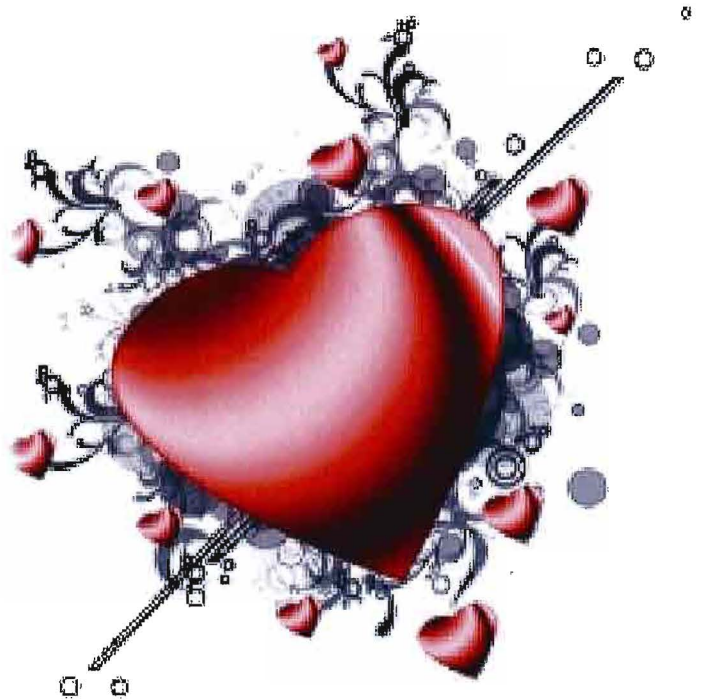


Kenai Peninsula Borough

Assembly Packet

February 14, 2012

7:00 PM



Assembly Chambers, 144 North Binkley Street, Soldotna

February 2012

Monthly Planner

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March 2012

Monthly Planner

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February 2012 - December 2012

Assembly Yearly Planner

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FEBRUARY

- 7 2/07-2/09 AML Legislative Conf. (Juneau)
- 14 Assembly Meeting
- 20 Borough Holiday: Presidents Day
- 28 Assembly Meeting

MARCH

- 13 Assembly Meeting
- 3 Assembly Meeting
- 17 Assembly Meeting (Seward)

MAY

- 1 Assembly Meeting
- 15 Assembly Meeting
- 28 Borough Holiday: Memorial Day

JUNE

- 5 Assembly Meeting
- 19 Assembly Meeting

JULY

- 3 Assembly Meeting
- 4 Borough Holiday: Independence Day
- 13 7/13-7/17 NACo Annual Conf. (New Mexico)

AUGUST

- 7 Assembly Meeting
- 21 Assembly Meeting
- 28 Primary Election

SEPTEMBER

- 3 Borough Holiday: Labor Day
- 4 Assembly Meeting
- 18 Assembly Meeting (Homer)

OCTOBER

- 2 Borough Election
- 9 Assembly Meeting
- 23 Assembly Meeting

NOVEMBER

- 6 General Election
- 12 11/12-11/16 AML Annual Conf. (Anchorage)

Borough Holiday: Veterans Day

- 20 Assembly Meeting
- 22 Borough Holiday: Thanksgiving
- 23 Borough Holiday: Thanksgiving

DECEMBER

- 4 Assembly Meeting
- 24 Borough Holiday: Christmas Eve
- 25 Borough Holiday: Christmas

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TUESDAY, FEBRUARY 14, 2012

- 1:30 PM Joint Budget Work Session with the Kenai Peninsula
Borough School District**
- 2:30 PM Finance Committee**
- 3:30 PM Lands Committee**
- 3:45 PM Policies and Procedures Committee**
- 4:30 PM Legislative Committee**
- 7:00 PM Regular Assembly Meeting**

Above listed meetings will be held in:

Assembly Chambers
George A. Navarre Kenai Peninsula Borough Administration Building
144 North Binkley Street, Soldotna, Alaska

February 14, 2012	2:30 PM	Assembly Chambers George A. Navarre Kenai Peninsula Borough Administration Building, Soldotna
Bill Smith, Chair	Ray Tauriainen, Vice Chair	All Assembly Members

AGENDA

M. PUBLIC HEARINGS ON ORDINANCES

- 1. Ordinance 2011-19-66: Appropriating \$240,000 in Unappropriated Interest Income From the Environmental Protection Fund for Additional Funding of the Spruce Bark Beetle Program (Mayor).....40
- 2. Ordinance 2011-19-67: Appropriating \$980,430 from the Central Peninsula Hospital Plant Replacement and Expansion Fund for Renovating the Central Peninsula Hospital Imaging Department (Mayor).....43

O. NEW BUSINESS

- 3. Ordinances
 - *a. Ordinance 2011-19-68: Appropriating Supplemental Funding of \$29,750 for the Purchase of Limited Liability Reports (Mayor) (Hearing on 03/13/12).....117
 - *b. Ordinance 2011-19-69: Accepting and Appropriating \$106,350 from the Alaska Department of Military and Veteran Affairs, Division of Homeland Security and Emergency Management to Purchase Disaster Management Equipment, Emergency Sheltering Supplies and to Conduct CERT Training (Mayor) (Hearing on 03/13/12).....120
 - *c. Ordinance 2011-19-70: Appropriating \$200,000 to Hire a Consultant to Assist the Borough in Determining the Course of Action to Pursue Regarding Curtailing Health Care Costs (Mayor) (Hearing on 03/13/12).....125

*d.	<u>Ordinance 2011-19-71: Appropriating \$35,000 to Pay for Outside Counsel to Defend the Kenai Peninsula Borough Against a Lawsuit Filed by Kahtnu Ventures, LLC Relating to the Certificates of Need for an Ambulatory Surgery Center Proposed to be Built by Kahtnu in Kenai and an Operating Room to be Built in the Central Peninsula Hospital (Mayor) (Shortened Hearing on 02/28/12)</u>	129
*e.	<u>Ordinance 2011-19-72: Appropriating \$4,700,000 for the Purpose of Constructing a Radiation Oncology Facility at Central Peninsula Hospital (Mayor) (Hearing on 03/13/12)</u>	133
*f.	<u>Ordinance 2011-19-73: Appropriating \$569,292 from the Equipment Replacement Fund for the Purchase of New Sales Tax Software (Mayor) (Hearing on 03/13/12)</u>	138
*g.	<u>Ordinance 2011-19-74: Appropriating \$690,907 in the Borough’s School Revenue Capital Projects Fund for Improvements to School Facilities (Mayor) (Shortened Hearing on 02/28/12)</u>	143
*i.	<u>Ordinance 2012-03: Confirming the Assessment Roll for the Poppy Ridge Road Improvement Assessment District (Mayor) (Hearing on 03/13/12)</u>	156
*j.	<u>Ordinance 2011-04: Authorizing Revised Community Revenue Sharing Program Expenditures for Unincorporated Communities and Approving the Use of Funds by Voznesenka and Razdolna (Mayor) (Hearing on 03/13/12)</u>	163
4.	Other	
*a.	Authorizing an Application for a New Liquor License filed by CIRI Alaska Tourism Corporation dba Kenai Fjords Wilderness Lodge	167

*Consent Agenda Items

February 14, 2012

3:30 PM

Assembly Chambers
George A. Navarre Kenai Peninsula
Borough Administration Building, Soldotna

Sue McClure, Chair

Brent Johnson, Vice Chair

Ray Tauriainen

AGENDA

M. PUBLIC HEARINGS ON ORDINANCES

- 3. Ordinance 2011-42: Authorizing a Land Exchange with the City of Seward in Support of the City's Public Utility Services (Mayor)51

*Consent Agenda Items

Policies and Procedures Committee

February 14, 2012

3:45 PM

Assembly Chambers
George A. Navarre Kenai Peninsula
Borough Administration Building, Soldotna

Mako Haggerty, Chair

Charlie Pierce, Vice Chair

Linda Murphy

AGENDA

K. MAYOR’S REPORT8

- 1. Assembly Requests/Responses – None.
- 2. Agreements and Contracts
 - a. Authorization to Award Contract for Purchase of Firefighting Gear Lockers to L.N. Curtis & Sons.....9
 - b. Authorization to Award Contract for Kenai Peninsula Borough School Energy Efficiency Audit/Energy Upgrade Contracting Services to Siemens Industry, Inc.10
 - c. Authorization to Award Contract for Central Peninsula Hospital Operating Room #4 to Steiner’s North Star Construction, Inc.11
- 3. Other
 - a. Spruce Bark Beetle Monthly Status Report December, 201113
 - b. Revenue-Expenditure Report December, 201116
 - c. Budget Revisions December, 201119
 - d. Project Reports December, 201122
 - e. State of Alaska Federal Disaster Declaration Fact Sheet Dated February 2, 201239

M. PUBLIC HEARINGS ON ORDINANCES

- 4. Ordinance 2012-01: Approving the Kenai Peninsula Borough Energy Policy Guide (Mayor)69

O. NEW BUSINESS

1. Bid Awards

- *a. Resolution 2012-006: Approving a One-Year Extension of the Contract for External Audit Services (Mayor).....88
- *b. Resolution 2012-007: Designating the Newspaper and Authorizing Award of a Contract for the Publication of the 2012 Foreclosure List, and the Delinquent Leasehold, Mobile Homes, Personal and Other Tax Lists for the Tax Year 2011 (Mayor).....91

2. Resolutions

- *b. Resolution 2012-008: Supporting Reinstatement of a Park Ranger Position for the Kenai River (Johnson).....96
- *c. Resolution 2012-009: Approving the Memorandum of Understanding from the Alaska Department of Military and Veteran Affairs, Division of Homeland Security and Emergency Management to Conduct a Security Vulnerability Assessment (Mayor)99
- *d. Resolution 2012-010: Accepting State of Alaska Division of Homeland Security and Emergency Management Disaster Grant Number AK12-237 for the 2011 Kenai Peninsula Wind Storm and Consenting to be Subject to Suit for Actions Arising Out of, or in Connection with, the Grant (Mayor).....107

3. Ordinances

- *h. Ordinance 2012-02: Decertifying Approximately 350 Feet of Strawberry Road Extending Beyond the Easterly End of Dedicated Borough Right-of-Way (Mayor) (Hearing on 03/13/12)147

*Consent Agenda Items

February 14, 2012

4:30 PM

Assembly Chambers
George A. Navarre Kenai Peninsula
Borough Administration Building, Soldotna

Hal Smalley, Chair

Linda Murphy, Vice Chair

All Assembly Members

AGENDA

O. NEW BUSINESS

2. Resolutions

- *a. Resolution 2012-005: Establishing Federal Legislative and Funding Priorities for the Year 2012 (Fiscal Year 2013)94

*Consent Agenda Items

Assembly Agenda

February 14, 2012 - 7:00 PM

Regular Meeting

Borough Assembly Chambers, Soldotna, Alaska

*Gary Knopp
Assembly President
Seat 1 - Kalifornsky
Term Expires 2012*

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

*Mako Haggerty
Assembly Member
Seat 9 - South Peninsula
Term Expires 2012*

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

*Sue McClure
Assembly Member
Seat 6 - East Peninsula
Term Expires 2012*

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

*Hal Smalley
Assembly Member
Seat 2 - Kenai
Term Expires 2014*

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

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

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. INVOCATION

D. ROLL CALL

E. COMMITTEE REPORTS

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. January 17, 2012 Regular Assembly Meeting Minutes 1

H. COMMENDING RESOLUTIONS AND PROCLAMATIONS

I. PRESENTATIONS WITH PRIOR NOTICE (20 minutes total)

- 1. Dan Bevington, Kenai River Center, "Floodplain Management Program" (10 minutes)

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

K. MAYOR'S REPORT 8

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b.	Revenue-Expenditure Report December, 2011	16
c.	Budget Revisions December, 2011	19
d.	Project Reports December, 2011	22
e.	State of Alaska Federal Disaster Declaration Fact Sheet Dated February 2, 2012	39
L.	ITEMS NOT COMPLETED FROM PRIOR AGENDA – None.	
M.	PUBLIC HEARINGS ON ORDINANCES (Testimony limited to 3 minutes per speaker)	
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2.	<u>Ordinance 2011-19-67</u> : Appropriating \$980,430 from the Central Peninsula Hospital Plant Replacement and Expansion Fund for Renovating the Central Peninsula Hospital Imaging Department (Mayor) (Referred to Finance Committee)	43
3.	<u>Ordinance 2011-42</u> : Authorizing a Land Exchange with the City of Seward in Support of the City’s Public Utility Services (Mayor) (Referred to Lands Committee).....	51
4.	<u>Ordinance 2012-01</u> : Approving the Kenai Peninsula Borough Energy Policy Guide (Mayor) (Referred to Policies and Procedures Committee)	69

N. UNFINISHED BUSINESS - None.

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*b. Resolution 2012-007: Designating the Newspaper and Authorizing Award of a Contract for the Publication of the 2012 Foreclosure List, and the Delinquent Leasehold, Mobile Homes, Personal and Other Tax Lists for the Tax Year 2011 (Mayor) (Referred to Policies and Procedures Committee)91

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*b. Resolution 2012-008: Supporting Reinstatement of a Park Ranger Position for the Kenai River (Johnson) (Referred to Policies and Procedures Committee).....96

*c. Resolution 2012-009: Approving the Memorandum of Understanding from the Alaska Department of Military and Veteran Affairs, Division of Homeland Security and Emergency Management to Conduct a Security Vulnerability Assessment (Mayor) (Referred to Policies and Procedures Committee)99

*d. Resolution 2012-010: Accepting State of Alaska Division of Homeland Security and Emergency Management Disaster Grant Number AK12-237 for the 2011 Kenai Peninsula Wind Storm and Consenting to be Subject to Suit for Actions Arising Out of, or in Connection with, the Grant (Mayor) (Referred to Policies and Procedures Committee).....107

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*a. Ordinance 2011-19-68: Appropriating Supplemental Funding of \$29,750 for the Purchase of Limited Liability Reports (Mayor) (Hearing on 03/13/12) (Referred to Finance Committee).....117

- *b. Ordinance 2011-19-69: Accepting and Appropriating \$106,350 from the Alaska Department of Military and Veteran Affairs, Division of Homeland Security and Emergency Management to Purchase Disaster Management Equipment, Emergency Sheltering Supplies and to Conduct CERT Training (Mayor) (Hearing on 03/13/12) (Referred to Finance Committee).....120
- *c. Ordinance 2011-19-70: Appropriating \$200,000 to Hire a Consultant to Assist the Borough in Determining the Course of Action to Pursue Regarding Curtailing Health Care Costs (Mayor) (Hearing on 03/13/12) (Referred to Finance Committee).....125
- *d. Ordinance 2011-19-71: Appropriating \$35,000 to Pay for Outside Counsel to Defend the Kenai Peninsula Borough Against a Lawsuit Filed by Kahtnu Ventures, LLC Relating to the Certificates of Need for an Ambulatory Surgery Center Proposed to be Built by Kahtnu in Kenai and an Operating Room to be Built in the Central Peninsula Hospital (Mayor) (Shortened Hearing on 02/28/12) (Referred to Finance Committee).....129
- *e. Ordinance 2011-19-72: Appropriating \$4,700,000 for the Purpose of Constructing a Radiation Oncology Facility at Central Peninsula Hospital (Mayor) (Hearing on 03/13/12) (Referred to Finance Committee)133
- *f. Ordinance 2011-19-73: Appropriating \$569,292 from the Equipment Replacement Fund for the Purchase of New Sales Tax Software (Mayor) (Hearing on 03/13/12) (Referred to Finance Committee)138
- *g. Ordinance 2011-19-74: Appropriating \$690,907 in the Borough’s School Revenue Capital Projects Fund for Improvements to School Facilities (Mayor) (Shortened Hearing on 02/28/12) (Referred to Finance Committee).....143
- *h. Ordinance 2012-02: Decertifying Approximately 350 Feet of Strawberry Road Extending Beyond the Easterly End of Dedicated Borough Right-of-Way (Mayor) (Hearing on 03/13/12) (Referred to Policies and Procedures Committee).....147
- *i. Ordinance 2012-03: Confirming the Assessment Roll for the Poppy Ridge Road Improvement Assessment District (Mayor) (Hearing on 03/13/12) (Referred to Finance Committee).....156

- *j. Ordinance 2011-04: Authorizing Revised Community Revenue Sharing Program Expenditures for Unincorporated Communities and Approving the Use of Funds by Voznesenka and Razdolna (Mayor) (Hearing on 03/13/12) (Referred to Finance Committee)163

4. Other

- *a. Authorizing an Application for a New Liquor License filed by CIRI Alaska Tourism Corporation dba Kenai Fjords Wilderness Lodge (Referred to Finance Committee)167

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

Q. ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

- 1. February 28, 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.)

- 1. Resolution 2011-108: Approving a New Senior Clerk Typist Classified Position in the River Center Department (Mayor) (Referred to Policies and Procedures Committee) *TABLED 01/17/12*
- 2. Ordinance 2011-36: Amending KPB 14.40.155 Temporary Road Closure, to Clarify and Expand the Reasons and Procedure for Closing Borough Roads and Rights-of-Way (Mayor) (Referred to Policies and Procedures Committee) *TABLED 11/01/11*

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 February 28, 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 for copies of the agenda, meeting summaries, ordinances and resolutions.

Kenai Peninsula Borough

Assembly Meeting Minutes

January 17, 2012

Regular Meeting - Soldotna, Alaska

CALL TO ORDER

A Regular Meeting of the Kenai Peninsula Borough Assembly was held on January 17, 2012, in the Borough Assembly Chambers, Soldotna, Alaska. Vice President Pierce called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE AND INVOCATION

The Pledge of Allegiance was recited followed by the invocation given by Pastor Alan Humphries from the Soldotna Church of God.

There were present:

Charlie Pierce, Presiding
Mako Haggerty
Brent Johnson
Sue McClure

Linda Murphy
Hal Smalley
Bill Smith

comprising a quorum of the assembly.

Absent:

Ray Tauriainen (excused)
Gary Knopp (excused)

Also in attendance were:

Colette Thompson, Borough Attorney
Johni Blankenship, Borough Clerk
Shellie Saner, Deputy Clerk

COMMITTEE REPORTS

(07:01:54)

Assembly Member Smith said the Finance Committee met and discussed its agenda items.

Assembly Member Haggerty said the Policies and Procedures Committee met and discussed its agenda items.

Assembly Member Smalley said the Legislative Committee met and discussed its agenda items.

APPROVAL OF THE AGENDA AND CONSENT AGENDA

(07:08:14)

MOTION TO APPROVE AGENDA: Smith moved for the approval of the agenda and consent agenda.

Vice President Pierce called for additions, corrections or deletions to the agenda or consent agenda.

The following item was added to the agenda and consent agenda:

- Resolution 2012-004: Expressing Support for the Pratt Museum’s Legislative Grant Request in the Amount of \$650,000 for the Design Phase of its New Facility and Site Redesign Project (Smith) (Referred to Legislative Committee)

Copies having been made available to the public, Borough Clerk Johni Blankenship noted by title only the resolutions and ordinances on the consent agenda.

- January 3, 2012 Regular Assembly Meeting Minutes
- Resolution 2012-004: Expressing Support for the Pratt Museum’s Legislative Grant Request in the Amount of \$650,000 for the Design Phase of its New Facility and Site Redesign Project (Smith) (Referred to Legislative Committee)
- Ordinance 2011-19-66: Appropriating \$240,000 in Unappropriated Interest Income From the Environmental Protection Fund for Additional Funding of the Spruce Bark Beetle Program (Mayor) (Hearing on 02/14/12) (Referred to Finance Committee)
- Ordinance 2011-19-67: Appropriating \$980,430 from the Central Peninsula Hospital Plant Replacement and Expansion Fund for Renovating the Central Peninsula Hospital Imaging Department (Mayor) (Hearing on 02/14/12) (Referred to Finance Committee)
- Request for formal Assembly Objection to the Continuance of the Following Liquor Licenses Due to Unpaid Taxes (Referred to Finance Department)

<u>Business Name</u>	<u>License Location</u>
Clam Shell Lodge	Clam Gulch, Alaska
Tustumena Lodge	Kasilof, Alaska
Land's End	Homer, Alaska
Kachemak Bowl	Homer, Alaska
Riverside House	Soldotna, Alaska

Vice President Pierce called for public comment with none being offered.

AGENDA APPROVED AS AMENDED: Without objection.

COMMENDING RESOLUTIONS AND PROCLAMATIONS - None.

