

# **Kenai Peninsula Borough**

*144 North Binkley Street  
Soldotna, AK 99669*



## **Meeting Agenda**

**Tuesday, March 2, 2021**

**1:30 PM**

**Betty J. Glick Assembly Chambers**

### **Finance Committee**

*Tyson Cox, Chair  
Kenn Carpenter, Vice Chair  
Richard Derkevorkian, Member*

**PUBLIC HEARINGS ON ORDINANCES**

1.     [2020-19-19](#)     An Ordinance Accepting and Appropriating Funding from the State of Alaska in the Amount of \$426,303 for Fiscal Year 2021 and Approving Projects to be Completed for Community Purposes Under the State's 2019/2020 and 2020/2021 Community Assistance Programs (Mayor)

Attachments:     [Ordinance 2020-19-19](#)  
                          [Memo](#)  
                          [DCCED Letter](#)  
                          [Reference Copy - Ordinance 2020-19-12](#)  
                          [Reference Copy - Resolution 2020-018](#)  
                          [Reference Copy - Resolution 2013-022](#)  
                          [Reference Copy - Resolution 2019-064](#)

2.     [2020-19-20](#)     An Ordinance Appropriating \$63,791.65 from the Equipment Replacement Fund for Imagery Acquisition and Approving a Sole Source Award to EagleViewTM for the Purchase and Implementation of Pictometry Imagery (Mayor)

Attachments:     [Ordinance 2020-19-20](#)  
                          [Memo](#)  
                          [GIS Information](#)  
                          [EagleView Quote](#)  
                          [Reference Copy - Resolution 2020-051](#)  
                          [Reference Copy - Resolution 2003-008](#)

3.     [2020-19-21](#)     An Ordinance Appropriating General Fund Fund Balance for Design Development of Phase I of the Homer High School Roof Replacement (Mayor)

Attachments:     [Ordinance 2020-19-21](#)  
                          [Memo](#)

4.     [2020-19-22](#)     An Ordinance Accepting and Appropriating \$9,600 from the State of Alaska Division of Forestry to Supplement Costs to Manage the Slash Disposal Site Located in Cooper Landing (Mayor)

Attachments:     [Ordinance 2020-19-22](#)  
                          [Memo](#)  
                          [Alaska Division of Forestry E-Mail](#)

5.     [2021-07](#)     An Ordinance Accepting Emergency Response Equipment from the Nikiski Firefighters Association, Inc. on Behalf of Nikiski Fire Service Area (Mayor)

Attachments:     [Ordinance 2021-07](#)  
                          [Memo](#)  
                          [NFA Equipment Award \(Marathon\) January 2021](#)

## NEW BUSINESS

### 2. Ordinances for Introduction

- \*a.     [2020-19-23](#)     An Ordinance Appropriating School Bond Interest to Cover the Cost of Ineligible Scope of Work on the Redoubt Elementary Roof Project (Mayor) (Hearing on 04/06/21)

Attachments:     [Ordinance 2020-19-23](#)  
                          [Memo](#)

- \*b.     [2020-19-24](#)     An Ordinance Appropriating Funds and Authorizing the Borough Clerk to Contract for Necessary Voting Machines, Software, and Related Equipment to Provide an Accessible Voting System for Persons with Disabilities (Hibbert, Johnson) (Hearing on 04/20/21)

Attachments:     [Ordinance 2020-19-24](#)  
                          [Memo](#)

Introduced by:	Mayor
Date:	02/16/21
Hearing:	03/02/21
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-19-19**

**AN ORDINANCE ACCEPTING AND APPROPRIATING FUNDING FROM THE  
STATE OF ALASKA IN THE AMOUNT OF \$426,303 FOR FISCAL YEAR 2021 AND  
APPROVING PROJECTS TO BE COMPLETED FOR COMMUNITY PURPOSES  
UNDER THE STATE’S 2019/2020 AND 2020/2021 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 2020-018, the borough assembly certified that 27 unincorporated communities within the Kenai Peninsula Borough are eligible for participation in the state’s Program; and
- WHEREAS,** funds in the amount of \$426,303 have been received from the Alaska Department of Commerce, Community and Economic Development for the benefit of 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 community; and
- WHEREAS,** the CAP 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 assembly approved acceptance of fiscal year 2020 Program funds and appropriated \$426,303 to a project contingency account through enactment of KPB Ordinance 2019-19-12; and

**WHEREAS,** the non-profit corporations or tribal entities representing the communities of Hope, Nanwalek and Razdolna deferred fiscal year 2020 awards to be combined with fiscal year 2021 to fund community projects; and

**WHEREAS,** it is in the best interest of the borough and the communities of Hope, Nanwalek and Razdolna to approved their proposed projects to be completed using the approved fiscal years 2020 and 2021 allocations; and

**WHEREAS,** the coronavirus virus pandemic created challenges for communities to create safe meeting locations that could ensure limited group interaction and physical separation; and

**WHEREAS,** it is in the best interest of the borough to approve the fiscal year 2020 non-profit or tribal entities, projects and award amounts as authorized in Resolution 2019-064 to ensure that the fiscal year 2021 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 271.94910.21CAP.49999 contract services for fiscal year 2021.

**SECTION 4.** 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 2021:

<b>FY2020/2021 Community Assistance Program - Recipients and Projects</b>			
<b>Community</b>	<b>Recipient</b>	<b>Project</b>	<b>Amount</b>
Anchor Point	Anchor Point Food Pantry	Office equipment / transportation	\$5,159.81
	Anchor Point Public Library	General operations	\$5,159.80
	Anchor Point Senior Citizens, Inc.	Office and surveillance equipment	\$5,159.80

Bear Creek	Bear Creek Volunteer Fire & EMS	Preparedness & Education	\$15,479.41
Clam Gulch	Caribou Hills Cabin Hoppers	Parking lot and trail improvements	\$15,479.41
Cohoe	Kasilof Public Library	Personnel costs	\$7,739.70
	Boys & Girls Club of Kenai Peninsula	Personnel costs	\$7,739.71
Cooper Landing	Cooper Landing Community Club, Inc.	Community projects	\$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 grooming equipment	\$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
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	AK Children's Institute for the Performing Arts, Inc.	General operations	\$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 5.** That state funds in the amount of \$46,438.23 in account 271.94910.20CAP.49999 contract services are approved for fiscal year 2020 projects in Hope, Nanwalek and Razdolna.

**SECTION 6.** 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 2020:

FY2019/2020 Community Assistance Program - Recipients and Projects			
Community	Recipient	Project	Amount
Hope	Hope, Inc.	Support community services and programs	\$15,479.41
Nanwalek	Native Village of Nanwalek	General operations	\$15,479.41
Razdolna	Village of Razdolna, Inc.	General operations	\$15,479.41

**SECTION 7.** 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 8.** 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 9.** This ordinance shall become effective immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2020.**

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Brent Hibbert, Assembly President

ATTEST:

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Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:



# Kenai Peninsula Borough

## Community & Fiscal Projects

### MEMORANDUM

**TO:** Brent Hibbert, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *CP*  
Brandi Harbaugh, Finance Director *BH*

**FROM:** Brenda Ahlberg, Community & Fiscal Projects Manager *BA*

**DATE:** February 4, 2021

**SUBJECT:** Ordinance 2020-19- 19, Accepting and Appropriating Funding from the State of Alaska in the Amount of \$426,303 for Fiscal Year 2021 and Approving Projects to be Completed for Community Purposes Under the State's 2019/2020 and 2020/2021 Community Assistance Programs (Mayor)

The Alaska Department of Commerce, Community and Economic Development (DCCED) annually releases pass-through funds under the Community Assistance Program from the borough to the qualified 27 unincorporated communities, which is based upon the state's approved fiscal year budget (Program). The Program provides \$15,479.41 to support services and/or projects for a public purpose (\$15,789 less 2.0 percent administrative costs pursuant to KPB Resolution 2013-022). DCCED has indicated that funds may be used for public purposes at the discretion of the local governing body and as allowed by state law and borough code.

This ordinance recognizes three actions: (1) accepting and appropriating the fiscal year 2021 allocation; (2) supports the solution to distribute the fiscal year 2021 funds to the current nonprofits or tribal entities that have a proven history of providing Program services or projects to their respective communities based upon last year's allocations because trying to conduct meetings during the coronavirus pandemic was not an option for a majority of the communities; and, (3) approves the distribution of fiscal years 2020 and 2021 awards to Hope, Nanwalek and Razdolna, which needed to defer and combine award years.

The Community & Fiscal Projects Manager shall oversee the Program.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No. <u>271-94910-20CAP-49999</u>	- \$ <u>46,438.23</u>
Acct. No. <u>271-94910-21CAP-49999</u>	- \$ <u>426,303.00</u>
By: <u><i>PP</i></u>	Date: <u>2/1/2021</u>
FY20 funds have been received FY21 funds have not been received	



THE STATE  
of ALASKA  
GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community,  
and Economic Development

Division of Community and Regional Affairs  
Juneau

P.O. Box 110809  
Juneau, AK 99811-0809  
Main: 907.465.5647  
Toll free: 877.769.4539  
Fax: 907.465.4761

Received 01/04/21

December 30, 2020

Mr. Charlie Pierce, Mayor  
Kenai Peninsula Borough  
144 North Binkley Street  
Soldotna, AK 99669

RE: Fiscal Year 2021 Community Assistance Program Payments

Dear Mr. Pierce:

As you are aware the FY21 Community Assistance Program(CAP) application deadline was extended until November 15, 2020, due to the COVID-19 health emergency disaster. This delayed the CAP payments calculation. The CAP fund balance as of June 30<sup>th</sup> supported the base payments and these were distributed to municipalities and communities meeting all program requirements.

We have now finalized the FY21 CAP payments to include the base and per capita amounts. The municipality/community's total CAP payment is \$739,195.86, this includes a base payment of \$300,000.00 and a per capita amount of \$12,892.86.

For the unincorporated community inside a borough only a base payment is made. The FY21 payment is \$15,789.

If a municipality/community has met all requirements and has received the base payment, the per capita payments will be distributed beginning January 4, 2021. If a municipality/community has not yet provided the require documentation, the total FY21 CAP payment will be dispersed upon submittal.

If you have any questions or concerns, you may contact me by phone at (907) 465-5647 or via email: [jeanine.mason@alaska.gov](mailto:jeanine.mason@alaska.gov).

Regards,

A handwritten signature in blue ink that reads "Jeanine Mason".

