



Kenai Peninsula Borough

144 North Binkley Street
Soldotna, AK 99669

Meeting Agenda Finance Committee

Peter Ribbens, Chair
Ryan Tunseth, Vice Chair
Brent Hibbert

Tuesday, November 7, 2023

2:00 PM

Betty J. Glick Assembly Chambers

Meeting ID: 884 7373 9641 Passcode: 671108

[https://us06web.zoom.us/j/88473739641?](https://us06web.zoom.us/j/88473739641?pwd=dW1sY2RYV0F4dURjV25yVW9WUGw3QT09)

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Meeting ID: 884 7373 9641 Passcode: 671108

ITEMS NOT APPEARING ON THE REGULAR MEETING AGENDA

1. [KPB-5606](#) Small Business Development Center, Cliff Cochran, Director (20 minutes)

Attachments: [Small Business Development Presentation](#)

PUBLIC HEARINGS ON ORDINANCES

1. [2023-19-24](#) An Ordinance Appropriating \$80,516 to the Disaster Response Fund for Expenditures Responding to the Recent Local Disaster Emergency Declaration (Mayor)

Attachments: [Ordinance 2023-19-24](#)
[Memo](#)

NEW BUSINESS

1. Resolutions

- *a. [2023-070](#) A Resolution Accepting \$243,000 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 2023-070](#)
[Memo](#)
[2022 Award Letter](#)
[2023 Award Letter](#)
[2023 Award by Jurisdiction](#)

- *b.** [2023-071](#) A Resolution Approving Revisions to the Solid Waste Section of the Borough's Schedule of Rates, Charges and Fees (Mayor)
- Attachments:* [Resolution 2023-071](#)
 [Memo](#)
 [2024 Fee Schedule](#)
- *c.** [2023-072](#) A Resolution Redistributing Fiscal Years 2022 and 2023 Community Assistance Program Funds to Eligible Fiduciaries within the Unincorporated Communities of Nanwalek and Razdolna (Mayor)
- Attachments:* [Resolution 2023-072](#)
 [Memo](#)
 [Reference Copy O2021-19-14](#)
 [Reference Copy O2022-19-35](#)

Ordinances for Introduction

- *a.** [2023-19-25](#) An Ordinance Accepting and Appropriating Funding from the State of Alaska in the Amount of \$394,725 and Approving Projects to be Completed for Community Purposes Under the 2023/2024 Community Assistance Program (Mayor) (Hearing on 12/12/23)
- Attachments:* [Ordinance 2023-19-25](#)
 [Memo](#)
 [Reference Copy R2013-022](#)
 [Reference Copy R2023-039](#)
- *b.** [2023-19-26](#) Redirecting \$500,000 in U.S. Treasury State and Local Fiscal Recovery Funds from the Bridge Infrastructure Project to the Cybersecurity and Broadband Project and Expanding the Scope of Road Service Area Locally Funded Bridge Project (Mayor) (Hearing on 12/12/23)
- Attachments:* [Ordinance 2023-19-26](#)
 [Memo](#)
 [Reference Copy O2021-19-28](#)
 [Reference Copy O2022-19-13](#)

- *c. [2023-19-27](#) An Ordinance Accepting and Appropriating \$36,000 from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management to Upgrade a Security Gate Motor (Mayor) (Hearing on 12/12/23)

Attachments:

[Ordinance 2023-19-27](#)

[Memo](#)

[Award Letter](#)

- *d. [2023-19-28](#) An Ordinance Appropriating Commercial Passenger Vessel Tax Proceeds Received from the State of Alaska in the Amount of \$304,177.50 and Allocating \$303,825 to the City of Seward and \$352.50 to the City of Homer (Mayor) (Hearing on 12/12/23)

Attachments:

[Ordinance 2023-19-28](#)

[Memo](#)

[Email from State of Alaska Award](#)

[City of Seward Letter](#)

[City of Homer Letter](#)



Alaska Small Business
Development Center

UNIVERSITY of ALASKA ANCHORAGE

U.S. Small Business Administration



Your Small Business Resource

ABOUT THE SBDC

CLIFF COCHRAN, MBA

KENAI PENINSULA CENTER DIRECTOR

ALASKA SBDC

- Kenai Peninsula Director
 - Cliff Cochran

- Homer Business Advisor
 - Robert Green

- Seward Business Advisor
 - KellyAnn Cavaretta



ALASKA SBDC

- What We Provide
 - No-cost, confidential business advising
 - Low-cost business workshops and webinars
 - Online resources and business tools

A photograph of a railroad track stretching into the distance, flanked by dense evergreen trees. In the background, a snow-capped mountain range is visible under a clear sky.

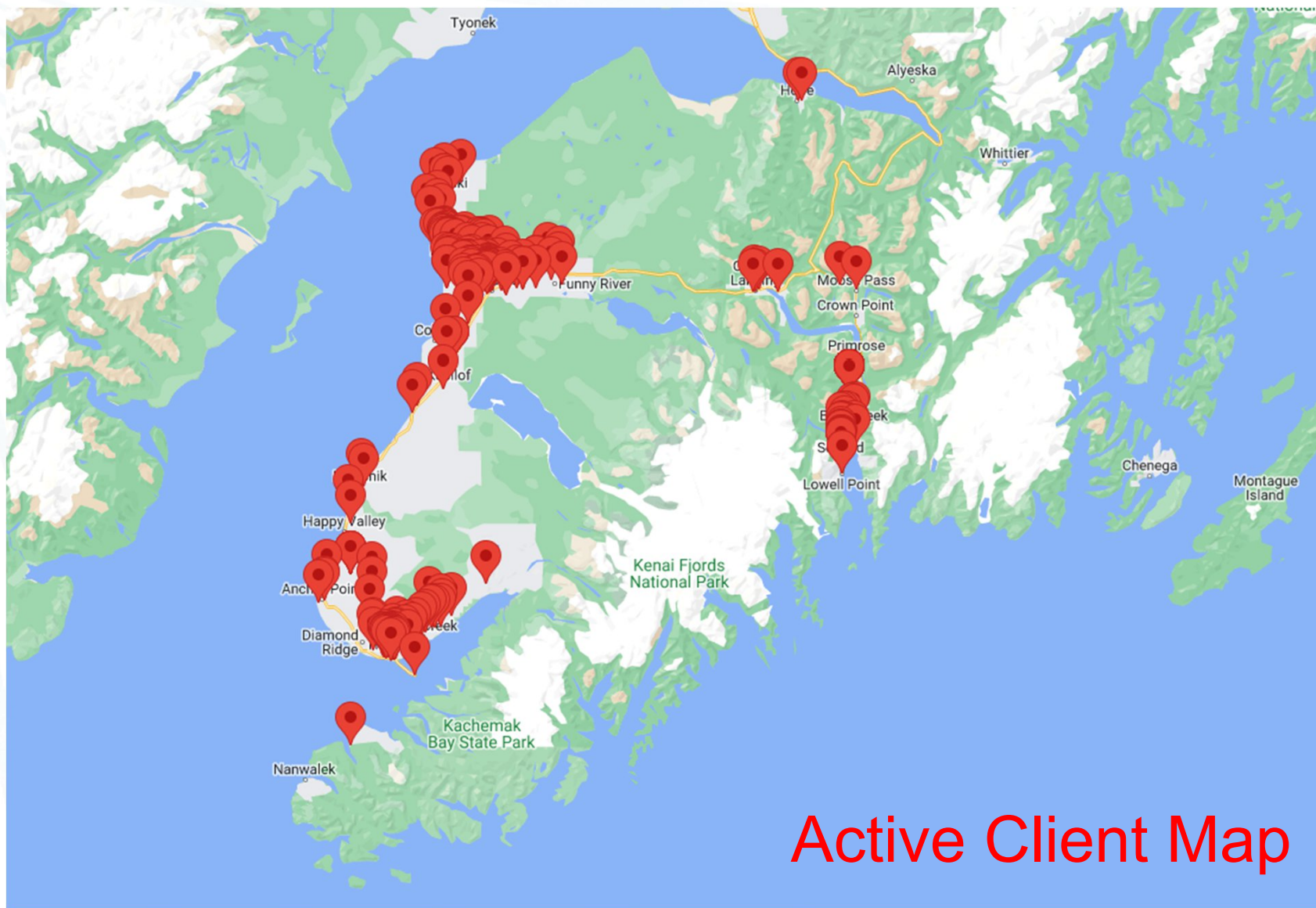
We grow small business

BUSINESS ADVISING

Top Topics		Hours	%
1	Startup Assistance	757.4	43.3
2	Financing/Capital	351.7	20.1
3	Buy/Sell Business	190.7	10.9
4	General Management	144.0	8.2
5	Business Planning	70.2	4.0



BUSINESS ADVISING



Active Client Map

WORKSHOPS

- Over 80 Topics Include
 - Starting a Business
 - How to Write a Business Plan
 - LLCs in Alaska



ON-DEMAND

**How to Get a
Business License
in Alaska**

PRESENTED BY

RESOURCES

- Proprietary Tools
 - Financial projection models
 - Business planning documents
 - Focused industry toolkits
 - Business valuation guide
 - Small business FAQs

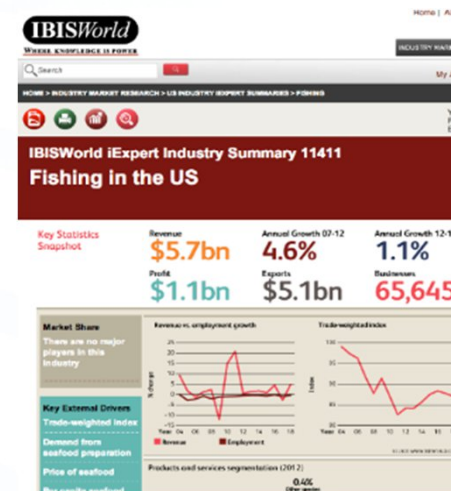
Financial Ratio Analysis

Ratio	Formula	Year One	Year Two	Year Three	Industry (NAICS): 722515	Significance
Liquidity						
Current Ratio	$= \frac{\text{Current Assets}}{\text{Current Liabilities}}$	0.79	2.04	2.82	2.75	Measures solvency: A ratio of 1.50 means that for every \$1 of current liabilities, the company has \$1.50 in current assets with which to pay.
Quick Ratio (Acid Test)	$= \frac{(\text{Cash} + \text{Accounts Receivable})}{\text{Current Liabilities}}$	0.38	1.41	1.96	1.81	Measures liquidity: A ratio of 1.50 means that for every \$1 of current liabilities, the company has \$1.50 in cash and AR with which to pay.
Safety						
Debt-to-Equity Ratio	$= \frac{\text{Total Liabilities}}{\text{Total Equity}}$	2.17	0.51	0.34	2.81	Measures financial risk: A ratio of 0.75 means that for every \$1 of equity, the company owes \$0.75 to its creditors.
Interest Coverage Ratio	$= \frac{\text{Earnings Before Interest \& Taxes}}{\text{Interest Expense}}$	4.49	19.26	35.18	4.95	Measures safety: A ratio of 15 means that for every \$1 of interest owed, the company has \$15 in earnings in which to pay.
Profitability						

RESOURCES

- **IBISWorld Subscription**
 - 1,300+ industry reports
 - Updated 6-12 months
 - \$995 value each

- **ProfitCents Subscription**
 - 1,400+ industry benchmarks
 - Ratio analysis and business valuation capabilities
 - \$2,750 value each



INDUSTRY FINANCIAL DATA AND RATIOS

Green: Company metrics highlighted in green are within the top 20% of the industry.
Red: Company metrics highlighted in red are within the bottom 20% of the industry.

