



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Agenda Assembly

*Kelly Cooper, President*  
*Wayne Ogle, Vice President*  
*Dale Bagley*  
*Willy Dunne*  
*Paul Fischer*  
*Brent Hibbert*  
*Brandii Holmdahl*  
*Jill Schaefer*  
*Stan Welles*

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Tuesday, February 14, 2017

6:00 PM

Assembly Chambers

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### 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.*

The Invocation was given by Dr. Hamilton from Alaska Christian College.

### ROLL CALL

### COMMITTEE REPORTS

### VACANCY, DESIGNATION OR SEATING MEMBER

1. [KPB-1056](#) Appointment of Assembly Member for District 2 by Secret Ballot

Attachments:

[DALY Thomas Randell.pdf](#)

[SCHAEFER, Jill](#)

[LAYDOWN Schaeffer Introduction](#)

[LAYDOWN Jill Schaefer's Resume](#)

[SMALLEY, Harold Hal V.](#)

[LAYDOWN Hal Smalley's Resume](#)

[THORNTON, Shauna L.](#)

[LAYDOWN Public Comment](#)

2. [KPB-1016](#) Swearing in of Newly Appointed Assembly Member

## 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.)*

## H. APPROVAL OF MINUTES

[KPB-1046](#) January 17, 2017 Regular Assembly Meeting Minutes

*Attachments:* [011717 Assembly Regular Meeting Minutes](#)

## COMMENDING RESOLUTIONS AND PROCLAMATIONS

## PRESENTATIONS WITH PRIOR NOTICE

*(20 minutes total)*

[KPB-1078](#) Central Peninsula Hospital, Inc. Quarterly Report

*Attachments:* [LAYDOWN CPGH, Inc. Quarterly Presentation](#)

## PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

*(3 minutes per speaker; 20 minutes aggregate)*

## MAYOR'S REPORT

1. Assembly Requests/Responses - None.
2. Agreements and Contracts
  - a. [KPB-1061](#) Authorization to Award Purchase of Calcium Chloride, ITB17-007 from Brenntag Pacific, Inc., Fairbanks, Alaska  
*Attachments:* [Authorization to Award to Brenntag Pacific ITB17-007](#)
  - b. [KPB-1062](#) Authorization to Award Contract for ITB17-008 Old Mill Subdivision 2016 Lost Creek Flood Debris Gravel Extraction & Disposal to Metco Inc., Seward, Alaska  
*Attachments:* [Authorization to Award to Metco Inc ITB17-008](#)

- c. [KPB-1064](#) Authorization to Award Contract for RFP17-005 CPH Phase VI OB/CATH Lab Project Professional Design Service to Hue Design, inc., Greshman, Oregon

*Attachments:* [Authorization to Award to Hue Design, Inc. RFP17-005](#)

- d. [KPB-1065](#) Authorization to Award Contract for RFP17-006 KPB 2018 Comprehensive Plan to Agnew::Beck Consulting of Anchorage, Alaska

*Attachments:* [Authorization to Award to Agnew Beck RFP17-006](#)

### 3. Other

- a. [KPB-1066](#) Government Finance Officers Association presented a Distinguished Budget Presentation Award to the Kenai Peninsula Borough, for its current budget. Certificate of Recognition for Budget Presentation was presented to Craig Chapman.

*Attachments:* [GFOA Distinguished Budget Presentation](#)

- b. [KPB-1067](#) Project Reports - December 31, 2016

*Attachments:* [Project Reports - December 31, 2016](#)

- c. [KPB-1068](#) Budget Revisions - December 2016

*Attachments:* [Budget Revisions - December 2016](#)

- d. [KPB-1069](#) Revenue-Expenditure Report - December 2016

*Attachments:* [Revenue-Expenditure Report - December 2016](#)

- e. [KPB-1070](#) Nikiski Fire Service Area recipient of a Minigrant to cover expenses for EMS supplies

*Attachments:* [NFSA Training Minigrant](#)

- f. [KPB-1071](#) Investment Portfolio Report

*Attachments:* [Investment Portfolio Report](#)

- g. [KPB-1072](#) FY17-4th Quarter Senior Grant Narrative Reports

*Attachments:* [FY17-4th Q Senior Grant Narrative Reports](#)

- h. [KPB-1073](#) FY17-4th Quarter Non-department Grant Reports

*Attachments:* [FY17 4th Q Non-Department Grant Reports](#)