PRESENTATIONS WITH PRIOR NOTICE - None.

PUBLIC COMMENTS ON ITEMS NOT APPEARING ON THE AGENDA

(07:12:14)

Vice President Pierce called for public comment with none being offered.

MAYOR'S REPORT

(07:12:36)

1. Assembly Requests/Responses - None.
2. Agreements and Contracts
 - a. Authorization to Award Contract for Central Peninsula Landfill Leachate Management Professional Services to HDR Alaska Inc.
 - b. Authorization to Award Contract for Appraisal Consulting Services to MR Valuation Consulting, LLC.
 - c. Authorization to Award Contract for Multispectral Imagery and Professional Services to Aero Metric
3. Other
 - a. Litigation Status Report

ITEMS NOT COMPLETED FROM PRIOR AGENDA - None.

PUBLIC HEARING ON ORDINANCES

(07:14:31)

Ordinance 2011-19-25: Accepting and Appropriating Cruise Ship Passenger Tax Proceeds Received from the State of Alaska in the Amount of \$797,217.50 and Allocating \$761,705 to the City of Seward and \$35,512.50 to the City of Homer (Mayor) (Referred to Finance Committee)

[Clerk's Note: Motion to enact was on the floor from the December 6, 2011 meeting.]

Vice President Pierce called for public comment with none being offered.

VOTE ON MOTION TO ENACT:

Yes:	Haggerty, Johnson, McClure, Murphy, Pierce, Smalley, Smith
No:	None
Absent:	Tauriainen, Knopp
MOTION TO ENACT PASSED:	7 Yes, 0 No, 2 Absent

Ordinance 2011-19-64: Appropriating Supplemental Funding of \$25,276 to Cover Software Maintenance on the CAD System Installed at the 911 Call Center (Mayor) (Referred to Finance Committee)

MOTION: Smith moved to enact Ordinance 2011-19-64.

Vice President Pierce called for public comment with none being offered.

VOTE ON MOTION TO ENACT:

Yes: Haggerty, Johnson, McClure, Murphy, Pierce, Smalley, Smith
No: None
Absent: Tauriainen, Knopp
MOTION TO ENACT PASSED: 7 Yes, 0 No, 2 Absent

UNFINISHED BUSINESS - Postponed Item.

Resolution 2011-108: Approving a New Senior Clerk Typist Classified Position in the River Center Department (Mayor) (Referred to Policies and Procedures Committee)

[Clerk's Note: Motion to adopt Resolution 2011-108 was on the floor from the December 6, 2011 meeting.]

[Clerk's Note: The Administration requested Resolution 2011-108 be tabled.]

Vice President Pierce called for public comment with none being offered.

MOTION: Haggerty moved to table Resolution 2011-108.

VOTE ON MOTION TO TABLE:

Yes: Haggerty, Johnson, McClure, Murphy, Pierce, Smalley, Smith
No: Nones
Absent: Tauriainen, Knopp
MOTION TO TABLE PASSED: 7 Yes, 0 No, 2 Absent

NEW BUSINESS

Resolution 2012-003: Opposition to the Issuance of a Certificate of Need For an Ambulatory Surgery Center in Kenai Alaska (Haggerty, Murphy) (Referred to Policies and Procedures Committee)

[Clerk's Note: Representatives from both, Kahtnu Ventures, LLC and the Central Peninsula Hospital had requested additional time during the public comment period.]

MOTION:

Haggerty moved to adopt Resolution 2012-003.

Vice President Pierce called for public comment.

The following people spoke in support of Resolution 2012-003:

Jane Madison, 34435 Keystone Drive, Soldotna
Will Madison, 34435 Keystone Drive, Soldotna
Susan Lagasse, P.O. Box 1714, Soldotna
Dayne Clark, 303 Katmai, Soldotna
Alan Humphries, 34025 Keystone Drive, Soldotna
Bunny Chong, P.O. Box 3745, Soldotna

The following people spoke in opposition to Resolution 2012-003:

Brenda Trefren, Soldotna
Tom Wilkinson, P.O. Box 2598, Soldotna
Ray Southwell, Nikiski
Kevin Austin, 35315 Rockwood Drive, Soldotna
Diane Zirul, 220 Spur View Drive, Kenai
Denise O'Connell, 1006 Inlet Woods Drive, Kenai
Tom O'Connell, 1006 Inlet Woods Drive, Kenai
Jenny Thompson, 35165 Huntington Drive, Soldotna
Chad Poindexter, Anchor Point
Rose Tepp, 2715 Watergate Way, Kenai
Diane Carlow, P.O. Box 2918, Soldotna

(08:22:30)

Henry Krull and **Jim Zirul** gave a presentation in opposition to Resolution 2011-003.

(08:52:35)

Rick Ross and **Richard Davis** gave a presentation in support of Resolution 2011-003.

There being no one else who wished to speak, the public comment period was closed.

MOTION:

Haggerty moved to amend Resolution 2012-003 as follows:

The eleventh whereas to read, "some services provided by the hospital that are likely to be impacted by the ASC as they are not self-sufficient include providing charity care, [BEING OPEN 7 DAYS A WEEK 24 HOURS PER DAY,] and operating Serenity House, providing the sexual assault response team-sexual assault nurse examiner (SART-SANE) program, diabetes education services,

community wellness programs, physical therapy and other services; and”

MOTION TO AMEND PASSED: Without objection.

Assembly Members Smalley, Murphy, Smith, Johnson, McClure and Haggerty spoke in support of Resolution 2012-003.

VOTE ON MOTION TO ADOPT AS AMENDED:

Yes: Haggerty, Johnson, McClure, Murphy, Pierce, Smalley, Smith

No: None

Absent: Tauriainen, Knopp

MOTION TO ADOPT AS AMENDED PASSED: 7 Yes, 0 No, 2 Absent

PUBLIC COMMENTS AND PUBLIC PRESENTATIONS

(09:39:48)

Vice President Pierce called for public comment.

The following people addressed the Assembly regarding adoption of Resolution 2012-003 and the management of Central Peninsula General Hospital.

Ray Southwell, Nikiski

Brenda Trefren, Soldotna

Dan Moore, CEO for Radiation Business Solutions, Nashville, Tennessee addressed the Assembly regarding a proposed Central Peninsula General Hospital Cancer Center.

Kevin Austin, 35315 Rockwood Drive, Soldotna, addressed the Assembly regarding the disconnect between the Assembly and the constituents.

There being no one else who wished to speak, the public comment period was closed.

ASSEMBLY MEETING AND HEARING ANNOUNCEMENTS

(09:54:16)

The next meeting of the Kenai Peninsula Borough Assembly was scheduled for February 14, 2012, at 7:00 p.m. in the Borough Assembly Chambers, Soldotna, Alaska.

ASSEMBLY COMMENTS

(09:54:23)

Assembly Member Haggerty stated he had delivered over 33,000 signatures to the Alaska Division of Elections in favor of getting the Alaska Coastal Management Program initiative on the ballot.

Assembly Member Johnson thanked Assembly Members Haggerty, Murphy and everyone involved with gathering signatures for the Coastal Management Program initiative. He encouraged everyone to eat healthy and exercise to avoid visits to the hospital.

Assembly Member McClure thanked Assembly Member Haggerty and everyone involved with gathering signatures for the Coastal Management Program initiative. She noted her appreciation for the Borough Roads Department and the Department of Transportation for keeping up with the winter road conditions. She thanked Mr. George Pierce for stopping and helping her put air in her tires. She reminded everyone to stay safe, warm and to drive carefully.

Assembly Member Smith stated if he had voted according to his personal opinion he would have voted against Resolution 2012-003; however, he had a responsibility to the citizens of the Borough.

Assembly Member Murphy said the Assembly often had to make decisions that were not popular; however, they were the right decisions. She noted that she thought the majority of the people in the Service Area would not oppose the Assembly action. She commended George Pierce for his efforts in gathering 150 signatures for the Coastal Management Program initiative. She thanked Assembly Member Haggerty and Juneau Mayor Bruce Botelho for their contributions toward the Coastal Management Program initiative.

Assembly Member Smalley thanked Assembly Member Haggerty, Juneau Mayor Bruce Botelho, Kodiak Island Mayor Jerome Selby, and everyone else involved for their contributions toward the Coastal Management Program initiative. He thanked the people and organizations taking care of the roads this winter and reminded the Assembly Members traveling to Juneau in February to bring their copies of the 2012 State Funding Priority Books. He stated he would be attending the Kahtnu Certificate of Need Public Hearing on Thursday, January 19, 2012 at 6:30 p.m. at the Challenger Learning Center in Kenai.

Vice President Pierce thanked all of the constituents who attended the meeting and came forward to comment. He felt that the actions of the Assembly did represent the majority of the constituents. He said the interests of the hospital shareholders were protected with the adoption of Resolution 2012-003. The constituents had already voiced their opinion, which was not to make changes with the hospital. He indicated that the easier decision for the hospital would be to increase the mill rate, rather than cut services. He reminded everyone to stay warm and drive safe.

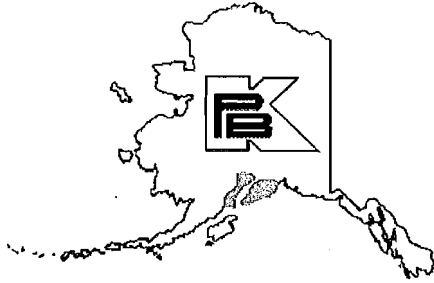
ADJOURNMENT

With no further business to come before the assembly, Vice President Pierce adjourned the meeting at 10:09 p.m.

I certify the above represents accurate minutes of the Kenai Peninsula Borough Assembly meeting of January 17, 2012.

Johni Blankenship, MMC, Borough Clerk

Approved by Assembly: _____



KENAI PENINSULA BOROUGH

144 North Binkley St. Soldotna, Alaska 99669-7520
Toll-Free within the Borough 1-800-478-4441
Phone 907-714-2150 • Fax 907-714-2377
www.borough.kenai.ak.us

**MIKE NAVARRE
BOROUGH MAYOR**

MAYOR'S REPORT TO THE ASSEMBLY

TO: Gary Knopp, Assembly President
Kenai Peninsula Borough Assembly Members

FROM: Mike Navarre, Kenai Peninsula Borough Mayor *MN*

DATE: February 14, 2012

Assembly Requests/ Response
None

Agreements and Contracts

- a. Authorization to Award Contract for Purchase of Firefighting Gear Lockers to L.N. Curtis & Sons
- b. Authorization to Award Contract for Kenai Peninsula Borough School Energy Efficiency Audit/Energy Upgrade Contracting Services to Siemens Industry, Inc.
- c. Authorization to Award Contract for Central Peninsula Hospital Operating Room #4 to Steiner's North Star Construction, Inc.

Other

- a. Spruce Bark Beetle Monthly Status Report December, 2011
- b. Revenue-Expenditure Report December, 2011
- c. Budget Revisions December, 2011
- d. Project Reports December, 2011
- e. State of Alaska Federal Disaster Declaration Fact Sheet Dated February 2, 2012



Central Emergency Services

Central Kenai Peninsula Fire & EMS Providers

Chris Mokracek
Fire Chief

TO: Mike Navarre, Borough Mayor
THRU: Mark Fowler, Purchasing & Contracting Officer
FROM: Chris Mokracek, Fire Chief *C.M.*
DATE: January 9, 2012
RE: Gear Locker Purchase

We are requesting the purchase of firefighting gear lockers from L.N. Curtis & Sons. These are wall mounted lockers that are designed to hold firefighting gear. The design allows for the protection of gear from ultra-violet light while providing the proper ventilation to ensure the maximum life of the gear.

We received quotes from three (3) gear locker vendors whose inventory represents all of the manufacturers available whose lockers best fit the need of the department. The quotes below reflect the cost for lockers, including shipping.

- L.N. Curtis & Sons - \$17,002.00
- Jorgenson Lockers - \$17,243.02
- GEARGRID Corp. - \$18,386.00

Funds are available in the following account:

- 443.51610.12468.48630 Storage Locker Replacement

APPROVED: Yes No Signature *Mike Navarre* Date *1/23/12*

RECEIVED

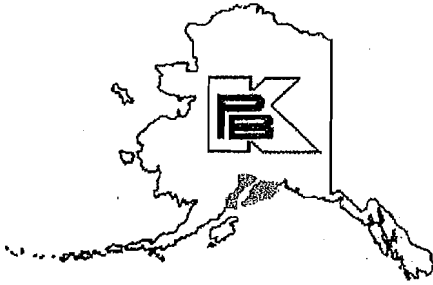
JAN 20 2012

KPB
FINANCE ADMINISTRATION

FINANCE DEPARTMENT FUNDS VERIFIED \$17,002.	
ACT # <u>443.51610.12468.48630</u>	
BY: <u>BM</u>	DATE: <u>1/20/12</u>

C. Chavez

Fire Administration • 231 South Binkley St. • Soldotna, Alaska 99669
(907) 262-4792 • Fax (907) 262-5770 • www.cesfire.org



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**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Mike Navarre, Mayor

THRU: Craig Chapman, Finance Director *C Chapman*
Mark Fowler, Purchasing & Contracting Officer *M Fowler*

FROM: Kevin Lyon, Capital Projects Director *K Lyon*

DATE: January 26, 2012

SUBJECT: Authorization to Award Contract for Kenai Peninsula Borough School Energy Efficiency Audit / Energy Upgrade Contracting Services

The Purchasing and Contracting Office formally solicited and received proposals for the Kenai Peninsula Borough School Energy Efficiency Audit / Energy Upgrade Contracting Services. Proposal packets were released on December 2, 2011 and the Request for Proposals was advertised in the Anchorage Daily News on December 2, 2011, the Peninsula Clarion on December 2 and 8, 2011; and the Seward Phoenix Log on December 8, 2011.

The scope of work shall include, but not be limited to, all labor, materials, equipment, tools, supervision, and other facilities necessary to perform the inspection and analysis of Kenai Middle School, Soldotna High School and Seward High School; propose and construct energy efficiency measures.

One proposal was received on January 5, 2012 from Siemens Industry, Inc for a lump sum cost proposal of \$320,000. The proposal review committee reviewed the proposal and recommends award of a contract to **Siemens Industry, Inc.** Your approval for this award is hereby requested.

Funding for this project is in account number 400.78050.07009.43011.

Mike Navarre

Mike Navarre, Mayor

1/27/12

Date



KENAI PENINSULA BOROUGH

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MIKE NAVARRE
BOROUGH MAYOR
RECEIVED

MEMORANDUM

JAN 31 2012

KPB
FINANCE DEPT ACCOUNTING

TO: Mike Navarre, Mayor
THRU: Mark Fowler, Purchasing & Contracting Officer *MF*
FROM: Kevin Lyon, Capital Projects Director *KL*
DATE: February 1, 2012
SUBJECT: Authorization to Award Contract for Central Peninsula Hospital Operating Room #4

The Purchasing and Contracting Office formally solicited and received bids for the Central Peninsula Hospital Operating Room #4. Bid packets were released on January 11, 2012 and the Invitation to Bid was advertised in the Peninsula Clarion and the Anchorage Daily News on January 11, 2012.

The project consists of demolition, temporary construction, new construction, mechanical, electrical, medical equipment and infection control procedures necessary for the completion of an approximately 650sf operating room. All work will be isolated by temporary construction walls, along with other infection control measures, inside Central Peninsula Hospital's surgical department.

On the due date of January 26, 2012 three (3) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$391,328.00 was submitted by Steiners North Star Construction, Inc., Homer, AK.

Your approval for this bid award is hereby requested. Funding for this project is in account number 490.81110.12OPR.49101.

Mike Navarre
Mike Navarre, Mayor

2/1/12
Date

FINANCE DEPARTMENT
FUNDS VERIFIED
ACT #490.81110.12OPR.49101 (\$391,328.00)
BY: *CRW* DATE: 2/1/12

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB12-025 CPH Operating Room #4

CONTRACTOR	BASE BID
Steiners North Star Construction	\$391,328.00
Blazy Constuction	\$455,990.00
Ames 1 LLC	\$433,000.00

DUE DATE: January 26, 2012 @ 2:00 PM

KPB OFFICIAL:



Mark Fowler, Purchasing & Contracting Officer



Kenai Peninsula Borough

**Spruce Bark Beetle
Mitigation Program**

January 6, 2012

To: Mayor Mike Navarre

From: Duane Bannock, SBB Program Manager

Re: SBB Program Monthly Status Report December 2011

This Spruce Bark Beetle Mitigation Program monthly status report covers the period from December 1, 2011 to December 31, 2011.

I. Fund Balances Remaining

	Current Month Funds	Previous Month Funds
1. Hazardous Tree Removal	\$27,091.76	\$70,765.36
a. ARRA Funds	\$25,831.45	\$25,831.45
2. Reforestation	\$678.92	\$678.92
3. Technical Assistance	\$12,212.70	\$12,542.70
a. ARRA Funds	\$15,464.22	\$33,614.22
4. Land / Vegetation Mapping	\$183,464.17	\$198,994.79
5. Seasonal Fire Personnel	\$128,119.56	\$134,440.32
6. Education	\$55,215.70	\$55,215.70
7. Total Remaining Funds	\$448,078.48	\$532,083.46

II. SBB Program Contracts Status

Open Contracts

- 2008 Western State WUI Coop Agreement Alaska DOF Defensible Space Stewardship Program - open until funds expended
- Grant Performance Contract with the State of Alaska DOF For American Recovery and Reinvestment Act Funding for Hazardous Fuels Mitigation – ends 12/31/2013
- 20011/12 Cooperative Agreement with ADOF Technicians to treat hazardous fuels – ended 12/31/2011
- Cohoe Loop Fuel Reduction Project
- Kenai Redoubt Fuel Reduction Project

Contracts closed during reporting period

- None closed

Upcoming contracts

- Tom Cat #2 Fuel Reduction Project
- Garrison Ridge Fuel Reduction Project
- End of Season Slash Stacking Kenai FireWise Site

III. Ongoing Program Projects and Monthly Accomplishments

Hazard Tree Removal

- Contracts continue to be developed and bids solicited for expending funds accepted and appropriated by KPB from the 2009 American Recovery and Reinvestment Act ("ARRA"). These funds are dedicated to the creation of jobs by implementing hazardous fuel mitigation and FireWise education projects on the Kenai Peninsula. It is anticipated that all ARRA funds will be encumbered or expended by January 2012.
- Current ongoing hazard tree removal projects include the 127 acre Cohoe Loop Fuel Reduction (Thin & Pile) Project and the 73 acre Kenai Redoubt Fuel Reduction (Thin & Pile) Project. These Thin and Pile projects began salvaging beetle-kill spruce and recent wind thrown trees in November and public firewood distribution began in December 2011.
- Contracts were developed for the 30 acre Tom Cat #2 Fuel Reduction Project in Fritz Creek and the 17 acre Garrison Ridge Fuel Reduction Project in Ninilchik. These "thin and pile" projects will be bid in January 2012 with project work beginning by February 2012.
- SBB staff administered the KPB Stariski Southeast "Over the Counter" Timber Sale for 900 acres of beetle-kill in Happy Valley. Project work on this timber sale is expected to begin winter 2012. SBB staff administered Land Use Permits in Kasilof, Anchor Point and Hope for the removal of ~ 80 acres of beetle-kill near Centennial Lake, ~45 acres of beetle-kill from the remains of the KPB Rascal and Dusty Timber Sales in Anchor Point, and 7 acres of beetle-kill of KPB parcel and Mile 9 Hope Highway.
- SBB staff continued negotiations in December with contractors for the 80 acre Belnap timber Sale, the 240 acre Four Mile timber Sale, and the 140 acre Stariski South Timber Sale due to skyrocketing public demand for firewood. The Belnap Sale and the Four Mile Sale are available for purchase "over the counter".
- SBB staff began an inventory of wind thrown spruce trees on KPB parcels in the Urban Interface as a result of November/December wind storms. Large diameter live spruce that is windthrown greatly contributes to breeding future spruce beetle populations that will pose a serious threat to remaining live spruce. Upon completion of the inventory of windthrow on KPB parcels SBB staff will identify areas in need of immediate salvaging to prevent future beetle caused mortality.

Reforestation

- All reforestation activities have ceased for the calendar year.

