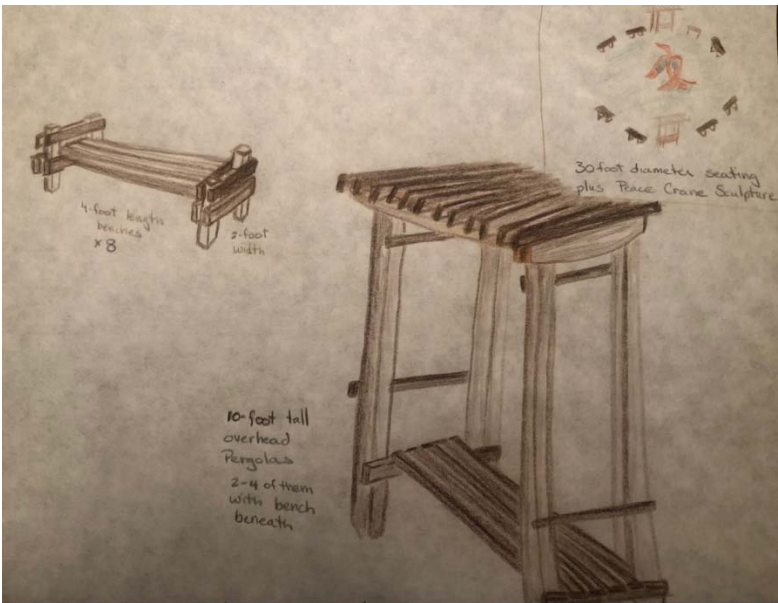
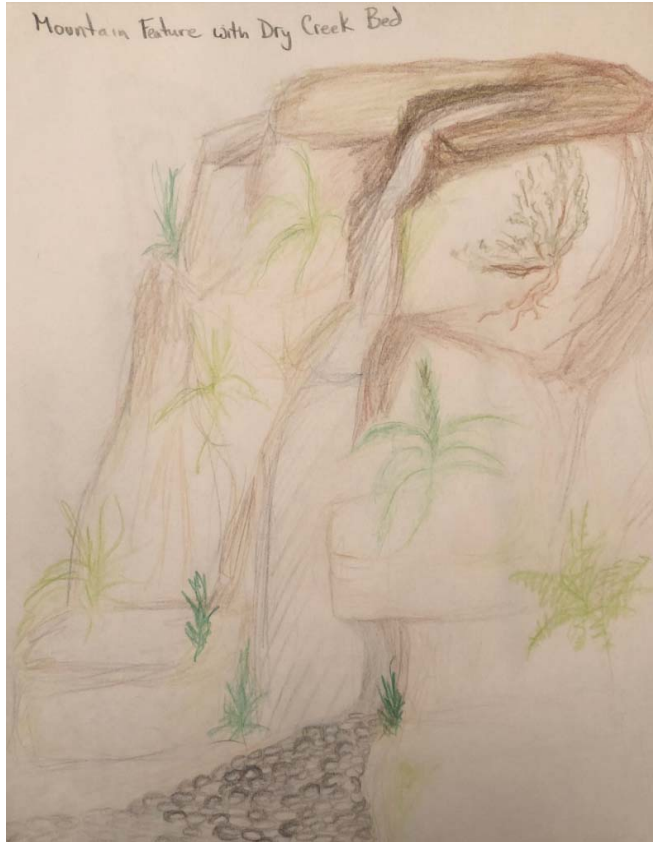
Shimai Toshi Garden & Trails  
PHASE I 2020

Peace Crane Sculpture by Christina Demetro. Xylophone in the underside of wings, and donation slot in the heart center of the chest. Donation box located at the base of the Sandhill Crane.



Plaque beneath Peace Crane Sculpture to read:

Shimai Toshi "Sister City" Garden Trails are to honor the KPB's sister city Akita-shi, Akita, Japan. This garden is a symbol of peace hope, and survivorship in remembrance of WWII. In that we hope this garden becomes a healing space for all veterans, and a place to foster harmony, peace, well-being, and education for all who visit. 100% of your donation supports future developments and maintenance of this space.





Peninsula Community  
Health Services of Alaska  
MEDICAL • DENTAL • BEHAVIORAL HEALTH

230 East Marydale Avenue • Soldotna, Alaska • 99669 • www.pchsak.org  
We are a 501(c)(3) nonprofit. Please consider a donation.

**ADMINISTRATION Soldotna** tel 907.260.7300 • fax 907.260.7301  
**MEDICAL Soldotna** tel 907.262.3119 • fax 907.262.9290  
**BEHAVIORAL HEALTH Soldotna** tel 907.260.3691 • fax 907.262.9290  
**BEHAVIORAL HEALTH Kenai** tel 907.283.3600 • fax 907.262.9290  
**MEDICAL Kenai** tel 907.283.3600 • fax 907.262.9290  
**DENTAL Kenai** tel 907.283.7759 • fax 907.283.4883

1/9/2019

Sarah Pyhala  
Re: Shimai Toshi Garden Trails, Inc.  
PO Box 771  
Soldotna, AK 99669

To Whom It May Concern:

On behalf of Peninsula Community Health Services of Alaska, we are in support of the proposed Japanese garden, known as Shimai Toshi Garden Trails. The health benefits to those with stress-related disorders have been well documented. We envision this trail and garden space incorporated with retreats for those who suffer from Post Traumatic Stress Disorder, and being of great benefit to all community members with a need for a calming, healing, atmosphere.

Sincerely,  
  
JC Rathje  
Interim Executive Officer

Central Peninsula Garden Club  
PO Box 767  
Kenai, AK 99611

To: Sarah Pyhala  
P.O. Box 771  
Soldotna, AK 99669

Re: Shimai Toshi Garden Trails, Inc

1/15/2019

To Whom It May Concern:

The Central Peninsula Garden Club is in support of the concept of a Japanese Garden within the Kenai Peninsula Borough, i.e. Shimai Toshi Garden Trails, Inc. We may be able to assist this garden with labeling plant species within, and as the majority of plants will be native to Alaska, a showcase of how environmental harmony can be achieved using non-invasive plants. This peaceful garden space will be a positive addition to our community.

Thank you,



Phyllis A Boskofsky

President

Central Peninsula Garden Club



250 Hospital Place, Soldotna, Alaska 99669 • ph: 907.714.4626, fax: 907.714.4926 • [www.givingheals.org](http://www.givingheals.org)

December 28, 2018

Sarah Pyhala

RE: Shimai Toshi Garden Trails project

To Whom It May Concern:

We at Central Peninsula Health Foundation are in support of the concept of serenity gardens and understand the benefits to the community members. As such, we have our own Peace Garden on the campus of Central Peninsula Hospital which serves the similar purpose of an area for reflection and meditation and have found it to be beneficial.

Good luck in your endeavors.

Sincerely,

A handwritten signature in black ink that reads "Kathy Gensel". The signature is written in a cursive style with a large initial 'K'.

Kathy Gensel  
Foundation Director  
Central Peninsula Health Foundation  
250 Hospital Place  
Soldotna, Alaska 99669



**JOSEPH L. KASHI**

**Attorney at Law**  
205 East Beluga Avenue  
Soldotna, Alaska 99669

Telephone (907) 260-7732  
Fax (907) 260-7739  
Email: [kashi@alaska.net](mailto:kashi@alaska.net)

January 15, 2020

Mr. Max Best  
Kenai Peninsula Borough Planning Department  
144 North Binkley Street  
Soldotna, Alaska 99669

Re: Proposed garden park and trail near Soldotna High School

Dear Mr. Best:

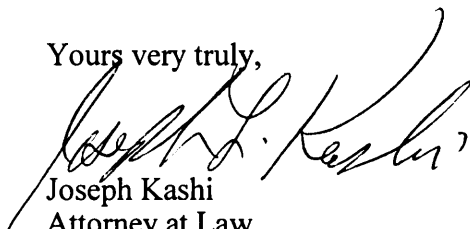
I write to express my strong support for the proposed Japanese Peace Garden on Borough property adjacent to Soldotna High School. This project promises many direct and also intangible benefits for the area. These would, I believe, include, enhancing currently unused Borough property in a manner which would not conflict with any potential future needs of Kenai Peninsula Borough, providing needed park space for the neighborhood and the Soldotna area generally, closer contact with our sister municipalities in Japan, and providing a trail system that is both peaceful and a safe facility to aid fitness.