Jean Mason  
Grants Administrator II

Introduced by:	Mayor
Date:	11/10/20
Hearing:	12/01/20
Action:	Enacted
Vote:	9 Yes, 0 No, 0 Absent

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-19-12**

**AN ORDINANCE TRANSFERRING REMAINING PLANT REPLACEMENT  
EXPANSION FUNDS FROM THE SOUTH PENINSULA HOSPITAL SERVICE AREA  
SPECIAL REVENUE FUND TO THE SOUTH PENINSULA HOSPITAL CAPITAL  
PROJECT FUND**

**WHEREAS,** prior to fiscal year 2004, the Plant Replacement and Expansion Funds (“PREF”) for each hospital were maintained in each of the previous Enterprise Funds respectively; and

**WHEREAS,** in fiscal year 2004, PREF deposits were posted directly to the capital project funds in order to make the appropriation process simpler and more efficient; and

**WHEREAS,** this ordinance moves the remaining PREF funds from the South Peninsula Hospital Special Revenue Fund to the South Peninsula Hospital Capital Project Fund to be adjoined with the existing PREF funds and to have all PREF funds accounted for in one account;

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

**SECTION 1.** That funds in the amount of \$324.45 are transferred from the South Peninsula Hospital Special Revenue Fund Plant Replacement and Expansion Fund account 601.20601 and appropriated to the South Peninsula Hospital Capital Project Fund Plant Replacement and Expansion Fund account 491.20601.

**SECTION 2.** This ordinance takes effect immediately upon enactment.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 1ST  
DAY OF DECEMBER, 2020.

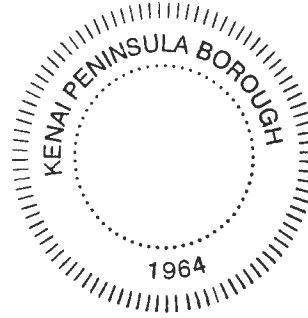


Brent Hibbert, Assembly President

ATTEST:



John Blankenship, MMC, Borough Clerk



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

Introduced by:	Mayor
Date:	03/17/20
Action:	Adopted
Vote:	8 Yes, 0 No, 0 Absent, 1 Abstained

**KENAI PENINSULA BOROUGH  
RESOLUTION 2020-018**

**A RESOLUTION APPROVING TWENTY-SEVEN UNINCORPORATED  
COMMUNITIES FOR PARTICIPATION IN THE STATE'S FISCAL YEAR 2021  
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 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,** AS 29.60.865 requires the unincorporated community to have either a native village council or incorporated nonprofit 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 29.60.865(a) requires 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; and

**WHEREAS,** AS 29.60.865(c) requires that at least three of the following services be available to all residents of the unincorporated community: fire protection, emergency medical, water and sewer, solid waste management, public road or ice road maintenance, public health, and search and rescue, and that each of the three services, in any combination, be provided by one or more qualifying incorporated nonprofit entity or a native village council, or are substantially paid for by the residents of the unincorporated community through taxes, charges, or assessments levied or authorized by the borough; and

**WHEREAS,** AS 29.60.879(1) requires the unincorporated community to have 25 or more residents residing as a social unit as defined under 3 AAC 180.110;

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

**SECTION 1.** That the assembly hereby determines that the following 27 unincorporated communities and their respective native village council or incorporated nonprofit entity are eligible for funding under the state's fiscal year 2021 Community Assistance Program:

<b><u>Unincorporated Community</u></b>	<b><u>Possible Community Recipient</u></b>
Anchor Point	Anchor Point Cemetery Anchor Point Chamber of Commerce Anchor Point Safewater Corporation Anchor Point Public Library Anchor Point Senior Citizens Anchor Point Volunteer Fire & EMS Kachemak Gun Club Snomads, Inc.
Bear Creek	Bear Creek Volunteer Fire & EMS
Clam Gulch	Caribou Hills Cabin Hoppers
Cohoe	Kasilof Community Library (located in Cohoe) Boys & Girls Club of the Kenai Peninsula
Cooper Landing	Cooper Landing Community Club
Crown Point	Moose Pass Volunteer Fire Co. (Crown Point Unit)
Diamond Ridge	Kachemak Emergency Services Members Association Kachemak Nordic Ski Club Kachemak Ski Club Snomads, Inc.
Fritz Creek	Kachemak Emergency Services Members Association Kachemak Nordic Ski Club McNeil Canyon Elementary School Community Council, Inc. Snomads, Inc.
Funny River	Funny River Chamber of Commerce
Hope	Hope, Inc.
Kachemak Selo Village	Village of Kachemak Selo Water Co., Inc.
Kalifornsky	Cook Inlet Aquaculture Association Kenai Peninsula Food Bank Love, Inc. Peninsula Spay/Neuter Fund Tsalteshi Trails Association
Kasilof	Kasilof Regional Historical Association Kasilof-Cohoe Cemetery Assoc.
Lowell Point	Lowell Point Community Council
Moose Pass	Moose Pass Volunteer Fire Co. Moose Pass Chamber of Commerce & Visitor Bureau Moose Pass Sportsmen's Club
Nanwalek	Nanwalek IRA Council Project GRAD Chugachmiut, Inc.
Nikiski	North Peninsula Community Council Nikiski Senior Citizens, Inc.
Nikolaevsk	Nikolaevsk, Inc.
Ninilchik	Kenai Peninsula Fair Association Ninilchik Emergency Services Ninilchik Community Library



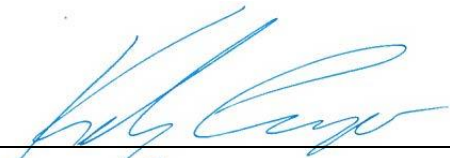
	Ninilchik Senior Citizens
	Ninilchik Chamber of Commerce
Primrose	Moose Pass Volunteer Fire Co. (Primrose Unit)
Port Graham	Port Graham Village Council
Razdolna Village	Village of Razdolna, Inc.
Salamatof	Alaska Children's Institute of the Performing Arts
Seldovia Village	Seldovia Village Tribe
Sterling	Sterling Community Club
	Sterling Area Senior Citizens
	Sterling RuralCAP Headstart Program
Tyonek	Boys & Girls Clubs of Southcentral Alaska
Voznesenka Village	Voznesenka Community Council, Inc.
	Project GRAD

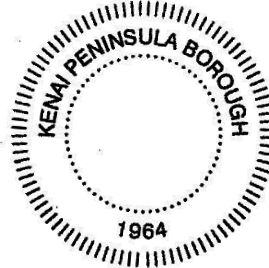
**SECTION 2.** This resolution shall become effective immediately upon its adoption.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 17TH DAY OF MARCH, 2020.**

ATTEST:

  
Johni Blankenship, MMC, Borough Clerk

  
Kelly Cooper, Assembly President



Yes: Bjorkman, Blakeley, Carpenter, Cox, Dunne, Hibbert, Smalley, Cooper  
 No: None  
 Absent: None  
 Abstained: Johnson

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:**

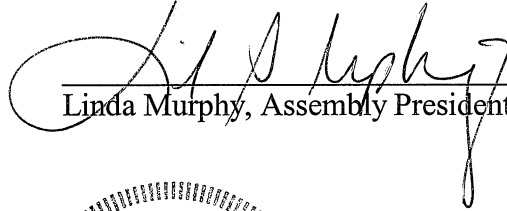
**SECTION 1.** The indirect rate for capital projects less than \$500,000 shall be 2 percent of the project budget and the indirect rate for capital projects \$500,000 or greater shall be 1 percent.

**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.

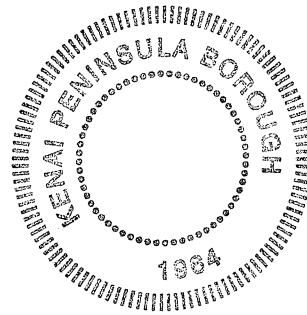


**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 19TH DAY OF MARCH, 2013.**

  
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:	12/03/19
Action:	Adopted
Vote:	8 Yes, 0 No, 0 Absent, 1 Abstention

**KENAI PENINSULA BOROUGH  
RESOLUTION 2019-064**

**A RESOLUTION AUTHORIZING COMMUNITY ASSISTANCE PROGRAM  
EXPENDITURES FOR UNINCORPORATED COMMUNITIES**

**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 and 3 AAC 180.070 require 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, AS 29.60.879, and 3 AAC 180.110; and

**WHEREAS,** the assembly approved the list of 27 unincorporated communities within the Kenai Peninsula Borough that are eligible for participation in the state’s fiscal year 2019 Program by way of resolution 2019-019; and

**WHEREAS,** public community meetings were held throughout the borough as well as direct mail and electronic communications to provide Program information to community residents and eligible nonprofit or tribal entities; and

**WHEREAS,** the assembly approved acceptance of Program funds and appropriated \$426,303 to a project contingency account through enactment of KPB Ordinance 2019-19-12; 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 non-profit corporations or tribal entities representing the communities of Anchor Point, Bear Creek, Clam Gulch, Cohoe, Cooper Landing, Crown Point, Diamond Ridge, Fritz Creek, Funny River, Kachemak Selo, Kalifornsky Beach, Kasilof, Lowell Point, Moose Pass, Nikiski, Nikolaevsk, Ninilchik, Port Graham, Primrose, Salamatof, Seldovia, Sterling, Voznesenka and Tyonek have submitted grant requests to fund community projects; 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 eligible non-profit or tribal entities;

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

**SECTION 1.** 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:

<b>FY19 Community Assistance Program - Recipients and Projects</b>			
<b>Community</b>	<b>Recipient</b>	<b>Project</b>	<b>Amount</b>
Anchor Point	Anchor Point Food Pantry	Office equipment / transportation	\$5,159.81
	Anchor Point Public Library	General operations	\$5,159.80
	Anchor Point Senior Citizens, Inc.	Office and surveillance equipment	\$5,159.80
Bear Creek	Bear Creek Volunteer Fire & EMS	Preparedness & Education	\$15,479.41
Clam Gulch	Caribou Hills Cabin Hoppers	Parking lot and trail improvements	\$15,479.41
Cohoe	Kasilof Public Library	Personnel costs	\$7,739.70
	Boys & Girls Club of Kenai Peninsula	Personnel costs	\$7,739.71
Cooper Landing	Cooper Landing Community Club, Inc.	Community projects	\$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 grooming equipment	\$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
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

<b>FY19 Community Assistance Program - Recipients and Projects</b>			
<b>Community</b>	<b>Recipient</b>	<b>Project</b>	<b>Amount</b>
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
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	\$3,619.85
	Ninilchik Community Library	General operations	\$3,619.85
	Ninilchik Emergency Services	General operations	\$3,619.85
	Kenai Peninsula Fair Association	General operations	\$3,619.85
	Bridges Community Resource Network, Inc. on behalf of Ninilchik Saturday Lunch Program	Student meals	\$1,000.01
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
Salamatof	AK Children's Institute for the Performing Arts, Inc.	General operations	\$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 2.** 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.

