

Kenai Peninsula Borough

*144 North Binkley Street
Soldotna, AK 99669*



Meeting Agenda

Tuesday, August 20, 2019

6:00 PM

Betty J. Glick Assembly Chambers

Assembly

Wayne Ogle, President

Dale Bagley, Vice President

Norm Blakeley

Kenn Carpenter

Kelly Cooper

Willy Dunne

Paul Fischer

Brent Hibbert

Hal Smalley



Finance Committee

August 20, 2019

3:30 PM

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

Kelly Cooper, Chair

Paul Fischer, Vice Chair

Willy Dunne

AGENDA

PUBLIC HEARINGS ON ORDINANCES

1. Ordinance 2019-19-05: Approving the Purchase and Installation of a Steris/Amsco Orthovision Table from the South Peninsula Hospital Service Area Capital Project Fund (Mayor) 15
2. Ordinance 2018-19-39: Recording FY2019 Expenditures of Paid by the State of Alaska Department of Administration, Division of Retirement & Benefits on Behalf of the Kenai Peninsula Borough Toward the Borough's Unfunded PERS Liability (Mayor) 20
3. Ordinance 2019-19-06: Approving the Purchase and Installation of a Deaerator Tank from the South Peninsula Hospital Service Area Capital Project Fund (Mayor) 31

NEW BUSINESS

2. Ordinances for Introduction
 - *a. Ordinance 2019-19-07: Appropriating \$1,500 for the Costs of Printing and Distributing Information about the Ballot Proposition Seeking Voter Approval to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, to Ensure Compliance with Legal Restrictions on the Use of Borough Funds and Assets Related to Ballot Propositions (Carpenter, Mayor) (Hearing on 09/03/19) 110

*Consent Agenda Items



Lands Committee

August 20, 2019

3:45 PM

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

Kenn Carpenter, Chair

Norm Blakeley, Vice Chair

Brent Hibbert

AGENDA

PUBLIC HEARINGS ON ORDINANCES

4. Ordinance 2019-22: Authorizing a Negotiated Sale with Alex and Courtney Maticco at Fair Market Value for Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District, which was Previously Retained for a Public Purpose (Mayor)36

*Consent Agenda Items



Policies and Procedures Committee

August 20, 2019

4:00 PM

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

Hal Smalley, Chair

Brent Hibbert, Vice Chair

Kenn Carpenter

AGENDA

PUBLIC HEARINGS ON ORDINANCES

- 5. Ordinance 2019-20: Authorizing the Assessor to Accept One Late-Filed Disabled Veteran Exemption Application for 2019 Filed After March 31 and Providing an Exception to KPB 5.12.040(B) (Mayor) 48

NEW BUSINESS

- 3. Other
 - *a. Confirming the Appointment to the Anchor Point Fire & Emergency Medical Service Area Board (Mayor) 113

Cherie Richter Seat A Term Expires October, 2020
 - *b. Approval of the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. 1 – Adopting a Manager Plan of Government to be Effective after the 2020 Election 121
 - *c. Approval of the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. 2 – Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval 123

MAYOR'S REPORT..... 125

- 1. Assembly Requests/Responses - None

2.	Agreements and Contracts	
a.	Authorization to Award a Contract for ITB20-005 CPL Well & Probe Replacement Project 2019 to Discovery Drilling, Inc., Anchorage, AK	126
b.	Authorization to Award a Contract for ITB20-002 Flintlock Lane, Bidarki Drive, Bridger Road, Project No. 55BDR to J.C. Johnson & Sons of Anchor Point, AK.....	128
c.	Authorization to Award a Contract for ITB20-003 Tim Ave., Muir St., Creek View Road Project No. W4TIM to Paul's Services of Anchor Point, AK	130
d.	Authorization to Award a Contract for ITB20-001 Glenn Road & Kipling Circle Project No. S7GLE to J.C. Johnson & Sons of Anchor Point, A	132
3.	Other	
a.	Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended in June 30, 2018.....	134
b.	Presentation: Sovala Kisenia, Claims Manager, "Kenai Peninsula Borough Safety"	LAYDOWN
c.	Investment Report – Quarter Ended 06/03/1	136

*Consent Agenda Items



Legislative Committee

April 16, 2019

4:30 PM

Seward High School Auditorium
Seward, Alaska

Willy Dunne, Chair

Paul Fischer, Vice Chair

Norm Blakeley

AGENDA

NEW BUSINESS

1. Resolutions

- *a. Resolution 2019-045: Supporting the Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan to be Submitted to the State of Alaska Department of Transportation and Public Facilities (Mayor) 55

*Consent Agenda Items



Assembly Agenda

August 20, 2019 - 6:00 PM

Regular Meeting

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

Wayne Ogle
Assembly President
Seat 3 - Nikiski
Term Expires 2019

Dale Bagley
Assembly Vice
President
Seat 4 - Soldotna
Term Expires 2019

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

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

Kelly Cooper
Assembly Member
Seat 8 – Homer
Term Expires 2020

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

Paul Fischer
Assembly Member
Seat 7 – Central
Term Expires 2019

Brent Hibbert
Assembly Member
Seat 1 – Kalifornsky
Term Expires 2021

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

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 Stephen Brown.]

ROLL CALL

COMMITTEE REPORTS

APPROVAL OF AGENDA AND CONSENT AGENDA

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

APPROVAL OF MINUTES

- *1. August 6, 2019 Regular Assembly Meeting Minutes 1

COMMENDING RESOLUTIONS AND PROCLAMATIONS

- *1. A Resolution Commending Marathon Petroleum Corporation for 50 Years of Service to Alaska (Mayor) 13

PRESENTATIONS WITH PRIOR NOTICE (20 Minutes total)

1. Paul Ostrander and Brenda Ahlberg, Election Stakeholders Group Final Report and Presentation (10 Minutes)
2. Hilcorp Alaska Lower Cook Inlet Seismic Survey Update, Mike Dunn Project Manager and Beth Sharpe, Wildlife Specialist (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 2019-19-05: Approving the Purchase and Installation of a Steris/Amsco Orthovision Table from the South Peninsula Hospital Service Area Capital Project Fund (Mayor) (Referred to Finance Committee) 15
2. Ordinance 2018-19-39: Recording FY2019 Expenditures of Paid by the State of Alaska Department of Administration, Division of Retirement & Benefits on Behalf of the Kenai Peninsula Borough Toward the Borough's Unfunded PERS Liability (Mayor) (Referred to Finance Committee) 20
3. Ordinance 2019-19-06: Approving the Purchase and Installation of a Deaerator Tank from the South Peninsula Hospital Service Area Capital Project Fund (Mayor) (Referred to Finance Committee) 31
4. Ordinance 2019-22: Authorizing a Negotiated Sale with Alex and Courtney Matiaco at Fair Market Value for Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District, which was Previously Retained for a Public Purpose (Mayor) (Referred to Lands Committee) 36
5. Ordinance 2019-20: Authorizing the Assessor to Accept One Late-Filed Disabled Veteran Exemption Application for 2019 Filed After March 31 and Providing an Exception to KPB 5.12.040(B) (Mayor) (Referred to Policies and Procedures Committee) 48

UNFINISHED BUSINESS

NEW BUSINESS

1. Resolutions
 - *a. Resolution 2019-045: Supporting the Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan to be Submitted to the State of Alaska Department of Transportation and Public Facilities (Mayor) (Referred to Legislative Committee) 55
2. Ordinances for Introduction
 - *a. Ordinance 2019-19-07: Appropriating \$1,500 for the Costs of Printing and Distributing Information about the Ballot Proposition Seeking Voter Approval to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, to Ensure Compliance with Legal Restrictions on the Use of Borough Funds and Assets Related to Ballot Propositions (Carpenter, Mayor) (Hearing on 09/03/19) (Referred to Finance Committee) 110
3. Other
 - *a. Confirming the Appointment to the Anchor Point Fire & Emergency Medical Service Area Board (Mayor) (Referred to Policies and Procedures Committee) 113

Cherie Richter Seat A Term Expires October, 2020
 - *b. Approval of the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. 1 – Adopting a Manager Plan of Government to be Effective after the 2020 Election (Referred to Policies and Procedures Committee) 121
 - *c. Approval of the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. 2 – Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval (Referred to Policies and Procedures Committee) 123

MAYOR'S REPORT..... 125

- 1. Assembly Requests/Responses - None
- 2. Agreements and Contracts
 - a. Authorization to Award a Contract for ITB20-005 CPL Well & Probe Replacement Project 2019 to Discovery Drilling, Inc., Anchorage, AK 126
 - b. Authorization to Award a Contract for ITB20-002 Flintlock Lane, Bidarki Drive, Bridger Road, Project No. 55BDR to J.C. Johnson & Sons of Anchor Point, AK 128
 - c. Authorization to Award a Contract for ITB20-003 Tim Ave., Muir St., Creek View Road Project No. W4TIM to Paul's Services of Anchor Point, AK 130
 - d. Authorization to Award a Contract for ITB20-001 Glenn Road & Kipling Circle Project No. S7GLE to J.C. Johnson & Sons of Anchor Point, AK 132
- 3. Other
 - a. Certificate of Achievement for Excellence in Financial Reporting for the Comprehensive Annual Financial Report (CAFR) for the Fiscal Year ended in June 30, 2018..... 134
 - b. Presentation: Sovala Kisenia, Claims Manager, "Kenai Peninsula Borough Safety" LAYDOWN
 - c. Investment Report – Quarter Ended 06/03/19 136

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 2019-05: Authorizing a Memorandum of Agreement and Cooperative Sale and Exchange of Interests in Lands with the State of Alaska Department of Transportation and Public Facilities Regarding

Certain Borough and State Maintained Roads (Mayor) [Tabled on 04/02/19]

2. Ordinance 2019-21: Amending KPB 21.02 Regarding Advisory Planning Commissions Establishing an Advisory Planning Commission in the Kalifornsky Area (Mayor) (Hearing on 09/03/19) (Referred to Policies and Procedures Committee)

INFORMATIONAL MATERIALS AND REPORTS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. September 3, 2019 Regular Assembly Meeting
6:00 PM 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 for copies of the agenda, meeting summaries, ordinances and resolutions.



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Minutes - Draft

Assembly

Wayne Ogle, President
Dale Bagley, Vice President
Norm Blakeley
Kenn Carpenter
Kelly Cooper
Willy Dunne
Paul Fischer
Brent Hibbert
Hal Smalley

Tuesday, August 6, 2019

6:00 PM

Betty J. Glick Assembly Chambers

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

[Clerk's Note: The invocation was given by Michael Mendenhall.]

ROLL CALL

[Clerk's Note: Assembly Member Cooper participated by telephone.]

Present: 9 - Paul Fischer, Dale Bagley, Brent Hibbert, Kenn Carpenter, Norm Blakeley, Kelly Cooper, Hal Smalley, Wayne Ogle, and Willy Dunne

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 Fischer stated the Finance Committee met and discussed its agenda items.

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

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

APPROVAL OF AGENDA AND CONSENT AGENDA

Bagley 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-2244](#) July 2, 2019 Regular Assembly Meeting Minutes
approved

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

[2019-14](#) An Ordinance Authorizing the Assessor to Accept One Late-Filed Senior Citizen Exemption Application (Mayor)
This Ordinance was enacted.

New Business

[2019-043](#) Authorizing the Sole Source Award of Two Zoll X-Series Defibrillators for Kachemak Emergency Service Area (Mayor)
This Resolution was adopted.

[2018-19-39](#) An Ordinance to Record FY2019 Expenditures of Paid by the State of Alaska Department of Administration, Division of Retirement & Benefits on Behalf of the Kenai Peninsula Borough Toward the Borough's Unfunded PERS Liability (Mayor)
This Budget Ordinance was introduced and set for public hearing.

[2019-19-06](#) An Ordinance Approving the Purchase and Installation of a Deaerator Tank from the South Peninsula Hospital Service Area Capital Project Fund (Mayor)
This Budget Ordinance was introduced and set for public hearing.

[2019-22](#) An Ordinance Authorizing a Negotiated Sale with Alex and Courtney Matiaco at Fair Market Value for Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District, which was Previously Retained for a Public Purpose (Mayor)
This Ordinance was introduced and set for public hearing.

[2019-20](#) An Ordinance Authorizing the Assessor to Accept One Late-Filed

Disabled Veteran Exemption Application (Mayor)

This Ordinance was introduced and set for public hearing.

[2019-21](#)

An Ordinance Amending KPB 21.02 Regarding Advisory Planning Commissions Establishing an Advisory Planning Commission in the Kalifornsky Area (Mayor) (Hearing on 09/03/19)

This Ordinance was introduced and set for public hearing.

[KPB-2227](#)

Confirming the Appointments to the Funny River Advisory Planning Commission (Mayor)

Claudette Knickerbocker, Seat A, Term expires September 30, 2020

Ray Price, Seat B, Term expires September 30, 2020

Leroy E. Sandoval, Seat C, Term expires September 30, 2020

Ron Gherman, Seat D, Term expires September 30, 2021

Chris Hafer, Seat E, Term expires September 30, 2021

Richard Galloway, Seat F, Term expires September 30, 2019

Michael Masters, Seat G, Term expires September 30, 2019

approved

[KPB-2228](#)

Confirming the Appointments to the Kenai Peninsula Borough Planning Commission (Mayor)

Diane Fikes, Seat City of Kenai, Term expires July 31, 2022

Franco Venuti, Seat City of Homer, Term expires July 31, 2022

Syverine Bentz, Seat Anchor Point/Ninilchik, Term expires July 31, 2022

Virginia Morgan, Seat East Peninsula, Term expires July 31, 2022

approved

The following item was withdrawn from the agenda by the sponsor with no objection.

[2019-18](#)

WITHDRAWN An Ordinance Amending KPB 22.40.080 and Repealing KPB 22.40.090 which Provide for an Invocation During Assembly Meetings and Referring this Question to the Voters (Dunne)

Ordinance 2019-18 was withdrawn by the sponsor.

Approval of the Agenda and Consent Agenda

President Ogle 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: 9 - Fischer, Bagley, Hibbert, Carpenter, Blakeley, Cooper, Smalley, Ogle, and Dunne

COMMENDING RESOLUTIONS AND PROCLAMATIONS

None.

PRESENTATIONS WITH PRIOR NOTICE

1. [KPB-2242](#) Central Peninsula Hospital Quarterly Report (10 Minutes)
[Clerk's Note: Rick Davis, CEO presented Central Peninsula Hospital's quarterly report to the assembly.]
2. [KPB-2243](#) Planning Project Update - Central Area Rural Transit System (CARTS), Jennifer Beckmann, Executive Director (10 Minutes)
[Clerk's Note: Jennifer Beckmann, Executive Director and Gary Katsion, Board President of Central Area Rural Transit System gave the assembly a project update.]

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

President Ogle called for public comment.

Michele Hartline, Nikiski addressed the assembly regarding previous testimony provided to the assembly regarding detention centers at the United States border and efforts of Planned Parenthood.

John Gally, Funny River addressed the assembly regarding adequate staffing at the Funny River fire station.

Carrie Henson, Soldotna addressed the assembly regarding firearm suicide.

Representative Ben Carpenter, Nikiski suggested the assembly include funding recommendations with Resolution 2019-044.

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

- [2019-16](#) Providing for a Ballot Proposition on the Question of Adopting a Manager Plan of Government at the Next Regular Election (Cooper, Smalley)

Smalley moved to enact Ordinance 2019-16.

President Ogle called for public comment.

The following people spoke in support of Ordinance 2019-16:

Duane Bannock, Kenai (with his suggested amendment)

Stormy Brown, Kenai

Carrie Henson, Soldotna

Tyson Cox, Soldotna

The following people spoke in opposition to Ordinance 2019-16:

Wilma Hampson, Nikiski

Jason Ross, Nikiski

Paul Huber, Nikiski

Representative Ben Carpenter, Nikiski

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

Assembly Members Bagley, Dunne and Smalley spoke in support of Ordinance 2019-16.

Assembly Member Carpenter spoke in opposition to Ordinance 2019-16.

President Ogle passed the gavel to Vice President Bagley and spoke in opposition to Ordinance 2019-16. Vice President Bagley returned the gavel to President Ogle.

Bagley moved to amend Ordinance 2019-16 as follows:

Section 1 to read, "That the assembly hereby approves a motion to adopt a manager plan of government as provided in Alaska Statute 29.20.460(a)[~~7~~], to be effective upon commencement of the term of office of the person elected to be the Kenai Peninsula Borough Mayor in the regular or run-off election held in 2020." and

Section 2 to read, "That a ballot proposition shall be placed on the ballot in the next regular borough election, to be held October 1, 2019, which shall read as follows:

Shall the Kenai Peninsula Borough adopt a manager plan of government, effective after the 2020 election, where the chief administrative officer is a manager appointed by the assembly instead of the mayor? The mayor would then serve as the presiding officer of the assembly, [CAN] could vote in the case of a tie and may veto actions by the assembly. Yes _____ No _____ "

The motion to amend Ordinance 2019-16 carried by the following vote:

Yes: 6 - Bagley, Hibbert, Cooper, Smalley, Ogle, and Dunne

No: 3 - Fischer, Carpenter, and Blakeley

The motion to enact Ordinance 2019-16 as amended carried by the following vote:

Yes: 5 - Bagley, Hibbert, Cooper, Smalley, and Dunne

No: 4 - Fischer, Carpenter, Blakeley, and Ogle

[2019-19-05](#) An Ordinance Approving the Purchase and Installation of a Steris/Amsco Orthovision Table from the South Peninsula Hospital Service Area Capital Project Fund (Mayor)

Fischer moved to enact Ordinance 2019-19-05.

President Ogle called for public comment with none being offered.

Fischer moved to postpone Ordinance 2019-19-05 to August 20, 2019.

The motion to postpone Ordinance 2019-19-05 to August 20, 2019 carried by the following vote:

Yes: 9 - Fischer, Bagley, Hibbert, Carpenter, Blakeley, Cooper, Smalley, Ogle, and Dunne

[2019-15](#) An Ordinance Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval (Carpenter)

[Clerk's Note: A teleconference site was established at the Borough Office in Seward to take public testimony on the above referenced Ordinance.]

Fischer moved to enact Ordinance 2019-15.

President Ogle called for public comment at the Seward teleconference site.

The following people spoke in opposition to Ordinance 2019-15:

- Sharyl Seese**, Seward
- Elizabeth Dunn**, Seward

There being no one else who wished to speak, public comment at the Seward teleconference site was closed.

President Ogle called for public comment in assembly chambers.

The following people spoke in support of Ordinance 2019-15:

- Tyson Cox**, Soldotna

Debbie Carey, Ninilchik

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

Fischer moved to amend Ordinance 2019-15 as follows:

The eighth Whereas clause to read, "estimates indicate this increase would generate approximately \$3.1 million to \$3.4 million annually in revenue to the borough, which would help to protect the unrestricted fund balance in future years at current borough spending levels; and" and

Section 3 to read, "That Sections 2 and 3 shall become effective immediately upon enactment of this ordinance. Section 1 of this ordinance shall become effective January 1, 2020, only if the proposition contained in Section 2 is approved by a majority of voters voting on the question in the regular election of October 1, 2019."

The motion to amend Ordinance 2019-15 carried by the following vote:

Yes: 9 - Fischer, Bagley, Hibbert, Carpenter, Blakeley, Cooper, Smalley, Ogle, and Dunne

Bagley moved to amend Ordinance 2019-15 as follows:

KPB 5.18.430(A) in Section 1 to read, "The sales tax referred to in KPB 5.18.100 shall be applied only to the first \$1,000.00[500.00] of each separate sale, rent or service transaction, except as otherwise provided in this section. For residential property rentals the sales tax levied pursuant to KPB 5.18.100 shall only be applied to the first \$500.00 of each monthly payment of rent for residential property."

The motion to amend Ordinance 2019-15 carried by the following vote:

Yes: 9 - Fischer, Bagley, Hibbert, Carpenter, Blakeley, Cooper, Smalley, Ogle, and Dunne

Assembly Member Blakeley spoke in support of Ordinance 2019-15.

Assembly Members Hibbert and Bagley spoke in opposition of Ordinance 2019-15.

The motion to enact Ordinance 2019-15 as amended carried by the following vote:

Yes: 7 - Fischer, Carpenter, Blakeley, Cooper, Smalley, Ogle, and Dunne

No: 2 - Bagley, and Hibbert

[2019-17](#)

An Ordinance Amending KPB 22.40.080 to Place the Mayor's Report Earlier on the Agenda (Fischer, Blakeley)

Smalley moved to enact Ordinance 2019-17.

President Ogle called for public comment.

Paul Huber, Nikiski spoke in opposition to Ordinance 2019-17.

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

Bagley moved to amend Ordinance 2019-17 as follows:

The second Whereas clause to read, "since that ordinance was enacted [SEVERAL MEMBERS OF THE] public testimony has supported [HAVE TESTIFIED IN OPPOSITION TO THIS CHANGE, INDICATING THEY WANT TO HEAR] moving the mayor's report early enough in the meeting [INSTEAD OF WAITING UNTIL THE END] to allow public comment on it; and" and

The third Whereas clause to read, "the mayor's report is important as it is an opportunity for the public to hear more details about the work of the borough administration, often contains vital information, and the public's best interest would be better served by [RETURNING THEY MAYOR'S REPORT BACK TO EARLIER ON THE ASSEMBLY AGENDA] moving it up to before the final public comment period to give the public a chance to comment on it; and" and

Add a new final Whereas clause to read, "removing the lettering of each agenda item would avoid confusion when future changes may be made to the agenda;" and

Section 1 to read, "22.40.080. Agenda-Order of business.

[A.] Call to order;

[B.] Pledge of allegiance;

[C.] Invocation;

[D.] Roll call;

[E.] Committee reports;

[F.] Vacancy, designation or seating members (only when needed);

[G.] Approval of agenda and consent agenda;

[H.] Approval of minutes;

[I.] Commending resolutions and proclamations;

[J.] Presentations with prior notice (20 minutes total);

[K.] Public comments on items not appearing on the agenda (three minutes per speaker; 20 minutes aggregate);

[L. Mayor's Report]

[LM.] Items not completed from prior agenda;

[MN.] Public hearings on ordinances (Testimony limited to 3 minutes per speaker);

[NO.] Unfinished business

1. Postponed items

2. Notices to reconsider/rescind;

[OP.] New business;

1. Bid awards

2. Resolutions

3. Ordinances for introduction

4. Other (including addition of late items);

Mayor's Report;

[PQ.] Public comments and public presentations (Limited to 3 minutes per speaker);

[Q. Mayor's Report;]

[R.] Assembly comments;

[S.] Pending legislation;

[T.] Informational materials and reports;

[U.] Assembly meeting and hearing announcements;

[V.] Adjournment"

Assembly Members Carpenter, Fischer and Blakeley spoke in opposition to the amendment.

The motion to amend Ordinance 2019-17 carried by the following vote:

Yes: 5 - Bagley, Hibbert, Cooper, Smalley, and Dunne

No: 4 - Fischer, Carpenter, Blakeley, and Ogle

Assembly Member Fischer spoke in opposition to Ordinance 2019-17 as amended.

President Ogle passed the gavel to Vice President Bagley and spoke in opposition to Ordinance 2019-17 as amended. Vice President Bagley returned the gavel to President Ogle.

The motion to enact Ordinance 2019-17 as amended carried by the following vote:

Yes: 7 - Bagley, Hibbert, Carpenter, Cooper, Smalley, Ogle, and Dunne

No: 2 - Fischer, and Blakeley

UNFINISHED BUSINESS

None.

NEW BUSINESS

Resolutions

[2019-044](#)

A Resolution Encouraging Governor Dunleavy to Sign House Bill 2001 as Passed by the Alaska State Legislature without Vetos (Cooper, Dunne)

Fischer moved to adopt Resolution 2019-044.

President Ogle called for public comment.

Carrie Henson, Soldonta spoke in support of Resolution 2019-044.

Wilma Hampson, Nikiski spoke in opposition to Resolution 2019-044.

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

Assembly Members Dunne and Smalley spoke in support of Resolution 2019-044.

The motion to adopt Resolution 2019-044 failed by the following vote:

Yes: 3 - Cooper, Smalley, and Dunne

No: 6 - Fischer, Bagley, Hibbert, Carpenter, Blakeley, and Ogle

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

President Ogle called for public comment.

Carrie Henson, Soldotna addressed the assembly regarding firearm suicide.

Jason Ross, Nikiski spoke in opposition to Ordinance 2019-17.

Tyson Cox, Soldotna addressed the assembly regarding the final report of the Election Stakeholders Group.

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

MAYOR'S REPORT

1. Assembly Requests/Responses - None.
2. Agreements and Contracts
 - a. [KPB-2230](#) Authorization to Award a Contract for ITB19-015 NFS #1 Crack Seal & Seal Coat/Parking Lot Repairs to Foster Construction, LLC., Soldotna, AK.
 - b. [KPB-2231](#) Authorization to Award a Contract for IRB20-004 2019 Portable Relocations to Eberline Building & Inc., Soldotna, AK.
 - c. [KPB-2232](#) Authorization to Award a Contract for ITB19-021 NIKISKI FSA #1 Generator Replacement
3. Other
 - a. [KPB-2233](#) Revenue - Expenditure Report - June 2019
 - b. [KPB-2234](#) Budget Revisions - June 2019

- c. [KPB-2235](#) Purchasing Request for an Ambulance
- d. [KPB-2236](#) Purchasing Request for Grant Funded Funny River Pumper/Tanker
- e. [KPB-2237](#) Purchasing Request for Ambulance Gurney System
- f. [KPB-2238](#) FY19-4Q Economic Development Grant Reports
- g. [KPB-2239](#) FY19-4Q Senior Center Grant Reports

ASSEMBLY COMMENTS

Assembly Member Fischer stated the study regarding school district fourth grade reading they received did not check for parent involvement, and whether or not the school administrators were doing a good job. He hoped everyone would not interpret this report to mean we did not have good fourth grade teachers, because we do.

Assembly Member Dunne thanked everyone for their participation. He stated he was part of the Election Stakeholders Group and the final report for the Election Stakeholders Group had been issued. He looked forward to the presentation from the chair and vice chair at the next assembly meeting. Mr. Dunne provided a brief recap of the group's efforts, stating there were some important decisions regarding the election process that needed to be made. He discussed the various ballot measures that appear on the ballot. Mr. Dunne thanked the candidates for filing for candidacy.

Assembly Member Blakeley wished everyone a nice evening.

Assembly Member Smalley congratulated Maria Sweepy on her retirement. He thanked everyone for attending and wished everyone a good evening.

Assembly Member Hibbert stated he also was part of the Election Stakeholders Group. He thanked the Clerk's Office for the information provided to the group and their great job facilitating.