The Tsalteshi trail system works very successfully, I understand, upon a similar volunteer model. As with Tsalteshi, I believe that the proposed trail system would become similarly well-known and improve the “amenities” of the Soldotna area in a manner that benefits property values and long-term economic development of a nature that fits with 21<sup>st</sup> Century economy trends.

This proposed system has already received a number of initial grants, demonstrating that others have seen the merit in the proposal. I strongly urge Kenai Peninsula Borough to allow these volunteers to put this currently unused land to a very positive and beneficial use. That, after all, is what Alaska is about, volunteers working to improve their communities.

I request that you bring this letter to the attention of the KPB Planning Commission when this project is considered as well as to the attention of Mayor Pierce and the Borough Assembly.

Yours very truly,



Joseph Kashi  
Attorney at Law,  
AK Bar #7811107



Kenai Peninsula Borough  
Office of the Borough Mayor

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**MAYOR'S REPORT TO THE ASSEMBLY**

**TO:** Kelly Cooper, Assembly President  
Members, Kenai Peninsula Borough Assembly

**FROM:** Charlie Pierce, Kenai Peninsula Borough Mayor



**DATE:** February 4, 2020

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Assembly Request / Response

None

Agreements and Contracts

- a. Authorization to Award a Contract for ITB20-013 Calcium Chloride Purchase Summer 2020 to NorthStar Supply, LLC., Palmer, Alaska.

Other


- a. Budget Revisions – December 2019
- b. Revenue-Expenditure Report - December 2019
- c. FY20-2Q Senior Grant Reports
- d. FY20-2Q Economic Development Grant Reports


Kenai Peninsula Borough  
Roads Department

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**MEMORANDUM**

**TO:** Charlie Pierce, Mayor

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

**FROM:** Dil Uhlin, Roads Director 

**DATE:** January 15, 2020

**RE:** Authorization to Award a Contract for ITB20-013 Calcium Chloride Purchase  
– Summer 2020


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The Purchasing and Contracting Office formally solicited and received bids for the ITB20-013 Calcium Chloride Purchase – Summer 2020. Bid packets were released on December 16, 2019 and the Invitation to Bid was advertised in the Peninsula Clarion on December 17, 2019 and Anchorage Daily News on December 16, 2019.


The project consists of purchasing an estimated 830,000 pounds of Anhydrous Calcium Chloride, 94-97% mini pellets, industrial grade. *(Borough purchasing 750,000 pounds and the City of Kenai purchasing 80,000 pounds)*

On the due date of January 8, 2020, five (5) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$234,900 was submitted by NorthStar Supply, LLC, Palmer, Alaska. *(Borough cost will be \$212,500 and the City of Kenai cost will be \$22,400.)*

Your approval for this bid award is hereby requested. Funding for this project is in account number 236.33950.00000.43951.

  
\_\_\_\_\_  
Charlie Pierce, Mayor

01/16/2020  
\_\_\_\_\_  
Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	236.33950.00000.43951
Amount	\$212,500.00
By:	
Date:	1/15/20

**KENAI PENINSULA BOROUGH  
PURCHASING & CONTRACTING**

**BID TAB FOR: ITB20-013 Purchase of Calcium Chloride - Summer 2020**

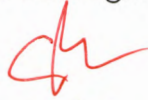
CONTRACTOR	LOCATION	BASE BID
NorthStar Supply, LLC	Palmer, AK	\$234,900.00
SBS dba Polar Supply Company	Anchorage, AK	\$243,200.00
Brenntag Pacific, Inc.	Fairbanks, AK	\$255,783.75
Petroleum Equipment & Services, Inc.	Anchorage, AK	\$399,450.00
NRC Alaska, LLC	Kenai, AK	\$432,975.00


DUE DATE: January 8, 2020


KPB OFFICIAL:   
John Hedges, Purchasing & Contracting Director

**MEMORANDUM**

**TO:** Kelly Cooper, Assembly President  
Members of the Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Borough Mayor 

**THRU:** Brandi Harbaugh, Finance Director 

**FROM:** Sarah Hostetter, Payroll Accountant 

**DATE:** January 15, 2020

**RE:** Budget Revisions – December 2019

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Attached is a budget revision listing for December 2019. 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.

**CLERKS DEPARTMENT**

To cover costs for a Vote By Mail feasibility study.

100-11130-00000-40210 (FICA)		\$2,376.31
100-11130-00000-40120 (Temporary Wages)		\$5,120.77
100-11130-00000-43011 (Contract Services)	\$18,501.84	
100-11130-00000-43140 (Postage/Freight)		\$4,426.81
100-11130-00000-43310 (Advertising)		\$6,577.95

**FINANCE DEPARTMENT**

To cover costs for iPad replacement.

100-11410-00000-48710 (Minor Office Equipment)	\$150.00	
100-11430-00000-48720 (Minor Office Furniture)		\$150.00

**MAINTENANCE DEPARTMENT**

For expenditures related to the McNeil Canyon School Dishwasher replacement.

241-41010-00000-48740 (Minor Machines/Equipment)	\$11,742.75	
241-41010-00000-43812 (Equipment Replacement Payments)		\$11,742.75

**SELDOVIA RECREATION**

To pay for a cylinder rental invoice from April 2019 that was not paid for in FY19.

227-61210-00000-43810 (Rents/Operating Leases)	\$178.00	
227-61210-00000-42960 (Recreational Program Supplies)		\$178.00

Kenai Peninsula Borough  
Finance Department

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**MEMORANDUM**

**TO:** Kelly Cooper, Assembly President  
Members of the Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Borough Mayor *ch*

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

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

**DATE:** January 15, 2020

**RE:** Revenue-Expenditure Report – December 2019

Attached is the Revenue-Expenditure Report of the General Fund for the month of December 2019. Please note that 50% of the year has elapsed, 69.74% of budgeted revenues have been collected, and 45.57% of budgeted expenditures have been made.



KENAI PENINSULA BOROUGH  
Revenue Report  
For the Period  
December 1 through December 31, 2019

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	YEAR TO DATE RECEIPTS	MONTH TO DATE RECEIPTS	VARIANCE	% COLLECTED
31100	Real Property Tax	\$ 30,759,296	\$ 29,558,793	\$ 779,248	\$ (1,200,503)	96.10%
31200	Personal Property Tax	1,988,657	2,117,048	38,987	128,391	106.46%
31300	Oil Tax	7,347,971	7,343,975	-	(3,996)	99.95%
31400	Motor Vehicle Tax	712,000	176,517	25,071	(535,483)	24.79%
31510	Property Tax Penalty & Interest	499,969	347,215	170,304	(152,754)	69.45%
31610	Sales Tax	32,272,462	14,775,002	675,067	(17,497,460)	45.78%
33110	In Lieu Property Tax	3,600,000	78,795	-	(3,521,205)	2.19%
33117	Other Federal Revenue	185,000	30,078	30,078	(154,922)	16.26%
34110	School Debt Reimbursement	1,324,359	1,088,768	-	(235,591)	82.21%
34221	Electricity & Phone Revenue	155,000	-	-	(155,000)	0.00%
34222	Fish Tax Revenue Sharing	750,000	(107,989)	-	(857,989)	-14.40%
34210	Revenue Sharing	843,079	843,613	-	534	100.06%
37350	Interest on Investments	936,944	700,936	82,014	(236,008)	74.81%
38000	Trans From Other Funds	175,000	175,000	-	-	100.00%
39000	Other Local Revenue	300,000	247,958	37,256	(52,042)	82.65%
290	Solid Waste	800,000	265,421	1,315	(534,579)	33.18%
Total Revenues		<u>\$ 82,649,737</u>	<u>\$ 57,641,130</u>	<u>\$ 1,839,341</u>	<u>\$ (25,008,607)</u>	<u>69.74%</u>


KENAI PENINSULA BOROUGH  
Expenditure Report  
For the Period  
December 1 through December 31, 2019

