



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Policies and Procedures Committee

Lane Chesley, Chair
Mike Tupper, Vice Chair
Jesse Bjorkman, Member

Tuesday, December 7, 2021

3:00 PM

Betty J. Glick Assembly Chambers

Zoom Meeting ID: 938 6524 5999 Passcode: 886199

PUBLIC HEARINGS ON ORDINANCES

- [2021-38](#) An Ordinance Amending KPB Title 7 Regarding Alcohol and Marijuana Regulations to Require Applicant Compliance with Form Filing Requirements under Alaska Law, Add Three Items Under Applicant Standards for Review, and to Define the Term Applicant (Cox)

Attachments: [Ordinance 2021-38](#)
[Memo](#)

3. [2021-40](#) An Ordinance Amending KPB 2.40.015 Regarding Planning Commission Membership and Apportionment (Cox, Chesley)

Attachments:

[Ordinance 2021-40](#)
[Memo](#)
[Chesley Cox Amendment 120721](#)
[Amendment 1 120721](#)
[Amendment 2 120721](#)
[Bjorkman Amendment 120721](#)
[Advisory Board Recommendations 120721](#)
[City of Seldovia Resolution and Letter of Support](#)
[City of Soldotna Resolution](#)
[City of Kenai Resolution](#)
[City of Seward Resolution](#)
[City of Homer Letter 1](#)
[City of Homer Letter 2](#)
[Mayor Pierce letter to City Mayors and Managers 111921](#)
[2005 Legal Memo 120721](#)
[Public Comment 120721](#)
[Reference Copy Ordinance 2016-25 SUB](#)
[Public Comments 120721](#)

NEW BUSINESS

1. Resolutions

- *c. [2021-087](#) A Resolution Approving Board Bylaws for the South Kenai Peninsula Hospital Service Area Board (Mayor at the Request of the South Kenai Peninsula Hospital Service Area Board)

Attachments:

[Resolution 2021-087](#)
[Memo](#)
[South Kenai Peninsula Hospital Service Area Board Bylaws](#)

- *d. [2021-084](#) A Resolution Confirming the Appointment of an Assembly Member to a Non-Borough Board (Johnson)

Attachments:

[Resolution 2021-084](#)
[R2021-084 Ref Copy R96-020](#)

2. Ordinances for Introduction

- *d. [2021-41](#) An Ordinance Amending KPB 21.29, KPB 21.25, and KPB 21.50.055 Regarding Material Site Permits, Applications, Conditions, and Procedures (Mayor, Johnson) (Hearing on 01/18/22)

Attachments: [Ordinance 2021-41](#)
[Memo](#)
[Material Site Work Group Timeline](#)
[Reference Copy Ordinance 2006-01 SUB](#)
[Reference Copy Resolution 2018-004 SUB](#)
[Reference Copy Resolution 2018-025](#)

3. Other

- a. [KPB-3711](#) Approving Amendments to the 2022 Assembly meeting schedule to include travel to Seward in April and Homer in September (Ecklund)

Attachments: [2022 Meeting Schedule Amendment](#)

- *b. [KPB-3753](#) Confirming Appointments to the Board of Equalization (Mayor)

Chris Van Slyke, Seat A, Term Expires 12/31/2024
James Baisden, Alternate Seat A, Term Expires 12/31/2023

Attachments: [Appointments](#)

- *c. [KPB-3775](#) LAYDOWN Confirming Appointments to the North Road Extension Advisory Task Force (Mayor)

Joseph Ross, Seat A, Term Expires October 12, 2022
Scott Hamann, Seat B, Term Expires October 12, 2022
Nathan Warren, Seat C, Term Expires October 12, 2022

Attachments: [LAYDOWN Appointments](#)

- d. [KPB-3781](#) LAYDOWN Confirming the Appointment to the Funny River Advisory Planning Commission (Mayor)

