



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Agenda Assembly

---

Tuesday, September 3, 2019

6:00 PM

Betty J. Glick Assembly Chambers

---

### 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 was given by Greg Madden.]

### 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

[KPB-2276](#) August 20, 2019 Regular Assembly Meeting Minutes

Attachments: [082019 Regular Assembly Meeting Minutes](#)

[KPB-2280](#) August 29, 2019 Special Assembly Meeting Minutes

Attachments: [082919 Special Assembly Meeting Minutes](#)

### COMMENDING RESOLUTIONS AND PROCLAMATIONS

### PRESENTATIONS WITH PRIOR NOTICE

*(20 minutes total)*

1. [KPB-2274](#) Terry Federer, Maritime Department Head, AVTEC (10 Minutes)  
*Attachments:* [Presentation](#)
2. [KPB-2275](#) Tim Dillon, KPEDD Quarterly Report (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)*

Ordinances referred to Finance Committee

[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 for Residential Rentals, to Ensure Compliance with Legal Restrictions on the Use of Borough Funds and Assets Related to Ballot Propositions (Carpenter, Mayor)

*Attachments:* [Ordinance 2019-19-07](#)  
[Memo](#)

Ordinances referred to Policies and Procedures Committee

[2019-21](#) An Ordinance Amending KPB 21.02 Regarding Advisory Planning Commissions Establishing an Advisory Planning Commission in the Kalifornsky Area (Mayor)

*Attachments:* [Ordinance 2019-21](#)  
[Memo](#)  
[Planning Commission Recommendation](#)  
[Proposed Area Map](#)  
[Letter of Interest](#)  
[Petition of Interest](#)

## **UNFINISHED BUSINESS**

Postponed Item

[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 (Mayor)

Attachments: [Resolution 2019-045](#)  
[Revised Transportation Plan](#)  
[Memo](#)  
[Draft Public Transportation Plan](#)  
[Request for Postponement \(Dealt with on 09/03/19\)](#)  
[PC Recommendations \(Dealt with on 08/20/19\)](#)

## NEW BUSINESS

### Resolutions

Resolutions referred to Finance Committee

[2019-046](#) A Resolution Approving a Sole Source Award to Data Cloud Solutions, LLC for the Purchase and Implementation of MobileAssessorSM Software (Mayor)

Attachments: [Resolution 2019-046](#)  
[Memo](#)  
[License Agreement](#)

Resolutions referred to Policies and Procedures Committee

[2019-047](#) A Resolution Adopting Joint Resolution No. 2019-001 of the Assembly of the Kenai Peninsula Borough and Councils of the Cities of Homer, Kachemak, Kenai, Seldovia, Seward and Soldotna, Supporting the Recommendations of the Kenai Peninsula Borough's Election Stakeholders Group and Directing Staff to Explore Implementation of the Recommendations (Dunne, Hibbert)

Attachments: [Resolution 2019-047](#)  
[Joint Resolution](#)  
[Election Stakeholders Group Final Report and Recommendations](#)  
[Letters of Support](#)

[2019-049](#) A Resolution Extending the Declaration of Local Disaster Emergency for Drought in the Native Village of Nanwalek and the City of Seldovia, Located in the Kenai Peninsula Borough (Mayor)

*Attachments:* [Resolution 2019-049](#)  
[Memo](#)  
[Copy of Emergency Declaration](#)

## 2. Ordinances for Introduction

Ordinances for Introduction and referred to Finance Committee

[2019-19-08](#) An Ordinance Appropriating \$10,650 to Fund Additional Part Time and Seasonal Labor Costs to Provide Custodial Services to the Emergency Operations Center and Kenai River Center Buildings for FY2020 (Mayor)

*Attachments:* [Ordinance 2019-19-08](#)  
[Memo](#)

[2019-19-09](#) An Ordinance Appropriating Funds to Upgrade the Payroll and Human Resources Modules in the Borough's Enterprise Resource Planning Software (Mayor)

*Attachments:* [Ordinance 2019-19-09](#)  
[Memo](#)