Assembly Member Carpenter thanked the Mayor and his office for everything they have done. He stated we need to stop playing "butt sore politicians" and let the mayor do his job, who ever that may be.

Assembly Member Bagley shared that the Soldotna Historical Society Museum awarded Al Hershberger as the Grand Marshall of the Soldotna Progress Days weekend.

President Ogle congratulated the Nikiski Fire Department Dive Team. Mr. Ogle stated he hoped those who ask for more education money every year do their part to

pass the tax cap measure. He congratulated the Borough Clerk and her group for facilitating the Election Stakeholders Group, stating it was well done.

INFORMATIONAL MATERIALS AND REPORTS

[KPB-2240](#) Kenai Peninsula Borough Election Stakeholders Group Final Report and Recommendations

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

August 20, 2019 6:00 p.m.
Betty J. Glick Assembly Chambers, Soldotna

ADJOURNMENT

With no further business to come before the assembly, President Ogle adjourned the meeting at 8:55 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of August 6, 2019.

Johni Blankenship, MMC, Borough Clerk

Approved by the Assembly: _____

Introduced by: Mayor
Date: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
COMMENDING RESOLUTION**

**A RESOLUTION COMMENDING MARATHON PETROLEUM CORPORATION FOR
50 YEARS OF SERVICE TO ALASKA**

WHEREAS, the Kenai Peninsula Borough Assembly is honored to commend Marathon Petroleum Corporation (formerly Tesoro Alaska Corporation and Andeavor) for 50 years of successful operations in the Kenai Peninsula Borough; and

WHEREAS, 50 years ago the former Tesoro Alaska began operations in Alaska on November 19, 1969, under the careful and competent management of Glen Jackson and Mark Necessary; and

WHEREAS, starting with a 17,000 barrel per day refinery in Nikiski, the company processed 100 percent Cook Inlet crude oil; and

WHEREAS, since its inception the company has invested hundreds of millions of dollars in refinery additions and enhancements focused on safe and compliant operations and has expanded its capacity for efficient processing of 68,000 barrels per day to supply quality fuels to the Alaskan market; and

WHEREAS, the company has been an active supporter of sourcing local talent and supplies during its history and now employs more than 225 Alaska employees, producing and distributing a wide range of petroleum products which include gasoline, jet fuel, diesel, asphalt, and more, using crude oil from Cook Inlet, the North Slope, and other sources of feedstock; and

WHEREAS, Marathon Petroleum has been a major contributor to both state and local tax bases and an active participant in community and regional affairs, and has demonstrated a continuing commitment to Alaska as shown by their ongoing work and continued investments; and

WHEREAS, the Alaska Legislature formally honored Marathon Petroleum Company on April 17, 2019 for 50 years of serving Alaska;

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

SECTION 1. The Kenai Peninsula Borough Assembly commends and congratulates Marathon Petroleum Corporation, its employees, and contractors on 50 years of outstanding

operations in Nikiski and throughout Alaska, with best wishes for many more years of successful and responsible operations in Nikiski and Alaska.

SECTION 2. That a copy of this resolution shall be sent to Cameron Hunt, General Manager, Kenai Refinery at Marathon Petroleum Corporation.

SECTION 3. That this resolution shall become effective immediately upon its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 20TH DAY OF AUGUST, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Introduced by: Mayor
Date: 07/02/19
Hearing: 08/06/19
Action: Postponed to 08/20/19
Vote: 9 Yes, 0 No, 0 Absent
Date: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-19-05**

**AN ORDINANCE APPROVING THE PURCHASE AND INSTALLATION OF A
STERIS/AMSCO ORTHOVISION TABLE FROM THE SOUTH PENINSULA
HOSPITAL CAPITAL PROJECT FUND**

WHEREAS, the Kenai Peninsula Borough ("borough") and South Peninsula Hospital, Inc. ("SPH, Inc.") have entered into a Sublease and Operating Agreement for the operation of South Peninsula Hospital and other Medical Facilities, and to provide other healthcare programs and services, on a nonprofit basis to ensure continued availability to the service area residents; and

WHEREAS, on June 18, 2019 the borough received notice from SPH, Inc. that its nine-year-old spine/hip table (Steris Orthovision table) is experiencing issues; and

WHEREAS, SPH, Inc.'s requires this equipment in its operating room in order to perform trauma hip surgeries; and

WHEREAS, the current equipment (Steris fracture table) is considered obsolete, replacement parts and service are not available, and therefore the current fracture table is unsafe for use; and

WHEREAS, this project is an unbudgeted capital item; and

WHEREAS, SPH, Inc. has received a low cost quote when compared to previous quotes ranging upwards of \$100,000; and

WHEREAS, SPH, Inc. is recommending acceptance of the Bryton Corporation quote of \$25,800 for the Steris/Amsco Orthovision Table; and

WHEREAS, sufficient funds are available in the South Peninsula Hospital Plant, Capital Project Fund to fund this purchase; and

WHEREAS, at its regular meeting of June 26, 2019, the SPH, Inc. board recommended _____; and

WHEREAS, at its meeting on July 11, 2019, the South Kenai Peninsula Hospital Service Area Board recommended _____;

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

SECTION 1. That the assembly approves the purchase and installation of a Steris/Amsco Orthovision table for a total cost of \$25,800, with the funds for payment to be made from the South Peninsula Hospital Service Area Capital Project Fund.

SECTION 2. That \$25,800.00 is appropriated from South Peninsula Hospital Service Area Capital Project Fund, to account 491.81210.20____.49999 for the purchase and installation of a Steris/Amsco Orthovision table.

SECTION 3. That this ordinance shall become effective upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:


No:



Absent:

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor 

FROM: John Hedges, Purchasing & Contracting Director 
Brandi Harbaugh, Finance Director 

DATE: July 25, 2019

RE: Request to Postpone Hearing on Ordinance 2019-19-05, Approving the Purchase and Installation of a Steris/Amsco Orthovision Table from the South Peninsula Hospital Service Area Capital Project Fund (Mayor)

Ordinance 2019-19-05 seeks approval for the purchase and installation of a Steris/Amsco Orthovision Table for South Peninsula Hospital. This ordinance was introduced at the July 2, 2019, assembly meeting and a final hearing scheduled for August 6th.

The administration is now seeking to postpone the August 6th hearing on this ordinance to August 20, 2019. This postponement will allow sufficient time for the South Kenai Peninsula Hospital Service Area Board to meet and provide its recommendations on this ordinance to the assembly.

Your consideration of this postponement is appreciated.



MEMO

Administration
4300 Bartlett Street
Homer, AK 99603
907-235-0325 (t)907-235-0253

To: SPH Board of Directors
From: Jim Basch, Int. CFO
Date: June 20, 2019
Re: Steris/Amsco Orthovision Table

The current spine/hip table was purchased refurbished 9 years ago. It was incomplete at purchase therefore additional pieces were purchased in order to complete for use. Because the current table is considered discontinued by company, parts and service are near non-existent. It is difficult to set up, creating a potential error in safety. The extension accessories are worn from use and need replacing.

This purchase constitutes an unbudgeted capital purchase with reallocation of budgeted capital funds from the Service Area Capital Fund. SPH must follow the traditional steps for submitting capital to the SPH Board of Directors, the Hospital Service Area Board, and the Assembly for approval.

JUSTIFICATION:

SPH OR needs the equipment (Steris OrthoVision table) in order to do trauma hip surgeries. The current equipment (Steris fracture table) is considered obsolete by the company therefore replacement pieces, which are currently needed, are not available for order, therefore the current fracture table is unsafe for use.

SPH obtained quotes from a few vendors. The original quote requested was for an OSI Hana table costing over \$97,000. This request is for the Steris/Amsco Orthovision table which includes newly re-manufactured extensions, traction boots, and other accessories allowing optimal positioning with ease for the physician and staff minimizing safety risks. The quote also includes a two-year warranty covering all parts and labor as well as a ten year guarantee that parts and service will be available to keep the items in service.

Bryton Corp: Steris/Amsco Orthovision Table \$25,800

This resolution would approve the purchase.

Recommended Motion: Pass and Adopt SPH Resolution 2019-10, A Resolution Approving the Purchase and Installation of Steris/Amsco Orthovision Table.

Introduced by: Administration
Date:
Action:
Vote: Yes – , No – ,
Excused -

**SOUTH PENINSULA HOSPITAL
BOARD RESOLUTION
2019-10**

**A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF STERIS/AMSCO
ORTHOVISION TABLE**

WHEREAS, the South Peninsula Hospital (Hospital) is experiencing issues with the current 9 yea-old spine/hip table (Steris OrthoVision table); and

WHEREAS, SPH OR needs the equipment in order to do the trauma hip surgeries; and

WHEREAS, the current equipment (Steris fracture table) is considered obsolete by the company therefore replacement pieces, which are currently needed, are not available for order therefore the current fracture table is unsafe for use.; and

WHEREAS, this project is an unbudgeted capital item; and

WHEREAS, SPH has available funds through the Service Area Capital Funds from previous appropriated and budgeted items; and

WHEREAS, SPH Management has received a low cost quote compared to previous quotes ranging upwards of \$100,000; and

WHEREAS, SPH Management is recommending the Bryton Corporation quote acceptance for \$25,800 for Steris/Amsco Orthovision Table; and

WHEREAS, Management has recommended the purchase and installation of Steris/Amsco Orthovision Table; and

WHEREAS, this resolution was approved by the Finance/Executive Committee at its June 20, 2019 meeting.

WHEREAS, per the Sublease and Operating Agreement, SPH is required to take this request to the Service Area Board (SAB) and Assembly for final approval;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA HOSPITAL:

1. That Management is authorized and directed to accept the quotes from Bryton Corporation for the purchase and installation of Steris/Amsco Orthovision Table on behalf of the Hospital, following approval from the SAB and Borough Assembly.
2. That Management is hereby authorized to take any other actions that are necessary or desirable to achieve the intent of these Resolutions.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA AT ITS MEETING HELD ON THIS 26th DAY OF June, 2019.

ATTEST:

Bernadette Wilson, Secretary

David Groesbeck, Board President

Introduced by: Mayor
Date: 08/06/19
Hearing: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2018-19-39**

AN ORDINANCE TO RECORD FY2019 EXPENDITURES PAID BY THE STATE OF ALASKA DEPARTMENT OF ADMINISTRATION, DIVISION OF RETIREMENT & BENEFITS ON BEHALF OF THE KENAI PENINSULA BOROUGH TOWARD THE BOROUGH'S UNFUNDED PERS LIABILITY

WHEREAS, the 2018 Alaska Legislature enacted HB286 which appropriated funds to the Department of Administration, Division of Retirement & Benefits on behalf of the Kenai Peninsula Borough, to reduce the liability of political subdivisions to the Public Employees Retirement System (PERS) for FY2019; and

WHEREAS, the borough was notified on July 01, 2019, that the amount received by the Department of Administration, Division of Retirement & Benefits on behalf of the borough would be released early August 2019, an amount estimated to be equal to the difference between the borough's budgeted PERS rate of 22 percent and a total contribution rate of 27.58 percent; and

WHEREAS, Generally Accepted Accounting Principles (GAAP) require the borough to record expenditures paid on its behalf; and

WHEREAS, FY2019 expenditure budgets should be increased (for which there will be a corresponding revenue adjustment) to reflect the receipt of these funds by the Department of Administration, Division of Retirement & Benefits on behalf of the borough;

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

SECTION 1. That FY2019 revenue budgets are increased by the following amounts to reflect funds the Department of Administration, Division of Retirement & Benefits received on behalf of the Kenai Peninsula Borough:

Fund	Amount
General fund	
Nikiski Fire Service Area	
Bear Creek Fire Service Area	

Anchor Point Fire Service Area
 Central Emergency Services
 Kachemak Emergency Service Area
 North Peninsula Recreation Service Area
 Eastern Peninsula Highway Emergency
 Service Area
 Road Service Area
 School Maintenance
 Land Trust
 Seward Bear Creek Flood Service Area
 911 Emergency Communications
 Solid Waste
 Risk Management

SECTION 2. That \$_____ is appropriated to the following accounts:

Fund	Department	Project	Object	Amount
100	11100	00000	40221	
100	11120	00000	40221	
100	11130	00000	40221	
100	11140	00000	40221	
100	11210	00000	40221	
100	11227	00000	40221	
100	11230	00000	40221	
100	11231	00000	40221	
100	11232	00000	40221	
100	11233	00000	40221	
100	11235	00000	40221	
100	11250	00000	40221	
100	11310	00000	40221	
100	11410	00000	40221	
100	11430	00000	40221	
100	11440	00000	40221	
100	11441	00000	40221	
100	11510	00000	40221	
100	11520	00000	40221	

100	21110	00000	40221
100	21135	00000	40221
206	51110	00000	40221
207	51210	00000	40221
209	51410	00000	40221
211	51610	00000	40221
212	51810	00000	40221
225	61110	00000	40221
235	51710	00000	40221
236	33950	00000	40221
241	11235	00000	40221
241	41010	00000	40221
250	21210	00000	40221
259	21212	00000	40221
264	11255	00000	40221
290	32010	00000	40221
290	32122	00000	40221
700	11234	00000	40221

SECTION 3. That upon enactment this ordinance shall be effective retroactively on June 30, 2019.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

 Wayne H. Ogle, Assembly President

ATTEST:

 Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough Finance Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *cp*

FROM: Brandi Harbaugh, Finance Director *BH*

DATE: August 8, 2019

RE: Amendment to Ordinance 2018-19-39, To Record FY2019 Expenditures Paid by the State of Alaska Department of Administration, Division of Retirement & Benefits on Behalf of the Kenai Peninsula Borough Toward the Borough's Unfunded PERS Liability (Mayor)

The administration respectfully requests the assembly approve the following amendments to this ordinance pursuant to the attached letter from the State of Alaska, dated July 24, 2019: (Please note the bold underlined language is new and the bold strikeout language in brackets is to be deleted.)

- Amend Section 1, as follows:

SECTION 1. That FY2019 revenue budgets are increased by the following amounts to reflect funds the Department of Administration, Division of Retirement & Benefits received on behalf of the Kenai Peninsula Borough:

Fund	Amount
General fund	<u>\$ 441,605.58</u>
Nikiski Fire Service Area	<u>116,066.00</u>
Bear Creek Fire Service Area	<u>7,841.00</u>
Anchor Point Fire Service Area	<u>17,060.00</u>
Central Emergency Services	<u>214,661.00</u>
Kachemak Emergency Service Area	<u>19,367.00</u>

North Peninsula Recreation Service Area	<u>35,447.00</u>
[Eastern Peninsula Highway Emergency Service Area]	
Road Service Area	<u>35,874.00</u>
School Maintenance	<u>195,768.00</u>
Land Trust	<u>19,114.00</u>
Seward Bear Creek Flood Service Area	<u>5,723.00</u>
911 Emergency Communications	<u>52,217.00</u>
Solid Waste	<u>64,648.00</u>
Risk Management	<u>12,521.00</u>
	<u><u>\$1,237,912.58</u></u>

SECTION 2. That \$1,237,912.58 is appropriated to the following accounts:

Fund	Department	Project	Object	Amount
100	11100	00000	40221	<u>\$ 676.58</u>
100	11120	00000	40221	<u>14,858.00</u>
100	11130	00000	40221	<u>10.00</u>
100	11140	00000	40221	<u>6,250.00</u>
100	11210	00000	40221	<u>23,085.00</u>
100	11227	00000	40221	<u>32,295.00</u>
100	11230	00000	40221	<u>18,825.00</u>
100	11231	00000	40221	<u>56,038.00</u>
100	11232	00000	40221	<u>11,902.00</u>
100	11233	00000	40221	<u>3,496.00</u>
100	11235	00000	40221	<u>3,873.00</u>
100	11250	00000	40221	<u>16,592.00</u>
100	11310	00000	40221	<u>28,425.00</u>
100	11410	00000	40221	<u>14,902.00</u>
100	11430	00000	40221	<u>28,081.00</u>
100	11440	00000	40221	<u>27,636.00</u>
100	11441	00000	40221	<u>10,142.00</u>
100	11510	00000	40221	<u>36,239.00</u>

100	11520	00000	40221	<u>57,649.00</u>
100	21110	00000	40221	<u>32,761.00</u>
100	21135	00000	40221	<u>17,870.00</u>
206	51110	00000	40221	<u>116,066.00</u>
207	51210	00000	40221	<u>7,841.00</u>
209	51410	00000	40221	<u>17,060.00</u>
211	51610	00000	40221	<u>214,661.00</u>
212	51810	00000	40221	<u>19,367.00</u>
225	61110	00000	40221	<u>35,447.00</u>
235	51710	00000	40221	
236	33950	00000	40221	<u>35,874.00</u>
241	11235	00000	40221	<u>3,872.00</u>
241	41010	00000	40221	<u>191,896.00</u>
250	21210	00000	40221	<u>19,114.00</u>
259	21212	00000	40221	<u>5,723.00</u>
264	11255	00000	40221	<u>52,217.00</u>
290	32010	00000	40221	<u>23,524.00</u>
290	32122	00000	40221	<u>41,082.00</u>
290	32150	00000	40221	<u>6.00</u>
290	32310	00000	40221	<u>25.00</u>
290	32570	00000	40221	<u>11.00</u>
700	11234	00000	40221	<u>12,521.00</u>
				<u><u>\$1,237,912.58</u></u>



THE STATE
of **ALASKA**
GOVERNOR MICHAEL J. DUNLEAVY

Department of Administration
DIVISION OF RETIREMENT AND BENEFITS

6th Floor State Office Building
333 Willoughby Avenue
P.O. Box 110203
Juneau, AK 99811-0203
Phone: (907) 465-4460
Toll-Free: (800) 821-2251
FAX: (907) 465-3086
Alaska.gov/drb

July 24, 2019

BRANDI R HARBAUGH, FINANCE DIRECTOR
KENAI PENINSULA BOROUGH
144 N BINKLEY ST
SOLDOTNA AK 99669-7520

Sent via email to: BHARBAUGH@BOROUGH.KENAI.AK.US

RE: FY2019 Employer On-Behalf Funding - PERS ER 180

During the 2018 legislative session, House Bill HB286 (HB286) passed providing on-behalf funding for PERS employer contributions for Fiscal Year 2019 (FY2018). HB286, Section 25 reads as follows:

*(b) The sum of \$135,219,000 is appropriated from the general fund to the Department of Administration for deposit in the defined benefit plan account in the **public employees' retirement system** as an additional state Contribution under AS 39.35.280 for the fiscal year ending June 30, 2019.*

HB286 at <http://www.akleg.gov/PDF/30/Bills/HB0286Z.PDF> (Section 2 and 25).

The Alaska Retirement Management Board approved the actuarially determined rate of 27.58% for FY2019, with HB286 providing an on-behalf rate of 5.58% for each FY2019 employer payroll. On-behalf funding is applied with the processing of each employer payroll with payroll end dates between July 1, 2018 and June 30, 2019 and fully received by the Division by July 15, 2019. A fully received and processable payroll must include payment, an employer summary, and any other required documentation (WIRE and ACH payments must have a corresponding Memo). All such payrolls have been processed, thus we have trued-up your account and made an adjusting entry.

Included is a report detailing the Employer On-Behalf Funding allocated for fiscal year 2019 payrolls. **This is your final adjusted statement for FY2019.** Please work with your accountant or auditor to determine where to show this funding on your financial statements. Feel free to contact me via telephone at (907)465-2279 or email at tamara.criddle@alaska.gov if you have any questions or need additional information regarding HB286.

Sincerely,

Tamara Criddle, Accountant

State of Alaska, Division of Retirement & Benefits
FY2019 - HB286 Employer On-Behalf Detail as of 7/24/2019
KENAI PENINSULA BOROUGH - ER 180

Payroll Ending Date	On-Behalf		Total	
	Pension	Other Post-employment Healthcare		
07/06/2018	43,111.41	0.00	43,111.41	
07/20/2018	44,057.14	0.00	44,057.14	
08/03/2018	43,767.74	0.00	43,767.74	
08/17/2018	43,873.92	0.00	43,873.92	
08/31/2018	43,066.17	0.00	43,066.17	
09/14/2018	44,466.19	0.00	44,466.19	
09/28/2018	45,613.80	0.00	45,613.80	
10/12/2018	43,988.07	0.00	43,988.07	
10/26/2018	44,686.01	0.00	44,686.01	
11/09/2018	44,098.21	0.00	44,098.21	
11/23/2018	45,388.80	0.00	45,388.80	
12/07/2018	44,978.96	0.00	44,978.96	
12/21/2018	44,933.26	0.00	44,933.26	
01/04/2019	45,932.90	0.00	45,932.90	
01/18/2019	44,907.66	0.00	44,907.66	
02/01/2019	46,041.90	0.00	46,041.90	
02/15/2019	44,931.00	0.00	44,931.00	
03/01/2019	45,150.38	0.00	45,150.38	
03/15/2019	44,434.28	0.00	44,434.28	
03/29/2019	45,214.48	0.00	45,214.48	
04/12/2019	44,062.14	0.00	44,062.14	
04/26/2019	44,409.28	0.00	44,409.28	
05/10/2019	44,473.72	0.00	44,473.72	
05/24/2019	44,837.37	0.00	44,837.37	
06/07/2019	45,072.01	0.00	45,072.01	
06/21/2019	44,495.59	0.00	44,495.59	
06/30/2019	Year-End Adjustment	77,920.19	0.00	77,920.19
TOTALS FOR KENAI PENINSULA BOROUGH				
	\$1,237,912.58	\$0.00	\$1,237,912.58	

DISCLAIMER: The information contained in this letter is based on the specific facts and circumstances presented and cannot be applied to other facts and circumstances. This letter may contain a summary description of benefits, costs, rates, valuations, other calculations, policies or procedures for one or more pension or benefit plans administered by the Division of Retirement and Benefits, including but not limited to, the Public Employees' Retirement System, the Teachers' Retirement System, the Judicial Retirement System, the Supplemental Annuity Plan, the Deferred Compensation Plan, the AlaskaCare Employee Health Plan, or the AlaskaCare Retiree Benefit Plan. The Division of Retirement and Benefits has made every effort to ensure, but does not guarantee, that the information provided is accurate and up to date. Where this letter conflicts with the relevant Plan Document, the Plan Document controls.

Kenai Peninsula Borough

Finance

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *cfp*

FROM: Brandi Harbaugh, Finance Director *BH*

DATE: July 25, 2019

SUBJECT: Ordinance 2018-19-39, To Record FY2019 Expenditures of Paid by the State of Alaska Department of Administration, Division of Retirement & Benefits on Behalf of the Kenai Peninsula Borough Toward the Borough's Unfunded PERS Liability (Mayor)

As part of the 2018 legislative session, the Alaska legislators passed HB286 which appropriated funds to help defray the cost of increased employer contributions to the Public Employees' Retirement System (PERS) for fiscal year 2019. The purpose of this legislation was to contribute to the PERS system an amount estimated to be equal to the difference between the borough's budgeted PERS rate of 22 percent and the actuarially determined rate of 27.58 percent. Pursuant to the attached letter from the Division of Retirement and Benefits dated July 01, 2019, the amount contributed on the borough's behalf for FY2019 will be provided in early August 2019.

Generally Accepted Accounting Principles require that the borough record expenditures paid on their behalf. This ordinance also amends the budget to reflect these expenditures; there will be no impact to fund balances of any fund as revenues equal to the expenditures will also be recorded.

On July 1, 2019, we received notice that the Kenai Peninsula Borough will be receiving the FY2019 on-behalf PERS amount in early August 2019. In order to expedite the appropriation process to complete the FY2019 year-end closing in a timely manner, the amounts have been left blank for introduction. We anticipate receiving the on-behalf amount by August 15, 2019.



THE STATE
of ALASKA
GOVERNOR MICHAEL J. DUNLEAVY

Department of Administration
DIVISION OF RETIREMENT AND BENEFITS

6th Floor State Office Building
333 Willoughby Avenue
P.O. Box 110203
Juneau, AK 99811-0203
Phone: (907) 465-4460
Toll-Free: (800) 821-2251
FAX: (907) 465-3086
Alaska.gov/drb

July 01, 2019

BRANDI R HARBAUGH, FINANCE DIRECTOR
KENAI PENINSULA BOROUGH
144 N BINKLEY ST
SOLDOTNA AK 99669-7520

Sent via email to: BHARBAUGH@BOROUGH.KENAI.AK.US

RE: FY2019 Employer On-Behalf Funding - PERS ER 180

During the 2018 legislative session, House Bill HB286 (HB286) passed providing on-behalf funding for PERS employer contributions for Fiscal Year 2019 (FY 2019). HB286, Section 25 reads as follows:

*(b) The sum of \$135,219,000 is appropriated from the general fund to the Department of Administration for deposit in the defined benefit plan account in the **public employees' retirement system** as an additional state Contribution under AS 39.35.280 for the fiscal year ending June 30, 2019.*

HB286 at <http://www.akleg.gov/PDF/30/Bills/HB0286Z.PDF> (Section 25, page 89 & 90).

The Alaska Retirement Management Board approved the actuarially determined rate of 27.58% for FY2019, with HB286 providing an on-behalf rate of 5.58% for each FY2019 employer payroll. On-behalf funding is applied with the processing of each employer payroll with payroll end dates between July 1, 2018 and June 30, 2019 and fully received by the Division by July 15, 2019. A fully received and processable payroll must include payment, an employer summary, and any other required documentation (WIRE and ACH payments must have a corresponding Memo). Once all such payrolls have been processed we will true-up your account and make an adjusting entry, then send a final statement via email in early August 2019.

Included is a report detailing the Employer On-Behalf Funding allocated for fiscal year 2019 payrolls. Please work with your accountant or auditor to determine where to show this funding on your financial statements. Feel free to contact me via telephone at (907) 465-2279 or email at tamara.criddle@alaska.gov if you have questions or need additional information regarding HB286.

Sincerely,

A handwritten signature in blue ink that reads "Tamara Criddle".