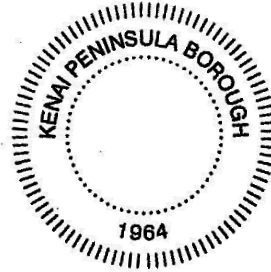
**SECTION 3.** This resolution shall become effective immediately upon adoption.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 3RD DAY OF DECEMBER, 2019.**

  
\_\_\_\_\_  
Kelly Cooper, Assembly President

ATTEST:

  
\_\_\_\_\_  
John Blankenship, MMC, Borough Clerk



Yes:	Bjorkman, Blakeley, Carpenter, Cox, Dunne, Hibbert, Smalley, Cooper
No:	None
Absent:	None
Abstention:	Johnson

Introduced by:	Mayor
Date:	02/16/21
Hearing:	03/02/21
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-19-20**

**AN ORDINANCE APPROPRIATING \$63,791.65 FROM THE EQUIPMENT  
REPLACEMENT FUND FOR IMAGERY ACQUISITION AND APPROVING A SOLE  
SOURCE AWARD TO EAGLEVIEW™ FOR THE PURCHASE AND  
IMPLEMENTATION OF PICTOMETRY IMAGERY**

- WHEREAS,** aerial imagery serves a multitude of purposes for general government, public safety, and a wide variety of public uses and businesses cases; and
- WHEREAS,** the most recent general capture of imagery was in 2012/13 for the western Kenai Peninsula; and
- WHEREAS,** in conjunction with CARES funding and pursuant to Resolution 2020-51, the KPB Assessing Department was able to acquire and integrate a form of imagery known as pictometry to provide remote assessments while limiting the risk of COVID19 exposure along the eastern peninsula, which translates into savings on personnel costs and worker safety; and
- WHEREAS,** pursuant to Resolution 2003-008 the Assessing Department has established a rotating geographical 5-year canvassing schedule which can best be implemented by a corresponding pictometry imagery acquisition schedule; and
- WHEREAS,** a quote has been secured from EagleView™ for scheduled pictometry imagery acquisition to update imagery along the western Kenai Peninsula and to match the annual assessing canvassing schedule through 2024; and
- WHEREAS,** the quote to capture the western Kenai Peninsula, meeting assessing canvassing method specifications for 2021, is \$338,791.65; and
- WHEREAS,** in FY21 the GIS Division budgeted \$250,000 through the equipment replacement fund for imagery acquisition for general imagery acquisition to update the borough's imagery data resources; and
- WHEREAS,** an additional \$25,000 is available to this project in the equipment replacement due to other borough projects being under budget; and
- WHEREAS,** an appropriation from the equipment replacement fund in the amount of \$63,791.65 would enable this project to proceed meeting coordinated objectives; and

**WHEREAS,** EagleView™ Pictometry is the only oblique imagery product that will integrate with the Thomson Reuters Pro Val CAMA that the Assessing Department uses for property valuation; and

**WHEREAS,** KPB 5.28.280(B) requires assembly approval of purchases without competition costing more than \$40,000; and

**WHEREAS,** the administration requests assembly approval to sole source award a multi-year purchase with EagleView™ for imagery and implementation, contingent on annual appropriation of funds; and

**WHEREAS,** the GIS Division would be responsible for annual budgeting and coordinating contract specifications in cooperation with the Assessing Department; and

**WHEREAS,** the Kenai Peninsula Borough Planning Commission, at its regular meeting of \_\_\_\_\_ recommended \_\_\_\_\_;

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

**SECTION 1.** That \$63,791.65 is appropriated from the Equipment Replacement Fund account 705.27910 to account 705.94910.21E09.48525 for imagery acquisition.

**SECTION 2.** That the assembly approves the four-year sole source purchase of imagery from EagleView™ with FY21 approval in the amount of \$338,791.65 and future years are subject to annual appropriation by the assembly.

**SECTION 3.** That this ordinance shall take effect immediately upon its enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2021.**

\_\_\_\_\_  
Brent Hibbert, Assembly President

ATTEST:

\_\_\_\_\_  
Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:








# Kenai Peninsula Borough

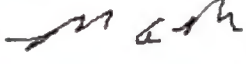
## Planning Department – Land Management Division

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### MEMORANDUM

**TO:** Brent Hibbert, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor   
Brandi Harbaugh, Finance Director   
John Hedges, Purchasing and Contracting Director   
Adeena Wilcox, Acting Assessing Director   
Melanie Aeschliman, Planning Director 

**FROM:** Marcus A Mueller, GIS Manager 

**DATE:** January 4, 2021

**RE:** Ordinance 2020-19-20, Appropriating \$63,791.65 from the Equipment Replacement Fund for Imagery Acquisition and Approving a Sole Source Award to EagleView™ for the Purchase and Implementation of Pictometry Imagery (Mayor)

---

EagleView™ pictometry imagery products integrate with the Pro Val CAMA that the Assessing Department uses for property valuation. The Assessing Department is using pictometry for the eastern peninsula canvas area, which was acquired through CARES funding to limit the risk of COVID19 exposure. This use is resulting in cost savings, along with employee safety, and overall efficiency in accomplishing canvassing requirements.

Funds have been budgeted in FY21 for GIS to update the borough's imagery resources. The borough's current imagery resources for the western Kenai Peninsula are from 2012/13 which is no longer reliable considering wildfire, beetle kill, new road construction, land development and other changes that have occurred. Borough imagery is extremely important to public safety, general government, landowners, and a wide variety of public uses and private business matters. For instance, KPB online viewers are used more than 200K times per year.

GIS and Assessing have come together with a strategy to accomplish the objective of general imagery updating combined with Assessing's specifications for continuing the geographically rotating 5-year canvas schedule.

The attached ordinance would appropriate funds in addition to those already available in the GIS budget to accomplish a spring 2021 imagery capture and would approve a sole source award to EagleView™ for a multi-year purchase of pictometry imagery. The approval is contingent on annual appropriation of

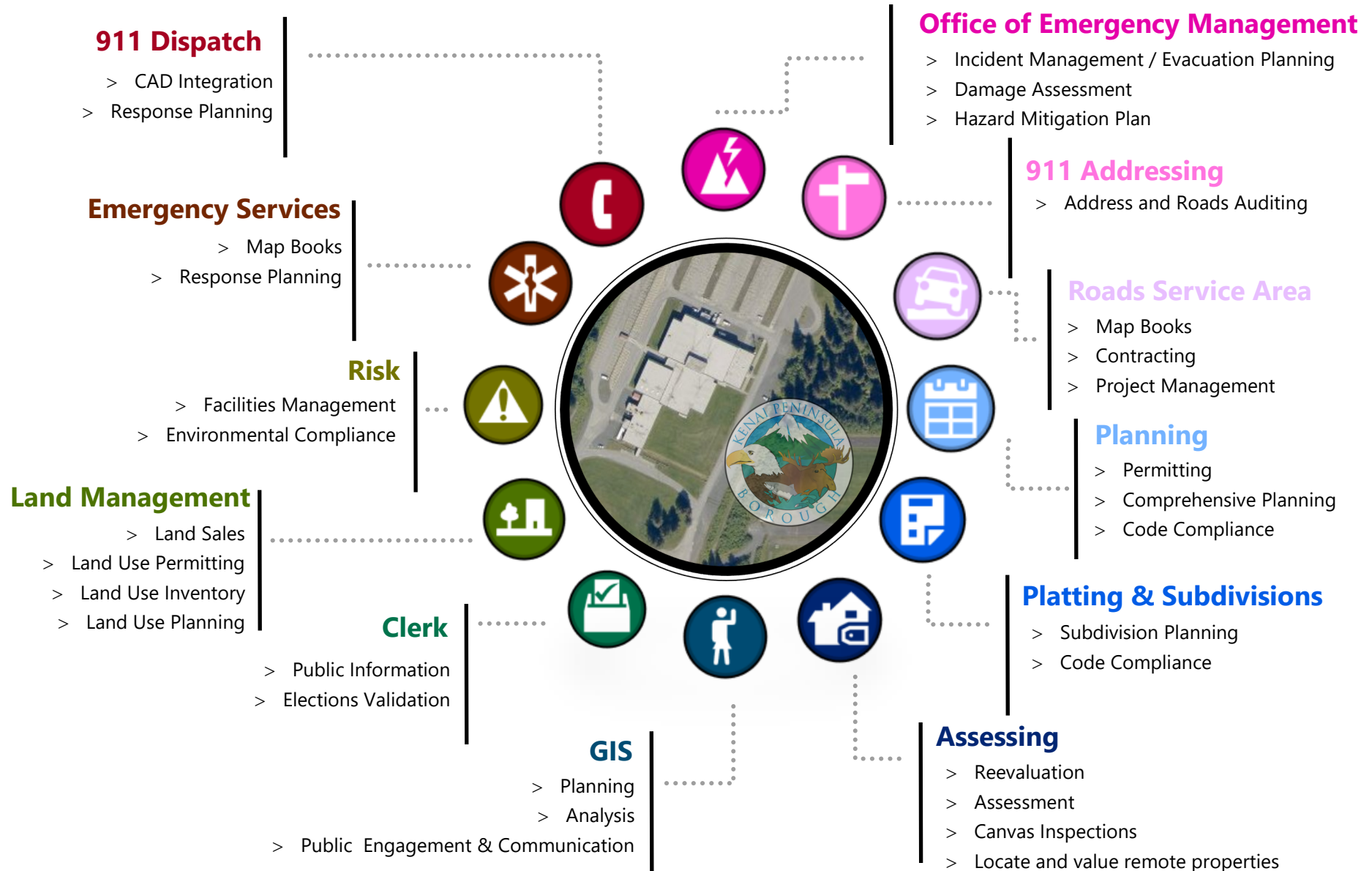
Page -2-  
February 4, 2021  
Re: O2020-19- 20

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funding by the Assembly. The GIS Division will provide internal services to budget for and manage the contract specifications and deliverables.

<b>FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED</b>	
Acct. No. <u>705-94910.21E09-48525</u>	- Amount: <u>\$275,000.00</u>
Acct. No. <u>705-27910</u>	- Amount: <u>\$ 63,791.65</u>
By: <u>PP</u>	Date: <u>2/2/2021</u>

Imagery is an integral component of the GIS Division and provides direct benefits/services to the daily functions of KPB Departments. Modern planning, analysis and communication expectations require current imagery to be effective. Currently available imagery is obsolete. **KPB 2020-19-20** establishes a plan to update and maintain an imagery dataset that is no older than five years while meeting the legal requirements for the Assessing Dept to complete assessments efficiently and at a reduced cost from traditional methods. Collaboration also enables us to work together effectively to potentially diversify funding sources in the future.





