



# Kenai Peninsula Borough

144 North Binkley Street  
Soldotna, AK 99669

## Meeting Agenda

### Assembly

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

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Tuesday, August 4, 2020

6:00 PM

The meeting will be held through Zoom - Meeting ID:  
128 871 931, from the Betty J. Glick 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.*

[Clerk's Note: The invocation was offered by Brenda Crim.]

#### ROLL CALL

#### COMMITTEE REPORTS

**APPROVAL OF AGENDA AND CONSENT AGENDA****ACTION ITEMS CURRENTLY ON CONSENT AGENDA**

**Resolution 2020-050**  
**Resolution 2020-051**  
**Resolution 2020-052**  
**Resolution 2020-053**  
**Resolution 2020-054**  
**Resolution 2020-055**  
**Ordinance 2020-19-02**  
**Ordinance 2020-19-03**  
**Ordinance 2020-35**  
**Ordinance 2020-36**  
**Small Town Coffee Roasters Liquor License**  
**Petition to Vacate – Utility Easements**  
**Proposition Summary 1**  
**Appointments to the KPB Planning Commission**

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

**Ordinance 2019-19-43**  
**Ordinance 2020-19-01**  
**Ordinance 2020-34**

*(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-2689](#) July 7, 2020 Assembly Meeting Minutes

**Attachments:** [July 7, 2020 Assembly Meeting Minutes](#)

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

*(20 minutes total)*

1. [KPB-2716](#) Central Peninsula Hospital Quarterly Report (10 Minutes)

**Attachments:** [Quarterly Report](#)

**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

1. [2019-19-43](#) An Ordinance to Record FY2020 Expenditures Paid by the State of Alaska Department of Administration, Division of Retirement & Benefits on Behalf of the Kenai Peninsula Borough Towards the Borough's Unfunded PERS Liability (Mayor)

**Attachments:** [Ordinance 2019-19-43](#)  
[Request for Postponement](#)  
[Memo](#)  
[State of Alaska Letter](#)

- [2020-19-01](#) An Ordinance Appropriating Refinanced 2010 General Obligation School Bond Proceeds for the Purpose of Paying Bond Refinancing Issuance Costs (Mayor)

**Attachments:** [Ordinance 2020-19-01](#)  
[Memo](#)

## Ordinances referred to Lands Committee

- [2020-34](#) An Ordinance Authorizing a Negotiated Sale of Tract E, Alaska State Land Survey 2003-5, Plat No. 2006-21, Seward Recording District to Jerry and Cheryle James at Fair Market Value (Mayor)

**Attachments:** [Ordinance 2020-34](#)  
[Memo](#)  
[Planning Commission Recommendation](#)  
[Cooper Landing APC Recommendation](#)  
[Application](#)  
[Non-Objection Letters](#)  
[Tract E Map](#)  
[Fair Market Value](#)  
[Purchase Agreement](#)  
[Staff Report](#)

## Ordinances referred to Policies and Procedures Committee

4. [2020-32](#) An Ordinance Amending KPB 1.24, General Penalty, KPB 12.04,

Parking Regulations, and KPB 14.40 Right of Way Permits to Replace Civil Fines with Citations to Improve Enforcement and be Consistent with Other Recent Code Updates (Mayor)

*Attachments:* [Ordinance 2020-32](#)  
[Road Service Area Recommendations](#)  
[Memo](#)  
[Public Comment 080420](#)

## UNFINISHED BUSINESS

## NEW BUSINESS

### 1. Resolutions

Resolutions referred to Finance Committee

[2020-050](#) A Resolution Accepting \$160,000 from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Emergency Management Operations (Mayor)

*Attachments:* [Resolution 2020-050](#)  
[Memo](#)  
[Grant Award Letter](#)

\*b. [2020-051](#) A Resolution Approving a Sole Source Award to Eagleview™ for the Purchase and Implementation of Pictometry Oblique Imagery (Mayor)

*Attachments:* [Resolution 2020-051](#)  
[Memo](#)

[2020-052](#) A Resolution Providing Authorization for Sole Source Procurement to Enter into a Three Year Software Licensing and Services Agreement with Environmental Systems Research Institute, Inc. (Mayor)

*Attachments:* [Resolution 2020-052](#)  
[Memo](#)  
[ESRI Contract Docs](#)

[2020-053](#) A Resolution Authorizing the Central Peninsula Landfill's Sole Source Procurement of a Replacement Transmission for the Volvo L150G Loader (Mayor)

*Attachments:* [Resolution 2020-053](#)  
[Memo](#)