Technical Assistance

- SBB staff continued to assist the US Forest Service Forest Health Protection Program in creating a systematic inventory of economic and societal costs/losses on the Kenai Peninsula resulting from the spruce bark beetle outbreak of the past twenty years. This effort is part of a national US Forest Service project to document the costs/effects of forest mortality throughout the western US from bark beetles and associated pathogens.
- SBB staff participated in a statewide multi-agency workshop in Fairbanks that was sponsored by USDA & USDOJ. The purpose of the "LANDFIRE" review for Alaska was to improve mapping information and calibrate vegetation/forest fuels characteristics. SBB participation was pivotal in detailing the bark beetle impacts on the Kenai Peninsula and the importance this has in forest fire frequency and severity.

Land/Vegetation Mapping

- GIS staff continued collaboration with the Kenai National Wildlife Refuge GIS, Fire Management and Ecologist staff toward the update of vegetation and fuels information for the Kenai Peninsula.

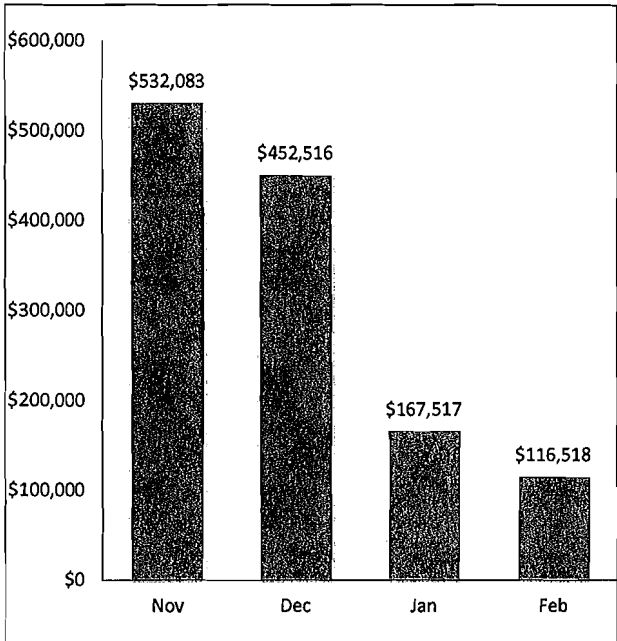
Seasonal Fire Personnel

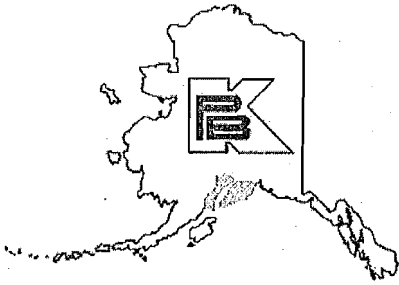
- No Seasonal Fire Personnel activities occurred in December.

Education

- SBB staff continued to assist the Alaska Cooperative Extension Service through home owner visit to assess the condition of trees potentially damaged during the November/December wind storms.

\$659,195	Nov	Dec	Jan	Feb
Pay Roll	42,734.00	49,469.00	49,469.00	49,469.00
Thin & Pile	82,848.00	18,150.00	94,000.00	
ROW Projects				
Plant Skydd				
DOF Coop Agreement				
Insurance Premiums		10,418.00		
Utilities	1,100.00	1,100.00	1,100.00	1,100.00
DOF Coop Agreement - 4WD			25,000.00	
Johnson Lake FRP			10,000.00	
Slash Disposal			25,000.00	
Communications	430.00	430.00	430.00	430.00
Vegetation Overhaul			80000	
Total Expenses	\$127,112.00	\$79,567.00	\$284,999.00	\$50,999.00
Remainder	\$532,083	\$452,516	\$167,517	\$116,518





KENAI PENINSULA BOROUGH

Finance Department

144 North Binkley Street • Soldotna, Alaska 99669-8250

PHONE: (907) 714-2170 • **FAX:** (907) 714-2376

MIKE NAVARRE
BOROUGH MAYOR

To: Gary Knopp, Assembly President
Members of the Kenai Peninsula Borough Assembly

Thru: Mike Navarre, Borough Mayor *mw*

Thru: Craig C. Chapman, Finance Director *C Chapman*

From: Brandi Harbaugh, Controller *bh*

Date: January 18, 2012

Subject: Revenue-Expenditure Report – December 2011

Attached is the Revenue-Expenditure Report of the General Fund for the month of December 2011. Please note that 50.0% of the year has elapsed, 54.41% of budgeted expenditures have been made, and 78.82% of budgeted revenues have been collected.

KENAI PENINSULA BOROUGH
REVENUE REPORT
FOR THE PERIOD
DECEMBER 1
THROUGH DECEMBER 31, 2011

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	YTD RECEIPTS	PTD RECEIPTS	VARIANCE	% COLLECTED
31100	TOTAL REAL TAX	\$ 25,255,890	\$ 23,914,858	\$ 536,467	\$ (1,341,032)	94.69%
31200	TOTAL PERS TAX	1,397,706	1,477,223	37,303	79,517	105.69%
31300	OIL TAX 2000	3,145,460	3,157,500	-	12,040	100.38%
31400	MOTOR VEHICLE TAX	700,000	258,233	60,801	(441,767)	36.89%
31510	PROPERTY TAX PENALTY & INTEREST	458,937	248,387	111,119	(210,550)	54.12%
31610	SALES TAX	28,671,825	17,624,305	697,541	(11,047,520)	61.47%
33110	IN LIEU PROPERTY TAX	3,118,550	3,112,540	-	(6,010)	99.81%
33117	OTHER FEDERAL REVENUE	80,000	13,888	-	(66,112)	17.36%
34110	SCHOOL DEBT REIMBURSEMENT	1,682,639	727,798	215,636	(954,841)	43.25%
34221	ELECTRICITY AND TELEPHONE REVENUE	170,000	-	-	(170,000)	0.00%
34222	FISH TAX REVENUE SHARING	650,000	5,556	-	(644,444)	0.85%
34210	REVENUE SHARING	2,150,000	2,879,368	-	729,368	133.92%
37350	INTEREST ON INVESTMENTS	975,000	641,430	32,595	(333,570)	65.79%
39000	OTHER LOCAL REVENUE	257,015	96,045	5,892	(160,970)	37.37%
TOTAL REVENUES		\$ 68,713,022	\$ 54,157,131	\$ 1,697,354	\$ (14,555,891)	78.82%

KENAI PENINSULA BOROUGH
EXPENDITURE REPORT
FOR THE PERIOD
DECEMBER 1
THROUGH DECEMBER 31, 2011

DESCRIPTION	REVISED BUDGET	YTD EXPENDED	PTD EXPENDED	AMOUNT ENCUMBERED	AVAILABLE BALANCE	% EXPENDED
ASSEMBLY ADMINISTRATION	\$ 492,372	\$ 203,220	\$ 23,979	\$ 11,425	\$ 277,727	41.27%
ASSEMBLY CLERK	489,362	218,862	42,031	19,375	251,125	44.72%
ASSEMBLY ELECTIONS	175,812	133,061	2,873	9,536	33,215	75.68%
ASSEMBLY RECORDS MANAGEMENT	234,009	90,592	15,357	8,601	134,816	38.71%
MAYOR ADMINISTRATION	578,015	239,583	39,712	772	337,660	41.45%
PURCHASING AND CONTRACTING	242,332	109,539	17,515	464	132,329	45.20%
GENERAL SERVICES	537,924	245,059	42,706	13,752	279,113	45.56%
GENERAL SERVICES - MIS	1,753,797	743,979	114,535	10,089	999,729	42.42%
GENERAL SERVICES - GIS	518,373	260,948	37,240	510	256,915	50.34%
GENERAL SERVICES - PRINT/MAIL	254,432	69,880	10,459	22,142	162,410	27.47%
GENERAL SERVICES - CUSTODIAL MAINT	119,285	20,148	8,356	2,882	96,255	16.89%
EMERGENCY MANAGEMENT	656,381	217,224	31,384	108,774	330,383	33.09%
LEGAL ADMINISTRATION	945,570	405,300	63,729	71,302	468,968	42.86%
FINANCE - ADMINISTRATION	487,901	214,342	40,283	1,762	271,797	43.93%
FINANCIAL SERVICES	870,443	386,189	56,899	144	484,110	44.37%
FINANCE - PROPERTY TAX AND COLLECTION	876,145	374,030	52,922	15,727	486,388	42.69%
FINANCE - SALES TAX	510,093	221,695	46,559	54,401	233,997	43.46%
ASSESSING ADMINISTRATION	1,176,133	519,574	74,458	54,734	601,825	44.18%
ASSESSING APPRAISAL	1,605,892	678,049	108,791	4,504	923,339	42.22%
RESOURCE PLANNING ADMINISTRATION	1,141,708	511,491	71,172	24,531	605,686	44.80%
THE RIVER CENTER	718,201	282,922	43,512	19,080	416,199	39.39%
MAJOR PROJECTS - ADMINISTRATION	281,772	107,490	16,937	1,838	172,444	38.15%
SENIOR CITIZENS GRANT PROGRAM	491,608	151,804	-	339,804	-	30.88%
SCHOOL DISTRICT OPERATIONS	46,614,905	23,625,780	3,604,261	-	22,989,125	50.68%
NON-DEPARTMENTAL	9,941,276	8,991,208	60,441	398,475	551,593	90.44%
TOTAL EXPENDITURES	\$71,713,741	\$ 39,021,969	\$ 4,626,111	\$ 1,194,624	\$31,497,148	54.41%



KENAI PENINSULA BOROUGH

Finance Department

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MIKE NAVARRE
BOROUGH MAYOR

To: Gary Knopp, Assembly President
Members of the Kenai Peninsula Borough Assembly

Thru: Mike Navarre, Borough Mayor *MN*

Thru: Craig C. Chapman, Finance Director *C Chapman*

From: Brandi Harbaugh, Controller *BH*

Date: January 9, 2012

Subject: Budget Revisions – December 2011

Attached is a budget revision listing for December 2011. The attached list contains budget revisions between major expenditure categories (i.e., maintenance & operations and capital outlay), and one transfer between two capital projects. Other minor transfers were processed between sub-objects within major expenditure categories.

INCREASE

DECREASE

CENTRAL EMERGENCY SERVICES: Budget revision necessary to cover unbudgeted costs in vehicle software program and upgrades to LifePak equipment contract. C.E.S. had budgeted \$8,700 for maintenance for the year. Only covered three of their six units. Cost to maintain 3 new ones is an additional \$2,400 each year.

211.51610.00000.48760 (Minor Fire/Fighting Equipment)		4,060.00
211.51610.00000.42120 (Computer Software)	60.00	
211.51610.00000.43720 (Equipment Maintenance)	4,000.00	

PURCHASING AND CONTRACTING: Move funds to cover cost of purchasing Adobe Acrobat Pro for office workstations.

100.11227.00000.42120 (Computer Software)	716.90	
100.11227.00000.43310 (Advertising)		716.90

KACHEMAK EMERGENCY SERVICES: Move funds to cover cost of volunteers to do snow plowing instead of contracting for it.

212.51810.00000.40120 (Temporary Wages)	6,000.00	
212.51810.00000.43764 (Snow Removal)		6,000.00

KACHEMAK EMERGENCY SERVICES: Move funds to cover cost of sending turnout gear in for repairs by insured mail.

212.51810.00000.43140 (Postage)	350.00	
212.51810.00000.42210 (Operating Supplies)		350.00

PLANNING: Move funds to cover cost of snow tires for the jeep vehicle.

100.21110.00000.42360 (Motor Vehicle Supplies)	1,000.00	
100.21110.00000.43310 (Advertising)		1,000.00

GIS: Move funds to cover cost of UPS for office computer.

100.11232.00000.48710 (Minor Office Equipment)	229.99	
100.11232.00000.42110 (Office Supplies)		229.99

INCREASE

DECREASE

MAINTENANCE: Move funds to cover cost of unbudgeted air conditioning unit for the Donald E. Gilman River Center. The unit will be charged to them later.

241.41010.00000.48740 (Minor Machines & Equipment)
241.41010.00000.42310 (Repair/Maintenance Supplies)

4,000.00

4,000.00

GENERAL SERVICES - PRINT/MAIL: Transfer funds to enable new Lead employee to attend a seminar on Essential Skills for the First Time Manager.

100.11233.00000.43260 (Training)
100.11233.00000.42210 (Operating Supplies)

300.00

300.00



KENAI PENINSULA BOROUGH - FINANCE DEPARTMENT

To: Gary Knopp, Assembly President
Members of the Kenai Peninsula Borough Assembly

Thru: Mike Navarre, Borough Mayor *MN*

Thru: Craig Chapman, Finance Director *C Chapman*

From: Brandi Harbaugh, Controller *BH*

Date: January 12, 2012

Subject: Project Reports – December 31, 2011

Attached are the quarterly project reports for the Borough's capital project funds.

Fund 400-Borough and Grant Funded School Capital Projects Fund
Fund 401-Bond Funded Capital Projects Fund
Fund 407-General Government Capital Projects Fund
Fund 409-Resource Management Capital Projects Fund
Fund 411-Solid Waste Capital Projects Fund
Fund 434-Road Service Area Capital Projects Fund
Fund 441-Nikiski Fire Service Area Capital Projects Fund
Fund 442-Bear Creek Service Area Capital Projects Fund
Fund 443-CES Service Area Capital Projects Fund
Fund 444-Anchor Point Service Area Capital Projects Fund
Fund 446-Kachemak Emergency Service Area Capital Projects Fund
Fund 455-911 Communication Capital Projects Fund
Fund 459-North Peninsula Recreation Service Area Capital Projects Fund
Fund 490-Central Peninsula Hospital Capital Projects Fund
Fund 491-South Peninsula Hospital Capital Projects Fund

School Revenue Projects - Fund 400

Balances through December 31, 2011

Project	Year	Site	Site Number	Project Description	Authorized Amount	Expend FY12	Total LTD Expenditures	Unexpended Balance	
	1995	Homer Maint. Shop	32560	UST Removal & Upgrade	\$ 31,324	\$ -	\$ -	\$ 31,324	Close per Dave 1
	2007	Chapman Elementary	71010	Siding/window replacement	50,000	-	-	50,000	
	2010	Nanwalek Teacher Hsg.	71030	Energy Efficiency - FY11	30,000	5,355	29,642	358	
Gr/Lo	2006	Ninilchik Elem.	71100	Re-roof Section D & E	492,671	3,388	469,003	23,668	
	2008	Homer High	72010	FY08 HoHi - ADA Comp.	12,000	-	217	11,783	
	2008	Homer High	72010	Paving and Curbs	10,000	-	-	10,000	Close per Dav
	2012	Homer High	72010	Pool filter Upgrade	80,000	-	-	80,000	
	2012	Homer High	72010	Front Entry Upgrade	100,000	-	-	100,000	
	2008	West Homer Elem.	72051	Mortar Jts. -Seal Brick	50,000	800	1,103	48,898	
Grt	2007	Sears Elem	73040	Roof Repair	30,000	-	13,949	16,051	
Grt	2012	Seward Elementary	75010	Smart Boards	5,236	5,236	5,236	-	
	2007	Seward High	75020	Parking lot light upgrade	30,000	2,474	2,926	27,074	
	2008	Seward Middle	75030	Playfield Complex	413,000	56	402,388	10,612	Close per Dav
	2012	Soldotna High	76020	Home Ec. Room Upgrade	75,000	-	-	75,000	
	2008	Soldotna Middle	76030	Gym Siding	75,000	-	16,404	58,596	Close per Dav
	2011	Portables & Outbuildings	78010	Areawide Outbuildings	135,000	9,298	38,416	96,584	
	2012	Portables & Outbuildings	78010	Areawide Outbuildings	100,000	24,976	24,976	75,024	
Gr/Lo	2007	Areawide Facilities	78050	HVAC/DDC upgrades	386,064	3,623	36,769	349,295	
	2008	Areawide Facilities	78050	ADA Compliance	100,000	1,375	100,000	-	
	2009	Areawide Facilities	78050	Bleacher Replacement	200,000	26	40,072	159,928	
	2009	Areawide Facilities	78050	Doors/Entries	100,000	1,493	100,000	-	
	2009	Areawide Facilities	78050	Playgrd. Equip.	70,000	4,238	67,743	2,257	
	2009	Areawide Facilities	78050	ADA Compliance	80,000	18,304	18,679	61,321	
	2009	Areawide Facilities	78050	HVAC Upgrades	100,000	22,476	99,306	694	
	2009	Areawide Facilities	78050	Paving Upgrades	200,000	14,631	173,122	26,878	
	2009	Areawide Facilities	78050	Elevator Upgrades	100,000	16,093	56,536	43,464	
	2010	Areawide Facilities	78050	Flooring Repl/Upgrade	100,000	26,074	97,561	2,439	
	2010	Areawide Facilities	78050	Arsenic Compliance	300,000	-	297,454	2,546	
	2010	Areawide Facilities	78050	Paving Repl/Upgrade	125,000	-	-	125,000	
	2010	Areawide Facilities	78050	Intercom Sys. Upgrades	100,000	-	20,155	79,845	
	2010	Areawide Facilities	78050	Locker Replacements	100,000	48,035	100,000	-	
	2010	Areawide Facilities	78050	Fire/Life/Safety Projects	75,000	1,860	57,605	17,395	
	2010	Areawide Facilities	78050	Generator Replacements	150,000	6,584	146,669	3,331	
	2011	Areawide Facilities	78050	Doors/Entries Replace.	100,000	78,675	83,008	16,992	
	2011	Areawide Facilities	78050	Flooring Repl/Upgrade	125,000	61,149	68,854	56,146	
	2011	Areawide Facilities	78050	Asbestos abatement	100,000	-	75,818	24,182	
	2011	Areawide Facilities	78050	Elec. & Lighting Upgrades	100,000	19,047	60,442	39,558	
	2011	Areawide Facilities	78050	Water quality/Arsenic Rem	200,000	97,381	116,193	83,807	
	2011	Areawide Facilities	78050	Playground Upgrades	100,000	7,309	41,891	58,109	
	2011	Areawide Facilities	78050	HVAC Upgrades	200,000	56,956	162,888	37,112	
	2011	Areawide Facilities	78050	Asphalt,Paving Replace.	175,000	-	-	175,000	
	2011	Areawide Facilities	78050	Locker Replacements	62,000	47,539	60,392	1,608	
11SEC	2011	Areawide Facilities	78050	Security Camera	160,000	2,728	2,728	157,272	
12860	2012	Areawide Facilities	78050	Generator & Hardware	100,000	24,647	24,647	75,353	
12856	2012	Areawide Facilities	78050	Fire Marshall/Safety Upgrades	125,000	-	-	125,000	
12728	2012	Areawide Facilities	78050	Doors and Entries	125,000	-	-	125,000	
12780	2012	Areawide Facilities	78050	Playground Upgrades	125,000	-	-	125,000	
12755	2012	Areawide Facilities	78050	Flooring	125,000	-	-	125,000	
12758	2012	Areawide Facilities	78050	Electrical & Lighting Upgrades	100,000	30,614	30,614	69,386	
12802	2012	Areawide Facilities	78050	Asphalt & Sidewalk Repair	120,000	-	-	120,000	
12803	2012	Areawide Facilities	78050	Elevator Upgrades	75,000	-	-	75,000	
AUDOR	2011	Aurora	78050	Doors & Hardware	32,585	25,651	25,651	6,934	
SMART	2011	FY11 KPBSD Smart Bd.	78050	Smart Board Project	154,000	13,670	149,204	4,796	
Total					\$ 6,408,879	\$ 681,760	\$ 3,318,263	\$ 3,090,616	

Beginning Fund Balance 6/30/11

\$ 2,347,214

Funds Provided:

FY2012 Transfer from General Fund	\$ 950,000	
FY2012 Local Contribution - KPBSD Aurora, FY2011 appropriation 2010-19-45	32,585	
FY2012 Local Contribution - KPBSD Portable Buildings, FY2011 appropriation 2010-19-50	75,000	
FY2012 Local Contribution - KPBSD Smart Board Project	18,466	
Grants Awarded	374,204	
Total Funds Provided		1,450,255

Funds Applied - Current Year Expenditures

(681,760)

Funds obligated to existing projects

(3,090,616)

Projects completed, cancelled or other funding source identified.

110,532

Funds available for appropriation and to satisfy future capital expansion plans.