DESCRIPTION	REVISED BUDGET	YEAR TO DATE EXPENDED	MONTH TO DATE EXPENDED	AMOUNT ENCUMBERED	AVAILABLE BALANCE	% EXPENDED
Assembly:						
Administration	\$ 494,065	\$ 317,191	\$ 57,316	\$ 13,904	\$ 162,970	64.20%
Clerk	555,004	237,550	37,633	20,379	297,075	42.80%
Elections	113,910	90,383	454	94	23,433	79.35%
Records Management	269,852	109,777	17,429	17,448	142,627	40.68%
Mayor Administration	818,559	352,381	60,604	1,425	464,753	43.05%
Purch/Contracting/Cap Proj	625,305	233,306	45,647	5,815	386,184	37.31%
Human Resources:						
Administration	676,140	308,566	52,868	8,362	359,212	45.64%
Print/Mail	194,101	56,623	8,834	27,979	109,498	29.17%
Custodial Maintenance	119,209	50,736	8,595	-	68,473	42.56%
Information Technology	2,015,513	853,971	152,124	35,738	1,125,804	42.37%
Emergency Management	825,019	294,752	41,057	90,660	439,608	35.73%
Legal Administration	994,040	444,522	127,313	42,569	506,950	44.72%
Finance:						
Administration	501,884	240,226	49,640	3,041	258,617	47.86%
Services	1,012,211	435,392	70,118	2,171	574,649	43.01%
Property Tax	1,141,518	475,132	50,985	55,569	610,818	41.62%
Sales Tax	700,683	288,990	34,588	52,575	359,118	41.24%
Assessing:						
Administration	1,415,666	631,755	88,509	49,070	734,840	44.63%
Appraisal	1,984,381	797,562	135,754	12,132	1,174,687	40.19%
Resource Planning:						
Administration	1,264,985	497,492	80,563	33,589	733,904	39.33%
GIS	596,596	271,269	35,736	3,418	321,909	45.47%
River Center	769,721	217,836	34,155	10,735	541,150	28.30%
Senior Citizens Grant Program	608,969	285,436	-	323,533	-	46.87%
School District Operations	58,965,977	27,682,227	-	-	31,283,750	46.95%
Solid Waste Operations	8,858,901	2,832,495	390,574	1,862,731	4,163,676	31.97%
Economic Development	425,000	25,000	-	120,870	279,130	5.88%
Non-Departmental	1,876,065	1,988,543	8,459	9,207	(121,685)	106.00%
Total Expenditures	<u>\$ 87,823,275</u>	<u>\$ 40,019,111</u>	<u>\$ 1,588,955</u>	<u>\$ 2,803,014</u>	<u>\$ 45,001,150</u>	<u>45.57%</u>

**KENAI PENINSULA BOROUGH**  
Community & Fiscal Projects

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**MEMORANDIUM**

**TO:** Charlie Pierce, Mayor  
**FROM:** Brenda Ahlberg, Community & Fiscal Projects Manager   
**DATE:** January 22, 2020  
**SUBJECT:** FY20-2Q Senior Center Grant Reports

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The following senior grant reports have been submitted:

- Anchor Point Senior Citizens
- Cooper Landing Senior Citizens
- Forget-Me-Not Center
- Homer Senior Center
- Kenai Senior Citizens (narrative only)
- Nikiski Senior Citizens
- Ninilchik Senior Center
- Seldovia Senior Center
- Seward Seniors Citizens
- Soldotna Area Senior Center
- Sterling Area Senior Citizens

Organizations that have completed grant close out:

- Homer Friendship Center
- Kenai Senior Citizens



# Community & Fiscal Projects

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

**From:** Anchor Point Senior Citizens, Inc.  
**Account:** 100.62110.ANCSR.43011

**Award Amount:** \$44,869  
**2019/2020 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: 1<sup>st</sup> Quarter**  
**Start Date:** October 1st, 2019  
**End Date:** December 31st, 2019

**FINAL REPORT IS DUE BEFORE 07/10/20**

<< 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
Personnel	\$ 32,500.00	\$ 11,404.67	\$ 6,964.05	\$ 18,368.72	\$ 14,131.28
Contract Services	\$ 10,000.00	\$ 2,697.05	\$ 3,943.29	\$ 6,640.34	\$ 3,359.66
Supplies	\$ 2,369.00	\$ -	\$ 730.21	\$ 730.21	\$ 1,638.79
	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 44,869.00</b>	<b>14,101.72</b>	<b>\$ 11,637.55</b>	<b>\$ 25,739.27</b>	<b>\$ 19,129.73</b>

Expenditures this period to be reimbursed >>>

**\$ 11,637.55**

**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.

APSCI had a busy 2<sup>nd</sup> Quarter in 2019! The gardens produced an abundance and a Member Market was started. Halloween is always a great time to engage the community with Trunk or Treat and a Haunted House and the Holiday Season brings out the cohesiveness of small community.

The Anchor Point Senior Center has Bingo with concessions every Friday night. We host a community dinner every Thursday night and a once a month all-you-can eat breakfast. No charge lunches are provided on a needed basis on weekdays. We had a Holiday Bazaar on Nov 2<sup>nd</sup>, a Thanksgiving Dinner partnering with AP Food Bank and AP VFW, Holiday entertainment, and a New Year's Eve fundraising Dinner. Haircuts in the center were available, for a donation on assigned Fridays. Monday and Wednesday mornings are exercise class and vary on being inside or outside dependent on the weather. APSCI offers public assistance avenues and legal guidelines. Our facility is a USDA agent for Seniors Farmer Market Nutrition Program. For entertainment there are games and puzzles, Wii, cards, daily newspapers, and a pool table on premise for anyone to come in during operating hours to enjoy. A Mah Jongg group meets every Tuesday. One or two times a month the End of the Road Quilting Group get together and open their club the public. APSCI also provide the needy of our community with a charitable giving center, Helping Hands, open two days a week for clothes and household goods.

**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: 1/14/2020

Printed Name and Title: Roberta Ness, Treasurer



# Community & Fiscal Projects

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

From: Cooper Landing Senior Citizens.  
Account: 100.621115.00000.43011

Award Amount: \$18,665  
2019/2020 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: October 1, 2019  
End Date: December 31, 2019

**FINAL REPORT IS DUE BEFORE 07/10/20**

<< 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
Utilities	\$ 2,140.00	\$ 464.30	\$ 500.12	\$ 964.42	\$ 1,175.58
Contract Services	\$ 11,000.00	\$ 3,372.00	\$ 3,496.00	\$ 6,868.00	\$ 4,132.00
Supplies	\$ 2,525.00	\$ 36.99	\$ 661.31	\$ 698.30	\$ 1,826.70
Insurance	\$ 3,000.00	\$ -	\$ -	\$ -	\$ 3,000.00
<b>TOTALS</b>	<b>\$ 18,665.00</b>	<b>3,873.29</b>	<b>\$ 4,657.43</b>	<b>\$ 8,530.72</b>	<b>\$ 10,134.28</b>

Expenditures this period to be reimbursed >>>

**\$ 4,657.43**

**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.

CLSSCI members and volunteers accomplished the fall Adopt-a-Highway cleanup Oct. 3 on miles coming into Cooper Landing as well as the weekly Sexy Senior Dumpster Cleaners work on the Dumpster sites in Cooper Landing, Hope, and at Crown Point.

The Ravens View parking area paving project was completed in Oct. The contractor did some ditch work for the Eagles View area, too. More ditch and culvert work is needed in the continuing effort to keep water away from the foundations. Senior Haven resident Glen Parker organized the paving project.

The CLSSCI Board voted to name the Ravens View Commons "JAM Commons" in honor of Jacque Greenman, Anne Engbers, and Marjory Van Kooten. These 3 friends often used the acronym "JAM". All 3 were instrumental in Snug Harbor Senior Haven construction and the inception of the CLSSCI Endowment Fund. It was voted to have stained glass art pieces hung in JAM Commons representing each of these special women.

CLSSCI hosted the area children at a Halloween party in Helen Gwin Commons.

CLSSCI paid for the turkeys used by Sunrise Inn for the free community dinner put on by Arden Rankins and her staff and enjoyed by many of the local seniors.

CLSSCI paid for the hams used for the community potluck at Cooper Landing School after the Charlie Brown Christmas program by the school children.

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: Jan. 7, 2020

Printed Name and Title: MONA PAINTER CLSSCI BOARD SECRETARY

**Cooper Landing Senior  
Citizen Corp. Inc.  
October-December 2019**

Photos from: Pizza Party , Kenai Lake Baptist Church carolers, donated books, program Wildfires that threatened Cooper Landing 1959-2019



12-03-19



12-13-19



11-12-19



**READY, SET, GO  
COOPER LANDING  
READY AUGUST 18  
SET AUGUST 26  
READY SEPT. 3  
OFF READY SEPT. 16**

Events not pictured: Halloween party in Helen Gwin Commons, Thanksgiving at Sunrise Inn, Christmas program and potluck at the school, Pinochle parties in the commons....



How many days during the Swan Lake Fire did we have the hazardous air?  
How many dollars were lost for local businesses during the Swan Lake Fire?