Tamara Criddle, Accountant III

State of Alaska, Division of Retirement and Benefits
FY2019 - HB286 Employer On-Behalf Detail as of 6/30/2019
KENAI PENINSULA BOROUGH - ER 180

Payroll Ending Date	On-Behalf		Total
	Pension	Other Post-employment Healthcare	
07/06/2018 B	43,111.41	0.00	43,111.41
07/20/2018 B	44,057.14	0.00	44,057.14
08/03/2018 B	43,767.74	0.00	43,767.74
08/17/2018 B	43,873.92	0.00	43,873.92
08/31/2018 B	43,066.17	0.00	43,066.17
09/14/2018 B	44,466.19	0.00	44,466.19
09/28/2018 B	45,613.80	0.00	45,613.80
10/12/2018 B	43,988.07	0.00	43,988.07
10/26/2018 B	44,686.01	0.00	44,686.01
11/09/2018 B	44,098.21	0.00	44,098.21
11/23/2018 B	45,388.80	0.00	45,388.80
12/07/2018 B	44,978.96	0.00	44,978.96
12/21/2018 B	44,933.26	0.00	44,933.26
01/04/2019 B	45,932.90	0.00	45,932.90
01/18/2019 B	44,907.66	0.00	44,907.66
02/01/2019 B	46,041.90	0.00	46,041.90
02/15/2019 B	44,931.00	0.00	44,931.00
03/01/2019 B	45,150.38	0.00	45,150.38
03/15/2019 B	44,434.28	0.00	44,434.28
03/29/2019 B	45,214.48	0.00	45,214.48
04/12/2019 B	44,062.14	0.00	44,062.14
04/26/2019 B	44,409.28	0.00	44,409.28
05/10/2019 B	44,473.72	0.00	44,473.72
05/24/2019 B	44,837.37	0.00	44,837.37
06/07/2019 B	45,072.01	0.00	45,072.01
TOTALS FOR KENAI PENINSULA BOROUGH	\$1,115,496.80	\$0.00	\$1,115,496.80

DISCLAIMER: The information contained in this letter is based on the specific facts and circumstances presented and cannot be applied to other facts and circumstances. This letter may contain a summary description of benefits, costs, rates, valuations, other calculations, policies or procedures for one or more pension or benefit plans administered by the Division of Retirement and Benefits, including but not limited to, the Public Employees' Retirement System, the Teachers' Retirement System, the Judicial Retirement System, the Supplemental Annuity Plan, the Deferred Compensation Plan, the AlaskaCare Employee Health Plan, or the AlaskaCare Retirement Benefit Plan. The Division of Retirement and Benefits has made every effort to ensure, but does not guarantee, that the information provided is accurate and up to date. Where this letter conflicts with the relevant Plan Document, the Plan Document controls.

Introduced by: Mayor
Date: 08/06/19
Hearing: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-19-06**

**AN ORDINANCE APPROVING THE PURCHASE AND INSTALLATION OF A
DEAERATOR TANK FROM THE SOUTH PENINSULA HOSPITAL CAPITAL
PROJECT FUND**

WHEREAS, the Kenai Peninsula Borough ("borough") and South Peninsula Hospital, Inc. ("SPH, Inc.") have entered into a Sublease and Operating Agreement for the operation of South Peninsula Hospital and other Medical Facilities, and to provide other healthcare programs and services, on a nonprofit basis to ensure continued availability to the service area residents; and

WHEREAS, on June 18, 2019 the borough received notice from SPH, Inc. that its 34-year-old deaerator tank is experiencing issues; and

WHEREAS, SPH, Inc. requires this equipment to dissolve the oxygen out of the water while supplying all three boilers with preheated and chemically treated water to help protect them from internal corrosion and scale buildup; and

WHEREAS, the current deaerator tank is considered obsolete, replacement parts and service are not available; and

WHEREAS, this project is an unbudgeted capital item; and

WHEREAS, SPH, Inc. is recommending acceptance of the Alaska Boiler & Burner LLC quote of \$143,990, leaving \$36,010 for the remaining components of the project for the deaerator tank; and

WHEREAS, sufficient funds are available in the South Peninsula Hospital Plant, Capital Project Fund to fund this purchase; and

WHEREAS, at its regular meeting of _____, 2019, the SPH, Inc. board recommended _____; and

WHEREAS, at its meeting on July __, 2019, the South Kenai Peninsula Hospital Service Area Board recommended _____;

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

SECTION 1. That the assembly approves the purchase and installation of a deaerator tank for a total cost of \$180,000, with the funds for payment to be made from the South Peninsula Hospital Service Area Capital Project Fund.

SECTION 2. That \$180,000 is appropriated from South Peninsula Hospital Service Area Capital Project Fund, to account 491.81210.20DTK.49999 for the purchase and installation of a deaerator tank.

SECTION 3. That this ordinance shall become effective upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *CP*

FROM: John Hedges, Purchasing and Contracting Director *JH*
Brandi Harbaugh, Finance Director *BH*

DATE: July 25, 2019

RE: Ordinance 2019-19-06, Approving the Purchase and Installation of a Deaerator Tank from the South Peninsula Hospital Service Area Capital Project Fund (Mayor)

On June 18, 2019 the borough received notice from South Peninsula Hospital, Inc. ("SPH, Inc.") that its deaerator tank is experiencing issues. This system is vital for dissolving the oxygen out of the water while supplying all three boilers with preheated and chemically treated water to help protect them from internal corrosion and scale buildup. Replacement and installation of the deaerator tank should occur as soon as possible to ensure there is no disruption to patient care.

The current deaerator tank was purchased refurbished 34 years ago. All temporary low cost options have been used to repair leaks and extend the life of the existing tank with no success.

SPH requested quotes from several vendors, however at this point only one vendor had provided a quote.

Sufficient funds are available in the SPH capital project fund to support this need. This ordinance would appropriate \$180,000 for the purchase and installation of a deaerator tank.

Your approval of this ordinance would be appreciated.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.	<u>491.00000.00000.27910</u>
Amount:	<u>\$180,000</u>
By: <u>PH</u>	Date: <u>7/22/19</u>

To: SPH Board of Directors
From: Jim Basch, Int CFO and Glenn Radeke, Director of Facilities
Date: June 20, 2019
Re: Deaerator Tank

The current deaerator was installed in 1985 and is used to supply preheated, chemically treated feed water to three boilers. This system is vital for dissolving the oxygen out of the water while supplying all three boilers with preheated and chemically treated water to help protect them from internal corrosion and scale buildup.

This Deaerator tank constitutes an unbudgeted capital purchase with reallocation of budgeted capital funds from the Service Area Capital Fund. SPH must follow steps for submitting capital to the SPH Board of Directors, the Hospital Service Area Board, and the Assembly for approval.

JUSTIFICATION:

We recently became aware the deaerator tank was leaking. All temporary low cost options have been used or pursued to repair the leak with little to no success. We have been working with Peninsula Plumbing, Muira Boilers, and Alaska Boiler & Burners to quote a more efficient and reliable system to include installation. The only one to give us a quote has been Alaska Boiler & Burners.

Alaska Boiler & Burner LLC: Superior Boiler Works Deaerator tank \$180,000.00
quote was grossed up 25% for mechanical engineering design

This resolution would approve the purchase.

Recommended Motion: Pass and Adopt SPH Resolution 2019-09, A Resolution Approving the Purchase and Installation of the Superior Boiler Works Deaerator Tank.

Introduced by: Administration
Date: 6/26/19
Action: Approved
Vote: Yes - 8, No -0, Excused - 2

**SOUTH PENINSULA HOSPITAL
BOARD RESOLUTION
2019-09**

A RESOLUTION APPROVING THE PURCHASE AND INSTALLATION OF THE SUPERIOR BOILER WORKS DEAERATOR TANK

WHEREAS, the South Peninsula Hospital (SPH) is experiencing issues with the current, deaerator tank installed in 1985;

WHEREAS, the system is vital for dissolving the oxygen out of the water while supplying all three boilers with preheated and chemically treated water to help protect the boilers from internal corrosion and scale buildup; and

WHEREAS, all temporary low cost options have been used to repair leaks with little to no success; and

WHEREAS, this project is an unbudgeted capital item; and

WHEREAS, SPH has available fund through the Service Area Capital Funds from previous appropriated and budgeted items; and

WHEREAS, SPH Management has been working with Peninsula Plumbing, Muira Boilers, and Alaska Boiler & Burners to quote a more efficient and reliable system to include installation; and

WHEREAS, SPH Management is recommending the Alaska Boiler & Burner LLC quote acceptance for \$143,990 for Superior Boiler Works Deaerator tank; and

WHEREAS, the quote was grossed up 25% to total \$180,000 to include mechanical engineering design; and

WHEREAS, Management has recommended the purchase and installation of Superior Boiler Works Deaerator tank; and

WHEREAS, this resolution was approved by the Finance Committee at its June 20, 2019 meeting.

WHEREAS, per the Sublease and Operating Agreement, SPH is required to take this request to the Service Area Board (SAB) and Assembly for final approval;

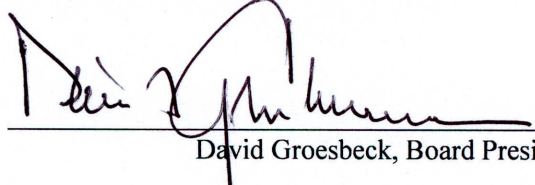
NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA HOSPITAL:

1. That Management is authorized and directed to accept the quotes from Alaska Boiler & Burner LLC for the purchase and installation of Superior Boiler Works Deaerator tank on behalf of the Hospital, following approval from the SAB and Borough Assembly.
2. That Management is hereby authorized to take any other actions that are necessary or desirable to achieve the intent of these Resolutions.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF SOUTH PENINSULA AT ITS MEETING HELD ON THIS 26th DAY OF June, 2019.

ATTEST:


Bernadette Wilson, Secretary


David Groesbeck, Board President

Introduced by: Mayor
Date: 08/06/19
Hearing: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-22**

**AN ORDINANCE AUTHORIZING A NEGOTIATED SALE WITH ALEX AND
COURTNEY MATIACO AT FAIR MARKET VALUE FOR LOT 5A, BLOCK 3,
RAVENWOOD SUBDIVISION, ADDITION NO. 3, PLAT NO. 81-42, KENAI
RECORDING DISTRICT, WHICH WAS PREVIOUSLY RETAINED FOR A PUBLIC
PURPOSE**

- WHEREAS**, Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District (Tax Parcel No. 05505022) was deeded to the borough through tax foreclosure proceedings pursuant to AS 29.45.290 *et seq.* for delinquent payment of taxes; and
- WHEREAS**, this parcel was retained for a public purpose under Ordinance 2007-21 as it was less than 40,000 square feet and was considered a substandard lot; and
- WHEREAS**, pursuant to AS 29.45.470, the right of the former owner of record to repurchase the property has ceased as the borough has held this property for more than 10 years; and
- WHEREAS**, Alex and Courtney Matiaco, as the neighboring property owners, applied for a negotiated sale of this property to add to their existing property; and
- WHEREAS**, the borough's practice is to retain substandard parcels until such time as they can be combined with adjacent parcels and sold into private ownership; and
- WHEREAS**, this parcel is also landlocked as it does not have direct access to a right-of-way; and
- WHEREAS**, the Matiacos' septic system crosses onto the borough parcel and would be considered an unintentional trespass; and
- WHEREAS**, the land has been classified as residential pursuant to Resolution 2019-020; and
- WHEREAS**, the Kenai Peninsula Borough Planning Commission, at its regular meeting of August 12, 2019, recommended _____;
- NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:**

SECTION 1. The real property described below is a tax foreclosed property retained for public purpose under KPB ordinance 2007-21 as a substandard lot (less than 40,000 square feet). In accordance with provisions of A.S. 29.45.460, this property has been held by the borough for more than 10-years following the redemption period and the assembly finds that a public need no longer exists provided that the lot is replatted and combined to create a standard sized lot.

Parcel	General Location	Description	Last Owner of Record
055-050-22	Ciechanski	Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District	Aho, Ron J. & Evdokia

SECTION 2. That the assembly finds that conveying the parcel described in Section 1 pursuant to KPB 17.10.100(I) at fair market value to Alex and Courtney Matiacos is in the best interest of the borough based on the following:

1. Conveyance of subject property would resolve an unintentional trespass as the Matiacos' septic system crosses onto subject property.
2. The proposed sale would result in combining Lot 5A and Lot 5 to create a standard size lot.
3. Creating a standard size lot would cure the purpose for which Lot 5A was retained.
4. Combining Lots 5A and Lot 5 will resolve the landlocked status of subject property.

SECTION 3. The assembly additionally makes an exception to KPB 17.10.110 (notice of disposition). This exception is based on the following findings of facts pursuant to KPB 17.10.230:

1. Special circumstances or conditions exist.
 - A. The purpose of the KPB 17.10.110 advertising requirement is to notify the public of an opportunity to purchase or lease KPB land, and advertising this negotiated sale to the Matiacos will not serve a useful purpose.
2. That the exception is necessary for the preservation and enjoyment of a substantial property right and is the most practical manner of complying with the intent of this chapter.
 - B. This exception to the notice requirement is not necessary to preserve a substantial property right, and the assembly hereby authorizes exception to that finding requirement. For this negotiated sale, the notice requirement is impractical, and compliance is not in the best interests of the borough due to the delay and unnecessary expense it would cause.

3. That the granting of the exception will not be detrimental to the public welfare or injurious to other property in the area.

A. The proposed disposition is advertised by publication of the ordinance in newspapers of general circulation and on the borough's web page. Notice of the proposed disposition is also published by the planning commission agenda in newspapers of general circulation, and a public hearing is held at the planning commission level. Additional notice is not necessary to comply with the intent of KPB 17.10 or to protect the public welfare.

SECTION 4. Based on the foregoing, the mayor is hereby authorized, pursuant to KPB 17.10.100(I) to sell and convey, through quitclaim deed, the land described in Section 2 above to Alex and Courtney Matiaco for the fair market value of \$5,000 by a financed sale, subject to the terms and conditions of this ordinance. The authorization is only for the sale to Alex and Courtney Matiaco and is subject to the requirement that the parcel be surveyed and combined by plat to the land presently owned by the Matiacos (Lot 5, Block 3, Ravenwood Subdivision, Addition No. 1, Plat No. 72-10, Kenai Recording District). The purchaser may not assign any rights to negotiate or enter into an agreement for purchase with any other person or entity. The purchaser shall be responsible for acquiring title insurance and shall pay all fees associated with this sale including recording fees, closing costs, escrow setup fees, annual escrow fees, collection fees to the extent applicable, and other associated fees for this sale. All other applicable terms and conditions of KPB Chapter 17.10 shall apply to this sale unless inconsistent with this ordinance.

SECTION 5. Upon entering into an agreement to acquire the land, a down payment of \$1,500 shall be made and the applicable terms and provisions of KPB 17.10.120 and KPB 17.10.130 shall apply, except that the borough shall retain the down payment, up to \$1,000, if the prospective buyers breach a term of the sale.

SECTION 6. The Matiacos shall have 180 days from the enactment of this ordinance to complete the sale.

SECTION 7. The mayor is authorized to sign any documents necessary to effectuate this ordinance.

SECTION 8. That this ordinance shall become effective immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS *
DAY OF *, 2019.**

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Planning Department – Land Management Division

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor *cli*
Max Best, Planning Director *MB*
Marcus A Mueller, Land Management Officer *Mueller*

FROM: Daniel Conetta, Land Management Agent *D.C.*

DATE: July 25, 2019

RE: Ordinance 2019-22, Authorizing a Negotiated Sale with Alex and Courtney Mاتيaco at Fair Market Value for Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, Kenai Recording District, which was Previously Retained for a Public Purpose (Mayor)

Alex and Courtney Mاتيaco submitted an application for the negotiated sale of the Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No 81-42 Kenai Recording District (PIN 05505022) ("the parcel"). A Site Map is attached. KPB Land Management reviewed the application and identified the following findings of fact:

- 1) The parcel adjoins the Mاتيacos' property to the north;
- 2) The parcel contains 0.46 acres and is surplus to the needs of the borough;
- 3) The borough received clerk's deed to the parcel in 2005 through tax foreclosure proceedings and retained the parcel pursuant to Ordinance 2007-21 as it was less than 40,000 s.f. and considered a substandard lot;
- 4) Pursuant to AS 29.45.470, the right of the former owner of record to repurchase the parcel ceased as the borough has held the parcel for more than 10 years;
- 5) The parcel is landlocked from having direct access to Pintail Avenue;
- 6) The septic system from the applicants' property crosses onto borough land and would be considered an unintentional trespass;
- 7) The borough's assessing department has provided a \$5,000 estimated fair market value for the parcel; and
- 8) The parcel was classified as residential pursuant to Resolution 2019-020.

Analysis: The parcel and the applicants' property to the north was originally under one ownership. The plat note for Ravenwood Subdivision, Addition No. 3 states that "These lots shall not be transferred as separate parcels thereafter." However, pursuant to AS 29.45.290 *et. seq.* and KPB 17.10.100(A) regarding tax foreclosure proceedings, these parcels became separated when the borough received clerk's deed to subject property. The separation of these parcels also created an unintentional trespass as the applicants' septic system straddles both parcels. Pursuant to KPB 17.10.220 the borough may resolve a trespass situation through a negotiated sale. The borough's practice is to retain substandard parcels until such time as they can be combined with adjacent parcels and sold into private ownership.

Conclusions: The applicants would be the most practical buyers for the parcel and could provide better utility of the land. Conveyance of the parcel to the adjacent owner and combining these two properties into one unit would restore these parcels under one ownership, resolve the landlocked status and the unintentional trespass as the applicants' septic system crosses onto borough land, and create a standard size lot.

Recommendation: Based on the findings of fact, analysis, and conclusions, staff recommends that the parcel be released from retention for a public purpose and offered to Alex and Courtney Maticaco as a sole source negotiated sale.

Your consideration of this ordinance is appreciated.

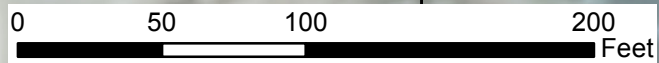


PINTAIL AVE

Matiaco
Lot 5

KPB
Lot 5A
PIN 05505022

Davis Block Material Site



Site Map

NEGOTIATED SALE, LEASE OR EXCHANGE OF BOROUGH LAND
KENAI PENINSULA BOROUGH
LAND MANAGEMENT DIVISION

LMD 19-057

144 N. Binkley Street
Soldotna, AK 99669-7599
lmweb@kpb.us

Phone: 907-714-2205
Fax: 907-714-2378

A \$500.00 fee must be submitted with this application. The \$500.00 is not applied to the purchase price and is refunded only if the application is not found to be in the public's best interest.

This form is to be completed by individuals or organizations wishing to purchase, lease or exchange borough land pursuant to KPB 17.10.100 (C) or (I). The application is to be completed in full to the best of knowledge of the individual or authorized representative. If requested, proprietary and financial information of the applicants, that is so marked, will be kept confidential. The assembly must approve, by ordinance, any disposition of borough land. The application process generally takes between 90-180 days.

Attach separate sheets of paper if more space is needed for explanation. If a section (or portion thereof) is not applicable, mark with the abbreviation "N/A". Contact Kenai Peninsula Borough Land Management staff if you have any questions about the information requested on the application. Please type or print.

Applicant Information

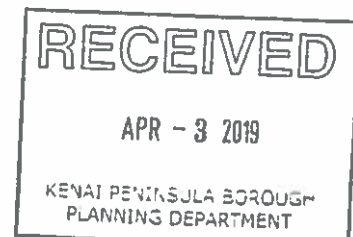
Name: Alex Mattiaco
Organization: _____
Mailing Address: 46775 Pintail Ave Kenai AK 99611
Phone: 503-750-5371 Email: AlexMattiaco@gmail.com

Other individuals(s) or organizations(s) party to this application (add additional pages if needed):

Name: Courtney Mattiaco
Organization: _____
Mailing Address: 46775 Pintail Ave Kenai AK 99611
Phone: 917-936-4302 Email: Courtneymattiaco@gmail.com

Type of Organization (check one):

- | | | |
|--|--|--|
| <input checked="" type="checkbox"/> Individual | <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> General Partnership |
| <input type="checkbox"/> Non-Profit | <input type="checkbox"/> Limited Liability Company | <input type="checkbox"/> Limited Partnership |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Other: | |



Note: Please submit, as appropriate, the following items with this application:

1. Current Alaska Business License
2. Designation of Signatory Authority to Act for Organization or Individual
3. Non-Profits – IRS Tax Exemption Status
 - Yes – Please attach letter of determination
 - No – Please attach certificate, articles of incorporation, by-laws, or other appropriated documentation.

Description of parcel(s) of interest (add additional pages if needed):

Legal Description: Lot 5A, Block 3, Ravenwood Sub. Addn. No. 3

Plat Number (if applicable): 81-42 Recording District: Kenai

Tax Parcel ID: 05505022 Size/Acreage: 0.46 Acres

This application is being made for the following (check the appropriate box);

Purchase Lease Exchange Other (please specify)

Complete this section for Negotiated Sales Only:

a. Offer Price: Fair market value

b. Are you wishing to seek Borough financing for this purchase Yes No
(If yes, terms will be discussed during the negotiations) *would like info*

c. Please explain the reasons why you believe the Borough should sell this land to you, be specific (add additional pages if needed):

1) Lot 5A is landlocked from having direct access to Pintail Avenue.

2) The septic system from Lot 5 crosses onto Lot 5A.

If the proposal is for other than fair market value, please state why it would be in the public's best interest to approve this proposal. Include all supporting facts & documents.

** would like info on Borough financing options*

Are there any existing improvements on this land? If yes please describe and provide photos if available.

Yes, septic improvements.

Attach a site plan depicting the proposed use of the property.

Plan attached Yes No

Has the applicant or affiliated entity previously purchased or leased Borough owned land or resources:

No Yes (If yes provide legal description; type of purchase/lease and its' current status)

Has the applicant or affiliated entity ever filed a petition for bankruptcy, been adjudged bankruptor, or made an assignment for the benefit of a creditor?

No Yes (If yes please explain, including dates):

Is the applicant or affiliated entity now in default on any obligation to, or subject to any unsatisfied judgment or liens?

No Yes (If yes, please explain):

Complete the following applicant qualification statement for each individual applicant or organization (*attach additional statements as necessary*):

APPLICANT QUALIFICATION STATEMENT

Name: Alex Matiaeo

Address: 46775 Pintail Ave Kenai 99611

I hereby swear and affirm to the best of my knowledge:

- That I am eighteen years of age or older; and
- 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
- I am not delinquent on any deposit or payment obligation to the Kenai Peninsula Borough (KPB); and
- I am not currently in breach or default on any contract or lease involving land in which KPB has not acted to terminate the contract or lease or to initiate legal action.
- Unless agreed otherwise in writing and signed by the KPB mayor, the above named applicant agrees to provide a performance bond, general liability insurance, damage deposit, and pay for remote site inspection, if applicable.

I hereby certify that the information contained herein is true to the best of my knowledge and belief.


Signature of Applicant

4-2-19
Date

Alexander Matiaeo
Print Name

Kenai Peninsula Borough
Assessing Department

MEMORANDUM

TO: Dan Conetta, Land Management Agent

THRU: Max Best, Planning Director *max best*
Marcus Mueller, Land Management Officer *mm*

THRU: Melanie Aeschliman, Borough Assessor *MA*

FROM: Les Crane, Land Appraiser *LC*

DATE: 6/5/2019

RE: Appraisal request of Lot 5A, Block 3, Ravenwood Subdivision, Addition No. 3, Plat No. 81-42, KRD, (Parcel ID No. 05505022)

Subject parcel (PIN #055-050-22) is a 0.46 acre parcel with no current legal road access, gas or electric utility available to the property.

Estimated fair market value of the subject parcel is \$5,000.

Please let me know if any further information is requested.

Introduced by: Mayor
Date: 08/06/19
Hearing: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-20**

**AN ORDINANCE AUTHORIZING THE ASSESSOR TO ACCEPT ONE LATE-FILED
DISABLED VETERAN EXEMPTION APPLICATION FOR 2019 FILED AFTER
MARCH 31 AND PROVIDING AN EXCEPTION TO KPB 5.12.040(B)**

WHEREAS, KPB 5.12.105(E) provides that an application for a disabled veteran exemption must be filed by March 31 of the year for which the exemption is sought; and

WHEREAS, in accordance with AS 29.45.030(f) and KPB 5.12.105(E) the assembly may, for good cause shown, waive the claimant's failure to make timely application and authorize the assessor to accept the application as if timely filed; and

WHEREAS, in accordance with KPB 5.12.105(E)(4) if an otherwise qualified claimant is unable to comply with the March 31 deadline for filing an application, and the inability to comply is caused by a serious condition or extraordinary event beyond the taxpayer's control, the assembly may, by resolution, waive the claimant's failure to file the application by such date, and authorize the assessor to accept the application as if timely filed; and

WHEREAS, the applicant submitted an affidavit stating that he had extraordinary circumstances which prevented him from timely filing a 2019 disabled veteran exemption application; and

WHEREAS, in accordance with KPB 5.12.040(B) the assessor shall not make changes to the assessment roll after June 1 except for the reasons provided therein, which do not include adjustments for late-filed disabled veteran exemption applications; and

WHEREAS, as KPB 5.12.040(B) does not allow the assessor to make a change to the assessment roll after June 1 where the assembly has approved a late-filed disabled veteran exemption application after June 1 an exception to this code section is required;

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

SECTION 1. Upon reviewing the one late-filed disabled veteran exemption application and documentation submitted with this ordinance, the assembly hereby waives the March 31 deadline for filing an application for the 2019 disabled veteran exemption

based upon a finding that the applicant was unable to comply with that deadline due to a serious condition or extraordinary event beyond his control.

SECTION 2. That the assessor shall process the applications in accordance with standard assessing department procedures for processing such applications.

SECTION 3. Notwithstanding KPB 5.12.040(B) the assessor is hereby authorized to make a change to the assessment roll after June 1, 2019 should this late-filed disabled veteran exemption application be otherwise approved to reflect the approved exemption.

SECTION 4. That this ordinance shall take effect immediately upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:



DISABLED VETERAN EXEMPTION

~~2020~~
2019

DUE ON OR BEFORE MARCH 31 OF THE EXEMPTION YEAR
APPLICANTS MUST PROVIDE DOCUMENTATION EACH YEAR OF 50% OR MORE SERVICE CONNECTED DISABILITY TO QUALIFY

Return completed form and requested information to:
Kenai Peninsula Borough - Assessing Dept. - 144 North Binkley - Soldotna, AK 99669
907-714-2230 or 1-800-478-4441 Fax 907-714-2393
www.kpb.us/assessingdept



LAWRENCE E WOOD
49495 TOTE RD
SOLDOTNA AK 99669-9196

Property ID (PIN): **131-620-01**

Physical Address: 49495 TOTE RD

RECEIVED

APR 12 2019

Legal Description: T 4N R 11W SEC 28 Seward Meridian KN 0800111 ROBERTS FORTY SUB LOT 1

KPB ASSESSING DEPT

Home Phone:	Applicants date of birth:	Spouses name:
[REDACTED]		
I am applying as a: <input checked="" type="checkbox"/> Disabled Veteran <input type="checkbox"/> Surviving spouse age 60 or older		
Have you received this exemption before? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If YES, list the account/parcel number for the previous exemption: _____		
Do you have a disability rated 50% or greater by the VA? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
Is disability "service connected"? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
Dwelling type: <input checked="" type="checkbox"/> Single Family <input type="checkbox"/> Condominium <input type="checkbox"/> Mobile Home <input type="checkbox"/> Multi-Family Dwelling <input type="checkbox"/> Other _____		
What percent of ownership do you alone (or jointly with your spouse) have in this property? <u>100</u> %		
Is any portion of this property used for any Commercial Purposes? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes Rental Purposes? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		
Is occupancy shared with someone other than your spouse and/or minor children? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
If yes, when did shared occupancy begin? Date _____ What percent of the home do they occupy? _____ %		
If live in care is medically necessary, attach letter from the doctor.		
Do you or your spouse own property in another state? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
If yes, do you receive any exemptions on that property? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		
When traveling outside the state of Alaska, at what address do you primarily reside? <u>Family 100 High St Canon City CO 81212</u>		

Another Law
APPL
1000 SPT

I CERTIFY: This property is my primary residence and permanent place of abode. I occupied it as my primary residence for a minimum of 185 days in the year prior to the year of this application. (If you do not meet this requirement, you must provide satisfactory evidence that you meet the statutory criteria for an allowable absence under AS 43.23.008.)