# Comparison of Pictometry Imagery and 2012/2013 data\*

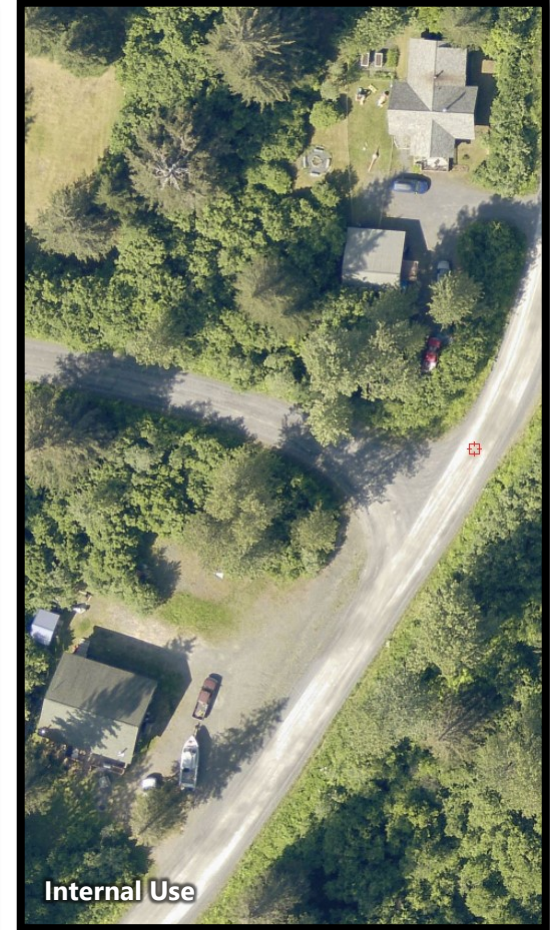
*\*Imagery datasets are shown here at (different) scales that represent the largest map scale appropriate for their resolution.*



**Best-available KPB Dataset  
(2012/2013)**



**Publically Available**



**Internal Use**



**Footprints**

## 2020 Pictometry Products

Pictometry deliverables include high resolution ortho and oblique (not shown) imagery as well as automatically-extracted building footprints. These footprints are an incredible resource to the borough.

Proposal for: Kenai Peninsula Borough, AK  
 Project Name: AKKENA-2021-Scenario B  
 Quote Number: Q-71994  
 Contract Term: 6 Year(s)  
 Number of Projects: 4

EagleView Rep: Dustin Walters  
 Phone Number:  
 Email: [dustin.walters@eagleview.com](mailto:dustin.walters@eagleview.com)  
 Expiration Date: 7/31/2020  
 Targeted Capture: 2021-b-Spring

## Multi-Project Summary

4 Projects over 6 year(s)

Flight 1 - Spring 2021  
 Total: \$338,791.65

Flight 2 - Spring 2022  
 Total: \$127,700.25

Flight 3 - Spring 2023  
 Total: \$116,088.82

Flight 4 - Spring 2024  
 Total: \$63,989.87





# Budget Proposal

Proposal for: Kenai Peninsula Borough, AK  
 Project Name: AKKENA-2021-Scenario B  
 Contract Term: 6 Year(s)  
 Number of Projects: 4

EagleView Rep: Dustin Walters  
 Expiration Date: 7/31/2020  
 Targeted Capture: 2021-b-Spring

## Flight 1 - Spring 2021

Qty	Product	List Price	Discount (%)	Subtotal
1	Reveal Orthomosaic - Combined	\$0.00		\$0.00
251	Reveal Essentials+ Property	\$400.00	5	\$95,380.00
3082	Reveal Essentials+ Community	\$70.00		\$215,740.00
1	Pictometry Connect - CA - 50	\$2,200.00		\$2,200.00
1	Pictometry Connect - EarlyAccess	\$10,000.00	100	\$0.00
55639	Building Outline Creation; Digital Parcel File Provided	\$0.35		\$19,473.65
1	ChangeFinder - Project Fee	\$1,000.00		\$1,000.00
2	FutureView Adv Training	\$2,499.00		\$4,998.00
1	RapidAccess - Disaster Response Program	\$0.00		\$0.00
1	Oblique Imagery Bundle with One (1) Year of Maint & Support	\$0.00		\$0.00
<b>Flight 1 - Spring 2021 TOTAL:</b>				<b>\$338,791.65</b>

## Flight 2 - Spring 2022

Qty	Product	List Price	Discount (%)	Subtotal
1	Reveal Orthomosaic - Combined	\$0.00		\$0.00
76	Reveal Essentials+ Property	\$400.00	5	\$28,880.00
1229	Reveal Essentials+ Community	\$70.00		\$86,030.00
1	Pictometry Connect - CA - 50	\$2,200.00		\$2,200.00
1	Pictometry Connect - EarlyAccess	\$10,000.00	100	\$0.00
11775	Building Outline Creation; Digital Parcel File Provided	\$0.39		\$4,592.25
1	ChangeFinder - Project Fee	\$1,000.00		\$1,000.00
2	FutureView Adv Training	\$2,499.00		\$4,998.00
1	RapidAccess - Disaster Response Program	\$0.00		\$0.00
1	Oblique Imagery Bundle with One (1) Year of Maint & Support	\$0.00		\$0.00
<b>Flight 2 - Spring 2022 TOTAL:</b>				<b>\$127,700.25</b>

## Flight 3 - Spring 2023

Qty	Product	List Price	Discount (%)	Subtotal
1	Reveal Orthomosaic - Combined	\$0.00		\$0.00
52	Reveal Essentials+ Property	\$400.00	5	\$19,760.00
1173	Reveal Essentials+ Community	\$70.00		\$82,110.00
1	Pictometry Connect - CA - 50	\$2,200.00		\$2,200.00
1	Pictometry Connect - EarlyAccess	\$10,000.00	100	\$0.00
15438	Building Outline Creation; Digital Parcel File Provided	\$0.39		\$6,020.82
1	ChangeFinder - Project Fee	\$1,000.00		\$1,000.00
2	FutureView Adv Training	\$2,499.00		\$4,998.00
1	RapidAccess - Disaster Response Program	\$0.00		\$0.00

This quote is non-binding, creates no legal rights, duties or obligations, expressed or implied, on either party, and shall become binding only in the event that Pictometry and Customer enter into a definitive agreement incorporating it. The pricing quoted above does not reflect applicable taxes, which will be reflected in any resulting definitive agreement with Customer. This quote is valid until the date shown above, after which it expires. All Discounts are approximate.

1	Oblique Imagery Bundle with One (1) Year of Maint & Support	\$0.00		\$0.00
<b>Flight 3 - Spring 2023 TOTAL:</b>				<b>\$116,088.82</b>

Flight 4 - Spring 2024

Qty	Product	List Price	Discount (%)	Subtotal
1	Reveal Orthomosaic - Combined	\$0.00		\$0.00
110	Reveal Essentials+ Property	\$400.00	5	\$41,800.00
110	Reveal Essentials+ Community	\$70.00		\$7,700.00
1	Pictometry Connect - CA - 50	\$2,200.00		\$2,200.00
1	Pictometry Connect - EarlyAccess	\$10,000.00	100	\$0.00
16133	Building Outline Creation; Digital Parcel File Provided	\$0.39		\$6,291.87
1	ChangeFinder - Project Fee	\$1,000.00		\$1,000.00
2	FutureView Adv Training	\$2,499.00		\$4,998.00
1	RapidAccess - Disaster Response Program	\$0.00		\$0.00
1	Oblique Imagery Bundle with One (1) Year of Maint & Support	\$0.00		\$0.00
<b>Flight 4 - Spring 2024 TOTAL:</b>				<b>\$63,989.87</b>

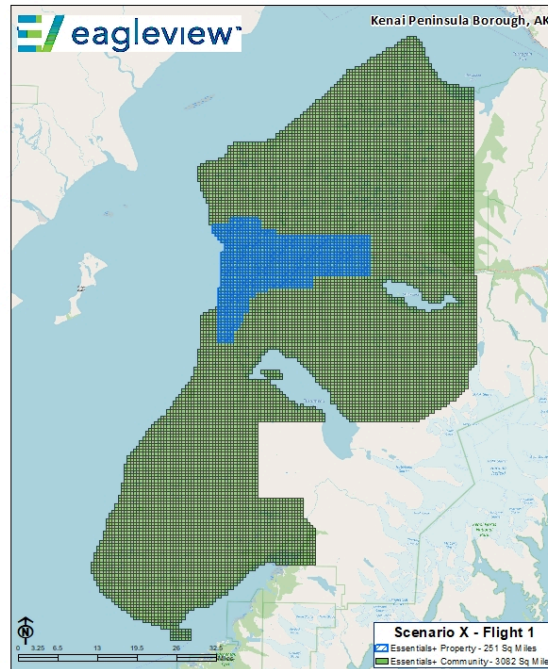
**TOTAL: \$646,570.59**

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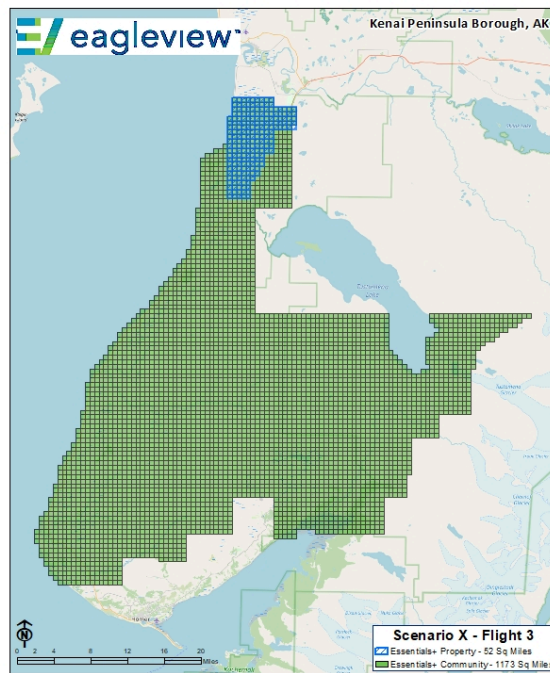
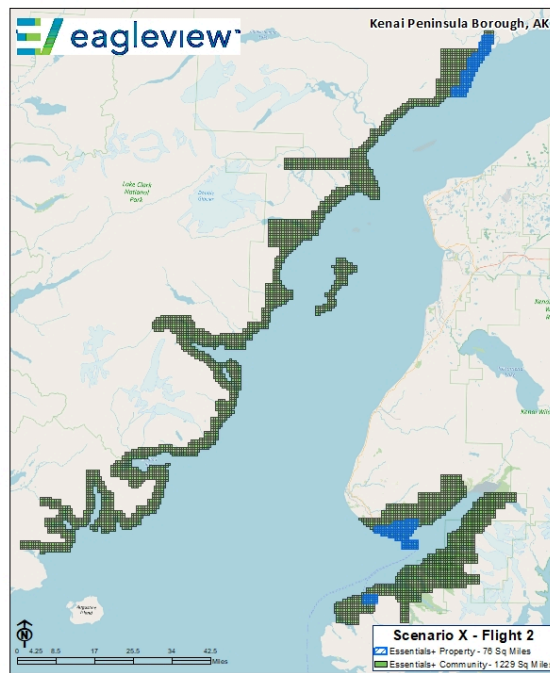
Proposal for: Kenai Peninsula Borough, AK  
 Project Name: AKKENA-2021-Scenario B  
 Contract Term: 6 Year(s)  
 Number of Projects: 4