# Community & Fiscal Projects

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

**sFrom:** Frontier Community Services  
**Account:** 100.62195.FTNCO.43011

**Award Amount:** \$33,045  
**2019/2020 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:** 10/01/19  
**End Date:** 12/31/19

**FINAL REPORT IS DUE BEFORE 07/10/20**

<< 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
Transportation	\$ 1,500.00	\$ 874.00	\$ 626.00	\$ 1,500.00	\$ -
Senior Events	\$ 3,000.00	\$ -	\$ 424.63	\$ 424.63	\$ 2,575.37
Program Supplies	\$ 6,545.00	\$ -	\$ 933.71	\$ 933.71	\$ 5,611.29
FMN Program Assista	\$ 22,000.00	\$ 8,656.00	\$ 2,235.00	\$ 10,891.00	\$ 11,109.00
<b>TOTALS</b>	<b>\$ 33,045.00</b>	<b>9,530.00</b>	<b>\$ 4,219.34</b>	<b>\$ 13,749.34</b>	<b>\$ 19,295.66</b>

Expenditures this period to be reimbursed >>>

**\$ 4,219.34**

**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.

## Forget-Me-Not (FMN) Adult Day Center Second Quarter Narrative, FY20

During the second quarter of FY20 Forget-Me-Not (FMN) Adult Day Center continued to focus on providing an energetic and engaging program for the Kenai Peninsula's seniors. The Kenai Peninsula Borough grant funded activities through the use of themed weeks, outings, events, and funding for program supplies. Highlights include:

- Themed weeks during each month such as "Halloween Week," "Thanksgiving Week," and "Spreading Cheer Week." Examples of activities that correspond with the themed weeks include; a Halloween party that was attended by friends and family members of FMN participants, Thanksgiving dinner with a turkey donated by Peak Oilfield Services and cooked by staff, and handmade Get Well cards created by FMN participants and distributed at the Central Peninsula Hospital.

FMN Council Meetings were held twice each month during the second quarter. Through those meetings, participants were able to offer suggestions for activities, snacks, holiday parties. The FMN Council meetings have been a continuing source of information. The participants have been able to shape the activities they take part in, as well as provide feedback on activities they would like to see more of.

Each month FMN's dedicated volunteers came and shared their passions with us. Pat Robinson visited each Tuesday afternoon with her Canine Companions, Hope and Joy and every other Friday the Apostolic Assembly of Jesus Christ (AAJC) came to sing with the participants. In addition to our regular volunteers, the Kenai Senior Center "Ring-a-Lings" (bell ringers) visited

FMN in October and November. This joint venture allows FMN participants to ring bells with peers outside of the FMN program. Everyone got some upper body exercise as well as cognitive stimulation by remembering which bell to ring at which time!

Music plays an important role in FMN activities. Whether it's the Kenai Senior Center "Ring-a-Lings," the AAJC singers, piano music, or individualized playlists on the iPod, music is often found at the center of all activities. Active games are played with music in the background and FMN participants are asked what music they would like to listen to each day. There are several activities that are based around music such as Musical Hangman, Musical Concentration, and Name That Tune.

Also of note:

- Of the 17 individuals enrolled during the 2nd quarter of FY20, eight were able to attend 342 hours at the FMN Adult Day Program. This was made possible by agency provided transportation supported by funding from the KPB.

**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: 1/13/20

Printed Name and Title: LaRae Parton, Operations Director





# Community & Fiscal Projects

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

**From:** Homer Senior Citizens, Inc.  
**Account:** 100.62120.HOMSR.43011

**Award Amount:** \$132,668  
**2019/2020 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: 2**  
**Start Date:** 10/01/2019  
**End Date:** 12/31/2019

**FINAL REPORT IS DUE BEFORE 07/10/20**

<< 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	\$ 48,800.00	\$ 12,129.86	\$ 12,854.50	\$ 24,984.36	\$ 23,815.54
Supplies	\$ 83,868.00	\$ 20,545.68	\$ 25,138.86	\$ 45,684.54	\$ 38,183.46
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 132,668.00</b>	<b>32,675.54</b>	<b>\$ 37,993.36</b>	<b>\$ 70,668.90</b>	<b>\$ 61,999.10</b>

Expenditures this period to be reimbursed >>>

**\$ 37,993.36**

**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, Adult Day Services, and Meals on Wheels program. We serve quality meals that are home cooked and do not use packaged materials.

We served 1,977 meals in our Congregate Meal program and served 3,912 Home Delivered Meals, which includes the Meals on Wheels program, and those who live in our Assisted Living Facility. Together we were able to serve 5,889 meals for the quarter. Thank you for helping us make this possible.

This quarter the seniors enjoyed community time by passing out candy to the children that came Trick or Treating. They enjoyed a Fall Feast with their family members in November. In December, they went to many holiday community events, such as the Christmas lights at Bear Creek Winery, the Procrastinator's Faire, and the Nutcracker Suite Faire. Snacks were provided on all trips and the seniors enjoyed participating the community activities.

We continue to grow our Adult Days Services program and the Activities program as we capture more information and follow up on our referral program.

**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: Keren Keiley Date: 1/14/2020

Printed Name and Title: Keren Keiley, Executive Director



## KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7599  
 PHONE: (907) 714-2153 • FAX: (907) 714-2377  
 EMAIL: bahlberg@kpb.us

**FROM: City of Kenai dba Kenai Senior Services**  
**KPB ACCOUNT: 100.62130.KENSR.43011**

**Award Amount: \$126,207**  
**Ending: 30 June 2020**

### Financial / Progress Report

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

**Project Name: FY20 Senior Grant Program**  
**Date:** 01/09/2020  
**Report No.:** 1  
**Quarter From:** 10/01/2019  
**To:** 12/31/2019

**FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE 10 JULY 2020**

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	\$ 72,032	72,032.00		72,032.00	\$ -
Contractual	\$ 22,004	22,004.00		22,004.00	\$ -
Supplies	\$ 32,171	32,171.00		32,171.00	\$ -
					\$ -
<b>TOTALS</b>	<b>\$ 126,207.00</b>	<b>126,207.00</b>	<b>\$ -</b>	<b>\$ 126,207.00</b>	<b>\$ -</b>
<b>Payment Request</b>					<b>\$ -</b>

**PROGRESS REPORT:** Reference attachment D to ensure eligible cost compliance. 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.

**See Attached.**

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

Signature: Paul Ostrander Date: 1/15/20

Printed Name and Title: Paul Ostrander, City Manager

Kenai Senior Services  
Borough Quarterly Progress Report  
2<sup>st</sup> Quarter ending December 31, 2019

What a beautiful snowy ending to 2019! For those who did not have family close by, the Center gave wonderful opportunity to celebrate with others or friends who become like family. Walking through our doors on any day during the holiday season gives one a great perspective of what a Senior Center means to the life a senior. Folks come to see the decorations, feel a sense of belonging, enjoy a holiday treat or meal, and just bask in the festivities of the season. We are truly their “home away from home”.

During this last quarter, the Director attended three City Department Head meetings, two Council on Aging meetings; three Kenai Senior Connection, Inc., meetings; two Senior Center Staff meetings; and, one local area Executive Directors’ Luncheon.

The Administrative Assistant attended one Department Head Meetings on behalf of the Director. She also attended three Kenai Senior Connection, Inc., meetings, two Council on Aging meetings, three local Care Coordinator Monthly Meetings; a website training, and the following training via webinar and/or in person:

Cultural Competence: What it Means for Person-Centered Thinking

Personal Health Information (PHI) and Using Direct Secure Messaging

October, November and December were full of “comings and goings”:

- A van of 12 seniors headed out to look at the Swan Fire damage. They stopped by the Division of Forestry’s Soldotna office for an in-depth report of the fire.
- We’ve been taking a group out to the Sterling Senior Center for their Pancake Breakfasts. These are fundraisers for their Center and a great way for our seniors to get out on the weekends.
- With the return of the winter months, our health and fitness classes have been in full swing with 84 participating in some form of classes. These include: Growing Stronger Class with light weights, Tai-Chi- and Video Exercises.
- The Senior Center hosted a Trick or Treat on Halloween from 4 – 7 pm. Kenai Senior Connection, Inc. sponsored the event and with the help of 25 volunteers, we welcomed approximately 450 youngsters and their parents throughout the evening. Seniors were sitting around various tables in the Dining Room and the kids could trick or treat around the room. It was a delightful time for everyone involved and with such a positive response from the community, plans are already being made for next year.