I hereby attest that the information above is true and correct to the best of my knowledge, and I will notify the borough assessing department if I do not meet this requirement in any future year for the duration of this exemption.

Lawrence E Wood Lawrence E Wood 4/12/19
PRINT OR TYPE OWNER NAME SIGNATURE DATE

****ASSESSOR'S USE ONLY ****

New Filing Occupancy Denied Approved Entered by:
 Prior Filing Ownership Disability Full Variable Contig

revised 12/16/2014

AFFIDAVIT OF Lawrence Wood
(Senior Citizen or Disabled Veteran Applicant Name)
**AND APPLICATION FOR APPROVAL OF LATE FILING
FOR SENIOR CITIZEN OR DISABLED VETERAN EXEMPTION**

This application is made pursuant to A.S. 29.45.030 Required Exemptions and KPB Code 5.12.105. Real Property Tax - Exemptions - Senior Citizens, Disabled Veterans and surviving spouses thereof.

Good cause means an inability to comply with the March 31 deadline that was caused by a serious condition or extraordinary event beyond the taxpayer's control. A serious condition or extraordinary event may include a serious medical condition or other similar serious condition or extraordinary event. (Absent extraordinary circumstances, a mere failure to pick up or read mail or to make arrangements for an appropriate and responsible person to pick up and read mail or a failure to provide a current address to the Department of Assessing will not be deemed good cause). Failure to meet the filing deadline is based upon the following good cause:

Please describe the serious condition or extraordinary event that caused your failure to meet the March 31st filing deadline. (Please attach any documentation you may have that supports your request).

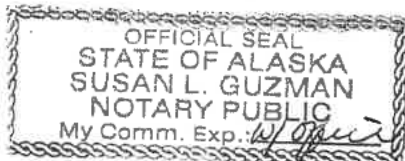
I was in Colorado from Oct 2, 18 - March 20, 19 for [redacted] surgery
could not do Exemption Filing until return Home Live in
Soldotna Sence May 29, 2001

FURTHER AFFIANT SAITH NAUGHT.

Dated at July 11, 19, Alaska, this 11 day of July, 2019

Lawrence E Wood
Applicant Signature

SUBSCRIBED AND SWORN to before me this 11th day of July, 2019



Susan L Guzman
Notary Public
My Commission Expires: w/ office

Exemption applications submitted for consideration for late-file acceptance will be forwarded to the Assembly by the Mayor's Office.

Assembly Action: APPROVED _____ DENIED _____



PIN: 131-620-01

DEPARTMENT OF VETERANS AFFAIRS

RECEIVED

APR 12 2019

KPB ASSESSING DEPT

April 10, 2019

LAWRENCE E WOOD
49495 TOTE RD
SOLDOTNA, AK 99669



WOOD, Lawrence Edward

To whom it may concern:

This letter from the Department of Veterans Affairs certifies that Lawrence Edward Wood is receiving service-connected disability compensation.

The current disability rating is as follows:

Effective Date	December 13, 2018
Percent Disability	60%

If you reside in the continental United States, Alaska, Hawaii, or Puerto Rico, you may contact VA with questions by calling our toll-free number 1-800-827-1000 (for hearing impaired TDD 1-800-829-4833) or contact us online <https://iris.custhelp.va.gov>.

Sincerely yours,


RO Director
VA Regional


You can contact us in several ways...Email or visit our web site. For specific information about your claim, go to <https://iris.custhelp.va.gov>. For general information about benefits, visit our web site at <https://www.va.gov>.

Kenai Peninsula Borough
Assessing Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Mayor 

FROM: Melanie Aeschliman, Borough Assessor 

DATE: July 25, 2019

RE: Ordinance 2019 - [20](#), Authorizing the Assessor to Accept One Late-Filed Disabled Veteran Exemption Application (Mayor)

One disabled veteran exemption applicant has requested the assembly allow the assessor to accept a late-filed Disabled Veteran Exemption application received after March 31, 2019.

KPB 5.12.105 and AS 29.45.030(f) allow for late-filed exemptions to be granted by the assembly. For an application filed after March 31, the applicant must file an affidavit stating good cause for failure to comply with the deadline. Good cause is defined by KPB 5.12.105(E)(4) as:

. . . an inability to comply with the March 31 deadline that was caused by a serious condition or extraordinary event beyond the taxpayer's control. A serious condition or extraordinary event may include a serious medical condition or other similar serious condition or extraordinary event.

Disabled Veteran Exemption applicant:

Lawrence Wood applied late for the 2019 Disabled Veteran Exemption and provided an affidavit and application for late filing approval. He states in his affidavit that he was out of state seeking medical attention during the application period. Mr. Wood has provided travel receipts and medical documentation as evidence of his statement.

Page -2-
July 25, 2019
Re: O2019-20

Based upon a review of Mr. Wood's exemption application and VA Disability Rating letter he would qualify for the 2019 exemption if his late-filed request is authorized by the assembly.

Introduced by: Mayor
Date: 08/20/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2019-045**

**A RESOLUTION SUPPORTING THE KENAI PENINSULA COORDINATED PUBLIC
TRANSIT-HUMAN SERVICES TRANSPORTATION PLAN TO BE SUBMITTED TO
THE STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC
FACILITIES**

- WHEREAS,** individuals with limited incomes and people with disabilities rely heavily, sometimes exclusively, on public and specialized transportation services to live independent and fulfilling lives; and
- WHEREAS,** public and specialized transportation services are essential for travel to work and medical appointments, to run essential errands, or simply to take advantage of social or cultural opportunities; and
- WHEREAS,** under the Moving Ahead for Progress in the 21st Century Act, projects funded by Federal Transit Administration (“FTA”) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities program must be included in a locally developed, coordinated public transit-human services transportation plan (“Plan”); and
- WHEREAS,** the Alaska Department of Transportation and Public Facilities requires any human service transit projects funded by the Alaska Mental Health Trust to also be included in the Plan; and
- WHEREAS,** the FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program provides operating and capital assistance funding to provide transit and purchase of services to private nonprofit agencies, federally recognized tribes, and to qualifying local public bodies that provide specialized transportation services to elderly persons and to persons with disabilities; and
- WHEREAS,** the Alaska Mental Health Trust provides grants to private nonprofit agencies, federally recognized tribes, and to qualifying local public bodies that serve community transit needs of trust beneficiaries; namely, Alaskans who experience mental illness, developmental disabilities, chronic alcoholism with psychosis, or Alzheimer's disease and related dementia through funding for operating assistance, purchase of services, capital and coordinated transportation system planning; and

WHEREAS, a local committee with participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation providers, human services providers, and other members of the public met August 9, 2018, November 13, 2018, February 12, 2019, March 12, 2019, and May 20, 2019; and

WHEREAS, the local committee reviewed and recommended through consensus that the Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan be submitted to the State of Alaska Department of Transportation and Public Facilities; and

WHEREAS, to be eligible for federal and state transit funding the Alaska Department of Transportation and Public Facilities requires the plan and project priority list be supported by a local governing body; and

WHEREAS, at its meeting on August 12, 2019, the Kenai Peninsula Borough Planning Commission recommended _____;

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

SECTION 1. That the Kenai Peninsula Borough Assembly supports the local committee's update of its Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan.

SECTION 2. That this resolution shall become effective upon its adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 20TH DAY OF AUGUST, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

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

FROM: Bruce Wall, Planner *BW*

DATE: August 2, 2019

RE: Resolution 2019-045, Supporting the Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan to be Submitted to the State of Alaska Department of Transportation and Public Facilities (Mayor)

Providing public transportation is essential to people with special transportation needs, individuals with limited income and people with disabilities that rely heavily, sometimes exclusively, on public and specialized transportation services to live independent and fulfilling lives. These services are necessary for travel to work and medical appointments, to complete errands, or simply to take advantage of social or cultural opportunities.

The attached resolution supports a local committee's efforts to update the Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan ("Plan"). The local committee is made up of diverse stakeholders, including nonprofit, medical, tribal, governmental, private agencies and individuals that were tasked with reviewing and updating the Plan. Through consensus, the updated Plan will be submitted to the Alaska Department of Transportation and Public Facilities for the purpose of applying for federal pass-through funding from Federal Transit Administration programs as well as the Alaska Mental Health Trust. The Plan and project priorities must be supported by a local governing body for the project to be eligible for federal and state transit funding.



DRAFT

KENAI PENINSULA
COORDINATED
PUBLIC TRANSIT-HUMAN SERVICES
TRANSPORTATION PLAN

July 2019

Lead Agency: Kenai Peninsula Borough

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1. INTRODUCTION/EXECUTIVE SUMMARY

The *Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan* (Plan) is a community-developed document that identifies existing transportation providers and unmet transportation needs in human service and public transit service in the Seward area and the Central and Southern Kenai Peninsula. The Plan focuses on the needs of older adults and individuals with a disability that rely on public transit or have special transportation needs to fulfill eligibility requirements of a locally-developed coordinated plan for Federal Transit Administration (FTA) or Alaska Mental Health Trust funds distributed through the Department of Transportation and Public Facilities (DOT&PF) Alaska Community Transit Office (ACT). The Plan updates and combines the 2015 *Central and Southern Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan* and the 2015 *Seward Coordinated Public Transit-Human Services Transportation Plan*.

The Plan identifies existing transportation services, sets goals and strategies to decrease duplication and unmet needs, addresses gaps in service, and provides effective transportation options for the Kenai Peninsula. This plan was developed with a public process that included multiple agencies and entities during 2018 and 2019. A Transportation Plan Task Force met monthly and included a work session and public meeting held in May 2019. Coordination is an important and viable strategy in creating effective, easy to use, and efficient transportation services.

2. COMMUNITY INFORMATION

A. LOCATION

The Kenai Peninsula Borough (Borough) encompasses approximately 16,000 square miles in Southcentral Alaska and includes the Kenai Peninsula, Cook Inlet, and an area northeast of the Alaska Peninsula on the west side of the Cook Inlet. The Municipality of Anchorage is approximately 65 air miles north of the Borough and is connected via the Sterling and Seward Highways. The portion of the Borough on the western side of the Cook Inlet is not connected to the road system and must be reached by boat or aircraft. The Kenai Peninsula is in the maritime and transitional climate zone of Alaska. Winters are relatively mild compared to other regions of the state. The western part of the Borough has a colder and drier transitional climate than the maritime climate of the eastern part of the Borough.

This Plan covers three areas of the Borough. The Seward area covers the City of Seward and surrounding communities. The Central Kenai Peninsula covers the City of Soldotna, City of Kenai, and surrounding communities. The Southern Kenai Peninsula covers the City of Homer and surrounding communities. Section 2.C. contains maps of communities included in this plan.

Seward Region

The Seward Highway connects Seward to Anchorage with approximately 125 miles of road. The Alaska Railroad also connects Seward to Anchorage seasonally. The Seward Boat Harbor also seasonally attracts cruise ships.

Seward is within the gulf coast maritime climate zone, with high levels of precipitation, frequent fog and clouds, long and cold winters, and mild summers. The average maximum temperature for Seward is 31 degrees Fahrenheit (F) in January and 62 degrees F in July. The average minimum temperature is 21 degrees F in January and 50 degrees F in July. Average total precipitation is 68.2 inches of rainfall and 83.4 inches of snowfall. Daylight varies greatly by season. The shortest day of daylight on December 21 has 5 hours and 49 minutes of daylight. The longest day of daylight on June 21 has 18 hours and 56 minutes of daylight.

Central Kenai Peninsula Region

The Central Kenai Peninsula includes the City of Soldotna and the City of Kenai, the population centers of the Borough. The Seward Highway connects with the Sterling Highway at Mile 38 of the Seward Highway and passes through the Central Kenai Peninsula and to the Southern Kenai Peninsula. The Kenai Spur Highway connects Kenai with Soldotna. Other major roads in the area include Kalifornsky Beach Road and Bridge Access Road. The cities of Kenai and Soldotna are approximately 150 road miles from Anchorage.

The Central Kenai Peninsula is within the gulf coast transitional climate zone, which is semi-arid with long and cold winters and mild summers. The average maximum temperature for the Central Kenai Peninsula is 21 degrees F in January and 65 degrees F in July. The average minimum temperature is 9 degrees F in January and 52 degrees F in July. Average total precipitation is 18.9 inches, with 67.5 inches of snowfall. Daylight varies greatly by season. The shortest day of daylight on December 21 has 6 hours and 7 minutes of daylight. The longest day of daylight on June 21 has 19 hours and 5 minutes of daylight.

Southern Kenai Peninsula Region

The City of Homer is on the shore of Kachemak Bay and is connected to Anchorage by the Seward Highway and Sterling Highway. The City of Homer is approximately 221 road miles from Anchorage.

Homer is within the gulf coast maritime climate zone, with high levels of precipitation, frequent fog and clouds, long and cold winters, and mild summers. The average maximum temperature is 29.2 degrees F in January and 60.9 degrees F in July. The average minimum temperature is 16.7 degrees F in January and 46.3 degrees F in July. Average total annual precipitation is 24.4 inches, with 54.9 inches of snowfall. Daylight varies greatly by season. The shortest day of daylight on December 21 has 5 hours and 41 minutes of daylight. The longest day of daylight on June 21 has 18 hours and 37 minutes of daylight.

B. POPULATION

Population of Area of Service included in the Plan: 41,701 (Seward Region, Central Kenai Peninsula Region, and Southern Kenai Peninsula Region)

The Seward Region includes the communities of Seward, Lowell Point, Bear Creek, and Primrose. The Central Kenai Peninsula Region includes the communities of Kenai, Soldotna, Funny River, Kalifornsky, Kasilof, Nikiski, Ridgeway, Salamatof, Sterling, Cohoe, and Clam Gulch. The Southern Kenai Peninsula Region includes the communities of Homer, Ninilchik, Anchor Point, Diamond Ridge, Happy Valley, Nikolaesvsk, and Kachemak City. Kenai, Soldotna, Homer, Seward, and Kachemak City are incorporated cities. The other communities are unincorporated census-designated places.

According to the U.S. Census American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates, the Kenai Peninsula Borough (Borough) has a population of 57,961. The Seward Region is estimated to have a population of 4,625, the Central Kenai Peninsula Region has a population of 37,076, and the Southern Kenai Peninsula Region has a population of 10,908. This gives a total population of 52,609 for the area of service.

C. MAPS

The following maps show the transportation area. Map 1 shows all communities included in this Plan. Map 2 shows the communities of the Central and Southern Kenai Peninsula regions. Map 3 shows the communities of the Seward Region.

Map 1 All Census Designated and Incorporated Places within the Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan



Selected Census Designated and Incorporated Places on the Kenai Peninsula

Map 2 Census Designated and Incorporated Places in the Central and Southern Kenai Peninsula Regions within the Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan



**Census Designated and Incorporated Places within
Central and Southern Kenai Peninsula**

Map 3 Census Designated and Incorporated Places in the Seward Region within the Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan



Census Designated and Incorporated Places
in the Seward Vicinity

3. ASSESSMENT OF RESOURCES AND SERVICES

A. COORDINATION WORKING GROUP

Coordination would not be possible without a group effort. Our communities have come together to pool our resources and work as a team to provide enhanced mobility for our seniors and individuals with disabilities.

Representatives from the Kenai Peninsula Borough, City of Soldotna, City of Kenai, Central Area Rural Transit (CARTS), Alaska Cab, Independent Living Center (ILC), Serenity House, Change 4 the Kenai, Peninsula Community Health Services, Kenaitze Indian Tribe, TNT Taxi, *Peninsula Clarion*, Kenai Job Center, Frontier Community Services, Seward Senior Center, Public Health, City of Seward, as well as members of the general public and public transit users, participated in the Transportation Plan Task Force.

B. CURRENT TRANSPORTATION OPTIONS

Central and Southern Kenai Peninsula Regions

The Sterling Highway traverses from Sterling south through the City Soldotna and several census-designated places and unincorporated places before reaching the City of Homer. The Kenai Spur Highway turns off the Sterling Highway in Soldotna and goes through the City of Kenai and the community of Nikiski. Bridge Access Road also connects the City of Kenai to other communities. Kalifornsky Beach Road is an alternate connection running north-south through the area.

Kenai Municipal Airport is a City-owned airport and is the largest airport in the Kenai Peninsula. The Kenai Municipal Airport has two runways –1L/19R with a 7,830 X 150 feet asphalt pavement and 1R/19L with a 2,000 X 60 feet gravel surface. It also has a float plane basin and two helipads.

The Soldotna Airport is also a City-owned airport. It has a runway designated 7/25 with an asphalt surface. Both airports are easily accessed on the road system. The top flight routes out of the Kenai airport are Anchorage and Kodiak.

The Homer Airport Terminal & Cargo Facility is a State-owned airport. It has one runway designated 3/21 with a 6,701 X 150 feet asphalt pavement and a facility for float planes on nearby Beluga Lake. Homer also has a ferry terminal that connects to the Alaska Marine Highway System.

Transit options include CARTS, Ninilchik Traditional Council's Basic Unified Multi-Path Service (BUMPS), the Independent Living Center (ILC)'s voucher program in the Homer/Anchor Point and Kenai Soldotna areas, and several taxi service providers. In addition, there are approximately 25 human service agencies, cab companies, other organizations, the school district, and private providers that provide transportation within the central and southern areas of the Kenai Peninsula to their clientele. Most of these human service agencies are either private nonprofit agencies or government human service agencies. Many of these agencies do not own vehicles but do offer transportation for their consumers through other providers.

The tables on the next pages include the agencies and providers that updated their asset and agency services information for this updated Coordinated Public Transit Plan.

Seward Region

Transportation in the Seward Region is summarized by the following provider information:

Since 2011, the City of Seward has operated a 4-month (mid-May to mid-September) school bus shuttle that brings passengers from cruise ship areas to downtown. The service is wholly funded through the use of passenger ("head") tax. This impacts routing of shuttle (e.g., must serve destinations of use to cruise ship passengers). Local residents are also able to use the shuttle for free during the summer months. The shuttle runs from 8am to 7pm when there is a cruise ship in port and from 10am to 7pm when there is not a cruise ship in port.

The Seward Senior Center primarily provides transportation to/from its own services, which include the meals and before and after activities, 5 days/week up to 4:00 p.m. It also provides services to medical appointments (OW trips in town), and tertiary to bank/shopping/post office. The Seward Senior Center provides rides home from the Center at 1pm and 1:30pm. In 2014, the Center provided an average of 15 OW trips/day (76/week; 4,000/year).

SeaView provides trips to its services and primary health care services using Medicaid vouchers. It also uses its vehicles and staff to transport clients to its services when the transportation is not covered under Medicaid, and at times to take clients to out-of-town medical specialist appointments. SeaView vehicles are used 100% of time during the week, but not on weekends and evenings. SeaView would be willing to contract out its vehicles when they are not in use.

Providence Hospital has a taxi voucher program, limited to \$50/year/person, due to the state's interpretation of anti-kickback laws.

Seward Community Health Center uses its own taxi vouchers and Medicaid-approved taxi vouchers that can be redeemed for pre-approved medical appointments. Transportation is paid for travel to Anchorage approximately twice a year.

Mountain Haven Nursing Home provides transportation for its residents to/from out-of-town medical appointments. Mountain Haven does background checks + in-house training for its drivers.

North Star Health Clinic provides reimbursement for gas when referred to Anchorage with Purchased Referred Care funding or can provide a round-trip ticket from the Seward Bus Line to Anchorage.

Advanced Therapy will sometimes provide cash for patient trips.

The Seward Parks and Recreation Department provides transportation for youth to Teen and Youth Center (TYC) programs. TYC kids gets coupons/vouchers.

There are several (<10) taxi companies in Seward (the number fluctuates almost continuously, so it is difficult to capture the exact number). Only one (Resurrection) has complied with federal regulations required to be a Medicaid transportation provider. Resurrection Taxi provides taxi service ILC consumers under their voucher program.

Seward Bus Lines operates service to Anchorage and can be reimbursed for Medicaid trips. As Seward Bus Lines provides service to Anchorage for less than taxi fares, Medicaid will not reimburse for trips to Anchorage, but will reimburse for trips to Kenai and Soldotna. Their schedule is as follows:

- Summer (May 1-Sept 14; 7 days/wk): Anchorage to Seward, leaves Anchorage 9:30 am and 2:00 pm (\$39.95 OW)
- Summer (May 1-Sept 14; 7 days/wk): Seward to Anchorage, leaves Seward 9:30 am and 2:00 pm (\$39.95 OW)
- Winter (Sept 15-Apr 30; Mon–Sat): Anchorage to Seward, 2:00 pm to 5:15 pm
- Winter (Sept 15-Apr 30; Mon–Sat): Seward to Anchorage, 9:30 am to 12:15 pm

Kenai Fjord Tours operates a shuttle bus for its own passengers during the summer and operates three wheelchair-accessible vehicles during the day. The shuttle bus primarily transports visiting cruise ship passengers.

Park Connection operates service between Seward and Anchorage, Denali Park, Talkeetna and Whittier mid-May through mid-September. Costs range from \$65 to \$155 depending upon the destination. It is \$65 one-way to Anchorage. Services times are as follows for 2019:

Park Connection to Park Northbound (Seward to Denali)

Departure Time	Arrival Time
Seward 10:30 AM	Anchorage 1:30 PM
Anchorage 3:00 PM	Seward 5:45 PM

Park Connection Seward Express (Seward to Anchorage)

Departure Time	Arrival Time
Anchorage 7:00 AM	Seward 9:45 AM
Seward 6:30 PM	Anchorage 9:30 PM

Two Dogs, a freight company, will sometimes take passengers.

C. INVENTORY OF AVAILABLE RESOURCES AND SERVICES

A listing of the agency vehicles available and current transportation services follow below:

Central and Southern Kenai Peninsula Regions

Table 1 Central and Southern Kenai Peninsula Region Vehicle Inventory

Year	Make, Model	Status	Condition	Seating	Wheelchair Y/N	Vehicle Owner
2013	Dodge Grand Caravan	Full-time	Good	5	Y	Alaska Cab
2013	Dodge Grand Caravan	Full-time	Good	4	Y	Alaska Cab
2012	Dodge Grand Caravan	Full-time	Good	4	Y	Alaska Cab
2014	Dodge Grand Caravan	Full-time	Good	4	Y	Alaska Cab
2014	Dodge Grand Caravan	Full-time	Good	4	Y	Alaska Cab
2014	Dodge Grand Caravan	Full-time	Good	4	Y	Alaska Cab
2015	Hyundai Sonata	Full-time	Good	5	N	Alaska Cab
2016	Kia Soul	Full-time	Good	5	N	Alaska Cab
2016	Kia Soul	Full-time	Good	5	N	Alaska Cab
2010	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2010	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2016	Kia Soul	Full-time	Good	5	N	Alaska Cab
2012	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2010	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2009	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2009	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2012	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2015	Hyundai Elantra	Full-time	Good	5	N	Alaska Cab
2013	Ford Flex	Full-time	Good	7	N	Alaska Cab
2016	Kia Soul	Full-time	Good	5	N	Alaska Cab
2012	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2015	Hyundai Sonata	Full-time	Good	5	N	Alaska Cab
2009	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2009	Dodge Grand Caravan	Full-time	Good	7	N	Alaska Cab
2016	Kia Soul	Full-time	Good	5	N	Alaska Cab

2009	Ford Van	Full-time	Fair	12	N	Central Area Rural Transit System (CARTS)
2009	Ford Cutaway	Full-time	Good	12	Y	CARTS
2009	Ford Cutaway	Full-time	Good	12	Y	CARTS
2011	Ford Van	Full-time	Good	12	N	CARTS
2016	MV-1	Full-time	Good	5	Y	CARTS
2016	MV-1	Full-time	Good	5	Y	CARTS
2017	Ford Transit Van	Full-time	Excellent	7	Y	CARTS
2017	Ford Transit Van	Full-time	Excellent	7	Y	CARTS
2017	Ford Transit Van	Full-time	Excellent	7	Y	CARTS
2009	Subaru Forester	Full-time	Good	5	N	Ryder Transport LLC
2001	Chrysler Town and Country	Full-time	Good	7	N	Ryder Transport LLC
2002	Subaru Forester	Full-time	Good	5	N	Ryder Transport LLC
2007	Toyota RAV4	Full-time	Good	5	N	Ryder Transport LLC
2000	Subaru Forester	Full-time	Good	5	N	Ryder Transport LLC
2001	Subaru Outback	Full-time	Good	5	N	Ryder Transport LLC
2005	Subaru Outback	Full-time	Good	5	N	Ryder Transport LLC
2012	Dodge Caravan	Full-time	Good	4	Y	Ryder Transport LLC
2002	Ford Windstar	Full-time	Good	5	N	TNT Transportation, LLC
2001	Chrysler Town and Country	Full-time	Good	6	N	TNT Transportation, LLC
2003	Chrysler Town and Country	Inactive	Good	6	N	TNT Transportation, LLC
2005	Dodge Caravan	Inactive	Good	6	N	TNT Transportation, LLC

Table 2 Central and Southern Kenai Peninsula Region Services Inventory

Agency	Clients	Operating Days	Operating Hours	Annual Vehicle Miles	Annual Passenger Trips	Destinations
CARTS	All	Mon-Fri (except established holidays)	24 hours	235,000	28,000-38,000	Anywhere within established areas of service
BUMPS	All	Mon, Wed, Fri	8:30am-5pm			Nimilchik (Nimilchik Tribal Council Resource Building), Happy Valley (Store), Anchor Point (Cheeky Moose), Homer (Safeway), Clam Gulch (Post Office), Kasilof (Post Office), Soldotna (Fred Meyer), Kenai (Walmart, Airport)
ILC Transportation Services Central Peninsula Voucher Program Information	Individuals with disabilities and those 60 years and over who have completed an ILC Intake	Mon-Sun	24 hours	N/A	Approx. 5,120 one-way trips	Rider pays \$4 and the voucher is good for a \$12 fare with AAA Alaska Cab.
ILC Transportation Services Homer Voucher Program Information	Individuals with disabilities and those 60 years and over who have completed an ILC Intake	Mon-Sun	24 hours	N/A	Approx. 5,200 one-way trips	Rider pays \$3 for Local and \$8 for FarOut. Voucher good for 4 miles(L) from pick-up and 15 miles(FO).
Ryder Transport LLC	All	Mon-Sun	24 hours	36,000 per car	10,000 per car	Homer and surrounding areas

<p>State of Alaska Dept. of Labor and Workforce Development Div. of Employment and Training Services</p>						<p>This office provides assistance for the general public, unemployed, underemployed, dislocated workers, and low-income residents in the Peninsula area. The agency assists customers perform job searches, complete job training, explore employment opportunities/job placement, and job relocation. The office teaches people how to go to work, do resumes, interviews, and other job-hunting skills. The office does not own any vehicles for providing transportation services. The agency pays for transportation services by giving gas cards, CARTS cards, taxi rides, car insurance, vehicle repairs, airfare, and bus fare. All transportation expenses are on a reimbursable basis.</p>
<p>State of Alaska Div. of Public Assistance - Work Services</p>						<p>This office provides assistance for clients with children who are receiving cash welfare benefits. The agency assists clients in resolution of challenges to employment and may authorize transportation to get to and from jobs, job search and medical appointments. Clients may be employed, underemployed, seeking work or low-income on the Kenai Peninsula. The office does not own any vehicles for providing transportation services. The agency pays for transportation by issuing bus</p>

								passes, taxi tokens, and gas vouchers or by authorizing vehicle repairs. The approval for such payments is determined on an individual basis and in accordance with current regulations as approved by the case manager. Funding for this program comes from the Division of Public Assistance, Temporary Assistance for Needy Families.
Heritage Place	Nursing Home Clients	Mon-Sun	24 hours	780	N/A	N/A	Client appointments	
Heritage Place	Nursing Home Clients	Mon-Sun	24 hours	1,925	N/A	N/A	Maintenance and client appointments	
Serenity House	Behavioral Health Clients	Mon-Sun	24 hours	5,680	300 round-trip	300 round-trip	Meetings, medical, activities, court, shopping, pharmacy	
Serenity House	Behavioral Health Clients	Mon-Sun	24 hours	3,000	160 round-trip	160 round-trip	Meetings, medical, activities, court, shopping, pharmacy	
Kenai Peninsula College Res Life	Residential Students	Varies	Varies	5,000	800	800	weekly grocery store trip, monthly foodbank trip, various field trips and activities	
Kenaitze Indian Tribe	Tribal members, employees, and clients	Mon-Fri	8am-5pm	N/A	N/A	N/A	Central Kenai Peninsula, primarily within the City of Kenai	
TNT Transportation, LLC d/b/a TNT Taxi Service	Qualifying Medicaid voucher clients (no wheelchair vans yet, but coming soon)	Mon-Sun	24 hours	5,000	800	800	Medical appointments (following Medicaid/voucher rules). Schedule 24 hrs in advance; limited will-call and urgent.	
TNT Transportation, LLC d/b/a TNT Taxi Service	Qualifying Waiver Clients for any Waivers (no wheelchair vans yet, but coming soon)	Mon-Sun	24 hours	5,000	800	800	Anywhere based on Plan of Care and Medicaid/wavier rules (TN codes needed for over 20 miles of travel). Schedule 24 hrs in advance; limited will-call and urgent.	