EagleView Rep: Dustin Walters  
 Expiration Date: 7/31/2020  
 Targeted Capture: 2021-b-Spring

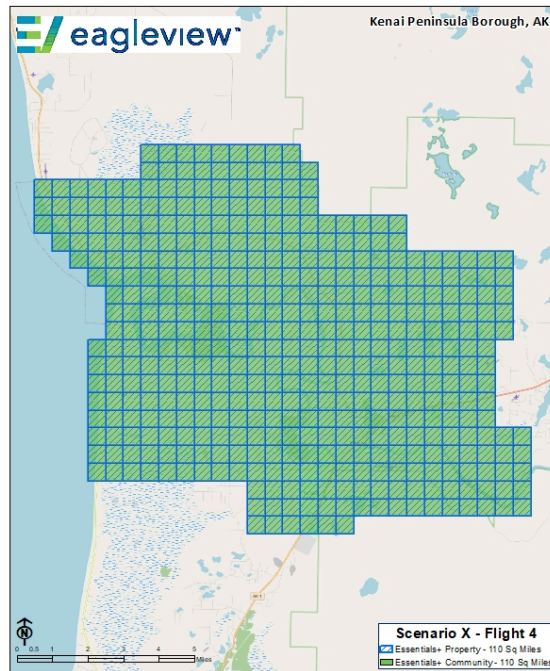


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Introduced by:	Mayor
Date:	08/04/20
Action:	Adopted
Vote:	7 Yes, 1 No, 1 Absent

**KENAI PENINSULA BOROUGH  
RESOLUTION 2020-051**

**A RESOLUTION APPROVING A SOLE SOURCE AWARD TO EAGLEVIEW™ FOR  
THE PURCHASE AND IMPLEMENTATION OF PICTOMETRY OBLIQUE IMAGERY**

**WHEREAS,** AS 29.45.150 provides that a systematic reevaluation of taxable real property by the assessor must be completed in the shortest period of time practicable, as fixed by resolution; and

**WHEREAS,** Resolution 2003-008 established the timeframe for systematic reevaluation of real property to be not greater than five years which is not feasible using the current processes; and

**WHEREAS,** implementation of oblique imagery for capturing field inspections will allow for canvass inspections to continue with limited or no contact between property owners and borough staff; and

**WHEREAS,** limiting contact during a public health crisis is in the best interests of both the public and the borough; and

**WHEREAS,** the borough's Assessing Department uses Thomson Reuters ProVal CAMA for real property valuation; and

**WHEREAS,** Eagleview™ is the only oblique imagery product that will integrate with Thomson Reuters for use with ProVal CAMA; and


**WHEREAS,** KPB 5.28.280(B) requires assembly approval of purchases without competition costing more than \$40,000;

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

**SECTION 1.** That the assembly approves the sole source purchase of oblique imagery from Eagleview™ in the amount of \$379,852.82.

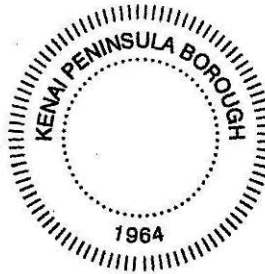
**SECTION 2.** That this resolution takes effect immediately upon its adoption.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 4TH DAY OF AUGUST, 2020.**

  
\_\_\_\_\_  
Kelly Cooper, Assembly President

ATTEST:

  
\_\_\_\_\_  
John Blankenship, MMC, Borough Clerk



Yes: Carpenter, Cox, Dunne, Hibbert, Johnson, Smalley, Cooper  
No: Bjorkman  
Absent: Blakeley

Introduced by:  
Date:  
Action:  
Vote:

Mayor  
01/21/03  
Adopted  
7 Yes, 0 No, 2 Absent

**KENAI PENINSULA BOROUGH  
RESOLUTION 2003-008**

**A RESOLUTION PROVIDING FOR A SYSTEMATIC REEVALUATION OF ALL  
TAXABLE PROPERTY WITHIN THE BOROUGH**

**WHEREAS,** AS 29.45.150 provides that a systematic reevaluation of taxable real and personal property undertaken by the assessor, whether of specific areas in which real property is located or of specific classes of real or personal property to be assessed, shall be made only in accordance with a resolution or other act of the municipality directing a systematic reevaluation of all taxable property in the municipality over the shortest period of time practicable, as fixed in the resolution or act; and

**WHEREAS,** all taxable personal property within the borough is evaluated each year on the basis of returns of property made by owners of such property; and

**WHEREAS,** because of the vast geographic area of the Kenai Peninsula Borough it is impossible to evaluate all taxable real property for ad valorem tax purposes within the borough each year without hiring additional appraisers and staff, significantly increasing administrative costs; and

**WHEREAS,** the assessor has advised the assembly that a three-year cycle for the reevaluation of real property parcels per Resolution 75-6 is no longer practicable, and that a five-year cycle of reevaluation would most efficiently employ available resources; and

**WHEREAS,** the Kenai Peninsula Borough has in the past systematically reevaluated all taxable real property within the borough at six to seven year intervals on a rotating basis; and


**WHEREAS,** a systematic reevaluation of all taxable real property at not greater than five-year intervals on a rotating basis is inherently fair and equitable to taxpayers;

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

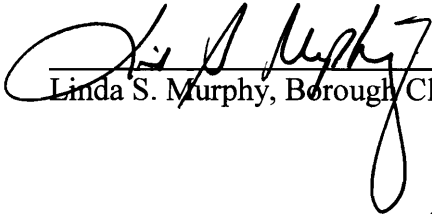
**SECTION 1.** That the Assembly of the Kenai Peninsula Borough, considering the difficulty and expense of hiring enough additional personnel to evaluate all taxable real property annually, and the basic equity of reevaluating all taxable real property on a rotating basis at intervals of not greater than five years, hereby determines and directs that the Assessor of the Kenai Peninsula Borough shall undertake a systematic reevaluation of all taxable real property within the borough on a rotating basis at intervals not greater than five years, which is determined to be the shortest period of time practicable considering the size of the Kenai Peninsula Borough.

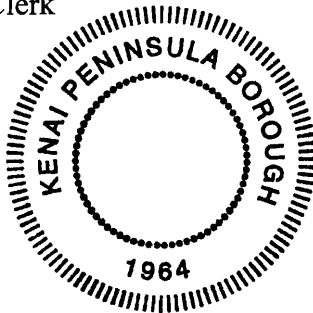
**SECTION 2.** That this resolution shall take effect immediately upon its adoption.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 21ST DAY OF JANUARY 2003.**

  
Pete Sprague, Assembly President

ATTEST:

  
Linda S. Murphy, Borough Clerk



Introduced by:	Mayor
Date:	02/16/21
Hearing:	03/02/21
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-19-21**

**AN ORDINANCE APPROPRIATING GENERAL FUND FUND BALANCE FOR  
DESIGN DEVELOPMENT OF PHASE I OF THE HOMER HIGH SCHOOL ROOF  
REPLACEMENT**

- WHEREAS,** the Homer High School roof was installed in 1983 and has exceeded its useful life; and
- WHEREAS,** regular failures in the roof system have led to increased maintenance costs, interruptions in the programs supported by the facility and degradation of other facility infrastructure; and
- WHEREAS,** approximately 34,000 square feet of the roof is in immediate need of replacement; and
- WHEREAS,** the project is proposed to be funded through the use of \$1,252,552.88 in remaining 2014 school bond funds transferred from the Redoubt Elementary Roof replacement project, interest of \$25,523.17 and a supplemental amount from the general fund of \$521,923.95 for a total estimated project cost of \$1,800,000; and
- WHEREAS,** a resolution will be proposed on February 16, 2021 requesting that the Borough Mayor be authorized to submit a Bond Reimbursement Application to the Alaska Department of Education and Early Development for the approval of additional projects in the bond reimbursement program for bonds sold in 2014; and
- WHEREAS,** design development must start immediately if the project is to be completed this construction season; and
- WHEREAS,** the cost to develop a comprehensive scope of work and complete bid ready documents is estimated to be \$180,000;

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

**SECTION 1.** That funds in the amount of \$180,000 from the General Fund fund balance are appropriated from account 100.27910 to account 401.78050.22SCH.49999 to provide for development of a comprehensive scope of work and bid ready documents for the Homer High School Roof Replacement Phase I project.

**SECTION 2.** That upon enactment this ordinance shall take effect immediately.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2021.**

---

Brent Hibbert, Assembly President

ATTEST:

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Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:



## Kenai Peninsula Borough

### Purchasing & Contracting Department

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#### MEMORANDUM

**TO:** Brent Hibbert, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *JCB*

**FROM:** John Hedges, Purchasing & Contracting Director *JH*  
Brandi Harbaugh, Finance Director *BH*

**DATE:** February 4, 2021

**Subject:** Ordinance 2020-19-21, Appropriating General Fund Fund Balance for Design Development of Phase I of the Homer Roof Replacement (Mayor)

---

The Homer High School roof was constructed in 1983 and has exceeded its useful life. Periodic system failures have led to increased maintenance costs, interruptions in the programs supported by the facility and degradation of other facility infrastructure. The dilapidated cedar shingle construction further complicates the borough's ability to initiate repairs without further impacting the integrity of the system.

The entire roof system at the high school is in need of replacement. The approximately 33,700 square foot section covering the gym area and the approximately 1,200 square foot section of flat roof covering the loading dock area have been identified as the areas needing the most immediate attention.

A resolution will be proposed on February 16, 2021 requesting that the Borough Mayor be authorized to submit a Bond Reimbursement Application to the Alaska Department of Education and Early Development for the approval of additional projects in the bond reimbursement program for bonds sold in 2014. Redirected 2014 bond funds from the Redoubt Elementary Roof Replacement will then be supplemented by appropriated funds from the General Fund and interest earned on school bonds to provide funding for the Homer Roof Replacement Phase I project.

It is the intent of this ordinance to appropriate supplemental funds necessary to complete the design development process and produce bid ready

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February 4, 2021  
RE: O2020-19- 21

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documents for Phase I of a phased approach to the replacement and rehabilitation of the Homer High School roof.

The project is proposed to be funded through the use of \$1,252,552.88 in remaining 2014 School Bond funds transferred from the Redoubt Elementary Roof replacement project, interest of \$25,523.17 and a supplemental amount from the general fund of \$521,923.95 for a total estimated project cost of \$1,800,000. This scope will include design and construction that addresses roof system replacement, insulation, storm water system improvements, roof ventilation, and infrastructure repair/replacement as necessary.

Due to the immediate need to advance on the design development, it is necessary to appropriate the initial design cost. That budgeted portion is estimated at \$180,000. This work will include the design development and the administrative requirements for project approval that must be coordinated with the Department of Education and Early Development (DEED).

Once the project has been approved by DEED and a more substantial design scope has been completed, a more accurate project cost will be provided to the assembly for consideration.

