



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Assembly

Tuesday, December 3, 2024

6:00 PM

Betty J. Glick Assembly Chambers
Meeting ID: 895 1103 3332 Passcode: 193069
[https://yourkpb.zoom.us/j/89511033332?
pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1](https://yourkpb.zoom.us/j/89511033332?pwd=GThg6CA4QuaaPihm3rpMKljbZoy5ZG.1)

Meeting ID: 895 1103 3332 Passcode: 193069

CALL TO ORDER

PLEDGE OF ALLEGIANCE

INVOCATION

Any invocation that may be offered at the beginning of the assembly meeting shall be a chaplain from borough fire and emergency service areas. No member of the community is required to attend or participate in the invocation.

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.)*

ACTION ITEMS CURRENTLY ON CONSENT AGENDA:

KPB-6477: November 12, 2024 Regular Assembly Meeting Minutes

Resolution 2024-053: A Resolution Authorizing Award of a Contract for RFP25-008 Soldotna Elementary & Soldotna Prep Consolidation Design Services

Resolution 2024-054: A Resolution Confirming the Appointments of Assembly Members to Non-Borough Board Appointments

Ordinance 2024-19-22: An Ordinance Accepting and Appropriating \$65,000 in Federal Pass-Through Funds from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Cybersecurity Assessment Update

Ordinance 2024-34: An Ordinance Confirming the Assessment Roll for the Princess Lake Estates Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners

Ordinance 2024-35: An Ordinance Amending KPB 21.06.030, General Provisions, to Adopt the Most Recent FEMA Flood Insurance Study and Associated Flood Insurance Rate Maps for the Kenai Peninsula Borough

Ordinance 2024-36: An Ordinance Amending KPB Chapter 22.40.080, Relating to Assembly Meeting Agenda, to Increase Aggregate Time for the First Open Public Comment Opportunity and Eliminate the Second Public Comment and Public Presentation Portion

KPB-6476: Confirming Appointments to Service Area Boards

*ACTION ITEM ELIGIBLE TO BE ADDED TO THE CONSENT AGENDA:**Ordinance 2024-19-20: Redirecting Previously Appropriated Solid Waste Capital Project Funds for Leachate Concentrator Upgrades**Ordinance 2024-19-21: Accepting and Appropriating Funding from the State of Alaska in the Amount of \$410,514 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program**Ordinance 2024-30: Confirming the Assessment Roll for the Jubilee Street Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners**LAYDOWN Resolution 2024-055 Supporting Alaska State Parks Application for an Interagency Land Management Assignment ADL 233649 for Trails in the Cottonwood Eastland Unit of Kachemak Bay State Park***APPROVAL OF MINUTES**

- *1. [KPB-6477](#) November 12, 2024 Regular Assembly Meeting Minutes

Attachments: [November 12, 2024 Regular Assembly Meeting Minutes](#)

COMMENDING RESOLUTIONS AND PROCLAMATIONS**PRESENTATIONS WITH PRIOR NOTICE**

(20 minutes total)

1. [KPB-6462](#) Central Peninsula General Hospital Quarterly Report, Sean Keef, President (10 Minutes)

Attachments: [CPH Quarterly Report](#)

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(3 minutes per speaker; 20 minutes aggregate)

MAYOR'S REPORT

[KPB-6468](#) Mayor's Cover Memo

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

1. Assembly Requests/Responses

2. Agreements and Contracts

- a. [KPB-6469](#) Cascade Fire Equipment Company – Sole Source

Attachments: [Sole Source Memo - Cascade Fire Equipment Company 11.04.24](#)

- b. [KPB-6470](#) Chinook Fire Protection LLC – Sole Source Waiver

Attachments: [Sole Source Waiver - Chinook Fire Protection LLC](#)