TNT Transportation, LLC d/b/a TNT Taxi Service	Anyone (minors must be accompanied by adult or have written permission from parent/guardian)	Mon-Sun	24 hours	5,000	800	Kenai Peninsula
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Seward Region

Vehicle Inventory

Senior Center

- 1 - 2015 MV-1, seats 3, plus one wheelchair

Seaview

- 2 - 2015 accessible vans, seats 8 passengers (w/o wheelchair)
- 6 - sedans, seats 4 passengers (w/o wheelchair)
- 3 - vans, seats 12 passengers (w/o wheelchair)

Mountain Haven

- 2009 Ford e350 van (used for long-distance trips), approx. 20 seats
- 2009 e450 Cutaway bus (wheelchair accessible), 10 seats + 1 wheelchair – donated by Providence (corporate)
- e450 Cutaway bus (year unknown), seats _8_ passengers (w/o wheelchair)
- 1 - 2014 Dodge Caravan, seats _5_ passengers (w/o wheelchair)

AVTEC

- 1 - 14-passenger “turtle-top” bus on e450 van chassis, seats _13_ passengers (w/o wheelchair)

Qutekcak Native Tribe

- 1 - van – 12 passengers without wheelchair access

Seward Parks & Rec Dept.

- 3–4 - 15-passenger vans, none accessible

Private services

- Resurrection Taxi (van)
- Kenai Fjord Tours (at least 3 accessible buses)
- Apple Bus Service (Kenai Peninsula Borough School District)
- PJ Taxi Services
- Red’s Taxi Service

4. ASSESSMENT OF TRANSPORTATION NEEDS

A. DEMOGRAPHICS

FTA defines a “coordinated public transit-human service transportation plan” as a plan that “identifies the transportation needs of individuals with disabilities, older adults, and people with low incomes, that provide strategies for meeting those local needs, and prioritizes transportation services for funding and implementation.” The following tables depict detailed demographics of these group types for the Seward Area and Central and Southern Kenai Peninsula.

General Community Demographics

The Kenai Peninsula Borough has 57,961 people. Approximately 18 percent of adults are 65 or over in the regions included in this plan, which is more than the approximately 15 percent for the entire Borough.

B. GAPS IN SERVICE

Central and Southern Kenai Peninsula Regions

Transit need and transit demand are things that should be thought of separately. Need exists when transit service may not be available. Demand is generally thought of as deriving from various levels or types of service.

Available research identifies the following population groups as representatives of the transit needs. This need by service group crosses all geographic areas within the area of service. They include older adults/elderly adults, persons with disabilities, low income populations, and zero vehicle households.

CARTS provides general public transportation for any individual to locations within the Central Peninsula Region. Taxi companies make individualized transportation services available in the same area. Although limited in their clientele and span of service, human service agencies provide an additional level of highly-specialized transportation to most places in the Central Region. The 2010 Coordinated Plan outlined the Service Gaps for the Central area of the peninsula below. Many of them still hold true today.

Information and communication gaps exist. While having many providers offers many choices, the system is complex to use and difficult to understand.

Costs are higher than desirable. Gaps in service availability are the result. Costs are higher to both the transit customer/user and to programs/agencies.

Some trips go unserved or are rationed during the month to stay on budget, whether rationed by the agency or the customer. Barriers to use exist. Reservation requirements mean that same-day trip needs go un-served or are delayed and there are eligibility limitations.

Insufficient coordination is a barrier to making improvements. Coordination efforts have been made in the past, but without significant results. Unsuccessful past efforts have left some organizations un-interested in or distrustful of further participation.

Insufficient coordination is also a barrier to achieving greater financial stability for many organizations. For some agencies, this results in a lack of drivers, a dependence on older, less- reliable vehicles, or

inefficient levels of administrative time spent on grants, grant compliance, and transportation service accounting/reporting. Lack of coordination is a barrier to reducing costs internally, and becomes a barrier to reducing costs for customers. Some trips go unserved because of a lack of confidence in referring their own clients to another agency or provider who may have longer service hours or service on additional days.

The *2010 Coordinated Plan for the Southern Peninsula* included the study that defined the “greatest transit need” as those portions of the area with the highest percentage of zero-vehicle households and elderly, disabled and below poverty populations in the Homer area. The results showed the western portion of Homer as one of the three highest ranked areas in terms of transportation need. Other areas of Homer also show a high transit need. The Homer area has two service voucher programs using contracted cab companies. One is for general public rides using public transportation funds through CARTS and the other provides subsidized rides for the elderly and persons with disabilities using Section 5310 funds. While these programs assist some individuals, there remains a service gap in the greater Homer area.

In addition to the lack of public or publicly supported transportation options, the following are identified as service delivery gaps:

- Unclear/incomplete understanding of transportation options in the Southern Peninsula.
- Lack of coordination efforts by local government and majority of providers.
- Continued “client only” provided transportation using agency owned vehicles.
- Inability to provide connecting services or day trips to the Kenai/Soldotna area for medical and shopping purposes.
- Inadequate wheelchair/lift-equipped services.
- Higher-than-desired amounts of administrative time used on transportation reporting requirements.

Maintaining the current services in both the Central and Southern areas of the Kenai Peninsula are paramount in the efforts to assist residents of these areas get where they need to go in their daily lives. It will take ongoing communication that is focused on the overall goal of working together to develop solutions that can lead to more efficient provision of transportation services. It will take commitment, hard work, and perseverance to achieve the envisioned results.

Seward Region

Medical Transportation Needs

- To Seward medical complex (Providence Hospital and the Seward Community Health Center), with door-to-door service needed for some patients
- To Mountain Haven for physical, occupational, and speech therapy
- More Medicaid-billable transportation options to local and out-of-town services (currently served by only 1 taxi company)
- To specialists’ services outside Seward (in Anchorage, Kenai, and Soldotna)
- To Seaview for its infant learning program
- To Seaview for children receiving after-school therapy and full-day therapy (during school breaks). School system will not transport school to Seaview therapy because it is not a registered day care, so Seaview staff transport them

The Seward Community Health Center (in town), is a federally qualified health center (FQHC) that operates a comprehensive primary care clinic co-located within Providence Seward Medical Center. SCHC opened in 2014. The clinic's hours are M - F 8am–6pm. The Health Center's mission is to identify and serve the health care needs of the community by providing quality, affordable services and promoting wellness, prevention and partnerships. This includes providing services to the uninsured and the underinsured and removing financial and other barriers to care. SCHC serves all people and takes all forms of insurances regardless of ability to pay. Its area of service extends to Y-junction, at the turnoff to Soldotna, encompassing about 5,700 people, about half of whom (2,800) live w/in Seward city limits. In 2014, 15% of patients were from out-of-area zip codes. The clinic currently employs three full-time, permanent physician and mid-level providers and counts over 2,000 unduplicated patients on its rolls (representing about 5,000 visits per year); this number of unduplicated patients is projected to grow to close to over 3,000 as more people learn about the clinic's services. Currently the clinic is adding 30 new patients per week, mostly in the 25–64 age bracket, but is seeing a growing number of younger patients as well. Currently, about 55% of patients have commercial insurance, 15% have no coverage, 10% have Medicaid, and 20% have Medicare. Most patients are self-driven, but some are driven by family members/friends and some come by taxi. Some people walk up street from 3rd and Jefferson, a walk up a slight incline that can be hard for older adults, especially in the winter. As an FQHC, the clinic is required to provide transportation for anyone who needs it and may use a variety of acceptable options to meet this requirement. Since opening, the clinic has provided 71 vouchers, at a cost of \$1,015.

Providence Hospital (in town) is a 4-bed acute care hospital, primarily used for emergency services (24/7) as well as laboratory, and radiology services (Mon-Fri 8:00 am–5:00 pm). Occupational, speech, and physical therapy services are provided through its long-term care center, Mountain Haven. The hours for these services are Mon-Fri, 8:00 am–4:30 pm. Providence's highest priority is how to coordinate services for transporting nursing home patients to Anchorage for services; currently Providence Mountain Haven staff drive them in a Providence vehicle (often a single patient at a time).

North Star Clinic (in town) provides health care and dental services to Chugach Native peoples, including to local Qutekcak tribal members, both at its clinic in Seward and through mobile care to remote villages. The North Star clinic hours are Mon-Fri, 9:00 am–5:00 pm.

SeaView Community Services provides behavior and mental health services in Seward. Hope Community Resources provides disability services in Seward formerly offered by SeaView. Approximately 30% of SeaView's services are grant funded, and the rest are billed to Medicaid. The hours for its services are Mon-Fri, 8:00 am–5:00 pm. Transportation is a small part of several programs they offer, and only sometimes is a reimbursable expense. Transportation provided is generally linked with the services SeaView provides or with giving client access to primary care, as follows:

- Substance abuse (SA) clients: provide taxi vouchers when their driving privileges have been suspended, to get them to work and services
- Chronically mentally ill: provide Medicaid-reimbursed transportation to services. Difficult to find taxi providers who will deal with this population. SeaView staff often accompany them
- Domestic violence program: transport people to safe shelter, often out of the community
- Client's w/medical needs: sometimes staff will drive SeaView vehicles to take client to ANC, Soldotna, Kenai to see specialist.
- Youth & family services (children w/emotional disability).

SeaView also can offer one-time assistance for transportation (or other needs) using a local quality of life fund, funded through community donations.

In FY 2015, SeaView spent close to \$100,000 on transportation costs, including costs for its own vehicles (depreciation, fuel, insurance, and maintenance), vouchers, and staff time used to drive vehicles, and one FTE transportation coordinator. The SeaView director would like to find alternative transportation options for its clients that would not require so much of its staff and other resources.

Other medical destinations in the Seward area include the following:

- Glacier Family Clinic, 11724 Seward Hwy (approx. mile marker 3.75)
- Advanced Physical Therapy, 234 4th Avenue
- Progressive Chiropractic, 11694 Seward Hwy (approx. mile marker 3.75)
- Michael Moriarty, DDS, 400 4th Avenue (within city limits)
- Safeway pharmacy (approx. mile marker 2)

Older Adult Transportation Needs

- Trips around town (medical services, grocery store, library, PO, bank, faith-based, social)
- To/from Senior Center for late afternoon programs (Senior Center transportation ends after the 12:45 pm run)
- To medical specialists outside Seward (in Kenai, Soldotna, and Anchorage)
- Improvements to walking infrastructure (cleared sidewalks, clearly marked pedestrian walkways, more sidewalks)
- More curb-to-curb service

Seward Senior Center is open 9am–4pm and offers meals and other educational and support services to older adults. It provides meals to 30–40 seniors in its congregate dining room M-F at 11:45 a.m., and 15–16 meals on wheels to homebound seniors. The Center receives an Alaska NTS (nutrition, transportation, support services) grant that helps to pay for some of its services, including for transportation services that enable seniors to maintain mobility and independence. The Center has one vehicle, used for delivering meals and transporting seniors. It also has a small base of volunteer drivers that are used to fill in for the regular driver when he cannot drive. United Way gives the Center a small grant to support transportation, which is supplemented by city funds. It is forecasted that the city will have an 8% annual growth in the number of older adults over the next few years. Harmony Villas at Dimond and Sea Lion Drive, provides Senior Housing.

People with Disabilities Transportation Needs

- Trips around town (medical services, grocery store, library, PO, bank, faith-based, social)
- To medical specialists outside Seward (in Kenai, Soldotna, and Anchorage)
- Lift-equipped taxis in Seward
- Ability to expand voucher program to serve more trips (or some other expanded transportation option)

The Independent Living Center for the Kenai Peninsula operates in Soldotna, Seward, Homer, and in Kodiak and outlying areas (Valdez/Cordova Census communities). The ILC launched a taxi-based voucher program in the Central Peninsula in 1997 and continues it today. At the Seward ILC, a .25 FTE is needed

for the administrative work. The ILC also coordinates transportation for its TRAILS program, through a contract arrangement with SeaView Community Services.

Youth Transportation Needs

- Transportation home from Boys & Girls Club (6:00 p.m.)
- More options for non-driving-students to participate in internships, on-the-job training
- Transportation to the Teen Youth Club
- More flexible options for AVTEC students to in-town destinations
- Transportation to/from ANC airport for AVTEC students at the beginning/end of academic year and to/from ANC for weekend visits (currently can leave Seward Sat. 9:30 a.m. to go to ANC, but can't return until Monday evening, which means they miss a day of classes)
- AVTEC students to get their children to day care

The local vocational college, AVTEC, provides classes for approximately 125 students on its four Seward area campuses from mid-August to the end of June. Many of the students live on campus, and receive transportation to classes and lunch. They must be in class by 8:30 am and be in class for a prescribed number of hours each day to comply with the school's accreditation requirements (the schedule is very strict). The buildings open only shortly before 8:30, and students arrive close to 8:30 to avoid waiting outside, especially in the winter. AVTEC currently provides all its students' transportation needs with its own vehicles from mid Oct to end of March/early April. The van travels from the residence life campus to the First Lake campus (4–5 blocks away) in the morning, to and from lunch, and then returns students home at the end of the day (3:30 pm).

Seward High School offers students a hybrid learning model which incorporates some at-home learning, after-school learning, early release, independent study, and on-the-job training, in addition to traditional in-school learning. This hybrid model creates unusual transportation needs, such as the need for students to go to/from school mid-day, to attend after-school learning and other extracurricular activities (sports, clubs), to travel to internships/apprenticeships.

People with Limited Income Transportation Needs

- Trips around town (medical services, grocery store, library, PO, bank, faith-based, social)

Conversations were not held with the TANF (Temporary Aid for Needy Families, follow-up to Welfare) or workforce agency to identify transportation needs for low-income families. (Info available from Donald Ireland (donald.ireland@alaska.gov). However, some need could be inferred for residents of Seward's controlled rent housing (listed below):

- Bayside Apartments, 1011 Fourth Avenue
- Bay View Apartments, 214 Sixth Avenue
- Bear Mountain Apartments, 230 Brownell Street
- Gateway Apartments, 1810 Phoenix Road
- Glacier View Apartments, 200 Lowell Canyon Road
- Kimberly Court Apartments, 1821 Swetmann Avenue
- Pacific Park Apartments, 106 Caines Street
- Lower-Income Housing on Bear Creek Road

Other Transportation

- Wheelchair-accessible vehicles
- Coordinated voucher system – reduce admin time
- Infrastructure (sidewalks) and year round maintenance
- Marketing/advertising/open house/public awareness
- Driver training
- Maintenance/storage of equipment
- General shopping trips to out-of-town destinations (ANC, Kenai, Soldotna)
- Public wheelchair access, with no attachment to a social service agency (tourist, non-Medicaid consumers, etc.

5. GOALS AND STRATEGIES

Below are the goals and strategies from the 2015 *Central and Southern Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan* and the 2015 *Seward Coordinated Public Transit-Human Services Transportation Plan*. These are presented as the current starting point for formulation of goals and strategies for the 2019 *Kenai Peninsula Coordinated Public Transit-Human Services Transportation Plan*.

Goal 1 – Ensure continuous, community-wide engagement, understanding, commitment and accountability to implement and fund an evolving Coordinated Plan.

Objective 1.1 Task Force

Strategy 1.1.1 Continue to meet regularly

Time Frame: 1 month, Ongoing

Lead: Partners

Strategy 1.1.2 Clarify Transportation Task Force membership, purpose, roles, responsibilities, structure, and work groups

Time Frame: 6 months

Lead: Kenai Peninsula Borough, Partners

Strategy 1.1.3 Form Work Groups (Operations and Structure, Administrative, Steering Committee, Data Collection, Grant/Funding, Community Relations, Special Projects)

Time Frame: 3-6 months, then Ongoing

Lead: Operations and Structure Work Group

Strategy 1.1.4 Develop Comprehensive Transit Plan

Time Frame: 2 years

Lead: Partners, Steering Committee

Objective 1.2. Maintain and expand partner relationships

Strategy 1.2.1 Develop new and/or revise existing Memorandum of Understanding

Time Frame: 3-6 months initial, then Ongoing

Lead: Partners, Local Government, Businesses

Objective 1.3. Coordinated Communication Strategy

Strategy 1.3.1 Revise consistent communication modes across partners

Time Frame: 1 year

Lead: Task Force

Strategy 1.3.2 Revise local government outreach

Time Frame: 1 year

Lead: Task Force

Strategy 1.3.3 Develop and implement local business/employer outreach to ensure options are known

Time Frame: 1 year

Lead: Task Force

Strategy 1.3.4 Include public feedback on coordinated transportation efforts for the Kenai Peninsula

Time Frame: 1 year

Lead: Task Force

Objective 1.4 Update Coordinated Plan every five years

Strategy 1.4.1 Use outreach feedback to inform plan and update goals

Time Frame: 5 years

Lead: Task Force

Strategy 1.4.2 Prioritize projects for the Federal Transit Administration's Enhanced Mobility of Seniors & People with Disabilities program (49 U.S.C. Chapter 53, Section 5310)

Time Frame: Annually

Lead: Task Force

Goal 2 – Develop and sustain transportation services within the Coordinated Plan by effectively identifying, understanding, collaborating, and advocating among state, local, federal, tribal and public funding sources.

Objective 2.1 Coordinate Funds and Services

Strategy 2.1.1 Identify all local, state, federal, tribal, and private funding sources (inventory all funding sources)

Time Frame: Ongoing

Lead: Grant/Funding Work Group

Strategy 2.1.2 Create and implement fundraising strategies (such as grant writing, fund raising, advocacy)

Time Frame: Ongoing

Lead: Grant/Funding Work Group

Objective 2.2 Promote the shared use of operational and capital resources

Strategy 2.2.1 Support the sharing of vehicles, equipment, and other transit-related services

Time Frame: Ongoing

Lead: Task Force/Partners

Goal 3 – Provide a sustainable and flexible public transportation system that is affordable, reliable, and accessible and meets the needs of the service areas within the region.

Objective 3.1 Maintain current or improve existing services

Strategy 3.1.1 Continue or improve existing Federal Transit Administration and Alaska Department of Transportation and Public Facilities funded projects

Time Frame: Ongoing

Lead: Task Force/Applicants

Objective 3.2 Reassess viability of projects in 2015 plan

Strategy 3.2.1 Establish and identify customer needs and transportation gaps

Time Frame: Ongoing

Lead: Task Force

6. PRIORITY OF PROJECTS

Project priorities for the next five years will be selected based upon the goals and strategies of this Plan, submitted applications, and funding availability.

7. SUPPORTING DOCUMENTATION

A. TABLES

Table A-1. Community Demographics – Central, Southern, Seward Regions of the Kenai Peninsula Borough

	Central	Southern	Seward	Borough
2017 Population Estimate	37,076	10,908	4,625	57,961
Population 65 and over	5,422	1,962	563	8,577
Percent Population 65 and over	17.2%	18.9%	17.5%	14.8%
Per capita Income	\$31,595	\$31,580	\$35,570	\$33,336
Median Family Income	\$82,216	\$72,600	\$92,250	\$84,458
Median Household Income	\$65,800	\$58,371	\$70,421	\$65,279
Persons in Poverty	4,075	947	496	6,229
Percent Below Poverty	14.6%	9.0%	17.4%	11.0%

Source: American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-2. Community Demographics – Central Region Communities of the Kenai Peninsula Borough

	Funny River	Kalifornsky	Kasilof	Kenai	Nikiski	Ridgeway	Salamatof	Soldotna	Sterling	Cohoe	Clam Gulch	CENTRAL TOTAL
2017 Population Estimate	1,026	8,588	483	7,634	4,728	2,195	1,055	4,516	5,387	1,288	176	37,076
Population 65 and over	314	779	70	1,051	823	403	102	672	936	226	46	5,422
Percent Population 65 and over	30.6%	9%	14.5%	13.8%	17.4%	18.4%	9.7%	14.9%	17.4%	17.5%	26.1%	17.2%
Per capita Income	\$28,933	\$33,979	\$18,524	\$36,510	\$29,514	\$41,069	\$19,055	\$36,987	\$37,770	\$30,974	\$34,230	\$31,595
Median Family Income	(X)	\$98,348	\$68,750	\$76,227	\$73,125	\$107,692	\$68,125	\$75,809	\$100,527	\$67,308	\$86,250	\$82,216
Median Household Income	\$61,156	\$83,654	\$56,359	\$58,125	\$56,722	\$96,705	\$60,000	\$68,662	\$77,098	\$63,984	\$41,336	\$65,800
Persons in Poverty	392	776	(X)	876	620	283	118	288	500	201	21	4,075
Percent Below Poverty	38.2%	8.9%	(X)	11.5%	13.1%	12.9%	18.3%	6.5%	9.3%	15.6%	11.9%	14.6%

(X) = estimate is not applicable or not available

Source: American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-3. Community Demographics – Southern Region Communities of the Kenai Peninsula Borough

	Ninilchik	Anchor Point	Diamond Ridge	Homer	Happy Valley	Nikolaevsk	Kachemak City	SOUTHERN TOTAL
2017 Population Estimate	741	2,057	1,193	5510	624	279	504	10,908
Population 65 and Over	195	404	165	908	138	25	127	1,962
Percent (%) Population 65 and Over	26.3%	19.6%	13.8%	16.5%	22.1%	9.0%	25.2%	18.9%
Per Capita Income	\$33,746	\$30,864	\$37,004	\$32,595	\$25,875	\$21,175	\$39,804	\$31,580
Median Family Income	\$80,938	\$69,250	\$99,583	\$76,959	\$51,667	\$41,806	\$88,000	\$72,600
Median Household Income	\$50,972	\$56,118	\$83,750	\$59,185	\$39,926	\$35,833	\$82,813	\$58,371
Person in Poverty	73	186	62	482	91	29	24	947
Percent Below Poverty	9.9%	9.1%	5.2%	8.9%	15%	10.4%	4.8%	9.0%

Source: American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-4. Community Demographics – Seward Region Communities of the Kenai Peninsula Borough

	Seward	Lowell Point	Bear Creek	Primrose	SEWARD TOTAL
2017 Population Estimate	2,748	205	1,512	160	4,625
Population 65 and Over	318	55	156	34	563
Percent (%) Population 65 and Over	11.6%	26.8%	10.3%	21.3%	17.5%
Per Capita Income	\$26,771	\$36,331	\$33,753	\$45,424	\$35,570
Median Family Income	\$88,508	(X)	\$86,536	\$101,705	\$92,250
Median Household Income	\$74,397	(X)	\$64,655	\$72,212	\$70,421
Person in Poverty	205	89	196	6	496
Percent Below Poverty	9.2%	43.4%	13%	3.8%	17.4%

(X) = estimate is not applicable or not available

Source: American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-5. Commuting to Work – Central, Southern, Seward Regions of the Kenai Peninsula Borough

	Central	Southern	Seward	Borough
Workers 16 and Over	15,297	4,798	2,313	24,627
Car, Truck, Van – Drove Alone	11,376	2,884	1,376	16,820
Car, Truck, Van – Carpooled	1,422	703	235	2,586
Public Transportation*	162	30	54	246
Walked	378	298	278	1,305
Other Means**	1,026	384	245	1,872
Worked at Home	933	501	126	1,822

*Excludes taxi

**Includes bicycle, taxi, motorcycle, or other means

Source: American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-6. Commuting to Work – Central Region Communities of the Kenai Peninsula Borough