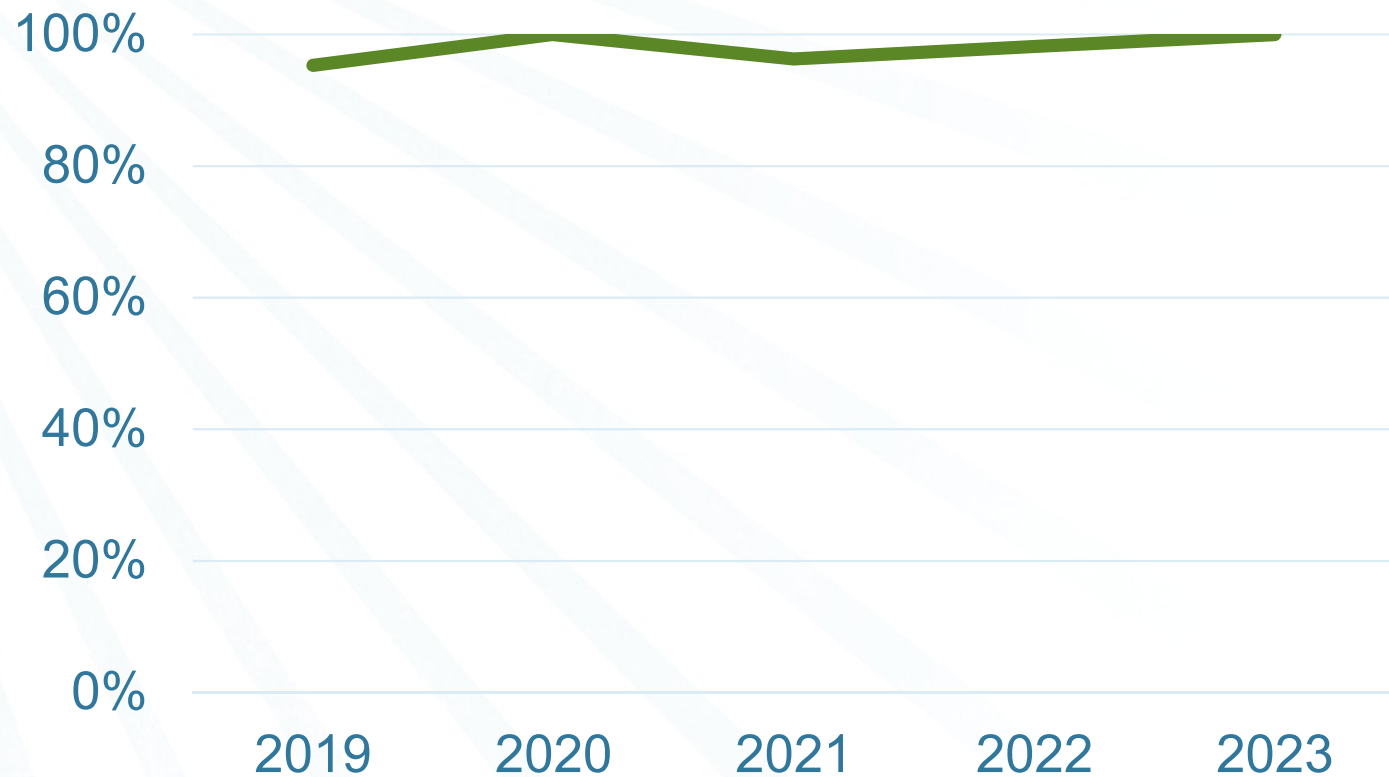
View Formula Key		Industry Data (Number of Financial Statements)			
Industry-Specific Key Performance Indicators (KPIs)	Company Data	Recent 12 Months	Distance from Industry	2016	2010-Present
Direct Labor Ratio	0.00%	—	—	—	—
Maintenance and Repairs to Sales	5.26%	—	—	—	4.90% (1)
Liabilities to Sales	10.43%	—	—	—	8.80% (20)
Revenue per Employee	\$21,082	—	—	—	\$17,005 (76)

Financial Metric	Company Data	Recent 12 Months (M)	Distance from Industry	2016 (M)	2010-Present (687)
Current Ratio	—	6.69	—	7.36	3.37
Quick Ratio	—	5.93	—	6.52	2.67
Gross Profit Margin	94.74%	97.90%	-2%	96.76%	95.89%
Net Profit Margin	11.08%	5.67%	96%	10.24%	4.77%
Inventory Days	0.00	—	—	—	11.62
Accounts Receivable Days	0.00	13.27	-100%	23.23	5.54
Accounts Payable Days	0.00	8.13	-100%	3.69	29.87
Interest Coverage Ratio	2.57	1.58	61%	1.72	413
Debt-to-Equity Ratio	0.81	9.28	-91%	0.09	3.80
Return on Equity	5.46%	5.89%	-6%	12.50%	8.65%
Return on Assets	3.02%	1.64%	84%	3.79%	3.87%
Gross Fixed Asset Turnover	0.26	0.40	-35%	0.45	0.63
Profit per Employee	\$3,443	—	—	—	\$2,856
Sales Growth	18.32%	3.27%	99%	3.27%	3.96%
Profit Growth	22.05%	75.23%	-64%	75.23%	11.06%

RESULTS

Five-year trend for client satisfaction

Positive Surveys



RESULTS

Last Five Years

Clients Advised	2,506
Advising Hours	8,464.9
Jobs Supported	3,958
New Businesses Confirmed	184
Capital Secured	\$44.04 million



SUCCESS STORIES



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Getting Started

on this page

What the SBDC does

Who we serve

What the Alaska SBDC cannot
do

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an advisor?

Don't want to speak with an
advisor?

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must first register on our client portal.

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THANK YOU

Cliff Cochran
Kenai Peninsula Center Director
cliff.cochran@aksbdc.org
(907) 260-5643

Introduced by:	Mayor
Date:	10/24/23
Hearing:	11/07/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-24**

**AN ORDINANCE APPROPRIATING \$80,516 TO THE DISASTER RESPONSE FUND
FOR EXPENDITURES RESPONDING TO THE RECENT LOCAL DISASTER
EMERGENCY DECLARATION**

WHEREAS, the sum of \$100,000 was appropriated in the fiscal year 2024 budget for disaster response efforts; and

WHEREAS, the Mayor issued a declaration of local disaster emergency due to areawide flooding on September 14, 2023, which the Assembly extended to October 24, 2023; and

WHEREAS, of the \$100,000 annual appropriation \$80,516 has been spent or encumbered;

WHEREAS, it is in the best interests of the Borough to appropriate funds from the general fund for expenditures responding to this declared local disaster emergency;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$80,516 is appropriated from the Borough General Fund, fund balance to be transferred to account 260.11250.24F1A.49999, to cover expenditures that occurred in response to the declared local disaster. The appropriation will also indirectly replenish disaster response funds to be available in the event of a future local disaster emergency.

SECTION 2. This ordinance shall be effective retroactively to September 14, 2023.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2023.**

Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Office of Emergency Management

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*

FROM: Brenda Ahlberg, Emergency Manager *GA*

DATE: October 12, 2023

RE: Ordinance 2023-19-24, Appropriating \$80,516 to the Disaster Response Fund for Expenditures Responding to the Recent Local Disaster Emergency Declaration (Mayor)

Repairs were made to public infrastructure during the September 2023 areawide flooding event to respond to high water issues impacting public rights-of-way. This Ordinance requests appropriations for the amount spent or encumbered responding to the local emergency declaration.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Account: 100.27910	
Amount: : \$80,516	
By: <i>CJ</i>	Date: 10/12/2023

Introduced by:

Mayor

Date:

11/07/23

Action:

Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2023-070**

**A RESOLUTION ACCEPTING \$243,000 FROM THE STATE OF ALASKA
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, DIVISION OF
HOMELAND SECURITY AND EMERGENCY MANAGEMENT FOR EMERGENCY
MANAGEMENT OPERATIONS**

WHEREAS, the Borough’s Office of Emergency Management (“OEM”) is responsible for disaster management and activities; and

WHEREAS, the State of Alaska receives funding from the Federal Emergency Management Agency to support the efforts of local governments in emergency preparedness and response; and

WHEREAS, OEM applied for funding under the 2022 and 2023 Emergency Management Performance Grant (“EMPG”) program administered by the Alaska Department of Military and Veterans Affairs, Division of Homeland Security & Emergency Management (“DHS & EM”); and

WHEREAS, the Borough received notice from DHS & EM of a grant award in the amount of \$43,000 from the 2022 EMPG program and \$200,000 from the 2023 EMPG program to support personnel and activities essential to local emergency management; and

WHEREAS, the grant program requires a local match of non-federal funds on a 50/50 ratio, or dollar-to-dollar match, for expenditures made from July 1, 2023, through June 30, 2024; and

WHEREAS, the match requirement will be met through operational expenditures of OEM departments; and

WHEREAS, grant funds were anticipated during the budget process and were appropriated as part of FY2024 budget;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Mayor is authorized to accept grant funds in the amount of \$243,000 from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security & Emergency Management, for emergency management operations and is authorized to execute all documents deemed necessary to accept the grant and effectuate the intent and purposes of this resolution.

SECTION 2. That expenditures associated with the 2022 EMPG grant funds will be recorded to account 100.11250.EMP23.49999.

SECTION 3. That expenditures associated with the 2023 EMPG grant funds will be recorded to account 100.11250.EMP24.49999.

SECTION 4. That this resolution shall be effective retroactively to July 1, 2023.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 7TH DAY OF NOVEMBER, 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Grants Administrator & Community Liaison

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*

FROM: Brenda Ahlberg, Emergency Manager *BA*

DATE: October 26, 2023

SUBJECT: Resolution 2023-070, Accepting \$243,000 from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management for Emergency Management Operations (Mayor)

The Borough has received funding from the State of Alaska Division of Homeland Security and Emergency Management for emergency management activities. This funding is provided by the Federal Emergency Management Agency under the Emergency Management Performance Grant ("EMPG") program. The purpose of the EMPG program is to assist in the development, maintenance and improvement of state and local emergency management capabilities in responding to disasters that may result from natural or human-caused events.

The Borough's Office of Emergency Management ("OEM") applied for this funding and received a notice of award in the amount from two funding years: 2022 EMPG in the amount of \$43,000 and 2023 EMPG in the amount of \$200,000. These grants will offset staff salary percentages directly associated with the EMPG program for fiscal year 2023/2024. There is a 50/50 matching fund ratio of non-federal funds. The match funds will be supplied from the balance of the OEM department FY2024 annual budget.

Eligible reimbursement costs are personnel and fringe costs associated with activities including but not limited to public outreach, individual emergency planning, improving emergency response plans, updating mitigation plans, and evacuation planning activities.

Brenda Ahlberg, Emergency Manager, will provide grant management and project completion. Project performance period ends June 30, 2024.

Your consideration is appreciated.

Attachment: Award Letters

FINANCE DEPARTMENT	
MATCH ACCOUNT/FUNDS VERIFIED	
Acct. No.	<u>100.11250.EMP24.49999 - \$200,000.00</u>
Acct. No.	<u>100.11250.EMP23.49999 - \$ 43,000.00</u>
By: <i>CJ</i>	Date: <u>10/25/2023</u>



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Military and
Veterans Affairs**

Division of Homeland Security and
Emergency Management

P.O. Box 5750
JBER, AK 99505-0800
Main: 907.428.7000
Fax: 907.428.7009
ready.alaska.gov

October 20, 2023

The Honorable Peter A. Micciche, Mayor
Kenai Peninsula Borough
144 N Binkley St
Soldotna, AK 99669

RE: 2022 Emergency Management Performance Grant, EMS-2022-EP-00004-S01
State Grant No.: 22EMPG-GY22
Amendment 2, Effective July 01, 2023

Mayor Micciche:

Enclosed is the Award Amendment for the Kenai Peninsula Borough's 2022 Emergency Management Performance Grant. This amendment obligates \$43,000.00 for a new grant award total of \$243,000.00. All previous Grant Terms and Conditions, Grant Requirements, and Assurances and Agreements still apply.

A pre-signed Obligating Award Document (OAD) is attached. Please print the document, sign the OAD and send a scanned copy to mva.grants@alaska.gov within 30 days of subrecipient receipt. Keep the hard copy for your records.

If you have any questions, please contact the Division Project Manager for this grant, David Reilly at (907) 428-7019 or by email at dave.reilly@alaska.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "William A. Dennis".

William A. Dennis
Administrative Operations Manager

Enclosure(s): Obligating Award Document
Project Budget Details Report

cc: Brenda Ahlberg, Jurisdiction Project Manager
Brandi Harbaugh, Jurisdiction Chief Financial Officer



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Military and
Veterans Affairs**

Division of Homeland Security and
Emergency Management

P.O. Box 5750
JBER, AK 99505-0800
Main: 907.428.7000
Fax: 907.428.7009
ready.alaska.gov

October 20, 2023

The Honorable Peter Micciche, Mayor
Kenai Peninsula Borough
144 North Binkley Street
Soldotna, AK 99669

RE: 2023 Emergency Management Performance Grant, EMS-2023-EP-00001
State Grant No.: 23EMPG-GY23

Mayor Micciche:

We received funds from the Federal Emergency Management Agency (FEMA) under the 2023 Emergency Management Performance Grant (EMPG). We are pleased to award the Kenai Peninsula Borough the amount of \$200,000.00 under this grant.

EMPG performance includes but is not limited to the following:

- Accomplishment of activities identified in the subrecipient's 2023 EMPG Work Plan.
- Complete the quarterly THIRA/SPR Surveys.
- Development of a local jurisdiction multi-year Integrated Preparedness Plan (IPP) to be submitted to the Division of Homeland Security and Emergency Management (DHSEM) by March 1, 2024.
- Participate in the state multi-year Integrated Preparedness Planning Workshop (IPPW) to be held in conjunction with the 2024 Preparedness Conference.
- EMPG-funded personnel should make every attempt to participate in no less than three exercises during the performance period. Exercises may be discussion-based (seminars, workshops, tabletop simulations) or operations-based (drills, functional exercises, full-scale exercises). Sponsored opportunities by us may be available during the performance period. Real-world events may not always count as exercise participation.
- Continued utilization and work toward the adoption and implementation of the National Incident Management System (NIMS). The Alaska Assessment is the required means to report NIMS adoption and implementation.
- Continue to work toward National Qualification System (NQS) implementation as outlined in FEMA's NQS Implementation Objectives. Establishing the policies and procedures will be a state-led effort and is only required at the local Authority Having Jurisdiction (AHJ) as needed.
- Complete the FEMA Independent Study Professional Development Series.
- Timely quarterly progress report submissions.
- Dollar-for-dollar, local, in-kind match.