\$ 135,625

Bond Projects - Fund 401

Balances through December 31, 2011

Project	Year Appropriated	Site	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total LTD Expenditures	Unexpended Balance
7ROOF	2007	McNeil Canyon Elementary	Reroof Project	\$ 750,100	\$ 95,238	\$ 95,200	\$ 750,062	\$ 38
08SHB	2008	South Peninsula Hospital	FY08 SPH Cap Improv.Bonds	15,453,702	54,880	1,290	15,400,111	53,591
08SH1	2010	South Peninsula Hospital	SPH MRI Bldg Construction	625,000	103,081	6,675	528,593	96,407
10SWB	2010	Central Peninsula Landfill	Landfill Expansion Project	4,960,000	2,089,190	980,668	3,851,477	1,108,523
11SCH	2011	Areawide Roof Replacements	KPBSD Roof Replacements	16,865,000	15,176,224	2,233,480	3,922,255	12,942,745
Total				\$38,653,802	\$ 17,518,613	\$ 3,317,311	\$ 24,452,499	\$ 14,201,303
Beginning Fund Balance 6/30/11								\$ 17,653,042
Funds Provided:								
FY2012 SW Bond (FY10) Interest								\$ 115
FY2012 KPBSD Roofing Bonds Interest								(7,746)
Total Funds Provided								(7,631)
Funds Applied - Current Year Expenditures								(3,317,311)
Funds obligated to existing projects								(14,201,303)
Projects completed or cancelled								-
Funds available for appropriation and to satisfy future capital expansion plans								<u>\$ 126,797</u>
Components of Fund Balance								
00 Bond Interest								1,013
03 Solid Waste Bond Interest								11,339
06 CES Bond Interest								2,610
10 Solid Waste Bond Interest								3,710
04 CPH Expansion Bond Interest								13,838
04 SPH Expansion Bond Interest								1,427
08 SPH Bond Interest								30,181
07 School Bond Interest								43,818
10 KPBSD Roofing Bonds Interest								18,860
Total Fund Balance								<u>\$ 126,797</u>

General Government Projects - Fund 407

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total LTD Expenditures	Unexpended Balance
08STX	2008	Sales Tax System Modification	\$ 100,000	\$ 16,464	\$ -	\$ 83,536	\$ 16,464
84073	2008	Vehicle Parking	125,000	72,109	17,743	70,634	54,366
09407	2009	Conference Rooms Upgrade	100,000	75,995	406	24,411	75,589
09AIR	2009	FY09 Cooling System for MIS Computer Rm.	558,595	49,576	1,494	510,513	48,082
09SEC	2009	Security Upgrades - Binkley Street	100,000	99,710	-	291	99,710
09POP	2009	SWD/Poppy Lane Bldg Remodel	250,000	210,959	-	39,041	210,959
10407	2010	Administration Building Remodel	272,358	186,857	50,838	136,338	136,020
10HVC	2010	HVAC/Fire Alarm/Sprinkler	450,000	434,721	713	15,992	434,008
Total			\$1,955,953	\$ 1,146,391	\$ 71,194	\$ 880,756.36	\$ 1,075,196

Beginning Fund Balance 6/30/11	\$ 1,230,475
Funds Provided:	
FY12 Transfer from General Fund	\$ -
Total Funds Provided	-
Funds Applied - Current Year Expenditures	(71,194)
Funds obligated to existing projects	(1,075,196)
Projects completed or cancelled	54,366
Funds available for appropriation and to satisfy future capital expansion plans.	\$ 138,450

Resource Management Projects - Fund 409

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total LTD Expenditures	Unexpended Balance
			\$ -	\$ -	\$ -	\$ -	\$ -
		Beginning Fund Balance 6/30/11					\$ 38,132
		Funds Provided:					
		FY2012 Transfer from General Fund			\$ -		
		Grants Awarded			-		
		Total Funds Provided					-
		Funds Applied - Current Year Expenditures					-
		Funds obligated to existing projects					-
		Projects completed or cancelled					-
		Funds available for appropriation and to satisfy future capital expansion plans.					\$ 38,132

Solid Waste Projects - Fund 411

Balances through December 31, 2011

Project	Year	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total LTD Expenditures	Unexpended Balance
09CAM	2009	Remote Monitoring @ SW Sites	\$ 135,924	\$ 12,747	\$ 8,300	\$ 131,477	\$ 4,447
10GAS	2010	CPL Gas Master Plan Develop.	100,000	6,988	266	93,277	6,723
10HOM	2010	Homer Transf. Station Design	614,736	255,557	66,840	426,019	188,717
11PPP	2011	Pollution Prevention Program	100,000	99,801	8,280	8,479	91,521
11PTG	2011	Pt. Graham LF Feasibility Study	185,000	181,887	52,022	55,135	129,865
12LMS	2012	CPL Leacheate Management Study	150,000	150,000	189	189	149,811
12SCL	2012	CPL Truck Scale Replacement	250,000	250,000	-	-	250,000
12380	2012	Homer Transfer Station	8,998,000	8,998,000	285,486	285,486	8,712,514
			\$ 10,533,660	\$ 9,954,980	\$ 421,383	\$ 1,000,063	\$ 9,533,598

Beginning Fund Balance 6/30/11	\$ 887,842	
Closure/Postclosure Costs	4,698,979	\$ 5,586,821
Funds Provided:		
FY2012 Transfer from Solid Waste Operating	150,000	
FY2012 Provision for Future Closure/postclosure costs	758,929	
Interest	58,557	
Grants Awarded	8,998,000	
Total Funds Provided		9,965,486
Funds Applied:		
Current Year Expenditures	(421,383)	
Current Year Closure/Postclosure Expenditures	-	(421,383)
Funds obligated to existing projects		(9,533,598)
Projects completed or cancelled		6,723
Funds available for appropriation and to satisfy future capital expansion plan:		\$ 5,604,050
Closure/Postclosure Liability		(5,457,908)
Net Funds available for appropriation and to satisfy future capital expansion plan:		\$ 146,142

RSA Capital Projects - Fund 434

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total LTD Expenditures	Unexpended Balance
Project Funded with Transfer from Lands Management							
W7WOO	2011	Widgeon Woods Sub., Phase 2	\$ 243,553	\$ 243,553	\$ 244,899	\$ 244,899	\$ (1,346)
2011 State Grant for Borough-Wide Road Improvements (\$5,000,000)							
11252	2011	Borough-wide Road Improvements	4,378,152	\$ 4,378,152	\$ -	\$ -	4,378,152
N1CAB	2011	Cabin Lake Drive	262,456	253,953	192,869	201,372	61,084
W7EVE	2011	Even Lane	55,187	34,065	16,954	38,076	17,111
W7RIV	2011	River Hills	304,204	287,715	246,068	262,557	41,647
2012 State Grant for Borough-Wide Road Improvements (\$4,500,000)							
12383	2012	Borough-wide Road Improvements	4,500,000	4,500,000	-	-	4,500,000
Projects Associated with DCCED Legislative Grant (\$8,400,000)							
9STIP**	2009	DCCED Legislative Road Improve. Grant	1,408,728	1,404,135	-	4,593	1,404,135
9KEYS	2008	Keystone Drive Improve. - DCCED Grant	753,322	-	-	753,322	-
E2BEA	2009	Beach Drive	21,546	21,546	1,126	1,126	20,420
N3BEL	2009	Bell Ave. & Boondocker Street	20,342	20,342	5,211	5,211	15,131
W1JUE	2009	Juel, Kenaitze, Neilson	26,881	19,169	-	7,712	19,169
C2GRA	2010	Grandview Drive, Misty Morning Ave.	2,834	2,834	-	-	2,834
C6KBD	2010	K-B Drive & Bye Way	354,375	336,155	109,525	127,745	226,630
C10FA	2010	Fannie Mae Ave. & Reger Road -1	19,533	19,533	-	-	19,533
N1GAL	2010	Galankan St., Thunder Rd. & Sandy Ln	367,428	342,760	310,055	334,722	32,706
N2MER	2010	Mercedes Court	90,461	79,304	52,532	63,688	26,773
N5SMI	2010	Smith Road	158,371	43,055	10,196	125,512	32,859
S5SHE	2010	Sheep Drive and Charlie Drive	397,147	393,087	353,799	357,859	39,288
S3KAR	2010	Karen Circle	96,769	85,697	73,185	84,257	12,512
W1OLD	2010	Old Kasilof Rd., Yellow Brick Rd., Fox	406,763	392,345	370,491	384,909	21,854
W4RID	2010	Ridgefield Road	495,956	475,495	389,701	410,162	85,794
N1TRE	2011	Treasure Chest Ave. & Grouse Ave.	124,192	-	-	124,192	-
S7GLA	2011	Glacierview Rd. Emergency Culvert	59,622	-	-	59,622	-
C1COZ	2011	Cozy Firelight St., White Spruce, Tributary	403,548	63,638	30,438	370,348	33,200
C1VIO	2011	Vio Rd, Anna Ln, Elsa Ln, Eldorado	32,362	32,362	119	119	32,243
C2GRE	2011	Greenwood Court	14,507	14,507	118	118	14,389
C4RAI	2011	Rainbow Dr., Haneybee & East Lake Aves.	414,403	-	-	414,403	-
C4MAY	2011	Mayoni St & Inukshuk Ct.	19,715	19,715	118	118	19,597
C5EDD	2011	Eddy Lane Drainage	21,657	21,657	-	-	21,657
C5GOL	2011	Golden Eagle Ave. & Chisik St.	22,617	22,617	58	58	22,559
C5NOR	2011	N. Kobuk St., View Ln, Mary Ave, Central	40,260	40,260	356	356	39,904
C5STR	2011	Strawberry Rd., Strawberry Ct., & Dori Lynn	20,545	20,545	178	178	20,367
C5SUT	2011	Suthard Blvd and Parkway Avenue	88,382	70,171	59,559	77,771	10,611
E3MOA	2011	Moat Way, Excalibur, Camelot	281,625	260,004	192,331	213,952	67,673
E3STA	2011	Starr Lane	14,191	14,191	59	59	14,132
E4DEP	2011	Depot Road - Moose Pass	134,731	130,167	103,244	107,808	26,923
N1CAB	2011	Cabin Lake Drive	458	-	-	458	-
N3SUV	2011	Suva St, Ambryn Ave, Galen Ave, Tikopia St.	33,738	33,738	119	119	33,619
N5GEO	2011	Georgine Lake Road	25,879	25,879	5,957	5,957	19,922
N5WAN	2011	Wanda Dr., & Range View Ct.	25,050	25,050	4,147	4,147	20,903
S4RID	2011	Ridge St., Ring of Fire Ave. & Spruce Circle	535,515	412,202	392,256	515,568	19,947
S5KAT	2011	Katamar Ave. E., Brown Drive	22,621	22,621	297	297	22,324
W1TER	2011	Territorial Rd. & Chena Dr.	19,677	19,677	59	59	19,618
W2ETA	2011	Etau Maku, Tyena Ka Rd., Kwanta Hah	99,408	99,408	64,328	64,328	35,081
W3STO	2011	Stol Rd. (Ph#2)	31,510	31,510	8,797	8,797	22,713
W6ROO	2011	Roosevelt Ave.	356,809	321,337	203,962	239,434	117,375
W6YAL	2011	Yale St., Princeton Ave.	16,363	16,363	1,649	1,649	14,714
W7DAN	2011	Dana Bayes Street	238,766	159,380	144,471	223,856	14,910
W7RAV	2011	Ravenwood Street	24,075	24,075	7,061	7,061	17,014
W7RIV	2011	River Hills Dr., upgrade/pave	465	-	-	465	-
W7VIR	2011	Virginia Dr., and Gary Ave.	254,771	132,302	122,264	244,734	10,038
W7WOO	2011	Widgeon Woods Sub., Phase 2	308,119	-	-	115,713	192,405
C3GOO	2012	Gooseberry Road	21,593	21,593	5,925	5,925	15,668
C4INU	2012	Inukshuk Court	14,105	14,105	-	-	14,105
N2GEM	2012	Gemstone Road	13,723	13,723	2,705	2,705	11,018
N5RAM	2012	Ramona Street	26,801	26,801	6,363	6,363	20,438
W1RUF	2012	Ruffed Grouse	17,739	17,739	2,859	2,859	14,880

Projects Associated with State Grant

DOTPF	2010	FY10 DOTPF GRANT	691	-	-	691	-
C10CH	2009	Cherokee, Fallhaven & Stassi Lane	211,886	-	-	211,886	-
C10DE	2009	Deville Road	69,735	-	-	69,735	-
C3LAK	2009	Lake Street	385,533	-	-	385,533	-
C3MOO	2009	Moose Ridge Ave, Amow & Kye Streets	1,899	-	-	1,899	-
C6ARC	2009	Archie Drive	9,771	-	-	9,771	-
C6EVE	2009	Even Lane	55,423	-	-	55,423	-
C6IDI	2009	Iditarod & Nancy Streets	121,652	-	-	121,652	-
C6WOO	2009	Wood Drive	299,235	-	-	299,235	-
E2BEA	2009	Beach Drive	10,663	-	-	10,663	-
E3STO	2009	Stoney Creek, Bruno Bridge	423,850	-	-	423,849	-
N1INT	2009	Interlake Dr. & Shelikoff Street	195,676	-	-	195,676	-
N3BEL	2009	Bell Ave. & Boondocker Street	352,543	327,566	327,566	352,543	-
N5TAU	2009	Tauriainen Trail	254,457	-	-	254,457	-
S4SAR	2009	Sary Sue and David Lee	198,633	-	-	198,633	-
S7BON	2009	Bonnie Avenue	163,004	-	-	163,004	-
S8EAS	2009	East End Road	587,914	-	-	587,914	-
W1JUE	2009	Juel, Kenaitze, Nielson	1,300	-	-	1,300	-
W6LIB	2009	Liberty, Commerce, Brumlow, Masters, etc.	278,036	-	-	278,036	-
C10FA	2010	Fannie Mae Ave. & Reger Road -1	355,062	-	-	355,062	-
C10MO	2010	Moose Range Drive	462,304	-	-	462,304	-
C10RI	2010	Ridgecrest Circle, Greenfield Dr.	219,034	-	-	219,034	-
C1COZ	2010	Cozy Firelight St., White Spruce, Tributary	57,703	-	-	57,703	-
C2GRA	2010	Grandview Drive, Misty Morning Ave.	414,424	5,167	5,167	414,424	-
C4RAI	2010	Rainbow Dr., Haneybee Ave. East Lake Ave.	41,791	-	-	41,791	-
C5IRO	2010	Irons St., Petroulias Dr., & Rasmussent Ct.	387,008	-	-	387,008	-
C6BON	2010	Bonita Ave., Knackstedt St., ... Radcliff Ave	454,650	-	-	454,650	-
E3MOA	2010	Moat Way, Excalibur, Camelot	163,994	137,225	137,225	163,994	-
E3WOL	2010	Wolfe Trail Circle	43,461	-	-	43,461	-
N1TRE	2010	Treasure Chest Ave. & Grouse Ave.	34,004	-	-	34,004	-
N1WAR	2010	Warren Avenue	116,547	-	-	116,547	-
N3BIR	2010	Birchwood Drive & Jeffrey Ave.	130,953	-	-	130,953	-
S4RID	2010	Ridge St., Ring of Fire Ave. & Spruce Circle	42,246	-	-	42,246	-
S5BEL	2010	Belknap Dr., Augusta Ln., Augusta Circle	181,679	-	-	181,679	-
S5SHE	2010	Sheep Drive and Charlie Drive	16,487	-	-	16,487	-
S7GLA	2010	Glacierview Road Emergency Culvert	4,294	-	-	4,294	-
W1PAT	2010	Patrick Dr. & Eastway Road	131,253	-	-	131,253	-
W2ETA	2010	Etau Maku, Tyena Ka Rd., Kwanta Hah	224,079	117,473	117,473	224,080	-
W3CAB	2010	Cabin Ave., Lichen St & Reggies Ave.	271,082	-	-	271,082	-
W3TRI	2010	Tri Rd., & Denise Street	333,090	-	-	333,090	-
W4SUN	2010	Sunshine Drive	123,573	-	-	123,573	-
W4TAL	2010	Tall Tree Avenue	169,382	-	-	169,382	-

Totals

\$ 26,143,552 \$ 16,047,666 \$ 4,323,842 \$ 14,227,324 \$ 11,916,229

Beginning Fund Balance 6/30/11

\$ 1,918,738

Funds Provided:

FY2012 transfer from Fund 250 - Land Management

51,147

Grants Awarded

15,517,577

FY2012 Interest Earnings

3,269

Total Funds Provided

15,571,992

Funds Applied - Current Year Expenditures

(4,323,842)

Funds obligated to existing projects

(11,916,229)

Projects completed or cancelled by Service Area Board Action

-

Funds available for appropriation and to satisfy future capital expansion plans.

\$ 1,250,660

Non-Project specific STIP Grant, DOTPF Grant, and FY 2011 State Grant

10,282,288

Funds available for appropriation and to satisfy future capital expansion plans.

\$ 11,532,948

(Includes grant funds that have not been committed to specific projects.)

Nikiski Fire Projects - Fund 441

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total Expenditures	Unexpended Balance
10411	2010	NFSA Fire Station Construction	\$ 1,500,000	\$ -	\$ -	\$ 1,500,000	\$ -
		local funding	54,000	48,003	45,931	51,928	2,072
8INT3	2011	Wildland Firefighting Equipment	40,907	27,438	24,960	38,429	2,478
11ARL	2011	Fire Alarm System at Station #1	103,040	103,040	37,080	37,080	65,960
11411	2011	NSFA Sign Replcmnt-Stn. #1	78,000	73,882	28,449	32,567	45,433
11412	2011	Glidescopes	29,875	10,386	-	19,489	10,386
11414	2011	Engineering Survey - Stn. #1	10,000	10,000	1,816	1,816	8,184
12411	2012	Two 4,000 GPM Tankers/Pumpers	1,050,000	1,050,000	879,320	879,320	170,680
12412	2012	Air Bottle Replacement for SCBA's	\$15,000	\$15,000	14,998	14,998	2
Total			\$ 2,880,822	\$ 1,337,749	\$ 1,032,555	\$ 2,575,627	\$ 305,195

Beginning Fund Balance 6/30/11

\$1,680,311

Funds Provided:

FY2012 Transfer from Operating Fund

\$ 140,000

Grants Awarded

262,398

FY2012 Interest Earnings

15,621

Total Funds Provided

418,019

Funds Applied

Current Year Expenditures

(1,032,555)

Funds obligated to existing projects

(305,195)

Projects completed or cancelled by Service Area Board Action

-

Funds available for appropriation and to satisfy future capital expansion plans.