	Funny River	Kalifornsky	Kasilof	Kenai	Nikiski	Ridgeway	Salamatof	Soldotna	Sterling	Cohoe	Clam Gulch	CENTRAL TOTAL
Workers 16 and Over	205	3,627	165	3,263	1,822	970	251	2,249	2,168	515	62	15,297
Car, Truck, Van – Drove Alone	179	2,767	143	2,336	1,257	823	206	1,729	1,528	363	45	11,376
Car, Truck, Van – Carpooled	0	250	0	369	271	97	9	148	221	54	3	1,422
Public Transportation*	0	0	0	78	15	0	2	67	0	0	0	162
Walked	11	51	0	82	36	13	5	126	33	17	4	378
Other Means**	15	363	22	264	162	24	9	106	28	29	4	1,026
Worked at Home	0	199	0	137	78	13	20	72	356	52	6	933

*Excludes taxi

**Includes bicycle, taxi, motorcycle, or other means

Source: American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-7. Commuting to Work – Southern Region Communities of the Kenai Peninsula Borough

	Ninilchik	Anchor Point	Diamond Ridge	Homer	Happy Valley	Nikolaevsk	Kachemak City	SOUTHERN TOTAL
Workers 16 and Over	296	777	554	2,627	184	107	253	4,798
Car, Truck, Van – Drove Alone	208	457	368	1,597	85	14	155	2,884
Car, Truck, Van – Carpooled	19	140	87	357	60	9	31	703
Public Transportation*	0	0	0	26	4	0	0	30
Walked	31	32	6	179	6	39	5	298
Other Means**	10	81	21	226	6	9	31	384
Worked at Home	28	67	72	244	23	36	31	501

*Excludes taxi

**Includes bicycle, taxi, motorcycle, or other means

Source: American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-8. Commuting to Work – Seward Region Communities of the Kenai Peninsula Borough

	Seward	Lowell Point	Bear Creek	Primrose	SEWARD TOTAL
Workers 16 and Over	1,118	205	898	92	2,313
Car, Truck, Van – Drove Alone	724	107	506	39	1,376
Car, Truck, Van – Carpooled	146	0	89	0	235
Public Transportation*	0	0	54	0	54
Walked	161	74	43	0	278
Other Means**	15	24	206	0	245
Worked at Home	73	0	0	53	126

*Excludes taxi

**Includes bicycle, taxi, motorcycle, or other means

Source: American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-9. Household Income – Central, Southern, Seward Regions of the Kenai Peninsula Borough

	Central	Southern	Seward	Borough
All Households	14,053	4,411	1,510	21,779
Less Than \$10,000	650	185	63	1,008
\$10,000 to \$14,999	511	218	64	900
\$15,000 to \$24,999	1,431	389	150	2,105
\$25,000 to \$34,999	1,015	455	127	1,736
\$35,000 to \$49,999	1,391	627	134	2,394
\$50,000 to \$74,999	2,677	842	239	4,115
\$75,000 to \$99,999	1,864	567	243	2,893
\$100,000 to \$149,999	2,607	731	341	3,926
\$150,000 to \$199,999	1,212	215	100	1,663
\$200,000 or more	695	182	49	1,039

Source: Selected Economic Characteristics, American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-10. Household Income – Central Region Communities of the Kenai Peninsula Borough

	Funny River	Kalifornsky	Kasilof	Kenai	Nikiski	Ridgeway	Salamatof	Soldotna	Sterling	Cohoe	Clam Gulch	CENTRAL TOTAL
All Households	425	3,180	119	3,206	1,726	832	232	1,716	1,975	551	91	14,053
Less Than \$10,000	62	131	0	120	117	17	21	20	112	40	10	650
\$10,000 to \$14,999	13	136	0	85	49	17	14	109	64	24	0	511
\$15,000 to \$24,999	27	352	0	404	161	86	18	171	143	63	6	1,431
\$25,000 to \$34,999	20	73	0	289	162	51	25	179	161	47	8	1,015
\$35,000 to \$49,999	72	197	47	466	268	30	19	151	65	41	35	1,391
\$50,000 to \$74,999	65	578	49	610	286	131	40	368	419	125	6	2,677
\$75,000 to \$99,999	37	468	23	471	164	110	27	230	231	95	8	1,864
\$100,000 to \$149,999	97	725	0	318	354	223	41	304	468	77	0	2,607
\$150,000 to \$199,999	32	451	0	188	104	77	14	107	198	23	18	1,212
\$200,000 or more	0	69	0	255	61	90	13	77	114	16	0	695

Source: Selected Economic Characteristics, American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-11. Household Income – Southern Region Communities of the Kenai Peninsula Borough

	Ninilchik	Anchor Point	Diamond Ridge	Homer	Happy Valley	Nikolaevsk	Kachemak City	SOUTHERN TOTAL
All Households	336	819	449	2,176	281	132	218	4,411
Less Than \$10,000	7	52	15	70	17	18	6	185
\$10,000 to \$14,999	23	32	10	92	35	20	6	218
\$15,000 to \$24,999	58	78	24	154	46	15	14	389
\$25,000 to \$34,999	44	77	29	256	19	10	20	455
\$35,000 to \$49,999	29	106	47	342	42	39	22	627
\$50,000 to \$74,999	65	180	79	428	47	14	29	842
\$75,000 to \$99,999	42	101	57	286	32	4	45	567
\$100,000 to \$149,999	30	140	123	350	37	9	42	731
\$150,000 to \$199,999	24	18	45	102	0	0	26	215
\$200,000 or more	14	35	20	96	6	3	8	182

Source: Selected Economic Characteristics, American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-12. Household Income – Seward Region Communities of the Kenai Peninsula Borough

	Seward	Lowell Point	Bear Creek	Primrose	SEWARD TOTAL
All Households	799	50	584	77	1,510
Less Than \$10,000	31	0	26	6	63
\$10,000 to \$14,999	42	0	22	0	64
\$15,000 to \$24,999	76	0	74	0	150
\$25,000 to \$34,999	76	0	51	0	127
\$35,000 to \$49,999	67	24	43	0	134
\$50,000 to \$74,999	121	0	84	34	239
\$75,000 to \$99,999	151	0	83	9	243
\$100,000 to \$149,999	161	0	156	24	341
\$150,000 to \$199,999	25	26	45	4	100
\$200,000 or more	49	0	0	0	49

Source: Selected Economic Characteristics, American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-13. Household Type – Central, Southern, Seward Regions of the Kenai Peninsula Borough

	Central	Southern	Seward	Borough
Total Occupied Households	14,127	4,411	1,510	21,779
Households with Individuals 65 Years or Older	3,481	1,201	247	5,302
Percent (%) Households with Individuals 65 Years or Older	27.7%	27.3%	29.6%	24.3%
Average Household Size*	2.86	2.31	2.56	2.6
Average Family Size**	2.98	2.86	2.64	2.98

*Average of owner-occupied and renter-occupied units

**Source: U.S. Census Bureau, 2010 Census Data

Source: Selected Economic Characteristics, American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-14. Household Type – Central Region Communities of the Kenai Peninsula Borough

	Funny River	Kalifornsky	Kasilof	Kenai	Nikiski	Ridgeway	Salamatof	Soldotna	Sterling	Cohoe	Clam Gulch	CENTRAL TOTAL
Total Occupied Households	425	3,180	119	3,206	1,726	832	232	1,716	1,975	551	91	14,053
Households with Individuals 65 Years or Older	62	131	0	120	117	17	21	20	112	40	10	650
Percent (%) Households with Individuals 65 Years or Older	13	136	0	85	49	17	14	109	64	24	0	511
Average Household Size *	27	352	0	404	161	86	18	171	143	63	6	1,431
Average Family Size **	20	73	0	289	162	51	25	179	161	47	8	1,015

* Average of owner-occupied and renter-occupied units

** Source: U.S. Census Borough, 2010 Census Data

Source: Selected Economic Characteristics, American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-15. Household Type – Southern Region Communities of the Kenai Peninsula Borough

	Nimilchik	Anchor Point	Diamond Ridge	Homer	Happy Valley	Nikolaevsk	Kachemak City	SOUTHERN TOTAL
Total Occupied Households	336	819	449	2,176	281	132	218	4,411
Households with Individuals 65 Years or Older	7	52	15	70	17	18	6	185
Percent (%) Households with Individuals 65 Years or Older	23	32	10	92	35	20	6	218
Average Household Size *	58	78	24	154	46	15	14	389
Average Family Size **	44	77	29	256	19	10	20	455

* Average of owner-occupied and renter-occupied units

** Source: U.S. Census Bureau, 2010 Census Data

Source: Selected Economic Characteristics, American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

Table A-16. Household Type – Seward Region Communities of the Kenai Peninsula Borough

	Seward	Lowell Point	Bear Creek	Primrose	SEWARD TOTAL
Total Occupied Households	799	50	584	77	1,510
Households with Individuals 65 Years or Older	31	0	26	6	63
Percent (%) Households with Individuals 65 Years or Older	42	0	22	0	64
Average Household Size*	76	0	74	0	150
Average Family Size**	76	0	51	0	127

*Average of owner-occupied and renter-occupied units

**Source: U.S. Census Borough, 2010 Census Data

Source: Selected Economic Characteristics, American Community Survey (ACS) Demographic and Housing Estimates 2013-2017 Five-Year Estimates

B. SIGN-IN SHEETS – TRANSPORTATION TASK FORCE MEETINGS

Figure 1 Sign-In Sheet from May 20, 2019 Transportation Task Force Meeting

Central KPB Public Transportation Plan Update		05/20/19 6PM - 8PM
Public Meeting - KPB Betty J. Glick Assembly Chambers		
Name	Community where you reside (Physical address is NOT requested)	Email
Brenda Ahlberg	Soldotna	bahlberg@kbp.us
Justin Vinzant	Soldotna	
Rebecca McNamee	Soldotna	
Michael Lacy	Soldotna	
Bill Hackler	Soldotna	bhackler5172@gmail.com
Leinda Wahrer	Soldotna	
William Soares	Soldotna	
Jennifer Beckmann	Kenai	beckmann@ndocartsak.org
Joyanna Gasly	Homr	ild@xyz.net
Shari Conner	Soldotna	seconner@npg.org
Elizabeth Appleby	Soldotna ^{outside of city,} (Barrough part)	eappleby@kenaicity
Tim NAVARRE	KENAI	TIMNAVARRE@GMAIL.COM
RICHARD DOMINICK	NIKISKI	rdominick1968@gmail.com
Laura Rhyne	Kenai	laura@inletkeeper.org

Figure 2 Sign-In Sheet from March 12, 2019 Transportation Task Force Meeting

Name	Agency	Email
Joyanna Gesley	ILC	ilc@xyz.net
Therese Titus	Kenai Public Health	theresa.titus@alaska.gov
Brian Mazurek	Peninsula Clarion	bmazurek@soundpublishing.com
Audrey Cuculli	KPRC	acuculli@peninsulareentry.org
TIM NAVARRI	CITY OF KENAI	TIMNAVARRI@GMAIL.COM
Maggie Winston	ILC	mwinston@peninsula.ilc.org
Mark Chappell	TBI Group	c.m.chapp@mail.com
Karen Monell	CARTS	Karmon16@gmail.com
Kimber Beckmann	CARTS	jbeckmann@kidecartsak.org
JESSICA SCHULTZ	CARTS	JSCHULTZ@RIDEARTSAK.ORG
Jason	TBI Group	AKJCH78@yahoo.com
HOTMAN		
Melissa Kluc	ILC	
Bryan Taylor	City of Soldotna	btaylor@soldotna.org
Bruce Wall	Kenai Peninsula Borough	bwalle@kpb.us
Elizabeth Appleby	City of Kenai	eappleby@kenai.city

Figure 3 Sign-In Sheet from February 12, 2019 Transportation Task Force Meeting

Transportation		2.12.19	
Entity	Name	Phone	Email
	Ashley B...	283-9479	ablatt@food@leashoreak.org
	MAccess Clinic	262-6341	m.kline@peninsulaic.org
	Ben Mazurek	863 719 7130	bmazurek@soundpublishing.com
	Kimber Beckmann	262 8900	kbeckmann@hdecartsak.org
	Jessica Schultz	262-8900	J.SCHULTZ@RIDECARTS AK ORG
City of Kenai	Elizabeth Appleby	283-8235	eappleby@kenai.city
TNT Taxi	Hannah Stratton	953-9070	tnttaxi@kenai@gmail.com
TNT Taxi	Zuriel Todd	"	"
City of Soldotna	Ryan Taylor	714-1234	rtaylor@soldotna.org
Public Health	Therese Titus	335-3400	theresa.titus@akaska.gov
City of Kenai	TIM NAVARRIS	394-2303	TIMNAVARRIS@GMAIL.COM

Phone	
Rachel O'Brien	DOL
Jody Stuart	Adult Probation
Sherry Conner	CPGH

Figure 4 Sign-In Sheet from November 13, 2018 Transportation Task Force Meeting

Sign In

Joyanna Geisler	ilc@xyz.net	907-235-7911
Brent Hibbert	brent@akcab.com	907-967-5050
Sheera Pritekare	sheera.pritekare@alaska.gov	
Bruce Wall	bwall@kpb.us	
Shari Conner	sconner@cpah.org	
Charlene Tautfest	²⁵²⁻⁴⁷³⁷ xyzcharlene@yahoo.com	
John Czarnecki	jczarnecki@soldotna.org	
Gina Wiske	gina@niniuktribe-nsn.gov	
Martina Hoskins	252-9113	

Figure 5 Sign-In Sheet from August 9, 2018 Transportation Task Force Meeting

Sheena Patchard	Kenai Public Health 335-3400	sheena.patchard@alaska.gov
Charlene Tautfest	Alaska Mental Health Board 907 252 6737	xyzcharlene@yahoo.com
John Czarneski	City of Soldotna	jcarneski@soldotna.org
Joyanna Geisler	ILC	ilc@xyz.net
Shari Conner	CPH/CHL	sconner@cupgh.org
Kathy Romain	CITY OF KENAI / SENIOR CENTER	KRomain@Kenai.city
Bruce Wall	KPB Planning	bwall@kpb.us
BRENDA AHUBERT	KPB	bahlberg@kpb.us
TIM NAVARRIS	CITY OF KENAI	TIMNAVARRE@GMAIL.COM
Melissa Kline	ILC	mkline@peninsula.ilc.org
Angie Clary	City of Kenai / Senior Center	aclary@kenai.city
Elizabeth Appleby	City of Kenai (City Planner)	eappleby@kenai.city
COO Steve Williams	AMHTA	steve.williams@alaska.gov
CEO Mike Abbott		mike.abbott@alaska.gov
Commission on Aging	Denise Daniello	denise.daniello@alaska.gov

C. ADVERTISEMENTS FOR TRANSPORTATION TASK FORCE PUBLIC MEETING – MAY 20, 2019

USE: Immediate release through May 20, 2019
TIME: 30 seconds
AGENCY: Kenai Transportation Task force
TITLE: Public Meeting

Join our community for a public transportation task force planning meeting at KPB Assembly Chambers (located at 144 N. Binkley Street, Soldotna, Alaska 99669) from 6pm – 8pm on Monday, May 20. View the current transportation plan then share your ideas and comments about current public transportation gaps, successes and suggestions for growth.
Contact: Shari at 714-4521 for more information



View the current transportation plan then share your ideas and comments about current public transportation gaps, successes and suggestions for growth.
Contact: Shari at 714-4521 for more information

Central Kenai Peninsula Public Transportation Task Force

Monday, May 20th

6pm-8pm

Transportation Task Force planning meeting
Location: KPB Assembly Chambers on Binkley Street • Soldotna

Your Opinion Matters!

Public Comments Welcome at the Meeting



D. PUBLIC COMMENTS FROM TRANSPORTATION TASK FORCE PUBLIC MEETING – MAY 20, 2019

A bus system would help everyone on the Peninsula. I used to cab to and from beacon to do UA's but it is so expensive.

My vehicle is about to break down. If I get charged with my DUI I will not be able to drive for 90 days.

My decision to live at Diamond Willow was highly influenced by my transportation needs. My home is located in Nikiski and I have no reliable transportation. I need to complete my outpatient treatment and the easiest solution was walking or biking in Soldotna.

I have to rely on peers or staff to get where I need to go like meetings, probation, etc. So public transportation would be a huge benefit to me.

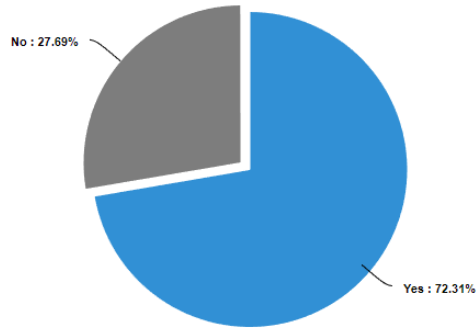
The stress of getting rides sometimes has me missing or canceling my appointments and not having enough money for a cab.

Transportation affects me negatively in many ways. I am not from this area and I walk everywhere. I have limited data on my cell phone and cannot always use goggle maps.

I wouldn't have to ask my mom for rides then I wouldn't feel bad for her to bring me.

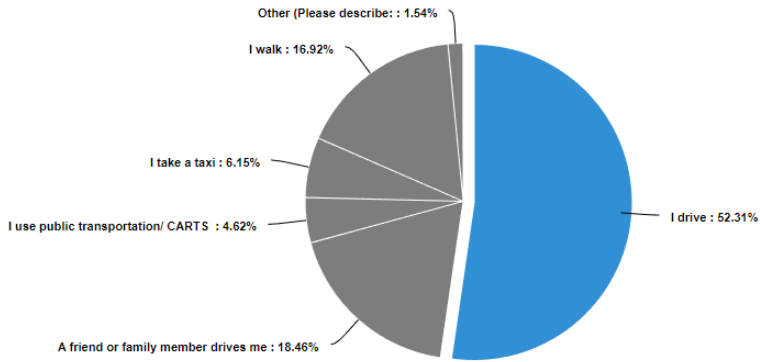
E. PROJECT HOMELESS CONNECT SURVEY QUESTIONS ON TRANSPORTATION – FEBRUARY 28, 2019

Do you feel your access to transportation limits your ability to work in the community and/or get to health care appointments?



Answer	Count	Percent	20%	40%	60%	80%	100%
Yes	47	72.31%					
No	18	27.69%					
Total	65	100 %					

How do you usually get where you need to go within the community for work, shopping errands or medical appointments? (Please check only 1)



Answer	Count	Percent	20%	40%	60%	80%	100%
I drive	34	52.31%	<div style="width: 52.31%;"></div>				
A friend or family member drives me	12	18.46%	<div style="width: 18.46%;"></div>				
I use public transportation/ CARTS	3	4.62%	<div style="width: 4.62%;"></div>				
I take a taxi	4	6.15%	<div style="width: 6.15%;"></div>				
I walk	11	16.92%	<div style="width: 16.92%;"></div>				
Other (Please describe:	1	1.54%	<div style="width: 1.54%;"></div>				
Total	65	100 %					

How do you usually get where you need to go within the community for work, shopping errands or medical appointments? (Please check only 1) - Text Data for Other (Please describe:

02/28/2019 94840897 N/a

Introduced by: Carpenter, Mayor
Date: 08/20/19
Hearing: 09/03/19
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2019-19-07**

AN ORDINANCE APPROPRIATING \$1,500 FOR THE COSTS OF PRINTING AND DISTRIBUTING INFORMATION ABOUT THE BALLOT PROPOSITION SEEKING VOTER APPROVAL TO INCREASE THE MAXIMUM AMOUNT OF A SALE SUBJECT TO THE BOROUGH SALES TAX TO \$1,000, EXCEPT RESIDENTIAL RENTS, TO ENSURE COMPLIANCE WITH LEGAL RESTRICTIONS ON THE USE OF BOROUGH FUNDS AND ASSETS RELATED TO BALLOT PROPOSITIONS

WHEREAS, the assembly approved ordinance 2019-15, providing for the submission of a ballot proposition to the qualified voters of the Kenai Peninsula Borough concerning the proposed increase to the maximum amount of a sale subject to the borough sales tax to \$1,000, except for residential rents; and

WHEREAS, the administration is preparing educational information relating to this ballot proposition which is intended to be factual and objective; and

WHEREAS, AS 15.13.145 prohibits municipalities from influencing the outcome of an election concerning a ballot proposition unless funds have been specifically appropriated for that purpose by municipal ordinance; and

WHEREAS, KPB 4.10.100 prohibits the use of public funds, facilities, equipment or supplies purchased with public funds, and services of public employees in-kind to promote the passage of a ballot proposition; and

WHEREAS, the determination of what explicitly constitutes influencing or supporting passage of a ballot proposition is an undefined, subjective area; and

WHEREAS, to avoid potential expenses should a complaint be filed alleging that the borough's material and presentations were intended to promote or influence the outcome of the election, an appropriation of sufficient funds to pay costs of preparing and disseminating the material and acknowledging that they may be seen as intended to influence the outcome of the election is in the best interest of the borough;

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

SECTION 1. The sum of \$1,500 is hereby appropriated from the General Fund, fund balance account 100.00000.00000.27910, to account number 100.11210.20TAX.43011, which may be used to influence the outcome of the election on October 1, 2019, on

the ballot proposition concerning the proposed increase to the maximum amount of a sale subject to the borough sales tax to \$1,000, except for residential rents.

SECTION 2. Notwithstanding KPB 4.10.100, the mayor and his staff are authorized to publicly distribute hand-outs and make presentations related to the proposed change to the sales tax cap in the ballot proposition with costs not to exceed the appropriated funds.

SECTION 3. This ordinance shall become effective immediately upon enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF *, 2019.

Wayne H. Ogle, Assembly President

ATTEST:

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough
Finance Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Kenn Carpenter, Assembly Member
Charlie Pierce, Borough Mayor

FROM: Brandi Harbaugh, Finance Director

DATE: August 8, 2019

SUBJECT: Ordinance 2019-19-07, Appropriating \$1,500 for the Costs of Printing and Distributing Information about the Ballot Proposition Seeking Voter Approval to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, to Ensure Compliance with Legal Restrictions on the Use of Borough Funds and Assets Related to Ballot Propositions (Carpenter, Mayor)

The administration is planning to provide information to the public about a pending ballot proposition that, if approved by voters, would increase the maximum amount of a sale subject to the borough sales tax to \$1000 except for residential rents.


Alaska Statute 15.13.145 prohibits the use of public funds to influence the outcome of an election, except that AS 15.13.145(b) allows public funds to be used to influence the outcome of an election if specifically appropriated for that purpose by municipal ordinance. The administration is seeking an appropriation of \$1,500 by the assembly to cover the costs of printing and distributing information about the ballot proposition to explicitly and fully comply with AS 15.13.145(b). The information would be factual and the printed material would be distributed at public meetings throughout the borough at which members of the public could share their views on the ballot proposition. Additionally, borough code prohibits the use of borough funds or public employees' in-kind services to promote the passage of ballot propositions. This ordinance would authorize the distribution of printed and electronic information by staff notwithstanding the code provision. While the administration believes the distribution of this information would not violate the code, this ordinance would resolve any potential legal issues by authorizing the dissemination of any prepared materials.

Your approval of this ordinance would be appreciated.

FINANCE DEPARTMENT ACCOUNT / FUNDS VERIFIED	
Acct. No.	<u>100.00000.00000.27910</u>
Amount:	<u>\$1,500.00</u>
By: <u>pp</u>	Date: <u>8/8/19</u>

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members of the Kenai Peninsula Borough Assembly

FROM: Charlie Pierce, Kenai Peninsula Borough Mayor 

DATE: August 20, 2019

RE: Appointment to the Anchor Point Fire & Emergency Medical
Service Area Board

Pursuant to KPB 16.60.060 I hereby submit my recommendation for confirmation by the Assembly, of the following appointment to the Anchor Point Fire & Emergency Medical Service Area Board. The applicant is a registered voter and resides within the service area to be represented. Attached for your review is the request for appointment:

<u>Applicant</u>	<u>Board Seat</u>	<u>Term Expires</u>
Cherie Richter	Seat – A	October, 2020

Thank you

Kenai Peninsula Borough
Office of the Borough Clerk

MEMORANDUM

TO: Charlie Pierce, Mayor *CP*
THRU: Johni Blankenship, Borough Clerk *(JB)*
FROM: Tatyana Shassetz, Borough Clerk Secretary *(AS)*
DATE: August 5, 2019
RE: Verification of Anchor Point Fire and Emergency Service Area Board Applicant – Seat A

Pursuant to KPB 2.40.010 and 2.40.030, the applicant listed below has been verified as registered voter of the Borough and resides within their area to be represented.

Anchor Point Fire Emergency Service Area

<u>Applicant</u>	<u>Board Seat</u>	<u>Term Expires</u>
Cherie Richter	Seat – A	October, 2020

Shassetz, Tatyana

To: Blankenship, Johni
Subject: RE: Service Area Appointment Application received

T, looks like we have an applicant for Anchor Point...please process the application for the Mayor's consideration.

Thank you, Johni

From: Kenai Peninsula Borough [<mailto:webmaster@borough.kenai.ak.us>]
Sent: Wednesday, July 31, 2019 5:18 AM
To: Blankenship, Johni <JBlankenship@kpb.us>
Cc: Turner, Michele <MicheleTurner@kpb.us>
Subject: Service Area Appointment Application received

Select One
Anchor Point Fire & Emergency Service Area Board

Select One
APFESA Seat A – Term to Expire 10/2020

{BCFSA_Seat_Choice:caption}
{BCFSA_Seat_Choice:value}

{EPHESA_Seat_Choice:caption}
{EPHESA_Seat_Choice:value}

{KESA_Seat_Choice:caption}
{KESA_Seat_Choice:value}

{NPRSA_Seat_Choice:caption}
{NPRSA_Seat_Choice:value}

{SPH_Seat_Choice:caption}
{SPH_Seat_Choice:value}

{SBCFSA_Seat_Choice:caption}
{SBCFSA_Seat_Choice:value}

{SRSA_Seat_Choice:caption}
{SRSA_Seat_Choice:value}

Applicant Name
Richter Cherie

Physical Residence Address
73601 Twin Peaks Loop

City
Anchor Point

State
AK

Zip
99556

My Mailing Address is DIFFERENT from my Residence Address

Mailing Address
P O Box 532

City
Anchor Point

State
AK

Zip
99556

Email
cherie.a.richter@gmail.com

Daytime Phone
907-299-1996

Voter #

SS #



Date of Birth



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

Years
8

Months
9

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

Years

8

Months

9

If you would like to upload a copy of your resume, you may do that below.

Attachments **must** be in .PDF, .DOC or .DOCX format only.