The 2023 EMPG performance period will be twelve months, beginning October 1, 2023, and ending September 30, 2024. The 2023 Kick-Off Meeting will be held electronically in November 2023; attendance is required.

Mayor Micciche
October 20, 2023
Page 2 of 2

EMPG funding allocations to local jurisdictions are a direct result of continued reporting on actual funds spent at the local level on emergency management activities. With that in mind, we encourage reporting all funds spent on emergency management activities even if they exceed the required match.

Federal regulation (CFR Part 200.430) requires charges for federal awards, salaries, and wages must be based on records that accurately reflect the work performed and after the fact determination of the actual total activity of the employee. This includes all funding sources and all hours for the pay period to be accounted for when submitting for reimbursement. The required documentation for reimbursement includes payroll reports or timesheets signed and certified that capture the employee's name, position, payroll time period, breakdown of all hours charged to each allocation to total 100% of the employee's worked time, the amount paid, and copies of the corresponding pay warrants, are acceptable.

Attached is a pre-signed Obligating Award Documents (OAD). Please review the information for accuracy and review any Special Conditions. Please print the document, sign the OAD, and send a scanned copy to mva.grants@alaska.gov within 30 days of subrecipient receipt. Keep a fully executed copy for your records. If the OAD cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form must be submitted. If signatory points of contact have changed since the submittal of the application, please complete, and return a Signatory Authority Form with the signed OAD.

Submitted Funded Staff Worksheets and Annual Work Plans have been reviewed and are approved at the funding amount stated on your OAD. Authorized funded positions are listed in the Project Budget Details.

If you have any questions, please contact the Division Project Manager for this grant, David Reilly at (907) 428-7019 or by email at dave.reilly@alaska.gov.

Sincerely,



William A. Dennis
Administrative Operations Manager

Enclosure(s): Obligating Award Document
Project Budget Details Report

cc: Brenda Ahlberg, Subrecipient Project Manager
Brandi Harbaugh, Subrecipient Chief Financial Officer

**2023 Emergency Management Performance Grant (EMPG)
Jurisdiction Total Allocations**

Jurisdiction	Funding
Anchorage, Municipality of	\$200,000.00
Cordova, City of	\$18,000.00
Craig, City of	\$20,000.00
Denali Borough	\$30,000.00
Fairbanks, City of	\$30,000.00
Fairbanks North Star Borough	\$160,000.00
Juneau, City and Borough of	\$130,000.00
Kenai Peninsula Borough	\$200,000.00
Ketchikan, City of	\$25,000.00
Ketchikan Gateway Borough	\$20,000.00
Matanuska Susitna Borough	\$170,000.00
North Pole, City of	\$10,000.00
Northwest Arctic Borough	\$25,000.00
Total Allocations	\$1,033,000.00

Introduced by: Mayor
Date: 11/07/23
Action:
Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2023-071**

**A RESOLUTION APPROVING REVISIONS TO THE SOLID WASTE SECTION OF
THE BOROUGH’S SCHEDULE OF RATES, CHARGES AND FEES**

WHEREAS, pursuant to KPB 1.26.020(A), the Borough’s Schedule of Rates, Charges and Fees (“Fee Schedule”) may be amended by resolution except for fees or charges specifically codified in Borough code must be amended by ordinance; and

WHEREAS, the Solid Waste Department is responsible for administering Solid Waste’s Fee Schedule; and

WHEREAS, the attached revisions to the Solid Waste’s Fee Schedule are clarifications to established rates, expansion of hazardous collection charges and splitting charges for fines or violations into large and small;

NOW, THEREFORE BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Solid Waste section of the Fee Schedule attached hereto and incorporated by reference is approved and incorporated into the Fee Schedule authorized by KPB Chapter 1.26.

SECTION 2. That this resolution shall become effective on January 1, 2024.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 7TH DAY OF NOVEMBER, 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Solid Waste Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*

FROM: Lee Frey, Solid Waste Director *LF*

DATE: October 26, 2023

RE: Resolution 2023-01 Approving Revisions to the Solid Waste Section of the Borough's Schedule of Rates, Charges and Fees (Mayor)

The Solid Waste Department made several revisions to the Borough's Schedule of Rates, Charges and Fees ("Fee Schedule") for Solid Waste during the FY24 Budget process. Many of these changes are scheduled to be effective January 1, 2024. Since approval, we have found several items that need clarifications and discussed issues with the fees and descriptions for items received during Hazardous Waste Collection events. Proposed changes to the schedule are highlighted on the attached Solid Waste Fee Schedule.

We increased the charge for construction and demolition waste from \$45/ton to \$90/ton in the budget. We do not have scales at our Seward Transfer Facility, and the per cubic yard rate was not increased accordingly. We also added a rate for wastes generated outside of the Borough, but need a corresponding per cubic yard rate for Seward.

Through working with the Borough's Hazardous Waste Collection contractor, we determined several changes were needed to this section of the Fee Schedule. This includes addition of items not currently shown on our schedule and a revision to unit used for measurement.

A new item is added for solid waste violations and fines and removes the hazardous waste violations item that is not used. The intent is that Borough Administration will work to bring forward corresponding code amendments to KPB Chapter 10.04, Solid Waste Disposal, to authorize such fines or violations. This will provide the Solid Waste Department with an additional tool to combat poor disposal and behavior at Borough sites.

Your consideration is appreciated.

Solid Waste		Current Effective January 1, 2024	Proposed Effective January 1, 2024
Non commercial waste (residential)			
Asbestos (1 ton minimum charge)		\$200.00 per ton	\$200 per ton
Automobiles		\$200.00 per vehicle, none allowed in Homer	\$200.00 per vehicle, none allowed in Homer
Household small batteries		No charge	No charge
Trailers, RVs, Boats and Snow Machines		\$20.00/ft	\$20.00/ft
Misc (animal carcasses, ashes, etc)		No charge	No charge
Refrigerators and freezers		No charge	No charge
Used oil (limits apply)		No charge	No charge
Vehicle batteries (limits apply)		No charge	No charge
Hazardous waste - 3 drums per year		No charge	No charge
Fluorescent lamps and bulbs (limits apply)		No charge	No charge
Hazardous Waste – Violations		\$300.00	Removed
Solid Waste Violation/Fine - Minor			New Item, \$100.00
Solid Waste Violation/Fine - Major			New Item, \$500.00
Solid Waste - continued			
Commercial waste			
Bio Solids / Sewer Sludge		\$135.00 per ton	\$135.00 per ton
Solid waste		No Charge	No Charge
Wastes generated outside of KPB			
per ton		\$365.00 per ton	\$365.00, Minimum Charge \$100.00
1 cubic yard			New Item \$100.00 Minimum Charge
2-5 cubic yards			New Item, \$365.00
6-10 cubic yards			New Item, \$730.00
11-20 cubic yards			New Item, \$1,460.00
21-30 cubic yards			New Item, \$2,190.00
31-40 cubic yards			New Item, \$2,920.00
Asbestos (1 ton minimum charge)		\$200.00 per ton	\$200.00 per ton
Construction and demolition, land clearing, tires, appliances, metals, etc			
per ton		\$90.00, Minimum Charge \$20.00	\$90.00, Minimum Charge \$20.00
1 cubic yard			New Item \$20.00 Minimum Charge
2-5 cubic yards		\$45.00	\$90.00
6-10 cubic yards		\$90.00	\$180.00
11-20 cubic yards		\$180.00	\$360.00
21-30 cubic yards		\$270.00	\$540.00
31-40 cubic yards		\$360.00	\$720.00
Acids/bases, liquid pesticides, etc. per gallon		\$30.00	\$30.00
Animal carcasses, ashes, etc per animal		\$5.00	\$5.00
Automobiles, per vehicle		\$200.00	\$200.00
Batteries, per pound		\$1.50	\$1.50
Empty drum, each		\$35.00	\$35.00
Fluorescent lamps and bulbs, each		\$0.52	\$0.52
Fuses and flares, per pound (Aerial flares not accepted)		\$30.00	\$30.00
Hazardous waste – violations		\$300.00	Removed
Household appliances, per unit		\$20.00	\$20.00
Mercury, per pound			New Item, \$5.00
Mercury, per gallon		\$15.00	Removed
Oxidizers, per pound		\$60.00	\$60.00
Paint, solvent, fuel, oil, AFFF, etc. per gallon		\$8.00	\$8.00
Solid pesticides, per pound		\$6.00	\$6.00
Solids, sludge, ABC fire extinguisher agent, per gallon		\$12.00	\$12.00
Special waste, per ton (1 ton minimum charge)		\$135.00	\$135.00
Propane cylinders - Small, 1 pound			New Item, \$3.00
Propane cylinders - Large, 2-30 pound			New Item, \$30.00
Solid Waste Violation/Fine - Minor			New Item, \$100.00
Solid Waste Violation/Fine - Major			New Item, \$500.00

Introduced by: Mayor
Date: 11/07/23
Action:
Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2023-072**

**A RESOLUTION REDISTRIBUTING FISCAL YEARS 2022 AND 2023 COMMUNITY
ASSISTANCE PROGRAM FUNDS TO ELIGIBLE FIDUCIARIES WITHIN THE
UNINCORPORATED COMMUNITIES OF NANWALEK AND RAZDOLNA**

WHEREAS, the Alaska State Legislature provides funding to municipalities and unincorporated communities through the Community Assistance Program (“Program”); and

WHEREAS, annually by resolution the Assembly approves the unincorporated communities that are eligible for participation within the Kenai Peninsula Borough, which include the unincorporated communities of Nanwalek and Razdolna (“Communities”); and

WHEREAS, the Assembly approved the use of Program funds for the Nanwalek IRA Council and for the Village of Razdolna, Inc. (“Fiduciaries”) in the amounts of \$15,479.41 each for fiscal year 2022 through enactment of KPB Ordinance 2021-19-14; and

WHEREAS, the Assembly approved the use of Program funds to Nanwalek IRA Council in the amount of \$17,696.95 and to the Village of Razdolna, Inc. in the amount of \$17,525.89 for fiscal year 2023 through enactment of KPB Ordinance 2022-19-35; and

WHEREAS, these Fiduciaries are not eligible to expend the Program funds for fiscal years 2022 and 2023 to complete projects that may benefit the Communities; and

WHEREAS, the appropriations for fiscal year 2022 and 2023 to the community of Clam Gulch are available to an eligible nonprofit to complete projects within the community; and

WHEREAS, area nonprofits that have consistently provided services to these Communities are eligible to receive the remaining funds by way of grant agreements; and

WHEREAS, it is in the best interest of the Borough and the Communities to approve the proposed projects and to distribute community assistance funds to the eligible nonprofit entities;

**NOW, THEREFORE BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI
PENINSULA BOROUGH:**

SECTION 1. That the Mayor is authorized to deobligate the balance of Community Assistance Program funds granted to Nanwalek IRA Council and Village of Razdolna, Inc. and redistribute the funds by way of grant agreements and any other documents necessary with the nonprofit organizations on behalf of the unincorporated communities of Nanwalek and Razdolna for general operation costs that support public projects in the following chart:

UNINCORPORATED COMMUNITY	ELIGIBLE RECIPIENT / PROJECT	AMOUNT
Clam Gulch Fiscal Year 2022	Caribou Hills Cabin Hoppers / Trails and parking improvements	\$15,479.41
Nanwalek Fiscal Year 2022	Project Grad / Youth Education Services	\$15,479.41
Razdolna Fiscal Year 2022	Snomads, Inc. / Caribou Lake Trail Access	\$15,479.41
Clam Gulch Fiscal Year 2023	Caribou Hills Cabin Hoppers / Trails and parking improvements	\$17,336.83
Nanwalek Fiscal Year 2023	Project Grad / Youth Education Services	\$17,696.95
Razdolna Fiscal Year 2023	Snomads, Inc. / Caribou Lake Trail Access	\$17,525.89

SECTION 2. That \$30,958.82 in Community Assistance Program funds for fiscal year 2022 in account 271.95910.22CAP.43011 is deobligated from the Nanwalek IRA Council (\$15,479.41) and from the Village of Razdolna, Inc. (\$15,479.41) and redistributed to the above-listed entities by way of grant agreements.

SECTION 3. That \$35,222.84 in Community Assistance Program funds for fiscal year 2023 in account 271.95910.23CAP.43011 is deobligated from the Nanwalek IRA Council (\$17,696.95) and from the Village of Razdolna, Inc. (\$17,525.89) and redistributed to the above-listed entities by way of grant agreements.

SECTION 4. That \$15,479.41 in Community Assistance Program funds for fiscal year 2022 in account 271.95910.22CAP.49999 is awarded to Caribou Hills Cabin Hoppers.

SECTION 5. That \$17,336.83 in Community Assistance Program funds for fiscal year 2023 in account 271.95910.23CAP.49999 is awarded to Caribou Hills Cabin Hoppers.