**ITEMS NOT COMPLETED FROM PRIOR AGENDA****N. PUBLIC HEARINGS ON ORDINANCES**

*(Testimony limited to 3 minutes per speaker)*

Ordinances referred to Finance Committee

[2016-19-20](#) An Ordinance Accepting and Appropriating \$225,000 from the Tesoro Foundation and Appropriating \$266,000 from the General Fund for the Soldotna Public Safety Communications Center Renovation Project (Mayor)

**Attachments:** [O2016-19-20](#)  
[Memo](#)  
[Award Letter](#)

[2016-19-21](#) An Ordinance Accepting and Appropriating a Grant from the State of Alaska Department of Commerce, Community and Economic Development in the Amount of \$66,853.30 for the Aspen Avenue Paving Project in Ninilchik (Mayor)

**Attachments:** [O2016-19-21](#)  
[LAYDOWN Amendment Memo](#)  
[Memo](#)  
[Grant Agreement - Amendment](#)  
[RSA Resolution 2017-01](#)

[2016-19-22](#) An Ordinance Authorizing the Use of \$3,746,800 from the \$10,000,000 that was Appropriated from the Central Peninsula Hospital Plant Replacement and Expansion Fund for the Design and Construction of the Obstetrics and Cardiac Catheterization Laboratory Project at Central Peninsula Hospital (Mayor)

**Attachments:** [O2016-19-22](#)  
[Memo](#)

**UNFINISHED BUSINESS**

## 1. Postponed Items

Unfinished Business referred to Policies and Procedures Committee

[2016-073](#) A Resolution Approving a Management Agreement between the City of Seldovia and the Kenai Peninsula Borough on Behalf of the Seldovia Recreational Service Area to Manage the Sea Otter Community Center (Mayor)

Attachments:

[R2016-073](#)

[Amendment Memo](#)

[Memo](#)

[SOCC Management Agreement](#)

[Seldovia City Council Minutes 102616](#)

[Seldovia Recreational SA Board Meeting Minutes 102116](#)

[Request for Postponement \(dealt with on 01/03/17\)](#)

[Request for Postponement \(dealt with on 11/22/16\)](#)

Unfinished Business referred to Legislative Committee

[2017-013](#) A Resolution Supporting Kenai Mountains-Turnagain Arm Corridor Communities Association Efforts to Plan and Develop a Nonmotorized Trail Along the Hope Highway (Mayor, Holmdahl)

Attachments:

[R2017-013](#)

[Backup Documentation](#)

[Request for Postponement \(dealt with on 01/17/17\)](#)

Unfinished Business referred to Policies and Procedures Committee

[KPB-1009](#) Confirming Appointments to the Bear Creek Fire Service Area (Mayor)

Ronald Hewitt, Seat B, Term Expires October, 2017

Sean Carrington, Seat C, Term Expires October, 2017

Attachments:

[Memo](#)

[Applications](#)

Notice to Reconsider

[2017-012](#) A Resolution Expressing the Intent of the Borough Assembly Regarding its Adoption of the Invocation Policy in Resolution 2016-056 (Bagley) [Notice of Reconsideration given by Dunne]

Attachments:

[R2017-012](#)

[Public Comments](#)

[eComment Report 021417](#)

**NEW BUSINESS**

## Resolutions

## Resolutions referred to Finance Committee

[2017-014](#) A Resolution Designating the Newspaper and Authorizing Award of a Contract for the Publication of the 2017 Foreclosure List, and the Delinquent Leasehold, Mobile Homes, Personal and Other Tax Lists for the Tax Year 2016 (Mayor)

Attachments: [R2017-014](#)  
[Memo](#)

[2017-015](#) A Resolution Adopting an Alternate Allocation Method for the FY17 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in the Cook Inlet Fisheries Management Area (Mayor)

Attachments: [R2017-015](#)  
[Memo](#)  
[Notice from State of Alaska](#)

## Resolutions referred to Lands Committee

[2017-016](#) A Resolution Approving the Acquisition of Access Easements from the State of Alaska in the Seward Area to Support the Salmon Creek Flood Risk Management (Section 205) Project (Mayor)

Attachments: [R2017-016](#)  
[Memo](#)  
[Project Description](#)  
[Exhibit A Project Aerial Map](#)  
[Easement Application 60' x 3,100'](#)  
[Easement Application 150' x 200'](#)  
[Planning Commission Recommendation](#)