Upload your Resume

[5d41951008c8b-MyResume.doc](#)

https://www.kpb.us/components/com_rsform/uploads/5d41951008c8b-MyResume.doc

/var/www/www.borough.kenai.ak.us/components/com_rsform/uploads/5d41951008c8b-MyResume.doc

5d41951008c8b-MyResume.doc

APPLICANT CERTIFICATION: I certify that the information in this Application for Appointment is true and complete and that I meet the specific residency and citizenship requirements of this office. I further certify that I shall meet the age requirements upon taking the oath of office, if appointed. I further acknowledge that by typing my initials below I intend to fully sign this document.

Type your initials to sign

car

Cherie A. Richter
P. O. Box 532
Anchor Point, AK 99556
(907)299-1996
(907)235-1299
cherie.a.richter@gmail.com

Objective

I am looking for a rewarding job with a reputable company. While my previous experience was in the financial industry; since I have been in Alaska, I have worked in construction. I enjoy the challenge of remote locations and fervor of the demanding construction season. I have great communication, organization, customer service and clerical skills. I adapt easily to new challenges and environments, and get along well with co-workers.

Employment History

- 11/21/2011 - Office Manager
- 09/29/2017 Twin Peaks Construction, Inc. Anchor Point, AK
Employed as Office Manager for commercial construction company. Responsible for daily operations of office and supervising office staff. Duties included bookkeeping, payroll, accounts payable, accounts receivable, job budget/cost analysis, quarterly tax reporting, monthly, quarterly and annual financial statements, heavy use and mining tax reporting, . Assisted project managers by scheduling and arranging logistics for remote job locations, budget/cost analysis on construction bids, preparation of bid packets, reporting and maintaining submittal log, daily reports, SWPPP requirements, and DBE reporting on awarded contracts, preparation of pay estimates, ordering permits, and ensuring all licenses and permits were in place as required, coordinated and corresponded with subcontractors as needed.
- 09/19/2005 - AVP, Mortgage Loan Officer
- 03/03/2010 JP Morgan Chase Bank, NA Jenks, OK
Employed as an Assistance Vice President, Mortgage Lending Officer. Position was located inside a branch. Not only performed the necessary job requirements of a loan originator, but also worked as a liaison with branch bank personnel to develop total banking relationships and to cross-sell bank products as well as mortgage products.
- 12/01/1995 - Post Closing Loan Processor
- 09/09/2005 Bank of Oklahoma NA Tulsa, OK
Originally employed as a Loan Operations Processor. Responsibilities included setting up new loans, maintaining loan records, posting payments, balancing general ledger /credit life accounts and clearing exceptions. Final position

employed as Post Closing Loan Processor. Duties included reviewing all government (FHA, VA and HUD 184) loans to make sure they met federal and investor guidelines. Responsibilities included reviewing files to insure they met appraisal, originating, underwriting, documentation and compliance guidelines. Approved in-house L1 FHA and VA insurer. Have working knowledge of all non-profit and government related down payment assistance and bond programs.

04/01/1989 - AVP, Loan Officer
 04/30/1994 American National Bank Bristow, OK

Employed as Assistant Vice President, Loan Officer. Responsibilities included interviewing and counseling loan customers, reviewing loan applications, financial information, collateral values, and making lending decisions on various loans. Loan types included personal, commercial, real estate, agriculture (including land, crop and livestock), and energy. Developed and maintained the bank's first indirect lending dealer portfolio.

Prior to becoming a loan officer, loan administration duties included processing all approved loans, obtaining required financial and collateral documentation, and closing loans. Also monitored monthly revenue checks on all oil and gas loans, and stock/crop sales on all agricultural loans. Performed in-house appraisals, loan reviews, and monthly and quarterly collateral checks to verify the presence of equipment and livestock. Also assisted in collection efforts for four banks/branches. This included monitoring bankruptcy proceedings, filing proof of claim forms on bankruptcy proceedings, ordering repossessions and foreclosures, and compiling necessary documentation for litigation, the maintenance and disposition of other assets and repossessed collateral was also a responsibility.

Education

Other Oklahoma State University
 Oklahoma Bankers Association Installment Lending School OK

High School Diploma or Equivalent Charles Page High School
 OK

While I do not have a college degree, I have 26 college credit hours, and have taken numerous industry related classes. I am also not opposed to further education, if required by a position.

Additional Information

- Skills: Microsoft Office including Word and Excel, Typing 70 w.p.m., 10key by touch, Sage Contractor 100 software, and HCSS software.

- References available upon request.

Kenai Peninsula Borough
Office of the Borough Clerk

MEMORANDUM

TO: Wayne Ogle, Assembly President
Kenai Peninsula Borough Assembly Members

FROM: Johni Blankenship, Borough Clerk (JB)

DATE: August 20, 2019

RE: Proposition Summaries for 2019 Regular Election Brochure (Voter Pamphlet)

Kenai Peninsula Borough Code § 4.10.110 (A) states in part, "... the borough clerk shall prepare and mail to every borough box holder a brochure containing information approved by the assembly of a strictly factual nature pertaining to each proposition on the ballot,"

The following attached proposition summaries are being forwarded for Assembly review and approval.

Proposition No. 1: Adopting A Manager Plan of Government to be Effective after the 2020 Election

Proposition No. 2: Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to The Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval

Your consideration is appreciated.

**KENAI PENINSULA BOROUGH
PROPOSITION NO. 1
(Manager Plan of Government)**

ADOPTING A MANAGER PLAN OF GOVERNMENT TO BE EFFECTIVE AFTER THE 2020 ELECTION
(To be voted on by all voters)

Shall the Kenai Peninsula Borough adopt a manager plan of government, effective upon commencement of the term of office of the person elected to be the Borough Mayor in the regular or run-off election held in the 2020 election, where the chief administrative officer is a manager appointed by the assembly instead of the current form where the elected mayor runs the borough administration?

Under a manager form of government, the mayor would still be elected areawide but no longer be the chief administrator of the borough. Instead, a borough manager would be appointed by majority vote of the assembly on the basis of administrative qualifications to serve as the chief administrator. The mayor would serve as chair of the assembly, still be able to participate in assembly discussions, may vote on assembly actions in the case of a tie, and may veto assembly actions.

According to the Division of Community and Regional Affairs records, 12 of the 19 boroughs in Alaska have a manager form of government.

or. Alaska Statute 29.20.470 provides the borough may adopt a manager plan of government by motion adopted by the governing body. If adopted by motion it requires the governing body to submit the question to the voters of adopting a manager plan at the next election. Ordinance 2019-16, approving a motion to adopt a manager plan of government effective after the 2020 election, and placing the question of adopting this form of government on the 2019 ballot, was enacted by the Assembly on August 6, 2019.

If a majority of the voters voting on the question approve it, then the assembly shall adopt the manager plan within 60 days by resolution or ordinance, as required by AS 29.20.480.

BALLOT LANGUAGE

Shall the Kenai Peninsula Borough adopt a manager plan of government, effective after the 2020 election, where the chief administrative officer is a manager appointed by the assembly instead of the mayor? The mayor would then serve as the presiding officer of the assembly, could vote in the case of a tie and may veto actions by the assembly.

YES *A "yes" vote means you support adopting a manager plan of government, effective after the 2020 election, where the chief administrative officer is a manager appointed by the assembly instead of a mayor.*

NO *A "no" vote maintains the current form of Government.*

Kenai Peninsula Borough
Office of the Borough Clerk

MEMORANDUM

TO: Wayne Ogle, Assembly President
Kenai Peninsula Borough Assembly Members

FROM: Johni Blankenship, Borough Clerk (JB)

DATE: August 20, 2019

RE: Proposition Summaries for 2019 Regular Election Brochure (Voter Pamphlet)

Kenai Peninsula Borough Code § 4.10.110 (A) states in part, "... the borough clerk shall prepare and mail to every borough box holder a brochure containing information approved by the assembly of a strictly factual nature pertaining to each proposition on the ballot,"

The following attached proposition summaries are being forwarded for Assembly review and approval.

Proposition No. 1: Adopting A Manager Plan of Government to be Effective after the 2020 Election

Proposition No. 2: Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to The Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval

Your consideration is appreciated.

**KENAI PENINSULA BOROUGH
PROPOSITION NO. 2
(Sales Tax Cap)**

**AMENDING KPB 5.18.430 TO INCREASE THE MAXIMUM AMOUNT OF A SALE SUBJECT TO THE
BOROUGH SALES TAX TO \$1,000, EXCEPT FOR RESIDENTIAL RENTALS, SUBJECT TO VOTER
APPROVAL (To be voted on by all voters)**

Ordinance 2019-15 entitled, "An Ordinance Amending KPB 5.18.430 to Increase the Maximum Amount of a Sale Subject to the Borough Sales Tax to \$1,000, Except for Residential Rentals, Subject to Voter Approval," was enacted on August 6, 2019.

BACKGROUND

The borough code limits to \$500 the amount of a sale that is subject to the sales tax. This \$500 cap has remained unchanged for 54 years, since 1965.

According to the Alaska Department of Labor Anchorage Consumer Price Index inflation if adjusted for inflation that \$500 in 1965 would have been \$3,195 in 2018. If approved, this ordinance would amend borough code to set the maximum transaction subject to sales tax at \$1,000, except for residential rentals, effective Jan. 1, 2020.

This increase would not apply to residential rentals because it would disproportionately affect tenants of residential property who would pay the higher rate every month.

The revenue generated from this increase would be used for funding education which would make other revenues available for general borough government purposes.

FISCAL NOTE

The Kenai Peninsula Borough Finance Department estimates this increase from the \$500 limit to a \$1,000 limit, except for residential rentals, would generate about \$3.1 million to \$3.4 million annually in revenue to the borough, significantly helping to close the gap between the current spending level and borough revenues, providing some protection for the fund balance.

BALLOT LANGUAGE

Shall Section 1 of Ordinance 2019-15, increasing the maximum amount of a sale subject to the borough sales tax, other than residential rentals, from \$500 to \$1,000, be ratified? The maximum amount of residential property rentals subject to the sales tax would remain at \$500 per month.

YES *A "yes" vote means you support increasing the maximum amount of a sale subject to the borough sales tax, other than residential rentals, from \$500 to \$1,000.*

NO *A "no" vote means you oppose increasing the maximum amount of a sale subject to the borough sales tax, other than residential rentals, from \$500 to \$1,000.*

MAYOR'S REPORT TO THE ASSEMBLY

TO: Wayne Ogle, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Charlie Pierce, Kenai Peninsula Borough Mayor

DATE: August 20, 2019



Assembly Request / Response

None

Agreements and Contracts

- a. Authorization to Award a Contract for ITB20-005 CPL Well & Probe Replacement Project 2019 to Discovery Drilling, Inc., Anchorage AK.
- b. Authorization to Award a Contract for ITB20-002 Flintlock Lane, Bidarki Drive, Bridger Road, Project No. 55BDR to J.C. Johnson & Sons of Anchor Point, AK.
- c. Authorization to Award a Contract for ITB20-003 Tim Ave., Muir St., Creek View Road Project No. W4TIM to Paul's Services of Anchor Point, AK.
- d. Authorization to Award a Contract for ITB20-001 Glenn Road & Kipling Circle Project No. S7GLE to J.C. Johnson & Sons of Anchor Point, AK.

Other

- a. Certificate of Achievement for Excellence in Financial Reporting for the comprehensive annual financial report (CAFR) for the fiscal year ended **June 30, 2018.**
- b. Risk Manager Sovala Kisena will be presenting a presentation; Kenai Peninsula Borough, Discussion on Safety.
- c. Investment Report – Quarter Ended 6/30/19

Kenai Peninsula Borough
Solid Waste

MEMORANDUM

TO: Charlie Pierce, Mayor
THRU: John Hedges, Purchasing & Contracting Director *JH*
FROM: Jack Maryott, Solid Waste Director *JM*
DATE: July 31, 2019
RE: Authorization to Award a Contract for ITB20-005 CPL Well & Probe Replacement Project 2019

The Purchasing and Contracting Office formally solicited and received bids for the ITB20-005 CPL Well & Probe Replacement Project 2019. Bid packets were released on July 10, 2019 and the Invitation to Bid was advertised in the Peninsula Clarion on July 10, 2019.

The project consists of furnishing all labor, equipment and materials necessary to perform the contract services associated with the CPL Well & Probe Replacement Project 2019.

On the due date of July 24, 2019, one (1) bid was received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$78,120.00 was submitted by Discovery Drilling, Inc., Anchorage, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 411.32122.18CDE.43011.

CP

Charlie Pierce, Mayor

8/2/2019

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>411.32122.18CDE.43011</u>
Amount	<u>\$78,120.00</u>
By: <i>JH</i>	Date: <u>8/1/19</u>

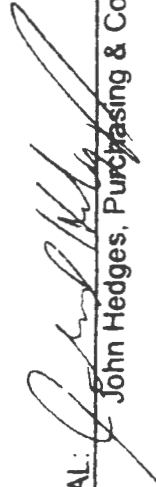
JH

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB20-005 CPL Well & Probe Replacement Project 2019


CONTRACTOR	LOCATION	BASE BID
Discovery Drilling	Anchorage, Alaska	\$78,120.00

DUE DATE: July 24, 2019

KPB OFFICIAL:  John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough
Purchasing & Contracting Department

MEMORANDUM

TO: Charlie Pierce, Mayor
THRU: John D. Hedges, Director
THRU: Dil Uhlin, Roads Director 
FROM: Andrew Walsh, Project Manager
DATE: August 2, 2019
RE: Authorization to Award a Contract for ITB20-002 Flintlock Lane, Bidarki Drive, Bridger Road, Project No. S5BDR

The Purchasing and Contracting Office formally solicited and received bids for ITB20-002 Flintlock Lane, Bidarki Drive, Bridger Road, Project No. S5BDR. Bid packets were released on June 27, 2019 and the Invitation to Bid was advertised in the Peninsula Clarion on June 27, 2019.

The project consists of furnishing all labor, materials and equipment to upgrade these roads. Work includes, but is not limited to, roadbed widening, replace poor road material, improve drainage and add gravel capping.

On the due date of July 17, 2019, five (5) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$329,040.20 was submitted by J.C. Johnson & Sons of Anchor Point, Alaska. The total cost of this project is \$414,000.00, which includes design services, contract services, inter-department charges and contingencies.

This project has been approved through the Fiscal Year 2019 Budget Flintlock Lane, Bidarki Drive & Bridger Road, Project No. S5BDR Capital Improvement Project.


Your approval for this bid award is hereby requested. Funding for this project is in account number 434.33950.19CIP.49999.



Charlie Pierce, Mayor



Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>434.33950.19CIP.49999</u>	
Amount <u>\$414,000.00</u>	
By: 	Date: <u>8/5/19</u>

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB20-002 Filintlock Ln, Bidarki Dr, Bridger Rd (S5BDR)


CONTRACTOR	LOCATION	BASE BID
J.C. Johnson & Sons	Anchor Point, AK	\$329,040.20
Armo Construction	Homer, AK	\$359,185.52
Paul's Services	Anchor Point, AK	\$377,020.48
East Road Services, Inc.	Anchor Point, AK	\$462,940.96
Clark Management	Anchor Point, AK	\$462,940.96

DUE DATE: July 17, 2019

KPB OFFICIAL:  7/17/19
John Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough
Purchasing & Contracting Department

MEMORANDUM

TO: Charlie Pierce, Mayor
THRU: John D. Hedges, Director
THRU: Dil Uhlin, Roads Director 
FROM: Andrew Walsh, Project Manager
DATE: August 2, 2019
RE: Authorization to Award a Contract for ITB20-003 Tim Ave, Muir St, Creek View Rd, Project No. W4TIM

The Purchasing and Contracting Office formally solicited and received bids for ITB20-003 Tim Avenue, Muir Street and Creek View Road, Project No. W4TIM. Bid packets were released on June 27, 2019 and the Invitation to Bid was advertised in the Peninsula Clarion on June 27, 2019.

The project consists of furnishing all labor, materials and equipment to upgrade these roads. Work includes, but is not limited to, roadbed widening, address right-of-way issues, replace poor material, improve drainage and add gravel capping.

On the due date of July 17, 2019, four (4) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$283,879.00 was submitted by Paul's Services of Anchor Point, Alaska. The total cost of this project is \$357,000.00, which includes design services, contract services, inter-department charges and contingencies.

This project has been approved through the Fiscal Year 2019 Budget Tim Avenue, Muir Street and Creek View Road, Project No. W4TIM Capital Improvement Project.


Your approval for this bid award is hereby requested. Funding for this project is in account number 434.33950.19CIP.49999.



Charlie Pierce, Mayor

8/6/2019

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. 434.33950.19CIP.49999	
Amount \$357,000.00	
By: 	Date: 8/5/19

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB20-003 Tim Ave, Muir St, Creek View Rd (W4TIM)


CONTRACTOR	LOCATION	BASE BID
Paul's Services	Anchor Point, AK	\$283,879.00
CIC, Inc.	Soldotna, AK	\$397,431.10
Clark Management	Anchor Point, AK	\$523,236.60
Knik Construction	Anchorage, AK	\$658,909.10

DUE DATE: July 17, 2019

KPB OFFICIAL:  7/19/18
John D. Hedges, Purchasing & Contracting Director

Kenai Peninsula Borough
Purchasing & Contracting Department

MEMORANDUM

TO: Charlie Pierce, Mayor
THRU: John D. Hedges, Director
THRU: Dil Uhlin, Roads Director 
FROM: Andrew Walsh, Project Manager
DATE: August 2, 2019
RE: Authorization to Award a Contract for ITB20-001 Glenn Road & Kipling Circle, Project No. S7GLE

The Purchasing and Contracting Office formally solicited and received bids for ITB20-001 Glenn Road & Kipling Circle, Project No. S7GLE. Bid packets were released on June 27, 2019 and the Invitation to Bid was advertised in the Peninsula Clarion on June 27, 2019.

The project consists of furnishing all labor, materials and equipment to upgrade these roads. Work includes, but is not limited to, roadbed widening, add a turnaround, replace poor road material; improve drainage and add gravel capping.

On the due date of July 17, 2019, two (2) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$442,045.50 was submitted by J.C. Johnson & Sons of Anchor Point, Alaska. The total cost of this project is \$555,000.00, which includes design services, contract services, inter-department charges and contingencies.

This project has been approved through the Fiscal Year 2019 Budget Glenn Road & Kipling Circle, Project No. S7GLE Capital Improvement Project.


Your approval for this bid award is hereby requested. Funding for this project is in account number 434.33950.19CIP.49999.



Charlie Pierce, Mayor

8/6/2019

Date

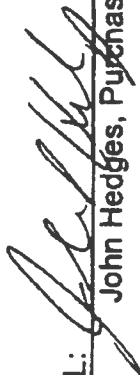
FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>434.33950.19CIP.49999</u>	
Amount <u>\$555,000.00</u>	
By: 	Date: <u>8/5/19</u>

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB20-001 Glenn Rd, Kipling Circe (S7GLE)

CONTRACTOR	LOCATION	BASE BID
J.C. Johnson & Sons	Anchor Point, AK	\$442,045.50
East Road Services, Inc.	Homer, AK	\$510,170.20

DUE DATE: July 17, 2019

KPB OFFICIAL: 
John Hedges, Purchasing & Contracting Director



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

July 16, 2019

The Honorable Charlie Pierce
Mayor
Kenai Peninsula Borough
144 North Binkley Street
Soldotna, AK 99669

Dear Mayor Pierce:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended 2018 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

Michele Mark Levine
Director, Technical Services Center



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

07/16/2019

For more information contact:
Michele Mark Levine, Director/TSC
Phone: (312) 977-9700
Fax: (312) 977-4806
E-mail: mlevine@gfoa.org

(Chicago, Illinois)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **Kenai Peninsula Borough** by Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s) or department designated by the government as primarily responsible for preparing the award-winning CAFR.

The CAFR has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

Government Finance Officers Association is a major professional association servicing the needs of over 20,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington, D.C.

Kenai Peninsula Borough

Finance Department

MEMORANDUM

TO: Wayne Ogle, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Charlie Pierce, Borough Mayor *CP*

THRU: Brandi Harbaugh, Finance Director *BH*

DATE: August 20, 2019

RE: Investment Report quarter ended 6/30/19

Attached is the Quarterly Investment Report of the Kenai Peninsula Borough for the quarter ending June 30, 2019.

Portfolio Statistics	Quarter Ended 3/31/19	Quarter Ended 06/30/19
Average Daily Balance	\$235,427,878	\$218,262,360
Earned Interest Yield	2.233%	2.317%
Duration in Years	2.16	2.13
Book Value	\$234,245,330	\$226,732,960
Market Value	\$234,216,892	\$228,041,689
Percent % of Market Value	100.01%	99.43%

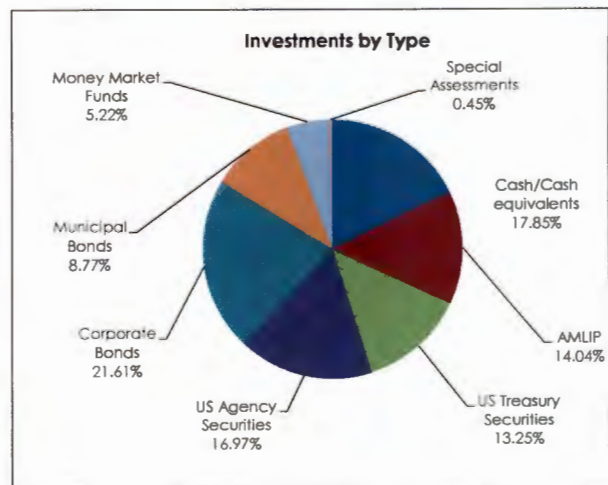
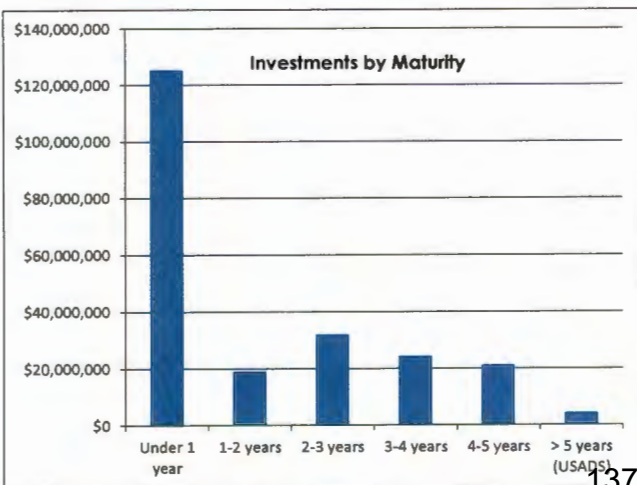
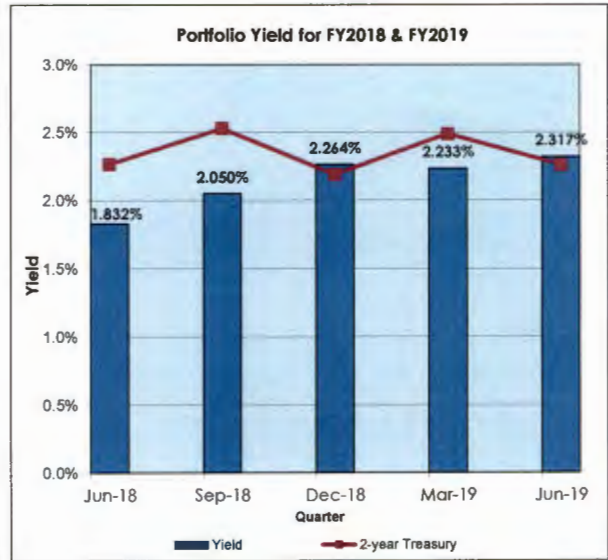
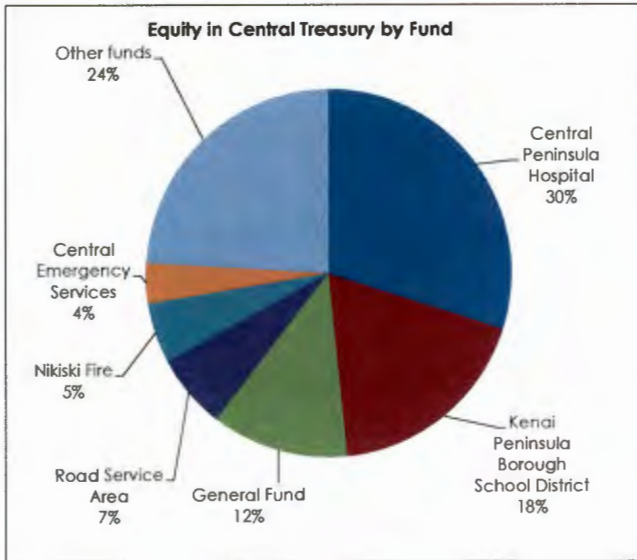
Investment Description	Yield quarter ending 03/31/2019	Yield quarter ending 06/30/2019	Market Value quarter ending 06/30/2019
Cash and Cash Equivalents	2.28%	1.98%	40,474,391
AMLIP	2.22%	2.23%	31,840,820
U.S. Treasury Securities	.55%	.53%	31,020,103
US Agencies	.49%	.56%	38,611,822
Corporate Bonds	.86%	.86%	49,482,830
Municipal Bonds	.31%	.32%	23,741,048
Money Market Mutual Funds	.08%	.17%	11,840,281
Special Assessments	5.55%	5.55%	1,030,394
Total			\$228,041,689

Major Categories:	Percentage of Portfolio	Book Value quarter ending 6/30/19
Bond related funds	9.47%	\$21,462,886
Hospital plant/equipment replacement funds (PERF)-unobligated	18.02%	40,848,551
School District	18.42%	41,767,410
Capital Project fund restrictions	17.61%	39,939,938
Special Revenue funds restrictions	16.90%	38,315,530
Internal Service/Agency fund restrictions	5.42%	12,286,655
General Fund	14.16%	32,111,990
Total	100.00%	\$226,732,960

INVESTMENT PORTFOLIO
June 30, 2019

	Par Value	Purchase Price	Fair Value 6/30/2019
Investments by Borough Finance Director			
CORPORATE	21,320,000.00	21,223,270.20	21,320,524.20
MUNICIPAL	500,000.00	498,615.00	500,000.00
AGENCY	6,000,000.00	5,946,326.00	5,993,560.00
US TREASURY - less than 1 year	7,500,000.00	7,427,595.63	7,484,010.00
Total Investment by Borough Finance Director:	35,320,000.00	35,095,806.83	35,298,094.20
Investment with External manager:			
CORPORATE	27,888,000.00	27,763,703.03	28,162,305.81
MUNICIPAL	22,965,000.00	23,529,261.30	23,241,047.55
AGENCY	32,273,841.64	32,540,694.74	32,618,262.24
US TREASURY	23,050,000.00	22,617,608.46	23,536,093.50
Total Security Investment with External manager:	106,176,841.64	106,451,267.53	107,557,709.10
TOTAL SECURITY INVESTMENTS	141,496,841.64	141,547,074.36	142,855,803.30
CASH & CASH EQUIVALENTS	84,155,492.04	84,155,492.04	84,155,492.04
SPECIAL ASSESSMENTS	1,030,393.47	1,030,393.47	1,030,393.47
TOTAL PORTFOLIO	226,682,727.15	226,732,959.87	228,041,688.81