\$ 760,580

Bear Creek Fire Service Area Projects - Fund 442

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total Expenditures	Unexpended Balance
09421	2009	SCBA Fill Sta Replacement	\$ 10,000	\$ 1,919	\$ 1,919	\$ 10,000	\$ -
09422	2009	New Station Design	150,000	9,626	-	140,374	9,626
09482	2009	DCCED Grt-Toward Multi-Use Facility	55,000	40,932	610	14,679	40,321
10421	2012	Hose bed for Tanker/Pumper	7,114	7,114	-	-	7,114
11421	2011	New Fire Station-Site Work	65,000	65,000	-	-	65,000
12421	2012	Land for Proposed Station	100,000	100,000	1,455	1,455	98,545
12422	2012	Mobile Radio Repeater	15,000	15,000	-	-	15,000
Total			\$ 402,114	\$ 239,591	\$ 3,984	\$ 166,508	\$ 235,606

Beginning Fund Balance 6/30/11	\$ 157,923
Funds Provided:	
FY2012 Transfer from Operating Fund	\$ 100,000
Grants Awarded	40,932
FY2012 Interest Earnings	1,845
Total Funds Provided	<u>142,776</u>
Funds Applied - Current Year Expenditures	(3,984)
Funds obligated to existing projects	(235,606)
Projects completed or cancelled by Service Area Board Action	<u>-</u>
Funds available for appropriation and to satisfy future capital expansion plans.	<u>\$ 61,108</u>

Central Emergency Services Projects - Fund 443

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total Expenditures	Unexpended Balance
11033	2011	Off-Road Vehicles	\$ 50,000	\$ 1,009	\$ 464	\$ 49,455	\$ 545
11461	2011	Mechanic Vehicle	152,250	4,876	4,172	151,546	704
11466	2011	Radio Equipment Upgrade	400,000	393,838	129,091	135,253	264,747
12461	2012	Soldotna Sta. 1 Remodel Design	200,000	200,000	193	193	199,807
12462	2012	Training Officer Vehicle Replace.	50,000	50,000	1,264	1,264	48,736
12463	2012	Ambulance	190,000	190,000	-	-	190,000
12464	2012	Wildland Interface Engine - Kasil	667,226	667,226	667,218	667,218	8
12466	2012	ECG Monitor Replacement	109,000	109,000	99,741	99,741	9,259
12468	2012	Storage Locker Replacement	21,000	21,000	-	-	21,000
12469	2012	Training Facility Relocation	350,000	350,000	52,126	52,126	297,874
			\$ 2,189,476	\$ 1,986,948	\$ 954,270	\$ 1,156,798	\$ 1,032,678

Beginning Fund Balance 6/30/11		\$ 1,094,336
Funds Provided:		
FY2012 Transfer from Operating Fund	\$ 900,000	
Grants Awarded	201,009	
FY2012 Interest Earnings	11,136	
Total Funds Provided	<u>1,112,145</u>	1,112,145
Funds Applied - Current Year Expenditures		(954,270)
Funds obligated to existing projects		(1,032,678)
Projects completed or cancelled by Service Area Board Action		<u>9,259</u>
Funds available for appropriation and to satisfy future capital expansion plan:		<u>\$ 228,791</u>

Anchor Point Fire Service Area Projects - Fund 444

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total Expenditures	Unexpended Balance
11TNK	2011	Water Storage Tank Installation	\$ 50,000	\$ 50,000	\$ 392	\$ 392	\$ 49,608
12PMP	2012	Class A Pumper	225,000	225,000	-	-	225,000
Total			\$ 275,000	\$ 275,000	\$ 392	\$ 392	\$ 274,608

Beginning Fund Balance 6/30/11	\$ 208,407
Funds Provided:	
FY2012 Transfer from Operating Fund	\$ 100,000
FY2012 Interest Earnings	2,403
Total Funds Provided	<u>102,403</u>
Funds Applied - Current Year Expenditures	(392)
Funds obligated to existing projects	(274,608)
Projects completed or cancelled by Service Area Board Action	<u>-</u>
Funds available for appropriation and to satisfy future capital expansion plans.	<u>\$ 35,810</u>

Kachemak Service Area Capital Projects - Fund 446

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total Expenditures	Unexpended Balance
08481	2008	FY08 Diamond Ridge Sta. Dvlp	\$ 75,000	\$ 28,990	\$ 11,182	\$ 57,192	\$ 17,808
ORPTR	2010	Repeater	13,750	13,750	9,637	9,637	4,113
11TKR	2011	Tanker/Pumper	341,250	341,250	221	221	341,029
12379	2012	Diamond Ridge Station - Grant	450,000	450,000	-	-	450,000
12481	2012	5 Scott SCBA 4.5 Systems	36,640	36,640	-	-	36,640
Totals			\$ 916,640	\$ 870,630	\$ 21,040	\$ 67,050	\$ 849,590

Beginning Fund Balance 6/30/11	\$ 437,814
Funds Provided:	
FY2012 Transfer from Operating Fund	\$ 100,000
Grants Awarded	350,000
FY2012 Interest Earnings	4,730
Total Funds Provided	<u>454,730</u>
Funds Applied - Current Year Expenditures	(21,040)
Funds obligated to existing projects	(849,590)
Projects completed	<u>-</u>
Funds available for appropriation and to satisfy future capital expansion plans.	<u>\$ 21,914</u>

Communication Center 911 Projects - Fund 455

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total Expenditures	Unexpended Balance
NARBN	2011	Narrow Banding	\$ 359,926	\$ 318,926	\$318,926	\$ 359,926	\$ -
ASFTY	2010	FY10 Comm Econ Stimulus Prog: Pub Safety	634,071	292,376	292,376	634,071	-
Total			\$ 993,997	\$ 611,302	\$611,302	\$ 993,997	\$ -

Beginning Fund Balance 6/30/11	\$ 3,255
Funds Provided:	
Grants Awarded	\$ 611,302
Total Funds Provided	611,302
Funds Applied - Current Year Expenditures	(611,302)
Funds obligated to existing projects	-
Projects completed or cancelled by Service Area Board Action	-
Funds available for appropriation and to satisfy future capital expansion plans.	\$ 3,255

North Pen Rec Capital Projects-Fund 459

Balances through December 31, 2011

Project	Year Appropriated	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total LTD Expenditures	Unexpended Balance
11459	2011	Glycol Exchange System	\$ 40,000	\$ 31,772	\$ 9,082	\$ 17,310	\$ 22,690
11SHO	2011	Shower Replacement	20,000	3,102	2,684	19,582	418
12028	2012	Playground Equipment DCCED Grant	225,000	225,000	173	173	224,828
12451	2012	Wind Generation Feasibility Study	10,000	10,000	1,289	1,289	8,711
12452	2012	3/4 Ton Truck with Plow	40,000	40,000	-	-	40,000
12453	2012	Security Cameras for NPRSA Facilities	75,000	75,000	173	173	74,828
12454	2012	Siding & Exterior Paint for NCRC	100,000	100,000	-	-	100,000
Total			\$ 510,000	\$ 484,874	\$ 13,400	\$ 38,526	\$ 471,474

Beginning Fund Balance 6/30/11		\$ 631,905
Funds Provided:		
FY2012 Transfer from Operating Fund	\$ 40,000	
Grants Awarded	228,102	
FY2012 Interest Earnings	6,727	
Total Funds Provided		274,829
Funds Applied - Current Year Expenditures		(13,400)
Funds obligated to existing projects		(471,474)
Projects completed or cancelled by Service Area Board Action		-
Funds available for appropriation and to satisfy future capital expansion plan:		\$ 421,860

Central Peninsula Hospital Capital Projects - Fund 490

Balances through December 31, 2011

Project	Year Authorized	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total LTD Expenditures	Unexpended Balance
ACTIVE PROJECTS							
FUNDS PROVIDED BY HOSPITAL PLANT REPLACEMENT FUND							
11CCD	2011	Document Exchange System	\$ 455,148	\$ 409,633	\$ -	\$ 45,515	\$ 409,633
11COR	2011	166/158 W Corral Ave	350,000	348,000	345,054	347,054	2,946
11MD1	2011	Mundel bldg improvements	750,000	427,587	240,105	562,517	187,483
12ANS	2012	Hospital Equipment	671,867	671,867	-	-	671,867
12OPR	2012	Operating Room (4th)	\$1,067,281	\$1,067,281	39,750	39,750	1,027,531
TOTAL FUNDS PROVIDED BY HOSPITAL PLANT REPLACEMENT FUND			\$ 3,294,296	\$ 2,924,368	\$ 624,909	\$ 994,836	\$ 2,299,460
TOTAL ACTIVE PROJECTS			\$ 3,294,296	\$ 2,924,368	\$ 624,909	\$ 994,836	\$ 2,299,460
TOTAL COMPLETED PROJECTS			\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL CPGH CAPITAL PROJECTS			\$ 3,294,296	\$ 2,924,368	\$ 624,909	\$ 994,836	\$ 2,299,460
Beginning Fund Balance 6/30/11							\$ 601,158
Funds Provided:							
FY2012 Transfer from Operating Fund/PRF budgeted						\$ 2,924,369	
FY2012 Interest Earnings						11,157	
Total Funds Provided							<u>2,935,526</u>
Funds Applied - Current Year Expenditures							
Current Year Expenditures							(624,909)
Funds obligated to existing projects							(2,299,460)
Projects completed or cancelled							<u>-</u>
Funds available for appropriation and to satisfy future capital expansion plans.							<u>612,316</u>
Funds Reserved For Kenai Health Center Maintenance 6/30/11							<u>\$ 485,239</u>
Funds Provided Curent Year:							
State Contributions						\$ 12,354	
Local Contributions						7,572	
Interest on Accumulated Balance						5,078	
Total Funds Provided							<u>25,003</u>
Funds reserved for Kenai Health Center maintenance							<u>535,245</u>
Net amount available for appropriations							<u>\$ 77,071</u>

South Peninsula Hospital Capital Projects - Fund 491

Balances through December 31, 2011

Project	Year	Project Description	Authorized Amount	FY12 Budget	Expend FY12	Total LTD Expenditures	Unexpended Balance
8SH01	2008	FY08 Emergency Equipment	\$ 140,000	\$ 62,670	\$ -	\$ 77,330	\$ 62,670
11SHK	2011	Security System Upgrade	50,000	24,443	250	25,807	24,193
11SHN	2011	OR Instrument Replacement	40,000	40,000	-	-	40,000
11SHQ	2011	IT Backup Project	51,200	51,200	32,350	32,350	18,850
11SHS	2011	Nurse Communication System	30,000	30,000	-	-	30,000
11SHT	2011	Health Information Mgmt. Furniture	30,000	27,401	-	2,599	27,401
11SHU	2011	Medical Vacuum Unit	27,300	27,300	-	-	27,300
11SHV	2011	Server Replacement (3 Depts)	25,500	25,500	-	-	25,500
12SHA	2012	Various Equipment	331,999	331,999	104,044	104,044	227,955
12SHB	2012	Digital Fluoro/Radiology Unit	550,000	550,000	-	-	550,000
12SHC	2012	Orothopedic Instrumentation & Equip. Upgr:	250,000	250,000	140,616	140,616	109,384
12SHD	2012	Nurse Call System	152,000	152,000	-	-	152,000
12SHE	2012	Anesthesia Machine	96,323	96,323	96,053	96,053	270
12SHF	2012	House Med Air/O2/Vcuum expansion in LTC	72,000	72,000	-	-	72,000
12SHG	2012	DXA Bone Densitometer	60,000	60,000	-	-	60,000
12SHH	2012	Medical Air Unit	44,400	44,400	-	-	44,400
12SHJ	2012	Ventilation System Upgrade	40,000	40,000	13,000	13,000	27,001
12SHK	2012	Draeger Vital Sign Monitor	39,000	39,000	-	-	39,000
12SHL	2012	Inpatient Medication Management	37,500	37,500	9,000	9,000	28,500
12SHM	2012	Parking Lot Stairs	35,000	35,000	2,475	2,475	32,525
12SHN	2012	Network Switches	30,000	30,000	-	-	30,000
12SHP	2012	Parking Lot Upgrade	30,000	30,000	-	-	30,000
12SHQ	2012	Conference Room Relocations	30,000	30,000	30,000	30,000	-
12SHR	2012	Page Writer TC 70 Cardiograph/Carts	26,785	26,785	19,608	19,608	7,177
12SHS	2012	Ceiling Life	26,000	26,000	-	-	26,000
12SHT	2012	MRI Ferromagnetic Detection System	25,600	25,600	25,600	25,600	-
Total			\$ 2,270,607	\$ 2,165,121	\$ 472,996	\$ 578,483	\$ 1,692,124

Beginning Fund Balance 6/30/11	\$ 560,226
Funds Provided:	
FY2012 Transfer from Operating Fund	\$ 1,625,000
FY2012 Interest Earnings	8,411
Total Funds Provided	1,633,411
Funds Applied - Current Year Expenditures	
Current Year Expenditures	(472,996)
Funds obligated to existing projects	(1,692,124)
Projects completed or cancelled	-
Funds available for appropriation and to satisfy future capital expansion plans.	\$ 28,517



FEMA

LEGISLATIVE AFFAIRS DIVISION
202-646-4500

STATE OF ALASKA FEDERAL DISASTER DECLARATION FACT SHEET

FEBRUARY 2, 2012

On February 2, 2012, President Obama issued a major disaster declaration for the State of Alaska triggering the release of Federal funds to help communities recover from the Severe Storm that occurred November 15-17, 2011. Details of the disaster declaration and assistance programs are as follows:

Declaration Number: FEMA-4054-DR

Incident: Severe Storm

Incident Period: November 15-17, 2011

Federal Coordinating Officer: Willie G. Nunn
National FCO Program

Public Assistance (PA): (Assistance for emergency work and the repair or replacement of disaster-damaged facilities):

Designated Borough: The Kenai Peninsula Borough.

Hazard Mitigation (HM): (Assistance for actions taken to prevent or reduce long-term risk to life and property from natural hazards):

Designated Boroughs and Areas: All boroughs and Regional Educational Attendance Areas in the State of Alaska are eligible to apply for assistance under the Hazard Mitigation Grant Program.

OTHER: Additional designations may be made at a later date if requested by the state and warranted by the results of further damage assessments.

If you have any questions or need additional information on this Federal disaster declaration, please contact FEMA's Legislative Affairs Division at (202) 646-4500, FAX number (202) 646-3600.

Introduced by: Mayor
Date: 01/17/12
Hearing: 02/14/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-19-66**

**AN ORDINANCE APPROPRIATING \$240,000 IN UNAPPROPRIATED INTEREST
INCOME FROM THE ENVIRONMENTAL PROTECTION FUND FOR ADDITIONAL
FUNDING OF THE SPRUCE BARK BEETLE PROGRAM**

1 **WHEREAS**, since 1998, the borough has received grant funding of almost \$20,000,000 for the
2 Spruce Bark Beetle (SBB) Program; and

3 **WHEREAS**, funding provided by the SBB program has been used for wildland mitigation,
4 hazardous tree removal, and other projects to minimize the devastation caused by
5 the spruce bark beetle; and

6 **WHEREAS**, based upon current projections, the grant funds received for the Spruce Bark
7 Beetle Program will be expended by the end of March 2012; and

8 **WHEREAS**, there are more projects the SBB program would like to complete prior to June 30,
9 2012; and

10 **WHEREAS**, since its inception, the SBB program has earned interest income of \$1,864,000 of
11 which \$1,276,000 has been previously appropriated; and

12 **WHEREAS**, the administration is requesting that \$240,000 of the unappropriated interest
13 income be appropriated allowing for these projects to be completed; and

14 **WHEREAS**, appropriation of the interest income will allow the SBB program to continue until
15 June 30, 2012 at which time the program will sunset unless additional funding is
16 received;

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

3 **SECTION 1.** That \$240,000 in interest income earned by the SBB program is appropriated
4 from the Environmental Protection Fund, fund balance to account no.
5 262.21320.12INT.49999 to provide funding for the SBB program through June
6 30, 2012.

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

8 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ***
9 **DAY OF * 2012.**

Gary Knopp, Assembly President

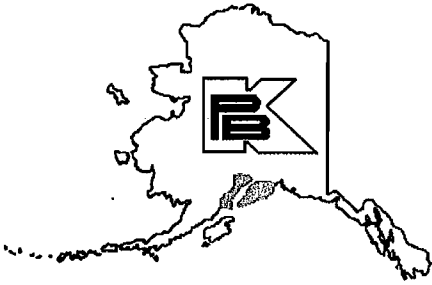
ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7520
Toll-free within the Borough: 1-800-478-4441
PHONE: (907) 262-4441 • FAX: (907) 262-1892
www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *R.O.*

FROM: Duane Bannock, SBB Program Manager *DB*
Craig Chapman, Director of Finance *C Chapman*

DATE: January 5, 2012

SUBJECT: Ordinance 2011-19-bb, appropriating \$240,000 in unappropriated Spruce Bark Beetle interest income

Since 1998, the borough has received grant funding of almost \$20,000,000 for the Spruce Bark Beetle (SBB) Program. Interest income of \$1,864,000 has been received on those funds of which \$1,276,000 has been appropriated.

Based upon current projections, the grant funds received for the SBB program will be expended by the end of March 2012. There are more projects the SBB program would like to complete prior to end of the current fiscal year.

The administration is requesting that \$240,000 of the unappropriated interest income be appropriated, which would allow for these projects to be completed. This appropriation will allow the SBB program to continue until June 30, 2012, at which time the program will sunset unless additional funding is received.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>262.27910 FB</u>
Amount	<u>\$240,000.00</u>
By:	<u><i>CBCW</i></u> Date: <u>1/5/12</u>

Introduced by: Mayor
Date: 01/17/12
Hearing: 02/14/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-19-67**

**AN ORDINANCE APPROPRIATING \$980,430 FROM THE CENTRAL PENINSULA
HOSPITAL PLANT REPLACEMENT AND EXPANSION FUND FOR RENOVATING
THE CENTRAL PENINSULA HOSPITAL IMAGING DEPARTMENT**

1 **WHEREAS**, the Imaging Department at Central Peninsula Hospital ("CPH") was last
2 renovated in the 1980's; and

3 **WHEREAS**, the Imaging Department is the busiest department at CPH, providing imaging
4 services to more than 33,000 patients annually; and

5 **WHEREAS**, the Imaging Department's current configuration offers a waiting area that is
6 separated from the reception area in an alcove in the public corridor,
7 compromising patient privacy and customer service; and

8 **WHEREAS**, the Central Peninsula Hospital, Inc. ("CPH, Inc.") Board of Directors at its
9 December 15, 2011, board meeting approved the renovation of the CPH Imaging
10 Department at a cost of \$980,430.67; and

11 **WHEREAS**, funding for the renovation of the CPH Imaging Department would be paid from
12 the CPGH Plant Replacement and Expansion fund; and

13 **WHEREAS**, the Central Kenai Peninsula Hospital Service Area Board, at its _____
14 _____ meeting recommended _____;

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

3 **SECTION 1.** That \$980,430 is appropriated from the CPGH Plant Replacement and Expansion
4 Fund to account 490.81111.12IMG.49999 for renovation of the CPH Imaging
5 Department.

6 **SECTION 2.** That this ordinance is takes effect immediately upon its enactment

7 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ***
8 **DAY OF * 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7520

Toll-free within the Borough: 1-800-478-4441

PHONE: (907) 262-4441 • FAX: (907) 262-1892

www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *P.O. for MN*

FROM: Craig Chapmen, Director of Finance *C Chapman*

DATE: January 5, 2012

SUBJECT: Ordinance 2011-19-67, appropriating \$980,430 from the Central Peninsula General Hospital Plant Replacement and Expansion Fund for renovating the Central Peninsula Hospital imaging department

The imaging department is the busiest department at Central Peninsula Hospital ("CPH") providing imaging services to more than 33,000 patients annually.

The imaging department at CPH was last renovated in the 1980's. The current configuration offers a waiting area that is separated from the reception area in an alcove in the public corridor, compromising patient privacy and customer service.

The CPGH, Inc. Board of Directors at its December 15, 2011 board meeting approved the renovation of the CPH Imaging Department at a cost of \$980,430.67 from the CPH Plant Replacement and Expansion Fund.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>490,20602</u>
Amount	<u>\$980,430.67</u>
By: <u>CBW</u>	Date: <u>1/5/12</u>



KENAI PENINSULA BOROUGH

Capital Projects Department
47140 East Poppy Lane • Soldotna, Alaska 99669
Toll-free within the Borough: 1-800-478-4441
PHONE: (907) 262-0657 • FAX: (907) 262-8090
www.borough.kenai.ak.us

DAVID R CAREY
BOROUGH MAYOR

October 5, 2011

Central Peninsula Hospital
Attention: Rich Davidson
250 Hospital Place
Soldotna, AK 99669

Mr. Davidson,

Capital Projects has reviewed the project request form, submitted by you on August 29, 2011 for the imaging department remodel. After consideration we believe that this project should be managed by KPB, Capital Projects Department.

CPH will need to provide an approved Resolution from the CPHI operating board along with a conceptual plan and cost estimate for this project. Once received KPB will present an Ordinance to the assembly for the appropriation of funds.

Capital Projects will be available to assist in the development of the scope and budget for this project.

If you have any questions or comments please feel free to contact John Hedges, Capital Projects Manager at 907-262-2037.

Sincerely,

Kevin Lyon
Capital Projects Director

cc: Mayor David Carey
Lease & Operating Agreement Administrator

based on the conceptual design and cost estimate supplied to The Capital Projects Department by
KENAI PENINSULA BOROUGH CAPITAL PROJECTS DEPARTMENT

Project Name: CPH - Radiology Department Renovation **Date:** November 23, 2011

Description: This project is based on the Conceptual design and cost estimate supplied to The Capital projects Department by CPH on November 9, 2011 .