3. Other

- a. [KPB-6471](#) Budget Revisions – October 2024
Attachments: [Budget Revisions - October 2024](#)
- b. [KPB-6472](#) Capital Project Reports – September 30, 2024
Attachments: [Capital Projects Reports - September 30, 2024](#)
- c. [KPB-6473](#) Investment Report Quarter Ended 9/30/24
Attachments: [Investment Report Quarter Ended 09.30.24](#)
- d. [KPB-6474](#) Revenue-Expenditure Report – October 2024
Attachments: [Revenue-Expenditure Report - October 2024](#)
- e. [KPB-6475](#) FY25 1Q Grant Reports
Attachments: [Grant Report FY25 Q1 Seniors 10.30.24](#)
[Grant Report FY25 Q1 KPEDD 10.30.24](#)
[Grant Report FY25 Q1 ASBDC 10.30.24](#)
[Grant Report FY25 Q1 KPC-UAA 10.30.24](#)

ITEMS NOT COMPLETED FROM PRIOR AGENDA

PUBLIC HEARINGS ON ORDINANCES

(Testimony limited to 3 minutes per speaker)

Ordinances referred to Finance Committee

- 1. [2024-19-20](#) An Ordinance Redirecting Previously Appropriated Solid Waste Capital Project Funds for Leachate Concentrator Upgrades (Mayor)
Attachments: [Ordinance 2024-19-20](#)
[Memo](#)
- 2. [2024-19-21](#) An Ordinance Accepting and Appropriating Funding from the State of Alaska in the Amount of \$410,514 and Approving Projects to be Completed for Community Purposes Under the 2024/2025 Community Assistance Program (Mayor)
Attachments: [Ordinance 2024-19-21](#)
[Memo](#)
[CAP Application KPB Backup](#)
- 3. [2024-30](#) An Ordinance Confirming the Assessment Roll for the Jubilee Street Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners

(Mayor)

Attachments: [Ordinance 2024-30](#)
[Memo](#)
[Final Assessment Roll](#)
[Reference Copy R2024-005](#)
[Reference Copy O2023-19-37](#)
[Reference Copy O2023-19-53](#)

UNFINISHED BUSINESS

NEW BUSINESS

1. Resolutions

Resolutions referred to Finance Committee

- *a. [2024-053](#) A Resolution Authorizing Award of a Contract for RFP25-008 Soldotna Elementary & Soldotna Prep Consolidation Design Services (Mayor)

Attachments: [Resolution 2024-053](#)
[LAYDOWN Advisory Board Recommendations](#)
[Memo](#)

Resolutions referred to Policies and Procedures Committee

- *b. [2024-054](#) Confirming Appointments of Assembly Members to Non-Borough Boards (Ribbens)

Attachments: [Resolution 2024-054](#)

Resolutions referred to Legislative Committee

- c. [2024-055](#) LAYDOWN A Resolution Supporting Alaska State Parks Application for an Interagency Land Management Assignment ADL 233649 for Trails in the Cottonwood Eastland Unit of Kachemak Bay State Park (Dunne)

Attachments: [LAYDOWN Resolution 2024-055](#)
[LAYDOWN Memo](#)
[CE Map LAYDOWN](#)
[LAYDOWN Reference Copy R2025-025](#)

2. Ordinances for Introduction

Ordinances for Introduction and referred to the Finance Committee

- *a. [2024-19-22](#) An Ordinance Accepting and Appropriating \$65,000 in Federal Pass-Through Funds from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Cybersecurity Assessment Update (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-19-22](#)
[Memo](#)

- *b. [2024-34](#) An Ordinance Confirming the Assessment Roll for the Princess Lake Estates Utility Special Assessment District and Establishing the Method for Terminating Assessments and Issuing Refunds to Property Owners (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-34](#)
[Princess Lake Est USAD FINAL ASSMT ROLL 10-9-2024](#)
[Reference Copy R2024-009](#)
[Reference Copy O2023-19-45](#)

Ordinances for Introduction and referred to the Policies and Procedures Committee