SECTION 6. This resolution is effective upon adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 7TH DAY OF NOVEMBER, 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Grants Administrator & Community Liaison

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*

FROM: Brenda Ahlberg, Emergency Manager *BA*

DATE: October 26, 2023

SUBJECT: Resolution 2023-072 Redistributing Fiscal Years 2022 and 2023 Community Assistance Program Funds to Eligible Fiduciaries within the Unincorporated Communities of Nanwalek and Razdolna (Mayor)

The Community Assistance Program provides state funding for unincorporated communities to complete public projects or services through nonprofit or tribal entities that agree to be the fiduciary.

The fiduciaries, Nanwalek IRA Council and Village of Razdolna, Inc., received funds for the fiscal years 2022 and 2023 to complete projects in Nanwalek and Razdolna, respectively. These fiduciaries are grantees for fiscal years 2020 and 2021. There are no drawdowns on either of these grants, which makes these grantees ineligible to receive additional funding until the 2020 and 2021 agreements are closed. Therefore, it is in the best interests of Borough residents to redistribute the 2022 and 2023 awards to Project Grad to conduct youth programing in Nanwalek and to Snomads, Inc. to improve the Caribou Lake Trail in Razdolna, Fox River census precinct district.

Project Grad and Snomads, Inc. are compliant fiduciaries and eligible to complete projects for these unincorporated communities.

For the community of Clam Gulch, the Caribou Hills Cabin Hoppers are an eligible fiduciary to complete public projects within the community for fiscal years 2022 and 2023 appropriations.

Upon approval, grant agreements will be executed to these nonprofits. The Grants Administrator will oversee the program.

Your consideration is appreciated.

FINANCE DEPARTMENT MATCH ACCOUNT/FUNDS VERIFIED	
Acct. No. <u>271.94910.22CAP.49999</u>	<u>Amt: \$46,438.23</u>
Acct. No. <u>271.94910.23CAP.49999</u>	<u>Amt: \$52,559.67</u>
By: <u><i>CS</i></u>	Date: <u>10/25/2023</u>

Introduced by:	Mayor
Date:	09/21/21
Hearing:	10/12/21
Action:	Enacted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2021-19-14**

**AN ORDINANCE ACCEPTING AND APPROPRIATING FUNDING FROM THE
STATE OF ALASKA IN THE AMOUNT OF \$426,303 FOR FISCAL YEAR 2022 AND
APPROVING PROJECTS TO BE COMPLETED FOR COMMUNITY PURPOSES
UNDER THE STATE'S 2021/2022 COMMUNITY ASSISTANCE PROGRAMS**

WHEREAS, the Alaska State Legislature has provided funding to municipalities and unincorporated communities through the Community Assistance Program ("Program"); and

WHEREAS, AS 29.60.865 requires the assembly of a borough or unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the Program eligibility criteria established under AS 29.60.865; and

WHEREAS, through enactment of KPB Resolution 2021-029, the borough assembly certified that 27 unincorporated communities within the Kenai Peninsula Borough are eligible for participation in the state's Program; and

WHEREAS, the Alaska Department of Commerce, Community and Economic Development provided notification of funds in the amount of \$426,303 for the 27 unincorporated communities; and

WHEREAS, pursuant to KPB Resolution 2013-022, a fee of 2.0 percent of the grant amount will be charged against the grant to cover general administrative costs; and

WHEREAS, the \$426,303, less administrative costs, is to be distributed evenly among the 27 unincorporated communities within the borough, or may be expended by the borough on behalf of the communities; and

WHEREAS, the Program allows funds to be used for any public purpose at the discretion of the local governing body and as allowed by state statutes and borough code; and

WHEREAS, it is in the best interest of the borough and the 27 unincorporated communities to accept these state funds to help defray costs of providing services and programs to their residents; and

WHEREAS, the coronavirus pandemic continues to impose challenges for communities to safely conduct meeting locations that could ensure limited group interaction and physical separation; and

WHEREAS, the borough shall confirm eligible entities in the unincorporated communities of Clam Gulch and Salamatof to received CAP funds; and

WHEREAS, it is in the best interest of the borough to approve the fiscal year 2022 non-profit or tribal entities, projects and award amounts as authorized in Resolution 2021-029 to ensure that the fiscal year 2022 Program funds are used for public purpose;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the mayor is authorized to accept \$426,303 from the State of Alaska for distribution to eligible communities or for expenditure by the borough on the community's behalf.

SECTION 2. That the mayor is authorized to execute any documents deemed necessary to accept and expend the Community Assistance Program funds and to fulfill the intents and purposes of this ordinance.

SECTION 3. That state funds in the amount of \$426,303 are appropriated to account 271.94910.22CAP.49999 for fiscal year 2022.

SECTION 4. That the mayor will return funds to the state of Alaska for the communities of Clam Gulch or Salamatof before June 30, 2022 if no qualified entity assumes the fiduciary role on behalf of these communities.

SECTION 5. That the mayor is authorized to enter into grant agreements and any other documents necessary with tribal or nonprofit organizations on behalf of the qualified unincorporated communities for public projects that benefit the community as identified in the following chart for fiscal year 2022:

FY2021/2022 Community Assistance Program - Recipients and Projects			
Community	Recipient	Project	Amount
Anchor Point	Anchor Point Food Pantry	General operations	\$5,159.81
	Anchor Point Public Library	General operations	\$5,159.80
	Anchor Point Senior Citizens, Inc.	General operations	\$5,159.80
Bear Creek	Bear Creek Volunteer Fire & EMS	Preparedness & Education	\$15,479.41
Cohoe	Kasilof Public Library	Personnel costs	\$7,739.70
	Boys & Girls Club of Kenai Peninsula	Personnel costs	\$7,739.71

FY2021/2022 Community Assistance Program - Recipients and Projects			
Community	Recipient	Project	Amount
Cooper Landing	Cooper Landing Community Club, Inc.	Community projects	\$15,479.41
Clam Gulch			\$15,479.41
Crown Point	Moose Pass Volunteer Fire Company	General operations	\$15,479.41
Diamond Ridge	Kachemak Ski Club, Inc.	General operations	\$4,739.71
	Homer Cycling Club	Trail maintenance	\$4,739.70
	Kachemak Nordic Ski Club, Inc.	Trail improvements	\$3,000
	Snomads, Inc.	Trails maintenance	\$3,000
Fritz Creek	Kachemak Nordic Ski Club, Inc.	Trail improvements/equipment	\$7,739.70
	Snomads, Inc.	Trails maintenance	\$7,739.71
Funny River	Funny River Chamber of Commerce and Community Association	General operations	\$15,479.41
Hope	Hope, Inc.	Support community services and programs	\$15,479.41
Kachemak Selo	Village of Kachemak Selo Water Co., Inc.	Village roads lighting	\$15,479.41
Kalifornsky Beach	Love, Inc.	Breakfast program at K-Beach El	\$3,869.85
	Tsalteshi Trails Association, Inc.	Trail maintenance	\$3,869.85
	Bridges Community Resource Network, Inc. on behalf of Peninsula Spay/Neuter Fund	Area Spay/Neuter campaign	\$3,869.86
	Kenai Peninsula Food Bank, Inc.	Food provisions	\$3,869.85
Kasilof	Kasilof-Cohoe Cemetery Assoc.	General operations	\$7,739.70
	Kasilof Regional Historical Assoc.	General operations	\$7,739.71
Lowell Point	Lowell Point Community Council, Inc.	General operations	\$15,479.41
Moose Pass	Moose Pass Chamber of Commerce	Tourism and economic development	\$15,479.41
Nanwalek	Native Village of Nanwalek	General operations	\$15,479.41
Nikiski	Nikiski Senior Citizens, Inc.	Meal programs	\$7,739.71
	North Peninsula Community Council, Inc.	Community park project	\$7,739.70
Ninilchik	Ninilchik Senior Citizens, Inc.	Van transportation costs	\$4,524.81
	Ninilchik Community Library	General operations	\$4,524.81
	Kenai Peninsula Fair Association	General operations	\$4,524.81
	Bridges Community Resource Network, Inc. on behalf of Ninilchik Saturday Lunch Program	Student meals	\$1,904.98

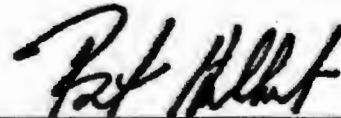
FY2021/2022 Community Assistance Program - Recipients and Projects			
Community	Recipient	Project	Amount
Nikolaevsk	Nikolaevsk, Inc.	General operations	\$15,479.41
Port Graham	Port Graham Village Council	Safety facility expenses	\$15,479.41
Primrose	Moose Pass Volunteer Fire Company	General operations	\$15,479.41
Razdolna	Village of Razdolna, Inc.	General operations	\$15,479.41
Salamatof			\$15,479.41
Seldovia Village	Seldovia Village Tribe	Fire station expenses	\$15,479.41
Sterling	Sterling Community Club	General operations	\$5,159.80
	Rural Alaska Community Action Program, Inc. dba Sterling Head Start	General operations	\$5,159.81
	Sterling Area Senior Citizens	General operations	\$5,159.80
Tyonek	Boys & Girls Clubs of Southcentral Alaska	Elder and youth program	\$15,479.41
Voznesenka	Voznesenka Community Council, Inc.	General operations	\$15,479.41

SECTION 6. That each eligible non-profit or tribal entity, representing an unincorporated community, shall enter into a grant agreement with the borough prior to receipt of any community assistance program funds.

SECTION 7. That due to the length and nature of this project, a community shall forfeit any remaining grant distribution at the end of two consecutive fiscal years if the community has not fulfilled the intent and purpose of its grant agreement to be reappropriated by the assembly.

SECTION 8. This ordinance shall become effective retroactively on July 1, 2021, upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 12TH DAY OF OCTOBER, 2021.



Brent Hibbert, Assembly President

ATTEST:



Johni Blankenship, MMC, Borough Clerk



Yes: Bjorkman, Carpenter, Chesley, Cox, Derkevorkian, Dunne, Elam, Johnson, Hibbert
No: None
Absent: None

Introduced by:	Mayor
Date:	12/13/22
Hearing:	01/03/23
Action:	Enacted
Vote:	8 Yes, 0 No, 0 Absent, 1 Abstained

**KENAI PENINSULA BOROUGH
ORDINANCE 2022-19-35**

**AN ORDINANCE ACCEPTING AND APPROPRIATING FUNDING FROM THE
STATE OF ALASKA IN THE AMOUNT OF \$426,303 FOR FISCAL YEAR 2023,
ALLOCATING A ONE-TIME BONUS AMOUNT BASED ON A PER CAPITA
CALCULATION IN THE AMOUNT OF \$308,883.91, AND APPROVING PROJECTS
TO BE COMPLETED FOR COMMUNITY PURPOSES UNDER THE STATE'S
2022/2023 COMMUNITY ASSISTANCE PROGRAMS**

WHEREAS, the Alaska State Legislature has provided funding to municipalities and unincorporated communities through the Community Assistance Program ("Program"); and

WHEREAS, AS 29.60.865 requires the assembly of a borough or unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the Program eligibility criteria established under AS 29.60.865; and

WHEREAS, Resolution 2022-017 certified that 26 unincorporated communities within the Borough are eligible for participation in the state's Program; and

WHEREAS, the Alaska Department of Commerce, Community and Economic Development provided notification of funds in the amount of \$410,514 for the 26 unincorporated communities; and

WHEREAS, pursuant to Resolution 2013-022, an administrative fee of two percent of the grant amount will be charged against the grant to cover general administrative costs; and

WHEREAS, the \$410,514, less the administrative fee, is to be distributed evenly among the 26 unincorporated communities within the Borough, or may be expended by the Borough on behalf of the communities; and

WHEREAS, the Program allows funds to be used for any public purpose at the discretion of the local governing body and as allowed by state statutes and borough code; and

WHEREAS, 24 of the 26 communities have issued notice and held local public meetings to determine how the funds should be spent within the community, the two communities that have not yet held meetings are: Nanwalek and Clam Gulch; and

WHEREAS, the Borough will confirm all eligible entities to receive CAP funds; and

WHEREAS, the Alaska Department of Commerce, Community and Economic Development provided notification of funds in the amount of \$308,883.91 as a bonus amount for this fiscal year; and

WHEREAS, these funds were delivered to the Borough based on a per-capita calculation for the unincorporated communities; and

WHEREAS, these funds were delivered to the Borough based on a per-capita allocation, and are therefore allocated to the 26 unincorporated communities within the Borough based on a per-capita calculation; and

WHEREAS, it is in the best interests of the Borough to approve the amounts allocated for fiscal year 2023 non-profit or tribal entities, projects and award amounts as authorized in Resolution 2022-017 to ensure that the fiscal year 2023 Program funds are used for public purpose;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the mayor is authorized to accept \$719,397.91 from the State of Alaska for distribution to eligible communities or for expenditure by the Borough on the community's behalf.

SECTION 2. That the mayor is authorized to execute any documents deemed necessary to accept and expend the Community Assistance Program funds and to fulfill the intents and purposes of this ordinance.

SECTION 3. That state funds in the amount of \$719,397.91 are appropriated to account 271.94910.23CAP.49999 for fiscal year 2023.