- The Center celebrated Veteran's Day on Friday, November 8, complete with a color guard from the VFW #10036 and the American Legion Post #20. Mountain View Elementary 5<sup>th</sup> graders served lunch to our seniors. This event is one of many of intergenerational happenings throughout the year. As the school kids learn about veterans and what they mean to our country, it is an opportunity for them to serve and converse with some modern-day heroes.
- Our seniors contributed homemade cookies for the Christmas Comes to Kenai Santa Event and for the Lions Club Cookies & Hot Chocolate during the bonfire and fireworks. During 2019, the Center was proud to be partners with the following in the Kenai community: Fraternal Order of the Eagles #3525, Kenai Lions Club, American Legion Post #20, Kenai Chamber of Commerce, Mountain View Elementary, Kaleidoscope School, Kenai Central High School, Hilcorp Alaska, UNOCAL Retirees, Boys & Girls Club, Pioneers of Alaska, and Aurora Borealis School.
- The Annual Hilcorp Area Wide Thanksgiving Luncheon hit an all-time record with over 275 in attendance. This was comprised of seniors, volunteers, and Hilcorp employees who took time to help set up, serve, and clean up. Every room of the Senior Center was used to accommodate this crowd! Mountain View Elementary 5<sup>th</sup> graders, alongside Principal Kircher, were a wonderful addition to the festivities.
- The Center enjoyed wonderful Christmas music throughout the season. Along with special music guests, the Kenai Senior Center Choir sang for the Christmas party on December 20. This group of twenty seniors started rehearsing in October to prepare for this Christmas performance. The New Year's Eve Talent Show also included several musical acts and original readings. We are blessed to have so much local talent who enjoy sharing their gifts.
- Our seniors contributed towards the local Toys for Kids through Mountain View Elementary. Over \$400 and two large bags of toys were delivered to help ensure Christmas for local school children and their families. We also sponsored a food drive for local seniors. Food was collected throughout November and December from the community. With the Kenai Senior Connection, Inc purchasing holiday meats and the quilters donating lap blankets, 30 bags went out to senior homes just in time for Christmas.
- Holiday parties included: St. Nicholas Day; Christmas Birthday Party; Senior Center Christmas Party; Breakfast with Santa (with over 150 kids/parents in attendance); and a New Year Eve Brunch/Talent Show.

During this last quarter, we served 4,366 home-delivered meals and 4,015 congregate meals. Our records show that 42 unduplicated volunteers donated 978 hours of their time. We also provided a total of 1,451 one-way rides during this time period. As a partner with Social Security Video Service Delivery, we helped 103 individuals use this service. MySeniorCenter(™), our database program, shows 388 unduplicated individuals signed in for 15,013 hours of

participation during this past quarter. This is averaging 39 hours of activities, nutrition, or participation per senior during this time.

Online threats and unsolicited phone calls involving the newest scams continue to be a great issue for our seniors. The number of individuals who have had fraudulent calls identifying themselves as Social Security or Medicare is staggering. It is difficult to keep on top of everything that comes along, so we have found that teaching our seniors to be diligent about what information they give and to never be afraid to ask questions is more successful in keeping their information private and safe. They learn to identify the scams themselves and are good about sharing the information with us and in turn helping their peers. Giving them the confidence to persevere in this modern technical age, while ensuring their own safety remains a challenge.



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

**From:** Nikiski Senior Center  
**Account:** 280.63190

**Award Amount:** \$52,981  
**2019/2020 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:** 10/01/2019  
**End Date:** 12/31/2019

**FINAL REPORT IS DUE BEFORE 07/10/20**

<< 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
Personnel	\$ 52,981.00	\$ 13,246.00	\$ 13,245.00	\$ 26,491.00	\$ 26,490.00
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 52,981.00</b>	<b>13,246.00</b>	<b>\$ 13,245.00</b>	<b>\$ 26,491.00</b>	<b>\$ 26,490.00</b>

Expenditures this period to be reimbursed >>>

\$ 13,245.00

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.

Administrative Payroll Costs. This would include wages of Executive Director @ \$11,750 and Financial Officer @ \$7,789 for a total of \$19,539. The amount of this grant would help to defray these costs that would not otherwise be included by grant funding. The activities in our director's report require staff supervision and the senior grant definitely is important to continue to serve the senior community.

I have attached my Executive Director report to describe activities have occurred during the reporting period.

We have not experienced any special circumstances or have any other requests for the 2<sup>nd</sup> quarter 2020.

**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: Pamela Knudsen Date: 01/10/2020

Printed Name and Title: Pam Knudsen, Executive Director

**Nikiski Senior Citizens, Inc.**  
**Pamela Knudsen, Executive Director**

1. Our community Thanksgiving and Christmas dinners were well attended. The center also served free dinners to our Veterans on Veterans Day.
2. We have endeavored to serve the Seniors of Nikiski with activities for their enjoyment and lifestyle:  
Lunch is served 5 days a week with music on Wednesday & Thursday  
Pilates and Yoga weekly on Tuesday & Wednesday morning  
Coloring club each Wednesday afternoon  
Pinochle every Thursday  
Friday night game night and potluck  
Bingo twice a month on Saturday including potluck  
Cribbage every Saturday afternoon  
Food Pantry serves Senior's in need and is open twice a week
3. The center had high speed internet installed in our building for the use of seniors.
4. We also have cable television and coffee available for our seniors to come in each day and socialize from 9am to 4pm.
5. February 2<sup>nd</sup> we will be having a super bowl party. It will be potluck. Bring a dish and come join the fun. No alcohol. Doors open 2:00, game 2:30.
6. Our Hawaiian fundraiser is an activity that our seniors and community enjoy. Tickets are on sale \$25.00 each. Get your tickets sooner than later, we are only selling 100 and we are down to 70. Cash raffle tickets to be given away the night of the fundraiser are on sale also. \$10.00 each. 1<sup>st</sup> 500.00 2<sup>nd</sup> 250.00 3<sup>rd</sup> 100.00.

Nikiski Senior Center continues to move forward toward short and long term goals to serve the seniors and community of Nikiski.



# Community & Fiscal Projects

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

**From:** Ninilchik Senior Citizens  
**Account:** 100.62140.NINSR.43011

**Award Amount:** \$26,491  
**2019/2020 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:** October 1, 2019  
**End Date:** December 31, 2019

**FINAL REPORT IS DUE BEFORE 07/10/20**

<< 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	\$ 26,491.00	\$ 18,587.34	\$ 7,903.66	\$ 26,491.00	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 26,491.00</b>	<b>18,587.34</b>	<b>\$ 7,903.66</b>	<b>\$ 26,491.00</b>	<b>\$ -</b>

Expenditures this period to be reimbursed >>>

**\$ 7,903.66**

**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 second quarter of FY20 was once again a busy one for us. Overall, our numbers remain pretty consistent with last years'. During this reporting period in FY19 we served 2676 congregate meals and 744 home meals as compared to 2748 congregate meals and 767 home delivered meals during the same time frame in FY20. One trend that has been noticed is that we are receiving more home delivered meal requests from the clinics/hospitals in the area. Based on information from the National Meals on Wheels Program, it seems there is a push for more insurance companies to cover home delivered meals for people just getting out of the hospital and recovering. The thought is if they have nutritious meals available, there recovery time will decrease. Although I have not seen any insurance companies pay any monies for the service, we are getting referrals just the same. Although our meal count hasn't increased substantially the number of people we've been able to serve has increased. Some are on for just a short few weeks, while others become permanent. No matter the duration, if there's a need, we're happy to be there to fill it!

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

Signature: Julie Otto Date: 1/10/2020  
 Printed Name and Title: Julie Otto Executive Director





# KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7599  
PHONE: (907) 714-2153 • FAX: (907) 714-2377  
EMAIL: bahlberg@borough.kenai.ak.us

FROM: City of Seldovia dba Seldovia Senior Center  
KPB ACCOUNT: 100.62160.SELSR.43011

Award Amount: \$10,770  
Ending: 30, June 2019 2020

## Financial / Progress Report

Submit Report To: Project Name: FY18 Senior Grant Program

Brenda Ahlberg Date: January 8, 2020

Community & Fiscal Projects Manager Report No.: 6

Kenai Peninsula Borough Quarter From: October 1, 2019

144 N. Binkley St., Soldotna, AK 99669 To: December 31, 2019

**FINANCIAL REPORT:** FINAL REPORT DUE ON OR BEFORE **JANUARY 10, 2020**

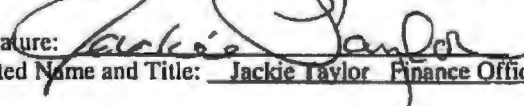
Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Supplies	\$ 10,770.00	2,684.00	3,050.00	5,734.00	\$ 5,036.00
Equipment		-	-	-	\$ -
		-	-	-	\$ -
<b>TOTALS</b>	<b>\$ 10,770.00</b>	<b>2,684.00</b>	<b>\$ 3,050.00</b>	<b>\$ 5,734.00</b>	<b>\$ 5,036.00</b>

Payment Request

**PROGRESS REPORT:** Reference attachment D to ensure eligible cost compliance. 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.

