

# *Assembly Action Agenda*

*Linda Murphy*  
Assembly President  
Seat 4 - Soldotna  
Term Expires 2013

*Hal Smalley*  
Assembly Vice President  
Seat 2 - Kenai  
Term Expires 2014

*Mako Haggerty*  
Assembly Member  
Seat 9 - South Peninsula  
Term Expires 2015

*Brent Johnson*  
Assembly Member  
Seat 7 - Central  
Term Expires 2013

*Sue McClure*  
Assembly Member  
Seat 6 - East Peninsula  
Term Expires 2015

*Charlie Pierce*  
Assembly Member  
Seat 5-Sterling/Funny  
River  
Term Expires 2014

*Bill Smith*  
Assembly Member  
Seat 8 - Homer  
Term Expires 2014

*Ray Tauriainen*  
Assembly Member  
Seat 3 - Nikiski  
Term Expires 2013

*Kelly Wolf*  
Assembly Member  
Seat 1 - Kalifornsky  
Term Expires 2015

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. INVOCATION**

**D. ROLL CALL**

**E. COMMITTEE REPORTS**

**APPROVED** Wolf moved to authorize our National Association of Counties' (NACo) representative, Assembly Member Hal Smalley and Assembly President, Linda Murphy to attend the NACo Fall Board Meeting in Memphis, Tennessee, December 5, 2012 – December 8, 2012.

**F. APPROVAL OF AGENDA AND CONSENT AGENDA**

(All items listed with an asterisk (\*) are considered to be routine and non-controversial by the Assembly and will be approved by one motion. There will be no separate discussion of these items unless an Assembly Member so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.)

**G. APPROVAL OF MINUTES**

- \*1. October 23, 2012 Regular Assembly Meeting Minutes

**H. COMMENDING RESOLUTIONS AND PROCLAMATIONS**

- \*1. A Resolution Commending the Soldotna High School Football Team as the Alaska School Activities Association Medium Schools State Champions for the Year 2012 (Pierce, Murphy)

**I. PRESENTATIONS WITH PRIOR NOTICE (20 minutes total)**

- 1. Debi Fowler and Bryan Zak, Alaska Small Business Development Center, "FY12 Results and Overview of Services" (10 minutes)

**J. PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA** (3 minutes per speaker; 20 minutes aggregate)

**K. MAYOR'S REPORT**

1. Assembly Requests/Responses – None.
2. Agreements and Contracts
  - a. Authorization to Award Contract for Nikiski Fire Station #1 Bunkroom Remodel to Holden Company
  - b. Authorization to Award Contract for Borough Administration Building Planning/Assessing Departments Office Carpet to Eastside Carpet Company, LLC, Anchorage, Alaska
  - c. Authorization to Award Contract for Central Peninsula Landfill Recycle Hauling to JCM Inc., Anchorage, Alaska
  - d. Authorization to Award Contract for Central Emergency Services Station #1 Roof Replacement to Christiansen Construction, LLC, Wasilla, Alaska
  - e. Authorization to Award Contract for North Peninsula Recreation Service Area Trails Improvement to A&A Enterprises, Inc.
  - f. Request for Waiver of Formal Bidding – Central Peninsula Landfill C&D Cell Expansion and Fill Plan to HDR Alaska, Inc.
  - g. Request for Waiver of Formal Bidding Procedures for the Purchase of Office Furnishings for the Planning and Assessing Remodel Project to U.S. Communities Purchasing Group
  - h. Amending Citizen Corps Program Grant 10CCP-GR34065. The Amendment Allocates \$2,165.75 to the Planning Category, Increasing the Total Award to \$32,076.33
3. Other
  - a. FY13 ~ First Quarter Senior Grant Narrative Reports
  - b. FY13 ~ First Quarter Non-Department Grant Reports
  - c. Recap of 2012 Tax Foreclosure Auction as Authorized by Ordinance 2012-23