SECTION 4. That the mayor will return CAP funds to the State of Alaska for the communities of Clam Gulch or Nanwalek before June 30, 2023 if no qualified entity assumes the fiduciary role on behalf of these communities. Bonus amounts issued by the State will be re-distributed to agencies based on the per-capita calculations.

SECTION 5. That the mayor is authorized to enter into grant agreements and any other documents necessary with tribal or nonprofit organizations on behalf of the qualified unincorporated communities for public projects that benefit the community as identified in the following chart for fiscal year 2023:

FY2022/2023 Community Assistance Program - Recipients and Projects				
COMMUNITY	RECIPIENT	PROJECT	CAP AMOUNT	BONUS AMOUNT
Anchor Point	Snowmads, Inc.	Leveling of Parking Lot at North Fork Hills Trail	\$2,210.46	\$2,707.32
	VFW Post 10221	Community Food Baskets	\$2,210.46	\$2,707.32
	Anchor Point Chamber	Youth and Family Services-Christmas	\$2,210.46	\$2,707.32
	Anchor Kings Wrestling Club	Youth Wrestling Program Scholarships	\$2,210.46	\$2,707.32
	Anchor Point Community Library	Operating Expenses	\$2,210.46	\$2,707.32
	Anchor Point Senior Center	Holiday Food Program	\$2,210.46	\$2,707.32
	Anchor Point Food Pantry	Food and Operating Costs for Food Program	\$2,210.46	\$2,707.32
Bear Creek	Bear Creek Volunteer Fire and Emergency Services	Stabilization Equipment and Ram for a New Apparatus	\$15,473.22	\$19,167.28
Cohoe	Boys and Girls Club of the Kenai Peninsula	Youth Programming	\$15,473.22	\$13,243.34
Cooper Landing	Cooper Landing Community Club	Supports Local Community Programs and Provides Visitors Guide	\$15,473.22	\$3,097.02
Clam Gulch			\$15,473.22	\$1,863.61
Crown Point	Moose Pass Volunteer Fire Company	Operational Costs, Medical Supplies	\$15,473.22	\$1,071.35

FY2022/2023 Community Assistance Program - Recipients and Projects				
COMMUNITY	RECIPIENT	PROJECT	CAP AMOUNT	BONUS AMOUNT
Diamond Ridge	Kachemak Ski Club	Watermelon Parking Lot Improvements	\$2,578.87	\$1,995.65
	Homer Trails Alliance	Trail Projects	\$2,578.87	\$1,995.65
	Kachemak Nordic Ski Club	Diamond Ridge Nordic Ski Trail Maintenance	\$2,578.87	\$1,995.65
	Snowmads, Inc.	Watermelon Parking Lot Improvements	\$2,578.87	\$1,995.65
	Kachemak Emergency Services Member Association	Search and Rescue Package	\$2,578.87	\$1,995.65
	Homer Cycling Club	Diamond Creek Mt. Bike Trail Improvements	\$2,578.87	\$1,995.65
Fritz Creek	Snowmads, Inc.	Trail Grooming	\$3,868.30	\$5,059.66
	Kachemak Nordic Ski Club	McNeil Ski Trail Maintenance	\$3,868.30	\$5,059.66
	Kachemak Emergency Services Member Association	Search and Rescue Package	\$3,868.32	\$5,059.66
	McNeil Canyon Elementary School Community Council, Inc	McNeil Canyon Trail Enhancement	\$3,868.30	\$5,059.66
Funny River	Funny River Community Association	Operations	\$15,473.22	\$9,930.26
Hope	Hope Inc.	Hope Sunrise Community Projects	\$15,473.22	\$1,449.48
Kachemak Selo	The Village of Kachemak Selo	Village Street Lights, and Road Repairs	\$15,473.22	\$2,052.67

FY2022/2023 Community Assistance Program - Recipients and Projects				
COMMUNITY	RECIPIENT	PROJECT	CAP AMOUNT	BONUS AMOUNT
Kalifornsky Beach	Peninsula Spay/Neuter Fund	Spay Neuter funds for Owners in K-Beach	\$3,868.31	\$19,102.01
	Kenai Peninsula Food Bank	Food	\$3,868.30	\$19,102.01
	Love Inc	Family Hope School Supplies, Day Center/Warming Center Supplies	\$3,868.31	\$19,102.01
	Tsalteshi Trails	Trails Management	\$3,868.30	\$19,102.01
Kasilof	Kasilof Cohoe Cemetery Association	Spruce Grove Cemetery Management	\$7,736.61	\$2,363.27
	Kasilof Regional Historical Association	Museum Operations	\$7,736.61	\$2,363.27
Lowell Point	Lowell Point Community Council	Operations and Fire Department Support	\$15,473.22	\$711.23
Moose Pass	Moose Pass Chamber of Commerce	Community Support Programs, Economic Growth Activities	\$15,473.22	\$2,052.67
Nanwalek	Nanwalek IRA Council		\$15,473.22	\$2,223.73
Nikiski	Nikiski Community Council	Nikiski Community Park Upgrades	\$7,736.61	\$20,058.58
	United Methodist Church	Nikiski Neighbors Food Pantry	\$7,736.61	\$20,058.58
Ninilchik	Ninilchik Senior Center	Water System Repairs	\$3,868.30	\$1,901.87
	Ninilchik Library	Library Operations	\$3,868.31	\$1,901.87
	Saturday Lunch Program	Take and Make Lunches	\$3,868.30	\$1,901.87
	Kenai Peninsula Fair Grounds	Pavement Repairs	\$3,868.31	\$1,901.87

FY2022/2023 Community Assistance Program - Recipients and Projects				
COMMUNITY	RECIPIENT	PROJECT	CAP AMOUNT	BONUS AMOUNT
Nikolaevsk	Nikolaevsk Community Center	Community Center	\$15,473.22	\$2,952.97
Port Graham	Native Village of Port Graham	Emergency Preparedness	\$15,473.22	\$1,458.48
Primrose	Moose Pass Volunteer Fire Department	Operating Expenses, Medical Supplies	\$15,473.22	\$864.28
Razdolna	Village of Razdolna Inc.	School Driveway Repairs for Safety of Students	\$15,473.22	\$2,052.67
Seldovia Village	Seldovia Village Tribe	Dry Hydrant Installation	\$15,473.22	\$1,791.59
Sterling	Sterling Area Seniors Center	General Operations-Senior Center	\$7,736.61	\$26,639.73
	Sterling Community Center	Senior Center Operating Costs	\$7,736.61	\$26,639.73
Tyonek	Boys and Girls Club of Tyonek	Youth services	\$15,473.22	\$1,368.45
Voznesenka	Vozneska Community Council, Inc	Stroyka community facility completion projects	\$15,473.22	\$2,052.67
TOTAL TO COMMUNITIES			\$402,303.72	\$302,706.24

SECTION 6. That each eligible non-profit or tribal entity, representing an unincorporated community, must enter into a grant agreement with the Borough prior to receipt of any community assistance program funds.

SECTION 7. That due to the length and nature of this project, a community shall forfeit any remaining grant distribution at the end of two consecutive fiscal years if the community has not fulfilled the intent and purpose of its grant agreement.

SECTION 8. This ordinance shall be effective retroactive to July 1, 2022.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 3RD DAY OF JANUARY, 2023.


Brent Johnson, Assembly President

ATTEST:


Michele Turner, CMC, Acting Borough Clerk



Yes: Bjorkman, Chesley, Cox, Derkevorkian, Ecklund, Elam, Hibbert, Tupper, Johnson
No: None
Absent: None

Introduced by:	Mayor
Date:	11/07/23
Hearing:	12/12/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-25**

**AN ORDINANCE ACCEPTING AND APPROPRIATING FUNDING FROM THE
STATE OF ALASKA IN THE AMOUNT OF \$394,725 AND APPROVING PROJECTS
TO BE COMPLETED FOR COMMUNITY PURPOSES UNDER THE 2023/2024
COMMUNITY ASSISTANCE PROGRAM**

- WHEREAS,** the Alaska State Legislature has provided funding to municipalities and unincorporated communities through the Community Assistance Program ("Program"); and
- WHEREAS,** AS 29.60.865 requires the assembly of a borough or unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the Program eligibility criteria established under AS 29.60.865; and
- WHEREAS,** Resolution 2023-039 certified that 25 unincorporated communities within the Borough are eligible for participation in the Program; and
- WHEREAS,** the Alaska Department of Commerce, Community and Economic Development provided notification of funds in the amount of \$394,725 for the 25 unincorporated communities; and
- WHEREAS,** pursuant to Resolution 2013-022, an administrative fee of two percent of the grant amount will be charged against the grant to cover general administrative costs; and
- WHEREAS,** the \$394,725, less the administrative fee, is to be distributed evenly among the 25 unincorporated communities within the Borough, or may be expended by the Borough on behalf of the communities; and
- WHEREAS,** the Program allows funds to be used for any public purpose at the discretion of the local governing body and as allowed by state statutes and borough code; and
- WHEREAS,** the Borough will confirm all eligible entities to receive CAP funds; and
- WHEREAS,** it is in the best interests of the Borough to approve the amounts allocated for fiscal year 2024 non-profit or tribal entities, projects and award amounts as authorized in Resolution 2023-039 to ensure that the fiscal year 2024 Program funds are used for public purpose;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the mayor is authorized to accept \$394,725 from the State of Alaska for distribution to eligible communities or for expenditure by the Borough on the community's behalf.

SECTION 2. That the mayor is authorized to execute any documents deemed necessary to accept and expend the Community Assistance Program funds and to fulfill the intents and purposes of this ordinance.

SECTION 3. That state funds in the amount of \$394,725 are appropriated to account 271.94910.24CAP.49999 for fiscal year 2024.

SECTION 4. That the mayor will return CAP funds to the State of Alaska for the community of Razdolna and Nanwalek before June 30, 2024 if no qualified entity assumes the fiduciary role on behalf of these communities.

SECTION 5. That the mayor is authorized to enter into grant agreements and any other documents necessary with tribal or nonprofit organizations on behalf of the qualified unincorporated communities for public projects that benefit the community as identified in the following chart for fiscal year 2024:

COMMUNITY	RECIPIENT	PROJECT	AMOUNT
Anchor Point	Anchor Kings Wrestling Club	Youth wrestling program scholarships	\$5,159.80
	Anchor Point Community Library, Inc.	General operations	\$5,159.80
	Anchor Point Senior Center, Inc.	General operations	\$5,159.81
Bear Creek	Bear Creek Volunteer Fire & Emergency Medical Services	Response equipment	\$15,479.41
Cohoe	Boys and Girls Club of the Kenai Peninsula	Youth programs	\$15,479.41
Cooper Landing	Cooper Landing Community Club, Inc.	Community services	\$15,479.41
Crown Point	Moose Pass Volunteer Fire Company	General operations	\$15,479.41
Diamond Ridge	Kachemak Ski Club, Inc.	Public parking	\$2,579.90
	Homer Trails Alliance	Trails maintenance	\$2,579.90
	Kachemak Nordic Ski Club, Inc.	Trails maintenance	\$2,579.90
	Snomads, Inc.	Trails maintenance	\$2,579.90
	Kachemak Emergency Services Member Association	Response equipment	\$2,579.90
	Homer Cycling Club	Trail maintenance	\$2,579.91

COMMUNITY	RECIPIENT	PROJECT	AMOUNT
Fritz Creek	Snomads, Inc.	Trail grooming	\$3,869.85
	Kachemak Nordic Ski Club, Inc.	Trail maintenance	\$3,869.85
	Kachemak Emergency Services Member Association	Response equipment	\$3,869.85
	McNeil Canyon Elementary School Community Council, Inc.	Trails & biathlon equipment	\$3,869.86
Funny River	Funny River Community Association	General operations	\$15,479.41
Hope	Hope, Inc.	Community services	\$15,479.41
Kachemak Selo	The Village of Kachemak Selo Water Company, Inc.	Village street lights, roads, and school repairs	\$15,479.41
Kalifornsky Beach	Kenai Peninsula Animal Lovers Rescue	General operations	\$3,095.88
	Peninsula Spay Neuter Fund	K-Beach voucher program	\$3,095.88
	Kenai Peninsula Food Bank, Inc.	General operations	\$3,095.88
	Love Inc. of Kenai Peninsula	General operations	\$3,095.88
	Tsalteshi Trails Association, Inc.	Trails maintenance	\$3,095.89
Kasilof	Back Country Horsemen of Alaska	Trails maintenance	\$3,000
	Kasilof Cohoe Cemetery Association	General operations	\$6,239.70
	Kasilof Regional Historical Association	General operations	\$6,239.71
Lowell Point	Lowell Point Community Council, Inc.	General operations	\$15,479.41
Moose Pass	Moose Pass Chamber of Commerce & Visitor Bureau	Community services	\$15,479.41
Nikiski	North Peninsula Community Council, Inc.	General operations	\$3,095.88
	North Star United Methodist Church	Food pantry	\$3,095.88
	Love Inc. of the Kenai Peninsula	Nikiski Shelter of Hope Program	\$3,095.88
	Nikiski Senior Citizens, Inc.	Community programs	\$3,095.88
	North Road Pioneers, Inc.	General operations	\$3,095.89
Nikolaevsk	Nikolaevsk, Inc.	General operations	\$15,479.41
Ninilchik	Ninilchik Senior Center	Facility equipment	\$3,869.85
	Ninilchik Community Library	General operations	\$5,804.77
	Bridges Community Resources Network, Inc.	Ninilchik Saturday lunch program	\$3,869.85
	Kenai Peninsula Fair Association	4-H building repairs	\$1,934.94

COMMUNITY	RECIPIENT	PROJECT	AMOUNT
Port Graham	Native Village of Port Graham	Emergency preparedness	\$15,479.41
Primrose	Moose Pass Volunteer Fire Company	General operations	\$15,479.41
Seldovia Village	Seldovia Village Tribe	Signage and surplus fire engine	\$15,479.41
Sterling	Sterling Area Senior Citizens	General operations	\$7,739.70
	Sterling Community Club	General operations	\$7,739.71
Tyonek	Boys & Girls Clubs of Alaska	Tyonek youth programs	\$15,479.41
Voznesenka	Voznesenka Community Council, Inc.	Community services	\$15,479.41

SECTION 6. That each eligible non-profit or tribal entity, representing an unincorporated community, must enter into a grant agreement with the Borough prior to receipt of any community assistance program funds.