This quarter we have worked at stocking the pantry and freezers. January 12, 2020 will be last las AMH Ferry until the end of April 2020. We air freight some of our supplies but the majority is shipped on the ferry. This will add to freight cost for this next quarter.

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

Signature:   
Printed Name and Title: Jackie Taylor Finance Officer

Date : January 8, 2020



# Community & Fiscal Projects

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

**From:** Seward Senior Citizens, Inc.  
**Account:** 100.62160.SELSR.43011

**Award Amount:** \$47,238  
**2019/2020 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:** October 1<sup>st</sup>, 2019 (2<sup>nd</sup> Qrt Report)  
**End Date:** December 31<sup>st</sup>, 2019

**FINAL REPORT IS DUE BEFORE 07/10/20**

<< 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
Personnel	\$ 47,238.00	\$ 11,809.50	\$ 11,809.50	\$ 23,619.00	\$ 23,619.00
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 47,238.00</b>	<b>11,809.50</b>	<b>\$ 11,809.50</b>	<b>\$ 23,619.00</b>	<b>\$ 23,619.00</b>

Expenditures this period to be reimbursed >>> \$ 11,809.50

**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 served approximately 900 hot meals to the homebound elderly and 2400 meals were served in the congregate dining room, providing nutritious and whole food menus, to more than 90 different seniors. Transported 17 low income seniors and those who live with a disability, providing 610 rides (one way) To senior shopping; senior center; medical appointments; and post office, improving the mobility of the community seniors. Evidence based fitness classes served 32 different seniors, helping them maintain mobility, healthy blood pressure, personal strength and balance. From ART Tuesdays to Writing Wednesdays, this agency improves the human condition and offers engaging/rewarding programs.

As we see the completion of the 2020 census, we turn to the Kenai Peninsula Borough to increase their aid to the senior centers who serve the low income, persons who live with disabilities, and the senior who calls their senior center their home away from home.

Beginning, January 13<sup>th</sup> – February 7<sup>th</sup>, the center will be closed for construction (improves client confidentiality, safe access and improvements to provide the most up to date services to the senior community. Lunch services will be served at the American Legion and fitness classes will be hosted at the public gym (AVTEC). Phone support will be available throughout the closure. Now we begin fundraising for a new vehicle in three years. It is partners like the Kenai Peninsula Borough, City of Seward, and State of Alaska (Older Americans Act), that help create the pillars of senior services, a valuable asset to any community.

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

Signature: Dana Paperman Date: January 7, 2020

Printed Name and Title: Dana Paperman



# Community & Fiscal Projects

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

**From:** Soldotna Area Senior Citizens, Inc.  
**Account:** 100.62170.SOLSR.43011

**Award Amount:** \$90,886  
**2019/2020 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:** 10/1/2019  
**End Date:** 12/31/2019

**FINAL REPORT IS DUE BEFORE 07/10/20**

<< 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	\$ 73,836.00	\$ 26,750.01	\$ 26,750.01	\$ 53,500.02	\$ 20,335.98
Utilities	\$ 14,950.00	\$ 5,630.73	\$ 5,746.57	\$ 11,377.30	\$ 3,572.70
Communications	\$ 2,100.00	\$ 1,431.36	\$ 668.64	\$ 2,100.00	\$ -
		\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 90,886.00</b>	<b>33,812.10</b>	<b>\$ 33,165.22</b>	<b>\$ 66,977.32</b>	<b>\$ 23,908.68</b>

Expenditures this period to be reimbursed >>>

**\$ 33,165.22**

**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 congregate meals and home delivered meals daily; senior transportation; information and referral services (housing, health care, financial); outreach to isolated, poverty level, disabled seniors; wellness checks.- Held: monthly game days, no-host dinners, shopping trips to Safeway, FM, Walgreen's; birthday parties for most clients; exercise programs including Tai Chi and Sit and be Fit; beading classes, fall bazaar and amateur art show fundraiser (open to public); sweetness bazaar fundraiser, Halloween, Thanksgiving & Christmas parties (gift exchange). Elementary school carolers. IT volunteer personal help for mobile electronic users very highly used. Held monthly Family Caregiver Trainings at Homer, Soldotna, Kenai and Sterling. Special game days; new MySeniorCenter computer system saving several man-days a month; new access driveway/snow area storage functions great. Installed building-wide fire alarm controlled auto door closers to meet fire code \$5845. Received bid for complete computer update system. Christmas gifting drive for family of 7 resulted in clothing, diapers, cases and cases of numerous foods, blankets, and numerous toys presented to the 5 children by Santa. Assisted many others with SS, Medicare, Medicaid, income, personal issues, Senior Benefit Program. Senior housing and information assistance requests continue to increase. Assisted 1 homeless male to obtain adequate housing, providing meals daily; coordinated temp housing and meals for post-surgery female. Congregate meals, homebound meals, transportation provided daily regardless of ability of clients to donate toward cost.

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

Signature:  Date: 1/13/2020

Printed Name and Title: John Walker Executive Director

Added .10 to the FY20-2Q payment because it was not included in the 1Q pymt.



# 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:** \$60,376  
**2019/2020 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:** 10-1-2019  
**End Date:** 12-31-2019

**FINAL REPORT IS DUE BEFORE 07/10/20**

<< 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	\$ 43,000.00	\$ 8,749.98	\$ 13,000.00	\$ 21,749.98	\$ 21,250.02
Contractual Services	\$ 15,000.00	\$ 5,651.67	\$ 4,800.00	\$ 10,451.67	\$ 4,548.33
Supplies	\$ 2,376.00	\$ -	\$ 2,376.00	\$ 2,376.00	\$ -
		\$ -	\$ -	\$ -	\$ -
<b>TOTALS</b>	<b>\$ 60,376.00</b>	<b>14,401.65</b>	<b>\$ 20,176.00</b>	<b>\$ 34,577.65</b>	<b>\$ 25,798.35</b>

Expenditures this period to be reimbursed >>>

**\$ 20,176.00**

**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.

We continue to engage our seniors and the community through activities. The community Halloween party in conjunction with the Community Center, Baptist Church, Judo Club, Masonic Lodge and Sterling PTO was wonderful. The monthly weekend breakfasts have been a great success. We hosted a community Thanksgiving dinner with over a hundred meals prepared and served. We wrapped and packaged 27 Christmas and Angel Tree boxes. These events bring in families and new members and help us to reach out to our community. We have support group meetings and regular exercise classes daily.

**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: Peggy S. Eymann Date: 1/2/2020

Printed Name and Title: PEGGY S. EYMANN (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:** \$60,376  
**2019/2020 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:**  
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**End Date:** 12-31-2019

**FINAL REPORT IS DUE BEFORE 07/10/20**

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		\$ -	\$ -	\$ -	\$ -
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**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: Peggy S. Eymann Date: 1/2/2020

Printed Name and Title: PEGGY S. EYMANN (DIRECTOR)

**KENAI PENINSULA BOROUGH**  
Community & Fiscal Projects

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**MEMORANDIUM**

**TO:** Charlie Pierce, Mayor  
**FROM:** Brenda Ahlberg, Community & Fiscal Projects Manager  
**DATE:** January 22, 2020  
**SUBJECT:** **FY20-2Q Economic Development Grant Reports**

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Attached are the grant reports for the following entities:

KPEDD – Kenai Peninsula Economic Development District

SBDC – Small Business Development Center



# KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7599  
PHONE: (907) 714-2153 • FAX: (907) 714-2377  
EMAIL: bahlberg@kpb.us

FROM: KPEDD  
KPB ACCOUNT: 100.94900.KPEDD.43009

Contract Amount: \$100,000  
Ending: June 30, 2020

## Financial / Progress Report

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

**Project Name:** Non-Areawide KPB Economic Development  
**Date:** 1/14/2020  
**Report No.:** 2 of 4  
**Quarter From:** October 1, 2019  
**To:** December 31, 2019