A/E Firm: Not selected at this time

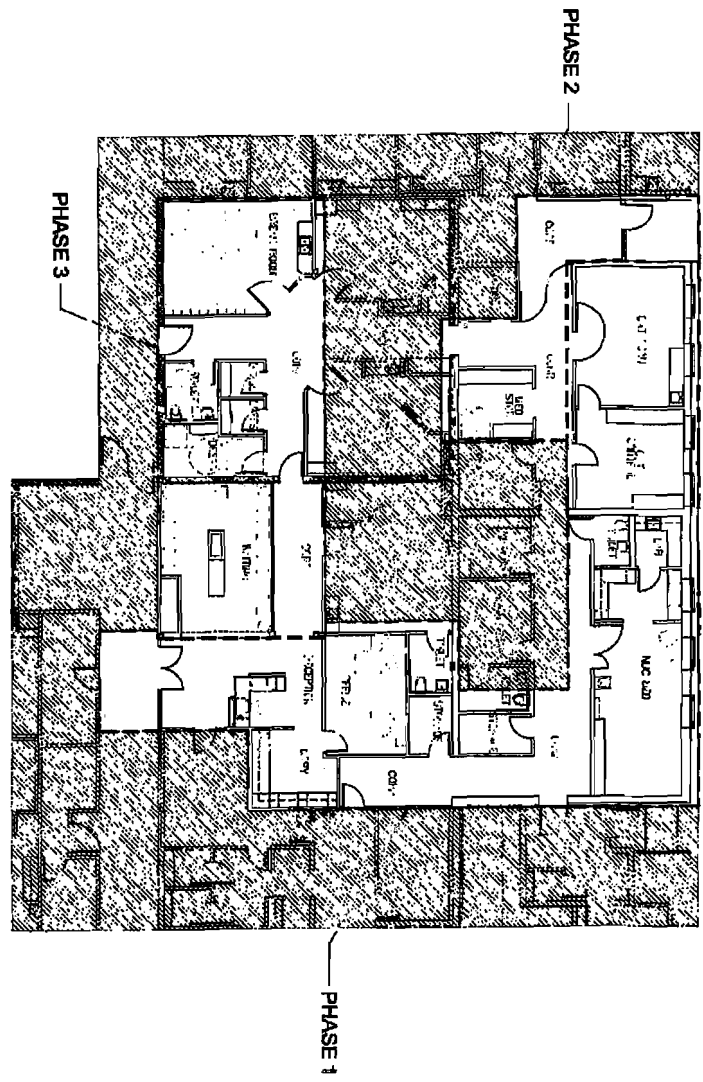
Project Manager: John Hedges

Funding: CPGH Plant Replacement Fund

Account Number: N/A

PROJECT COST ESTIMATE

1. Construction Costs	\$662,486.00	
Subtotal	\$662,486.00	
Construction contingency 20%	\$132,497.20	
Total Construction Cost:		\$794,983.20
2. Other Project Costs		
A. Design and Development (includes CA)	\$95,397.98	
B. Contract Admin. & Const. Mngt. 7.5%	\$59,623.74	
C. Permits:	\$1,500.00	
Total Other Costs:	\$156,521.72	
Subtotal Project Cost:		\$951,504.92
Legal & Admin. Costs: 3.04%	\$28,925.75	
Total Project Cost:		\$980,430.67



1 MASTER FLOOR PLAN
SCALE: 1/8" = 1'-0"
N

MASTER PLAN - PHASING

THE FOLLOWING PHASES SHALL BE CONSIDERED IN PHASING: ANESTHESIA, INCLUDE THE 400 PCT BUILDING OF HANG STAYS, AND ROBBIE BUILDING CODE AND AS ACCESSIBLE COMPLIANCE. CONSTRUCTION IS ANTICIPATED TO BEGIN DATE 2012

PHASE 1

PHASE 1 INCLUDES THE EXPANSION OF ADMINISTRATIVE SERVICES FROM A: A COPY ROOM AND PRINTED OFFICE - RECEPTION SERVICES, PHASE 1 INCLUDES THE EXPANSION OF THE WAITING ROOM FROM THE 1000 SQ FT TO 1500 SQ FT. THE WAITING ROOM SHALL BE LOCATED OFF THE MAIN CONCOURSE. BACK OF HOUSE ACCESS FOR SERVICE STAFF AND PATIENT FLOW FROM THE RADIOLOGY DEPARTMENT, AND ADMINISTRATION SHALL ALSO BE INCLUDED IN THIS PHASE. THE PHASE SHALL ALSO INCLUDE THE WAITING ROOM AND FRONT ANESTHESIA IN THE MAIN BUILDING AS WELL AS ADDITIONAL WORKING SPACE FOR THE RADIOLOGY DEPARTMENT ROOMS (INCLUDES WAITING, COPY ROOM AND COPY CONTROL).

PHASE 2

PHASE 2 INCLUDES THE EXPANSION OF THE EMERGENCY DEPARTMENT, AND A WAITING ROOM TO INCLUDE THE CURRENT WAITING ROOM AND EXPANDED X-RAY STORAGE.

PHASE 3

PHASE 3 INCLUDES THE EXPANSION OF THE RADIOLOGY DEPARTMENT AND THE WAITING ROOM. THIS PHASE INCLUDES THE EXPANSION OF THE WAITING ROOM, AN ELECTRIC SERVICE, SERVICE STATION, AND A CLASS PATIENT WAITING ROOM. THIS PHASE ALSO INCLUDES A BREAK ROOM WHICH SHALL BE SIZED FOR FUTURE X-RAY EXPANSION. AN ADA ACCESSIBLE BREAK ROOM 1200 SQ FT AND AN ADA ACCESSIBLE TOILET ROOM. THE ADA ACCESSIBLE TOILET ROOM SHALL BE UTILIZED BY STAFF AS THE WAITING ROOM AND HOUSE THE PHASE 3 WAITING ROOM. THE WAITING ROOM SHALL BE ADJACENT TO THE ELECTRICAL PANEL. CURRENT PHASE 3 SHALL BE ADJACENT TO THE ELECTRICAL PANEL. CURRENT PHASE 3 SHALL BE ADJACENT TO THE ELECTRICAL PANEL.

DATE: SEPT 21, 2011
 PROJECT: Bill Rudge
 ADDRESS: 1121 DING
 PHONE: 1121 DING
 MASTER FLOOR PLAN
 A1.1
 2 of 24

**CENTRAL PENINSULA HOSPITAL
 RADIOLOGY DEPT. RENOVATION**
 CONCEPTUAL DESIGN
 SOLDOTNA, ALASKA

RTG & ASSOCIATES
 ARCHITECTURE - PLANNING - INTERIORS - GRAPHICS
 KEENA, ALASKA



central peninsula general hospital, inc. d/b/a

central peninsula

hospital | heritage place | serenity house

RESOLUTION 2011-93

**A RESOLUTION APPROVING THE RENOVATION OF THE
CENTRAL PENINSULA HOSPITAL IMAGING DEPARTMENT, AND THE
TRANSFER OF FUNDS FROM THE PLANT REPLACEMENT AND EXPANSION FUND**

- 1. WHEREAS**, the Kenai Peninsula Borough has entered into a Lease and Operating Agreement with Central Peninsula General Hospital, Inc. ("CPGH, Inc.") for the lease and operation of Central Peninsula Hospital and other Medical Facilities, and to provide other healthcare programs and services, on a nonprofit basis in order to ensure continued availability to the Service Area residents; and,
- 2. WHEREAS**, the Imaging Department at Central Peninsula Hospital ("CPH") was last renovated in the 1980's, and CPGH, Inc. recognizes that the Imaging Department does not meet the current aesthetic standards of CPH after the substantial completion of the voter approved hospital expansion project; and
- 3. WHEREAS**, the Imaging Department is the busiest department in CPH, providing imaging services to more than 33,000 patients annually, and the Imaging Department's surveys represent 55% of all patient satisfaction surveys completed for Outpatient Services; and,
- 4. WHEREAS**, the Imaging Department's current configuration offers a waiting area that is separated from the reception area in an alcove in the public corridor, compromising patient privacy and customer service; and,
- 5. WHEREAS**, properly renovated areas within CPH have consistently demonstrated significant improvement in patient satisfaction; and,
- 6. WHEREAS**, the total projected cost for this renovation project is \$980,430.67, which represents 1/25 of the annual revenue for Imaging Services; and,
- 7. WHEREAS**, sufficient funds are available in the Central Peninsula Hospital Plant, Replacement and Expansion Fund to pay for the total projected cost of the Imaging Department renovation project; and,
- 8. WHEREAS**, under §13(b) of the Lease and Operating Agreement, any transfer in or out of the CPH Plant, Replacement and Expansion Fund shall be approved by the CPGH, Inc. Board; and,
- 9. WHEREAS**, CPGH, Inc. Administration recommends that the CPGH, Inc. Board of Directors approve the Imaging Department renovation project, and approve the transfer of funds in the amount of \$980,430.67 out of the CPH Plant, Replacement and Expansion Fund to pay for this project; and,

250 Hospital Place, Soldotna, AK 99669 • (907) 714-4722 • www.cpgh.org
CPH is a member of the Planetree Alliance

10. WHEREAS, CPGH, Inc. has and shall abide by any and all conditions within §10(c) Purchasing Procedures of the Lease and Operating Agreement regarding contracts for the CPH Imaging Department renovation project; and,

11. WHEREAS, under KPB Code §5.04.11.A, a voter referendum is not required for capital improvement projects to CPH paid for by expenditures from the CPH Plant, Replacement and Expansion Fund; and,

12. WHEREAS, under §12(b)(iii) of the Lease and Operating Agreement, all capital improvement projects expected to cost in excess of \$250,000 using funds not previously appropriated for that purpose must be approved by the Borough Assembly after consideration by the Service Area Board;

NOW, THEREFORE, BE IT RESOLVED, BY THE BOARD OF DIRECTORS OF CENTRAL PENINSULA GENERAL HOSPITAL, INC., A NOT-FOR-PROFIT ALASKA CORPORATION, THAT:

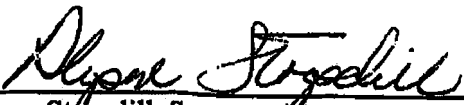
SECTION 1. The CPGH, Inc. Board of Directors approves the CPH Imaging Department renovation project at the total project cost of \$980,430.67, with the funds for payment to be from the CPH Plant, Replacement and Expansion Fund.

SECTION 2. The CPGH, Inc. Board of Directors approves the transfer of \$980,430.67 from the CPH Plant, Replacement and Expansion Fund for expenditures for the CPH Imaging Department renovation project, subject to consideration by the Service Area Board and to the approval of the Borough Assembly.

SECTION 3. This resolution becomes effective upon its adoption by the CPGH Inc. Board of Directors.

I certify that the above resolution was approved by vote of the Board of Directors of Central Peninsula General Hospital, Inc. at the 12/15/11 Board meeting.

DATED: 12/15/11


Alyson Stogsdill, Secretary/Treasurer
CPGH, Inc. Board of Directors

Introduced by: Mayor
Date: 12/06/11
Hearing: 01/03/12
Action: Postponed Until 02/14/12
Date: 02/14/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-42**

**AN ORDINANCE AUTHORIZING A LAND EXCHANGE WITH THE CITY OF
SEWARD IN SUPPORT OF THE CITY'S PUBLIC UTILITY SERVICES**

- 1 **WHEREAS,** the City of Seward has developed plans for an office warehouse, electrical extension
2 and site drainage in support of its public utility services; and
- 3 **WHEREAS,** the project design would be facilitated by redrawing common property boundaries of
4 certain city and borough owned land; and
- 5 **WHEREAS,** the borough land is part of the Seward school campus which includes the Seward
6 Elementary, Seward Middle and Seward High schools; and
- 7 **WHEREAS,** this project would result in improved pedestrian access between the Seward
8 Elementary and Seward High schools; and
- 9 **WHEREAS,** the exchanged lands are of approximately equal area and are considered to be of
10 approximately equal value; and
- 11 **WHEREAS,** the completion of this land exchange is subject to survey and plat; and
- 12 **WHEREAS,** the KPB Planning Commission at its regularly scheduled meeting of December 12,
13 2011, recommended _____;

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

3 **SECTION 1.** That the Assembly finds that exchanging a 0.56-acre +/- portion of Lot 8A-1 for an
4 0.56-acre +/- portion of Lot 6A-1, Fort Raymond Subdivision Replat No. 2, with the
5 City of Seward pursuant to KPB 17.10.100 (C) & (D) is in the best interest of the
6 borough.

7 **SECTION 2.** That the best interest of the borough finding is based on the following facts:

- 8 a) That the property being exchanged is of equal size and value.
9 b) That the city's project facilitated by this exchange includes trails and sidewalk
10 improvements that would benefit the Seward school campus.
11 c) That the exchange has been negotiated fairly and is mutually beneficial for the
12 residents of the Kenai Peninsula Borough and the City of Seward.

13 **SECTION 3.** That the City of Seward shall be responsible for all surveying and platting costs
14 associated with this exchange.

15 **SECTION 4.** That the mayor is authorized to execute the exchange agreement substantially in the
16 form of the one accompanying this ordinance and any and all additional documents
17 necessary to effectuate this ordinance.

18 **SECTION 5.** That this ordinance shall take effect immediately upon its enactment.

1 ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY
2 OF * 2012.

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

Assessing Department

144 North Binkley Street • Soldotna, Alaska 99669-7520

Toll-free within the Borough: 1-800-478-4441, Ext. 2230

PHONE: (907) 714-2230 • FAX: (907) 714-2393

www.borough.kenai.ak.us

**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

To: Keith Snarey, Land Management Agent

Through: Tom Anderson, Director of Assessing *TWA*

From: Paul Knight, Lead Appraiser *PK*

Date: February 6, 2012

Subject: Appraisal for a portion of Parcels 145-026-21 and 145-026 21

The appraisal problem is to estimate the value of .56 acres from each of the aforementioned parcels.

There is limited data for institutional land sales. However, the Borough did purchase a 12 acre tract adjacent to these subject parcels in 2004. Using that sale as a basis, and adjusting for the size difference, I am estimating the value of each .56 acre tract at \$35,000



KENAI PENINSULA BOROUGH

Planning Department • Land Management Division
144 North Binkley Street • Soldotna, Alaska 99669-7520
PHONE: (907) 714-2200 • **FAX:** (907) 714-2378
Toll-free within the Borough: 1-800-478-4441, Ext. 2200
www.borough.kenai.ak.us

DAVE CAREY
BOROUGH MAYOR

MEMORANDUM

TO: Tom Anderson, Assessing Director

THRU: Max Best, Planning Director
Marcus A Mueller, Land Management Officer *MAM*

FROM: Keith Snarey, Land Management Agent *KS*

DATE: February 2, 2012

SUBJECT: Appraisal for a portion of Parcel No. 145-026-20 and 145-026-21
proposed for exchange with the City of Seward

The Kenai Peninsula Borough is considering an exchange of lands with the City of Seward as proposed under Ordinance 2011-42 and shown on the attached maps. The parcels would be created by plat, adjusting existing lot lines, and reattaching to larger parcels owned by the borough and city respectively. Each parcel is approximately 0.56 acres in size. Parcel 145-026-20 is partially encumbered by a wellhead protection easement as shown on the attached plat map.

Land Management respectfully requests an estimate of fair market value for each parcel proposed for exchange.

Attachment

CITY OF SEWARD
P.O. BOX 167
SEWARD, ALASKA 99664-0167



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

September 7, 2011

To: Kenai Peninsula Borough, Land Management Division

This letter is a land exchange proposal for the Kenai Peninsula Borough (KPB) to consider exchanging land with the City of Seward (COS) bordering Seward's Fort Raymond electric substation.

The land exchange would involve portion of KPB tax parcel ID # 14502620 and # 14502621. Four maps have been included for reference. The Autocad drawing shows the pieces of land initially proposed in the swap. The wide green line indicates the initially proposed sections; the borough would acquire the portion shown as 23,953 sqft and the City would acquire the section indicating 24,193 sqft.

This land Exchange would benefit both KPB and COS. The benefits to KPB include additional land options close to all the major schools in the Seward area and COS' willingness to construct additional sidewalk on Sea Lion Avenue to accommodate the foot traffic between the elementary school and the high school.

With the expected reroute of the bike path within city boundaries, the additional sidewalk will increase the safety of students, bikers and pedestrians, while creating a more direct route for the elementary students walking to the high school.

This exchange could also be accomplished by the following alternatives:

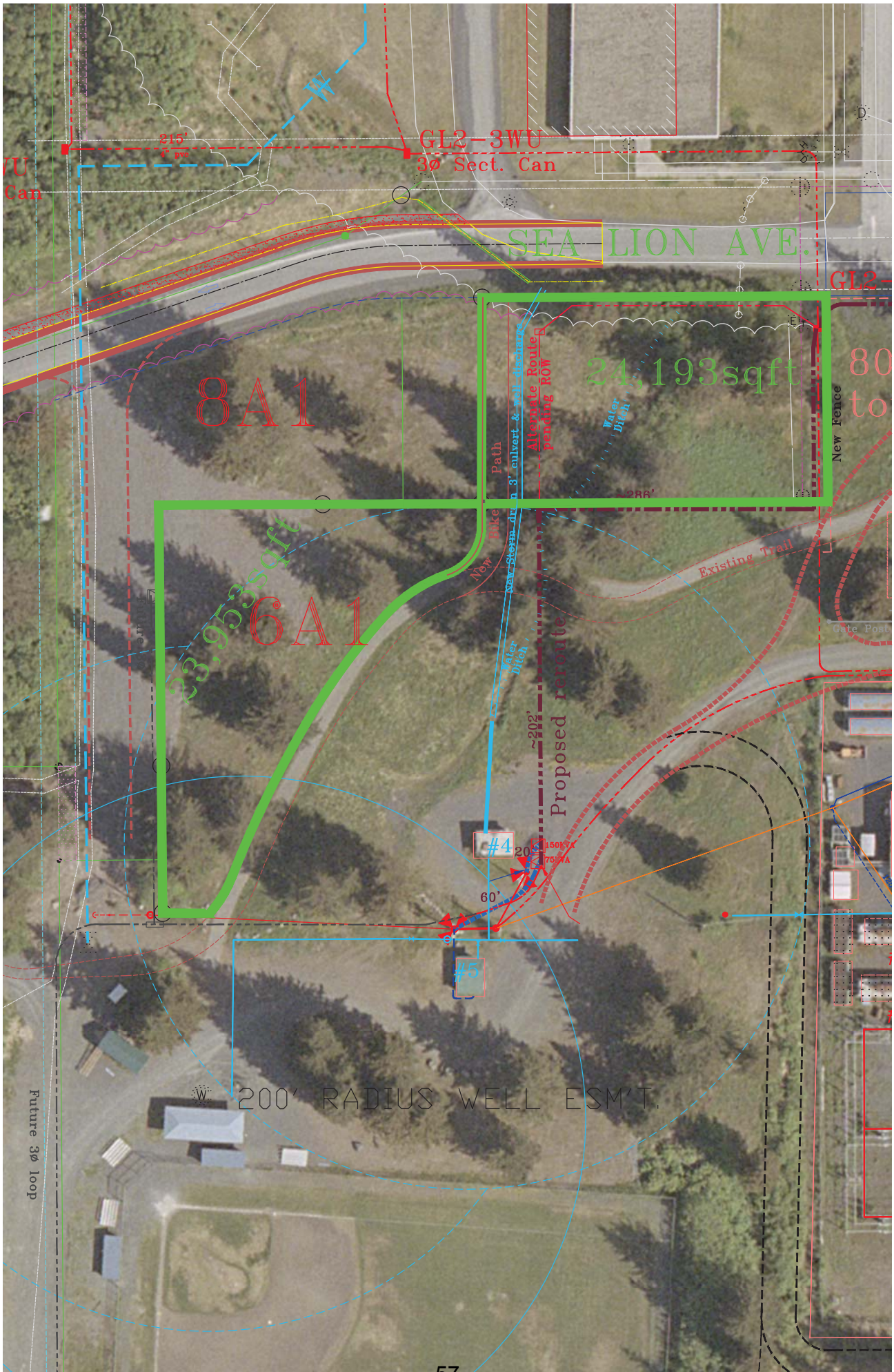
- 1) The borough can consider an exchange of land as yet undetermined.
- 2) COS purchase the land from KPB based on a fair market value appraisal.

With this land exchange, any survey and replatting costs would be split by the two entities.

The City of Seward thanks you for considering this request. Please contact me at 907-224-4071 or by email at jfoutz@cityofseward.net for further information or questions.

Very Respectfully,

John Foutz
Electric Utility Manager





KENAI PENINSULA BOROUGH

Planning Department • Land Management Division
144 North Binkley Street • Soldotna, Alaska 99669-7520
PHONE: (907) 714-2200 • **FAX:** (907) 714-2378
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www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Kenai Peninsula Borough Assembly Members

THRU: Mike Navarre, Mayor *P.O. for M.M.*
Max Best, Director of Planning *MB*
Marcus A. Mueller, Land Management Officer *MAM*

FROM: Keith Snarey, Land Management Agent *KS by Max*

DATE: November 23, 2011

SUBJECT: Ordinance 2011-42 authorizing a land exchange with the City of Seward in support of the city's public utility services

The City of Seward (City) has developed plans for an office warehouse, electrical extension and realignment of drainage to support its public utility services. The project design would be facilitated by redrawing common property boundaries of City and Borough owned property.