Your consideration of this ordinance is appreciated.

<b>FINANCE DEPARTMENT</b>	
<b>ACCOUNT / FUNDS VERIFIED</b>	
Acct. No.	<u>100-27910</u>
Amount:	<u>\$ 180,000.00</u>
By: <u>PP</u>	Date: <u>2/4/2021</u>

Introduced by:	Mayor
Date:	02/16/21
Hearing:	03/02/21
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-19-22**

**AN ORDINANCE ACCEPTING AND APPROPRIATING \$9,600 FROM THE STATE  
OF ALASKA DIVISION OF FORESTRY TO SUPPLEMENT COSTS TO MANAGE  
THE SLASH DISPOSAL SITE LOCATED IN COOPER LANDING**

**WHEREAS,** the borough provides the Snug Harbor Material Site located in Cooper Landing for the public to dispose of woody debris that includes large materials such as brush and tree stumps; and

**WHEREAS,** the State of Alaska Division of Forestry (“Forestry”) recognized the high use of this site as a result of the statewide burn suspension enacted during the 2020 wildland fire season; and

**WHEREAS,** Forestry supplemented the cost to maintain the site in the amount of \$9,600; and

**WHEREAS,** it is in the best interest of the borough to accept these state funds to help defray costs of providing these services the residents;

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

**SECTION 1.** That the mayor is authorized to accept \$9,600 from the State of Alaska to supplement the cost of maintaining the Snug Harbor Material Site.

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

**SECTION 3.** That state funds in the amount of \$9,600 are appropriated to account 250.21210.00000.43011.

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

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY  
OF \*, 2021.**

\_\_\_\_\_  
Brent Hibbert, Assembly President

ATTEST:

\_\_\_\_\_  
Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

## Kenai Peninsula Borough Land Management Division

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### MEMORANDUM

**TO:** Brent Hibbert, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *JCB*  
Brandi Harbaugh, Finance Director *BH*  
Marcus Mueller, Land Manager *[Signature]*  
Brenda Ahlberg, Community & Fiscal Projects Manager *BA*

**FROM:** Trevor Kauffman, Land Management Agent *TK*

**DATE:** February 4, 2021

**SUBJECT:** Ordinance 2020-19- 22, Accepting and Appropriating \$9,600 from the State of Alaska Division of forestry to Supplement Costs to Manage the Slash Disposal Site Located in Cooper Landing (Mayor)

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The Kenai Peninsula is currently experiencing widespread spruce mortality due to the increase in spruce bark beetle activity in area forests. Many land managers and private residents have chosen to remove infected trees in order to reduce risk of wildland fire on their property. Typically, the spruce is used for firewood or saw timber after removal, but the limbs, tops and other slash must be disposed in order to avoid stockpiling of fuel, which would create an exposure to fire hazard. Many landowners choose to burn the slash as it is often costly to haul it to solid waste disposal sites.

In Alaska, slash burning is regulated by the Alaska Division of Forestry between the months of April and September to manage the risk of escaped fires which may turn into large, destructive, and costly wildland fires. Slash burning is allowed under permit. However in 2020, the Alaska Division of Forestry suspended all burn permits, large and small, on the Kenai Peninsula for nearly the entire summer season to help mitigate the risk of wildland fire starts. The Division of Forestry anticipated difficulties in mobilizing firefighting resources due to the constraints imposed by the COVID-19 travel restrictions. This generated an increase in slash disposal transported to the solid waste sites.

The borough provides a slash disposal area in Cooper Landing at the Snug Harbor Material Site. The site saw significant use in 2020, and it is understood that this increased use was an indirect product of the State's burn suspension. Furthermore, Division of Forestry staff encouraged area residents to use the slash



Page -2-  
February 4, 2021  
Re: O2020-19-22

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disposal area, as part of a grant-funded initiative to reduce fire risk around residential areas.

The Division of Forestry offered to supplement the borough's increased contractual cost of slash handling at the Snug Harbor Material Site in the amount of \$9,600.00 to burn the slash October 2020, after the State's regulated fire season had ended, and it was safe to do so.

Please consider the attached ordinance, which would accept and appropriate the \$9,600.00 from the Division of Forestry.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No.	<u>250.00000.00000.34147</u>
Amount	<u>\$9,600.00</u>
By: <u>PP</u>	Date: <u>2/4/2021</u>

**From:** [Gaiser, Mary L \(DNR\)](#)  
**To:** [Ahlberg, Brenda](#); [Kauffman, Trevor](#)  
**Subject:** FW: Cooper Landing Stump Dump grant funding  
**Date:** Wednesday, January 20, 2021 8:29:27 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[RE Backup for reimbursement .msg](#)  
[Copy of Evergreen Invoice to KPB #200.xlsx](#)  
[Invoice Cooper Landing Stump Dump Grant Funding.pdf](#)  
[Evergreen Check #365761.pdf](#)

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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.

Brenda/Trevor – regarding Forestry’s reimbursement of \$9,600 to the Kenai Peninsula Borough for the Cooper Landing Landowner grant slash disposal service.

This was not a grant to KPB; but a reimbursement of the costs for the slash disposal services.

Please let me know if you have any other questions!

Take Care, Stay Well, Be Safe!! *Mary*

Mary Gaiser, Accountant III  
Alaska Division of Forestry  
550 W. 7<sup>th</sup> Avenue, Anchorage, AK 99501  
Phone: (907) 269-8450 / Fax: (907) 269-8931  
Email: [mary.gaiser@alaska.gov](mailto:mary.gaiser@alaska.gov)

Introduced by:	Mayor
Date:	02/16/21
Hearing:	03/02/21
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2021-07**

**AN ORDINANCE ACCEPTING EMERGENCY RESPONSE EQUIPMENT FROM THE  
NIKISKI FIREFIGHTERS ASSOCIATION, INC. ON BEHALF OF NIKISKI FIRE  
SERVICE AREA**

**WHEREAS,** Nikiski Firefighters Association, Inc. is a nonprofit (“Nonprofit”) entity that works in collaboration with the Nikiski Fire Service Area to support the preparedness, response and recovering needs of the service area; and

**WHEREAS,** the Nonprofit purchased and granted a transportable monitor system and a hose-nozzle system to the Service Area valued at \$5,046.85; and

**WHEREAS,** at its regularly scheduled meeting held February 10, 2021, the Service Area Board recommended \_\_\_\_\_; and

**WHEREAS,** it is in the best interest of the borough and the service area to accept the equipment grant;

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

**SECTION 1.** That the Mayor is authorized to accept the emergency response equipment valued at \$5,046.85 from the Nikiski Firefighters Association on behalf of the Nikiski Fire Service Area.

**SECTION 2.** This ordinance shall become effective immediately upon its enactment.

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY  
OF \*, 2021.**

\_\_\_\_\_  
Brent Hibbert, Assembly President

ATTEST:

\_\_\_\_\_  
Johni Blankenship, MMC, Borough Clerk



Yes:

No:

Absent:

# Kenai Peninsula Borough

## Community & Fiscal Projects

### MEMORANDUM

**TO:** Brent Hibbert, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *CP*  
Brandi Harbaugh, Finance Director *BH*  
Bryan Crisp, Nikiski Fire Chief *BC*

**FROM:** Brenda Ahlberg, Community & Fiscal Projects Manager *BA*

**DATE:** February 4, 2021

**RE:** Ordinance 2021-07, Accepting Emergency Response Equipment from the Nikiski Firefighters Association, Inc. on Behalf of Nikiski Fire Service Area (Mayor)

The Nikiski Firefighters Association, Inc. ("nonprofit") received a grant from the Marathon Petroleum Foundation to purchase items that support the Nikiski Fire Service Area's (service area) mission. This memo recognizes that the service area has accepted the items from the nonprofit (itemized list below). There is no match requirement.

This matter is scheduled to come before the service area at its regularly scheduled meeting on February 10, 2021. The recommendations of the service area will be submitted to the assembly prior to the February 16 meeting.

ITEM TITLE	VALUE PER ITEM (UNDER \$5,000)
Hemisphere Combination Packages Transportable Monitor System Includes: <ul style="list-style-type: none"> <li>1 - HPM111A Hemisphere Monitor</li> <li>1 - MDA12A Max-Series Tip</li> <li>1 - HPM-A I-BEAM Clamp/2" Hitch Mount</li> </ul>	\$3,620.00
2.5NH 500GPM Master Foam Fixed Gallonage Self-Educting Foam Nozzle With 10' 1.5" Concentrate Hose Coupled 1.5" & 2" Camlock Ends	\$1,426.85

**Crisp, Bryan**

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**From:** Deveer, Harrison  
**Sent:** Tuesday, January 12, 2021 6:16 PM  
**To:** Crisp, Bryan  
**Subject:** Fwd: <EXTERNAL-SENDER>Your Application Has Been Approved

Sent from Harrison's iPhone

Begin forwarded message:

**From:** "Deveer, Harrison" <[hdeveer@kpb.us](mailto:hdeveer@kpb.us)>  
**Date:** July 17, 2020 at 6:56:58 AM AKDT  
**To:** "Crisp, Bryan" <[BCrisp@kpb.us](mailto:BCrisp@kpb.us)>, Mike A Van De Grift  
<[MAVanDeGrift@marathonpetroleum.com](mailto:MAVanDeGrift@marathonpetroleum.com)>  
**Subject:** Fwd: <EXTERNAL-SENDER>Your Application Has Been Approved

I just received this.

Sent from Harrison's iPhone

Begin forwarded message:

**From:** "premiersupport@foundationsource.com"  
<[premiersupport@foundationsource.com](mailto:premiersupport@foundationsource.com)>  
**Date:** July 17, 2020 at 6:51:44 AM AKDT  
**To:** "Deveer, Harrison" <[hdeveer@kpb.us](mailto:hdeveer@kpb.us)>  
**Cc:** "[stoland@marathonpetroleum.com](mailto:stoland@marathonpetroleum.com)" <[stoland@marathonpetroleum.com](mailto:stoland@marathonpetroleum.com)>  
**Subject:** <EXTERNAL-SENDER>Your Application Has Been Approved

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.

Dear Mr. Deveer:

The Marathon Petroleum Foundation is committed to collaborating with our stakeholders to invest in organizations and initiatives that make a positive, meaningful impact in communities where we operate.

I am pleased to announce that the Foundation has approved a grant in the amount of \$5,000.00 to support Nikiski Fire Equipment Purchase. You can expect to receive our check and the grant contract in the mail within ten business days.

If you have any questions, please contact Sarah Toland, Adv Administrative Assistant, at (419) 421-3807 or [stoland@marathonpetroleum.com](mailto:stoland@marathonpetroleum.com), who will be

coordinating our support of this grant.

We are proud to support Nikiski Firefighters Association Inc.. Best wishes for continued success.

Sincerely,  
Marathon Petroleum Foundation, Inc.