**FINANCIAL REPORT: FINAL REPORT DUE ON OR BEFORE 07/10/20**

Cost Category	Authorized Budget	Expenditures from Last Report	Expenditures This Period	Total Expenditures to Date	Balance of Funds
Personnel	100,000	25,000.00	25,000.00	50,000.00	\$ 50,000.00
		-		-	\$ -
<b>TOTALS</b>	<b>\$ 100,000.00</b>	<b>25,000.00</b>	<b>\$ 25,000.00</b>	<b>\$ 50,000.00</b>	<b>\$ 50,000.00</b>
Payment Request					\$ 25,000.00

**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 attached midyear report.

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

Signature: [Signature] Date: January 15, 2020  
Printed Name and Title: Tim Dillon, Executive Director

## **Kenai Peninsula Economic Development District, Inc.**

### FY2020 Midyear Report

- The Kenai Peninsula Economic Development District (KPEDD) hosted Complete Count Committee meetings in October, November, and December to prepare borough-wide communities for the upcoming Census. Topics this quarter included social media and community outreach, identified Census locations, and opportunities for increased participation.
- The quarterly City Manager meeting was held in November to discuss community specific issues and opportunities in each of the incorporated areas. Topics of discussion include quality of living improvements, taxes, land management, and marketing.
- KPEDD Executive Director, Tim Dillon, researched and discussed potential tourism opportunities for the Kenai Peninsula with the Governor's office and the Denali Commission.
- KPEDD worked with the Kenai Peninsula Borough and both the incorporated and unincorporated areas to identify applicable projects with ties to the November 2018 earthquake. KPEDD also worked on putting together an application for a disaster revolving loan fund to assist businesses in the event of another natural disaster. Applications are due March 27th, 2020 and approved projects will be eligible for EDA disaster funding.
- KPEDD, partnered with the Small Business Development Center and the Alaska Department of Commerce, hosted an entrepreneurial discussion in November to provide free consultation to current and prospective business owners.
- Staff continued to outline specific goals, partners and projects for the borough-wide workforce plan. This plan focuses on preparing the Kenai Peninsula Borough for rapid community growth and employment needs regarding the potential LNG project and other potential opportunities.
- KPEDD's progress and state-wide opportunities were presented throughout the reporting period to the Kenai Peninsula Borough and the cities of Kenai, Soldotna, Seward, Homer, and Seldovia.
- KPEDD partnered with the federal Denali Commission to identify ARDOR opportunities for workforce development, manufacturing, and state partnerships. KPEDD is currently working with the Denali Commission to identify eligible short term and long-term needs and projects. The first assigned ARDOR meeting will be held on February 6<sup>th</sup>, 2020.
- Tim Dillon has assisted the Alaska Gasline Development Corporation with Government outreach needs during this reporting period.
- KPEDD FY19 audit was successfully completed in December with no significant findings for the fourth consecutive year.





**Alaska Small Business  
Development Center**

**UAA BUSINESS ENTERPRISE INSTITUTE**

**Kenai Peninsula**

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

**FY 2020  
Second Quarter Report  
October 1, 2019 through December 31, 2019**

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

The Kenai Peninsula Center for the Alaska SBDC continued its fast start to the fiscal year with a second consecutive strong quarter. With tourist and construction seasons over, the Soldotna office stayed busy advising clients coming off their active summer months. Business owners and entrepreneurs from all stages of the business life cycle, with revenues ranging from \$20K to \$1.7 million, worked closely with our office.

During the second quarter, the Kenai Peninsula Center provided over 20 hours of assistance to small business owners seeking help in wake of the Swan Lake Fire. A troubling trend has been identified in Cooper Landing and Sterling in relation to those fires. During the summer months which coincided with the fire, business owners saw 5%-20% reductions in revenue. However, once the tourists and firefighters left, and the remaining locals have become more frugal to get through the winter with less income, businesses have seen their revenues drop a further 10%-20%. We expect more disaster loan applications during the spring, as cash flows begin to get tight, and the SBDC will continue to play an important role in guiding business owners through the process.

In the second quarter, 19 clients reported the creation of 35 new jobs in the Kenai Peninsula region. The largest number of jobs came from the Professional, Scientific and Technical Services industry, with jobs coming from three consulting businesses, a website designer, and an oilfield inspection business. Impact from SBDC advising spanned the entire peninsula, with jobs created in Soldotna, Kenai, Homer, Seward, and Sterling. During the second quarter, SBDC advising provided support for 142 jobs from 44 small businesses, located in communities all over the peninsula.

Workshops presented by the Alaska SBDC were attended by 27 Kenai Peninsula residents. These classes, offered live in-person and online, cover a wide array of subjects and harness both in-house expertise and professional adjuncts. In addition to the live workshops, 14 new on-demand workshops were added to the workshop listing over the past two quarters for a total of 26. The topics of these new on-demand workshops include Marketing Basics, How to Get a Business License, Buyer's Guide to Franchise Ownership, and more. These workshops are available 24/7 and are able to be accessed as many times as needed.

The SBDC expects the next quarter to be just as busy as the current one, as business owners ramp up for what is anticipated to be a strong 2020 tourist season. We look forward to continuing to support business owners and entrepreneurs as we continue to lead our economy out of the recession.

**At a Glance: Kenai Peninsula FY20 Q2 (Oct 1, 2019 - Dec 31, 2019)**

**Number of Clients Advised**

Current Quarter: 69

FY 2020\*: 113

**Jobs Created by Clients**

Current Quarter: 35

FY 2020\*: 52

**Business Starts**

Current Quarter: 10

FY 2020\*: 15

**Capital Infusion**

Current Quarter: \$835,000

- SBA Loans: \$420,000
- Non-SBA: \$0
- Non-Debt Financing: \$415,000

FY 2020\*: \$960,500

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

\*Note: Due to recent changes to federal SBA data collection and reporting protocols, previous data can no longer be effectively compared to current results. FY 2019 Q1 represent the old methodology (column in gray), while FY 2019 Q2 - FY2020Q2 represent the new methodology.

Future reports will continue to feature comparison data by quarter using the new directives.

	FY 2019 Q1 7/1/18 - 9/30/18	FY 2019 Q2 10/1/18 - 12/31/18	FY 2019 Q3 1/1/19 - 3/31/19	FY 2019 Q4 4/1/19 - 6/30/19	FY 2020 Q1 7/1/19 - 9/30/19	FY 2020 Q2 10/1/19- 12/31/19
New business created	8	7	6	11	5	10
Jobs created	31	12	14	21	17	35
Loans (in dollars)	\$945,275	\$300,000	\$283,500	\$1,600,000	\$125,000	\$420,000
Total capital (loans + equity)	\$1,470,700	\$300,350	\$638,050	\$1,671,710	\$125,500	\$835,000
New clients	29	22	32	24	20	19
Total clients	72	68	74	83	69	69
Total advising hours	299.92	421.25	312.17	202.75	300.92	344.33

## **Clients & Advising at a Glance: Kenai Peninsula FY20 Q2 (Oct 1, 2019 - Dec 31, 2019)**

### **69 Clients by Current Lifecycle**

Pre-venture: 25 clients  
Startups: 19 clients  
In-business: 25 clients

### **Clients by Industry**

Accommodation and Food Service: 16 clients  
Healthcare and Social Assistance: 10 clients  
Professional, Scientific and Technical: 8 clients  
Manufacturer/Producer: 6 clients  
Arts and Entertainment: 5 clients  
Retail: 5 clients  
Real Estate, Rental and Leasing: 4 client  
Service: 4 clients  
Construction: 3 clients  
Transportation/Warehousing: 3 clients  
Administrative and Support: 2 client  
Agriculture, Forestry, Fishing and Hunting: 1 clients  
Film: 1 client  
Research and Development: 1 client

### **Areas of Advising**

Startup Assistance: 93 hours  
Managing a Business: 77 hours  
Financing: 53 hours  
Buy/Sell a Business: 41 hours  
Marketing/Sales: 11 hours  
Business Plan: 9 hours  
Disaster Recovery: 8 hours  
Franchising: 7 hours  
Legal Issues: 4 hours

### **Summary:**

Of the 69 entrepreneurs who received advising assistance during the second quarter of FY 2020, 25 were in the pre-venture phase, 19 were startups, and 25 were already in business. With tourist and construction seasons over, the Soldotna office stayed busy advising clients from all stages of their business, from preventures to well-established businesses. While the SBDC typically requires registration for all individuals seeking assistance, the Soldotna office made exceptions this quarter for individuals needing assistance with disaster recovery from the Swan Lake Fire. In addition to the 8 hours reported above, another 12 hours of assistance was provided to individuals who needed immediate assistance to start their recovery. A number of businesses are now closing on SBA Disaster Loans, which will be reported next quarter. Much of that time was included in the Financing category above.