The attached ordinance would authorize the exchange of lands on an equal area/equal value basis. Each parcel is approximately 0.56 acres. The exchanged lands would be useful to the Kenai Peninsula Borough for school campus purposes. The City's project includes trail and sidewalk improvements which would benefit the school campus.

Your consideration of this ordinance is greatly appreciated.

EXCHANGE AGREEMENT

WHEREAS, the Kenai Peninsula Borough and the City of Seward are owners of certain real property that the City of Seward wishes to exchange; and

WHEREAS, the objectives are to construct an office/warehouse building that would become a barrier between the elementary school and a backup generation facility as well as additional sidewalk on Sea Lion Avenue to accommodate foot traffic between schools; and

WHEREAS, the parties have designed the exchange to include lands of approximate equal area and value;

NOW, THEREFORE, this Agreement is made on this _____ of _____, 2012, by and between the KENAI PENINSULA BOROUGH, an Alaska municipal corporation, whose address is 144 North Binkley Street, Soldotna, Alaska 99669 (hereinafter referred to as "KPB"), pursuant to KPB Ordinance 2011-__ enacted _____, 2012, and the City of Seward, an Alaska municipal corporation, whose address is P.O. BOX 167 Seward, AK 99664-0167 (hereinafter referred to as "CITY OF SEWARD").

1. KPB PARCEL

Subject to other applicable provisions of this Agreement, for good and valuable consideration, the KPB will convey all interest it has in the following described parcel of land ("KPB Property") to CITY OF SEWARD. The KPB makes no warranties, express or implied, nor assumes any liability whatsoever, regarding the social, economic, or environmental aspects of the KPB Property, including, without limitation, the soil conditions, water drainage, access, natural or artificial hazards that may exist, or the merchantability, profitability or fitness of the KPB Property for any particular purpose. CITY OF SEWARD shall have 30 days from the date of this agreement in which to inspect title to KPB Property and associated title records. If CITY OF SEWARD determine said title to be unacceptable, CITY OF SEWARD may cancel this agreement without penalty by written notice. If no such notice is given, it shall be deemed that CITY OF SEWARD accept title to KPB Property after having had a full opportunity to inspect the KPB Property and associated title records, and have determined them suitable for the purposes addressed by this Agreement.

Property Description

A 0.56 Acre +/- portion of Lot 8A-1 Fort Raymond Subdivision Replat No. 2 according to plat no. 2002-18 Seward Recording District, as shown on attached Exhibit A; subject to modification upon field survey and final platting action.

2. CITY OF SEWARD PARCEL

Subject to other applicable provisions of this Agreement, for good and valuable consideration, the CITY OF SEWARD will convey all interest it has in the following described parcel of land ("CITY OF SEWARD Property") to KPB. The CITY OF SEWARD makes no warranties, express or implied, nor assumes any liability whatsoever, regarding the social, economic, or environmental aspects of the CITY OF SEWARD Property, including, without limitation, the soil conditions, water drainage, access, natural or artificial hazards that may exist, or the merchantability, profitability or fitness of the CITY OF SEWARD Property for any particular purpose. KPB shall have 30 days from the date of this agreement in which to inspect title to CITY OF SEWARD Property and associated title records. If KPB determine said title to be unacceptable, KPB may cancel this agreement without penalty by written notice. If no such notice is given, it shall be deemed that KPB accept title to CITY OF SEWARD Property after having had a full opportunity to inspect the CITY OF SEWARD Property and associated title records, and have determined them suitable for the purposes addressed by this Agreement.

Property Description

A 0.56 Acre +/- portion of Lot 6A-1 Fort Raymond Subdivision Replat No. 2 according to plat no. 2002-18 Seward Recording District, as shown on attached Exhibit A; subject to modification upon field survey and final platting action.

3. CONSIDERATION

KPB and CITY OF SEWARD agree that the property subject to this exchange is of similar value, and each party is benefitted by this exchange for their respective purposes, and therefore the land received by each party is the full consideration for the land conveyed under this agreement.

4. TITLE

A. KPB PROPERTY

Title shall be delivered to CITY OF SEWARD at time of closing by **quitclaim deed**. KPB conveys only its interest in the property, if any, without warranty of any kind or nature whatsoever. Title shall also be subject to reservations, easements, rights-of-way, covenants, conditions and restrictions of record.

B. CITY OF SEWARD PROPERTY

Title shall be delivered to KPB at time of closing by **quitclaim deed**. CITY OF SEWARD conveys only its interest in the property, if any, without warranty of any kind or nature whatsoever. Title shall also be subject to reservations, easements, rights-of-way, covenants, conditions and restrictions of record.

5. ESCROW AND CLOSING COSTS

Unless agreed otherwise, KPB and CITY OF SEWARD will be responsible for their respective costs under this Agreement. CITY OF SEWARD will be responsible for surveying and platting costs associated with this exchange. Settlement for costs shall occur no later than the date of closing. Property taxes shall be fully paid for each property by its current owner prior to closing.

6. CLOSING

Unless otherwise agreed in writing, closing will occur within 90 days of plat recordation. KPB and CITY OF SEWARD will execute all documents required to complete the Agreement including signing required plat documents and, if applicable, establish an escrow account.

7. POSSESSION

Possession shall be delivered at time of recording.

8. BREACH REMEDY

Prior to closing of the sale, in the event that KPB or CITY OF SEWARD fail to make any payment required, or fail to submit or execute any and all documents and papers necessary for closing and transfer of title within the time period specified in this agreement, the other party may terminate this agreement.

9. MUTUAL DEFENSE AND INDEMNIFICATION

Each party shall indemnify, defend, save and hold the other party, their elected and appointed officers, agents and employees, harmless from any and all claims, demands, suits, or liability of any nature, kind or character including costs, expenses, and attorneys fees resulting from their own performance or failure to perform in accord with the terms of this Agreement in any way whatsoever. This defense and indemnification responsibility includes claims alleging acts or omissions by the other party or their agents which are said to have contributed to the losses, failure, violations, or damage. However, neither party shall not be responsible for any damages or claim arising from the sole negligence or willful misconduct of the other party, their agents, or employees.

10. HAZARDOUS MATERIAL

Both parties covenant and agree that no hazardous substances or wastes shall be located on or stored on either property prior to closing.

11. ASSIGNMENTS

This agreement may not be assigned.

12. MISCELLANEOUS

- A. Entire Agreement. This Agreement and the documents referred to herein contain the entire agreement of the parties with respect to the subject matter hereof. Any changes additions or deletions hereto must be made in writing and signed by both parties. Provisions of this agreement, unless inapplicable on their face, shall be covenants constituting terms and conditions of the exchange, and shall continue in full force and effect and will survive closing.

- B. Residential Real Property Transfers Act. The parties mutually agree that this transfer will not be covered by the Residential Real Property Transfers Act, AS 34.70.010 et seq.
- C. Development. Both parties agree to comply with all federal, state, borough and city regulations regarding use and development of the property, which includes but is not limited to State of Alaska, Department of Environmental Conservation regulations regarding water and sewer installation, and, if applicable, regulations of the U.S. Army Corps of Engineers regarding filling or draining any area within the property designated as wetlands by the appropriate authority.
- D. Time. Time is of the essence in performance of this Agreement.
- E. Cancellation. This agreement, while in good standing, may be canceled in whole or in part, at any time, upon mutual written agreement. This exchange agreement is subject to cancellation in whole or in part if improperly issued through error in procedure or with respect to material facts.
- F. Entry or Re-entry. In the event that this agreement is terminated, canceled or forfeited, the owner or its agents, servants or representatives, may immediately or any time thereafter, enter or re-enter and resume possession of said lands or such part thereof, and remove all persons and property therefrom either by summary proceedings or by a suitable action or proceeding at law or equity without being liable for any damages therefor.
- G. Fire Protection. Both parties shall take all reasonable precautions to prevent, and take all reasonable actions to suppress destructive and uncontrolled grass, brush, and forest fires on the land under agreement, and comply with all laws, regulations and rules promulgated and enforced by the protection agency responsible for forest protection within the area wherein the demised premises are located.
- H. Notice. Any notice or demand, which under the terms of this agreement or under any statute must be given or made by the parties thereto, shall be in writing, and be given or made by registered or certified mail, addressed to the other party at the address shown on the contract. However, either party may designate in writing such other address to which such notice of demand shall thereafter be so given, made or mailed. A notice given hereunder shall be deemed received when deposited in a U.S. general or branch post office by the addressor.

- I. Responsibility of Location. It shall be the responsibility of each party to properly locate improvements on the subject parcels.
- J. Rights of Mortgagee or Lienholder. In the event of cancellation or forfeiture of a sale agreement for cause, the holder of a properly recorded mortgage, conditional assignment, or collateral assignment will have the option to acquire the agreement for the unexpired term thereof, subject to the same terms and conditions as in the original instrument
- K. Sanitation. Greens agree to comply with all regulations or ordinances which a proper public authority in its discretion shall promulgate for promotion of sanitation. Premises under purchase agreement shall be kept in a clean and sanitary condition and every effort shall be made to prevent any pollution of waters and lands.
- L. Construction. This Agreement shall be deemed to have been jointly drafted by both parties. It shall be constructed according to the fair intent of the language as a whole, not for or against any party. The interpretation and enforcement of this Agreement shall be governed by the laws of the State of Alaska. The titles of sections in this Agreement are not to be construed as limitations of definitions but are for identification purposes only.

This Agreement has been executed by the parties on the day and year first above written.

KENAI PENINSULA BOROUGH

CITY OF SEWARD

Mike Navarre, Mayor

James Hunt, City Manager

ATTEST:

ATTEST:

Johni Blankenship
Borough Clerk

Johanna Kinney
City Clerk

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:

Holly B. Montague
Deputy Borough Attorney

NOTARY ACKNOWLEDGMENT

STATE OF ALASKA)
)ss.
THIRD JUDICIAL DISTRICT)

The foregoing instrument was acknowledged before me this _____ day of _____, 2012, by Mike Navarre, Mayor of the Kenai Peninsula Borough, an Alaska municipal corporation, for and on behalf of the corporation.

Notary Public in and for Alaska
My commission expires: _____

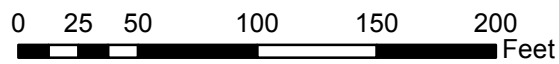
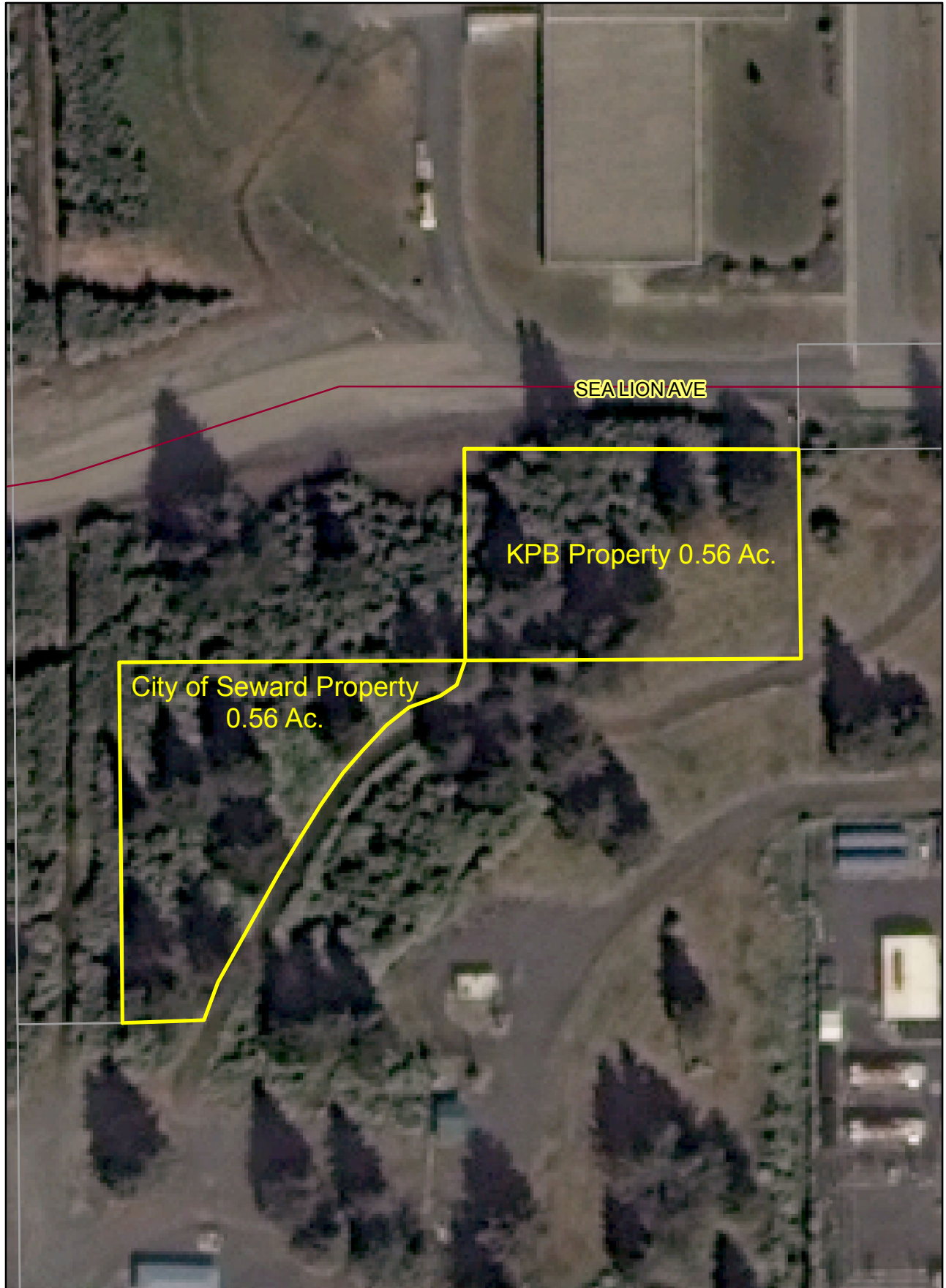
NOTARY ACKNOWLEDGMENT

STATE OF ALASKA)
)ss.
THIRD JUDICIAL DISTRICT)

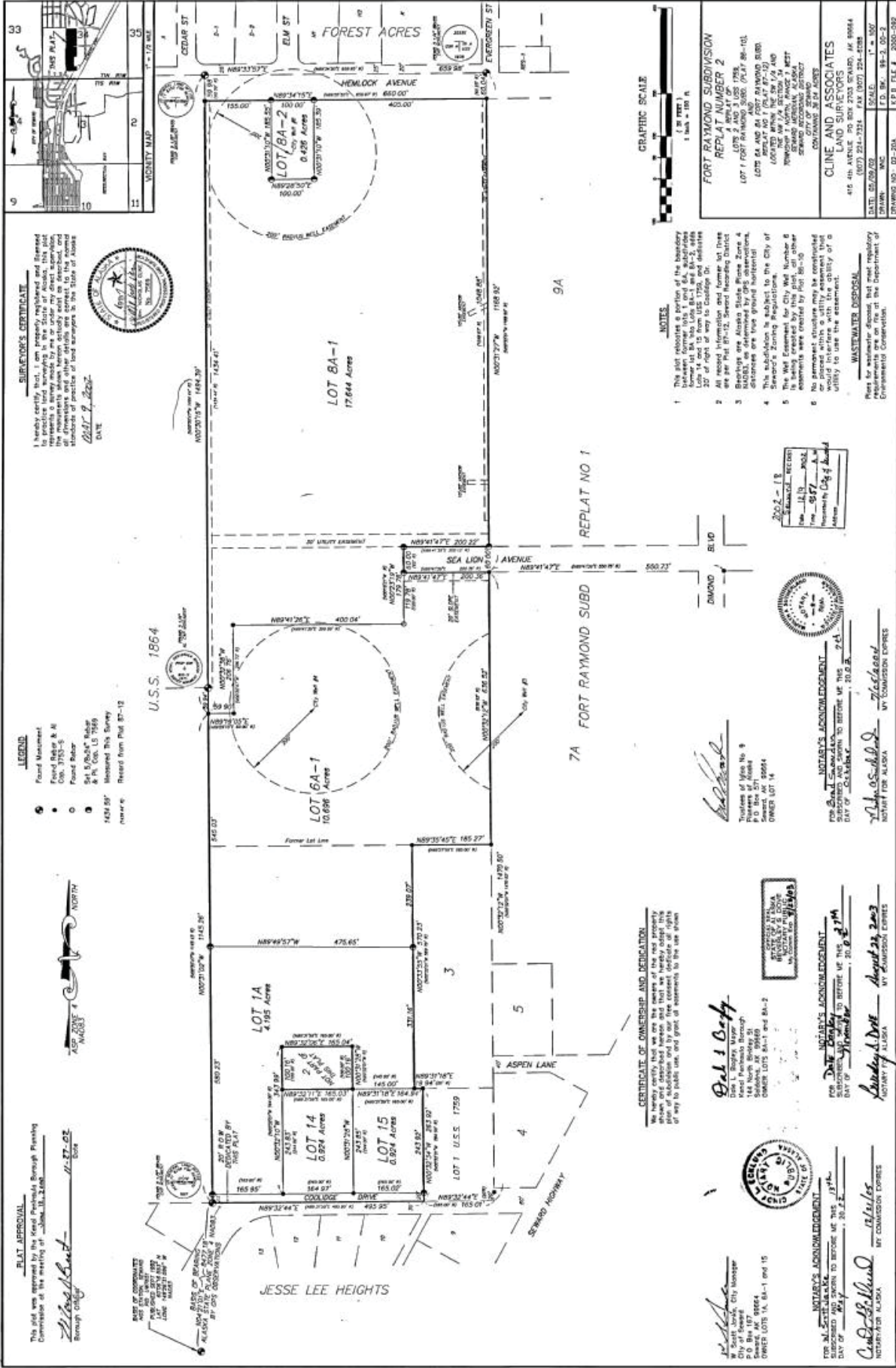
The foregoing instrument was acknowledged before me this _____ day of _____, 2012, by James Hunt, City Manager of the CITY OF SEWARD, an Alaska municipal corporation, for and on behalf of the corporation.

Notary Public in and for Alaska
My commission expires: _____

Exhibit A
KPB/Seward Land Exchange



KRS 11/17/11



SURVEYOR'S CERTIFICATE
 I hereby certify that I am properly registered and licensed to practice land surveying in the State of Alaska, this plat and the measurements shown hereon were taken and reduced in accordance with the provisions of the Alaska Statutes and the standards of the National Board of Surveying and Mapping. I am a member of the National Board of Surveying and Mapping.
 DATE: 08/27/02
 SIGNATURE: [Signature]

LEGEND
 Found Monument
 Corner
 Found Monument
 Found Monument
 54.5 (S) 64.4 (W) Ridge & P. Cox. L.S. 7569
 1424.89' Measured This Survey
 Based from Plat 87-12

PLAT APPROVAL
 This plat was approved by the Ketchikan Borough Planning Commission at its meeting of 08/26/02, 2:00 PM.
 SIGNATURE: [Signature]
 Borough Clerk

NOTARY PUBLIC
 STATE OF ALASKA
 My Comm. Expires 08/27/05
 SIGNATURE: [Signature]
 Notary Public



NOTES
 1. The plat shows a portion of the boundary between former (1981) City 6A, subdivisions Lots 14 and 15, and Lots 6A-1 and 6A-2, with 37' of right of way to Coolidge Dr. Utilities are shown as per Plat 87-12. Second Reading District is as per Plat 87-12. Second Reading District is as per Plat 87-12. Second Reading District is as per Plat 87-12.
 2. All record information and former lot lines are shown as per Plat 87-12.
 3. BOUNDARIES ARE TO BE DETERMINED BY OBSERVATION. DISTANCES ARE TRUE GROUND HORIZONTAL DISTANCES.
 4. This subdivision is subject to the City of Ketchikan's Zoning Regulations.
 5. The plat shows the location of the easement for the utility line shown on the plat, all other easements were created by Plat 88-10.
 6. No permanent structures may be constructed on the utility line shown on the plat, all other utility lines are shown on the plat.