Ph: 206-622-2875  
TF: 800-426-6633  
Fax: 253-236-2997  
[nwsales@lncurtis.com](mailto:nwsales@lncurtis.com)  
DUNS#: 00-922-4163

# CURTIS

TOOLS FOR HEROES

Northwest Division  
6507 South 208th Street  
Kent, WA. 98032  
[www.LNCURTIS.com](http://www.LNCURTIS.com)  
Quotation No. 156369

## Quotation

<b>CUSTOMER:</b>	<b>SHIP TO:</b>	<b>QUOTATION NO.</b>	<b>ISSUED DATE</b>	<b>EXPIRATION DATE</b>
Western Refining Company, LP PO Box 599701 San Antonio TX 78259-9701	Marathon Petroleum Company 54741 Tesoro Rd. Kenai AK 99611	156369	06/10/2020	08/09/2020

<b>SALESPERSON</b>	<b>CUSTOMER SERVICE REP</b>
Steve Martin AK <a href="mailto:smartinAK@lncurtis.com">smartinAK@lncurtis.com</a> 209-855-1104	Robert Briggs <a href="mailto:rbriggs@lncurtis.com">rbriggs@lncurtis.com</a> 907-483-0117

<b>REQUISITION NO.</b>	<b>REQUESTING PARTY</b>	<b>CUSTOMER NO.</b>	<b>TERMS</b>	<b>OFFER CLASS</b>
	Mike Van De Grift	C31075	Net 30	FR

<b>F.O.B.</b>	<b>SHIP VIA</b>	<b>DELIVERY REQ. BY</b>
DEST	Best Way	

### NOTES & DISCLAIMERS

THANK YOU FOR THIS OPPORTUNITY TO QUOTE. WE ARE PLEASED TO OFFER REQUESTED ITEMS AS FOLLOWS. IF YOU HAVE ANY QUESTIONS, NEED ADDITIONAL INFORMATION, OR WOULD LIKE TO PLACE AN ORDER, PLEASE CONTACT YOUR SALESPERSON OR CUSTOMER SERVICE REP AS NOTED ABOVE.

TRANSPORTATION IS INCLUDED IN BELOW PRICING.

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	1	EA	HPM-32 TFT	HEMISPHERE COMBINATION PACKAGES TRANSPORTABLE MONITOR INCLUDES: * 1 - HPM111A HEMISPHERE MONITOR * 1 - MDA12A MAX-SERIES TIP * 1 - HPM-A I BEAM CLAMP/2" HITCH MOUNT	\$3,620.00	\$3,620.00

DUNS NUMBER: 009224163  
SIC CODE: 5099  
FEDERAL TAX ID: 94-1214350

THIS PRICING REMAINS FIRM UNTIL 08/09/2020. CONTACT US FOR UPDATED PRICING AFTER THIS DATE.

Ph: 206-622-2875  
TF: 800-426-6633  
Fax: 253-236-2997  
[nwsales@lncurtis.com](mailto:nwsales@lncurtis.com)  
DUNS#: 00-922-4163



Northwest Division  
6507 South 208th Street  
Kent, WA. 98032  
[www.LNCURTIS.com](http://www.LNCURTIS.com)  
Quotation No. 156369

<b>Subtotal</b>	<b>\$3,620.00</b>
<b>Tax Total</b>	<b>\$0.00</b>
<b>Transportation</b>	<b>\$0.00</b>
<b>Total</b>	<b>\$3,620.00</b>

[View Terms of Sale and Return Policy](#)

Ph: 206-622-2875  
TF: 800-426-6633  
Fax: 253-236-2997  
[nwsales@lncurtis.com](mailto:nwsales@lncurtis.com)  
DUNS#: 00-922-4163



Northwest Division  
6507 South 208th Street  
Kent, WA. 98032  
[www.LNCURTIS.com](http://www.LNCURTIS.com)  
Quotation No. 156371

## Quotation

CUSTOMER:	SHIP TO:	QUOTATION NO.	ISSUED DATE	EXPIRATION DATE
Western Refining Company, LP PO Box 599701 San Antonio TX 78259-9701	Marathon Petroleum Company 54741 Tesoro Rd. Kenai AK 99611	156371	06/10/2020	08/09/2020
		SALESPERSON	CUSTOMER SERVICE REP	
		Robert Briggs <a href="mailto:rbriggs@lncurtis.com">rbriggs@lncurtis.com</a> 907-483-0117	Michael Duncan <a href="mailto:mduncan@lncurtis.com">mduncan@lncurtis.com</a> 206-596-7904	

REQUISITION NO.	REQUESTING PARTY	CUSTOMER NO.	TERMS	OFFER CLASS
	Mike Van De Grift	C31075	Net 30	FR
F.O.B.	SHIP VIA	DELIVERY REQ. BY		
DEST	Best Way			

### NOTES & DISCLAIMERS

THANK YOU FOR THIS OPPORTUNITY TO QUOTE. WE ARE PLEASED TO OFFER REQUESTED ITEMS AS FOLLOWS. IF YOU HAVE ANY QUESTIONS, NEED ADDITIONAL INFORMATION, OR WOULD LIKE TO PLACE AN ORDER, PLEASE CONTACT YOUR SALESPERSON OR CUSTOMER SERVICE REP AS NOTED ABOVE.

TRANSPORTATION IS INCLUDED IN BELOW PRICING.

LN	QTY	UNIT	PART NUMBER	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	1	EA	ZMF12A TFT	2.5NH 500GPM Master Foam fixed gallongage self-educting foam nozzle with 10' 1.5" concentrate hose coupled 1.5" & 2" Camlock ends	\$1,426.85	\$1,426.85

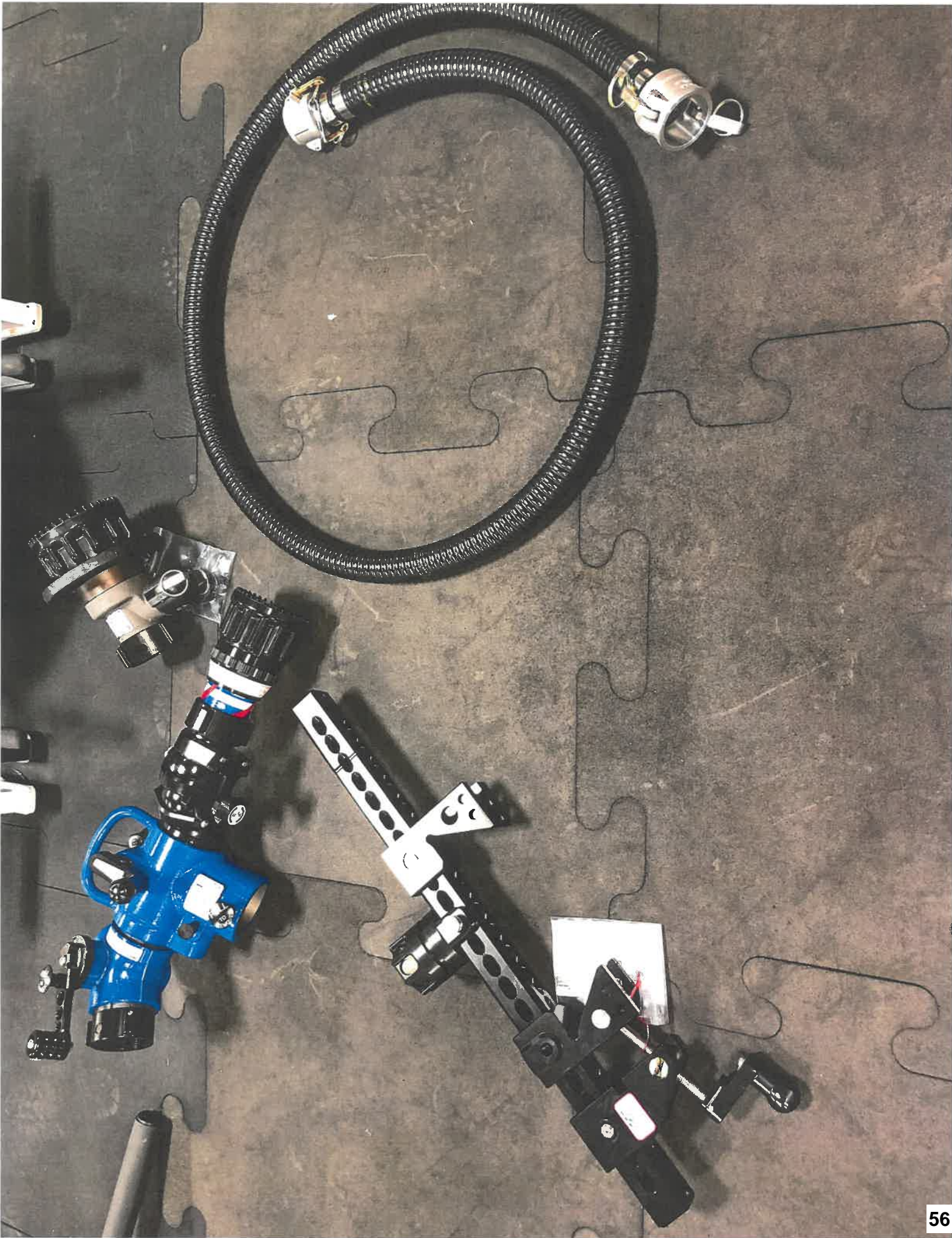
DUNS NUMBER: 009224163  
SIC CODE: 5099  
FEDERAL TAX ID: 94-1214350

THIS PRICING REMAINS FIRM UNTIL 08/09/2020. CONTACT US FOR UPDATED PRICING AFTER THIS DATE.

Subtotal	\$1,426.85
Tax Total	\$0.00
Transportation	\$0.00
<b>Total</b>	<b>\$1,426.85</b>

[View Terms of Sale and Return Policy](#)







Introduced by:	Mayor
Date:	03/02/21
Hearing:	04/06/21
Action:	
Vote:	

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-19-23**

**AN ORDINANCE APPROPRIATING SCHOOL BOND INTEREST TO COVER THE  
COST OF INELIGIBLE SCOPE OF WORK ON THE REDOUBT ELEMENTARY  
ROOF PROJECT**

- WHEREAS,** in the application process for the approval of the Redoubt Elementary Roof project, by the Department of Education and Early Development (DEED), it was determined that a portion of the roof was ineligible for replacement under the DEED grant reimbursement program; and
- WHEREAS,** the assembly on May 5, 2020, approved an appropriation for \$100,000 to cover the ineligible portion of the Redoubt Elementary Roof project; and
- WHEREAS,** in the design and bidding process this section of roof was compartmentalized using an additive alternate approach that clearly identified the cost for this portion of the scope of work; and
- WHEREAS,** in the construction process it was discovered that due to a moisture damaged portions of the roof and structure needed to be repaired; and
- WHEREAS,** a change order to the construction contract was processed to address the work, however there were insufficient interest funds in the contract to cover the cost of this work; and
- WHEREAS,** interest funds from school bond proceeds must be used on related school projects, the work is ineligible to be paid for by bond funds and therefore, available school bond interest is being appropriated to cover this portion of the work;

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

**SECTION 1.** That the amount of \$41,000 in school bond interest earnings from bonds issued in 2014 and prior are appropriated from account 401.27910 to account 401.76040.20SCH.49999 to cover the ineligible costs of the Redoubt Elementary Roof Project.