Kevin Lee OBrien, Seat D, Term Expires September 30, 2024

Attachments: [LAYDOWN Appointment](#)

- e. [KPB-3785](#) LAYDOWN Confirming the Appointment to the Eastern Peninsula Highway Emergency Service Area (Mayor)

Cristina Rachel Rolfe, Seat A, Term Expires October, 2024

Attachments: [LAYDOWN Appointment](#)

- f. [KPB-3798](#) LAYDOWN Confirming the Appointment to the Planning Commission (Mayor)

Michael Horton, Northwest Borough Seat, Term Expires July 31, 2023

Attachments: [LAYDOWN Appointment](#)

MAYOR'S REPORT

[KPB-3757](#) Mayor's Report Cover Memo

Attachments: [Cover Memo](#)

1. Assembly Requests/Responses- None.

2. Agreements and Contracts

- a. [KPB-3758](#) Authorization to Award Contract for RFP22-007 Gravel Road Design to Nelson Engineering P.C., Kenai, Alaska.

Attachments: [Authorization to Award RFP 22-007](#)

- b. [KPB-3759](#) Authorization to Award a Contract for RFP 22-006 Basargin Road Phase 3 Design to McLane Consulting Inc., Soldotna, Alaska.

Attachments: [Authorization to Award RFP 22-006](#)

- c. [KPB-3760](#) Authorization to Award a Contract for RFP 22-008 Asphalt Road Design Poolside Avenue, Dkyline Drive, Chinulna Court to McLane Consulting Inc., Soldotna, Alaska.

Attachments: [Authorization to Award RFP 22-008](#)

- d. [KPB-3761](#) Authorization to Award a Contract for RFP 22-005 Municipal Government Services and Tourism/Economic Development Public Relations Campaigns to Agnew Beck Consulting, Inc., Anchorage, Alaska.

Attachments: [Authorization to Award RFP 22-005](#)

- e. [KPB-3762](#) Authorization to Award a Contract for RFP 22-004 South Peninsula Hospital Facilities Plan to Architects Alaska, Anchorage, Alaska.
Attachments: [Authorization to Award RFP 22-004](#)
- f. [KPB-3763](#) Authorization to Award a Contract for RFP22-001 Air Conditioning and Domestic Hot Water Professional Designs Services to PDC Engineers, Anchorage, Alaska.
Attachments: [Authorization to Award RFP 22-001](#)
- g. [KPB-3764](#) Authorization to Award a Contract for ITB 22-022 Central Peninsula Hospital Door and Roof Ladder Project to HPM, Inc., Anchorage, Alaska.
Attachments: [Authorization to Award ITB22-022](#)
- h. [KPB-3765](#) Sole Source - Kenai Central High School Lockers to Vibetech.
Attachments: [KCHS Lockers Sole Source](#)
- i. [KPB-3766](#) Sole Source - Shop Wash/Melt Water Evaporator Tank to Totem Equipment and Supply.
Attachments: [Shop Wash Melt Water Evaporator Tank](#)
- k. [KPB-3768](#) Sole Source - Hope School Building Automation Control System Upgrade to Siemens Industries
Attachments: [Hope School Control System Upgrade](#)
- l. [KPB-3769](#) Sole Source - Mt. View School Building Automation Control System Upgrade to Siemens Industries.
Attachments: [Mt.View Control System Upgrade](#)
- m. [KPB-3770](#) Sole Source - North Star School Building Automation Control System Upgrade to Siemens Industries.
Attachments: [North Star Auto Control System Upgrade](#)
3. Other
- a. [KPB-3771](#) Tax Adjustment Request Approval
Attachments: [Tax Adjustment Request Approval](#)
- b. [KPB-3772](#) Revenue - Expenditure Report - October 2021
Attachments: [Revenue-Expenditure Report - October 2021](#)

c. [KPB-3773](#) Budget Revision - October 2021

Attachments: [Budget Revisions](#)