## Resolutions referred to Lands Committee

[2020-054](#) A Resolution Authorizing the Borough, on Behalf of the South Kenai Peninsula Hospital Service Area, to Enter into a Long-Term Lease Agreement for a Professional Office Building at 4251 Bartlett Street, Homer Alaska (Mayor)

*Attachments:* [Resolution 2020-054](#)  
[Memo](#)  
[Planning Commission Recommendation](#)  
[SPH-Halpin Lease](#)  
[SPH-Halpin Lease Simple Parcel Report](#)  
[SPH R20-11 \(Halpin Lease\)](#)

[2020-055](#) A Resolution Authorizing the Sublease of Real Property Located at 72470 Clutts Avenue in Anchor Point for a Maintenance and Storage Facility for the Anchor Point Fire and Emergency Medical Service Area (Mayor)

*Attachments:* [Resolution 2020-055](#)  
[Memo](#)  
[APFEMSA Lease](#)

## 2. Ordinances for Introduction

## Ordinances for Introduction and referred to the Finance Committee

[2020-19-02](#) An Ordinance Appropriating Funds to Pay Fees Associated with Collection of Remote Sales Tax (Mayor) (Hearing on 09/01/20)

*Attachments:* [Ordinance 2020-19-02](#)  
[Memo](#)

[2020-19-03](#) An Ordinance Appropriating Funds from the South Peninsula Hospital Plant Replacement and Expansion Fund for the Homer Medical Clinic Roof Replacement (Mayor) (Hearing on 09/01/20)

*Attachments:* [Ordinance 2020-19-03](#)  
[Memo](#)

[2020-35](#) An Ordinance Authorizing the Assessor to Accept One Late Filed Senior Citizen Exemption Application for 2020 Filed After March 31 and Providing an Exception to KPB 5.12.040(B) (Mayor) (Hearing on 09/01/20)

*Attachments:*      [Ordinance 2020-35](#)  
[Memo](#)  
[Senior Exemption Application](#)

Ordinances for Introduction and referred to the Policies and Procedures Committee

- \*d.    [2020-36](#)      An Ordinance Amending KPB 20.70 Vacation Requirements and KPB 21.20 Hearings and Appeals to Improve Vacation and Hearing Officer Appeal Procedures (Mayor) (hearing on 09/01/20)

*Attachments:*      [Ordinance 2020-36](#)  
[Memo](#)

- [2020-19-04](#)      An Ordinance Appropriating \$1,500 for the Costs of Printing and Distributing Information about the Ballot Proposition Seeking Voter Approval to Expand the Anchor Point Fire and Emergency Medical Service Area into the Newly Created Western Emergency Service Area which will Encompass Both Ninilchik and Anchor Point Communities (Johnson) (Hearing on 09/01/20)

*Attachments:*      [Ordinance 2020-19-04](#)  
[Memo](#)

### 3. Other

- [KPB-2717](#)      Approving a Letter of Non-Objection to the Issuance of the New Liquor License and Restaurant Designation Permit as Requested by Small Town Coffee Roasters, License No. 5919

*Attachments:*      [5919 - RDP Memo to Assembly](#)  
[5919 - Planning Memo to Assembly](#)  
[5919 - Complete Application](#)  
[5919 - Aerial Map](#)

Other items referred to Lands Committee

- [KPB-2691](#)      Petition to Vacate Utility Easement:

10-foot Utility Easement Adjoining the South Boundary of Lot 1, Excluding 10 Feet Adjoining Owen Road Right of Way  
10-foot Utility Easement Adjoining the East Boundary of Lot 10, Excluding the 10 Feet Adjoining Cowen Road Right of Way  
10-foot Utility Easement Adjoining the East and North Boundary of Lot 11, Excluding the 10 feet Adjoining Owen Road Right of Way, located within Cowan-McFarland Subdivision No 3 (Plat KN8.-227), Utility Easements Granted by Cowan McFarland Subdivision No 1

(Plat KN 1660) and Cowan-McFarland Subd. No 3 (Plat KN 83-227); Within Section 22, Township 5 North, Range 9 West, Seward Meridian, Alaska, Within the Kenai Peninsula Borough. KPB File 2020-053V

[Clerk's Note: The Planning Commission approved the above referenced petition to vacate at its July 13, 2020 meeting by unanimous vote.]