- d. Project Reports ~ September 30, 2012
- e. Budget Revisions ~ September 2012
- f. Revenue-Expenditure Report ~ September 2012

**L. ITEMS NOT COMPLETED FROM PRIOR AGENDA – None.**

**M. PUBLIC HEARINGS ON ORDINANCES** (Testimony limited to 3 minutes per speaker)

- 1. ***ENACTED AS AMENDED*** Ordinance 2012-19-34: Appropriating \$293,069.52 to the Special Assessment Fund for the Woods Drive Road Improvement Special Assessment District (Mayor) (Referred to Finance Committee) [**8 Yes, 0 No, 1 Absent**]
- 2. ***ENACTED AS AMENDED*** Ordinance 2012-19-35: Appropriating \$50,000 from the General Fund to be Granted to the City of Seldovia for Completion of Seldovia’s Comprehensive Plan (Mayor) (Referred to Finance Committee) [**8 Yes, 0 No, 1 Absent**]
- 3. ***ENACTED*** Ordinance 2012-38: Amending KPB 5.10.040(A)(13) to Increase the Amount the Borough Can Invest in Special Assessments of the Borough or One of its Political Subdivisions (Mayor) (Referred to Finance Committee) [**8 Yes, 0 No, 1 Absent**]

**N. UNFINISHED BUSINESS - None.**

**O. NEW BUSINESS**

- 1. Resolutions
  - \*a. Resolution 2012-081: Forming the Woods Drive Road Improvement Assessment District and Proceed with the Improvement (Mayor) (Referred to Finance Committee)
  - \*b. Resolution 2012-085: Authorizing Community Revenue Sharing Program Expenditures for Unincorporated Communities (Mayor) (Referred to Finance Committee)
  - \*c. Resolution 2012-086: Amending the Borough’s Finance Cash Management Records Retention Schedule (Murphy at the Request of the Borough Clerk) (Referred to Policies and Procedures Committee)

- \*d. Resolution 2012-087: Authorizing Participation in the Community Development Block Grant Program Provided by the State of Alaska Department of Commerce, Community and Economic Development Division of Community and Regional Affairs for a Public School Facility Project (Mayor) (Referred to Finance Committee)
- \*e. Resolution 2012-088: Adopting an Alternate Allocation Method for the FY13 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in the Cook Inlet Fisheries Management Area (Mayor) (Referred to Finance Committee)
- \*f. Resolution 2012-089: Postponing the Energy Audit Requirement for the Bear Creek Fire Service Area Fire Station (Mayor) (Referred to Policies and Procedures Committee)
- \*g. Resolution 2012-090: Authorizing an Agreement for Bear Creek Fire Service Area to Loan a Water Pumper Truck to Cooper Landing Emergency Services, Inc. (Mayor) (Referred to Policies and Procedures Committee)

## 2. Ordinances

- \*a. Ordinance 2012-19-36: Accepting Emergency Response Equipment from the Southern Region Emergency Medical Services Council, Inc., and Appropriating Matching Funds in the Amount of \$9,976.32 on behalf of Kachemak Emergency Service Area (Mayor) (Shortened Hearing on 12/04/12) (Referred to Finance Committee)
- \*b. Ordinance 2012-19-37: Accepting an Ambulance from the Southern Region Emergency Medical Services Council, Inc. and Appropriating Matching Funds in the Amount of \$10,000 on Behalf of Kachemak Emergency Services (Mayor) (Shortened Hearing on 12/04/12) (Referred to Finance Committee)
- \*c. Ordinance 2012-19-38: Appropriating \$400,000 from the General Fund for Flood Response Under the Declared Local Disaster Emergencies within the Kenai Peninsula Borough (Mayor) (Shortened Hearing on 12/04/12) (Referred to Finance Committee)

- \*d. Ordinance 2012-19-39: Accepting and Appropriating \$70,148 from the State of Alaska Department of Military and Veterans Affairs, Division of Homeland Security and Emergency Management to Purchase Equipment, Supplies and to Conduct Training (Mayor) (Shortened Hearing on 12/04/12) (Referred to Finance Committee)

