



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Policies and Procedures Committee

Jesse Bjorkman, Chair
Willy Dunne, Vice Chair
Kenn Carpenter

Tuesday, August 17, 2021

4:30 PM

Betty J. Glick Assembly Chambers

Zoom ID: 938 6524 5999 Passcode: 886199

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NEW BUSINESS

1. Resolutions

- *c. [2021-062](#) Approving a Quarterly Update to the Borough Retention Schedule (Hibbert at the Request of the Borough Clerk)

Attachments:

[Resolution 2021-062](#)

[Memo](#)

[911 Communications Schedule Update](#)

[Finance Cash Management Schedule Update](#)

[Finance Sales Tax Schedule Update](#)

[Human Resources Schedule Update](#)

[Risk Management Schedule Update](#)

[Additional Schedule Revisions Memo](#)

[Revised Human Resources Schedule Update](#)

[Risk Management Schedule Update](#)

[Service Areas Schedule Update](#)

MAYOR'S REPORT

[KPB-3430](#) Mayor's Report Cover Memo

Attachments:

[Cover Memo](#)

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

- a. [KPB-3431](#) Authorization to Award a Contract for ITB21-035 Kwechak Creek Maintenance to Andrews and Sons, LLC., Seward, AK

Attachments: [Authorization to Award Contract ITB21-035](#)

- b. [KPB-3432](#) Human Resources / Insight Sole Source Waiver

Attachments: [Human Resources Sole Source](#)

- c. [KPB-3433](#) Hutler Road CIP (S7HLR) Budget

Attachments: [Hutler Road CIP](#)

3. Other

- a. [KPB-3434](#) Litigation Status Report - Quarter Ending 06/30/21

Attachments: [Litigation Status Report](#)

- b. [KPB-3450](#) Sales Tax Update

[Clerk's Note: A presentation was given during Policies and Procedures Committee by Brandi Harbaugh, Finance Director.]

Attachments: [Sales Tax Update](#)

- c. [KPB-3449](#) Overview of 911 Fee for Service Model

[Clerk's Note: A presentation was given during Policies and Procedures Committee by Brandi Harbaugh, Finance Director.]

Attachments: [Overview of 911 Fee](#)

- d. [KPB-3489](#) LAYDOWN Report on 2021 Kenai Peninsula Borough Land Sale

Attachments: [Land Sale Report](#)