**Attachments:** [Petition to Vacate Utility Easements](#)

Other items referred to Policies and Procedures Committee

[KPB-2700](#) Approval of the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. 1 – Expanding the Anchor Point Fire and Emergency Medical Service Area Boundaries to Include the Niniilchik Area and Creating the Western Emergency Service Area

**Attachments:** [Memo to Assembly](#)  
[Proposition 1 Summary](#)

\*d. [KPB-2699](#) Confirming Appointments to the Kenai Peninsula Borough Planning Commission (Mayor)

Cindy Ecklund, Seward City Seat, Term Expires July 31, 2023  
Lou Oliva, Northwest Borough Seat, Term Expires July 31, 2023  
Pamela Gillham, Ridgeway Seat, Term Expires July 31, 2023

**Attachments:** [Appointments](#)

[KPB-2748](#) Approval of the Proposition Summary to be Included in the Voter Pamphlet for Proposition No. 2 – Repeal Ordinance 2020-24, An Ordinance Amending KPB Title 4 Regarding Borough Elections to Provide for Vote by Mail Elections, For More Time Between a Regular Election and A Run-Off Election, and to Remove Proposition Statements (Referred to Policies and Procedures Committee)

**Attachments:** [Memo to Assembly](#)  
[Proposition 2 Summary](#)

## MAYOR'S REPORT

[KPB-2701](#) Mayor's Report Cover Memo

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

1. Assembly Requests/Responses - None.

## 2. Agreements and Contracts

- a. [KPB-2702](#) Authorization to Award a Contract for ITB20-028 Roosevelt Circle (W6ROC) to Foster Construction, Inc., Soldotna, Alaska  
*Attachments:* [Authorization to Award Contract ITB20-028](#)
- b. [KPB-2703](#) Authorization to Award a Contract for ITB20-027 Basargin Road (S8BSG) to East Road Services, Inc., Homer, Alaska  
*Attachments:* [Authorizaztion to Award Contract ITB20-027](#)
- c. [KPB-2704](#) Authorization to Award a Contract for RFP20-013 Flood Hazard Analyses Seward Mapped Flood Data Area to AWR Engineering, LLC.  
*Attachments:* [Authorization to Award Contract RFP20-013](#)
- d. [KPB-2705](#) Authorization to Award a Contract for ITB20-032 Redoubt Elementary School Roof Replacement to Orion Construction, Inc., Wasilla, Alaska.  
*Attachments:* [Authorization to Award Contract ITB20-032](#)
- e. [KPB-2706](#) Comtech Solacom Technologies – Guardian 911 Call Management, Under the Government General Services Administration (GSA) H-GAC Contract #20-00504.  
*Attachments:* [Comtech Solacom Tech - Guardian 911](#)
- f. [KPB-2707](#) Authorization to Award a Contract for ITB20-033 Homer Solid Waste Facility Phase 2 Landfill Closure to Qayaq Construction, Anchorage, Alaska.  
*Attachments:* [Authorization to Award Contract ITB20-033](#)
- g. [KPB-2708](#) Sole Source Purchasing Request for Medical Patient Simulator Package from iSimulate USA.  
*Attachments:* [Sole Source CES ISimulate](#)
- h. [KPB-2709](#) Authorization to Award a Contract for RFP20-018 South Peninsula Hospital and Homer Medical Center Roof Professional Designs Services to K+A Design Studios, Kenai, Alaska.  
*Attachments:* [Authorization to Award Contract RFP20-018](#)

## 3. Other

- a. [KPB-2710](#) Budget Revisions - June 2020  
*Attachments:* [Budget Revisions - June 2020](#)
- b. [KPB-2711](#) Revenue - Expenditure Report - June 2020



Attachments: [Revenue - Expenditure Report - June 2020](#)

- c. [KPB-2712](#) FY20-4Q Economic Development Grant Reports

Attachments: [FY20-4Q Economic Development Grant Reports](#)

- d. [KPB-2713](#) FY20-4Q Senior Center Grant Reports

Attachments: [FY20-4Q Senior Center Grant Reports](#)

- e. [KPB-2714](#) Kenai Peninsula College FY20 Program Narrative Report

Attachments: [KPC FY20 Program Narrative Report](#)

- f. [KPB-2715](#) Litigation Status Report - Quarter Ending 06/30/20

Attachments: [Status Litigation Report - Quarter ending 06/30/20](#)

## **PUBLIC COMMENTS AND PUBLIC PRESENTATIONS**

### **ASSEMBLY COMMENTS**

### **PENDING LEGISLATION**

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

## **INFORMATIONAL MATERIALS AND REPORTS**

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

1. August 11, 2020 Special Assembly Meeting

2:00 PM This meeting will be held through Zoom Meeting ID: 128 871 931 from the Betty J. Glick Assembly Chambers

2. September 1, 2020 Regular Assembly Meeting

6:00 PM This meeting will be held through Zoom Meeting ID: 128 871 931 from the Betty J. Glick Assembly Chambers

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