[2019-19-10](#) An Ordinance Appropriating \$75,000 from the Seward Bear Creek Flood Service Area Fund Balance to Complete Sediment Management in Kwechak Creek (Mayor)

*Attachments:* [Ordinance 2019-19-10](#)  
[Memo](#)

Ordinances for Introduction and referred to the Policies and Procedures Committee

[2019-24](#) An Ordinance Adopting KPB 20.80, Subdivision Private Streets and Gated Subdivisions (Mayor)

Attachments:

[Ordinance 2019-24 SUB](#)

[Memo SUB](#)

[SUB Dunne Amendment Memo](#)

[SUB REPLACEMENT Amendment Memo \(Dealt with 03/17/20\)](#)

[SUB Amendment Memo 022520 \(Replaced by 03/17/20 Memo\)](#)

[SUB City of Kenai Memo 031720](#)

[Ordinance 2019-24 \(Amended by Substitute\)](#)

[Memo](#)

[City of Soldotna Resolution](#)

[Kachemak City Letter](#)

[City of Kenai Resolution](#)

[City of Homer Resolution](#)

[City of Homer Memorandum](#)

[eComment 100819](#)

[Public Comment 120319](#)

[SUB Planning Commission Recommendations 120319 \(Dealt with 12/03/19\)](#)

[Dunne Amendment Memo \(Dealt with 11/21/19\)](#)

[Planning Commission Recommendations 092319 \(Dealt with 11/21/19\)](#)

[Request for Postponement \(Dealt with on 10/08/19\)](#)

[Public Comments 050520](#)

[O2019-24 ADFG Letter 050520](#)

[2019-23](#) An Ordinance Amending KPB Titles 2, 4, and 16 regarding Service Areas to Provide that All Kenai Peninsula Borough Service Area Boards are Appointed Instead of Elected (Dunne, Hibbert)

[Clerk's Note: A teleconference site was established at Homer City Hall to take public testimony on the above referenced ordinance with none being offered.]

**Attachments:**

[Ordinance 2019-23](#)  
[Bjorkman Amendment Memo](#)  
[Bjorkman 2 Amendment Memo](#)  
[Blakeley Amendment Memo](#)  
[Administrative Amendment Memo if Needed](#)  
[Service Area Board Recommendations](#)  
[Memo](#)  
[Election Stakeholders Group Letters of Support](#)  
[Election Stakeholders Group Final Report](#)  
[North Pen Recreation Letter 110519](#)  
[Nikiski Fire Service Area Board Letter](#)  
[South Kenai Peninsula Hospital Service Area Board Letter](#)  
[Public Comment 110519](#)  
[Amendment Memo \(Dealt with on 10/08/19\)](#)  
[Public Comments](#)

## MAYOR'S REPORT

[KPB-2270](#) Mayor's Report Cover Memo

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

1. Assembly Requests/Responses - None
2. Agreements and Contracts - None
3. Other

a. [KPB-2271](#) Capital Projects Report - June 30, 2019

**Attachments:** [Capital Projects Report - June 30, 2019](#)

b. [KPB-2272](#) Revenue - Expenditure Report - July 2019

**Attachments:** [Revenue-Expenditure Report - July 2019](#)

- c. [KPB-2273](#) Budget Revisions - July 2019

Attachments: [Budget Revisions - July 2019](#)

## PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

### ASSEMBLY COMMENTS

### PENDING LEGISLATION

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

1. [2019-05](#) An Ordinance 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) (Referred to Lands Committee) [Tabled on 04/02/19]

Attachments: [Ordinance 2019-05](#)  
[Memo](#)  
[Road Swap Memorandum of Agreement](#)  
[Department of Transportation Road Swap Letter](#)  
[Maps](#)  
[Planning Commission Recommendation \(Acted on 3/05/19\)](#)  
[Request to Table \(Acted on 04/02/19\)](#)

## INFORMATIONAL MATERIALS AND REPORTS

### ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

1. September 17, 2019 Regular Assembly Meeting  
6:00 PM Homer City Council Chambers, Homer, Alaska

### ADJOURNMENT

*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.kpb.us](http://www.kpb.us) for copies of the agenda, meeting summaries, ordinances and resolutions.*