- *c. [2024-35](#) An Ordinance Amending KPB 21.06 .030, General Provisions, to Adopt the Most Recent FEMA Flood Insurance Study and Associated Flood Insurance Rate Maps for the Kenai Peninsula Borough (Mayor) (Hearing on 01/21/25)

Attachments: [Ordinance 2024-35](#)
[Memo](#)
[FIS and FIRM Adoption Supporting Documents](#)
[Public Comment](#)

- *d. [2024-36](#) An Ordinance Amending KPB Chapter 22.40.080, Relating to Assembly Meeting Agenda, to Increase Aggregate Time for the First Open Public Comment Opportunity and Eliminate the Second Public Comment and Public Presentation Portion (Ribbens) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-36](#)
[Memo](#)
[Pubic Comment Zoom Chat](#)

3. Other

Other Items referred to Policies and Procedures Committee

- *a. [KPB-6476](#) Confirming Appointments to Service Area Boards (Mayor)

Seldovia Recreational Service Area
Valisa Higman, Seat C, Term Expires 10/2027

Western Emergency Service Area
Janice Nofziger, Seat E, Term Expires 10/2027

Attachments: [Memo Appointments to Service Area Boards](#)

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

ASSEMBLY COMMENTS

PENDING LEGISLATION

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

1. [2024-33](#) An Ordinance Amending KPB 21.46.070 to Create the Kenai Wellness Estates Addition Local Option Zoning District Mixed-Use District (C-3) and Granting an Exception to the Minimum Twelve-Lot Requirement in KPB 21.44.040(A) (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-33](#)
[Memo](#)
[Ownership Map](#)
[Overview and Vicinity Map](#)
[Comment Period](#)
[Public Comment](#)

2. [2024-31](#) An Ordinance Amending KPB Chapter 16.41 to Authorizing the KPB Road Service Area to Approve Minimal Maintenance Work and One-Time Maintenance Work on Roads not Currently Maintained by the KPB Road Service Area (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-31](#)
[Memo](#)

3. [2024-32](#) An Ordinance Amending KPB 21.50.055 Relating to the Start of Accrual of Civil Fines for Violations of Title 21 of the KPB Code (Mayor) (Hearing on 01/07/25)

Attachments: [Ordinance 2024-32](#)
[Memo](#)

4. [2024-29](#) An Ordinance Amending KPB 2.56.030 to Incorporate the 2024 Homer Transportation Plan as an Element of the Official Comprehensive Plan for that Portion of the Borough within the Boundaries of the City of Homer (Mayor) (Hearing on 01/07/25)

[Attachments:](#) [Ordinance 2024-29](#)
[Memo](#)
[Ltr City of Homer](#)
[Homer Transportation Plan 2024](#)
[Reference Homer O24-31\(S\)](#)
[Reference Copy O2019-25](#)

INFORMATIONAL MATERIALS AND REPORTS

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. January 7, 2025 6:00 PM
Regular Assembly Meeting
Betty J. Glick Assembly Chambers
Borough Administration Building
Remote participation available through Zoom
Meeting ID: 835 6358 3837 Passcode: 606672

ADJOURNMENT

The next meeting of the Kenai Peninsula Borough Assembly will be held on January 21, 2014, at 6:00 P.M. in the Borough Assembly Chambers, Soldotna, Alaska.

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

The meeting will be held in the Betty J. Glick Assembly Chambers, Borough Administration Building, Soldotna, Alaska. The meeting will also be held via Zoom, or other audio or video conferencing means whenever technically feasible. To attend the Zoom meeting by telephone call toll free 1-888-788-0099 or 1-877-853-5247 and enter the Meeting ID: 895 1103 3332 Passcode: 193069. Detailed instructions will be posted on at the Kenai Peninsula Borough's main page at www.kpb.us: "Borough Assembly Meeting Notices" "Assembly Meeting Calendar".

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 minutes, ordinances and resolutions.