SECTION 7. That due to the length and nature of this project, a community shall forfeit any remaining grant distribution at the end of two consecutive fiscal years if the community has not fulfilled the intent and purpose of its grant agreement.

SECTION 8. This ordinance shall be effective retroactive to July 1, 2023.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Grants Administrator & Community Liaison

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*

FROM: Brenda Ahlberg, Emergency Manager *BA*

DATE: October 26, 2023

RE: Ordinance 2023-19- 25, Accepting and Appropriating Funding from the State of Alaska in the Amount of \$394,725 and Approving Projects to be Completed for Community Purposes Under the 2023/2024 Community Assistance Program (Mayor)

The Community Assistance Program provides state funding for unincorporated communities to complete public projects or services through nonprofit or tribal entities that agree to be the fiduciary. These funds are provided through the State of Alaska Community Assistance Program.

The Borough is required to annually evaluate the eligibility of unincorporated communities, ensuring that the communities meet the required program regulations as outlined in the Alaska Administrative Code and Alaska Statutes Title 29. Twenty-five unincorporated communities were eligible to participate in the 2023/2024 Community Assistance Program. Public meetings were either hosted by the Borough or by eligible communities to determine how the funding will be utilized within the community.

Funding in the amount of \$394,725 has been awarded to be distributed evenly between the unincorporated communities. Each community is funded \$15,789 less 2.0 percent administrative cost. The Grants Administrator & Community Liaison will oversee the program.

Your consideration is appreciated.

**FINANCE DEPARTMENT
FUNDS/ACCOUNT VERIFIED**

Acct. No. 271.94910.24CAP.49999

Amount: \$ 394,725

By: *CA* Date: 10/26/2023

Introduced by:	Mayor
Date:	03/19/13
Action:	Adopted
Vote:	6 Yes, 0 No, 3 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2013-022**

**A RESOLUTION MAKING CHANGES TO THE BOROUGH'S COST ALLOCATION
PLAN FOR CAPITAL PROJECTS**

WHEREAS, Resolution 2006-036 established a cost allocation plan using an indirect rate that charge service areas, grants and capital projects a fee for intergovernmental services that were provided by the borough's General Fund; and

WHEREAS, the services provided include, but are not limited to: processing of payroll, purchasing, accounts payable, cash receipts, cash disbursements, cash management, grant management, real and personal property valuation, tax billing and collection, miscellaneous billing and collection, legal services, and computer support services; and

WHEREAS, the assembly in FY10 eliminated the charge to service areas and the current indirect rate being charged to grants and capital projects is 3.04 percent; and

WHEREAS, for large capital projects and capital equipment purchases, the rate being charged can generate cost recovery in excess of the costs that were incurred; and

WHEREAS, allowing a reduced indirect rate on capital projects and capital equipment is more reflective of the time and cost incurred for these projects;

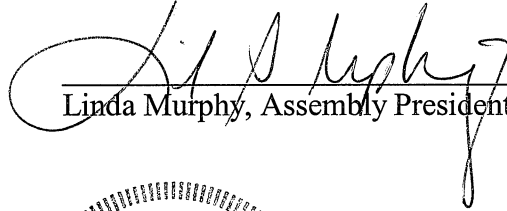
NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. The indirect rate for capital projects less than \$500,000 shall be 2 percent of the project budget and the indirect rate for capital projects \$500,000 or greater shall be 1 percent.

SECTION 2. The indirect rate for capital equipment purchases less than \$500,000 shall be 1 percent of the project budget and the indirect rate for capital equipment purchases \$500,000 or greater shall be 0.5 percent.

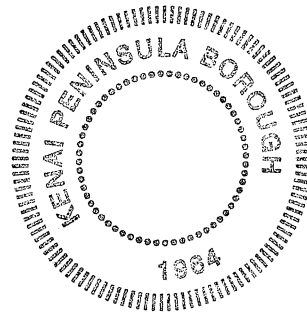
SECTION 3. That this resolution takes effect retroactive to January 1, 2013.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 19TH DAY OF MARCH, 2013.


Linda Murphy, Assembly President

ATTEST:


John Blankenship, MMC, Borough Clerk



Yes: Haggerty, Johnson, Pierce, Smith, Wolf, Smalley
No: None
Absent: McClure, Murphy, Tauriainen

Introduced by:	Mayor
Date:	05/16/23
Action:	Adopted
Vote:	8 Yes, 0 No, 1 Absent

**KENAI PENINSULA BOROUGH
RESOLUTION 2023-039**

**A RESOLUTION APPROVING TWENTY-FIVE UNINCORPORATED
COMMUNITIES FOR PARTICIPATION IN THE STATE’S FISCAL YEAR 2024
COMMUNITY ASSISTANCE PROGRAM**

WHEREAS, the Community Assistance Program (“CAP”) as governed by AS 29.60.865 and 3 AAC 180.010 require the assembly of a borough or a unified municipality to adopt a resolution identifying those unincorporated communities located within their municipal boundaries that the assembly determines meet the CAP eligibility criteria established under AS 29.60.865, AS 29.60.879, and 3 AAC 180.110; and

WHEREAS, the unincorporated communities have either a Native Village Council or unincorporated non-profit entity within its boundaries that will agree to receive and spend the CAP payment for the public benefit of the unincorporated community; and

WHEREAS, AS 29.60.879(1) defines a community as a place in the Borough that is not incorporated as a municipality, that is not a reserve, and in which 25 or more individuals reside as a social unit; and

WHEREAS, at least three of the following required services—fire protection, emergency medical, water and sewer, solid waste management, public road or ice road maintenance, public health, and search and rescue—are generally available to all residents of the unincorporated community and each of the three services, in any combination, are provided by one or more qualifying Native village council or incorporated nonprofit entity or are substantially paid for by residents of the unincorporated community through taxes, charges, or assessments levied or authorized by the Borough; and

WHEREAS, AS 29.60.865(a) requires that eligible native village councils must be willing to waive immunity from suit for claims arising out of activities of the council related to the payment;

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Assembly hereby determines that the following 25 unincorporated communities and their respective native village council or incorporated nonprofit entities are eligible for funding under the State’s fiscal year 2024 Community Assistance Program:

<u>Unincorporated Community</u>	<u>Possible Community Recipient</u>
Anchor Point	Anchor Point Public Library Anchor Point Food Pantry Anchor Point Senior Citizens Inc Anchor Point Safewater Association Snomads Inc. Anchor Point Wrestling Club Anchor Point Chamber of Commerce Anchor Point VFW Kachemak Gun Club
Bear Creek	Bear Creek Volunteer Fire & EMS
Cohoe	Boys & Girls Club of the Kenai Peninsula
Cooper Landing	Cooper Landing Community Club
Crown Point	Moose Pass Volunteer Fire & EMS
Diamond Ridge	Homer Cycling Club Homer Trails Alliance Kachemak Emergency Services Member Association Kachemak Nordic Ski Club Kachemak Ski Club Snomads Inc.
Fritz Creek	Kachemak Nordic Ski Club Kachemak Emergency Services Member Association McNeil Canyon Elementary School Community Council, Inc Snomads Inc.
Funny River	Funny River Chamber of Commerce
Hope	Hope Inc.
Kachemak Selo	Village of Kachemak Selo Water Co., Inc.
K-Beach	Cook Inlet Aquaculture Association Kenai Peninsula Food Bank Love Inc Bridges dba Peninsula Spay/Neuter Fund Tsalteshi Trails Association
Kasilof	Kasilof Regional Historical Association Kasilof-Cohoe Cemetery Association
Lowell Point	Lowell Point Community Council
Moose Pass	Moose Pass Volunteer Fire Co. (Crown Point Unit) Moose Pass Chamber of Commerce and Visitor Bureau Moose Pass Sportsmen's Club
Nanwalek	Nanwalek IRA Council Project GRAD Chugachmiut, Inc.
Nikiski	North Peninsula Community Council Nikiski Senior Center

Unincorporated Community

Nikolaevsk

Ninilchik

Primrose

Port Graham

Razdolna

Seldovia

Sterling

Tyonek

Voznesenka

Possible Community Recipient

North Star United Methodist Church

Nikolaevsk, Inc.

Kenai Peninsula Fair Association

Ninilchik Community Library

Bridges dba Ninilchik Saturday Lunch Program

Ninilchik Senior Citizens

Moose Pass Volunteer Fire Co. (Primrose Unit)

Port Graham Village Council

Village of Razdolna, Inc.

Seldovia Village Tribe

Sterling Community Club

Sterling Area Senior Citizens

Boys & Girls Clubs of Southcentral Alaska

Voznesenka Community Council, Inc.

Project GRAD

SECTION 2. That this resolution is effective immediately upon adoption.

ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 16TH DAY OF MAY, 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Acting Borough Clerk



Yes: Chesley, Cox, Ecklund, Elam, Hibbert, Ribbens, Tupper, Johnson

No: None

Absent: Derkevorkian

Introduced by:	Mayor
Date:	11/07/23
Hearing:	12/12/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-26**

**REDIRECTING \$500,000 IN U.S. TREASURY STATE AND LOCAL FISCAL
RECOVERY FUNDS FROM THE BRIDGE INFRASTRUCTURE PROJECT TO THE
CYBERSECURITY AND BROADBAND PROJECT AND EXPANDING THE SCOPE
OF ROAD SERVICE AREA LOCALLY FUNDED BRIDGE PROJECT**

- WHEREAS,** Ordinance 2022-19-13 directed \$225,000 in U.S. Treasury, Coronavirus State and Local Fiscal Recovery Funds Established by the American Rescue Plan Act (“ARPA”) for cybersecurity upgrades boroughwide and Ordinance 2021-19-28 directed \$500,000 to complete necessary pay-go critical Borough bridge infrastructure; and
- WHEREAS,** in development of the cybersecurity and broadband project, it was discovered that additional funds are needed to provide for better connectivity and broadband within and between Borough facilities; and
- WHEREAS,** the Road Service Area (“RSA”) also has \$600,000 appropriated in the Road Service Area Capital Project Fund to address bridges that have increased maintenance cost due to poor conditions; and
- WHEREAS,** due to the ARPA funds only being available until December 31, 2024, ARPA funds deobligated from the bridge project to allow the funds to be spent on cybersecurity and broadband infrastructure within the grant’s allowable timeline; and
- WHEREAS,** expanding the scope of the current bridge capital project will allow for a study to fully identify bridge needs and their priority, it is the intent of the RSA to utilize the study to determine targeted need, to develop a solution path for repair and maintenance of bridges within the Borough, to target use of what remains of the RSA bridge funds and to support the acquisition of State of Alaska Capital Priority Funds, or other revenue paths; and
- WHEREAS,** at its meeting on _____, 2023, the RSA Board recommended _____;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$500,000 previously appropriated to account 434.33950.SLF05.49999 for the Bridge Critical Infrastructure Project is redirected to account 271.11231.SLF06.49999 to provide for the Areawide Cybersecurity Broadband Project.

SECTION 2. That the scope of FY2023 and FY2024 Road Service Area Bridge Capital Projects 434.33950.23BRG and 24BRG.49999 are expanded to include a study or similar services to develop a plan for Borough bridges.

SECTION 3. That the appropriations made in this ordinance are project length in nature and as such do not lapse at the end of any particular fiscal year.

SECTION 4. That this ordinance shall be effective immediately upon enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Finance Department

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*

FROM: Brandi Harbaugh, Finance Director *BH*
Scott Griebel, Roads Director *BH*
Ben Hanson, IT Director *BH*
John Hedges, Purchasing & Contracting Director *JH*

DATE: October 26, 2023

RE: Ordinance 2023-19-26, Redirecting \$500,000 in U.S. Treasury State and Local Fiscal Recovery Funds from the Bridge Infrastructure Project to the Cybersecurity and Broadband Project and Expanding the Scope of Road Service Area Locally Funded Bridge Project (Mayor)

Ordinance 2022-19-13 directed \$225,000 in U.S. Treasury, Coronavirus State and Local Fiscal Recovery Funds Established by the American Rescue Plan Act (ARPA) for cybersecurity upgrades boroughwide and Ordinance 2021-19-28 directed \$500,000 to complete necessary pay-go critical Borough bridge infrastructure.