3. Other

- \*a. Approval of the 2013 Assembly Meeting Schedule (Murphy) (Referred to Policies and Procedures Committee)
- \*b. Confirmation of New Department Head, Scott Griebel, Maintenance Department (Mayor) (Referred to Policies and Procedures Committee)
- \*c. Petition to Vacate Portions of the 60-Foot Public Right-of-Way Easement Known as Woods Drive Shown on Plat KN 2007-84; Vacate Portions of the 60-Foot Transportation and Utility Corridor within Book 229 Pages 14 – 20; Vacate ADL 226364 Recorded within Book 456 Page 806; and Vacate a Portion of the 15-Foot Wide ADL 223797 Utility Easement (Retaining Easement within Lots 1 and 7 Block 4) of Widgeon Woods Phase Two: All within Section 13, Township 5 North, Range 11 West, Seward Meridian, Alaska and within the Kenai Peninsula Borough; KPB File 2012-037; Location: On Woods Drive, Soldotna Area (Referred to Lands Committee)

*[Clerk's Note: The Planning Commission approved the referenced vacation by unanimous consent at its regularly scheduled meeting of October 22, 2012.]*

- \*d. Petition to Vacate a Portion of Wren Drive, a 60-Foot Right-of-Way Centered Between Tracts A2 and A3; and Vacate Any Utility Easements Associated with this Portion of Wren Drive as Granted by Diamond Willow Estates Subdivision Part 10 (Plate KN 2008-135); Within Section 24, Township 5 North, Range 11 West, Seward Meridian, Alaska and Within the Kenai Peninsula Borough; KPB File 2012-159; Location: On Virginia Drive Off Ciechanski Road (Referred to Lands Committee)

*[Clerk's Note: The Planning Commission approved the referenced vacation by unanimous consent at its regularly scheduled meeting of November 5, 2012.]*

- \*e. Petition to Vacate a Portion of the Cul-De-Sac Within Lot 7-A Block 3 at the West End of Amy Lane and Any Associated Utility Easement Granted by M.D. Buckman Homestead Subdivision 1990 Addition (Plat KN 90-65); Within Section 26, Township 5 North, Range 11 West, Seward Meridian, Alaska and Within the Kenai Peninsula Borough; KPB File 2012-144; Location: West of Kalifornsky Beach Road, Soldotna Area (Referred to Lands Committee)

*[Clerk's Note: The Planning Commission approved the referenced vacation by unanimous consent at its regularly scheduled meeting of November 5, 2012.]*

**P. PUBLIC COMMENTS AND PUBLIC PRESENTATIONS** (3 minutes per speaker)

**Q. ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS**

1. December 3, 2012 Anadromous Fish Habitat Protect Task Force 6:00 p.m. Gilman River Center Conference Room, Soldotna
2. December 4, 2012 Regular Assembly Meeting 7:00 PM Soldotna

**R. ASSEMBLY COMMENTS**

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

**T. INFORMATIONAL MATERIALS AND REPORTS**

**U. NOTICE OF NEXT MEETING AND ADJOURNMENT**

The next meeting of the Kenai Peninsula Borough Assembly will be held on December 4, 2012, at 7:00 P.M. in the Borough Assembly Chambers, Soldotna, Alaska.

*This meeting will be broadcast on KDLL-FM 91.9 (Central Peninsula), KBBI-AM 890 (South Peninsula), K201AO-FM 88.1 (East Peninsula).*

*Copies of agenda items are available at the Borough Clerk's Office in the Meeting Room just prior to the meeting. For further information, please call the Clerk's Office at 714-2160 or toll free within the Borough at 1-800-478-4441, Ext. 2160. Visit our website at [www.borough.kenai.ak.us](http://www.borough.kenai.ak.us) for copies of the agenda, meeting summaries, ordinances and resolutions.*