## **Jobs at a Glance: Kenai Peninsula FY20 Q2 (Oct 1, 2019 - Dec 31, 2019)**

### **New Jobs Overview**

35 new jobs

19 clients

### **New Jobs by Industry**

Professional, Scientific and Technical: 5 clients (11 jobs)

Accommodation and Food Service: 2 clients (5 jobs)

Retail: 3 clients (5 jobs)

Healthcare and Social Assistance: 3 clients (4 jobs)

Educational Services: 2 clients (3 jobs)

Service: 3 clients (3 jobs)

Real Estate, Rental and Leasing: 1 client (2 jobs)

Arts and Entertainment: 1 client (1 job)

Construction: 1 client (1 job)

### **Jobs Supported**

142 jobs

44 clients

### **Summary:**

During the second quarter of FY 2020, 19 clients reported the creation of 35 new jobs in the Kenai Peninsula region. The largest number of jobs came from the Professional, Scientific and Technical Services industry, with jobs coming from three consulting businesses, a website designer, and an oilfield inspection business. Impact from SBDC advising spanned the entire peninsula, with 13 jobs created in Soldotna, 9 jobs in Kenai, 6 jobs in Homer, 6 in Seward, and 1 in Sterling. During the second quarter, SBDC advising provided support for 142 jobs from 44 small businesses on the Kenai Peninsula.

## **New Clients at a Glance: Kenai Peninsula FY20 Q2 (Oct 1, 2019 - Dec 31, 2019)**

### **19 New Clients by Initial Stage**

Pre-ventures: 17 clients

Startups: 9 clients

In-business: 15 clients

### **New Clients by Industry**

Accommodation and Food Service: 3 clients

Healthcare and Social Assistance: 3 clients

Transportation and Warehousing: 3 clients

Retail: 2 clients

Professional, Scientific and Technical: 1 client

Administrative and Support: 1 client

Arts and Entertainment: 1 client

Construction: 1 client

Real Estate, Rental and Leasing: 1 client  
Research and Development: 1 client  
Service: 1 client

#### **New Clients by Community**

Soldotna: 9 clients  
Kenai: 3 clients  
Homer: 2 clients  
Seward: 2 clients  
Sterling: 2 clients  
Anchor Point: 1 client

#### **Summary:**

The Alaska SBDC Kenai Peninsula Center on-boarded 19 new clients during the second quarter of FY 2020. This quarter, time was fairly evenly divided between owners of existing businesses and entrepreneurs looking to start new businesses. Accommodation/food service, healthcare, and transportation/warehousing topped the list. Impact from the SBDC was again felt around the peninsula, with new clients served from Seward to Homer.

### **New Businesses at a Glance: Kenai Peninsula FY20 Q2 (Oct 1, 2019 - Dec 31, 2019)**

#### **10 Qualifying New-Business Starts**

#### **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. During the second quarter of FY 2020, 10 clients reported the creation of business starts within the Arts and Entertainment, Healthcare and Social Assistance, Professional, Scientific and Technical, Real Estate, Rental and Leasing, Retail and Service industry sectors located in the communities of Kenai, Soldotna, Sterling, Cooper Landing, Homer, and Seward, with eight startups and two business purchases.

### **Workshops**

#### **Summary:**

Alaska SBDC workshops were attended by 27 Kenai Peninsula residents. These classes, offered in both in-person and webinar formats, covered a wide array of subjects and harnessed both in-house expertise and professional adjuncts. Recently, the SBDC workshop program focused on growing the workshop on-demand offerings and ensuring any content is up-to-date and relevant to Alaska's small businesses. In addition to the live workshops (offered both in-person and via webinar), 14 new on-demand workshops were added to the workshop listing over the two quarters for a total of 26. The topics of these new on-demand workshops include Marketing Basics, How to Get a Business License, Buyer's Guide to Franchise Ownership, and more. These workshops are available 24/7 and are able to be accessed as many times as needed.

## Client Profiles

### Aspire Business Solutions

Inspired to serve small and medium-sized businesses and health care providers in Alaska, Aspire Business Solutions, LLC, is locally owned and operated by Deborah Nyquist, Winnie Wong, and Micha Savage. Deborah, Winnie, and Micha left their positions within tribal healthcare to fully actualize their skills in project management, tribal healthcare leadership, operational improvement, and informational technology optimization.

With more than 50 years of combined experience, they work to develop and maximize reimbursements, build their identity, and improve quality and service with a simple mission: To create adaptive solutions for individuals, businesses, and communities. The trailblazers envision the creation of successful and sustainable businesses, in turn, resulting in thriving communities throughout the state of Alaska.



Deborah, Winnie, and Micha worked with the Alaska Small Business Development Center (Alaska SBDC) in Soldotna to ensure they launched successfully. Their business advisor, Cliff Cochran shared about their dedication, “It has been a pleasure working with Deb, Winnie, and Micha. With their expertise in

management, operations, and IT, among other things, they have become a valuable business resource for our community. I’m looking forward to seeing the immediate and ripple effects of their great work across the peninsula.”

In discussing their journey, they shared, “When we met with Cliff in person at the SBDC office, we were reassured that we were on the right track in completing our startup tasks. We felt comfortable asking questions about our business plan. Cliff helped to demystify how to research our competition, develop our SWOT analysis and invited us to check back if and when we had questions. Cliff’s guidance on business loans and the process to obtain startup funding was informative and helpful. We appreciate that the SBDC website has a wealth of resources and links, but there is nothing like personalized and knowledgeable support at our local office.”

Opening for business in June 2019, Aspire Business Solutions is located at 609 Marine Ave, Suite 150 in Kenai, Alaska.

Aspire Business Solutions believes that each company, client, and community is unique and deserves customized solutions. Connect with Deborah, Winnie, and Micha via email, at (907) 513-9574, or on Facebook and Instagram. You can also register to book your complimentary initial consultation at [www.aspiresolutions.org](http://www.aspiresolutions.org).





## Kenai Peninsula Borough Assembly Committees 2019 – 2020

### ASSEMBLY COMMITTEES

- **Finance Committee**  
Brent Hibbert, Chair  
Tyson Cox, Vice Chair  
Brent Johnson
- **Lands Committee**  
Brent Johnson, Chair  
Kenn Carpenter, Vice Chair  
Norm Blakeley
- **Policies & Procedures Committee**  
Willy Dunne, Chair  
Hal Smalley, Vice Chair  
Kenn Carpenter
- **Legislative Committee**  
Hal Smalley, Chair  
Jesse Bjorkman, Vice Chair  
Willy Dunne
- **President Pro Tem**  
Brent Hibbert
- **OTHER BOROUGH COMMITTEES**
- **School Board**  
Tyson Cox  
Brent Johnson, Alternate

### SERVICE AREA BOARD LIAISONS

- **Anchor Point Fire & EMS** – Willy Dunne
- **Bear Creek Fire** – Kenn Carpenter
- **CES/CPEMS** – Norm Blakeley
- **Kachemak Emergency Service Area** – Willy Dunne
- **KPB Roads** – Kelly Cooper
- **Nikiski Seniors** – Jesse Bjorkman
- **Nikiski Fire** – Jesse Bjorkman
- **North Peninsula Recreation** – Jesse Bjorkman
- **Seldovia Recreational** – Willy Dunne
- **Seward/Bear Creek Flood** – Kenn Carpenter
- **South Kenai Peninsula Hospital** - Kelly Cooper, Willy Dunne
- **NON-BOROUGH COMMITTEES**
- **Cook Inlet Aquaculture**  
Dale Bagley
- **Cook Inlet R.C.A.C.**  
Grace Merkes, term expires April 2020
- **Kenai Peninsula Economic Development District**  
Hal Smalley, term expires with office
- **Kenai Peninsula College Council**  
VACANT, term expires with office
- **Kenai River Special Management Area Advisory Board**  
Brent Hibbert, term expires with office
- **Prince William Sound R.C.A.C.**  
Mako Haggerty, term expires May 2019
- **Kachemak Bay Research Reserve Community Council**  
Willy Dunne, term expires with office