Investment Portfolio - Purchase Price	\$ 142,422,118.32
Investment Portfolio - Fair Value 6/30/19	143,730,847.26
Fair Value Adjustment - 6/30/19	1,308,728.94
Fair Value Adjustment - 6/30/18	(2,275,566.31)
Change in Fair Value FY2019	\$ 3,584,295.25



KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND

Account Statement - Period Ending June 30, 2019



ALASKA PERMANENT CAPITAL MANAGEMENT
Registered Investment Adviser

ACCOUNT ACTIVITY

Portfolio Value on 05-31-19	5,371,708
Contributions	0
Withdrawals	0
Change in Market Value	21,810
Interest	8,831
Dividends	10,855

Portfolio Value on 06-30-19

5,413,204

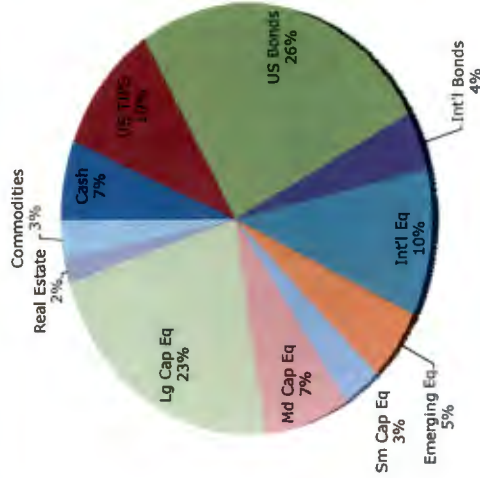
MANAGEMENT TEAM

Client Relationship Manager: Amber Frizzell, AIF®
Amber@apcm.net

Your Portfolio Manager: Brandy Niclai, CFA®

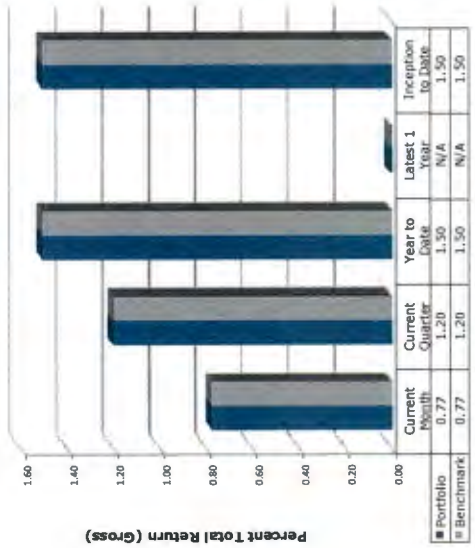
Contact Phone Number: 907/272-7575

PORTFOLIO COMPOSITION



INVESTMENT PERFORMANCE

Current Account Benchmark: Equity Blend



Performance is Annualized for Periods Greater than One Year

Fixed Income Portfolio Statistics

Average Quality: AAA Yield to Maturity: 1.69% Average Maturity: 0.07 Yrs

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND
June 30, 2019

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
DOMESTIC FIXED INCOME FUNDS/ETF									
299,790	GOLDMAN SACHS PRIME OBLIGATIONS FUND	1.00	300,000	1.00	300,000	5.54	NA		
10,950	VANGUARD SHORT-TERM TIPS ETF	49.27	539,554	49.32	540,054	9.98	NA		
16,275	VANGUARD TOTAL BOND MARKET ETF	82.71	1,346,109	83.07	1,351,964	24.98	NA		
			2,185,663		2,192,018	40.49			
INTERNATIONAL FIXED INCOME FUNDS/ETF									
3,775	VANGUARD TOTAL INTL BOND ETF	57.08	215,468	57.30	216,307	4.00	NA		
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
3,300	FLEXSHARES QUAL DIV ETF	44.97	148,400	44.86	148,038	2.73	NA		
2,400	ISHARES MSCI USA MIN VOLATILITY ETF	62.12	149,100	61.73	148,152	2.74	NA		
3,025	SPDR S&P 500 ETF	290.80	879,664	293.00	886,325	16.37	NA		
			1,177,164		1,182,515	21.85			
DOMESTIC MID CAP EQUITY FUNDS/ETF									
1,980	ISHARES CORE S&P MIDCAP 400 ETF	190.92	378,023	194.26	384,635	7.11	NA		
DOMESTIC SMALL CAP EQUITY FUNDS/ETF									
2,125	ISHARES S&P SMALLCAP 600 INDEX ETF	76.25	162,037	78.28	166,345	3.07	NA		
INTERNATIONAL EQUITY FUNDS/ETF									
4,405	ISHARES ETF CORE MSCI EAFE	61.21	269,644	61.40	270,467	5.00	NA		
4,115	ISHARES MSCI EAFE INDEX FUND	65.47	269,414	65.73	270,479	5.00	NA		
			539,058		540,946	9.99			
EMERGING MARKET FUNDS/ETF									
5,260	ISHARES ETF CORE MSCI EMERGING MKTS	50.73	266,853	51.44	270,574	5.00	NA		
REAL ESTATE & INFRASTRUCTURE									
3,155	FLEXSHAR STX GLOBAL BROAD INF ETF	51.15	161,365	51.00	160,905	2.97	NA		
1,250	JPMORGAN BETABUILDERS MSCI US REIT ETF	86.22	107,769	84.02	105,025	1.94	NA		
			269,134		265,930	4.91			
COMMODITIES									
5,575	ETRACS BLOOMBERG CMCI ETN	14.36	80,045	14.46	80,614	1.49	NA		
4,925	INVESCO OPTIMUM YIELD DIVERSIFIED COMMODIT	16.09	79,259	16.37	80,622	1.49	NA		
			159,305		161,237	2.98			
CASH AND EQUIVALENTS									
	DIVIDEND ACCRUAL		2,899		2,899	0.05			
	WFB PUBLIC INST BANK DEPOSIT ACCOUNT		29,798		29,798	0.55			
			32,697		32,697	0.60			
	TOTAL PORTFOLIO		5,385,401		5,413,204	100	0		0

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND
From 06-01-19 To 06-30-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
COMMODITIES				
06-12-19	06-14-19	ETRACS BLOOMBERG CMCI ETN	1,925.0000	27,277.25
06-12-19	06-14-19	INVESCO OPTIMUM YIELD DIVERSIFIED COMMODIT	1,700.0000	26,860.00
06-19-19	06-21-19	ETRACS BLOOMBERG CMCI ETN	1,850.0000	26,416.15
06-19-19	06-21-19	INVESCO OPTIMUM YIELD DIVERSIFIED COMMODIT	1,625.0000	25,967.50
06-25-19	06-27-19	ETRACS BLOOMBERG CMCI ETN	1,800.0000	26,352.00
06-25-19	06-27-19	INVESCO OPTIMUM - YIELD DIVERSIFIED COMMODIT	1,600.0000	26,432.00
				159,304.90
DOMESTIC FIXED INCOME FUNDS/ETF				
06-12-19	06-14-19	VANGUARD SHORT-TERM TIPS ETF	3,625.0000	178,640.00
06-12-19	06-14-19	VANGUARD TOTAL BOND MARKET ETF	5,450.0000	448,180.75
06-19-19	06-21-19	VANGUARD TOTAL BOND MARKET ETF	5,400.0000	447,498.00
06-19-19	06-21-19	VANGUARD SHORT-TERM TIPS ETF	3,675.0000	180,920.25
06-25-19	06-27-19	GOLDMAN SACHS PRIME OBLIGATIONS FUND	299,790.1469	300,000.00
06-25-19	06-27-19	VANGUARD SHORT-TERM TIPS ETF	3,650.0000	179,993.55
06-25-19	06-27-19	VANGUARD TOTAL BOND MARKET ETF	5,425.0000	450,430.16
				2,185,662.71

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND
From 06-01-19 To 06-30-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
06-12-19	06-14-19	SPDR S&P 500 ETF	1,360.0000	392,156.00
06-19-19	06-21-19	ISHARES MSCI USA MIN VOLATILITY ETF	1,600.0000	99,264.00
06-19-19	06-21-19	FLEXSHARES QUAL DIV ETF	2,200.0000	99,198.00
06-19-19	06-21-19	SPDR S&P 500 ETF	665.0000	194,978.00
06-25-19	06-27-19	FLEXSHARES QUAL DIV ETF	1,100.0000	49,202.45
06-25-19	06-27-19	ISHARES MSCI USA MIN VOLATILITY ETF	800.0000	49,836.00
06-25-19	06-27-19	SPDR S&P 500 ETF	1,000.0000	292,530.00
				1,177,164.45
DOMESTIC MID CAP EQUITY FUNDS/ETF				
06-12-19	06-14-19	ISHARES CORE S&P MIDCAP 400 ETF	655.0000	124,375.92
06-19-19	06-21-19	ISHARES CORE S&P MIDCAP 400 ETF	650.0000	124,954.51
06-25-19	06-27-19	ISHARES CORE S&P MIDCAP 400 ETF	675.0000	128,692.53
				378,022.96
DOMESTIC SMALL CAP EQUITY FUNDS/ETF				
06-12-19	06-14-19	ISHARES S&P SMALLCAP 600 INDEX ETF	700.0000	52,983.00
06-19-19	06-21-19	ISHARES S&P SMALLCAP 600 INDEX ETF	700.0000	53,900.00
06-25-19	06-27-19	ISHARES S&P SMALLCAP 600 INDEX ETF	725.0000	55,154.01
				162,037.01

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND
From 06-01-19 To 06-30-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
EMERGING MARKET FUNDS/ETF				
06-12-19	06-14-19	ISHARES ETF CORE MSCI EMERGING MKTS	1,785.0000	89,784.07
06-19-19	06-21-19	ISHARES ETF CORE MSCI EMERGING MKTS	1,775.0000	90,198.58
06-25-19	06-27-19	ISHARES ETF CORE MSCI EMERGING MKTS	1,700.0000	86,870.00
				266,852.65
INTERNATIONAL EQUITY FUNDS/ETF				
06-12-19	06-14-19	ISHARES ETF CORE MSCI EAFE	1,455.0000	89,569.80
06-12-19	06-14-19	ISHARES MSCI EAFE INDEX FUND	1,365.0000	89,851.13
06-19-19	06-21-19	ISHARES ETF CORE MSCI EAFE	1,500.0000	91,334.55
06-19-19	06-21-19	ISHARES MSCI EAFE INDEX FUND	1,400.0000	91,164.78
06-25-19	06-27-19	ISHARES ETF CORE MSCI EAFE	1,450.0000	88,740.00
06-25-19	06-27-19	ISHARES MSCI EAFE INDEX FUND	1,350.0000	88,398.00
				539,058.26
INTERNATIONAL FIXED INCOME FUNDS/ETF				
06-12-19	06-14-19	VANGUARD TOTAL INTL BOND ETF	1,575.0000	89,442.68
06-19-19	06-21-19	VANGUARD TOTAL INTL BOND ETF	925.0000	52,910.00
06-25-19	06-27-19	VANGUARD TOTAL INTL BOND ETF	1,275.0000	73,114.88
				215,467.56

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND
From 06-01-19 To 06-30-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
06-12-19	06-14-19	REAL ESTATE & INFRASTRUCTURE FLEXSHAR STX GLOBAL BROAD INF ETF	1,055.0000	53,666.06
06-12-19	06-14-19	JPMORGAN BETABUILDERS MSCI US REIT ETF	420.0000	35,923.61
06-19-19	06-21-19	FLEXSHAR STX GLOBAL BROAD INF ETF	1,050.0000	54,022.50
06-19-19	06-21-19	JPMORGAN BETABUILDERS MSCI US REIT ETF	405.0000	35,380.80
06-25-19	06-27-19	FLEXSHAR STX GLOBAL BROAD INF ETF	1,050.0000	53,676.00
06-25-19	06-27-19	JPMORGAN BETABUILDERS MSCI US REIT ETF	425.0000	36,465.00
				269,133.97
				5,352,704.47

DEPOSITS AND EXPENSES

MANAGEMENT FEES		676.65
06-30-19 06-30-19 MANAGEMENT FEES		676.65

DIVIDEND

DOMESTIC FIXED INCOME FUNDS/ETF		617.70
06-20-19 06-20-19 VANGUARD SHORT-TERM TIPS ETF		
DOMESTIC LARGE CAP EQUITY FUNDS/ETF		2,899.07
06-21-19 07-31-19 SPDR S&P 500 ETF		862.43
06-27-19 06-27-19 FLEXSHARES QUAL DIV ETF		
		3,761.50

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND
From 06-01-19 To 06-30-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
06-21-19	06-21-19	DOMESTIC MID CAP EQUITY FUNDS/ETF ISHARES CORE S&P MIDCAP 400 ETF	574.31	574.31
06-21-19	06-21-19	DOMESTIC SMALL CAP EQUITY FUNDS/ETF ISHARES S&P SMALLCAP 600 INDEX ETF	175.49	175.49
06-21-19	06-21-19	EMERGING MARKET FUNDS/ETF ISHARES ETF CORE MSCI EMERGING MKTS	877.15	877.15
06-21-19	06-21-19	INTERNATIONAL EQUITY FUNDS/ETF ISHARES MSCI EAFE INDEX FUND	1,878.41	1,878.41
06-21-19	06-21-19	ISHARES ETF CORE MSCI EAFE	1,741.11	1,741.11
			<u>3,619.52</u>	<u>3,619.52</u>
06-27-19	06-27-19	REAL ESTATE & INFRASTRUCTURE FLEXSHAR STX GLOBAL BROAD INF ETF	845.53	845.53
06-28-19	06-28-19	JPMORGAN BETABUILDERS MSCI US REIT ETF	383.98	383.98
			<u>1,229.51</u>	<u>1,229.51</u>
			10,855.18	10,855.18
06-03-19	06-03-19	INTEREST CASH AND EQUIVALENTS WFB PUBLIC INST BANK DEPOSIT ACCOUNT		205.10

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND
From 06-01-19 To 06-30-19

Trade Date	Settle Date	Security	Quantity	Trade Amount
TREASURY BILLS				
06-20-19	06-20-19	US TREASURY BILLS 0.000% Due 06-20-19		8,033.23
				8,238.33
SALES, MATURITIES, AND CALLS				
TREASURY BILLS				
06-06-19	06-07-19	US TREASURY BILLS 0.000% Due 08-22-19	1,200,000	1,194,307.60
06-20-19	06-20-19	US TREASURY BILLS 0.000% Due 06-20-19	1,050,000	1,041,966.77
				<u>2,236,274.37</u>
U.S. TREASURY				
06-06-19	06-07-19	US TREASURY NOTES 1.250% Due 06-30-19	2,150,000	2,148,320.31
06-06-19	06-07-19	US TREASURY NOTES 1.000% Due 08-31-19	900,000	897,082.03
				<u>3,045,402.34</u>
				5,281,676.71
SOLD ACCRUED INTEREST				
U.S. TREASURY				
06-06-19	06-07-19	US TREASURY NOTES 1.250% Due 06-30-19		11,729.97
06-06-19	06-07-19	US TREASURY NOTES 1.000% Due 08-31-19		2,421.20
				<u>14,151.17</u>
				14,151.17
WITHDRAW				
CASH AND EQUIVALENTS				
06-14-19	06-14-19	WFB PUBLIC INST BANK DEPOSIT ACCOUNT		1,698,710.27
				1,698,710.27

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND
From 06-01-19 Through 06-30-19

Date	Quantity	Security	Avg. Cost Basis	Proceeds	Gain Or Loss
06-06-19	2,150,000	US TREASURY NOTES 1.250% Due 06-30-19	2,144,085.95	2,148,320.31	4,234.36
06-06-19	900,000	US TREASURY NOTES 1.000% Due 08-31-19	895,078.13	897,082.03	2,003.90
06-06-19	1,200,000	US TREASURY BILLS 0.000% Due 08-22-19	1,185,493.00	1,194,307.60	8,814.60
06-20-19	1,050,000	US TREASURY BILLS 0.000% Due 06-20-19	1,041,966.77	1,041,966.77	0.00
TOTAL GAINS					15,052.86
TOTAL LOSSES					0.00
			5,266,623.85	5,281,676.71	15,052.86

Alaska Permanent Capital Management Co.

CASH LEDGER

KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND

From 06-01-19 To 06-30-19

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
WFB PUBLIC INST BANK DEPOSIT ACCOUNT					
06-01-19			Beginning Balance		70,479.89
06-03-19	06-03-19	dp	Interest	WFB PUBLIC INST BANK DEPOSIT ACCOUNT	205.10
06-06-19	06-07-19	dp	Sale	US TREASURY NOTES 1.250% Due 06-30-19	2,148,320.31
06-06-19	06-07-19	dp	Accrued Interest	US TREASURY NOTES 1.250% Due 06-30-19	11,729.97
06-06-19	06-07-19	dp	Sale	US TREASURY NOTES 1.000% Due 08-31-19	897,082.03
06-06-19	06-07-19	dp	Accrued Interest	US TREASURY NOTES 1.000% Due 08-31-19	2,421.20
06-06-19	06-07-19	dp	Sale	US TREASURY BILLS 0.000% Due 08-22-19	1,194,307.60
06-12-19	06-14-19	wd	Purchase	ISHARES CORE S&P MIDCAP 400 ETF	-124,375.92
06-12-19	06-14-19	wd	Purchase	SPDR S&P 500 ETF	-392,156.00
06-12-19	06-14-19	wd	Purchase	VANGUARD SHORT-TERM TIPS ETF	-178,640.00
06-12-19	06-14-19	wd	Purchase	VANGUARD TOTAL BOND MARKET ETF	-448,180.75
06-12-19	06-14-19	wd	Purchase	VANGUARD TOTAL INTL BOND ETF	-89,442.68
06-12-19	06-14-19	wd	Purchase	ISHARES ETF CORE MSCI EMERGING MKTS	-89,784.07
06-12-19	06-14-19	wd	Purchase	ISHARES ETF CORE MSCI EAFE	-89,569.80
06-12-19	06-14-19	wd	Purchase	ISHARES MSCI EAFE INDEX FUND	-89,851.13
06-12-19	06-14-19	wd	Purchase	ETRACS BLOOMBERG CMCI ETN	-27,277.25

Alaska Permanent Capital Management Co.

CASH LEDGER

KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND

From 06-01-19 To 06-30-19

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
06-12-19	06-14-19	wd	Purchase	INVESCO OPTIMUM YIELD	-26,860.00
				DIVERSIFIED COMMODIT	
06-12-19	06-14-19	wd	Purchase	FLEXSHAR STX GLOBAL	-53,666.06
				BROAD INF ETF	
06-12-19	06-14-19	wd	Purchase	JPMORGAN BETABUILDERS	-35,923.61
				MSCI US REIT ETF	
06-12-19	06-14-19	wd	Purchase	ISHARES S&P SMALLCAP 600	-52,983.00
				INDEX ETF	
06-14-19	06-14-19	wd	Transfer to	WFB PUBLIC INST BANK	-1,698,710.27
				DEPOSIT ACCOUNT	
06-14-19	06-14-19	dp	Transfer from	WFB PUBLIC INST BANK	1,698,710.27
				DEPOSIT ACCOUNT	
06-19-19	06-21-19	wd	Purchase	VANGUARD TOTAL BOND	-447,498.00
				MARKET ETF	
06-19-19	06-21-19	wd	Purchase	ISHARES MSCI USA MIN	-99,264.00
				VOLATILITY ETF	
06-19-19	06-21-19	wd	Purchase	ISHARES ETF CORE MSCI EAFE	-91,334.55
06-19-19	06-21-19	wd	Purchase	ISHARES MSCI EAFE INDEX	-91,164.78
				FUND	
06-19-19	06-21-19	wd	Purchase	ISHARES CORE S&P MIDCAP	-124,954.51
				400 ETF	
06-19-19	06-21-19	wd	Purchase	FLEXSHARES QUAL DIV ETF	-99,198.00
06-19-19	06-21-19	wd	Purchase	SPDR S&P 500 ETF	-194,978.00
06-19-19	06-21-19	wd	Purchase	VANGUARD SHORT-TERM TIPS	-180,920.25
				ETF	
06-19-19	06-21-19	wd	Purchase	VANGUARD TOTAL INTL	-52,910.00
				BOND ETF	
06-19-19	06-21-19	wd	Purchase	ISHARES ETF CORE MSCI	-90,198.58
				EMERGING MKTS	

Alaska Permanent Capital Management Co.

CASH LEDGER

KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND

From 06-01-19 To 06-30-19

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
06-19-19	06-21-19	wd	Purchase	ETRACS BLOOMBERG CMCI ETN	-26,416.15
06-19-19	06-21-19	wd	Purchase	INVESTCO OPTIMUM YIELD DIVERSIFIED COMMODIT	-25,967.50
06-19-19	06-21-19	wd	Purchase	FLEXSHAR STX GLOBAL BROAD INF ETF	-54,022.50
06-19-19	06-21-19	wd	Purchase	JPMORGAN BETABUILDERS MSCI US REIT ETF	-35,380.80
06-19-19	06-21-19	wd	Purchase	ISHARES S&P SMALLCAP 600 INDEX ETF	-53,900.00
06-20-19	06-20-19	dp	Dividend	VANGUARD SHORT-TERM TIPS ETF	617.70
06-20-19	06-20-19	dp	Interest	US TREASURY BILLS 0.000% Due 06-20-19	8,033.23
06-20-19	06-20-19	dp	Sale	US TREASURY BILLS 0.000% Due 06-20-19	1,041,966.77
06-21-19	06-21-19	dp	Dividend	ISHARES ETF CORE MSCI EMERGING MKTS	877.15
06-21-19	06-21-19	dp	Dividend	ISHARES MSCI EAFE INDEX FUND	1,878.41
06-21-19	06-21-19	dp	Dividend	ISHARES ETF CORE MSCI EAFE	1,741.11
06-21-19	06-21-19	dp	Dividend	ISHARES CORE S&P MIDCAP 400 ETF	574.31
06-21-19	06-21-19	dp	Dividend	ISHARES S&P SMALLCAP 600 INDEX ETF	175.49
06-25-19	06-27-19	wd	Purchase	GOLDMAN SACHS PRIME OBLIGATIONS FUND	-300,000.00
06-25-19	06-27-19	wd	Purchase	FLEXSHARES QUAL DIV ETF	-49,202.45
06-25-19	06-27-19	wd	Purchase	ISHARES S&P SMALLCAP 600 INDEX ETF	-55,154.01

Alaska Permanent Capital Management Co.

CASH LEDGER

KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND

From 06-01-19 To 06-30-19

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
06-25-19	06-27-19	wd	Purchase	ISHARES CORE S&P MIDCAP 400 ETF	-128,692.53
06-25-19	06-27-19	wd	Purchase	ISHARES MSCI USA MIN VOLATILITY ETF	-49,836.00
06-25-19	06-27-19	wd	Purchase	SPDR S&P 500 ETF	-292,530.00
06-25-19	06-27-19	wd	Purchase	VANGUARD SHORT-TERM TIPS ETF	-179,993.55
06-25-19	06-27-19	wd	Purchase	VANGUARD TOTAL BOND MARKET ETF	-450,430.16
06-25-19	06-27-19	wd	Purchase	VANGUARD TOTAL INTL BOND ETF	-73,114.88
06-25-19	06-27-19	wd	Purchase	ISHARES ETF CORE MSCI EMERGING MKTS	-86,870.00
06-25-19	06-27-19	wd	Purchase	ISHARES ETF CORE MSCI EAFE	-88,740.00
06-25-19	06-27-19	wd	Purchase	ISHARES MSCI EAFE INDEX FUND	-88,398.00
06-25-19	06-27-19	wd	Purchase	ETRACS BLOOMBERG CMCI ETN	-26,352.00
06-25-19	06-27-19	wd	Purchase	INVECO OPTIMUM YIELD DIVERSIFIED COMMODIT	-26,432.00
06-25-19	06-27-19	wd	Purchase	FLEXSHAR STX GLOBAL BROAD INF ETF	-53,676.00
06-25-19	06-27-19	wd	Purchase	JPMORGAN BETABUILDERS MSCI US REIT ETF	-36,465.00
06-27-19	06-27-19	dp	Dividend	FLEXSHAR STX GLOBAL BROAD INF ETF	845.53
06-27-19	06-27-19	dp	Dividend	FLEXSHARES QUAL DIV ETF	862.43

Alaska Permanent Capital Management Co.
CASH LEDGER

KENAI PENINSULA BOROUGH - LAND TRUST INVESTMENT FUND
From 06-01-19 To 06-30-19

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
06-28-19	06-28-19	dp	Dividend	JPMORGAN BETABUILDERS	383.98
06-30-19			Ending Balance	MSCI US REIT ETF	29,797.74
DIVIDEND ACCRUAL					
06-01-19			Beginning Balance		0.00
06-21-19	07-31-19	dp	Dividend	SPDR S&P 500 ETF	2,899.07
06-30-19			Ending Balance		2,899.07

Kenai Peninsula Borough Assembly Committees 2018 – 2019

ASSEMBLY COMMITTEES

- **Finance Committee**
Kelly Cooper, Chair
Paul Fischer, Vice Chair
Willy Dunne
- **Lands Committee**
Kenn Carpenter, Chair
Norm Blakeley, Vice Chair
Brent Hibbert
- **Policies & Procedures Committee**
Hal Smalley, Chair
Brent Hibbert, Vice Chair
Kenn Carpenter
- **Legislative Committee**
Willy Dunne, Chair
Paul Fischer, Vice Chair
Norm Blakeley
- **President Pro Tem**
Kelly Cooper

OTHER BOROUGH COMMITTEES

- **School Board**
Wayne Ogle
Hal Smalley, Alternate

SERVICE AREA BOARD LIAISONS

- **Anchor Point Fire & EMS** – Willy Dunne, Paul Fischer
- **Bear Creek Fire** – Kenn Carpenter
- **CES/CPEMS** – Norm Blakeley
- **Kachemak Emergency Service Area** -Willy Dunne
- **KPB Roads** – Wayne Ogle
- **Nikiski Seniors** – Wayne Ogle
- **Nikiski Fire** – Wayne Ogle
- **North Peninsula Recreation** – Wayne Ogle
- **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, term expires with office
- **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**
Wayne Ogle, term expires June 30, 2019
- **Kenai Peninsula Tourism and Marketing Council**
Brent Hibbert, 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