## Resolutions referred to Legislative Committee

[2017-017](#) A Resolution Supporting the Recertification of the Prince William Sound Regional Citizens' Advisory Council (Cooper)

Attachments: [R2017-017](#)  
[Memo](#)

[2017-018](#) A Resolution Supporting the Enactment of Senate Bill No. 6 Relating to Industrial Hemp and Controlled Substances (Holmdahl, Mayor)

Attachments: [R2017-018](#)  
[Memo](#)  
[Senate Bill 6](#)

#### Ordinances for Introduction

#### Ordinances for Introduction and referred to Finance Committee

[2016-19-23](#) An Ordinance Appropriating \$35,000 from the North Peninsula Recreation Service Area Operating Fund for Additional Personnel Cost (Mayor)

Attachments: [Ordinance 2016-19-23](#)  
[Memo](#)

[2016-19-24](#) An Ordinance Rescinding Authorized but Unissued Revenue Bonds for Specialty Clinic Building at Central Peninsula Hospital (Mayor)

Attachments: [Ordinance 2016-19-24](#)  
[Memo](#)

[2016-19-25](#) Appropriating \$50,100 from the Seward Bear Creek Flood Service Area Fund Balance to Fund the In-kind Match for Design and Implementation of the Salmon Creek 205 Project Partnership Agreement Approved by Resolution 2015-035 (Mayor)

Attachments: [Ordinance 2016-19-25](#)  
[Amendment Memo SBCFSAB Recommendations](#)  
[Memo](#)

#### Ordinances for Introduction and referred to the Policies and Procedures Committee

[2017-01](#) An Ordinance Amending Chapter 16.04 to Set Forth the Procedures for Establishing a Service Area Where the Power is Authorized Pursuant to AS 29.35.490 (Cooper, Mayor)

*Attachments:* [Ordinance 2017-01](#)  
[Amendment Memo](#)  
[Memo](#)  
[Highway Corridor Emergency Service Area Proposal](#)

[2017-02](#) An Ordinance Amending KPB 22.40.080 and Repealing KPB 22.40.090 which Provide for an Invocation During Assembly Meetings (Dunne) (Hearing on 03/21/17)

*Attachments:* [Ordinance 2017-02](#)  
[Memo](#)  
[Public Comment](#)

[2017-03](#) An Ordinance Amending the Kenai Peninsula Borough All-Hazard Mitigation Plan by Deleting Existing Annex F, 2010 City of Soldotna All Hazard Mitigation Plan Update, and Adopting the City of Soldotna All Hazard Mitigation Plan 2016 Update as the New Annex F (Mayor)

*Attachments:* [Ordinance 2017-03](#)  
[Planning Commission Recommendations](#)  
[Memo](#)  
[City of Soldotna All Hazard Mitigation Plan Update 2016](#)  
[City of Soldotna Ordinance 2017-002](#)  
[Soldotna City Planner's Memo to P & Z Commission](#)  
[Soldotna Planning & Zoning Commission Resolution 2017-001](#)

### 3. Other

Other items referred to Policies and Procedures Committee

[KPB-1053](#) Confirming an Appointment to the Anchor Point Fire & Emergency Service Area Board (Mayor)

Thomas Latimer, Seat C, Term to Expire October, 2017

*Attachments:* [Memo](#)  
[Application](#)



[KPB-1054](#) Confirming Appointments to the Seldovia Recreational Service Area Board (Mayor)

Linda Hedgecoth, Seat D, Term to Expire October, 2017

Greg B. Wolfer, Seat E, Term to Expire October, 2017

Attachments:

[Memo](#)

[Applications](#)

## **PUBLIC COMMENTS AND PUBLIC PRESENTATIONS**

## **ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

March 7, 2017 Regular Assembly Meeting 6:00 p.m. Assembly Chambers, Borough Administration Building

## **ASSEMBLY COMMENTS**

## **T. PENDING LEGISLATION**

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

## **INFORMATIONAL MATERIALS AND REPORTS**

## **NOTICE OF NEXT MEETING AND ADJOURNMENT**

*The next meeting of the Kenai Peninsula Borough Assembly will be held on March 7, 2017 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-FM 88.1 (East Peninsula).*

*Copies of agenda items are available at the Borough Clerk's Office 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.borough.kenai.ak.us](http://www.borough.kenai.ak.us) for copies of the agenda, meeting summaries, ordinances and resolutions.*