In development of the cybersecurity and broadband project, it was discovered that additional funds are needed to provide for better connectivity and broadband within and between Borough facilities.

The Road Service Area also has \$600,000 appropriated in the Road Service Area Capital Project Fund to address bridges that have increased maintenance cost due to poor conditions.

The \$500,000 in ARPA grant funds are only available until December 31, 2024. Due to short timeline for use of the ARPA funds, we are proposing to deobligate the ARPA funds to allow them to be spent on cybersecurity and broadband infrastructure within the grant's allowable timeline.

We are also proposing to expand the scope of the current bridge capital project funds to allow for a study to fully identify bridge needs and their priority. It is the intent of the Road Service Area to utilize the study to determine targeted need, to develop a solution path for repair and maintenance of bridges within the borough, to target use of what remains of the RSA bridge funds and to support acquisition State of Alaska Capital Priority Funds, or other revenue paths.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Account:	<u>434.33950.SLF05.49999</u>
Amount:	<u>\$500,000</u>
By: <u><i>CJ</i></u>	Date: <u>10/26/2023</u>

Introduced by:	Mayor
Date:	11/09/21
Hearing:	12/07/21
Action:	Enacted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2021-19-28**

**AN ORDINANCE ALLOCATING AND REDIRECTING U.S. DEPARTMENT OF
TREASURY, CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS
ESTABLISHED BY THE AMERICAN RESCUE PLAN ACT OF 2021 AND
APPROPRIATING GENERAL FUND FUND BALANCE TO SPECIFIC PAY-GO
CAPITAL PROJECTS**

WHEREAS, Ordinance 2021-19-08 approved and appropriated \$11,403,341 from the U.S. Department of the Treasury, Coronavirus State and Local Fiscal Recovery Funds (“Grant Funds”), established by the American Rescue Plan Act of 2021; and

WHEREAS, the Grant Funds are governed by Sections 602 and 603 of the Social Security Act as added by Section 9901 of the American Rescue Plan Act of 2021, Pub. L. No. 117-2; and

WHEREAS, the Grant Funds were appropriated for three qualified projects that may provide the greatest public benefit on an areawide basis as follows:

\$2,000,000 of the Grant Funds allocated to educational services and transferred to the Kenai Peninsula Borough School District for education;

\$6,000,000 of the Grant Funds were allocated to the Solid Waste Leachate Project;

\$3,403,341 of the Grant Funds were allocated to “pay-go” infrastructure projects to be approved by the assembly; and

WHEREAS, this ordinance allocates Grants Funds of \$2,203,341 to fund the Homer High School Roof Replacement Pay-Go Critical Infrastructure Project; and

WHEREAS, this ordinance appropriates \$1,800,000 from the General Fund fund balance to complete Phase 2 and Phase 3 of the Homer High School Roof Replacement Project; and

WHEREAS, this ordinance allocates Grant Funds of \$700,000 to construct a new exterior side on a portion of West Homer Elementary to stop water intrusion; and

WHEREAS, this ordinance redirects Grant Funds of \$500,000 to fund critical bridge infrastructure by rebuilding and upgrading bridges within the Kenai Peninsula Borough;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That \$2,203,341 in previously appropriated grant funds are allocated to fund the Homer High School Roof Replacement Pay-Go Critical Infrastructure Project account number 400.72010.SLF03.49999.

SECTION 2. That funds in the amount of \$1,800,000 are appropriated from the General Fund fund balance account 100.27910 to account 400.72010.HHSRF.49999 for the completion of Phase 2 and Phase 3 of the Homer High School Roof Replacement Project.


SECTION 3. That \$700,000 in previously appropriated grant funds are allocated to West Homer Elementary to fund the New Exterior Side Pay-Go Critical Infrastructure Project account number 400.72051.SLF04.49999.

SECTION 4. That \$500,000 in previously appropriated grant funds, account 271.94910.SLF03.49999, is redirected to 271.94910.SLF05.49999 to be transferred to 434.33950.SLF05.49999 for the completion of necessary pay-go critical borough bridge infrastructure improvements.

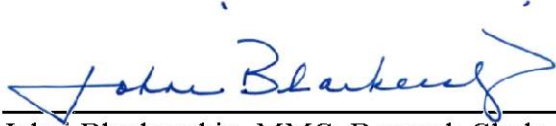
SECTION 5. That the appropriations made in this ordinance are of a project length nature and as such do not lapse at the end of any particular fiscal year.

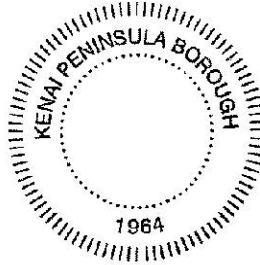
SECTION 6. That this ordinance shall become effective immediately upon its enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 7TH DAY OF DECEMBER, 2021.


Brent Johnson, Assembly President

ATTEST:


John Blankenship, MMC, Borough Clerk



Yes: Bjorkman, Chesley, Cox, Derkevorkian, Ecklund, Elam, Hibbert, Tupper, Johnson
No: None
Absent: None

Introduced by:	Mayor
Date:	08/23/22
Hearing:	09/06/22
Action:	Enacted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH
ORDINANCE 2022-19-13**

**AN ORDINANCE ACCEPTING AND APPROPRIATING CONGRESSIONALLY
DIRECTED SPENDING GRANT FUNDS FROM THE ENVIRONMENTAL
PROTECTION AGENCY, APPROPRIATING THE REQUIRED TWENTY PERCENT
MATCH FUNDS FROM THE GENERAL FUND, AND RE-ALLOCATING STATE AND
LOCAL FISCAL RECOVERY FUNDS FROM THE SOLID WASTE DEPARTMENT TO
SCHOOL PAY-GO AND CYBERSECURITY PROJECTS**

WHEREAS, the United States Congress passed the federal budget with congressionally directed spending which allocated \$3,360,000; and

WHEREAS, on April 18, 2022 the Kenai Peninsula Borough (“Borough”) received notification that the request for congressionally directed spending for the Leachate Project was funded from the Environmental Protection Agency at the Central Peninsula Landfill; and

WHEREAS, the funds are issued as a grant and require a 20 percent match of \$840,000 in local funds which were not previously budgeted for in the Borough’s Fiscal Year 2023 (FY23) budget; and

WHEREAS, the funds have been verified and are available within the General Fund; and

WHEREAS, the Leachate Project previously had State and Local Fiscal Recovery Funds allocated to it that cannot be used as match funds, and an amount equal to the match requirement will need to be re-allocated to other projects; and

WHEREAS, previously appropriated American Rescue Plan Act (“ARPA”) grant funds equal to the match requirement of \$840,000 will be re-allocated to other eligible projects; and

WHEREAS, \$225,000 in ARPA funds are being redirected for cybersecurity upgrades boroughwide; and

WHEREAS, \$615,000 in ARPA funds are being redirected for school-based projects for negatively impacted communities, or school-based pay-go projects for school maintenance projects that meet all criteria allowable under the U.S. Department of Treasury's Final Rule for ARPA State and Local Fiscal Recovery Funds Program; and

WHEREAS, future distribution to specific school-based project(s) for negatively impacted communities or school-based projects or school-based pay-go projects for school maintenance must be first approved by assembly resolution prior to any use of the appropriated funds;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the mayor is hereby authorized to execute grant agreements and any other documents deemed necessary to expend the funds and to fulfill the intents and purposes of this ordinance.

SECTION 2. That the amount of \$3,360,000 received from the Environmental Protection Agency for the Central Peninsula Landfill Leachate Project as congressionally directed is appropriated to account 411.32122.LEACH.49999 for the Central Peninsula Landfill Leachate Project and related expenditures.

SECTION 3. That the amount of \$840,000 is appropriated from the General Fund fund balance to be transferred to account 411.32122.LEACH.49999 to provide match funds for the Central Peninsula Landfill Leachate Project.

SECTION 4. That \$225,000 in previously appropriated American Rescue Plan Act grant funds are redirected to account 271.11231.SLF06.49999 for boroughwide cybersecurity improvements.


SECTION 5. That \$615,000 in previously appropriated American Rescue Plan Act grant funds are redirected to account 400.78050.SLF07.49999 for school-based projects for negatively impacted communities or school-based projects or school-based pay-go projects for school maintenance. Funds appropriated to this account for school-based projects may only be distributed and spent upon assembly approval, by resolution, of a specific project or list of projects.

SECTION 6. That appropriations made in this ordinance are project length in nature and as such do not lapse at the end of any particular fiscal year.

SECTION 7. That Section 1, 2, 3 and 6 of this ordinance shall be effective retroactively to July 1, 2022.

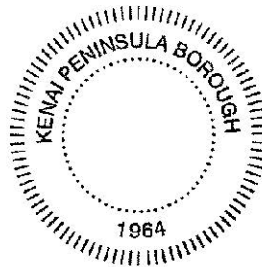
SECTION 8. That Sections 4 and 5 of this ordinance shall be effective immediately upon enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 6TH DAY OF SEPTEMBER, 2022.


Brent Johnson, Assembly President

ATTEST:


John Blankenship, MMC, Borough Clerk



Yes: Bjorkman, Chesley, Cox, Derkevorkian, Ecklund, Elam, Hibbert, Tupper, Johnson

No: None

Absent: None

Introduced by:	Mayor
Date:	11/07/23
Hearing:	12/12/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-27**

**AN ORDINANCE ACCEPTING AND APPROPRIATING \$36,000 FROM THE STATE
OF ALASKA DEPARTMENT OF MILITARY AND VETERANS AFFAIRS, DIVISION
OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT
TO UPGRADE A SECURITY GATE MOTOR**

WHEREAS, the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security & Emergency Management (“DHS & EM”) provides funds to enhance the capability of local governments to prevent, deter, respond to and recover from all-hazard incidents and to enhance regional preparedness efforts; and

WHEREAS, the DHS & EM 2023 State Homeland Security Program is a federal grant pass through program with the Federal Emergency Management Agency which provides funding for planning, equipment, training and exercises; and

WHEREAS, DHS & EM approved the Borough’s request for \$36,000 to install a commercial-grade motor and access components to the existing security gate and fenced perimeter located at the Emergency Response Center; and

WHEREAS, it is in the best interest of the Borough to accept the grant funds;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Mayor is authorized to accept \$36,000 from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management and to execute a grant agreement and any other documents deemed necessary to accept and to expend the grant funds and to fulfill the intents and purposes of this ordinance.

SECTION 2. That grant funds in the amount of \$36,000 are appropriated to the account 271.11250.23HSP.49999 to upgrade the security gate motor that operates the gate and fenced perimeter located at the Emergency Operations Center.

SECTION 3. That appropriations made in this ordinance are project length in nature and as such do not lapse at the end of any particular fiscal year.

SECTION 4. That this ordinance shall be effective retroactively to October 1, 2023.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
OF * 2023.**

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Office of Emergency Management

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*

FROM: Brenda Ahlberg, Emergency Manager *BA*

DATE: October 26, 2023

RE: Ordinance 2023-19-27, Accepting and Appropriating \$36,000 from the State of Alaska Department of Military and Veteran Affairs, Division of Homeland Security and Emergency Management to Upgrade a Security Gate Motor (Mayor)

The Alaska Division of Homeland Security and Emergency Management approved the Borough's request to upgrade the security gate motor that operates the gate and fenced perimeter located at the Emergency Operations Center; there is no match requirement.

Brenda Ahlberg, Emergency Manager will oversee grant compliance. The grant performance period is 10/01/23 through 09/30/25.

Attachment: AK DHS& EM Announcement by Jurisdiction.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No.	<u>271.11250.23HSP.49999</u>
Amount:	<u>\$36,000</u>
By:	<u><i>CG</i></u> Date: <u>10/26/2023</u>



THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

**Department of Military and
Veterans Affairs**

Division of Homeland Security and
Emergency Management

P.O. Box 5750
JBER, AK 99505-0800
Main: 907.428.7000
Fax: 907.428.7009
ready.alaska.gov

October 17, 2023

The Honorable Peter Micciche, Mayor
Kenai Peninsula Borough
144 North Binkley Street
Soldotna, AK 99669

RE: 2023 State Homeland Security Program, EMW-2023-SS-00037-S01
State Grant No.: 23SHSP-GY23

Mayor Micciche:

We received funds from the U.S. Department of Homeland Security under the 2023 State Homeland Security Program. We are pleased to award the Kenai Peninsula Borough the amount of \$36,000.00 under this grant. Funding from this program is provided to support, build, and sustain the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazards events.

Please review the Program Requirements and Terms and Conditions as the new Build America, Buy America Act (BABAA) FEMA requirement has been added. More information will be provided at the Grant Kick-Off Meeting in November.