**SECTION 2.** That upon enactment this ordinance shall be effective retroactively on September 1, 2020.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY  
OF \*, 2021.**

---

Brent Hibbert, Assembly President

ATTEST:

---

Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

Kenai Peninsula Borough  
Purchasing & Contracting Department

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**MEMORANDUM**

**TO:** Brent Hibbert, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Charlie Pierce, Mayor *CP*

**FROM:** John Hedges, Purchasing & Contracting Director *JH*  
Brandi Harbaugh, Finance Director *BH*

**DATE:** February 18, 2021

**RE:** Ordinance 2020-19- 23, Appropriating School Bond Interest to Cover the Cost of Ineligible Scope of Work on the Redoubt Elementary Roof Project (Mayor)

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In the application process for the approval of the Redoubt Elementary Roof project, by the Department of Education and Early Development (DEED), it was determined that a 2,803 square foot portion of the roof was ineligible for replacement under the DEED grant reimbursement program.

In the design and bidding process this section of roof was compartmentalized using an additive alternate approach that clearly identified the \$100,000 cost for this portion of the scope of work.

Interest funds from the bond proceeds that are not regulated by DEED were appropriated through Ordinance 2019-19-32 to cover this portion of the work.

In the construction process it was discovered that due to a moisture issue some sheeting and structural damage had occurred and needed to be repaired. The condition of the roof that led to the moisture issues was also identified and corrected.

A change order to the construction contract was processed to address the work, however there were insufficient interest funds in the contract to cover the cost of this work.

This ordinance appropriates school bond interest from bonds issued in 2014 and prior to cover the cost of the ineligible scope of work.

Your consideration of this ordinance is appreciated.

**FINANCE DEPARTMENT  
ACCOUNT / FUNDS VERIFIED**

Acct. No. 401.27910 Amount: \$41,000.00

By: *PP* Date: 2/19/2021

Introduced by: Hibbert, Johnson  
Date: 03/02/21  
Hearing: 04/20/21  
Action:  
Vote:

**KENAI PENINSULA BOROUGH  
ORDINANCE 2020-19-24**

**AN ORDINANCE APPROPRIATING FUNDS AND AUTHORIZING THE BOROUGH  
CLERK TO CONTRACT FOR NECESSARY VOTING MACHINES, SOFTWARE, AND  
RELATED EQUIPMENT TO PROVIDE AN ACCESIBLE VOTING SYSTEM FOR  
PERSONS WITH DISABILITIES**

- WHEREAS,** the Americans with Disabilities Act (ADA) and the Help America Vote Act of 2002 (HAVA), as applicable to federal elections, along with other federal laws related to protecting the right to vote, require full and equal opportunity to vote for all eligible voters and an accessible voting system for persons with disabilities; and
- WHEREAS,** a complaint was filed following the October 6, 2015 borough election with the Alaska State Commission for Human Rights (“ASCHR”) alleging discrimination on the basis of a physical disability due to the borough allegedly not accommodating the complainant’s vision disability by providing an accessible voting machine; and
- WHEREAS,** the case caption is *Richard Malley v. Kenai Peninsula Borough*, ASCHR No. J-15-351 (hereinafter the “*Malley case*”);
- WHEREAS,** on October 16, 2018 ASCHR issued its substantial evidence determination in the *Malley case* and offered a conciliation agreement in lieu of proceeding to public hearing; and
- WHEREAS,** the borough entered into the conciliation agreement on December 18, 2018; and
- WHEREAS,** as part of the conciliation agreement entered into in the *Malley case* the borough committed to adopting a voting system to provided private, independent voting by visually impaired citizens; and
- WHEREAS,** the borough must acquire voting equipment and related software that will accommodate individuals with disabilities by providing accessible voting machines and related software and services that allow for “meaningful access to private and independent voting” (hereinafter collectively “ADA compliant voting system”); and

- WHEREAS,** the ADA compliant voting system must be provided at every polling precinct or location in the borough where voting occurs; and
- WHEREAS,** on February 9, 2021, ASCHR approved an amendment to the conciliation agreement to provide the borough more time to acquire an ADA compliant voting system in order to comply with the terms of the conciliation agreement; and
- WHEREAS,** the current voting equipment used by the borough has passed its serviceable life; and
- WHEREAS,** the current voting tabulation server used by the borough is no longer supported by software or hardware vendors; and
- WHEREAS,** current voting equipment used by the borough is incapable of accommodating individuals with disabilities by providing accessible voting machines that allow for “meaningful access to private and independent voting”; and
- WHEREAS,** the State of Alaska is not able to provide the borough use of its ADA compliant voting system; and
- WHEREAS,** KPB 4.10.120 provides that the borough clerk may contract for the provision of specialized materials and supplies without obtaining competitive bids; and
- WHEREAS,** since 2007, only nine voting system providers in the United States have been able to meet the testing standards and accreditation requirements necessary to obtain Election Assistance Commission (EAC) certification under HAVA to provide the necessary ADA compliant voting system that will fit the borough’s needs; and
- WHEREAS,** only two EAC certified companies responded to a request for quotes for an ADA compliant voting system that will fit the borough’s needs, Dominion Voting Systems Inc. (Dominion) and Election Systems & Software, Inc. (ES&S); and
- WHEREAS,** after vetting the quotes, capabilities and services that each company could provide the borough for the costs quoted, Dominion was determined to be the superior choice to fulfill the borough’s needs; and
- WHEREAS,** Dominion is a Colorado based company that provides a certified ADA compliant election system which is used by the State of Alaska, as well as many other boroughs and other municipalities in Alaska for the purposes of conducting and administering federal, state, and local municipal elections; and
- WHEREAS,** the borough has used Dominion, including predecessors in interest, elections products, equipment and software since 1999; and
- WHEREAS,** the borough is collaborating with the cities within the borough to provide for intergovernmental administration of local elections; and

**WHEREAS,** the funds appropriated by this ordinance will be utilized to cover the cost of the necessary election equipment to include ADA compliant voting equipment and related software;

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

**SECTION 1.** That \$100,816 is appropriated from the General Fund fund balance account number 100.27910 to be transferred to the General Government Capital Project Fund to account number 407.11130.21VOT.49999 for the purchase of seven ADA compliant voting machines plus \$5,000 for estimated shipping costs.

**SECTION 2.** That \$48,000 is currently available through the FY2021 annual budgetary process in the General Fund Assembly - Elections Division account number 100.11130.43410 to supplement the FY2021 total annual lease cost of \$148,976 for the ADA compliant voting system, which includes necessary system hardware, implementation, software licensing, support services, and \$20,000 in estimated shipping costs.

**SECTION 3.** That \$100,976 is appropriated from General Fund fund balance account number 100.27910 to account number 100.11130.43011 to provide funding for the FY2021 total annual lease cost of \$148,976 for the ADA compliant voting system, which includes necessary system hardware, implementation, software licensing, support services and \$20,000 in estimated shipping costs.

**SECTION 4.** Pursuant to KPB 4.10.120(C), the borough clerk is authorized to execute an agreement, pursuant to terms and conditions substantially similar to the attached document, between Dominion Voting Inc. and the Kenai Peninsula Borough for an ADA compliant voting system.

**SECTION 5.** That this ordinance shall be effective immediately upon enactment.

**ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS \* DAY OF \*, 2021.**

---

Brent Hibbert, Assembly President

ATTEST:

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Johni Blankenship, MMC, Borough Clerk

Yes:

No:

Absent:

# Kenai Peninsula Borough

## Office of the Borough Clerk

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### MEMORANDUM

**TO:** Brent Hibbert, Assembly President  
Members, Kenai Peninsula Borough Assembly

**THRU:** Brent Hibbert, Assembly President  
Brent Johnson, Assembly Vice President

**FROM:** Johni Blankenship, Borough Clerk JB  
Ben Hanson, IT Director BH  
John Hedges, Purchasing Director JH

**DATE:** February 18, 2021

**RE:** Ordinance 2020-19-24, Appropriating Funds and Authorizing the Borough Clerk to Contract for Necessary Voting Machines, Software, and Related Equipment to Provide an Accessible Voting System for Persons with Disabilities (Hibbert, Johnson)

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A complaint was filed following the October 6, 2015 borough election with the Alaska State Commission for Human Rights ("ASCHR") alleging discrimination on the basis of a physical disability due to the borough allegedly not accommodating the complainant's vision disability by providing an accessible voting machine.

The borough entered into the conciliation agreement on December 18, 2018. As part of the conciliation agreement entered into in the Malley case, the borough committed to adopting a voting system to provide private, independent voting by visually impaired citizens. The ADA compliant voting equipment must be provided at every polling precinct or location in the borough where voting occurs. On February 9, 2021, ASCHR approved an amendment to the conciliation agreement to provide the borough more time to acquire ADA compliant voting equipment in order to comply with the terms of the conciliation agreement.

The implementation of a new, ADA compliant voting system will require considerable effort from multiple borough departments (Clerks, Information Technology, Maintenance). Given the competing priorities facing each of these departments, it is essential that this purchase and implementation move forward prior to the new fiscal year start.

KPB 4.10.120 provides that the borough clerk may contract for the provision of specialized materials and supplies without obtaining competitive bids. Quotes



were obtained from two companies, Dominion Voting Systems Inc. (Dominion) and Election Systems & Software (ES&S). After vetting the quotes, capabilities and services that each company could provide the borough for the costs quoted, Dominion was determined to be the superior choice to fulfill the borough's needs.

In addition, the borough is benefiting from the ability to incorporate the scope of work, deliverables, and specifications terms from the State of Alaska's Voting System RFP pursuant to KPB 5.28.030 which allows the borough to join other units of government in cooperative purchasing venture that serves the best interests of the borough.

Pursuant to this ordinance and the contract that the parties would enter into, the borough will purchase 7 ADA compliant voting machines for use at borough vote centers. The purchase price includes \$5,000 in estimated shipping costs. The Borough would lease 26 ADA complaint voting machines and related hardware components and services, to include an annual software use license, for a period of two years with an option to purchase or terminate after two years. The first year lease total includes \$20,000 in estimated shipping costs for the 26 machines and related components.

Your consideration is appreciated.

FINANCE DEPARTMENT FUNDS/ACCOUNT VERIFIED	
Acct. No. 100.27910	- Amount \$100,816
Acct. No. 100.11130.43410	- Amount \$48,000
Acct. No. 100.27910	- Amount \$100,976
By: <u>PP</u>	Date: <u>2/19/2021</u>
By: <u>BH</u>	