Please review the Project Budget Details for Environmental and Historic Preservation (EHP) requirements and approved project specifics. As a reminder, all procurement transactions must be conducted in a manner that provides full and open competition. To ensure this, we require a Procurement Method Report with every expense (except for local advertising, legal notices, and travel arrangements) submitted for reimbursement under this grant. Preapprovals may be required at multiple steps in the procurement process. Please see the Procurement Method Report for additional details.

A pre-signed Obligating Award Document (OAD) is attached. Please print the document, sign the OAD, and send a scanned copy to mva.grants@alaska.gov within 30 days of subrecipient receipt. Keep the hard copy for your records.

If the OAD cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form must be submitted. The form and instructions are available for download on our Grants website: <http://ready.alaska.gov/Grants/OurDocs>.

Mayor Micciche
October 17, 2023
Page 2 of 2

If signatory points of contact have changed since the submittal of the application, please complete, and return a Signatory Authority Form with the signed OAD. The Signatory Authority Form is available for download on our Grants website. If needed, Electronic Payment enrollment forms are also available upon request.

If you have any questions, please contact the Division Project Manager for this grant, Tiffany Peltier at (907) 428-7026 or by email at mva.grants@alaska.gov.

Sincerely,



William A. Dennis
Administrative Operations Manager

Enclosure(s): Obligating Award Document
Project Budget Details Report
EHP Screening Form

cc: Brenda Ahlberg, Subrecipient Project Manager
Brandi Harbaugh, Subrecipient Chief Financial Officer

Introduced by:	Mayor
Date:	11/07/23
Hearing:	12/12/23
Action:	
Vote:	

**KENAI PENINSULA BOROUGH
ORDINANCE 2023-19-28**

**AN ORDINANCE APPROPRIATING COMMERCIAL PASSENGER VESSEL TAX
PROCEEDS RECEIVED FROM THE STATE OF ALASKA IN THE AMOUNT OF
\$304,177.50 AND ALLOCATING \$303,825 TO THE CITY OF SEWARD AND
\$352.50 TO THE CITY OF HOMER**

- WHEREAS,** in the August 22, 2006 Statewide election, the voters approved the initiative in Ballot Measure 2, enacting AS 43.52.200 – 43.52.295, which imposed a tax on travel aboard certain cruise ships travelling in Alaska waters; and
- WHEREAS,** the Alaska legislature has authorized the sharing of Commercial Passenger Vessel (“CPV”) excise tax collections with eligible ports of call in the State; and
- WHEREAS,** CPV excise tax collections are derived from taxes imposed on cruise ship passengers; and
- WHEREAS,** the City of Seward and City of Homer are eligible ports of call for receiving CPV funds; and
- WHEREAS,** when the eligible ports of call are cities located in a borough, the cities and the borough each receive \$2.50 for each passenger; and
- WHEREAS,** the total amount received by the Kenai Peninsula Borough from the State of Alaska for the 2022 calendar CPV programs was \$304,177.50; and
- WHEREAS,** the respective 2022 CPV allocations to each city must be used for port improvement projects; and
- WHEREAS,** the intended use of these funds by the cities of Seward and Homer will comply with AS 43.52.230(b), federal legislation and court rulings that permit the use of these funds for port facilities, harbor infrastructure, and other services provided to the commercial passenger vessels and the passengers on board those vessels;

NOW, THEREFORE, BE IT ORDAINED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH:

SECTION 1. That the Mayor is authorized to execute grant agreements and any other documents deemed necessary to expend the funds and to fulfill the intents and purposes of this ordinance.

SECTION 2. That \$304,177.50 received from the State of Alaska in FY2024 for the commercial passenger vessel excise tax collection program be appropriated from the miscellaneous grant fund balance to account 271.94910.23CPV.43011, contract services, for payment to the City of Seward in the amount of \$303,825 and to the City of Homer in the amount of \$352.50 to be used for port facilities, harbor infrastructure and other services provided to the commercial passenger vessels and their passengers.

SECTION 3. That appropriations made in this ordinance are of a project length nature and as such do not lapse at the end of any particular fiscal year.

SECTION 4. This ordinance shall become effective immediately upon enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY OF * 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough

Grants Administration & Community Liaison

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Mayor *PM*
Brandi Harbaugh, Finance Director *BH*

FROM: Brenda Ahlberg, Emergency Manager *BA*

DATE: October 26, 2023

RE: Ordinance 2023-19-28, Appropriating Commercial Passenger Vessel Tax Proceeds Received from the State of Alaska in the Amount of \$304,177.50 and Allocating \$303,825 to the City of Seward and \$352.50 to the City of Homer (Mayor)

In the August 22, 2006 election, Alaska voters approved the initiative in Ballot Measure No. 2, which imposed a tax on passengers travelling for at least 72 hours aboard a vessel with 250 or more berths, that anchors or moors in Alaska waters with the intent to allow passengers to disembark. The initiative enacted statutes AS 43.52.200 - AS 43.52.295 that provide for the levy and collection of this tax and the disposition of the proceeds. The taxes are deposited into a state fund called the Commercial Passenger Vessel ("CPV") tax account. A portion of the proceeds are disbursed to the first seven ports of call each year. If ports of call are located in a city within a Borough, \$2.50 per passenger is distributed to the city and to the borough in which the city is located. Both the City of Seward and the City of Homer have qualified for these funds, and the Borough has accordingly received proceeds from the CPV account.

The tax proceeds collected for the Borough have been awarded to the City of Seward and City of Homer by way of grant agreements since 2007. Each city must provide a request letter describing funding intent for eligible projects (see attached). The cities must confirm that the use of funds will comply with State of Alaska Department of Commerce, Community & Economic Development, "Commercial Vessel Passenger Tax Program" as governed by AS 43.52.200 - 43.52.295; specifically, AS 43.52.230(b), "shall use the funds for port facilities, harbor infrastructure, and other services provided to the commercial passenger vessels and the passengers on board those vessels."

This ordinance will approve the 2022 calendar year appropriations to be allocated to the City of Seward and the City of Homer, which will be executed by way of grant agreements. The Grants Administrator shall oversee the program.

Your consideration is appreciated.

Attachments:

City of Seward Letter 08/28/23

City of Homer Letter provided at public hearing

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No.	<u>271.94910.23CPV.49999</u>
Amount:	<u>\$304,177.50</u>
By: <i>CJ</i>	Date: <u>10/26/2023</u>

Friedersdorff, Chad

From: Bowman, Karmen M (DOR) <karmen.bowman@alaska.gov>
Sent: Tuesday, September 19, 2023 4:25 PM
To: Friedersdorff, Chad; Rabon Ethridge, Erin M (DPS)
Cc: Page, Jonathan C (DOR); Griffith, Christina; Ahlberg, Brenda; Mountcastle, Janell M (DOR)
Subject: <EXTERNAL-SENDER>RE: Kenai Peninsula Borough - Commercial Passenger Vessel Tax

CAUTION: This email originated from outside of the KPB system. Please use caution when responding or providing information. Do not click on links or open attachments unless you recognize the sender, know the content is safe and were expecting the communication.

Hello,

Information requested is below.

CY2022 CPV Excise Tax			
Kenai Peninsula Borough Revenue Share Detail			
<u>Port</u>	<u>Passengers</u>	<u>Share Total</u>	<u>KPB Share</u>
Homer	141	\$ 705.00	\$ 352.50
Seward	121,530	\$ 607,650.00	\$ 303,825.00
	121,671.00	608,355.00	304,177.50

Thank you,

Karmen M Bowman
Accounting Manager
Alaska Department of Revenue, Tax Division
907-465-3776 (Office)
907-500-2191 (Cell)
karmen.bowman@alaska.gov

From: Friedersdorff, Chad <cfriedersdorff@kpb.us>
Sent: Tuesday, September 19, 2023 3:37 PM
To: Rabon Ethridge, Erin M (DPS) <Erin.Rabon-Ethridge@alaska.gov>; Bowman, Karmen M (DOR) <karmen.bowman@alaska.gov>
Cc: Page, Jonathan C (DOR) <jonathan.page@alaska.gov>; Griffith, Christina <CGriffith@kpb.us>; bahlberg <bahlberg@kpb.us>
Subject: Kenai Peninsula Borough - Commercial Passenger Vessel Tax
Importance: High

CAUTION: This email originated from outside the State of Alaska mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Erin & Karmen,

The Kenai Peninsula Borough received the CY2022 (FY2023) Commercial Passenger Vessel Share Tax on 2/24/23 in the amount of \$304,177.50.

Can you please supply us with the allocation breakdown of this award between the cities of Seward and Homer like you have done in past years (see the example below from a couple years ago)?

CY 2019 CPV Excise Tax

Kenai Peninsula Borough Revenue Share Detail

<u>Port</u>	<u>Passengers</u>	<u>Port Share</u>	<u>KPB Share</u>
Homer	14,178	\$ 70,890.00	\$ 35,445.00
Seward	230,878	\$ 1,154,390.00	\$ 577,195.00
	245,056	\$ 1,225,280.00	\$ 612,640.00

Thank you,
Chad

Chad Friedersdorff
Financial Planning Manager
Finance Department
(907) 714-2194

KENAI PENINSULA BOROUGH
144 North Binkley Street
Soldotna, Alaska 99669





- Main Office (907) 224-4050
- Police (907) 224-3338
- Harbor (907) 224-3138
- Fire (907) 224-3445
- City Clerk (907) 224-4046
- Community Development (907) 224-4049
- Utilities (907) 224-4050
- Fax (907) 224-4038

August 28, 2023

Mayor Peter A. Micciche
Kenai Peninsula Borough
144 N. Binkley
Soldotna, Alaska 99669

Re: CY22 Cruise Ship Passenger Tax Proceeds

Dear Mayor Micciche,

On behalf of the City of Seward, I would like to thank the Borough Assembly and Administration for allocating \$303,825.00 of the Commercial Passenger Vessel (CPV) excise tax to the City of Seward, based on our pro-rata share of cruise ship passengers visiting our port. These funds continue to be extremely critical for Seward's ability to provide improvements to our port infrastructure in support of cruise ships and their passengers.

The City was asked to submit a letter requesting their allotment of 2022 cruise ship head tax proceeds, and to identify the intended use of these funds. AS 43.52.230(b) requires that "a city or borough that receives a payment under this subsection shall use the funds for port facilities, harbor infrastructure, and other services provided to the commercial passenger vessels and the passengers on board those vessels." We have identified the following projects for possible use of the CPV funds, including: 1) bus transportation for cruise passengers and crew; 2) ambulance services; 3) passenger bus and rest benches and directional street signage; 4) cruise ship dock maintenance and repairs; 7) cruise ship berth enhancements and amenities such as signage, paving, and cruise-related pedestrian path awnings; 8) harbor repairs/replacement; and cruise-related pedestrian improvements to and from the cruise dock.

In the past, the City has used CPV funds for projects such as construction of a security dock in the Small Boat Harbor to enhance U.S. Coast Guard, fire, and emergency response; Terminal signage and safety painting for vehicles, harbor, and port dredging; bus transportation; outboard replacement for the fire and rescue boats; ambulance services; breakwater repairs, etc.

We appreciate your support of our request and look forward to working with you to enhance facilities for the cruise ship industry in our region.

Sincerely,

Norman Regis
Harbormaster/Acting City Manager
Seward, Alaska 907-224-4012



City of Homer

www.cityofhomer-ak.gov

Office of the City Manager

491 East Pioneer Avenue
Homer, Alaska 99603

citymanager@cityofhomer-ak.gov

(p) 907-235-8121 x2222

(f) 907-235-3148

October 27, 2023

Mayor Peter Micciche
Kenai Peninsula Borough
144 N. Binkley St.
Soldotna, AK 99669
Delivered electronically

SUBJECT: Calendar Year 2022 Cruise Passenger Tax Receipts

Dear Mayor Micciche:

I am writing to confirm that the City of Homer wishes to receive the 2022 Commercial Vessel Passenger Tax (CVPT) receipts from the Borough. It is our understanding that you will be sponsoring an ordinance making the Borough's \$352.50 share of tax receipts from vessel landings in Homer available to the City.

The City will utilize the 2022 funds from both the Borough and the State to reimburse the Port and Harbor Enterprise fund for the construction of Ramp 2 Restroom, which was successfully completed in 2019. Located at the center of the retail area on the Homer Spit and near water taxi and sport fishing services, Ramp 2 restroom is a pivotal launch point for various recreational day trips and has been heavily used by cruise ship passengers during their port visits.

The proposed allocation aligns with prior approvals from the Borough and the State. We greatly appreciate the opportunity to pool these funds to be able to make meaningful improvements for passengers and leverage additional funds. Using accumulated CPVT funds and a promise of future funds as match, the City was able to leverage a Federal Land and Water Conservation grant for a 1:1 match for the project. Currently, \$57,471.91 of construction funding remains to be reimbursed by future CPVT program funding.

Thank you in advance for your time and consideration. Please do not hesitate to contact me if you have any questions.

Sincerely,

Rob Dumouchel, City Manager

Cc: Brenda Ahlberg, KPB Community and Fiscal Projects Manager