FORT RAYMOND SUBDIVISION REPLAT NUMBER 2
 LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

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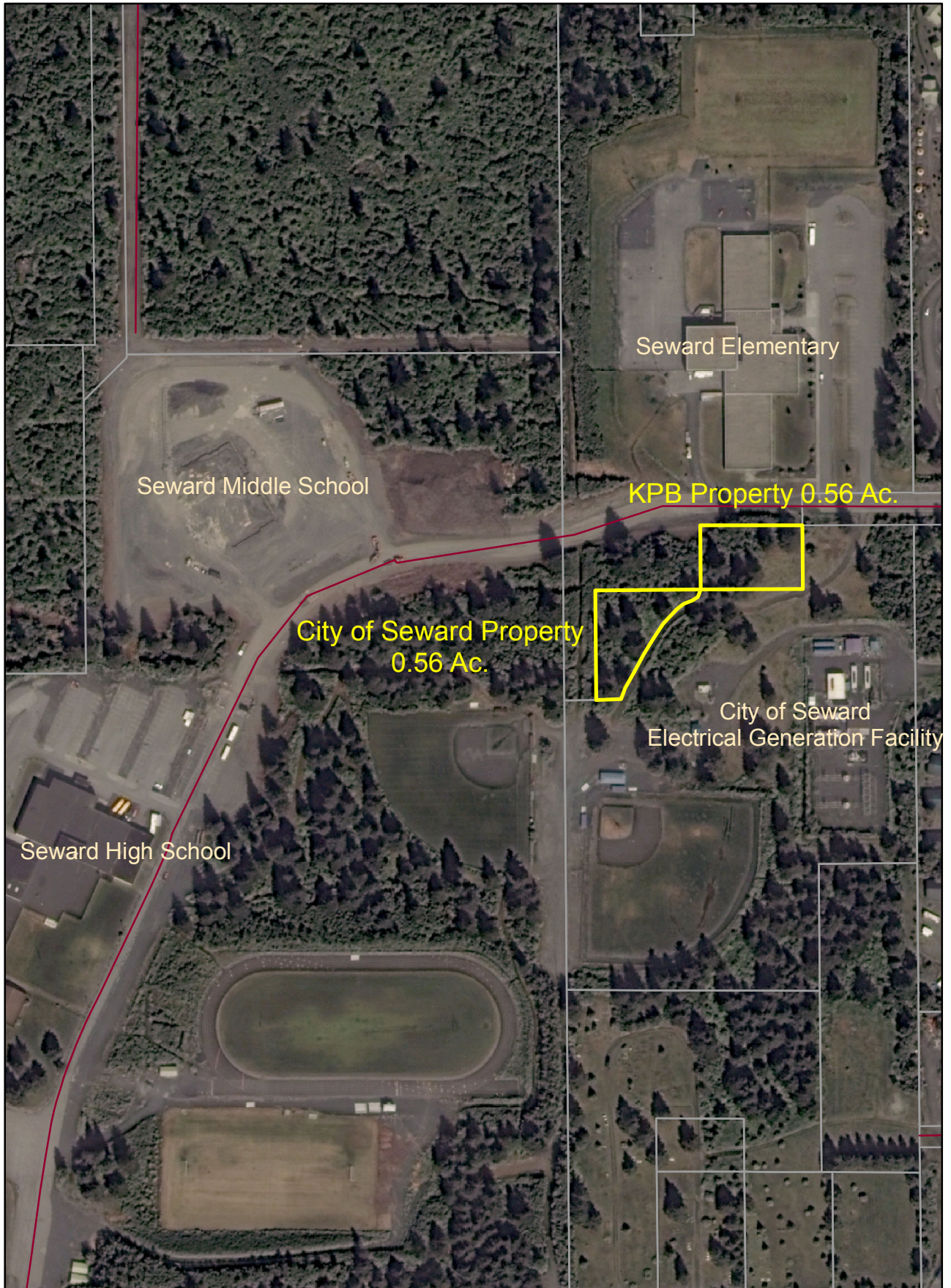
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KPB/Seward Land Exchange



0 85 170 340 510 680 Feet

KRS 11/17/11

Introduced by: Mayor
Date: 01/03/12
Hearing: 02/14/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2012-01**

**AN ORDINANCE APPROVING THE KENAI PENINSULA BOROUGH ENERGY
POLICY GUIDE**

1 **WHEREAS**, on September 6, 2011, the assembly enacted Ordinance 2011-30 which created
2 Chapter 16.06 in the borough code establishing a service area energy conservation
3 program; and

4 **WHEREAS**, KPB 16.06.020 requires that the administration develop an Energy Policy Guide
5 for reducing energy use and waste in local government operations and present it
6 to the assembly for approval by January 6, 2012; and

7 **WHEREAS**, using the City of Homer's Energy and Sustainability Guide as a model, the
8 administration has created a policy for Kenai Peninsula Borough service areas and
9 employees to follow in an effort to save energy and money and to provide
10 government services in a more energy efficient manner; and

11 **WHEREAS**, this policy is intended to be used as a guide for all borough employees and in all
12 borough buildings including the administration building, Homer and Seward
13 annexes, and all service area facilities;

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

16 **SECTION 1.** The Assembly hereby approves the attached Kenai Peninsula Borough Energy
17 Policy Guide as a guide for service areas and employees on reducing energy use
18 and waste in government operations.

1 **SECTION 2.** That this ordinance takes effect immediately upon its enactment.

2 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ***
3 **DAY OF * 2012.**

Gary Knopp, Assembly President

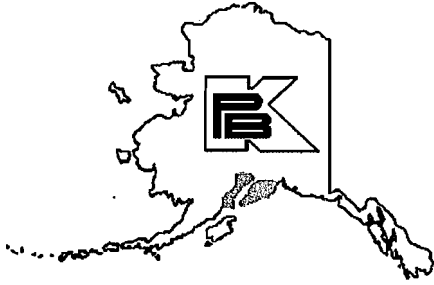
ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7520
Toll-free within the Borough: 1-800-478-4441
PHONE: (907) 262-4441 • **FAX:** (907) 262-1892
www.borough.kenai.ak.us

**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

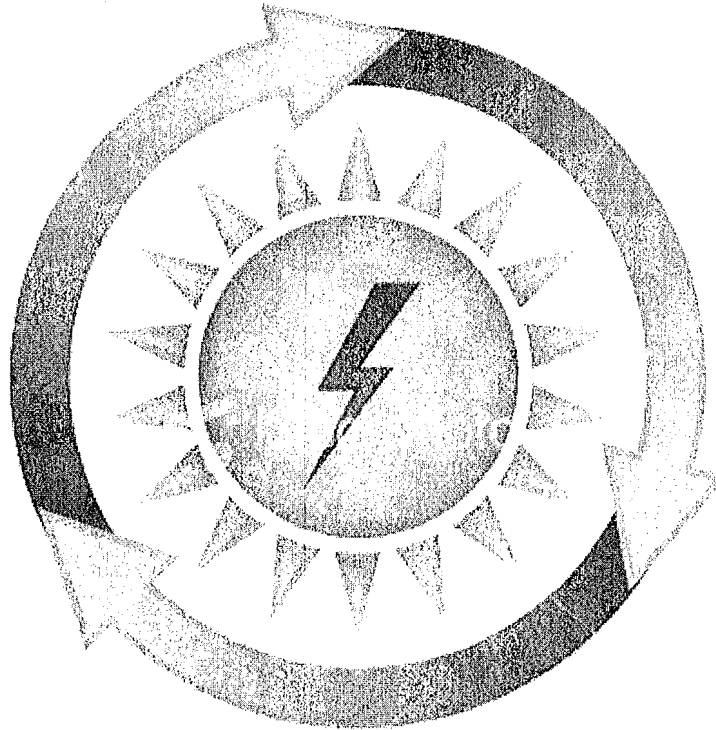
FROM: Mike Navarre, Mayor *MN*

DATE: December 22, 2012

SUBJECT: Ordinance 2012-01, approving the Kenai Peninsula Borough Energy Policy Guide

Pursuant to KPB 16.06.020, this ordinance is submitted for the approval of the Kenai Peninsula Borough Energy Policy Guide. In KPB 16.06.020 the deadline for submitting our energy policy guide to the assembly for approval by ordinance is January 6, 2012. As of the packet deadline the policy has not been finalized. The proposed complete version will be distributed to the assembly prior to the January 3, 2012, assembly meeting, when the ordinance is proposed for introduction.

This document will be used as a guide for all KPB operations including existing service areas. Service areas will obtain energy audits on their facilities by September 6, 2012, and new service areas who will obtain an energy audit within 12 months of their establishment.



Energy Policy Guide

**A Guideline for Kenai Peninsula Borough Employees
Including Services Areas on Reducing Energy Use and Waste
In Government Operations**

December 2011

Dear Kenai Peninsula Borough Employee:

This handbook was created to address energy concerns:

1. The escalating costs of energy, from electricity to fuel oil to gasoline consumption, which impacts municipal programs and services.
2. The need to trim costs of local government operations in order to reduce the burden on taxpayers, who are also feeling financially squeezed.
3. Recognition of the impacts of fossil fuel combustion and depletion on the environment, public health, and national security.

Around the country and around the world, governments, businesses, schools, and households are looking for ways to reduce energy consumption and, in the process, save money. Many are also learning about global climate change, ocean acidification, world oil depletion, etc., and are thinking about the impact our choices today will have on future generations.

What is sustainability?

One of the simplest and most often cited definitions of sustainability refers to practices that “meet the needs of the present without compromising the ability of future generations to meet their own needs”

***Source:** World Commission on Environment and Development – Our Common Future (1987)*

Please note this handbook provides policy guidelines that should be carried out with common sense. It will not be possible or even wise to strictly follow every guideline in every circumstance, particularly when safety, security, or work performance would be unduly impacted. However, refusal to follow guidelines when directed to do so by the borough mayor or designee could be viewed as violation of borough personnel policies. If any provision in this guide contradicts the borough code of ordinances or the Collective Bargaining Agreement then the conflicting borough code and Collective Bargaining Agreement provisions shall prevail.

While the policies in the handbook have been prepared for borough employees, including service areas, many of these can also be applied, with little or no modification, to households and businesses. We hope this will be helpful to others within our community, beyond the workforce.

Part 1: Office and Computer Equipment and Appliances



POLICY: Borough employees will practice energy conservation measures in their use of all office and computer equipment and appliances.

RESPONSIBILITY: All Borough employees are responsible for utilizing equipment and appliances that will ensure maximum energy efficiency without unduly impacting work performance, safety, or security to the extent such equipment and appliances are made available. Within this framework, the following strategies shall be practiced:

- All employees are expected to understand and follow appropriate operating and basic maintenance procedures for the equipment they use, or to seek appropriate information from their supervisors.
- Set copiers and printers (as default) to make double sided copies whenever possible and appropriate for the intended use.
- Set copiers and printers (as default) to make black and white copies rather than color, unless color is the logical default.
- Turn off computer monitors that are not Energy Star compliant if inactivity of 30 minutes or more is anticipated.
- Energy efficient equipment and operational features should not be defeated, removed, modified, changed, or discontinued without prior written notification and concurrence of the Department Director.
- Use refrigerators, microwave ovens, coffee making equipment, etc., designated for group use rather than keeping such equipment for their own personal use.
- Whenever feasible, do all printing, copying, faxing, and scanning on centrally located machines, unless personal machines are assigned to ensure confidentiality or for other legitimate business purposes.

Did you know...?
It costs approximately ten times more to print color copies than it does to print black and white copies.

DEPARTMENT DIRECTOR RESPONSIBILITIES:

- To the extent feasible, and in compliance with the procurement code and applicable regulations, all new computer equipment and appliances purchased will be Energy Star compliant.

- Old energy inefficient refrigerators will be replaced with new Energy Star refrigerators within a reasonable timeframe if encouraged by the most recent energy audit, even if the old refrigerator is still operational, subject to the appropriation and availability of funds.
- Employees will be provided with adequate training to ensure proper use of equipment, including use of energy saving features.

RESPONSIBILITY OF SYSTEMS MANAGER/IT STAFF:

- Maintain a complete inventory of all Borough computer/printing equipment and utilize a tracking system for repair and replacement.
- Recommend replacements for older/inefficient power strip/surge protectors, monitors, computers, and printers.
- Ensure that energy saving features are enabled on all computer equipment, including defaults for double sided, and black and white printing unless otherwise required by the user. To the extent possible, and in compliance with procurement regulations, all new computer equipment purchased will be Energy Star compliant.
- Enable all "Energy Star" energy saving features on personal computers, computer monitors, printers, fax machines, vending machines, copiers, scanners, plotters, etc.
- Centrally managed power settings will be configured to maximize desktop PC energy savings, including but not limited to the following: Turn off monitor after 10 minutes, configure a standard non-CPU intensive screen saver, enable Wake-On-LAN to allow unscheduled power on and configure desktops to shutdown and start up at pre-defined intervals except as otherwise required by the user.

Common Myths and Misconceptions About Computers and Energy Use

Switching computers on and off frequently reduces their service life.

NOT TRUE. Today's computers are designed to handle 40,000 on/off cycles, and that's a number you likely won't reach before advances in technology call for replacing the computer anyway.

Leaving a computer on all day uses less energy than turning it off and back on at different periods during the day.

NOT TRUE. The small surge of power it takes to power up a computer is still much smaller than the amount used to keep it on for lengthy periods.

"Screen Savers" save energy.

NOT TRUE. Screen savers (which don't save screen either) require at least 42 watts of power; those with 3D graphics can draw as much as 114.5 watts.

Your computer uses zero energy when "off"

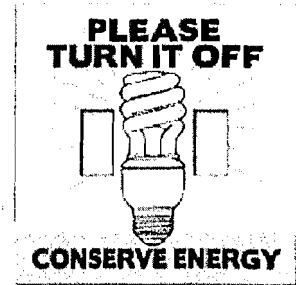
NOT TRUE. Unless it's unplugged, the PC utilizes "flea power", or about 2.3 watts to maintain local area network connectivity. Likewise, in "hibernate" mode it uses 2.3 watts. In "sleep" mode it uses 3.1 watts. The good news is that computer monitors really do use zero energy when turned off.

Source: "Do you need to turn your PC off at night?" by Mone Enbysk, Lead Editor for the Microsoft.com network.

PART 2: LIGHTING

POLICIES:

- Kenai Peninsula Borough employees will diligently endeavor to practice energy conservation measures in their use of all borough lights.
- Lights in all building areas will not be turned on unless needed.
- Exterior lighting systems including but not limited to facade, area, parking, and security lighting shall be controlled by photocells, electronic timers, or other automated control systems, subject to the appropriation and availability of funds and scheduling requirements of maintenance personnel. Exterior lighting not required for egress or security will not be operated during daylight hours.



RESPONSIBILITIES: Kenai Peninsula Borough employees are responsible for utilizing building lights in a manner that ensures maximum energy efficiency without unduly impacting work performance, safety, or security. Within this framework, the following strategies are strongly encouraged:

- Except for security lighting during non work hours, all lights should be turned off in rooms that are likely to remain unoccupied for more than 30 minutes. Workers who use offices or shop areas outside of normal hours should minimize unnecessary overhead lighting.
- Use the minimum amount of light needed by limiting the number of lights turned on. Use task lighting instead of overhead lighting when possible.
- For maximum light levels, keep lamps, reflectors, shields, and shades clean.
- The last person to leave a building (or in large complexes, a section of a building) should make sure all lights are turned off, except those deemed essential for security and safety.

DEPARTMENT DIRECTOR RESPONSIBILITIES:

- Ensure that all employees within their department are familiar with how the lighting system in their building and workspace is supposed to operate.

MAINTENANCE DEPARTMENT RESPONSIBILITIES:

- Evaluate all existing interior and exterior lighting systems to identify opportunities where efficiency can be increased; e.g., through use of Energy Star or LED bulbs and fixtures, motion sensors, or timers.
- Perform lighting replacement and maintenance, including regular cleaning. Group relamping will be implemented wherever feasible, when determined to be cost effective.
- Use manual and automatic lighting controls to manage electrical usage during occupied and unoccupied periods.
- Provide adequate maintenance staff, adequate training for staff, and adequate resources to maintain building for maximum efficiency.

PART 3: HEATING AND COOLING

POLICIES: The Kenai Peninsula Borough will endeavor to use the following strategies to reduce energy use relating to heating and cooling:

- Invest in all energy efficiency measures pertaining to heating and cooling with payback periods of 10 years or less, subject to the appropriation and availability of funds.
- Conduct energy audit of all service area facilities owned by the borough by September, 2012, or within 12 months of formation for service areas formed after September, 2011.
- Implement recommendations for weatherization and other measures to reduce energy use, subject to the appropriation and availability of funds and availability of appropriate personnel.
- Endeavor to construct new and renovated buildings with energy efficiency and other conservation goals in mind, consistent with budgetary and procurement code constraints.

RESPONSIBILITIES: All Kenai Peninsula Borough employees are responsible for utilizing buildings in a manner that will help to ensure maximum energy efficiency without unduly impacting work performance, safety, or security. Within this framework, the following strategies will be practiced:

- Set heating thermostat set points to 68° Fahrenheit and cooling thermostat set points to 75° Fahrenheit in offices and work areas.
- Keep air registers and vents as clear as feasible given space limitations to allow air to flow freely throughout the room.
- Keep all windows closed in buildings during periods when indoor heating or cooling systems are operating.
- Avoid using individual space heaters or air conditioners for heating and cooling unless reasonably needed to perform job without discomfort.

Did you know...?

Building operation and maintenance programs specifically designed to enhance operation efficiency of HVAC and lighting systems can save 5% to 20% of the energy bills without significant capital investment.

Source: energystar.gov

DIRECTOR OF MAINTENANCE RESPONSIBILITIES:

- Provide adequate maintenance staff, adequate training for staff, and adequate resources to maintain buildings for maximum efficiency, subject to mayor and assembly approval of adequate staffing and the appropriation and availability of funds.

MAINTENANCE DEPARTMENT RESPONSIBILITIES:

- Maximize the use of energy management systems to reduce consumption by scheduling shut down of appropriate HVAC equipment during times when the space is unoccupied.
- Ensure that up to date operational procedures and manuals are available.
- Implement preventive maintenance programs complete with maintenance schedules and records of all maintenance performed for all buildings, equipment, and systems.

PART 4: VEHICLE USE

POLICY: The Kenai Peninsula Borough employees will at all times implement all available conservation strategies for the Kenai Peninsula Borough fleet, provided such strategies will not disrupt services to the health, welfare, and safety of all borough residents.

RESPONSIBILITIES: Vehicle operators are responsible for operating borough owned vehicles in a manner that will ensure maximum fuel efficiency without unduly impacting work performance, safety, or security. Within this framework, the following strategies will be practiced:

- Limit unnecessary trips. Plan trips to minimize mileage.
- Remove extra weight from the vehicle; only carry those items you need.
- Warm up engines on gasoline powered cars and trucks according to the following guidelines:
 - At temperatures above 20° F, warm up for no more than 30 seconds or as long as it takes to manually remove snow and ice from windows. (In cold weather, longer warm up times may be appropriate for older vehicles or those that use conventional rather than synthetic oil.)
 - At temperatures of 20° F or less, and if plug is available, plug in vehicles equipped with engine heaters for 2-3 hours before warming up 30 seconds to 10 minutes, depending on temperature.
- Practice moderation; do not over accelerate and avoid constant braking. Drive at or under the speed limit. Anticipate stops and let vehicle coast down hills as much as possible.
- Keep tires properly inflated. Check pressure once a month and before long trips.
- Take vehicles to the Vehicle Maintenance Shop for maintenance as scheduled.
- Do not allow gasoline powered vehicles to idle for more than 30 seconds, or diesel powered vehicles for more than 3 minutes in 60 minute period, except in the following situations:
 - A vehicle may idle while forced to remain motionless because of traffic congestion, when required to yield right of way to responding emergency vehicles, at an official traffic control device or signal, or at the direction of a law enforcement official.
 - A vehicle may idle to prevent a safety or health emergency.
 - A vehicle may idle to operate auxiliary equipment such as onboard operations for maintenance or emergency services.
 - An emergency vehicle or any vehicle being used in an emergency capacity may idle while in emergency or training mode.
 - A vehicle may idle for maintenance, servicing, repairing, or diagnostic purposes if idling is required for such activity.
 - See previous bullets regarding engine warm up time.
- Use the most fuel efficient vehicle available that will serve the purpose for any given trip.

- If so equipped, use overdrive gear and cruise control at cruising speeds.

DEPARTMENT DIRECTOR RESPONSIBILITIES:

- Develop and implement a plan to retire older, less efficient vehicles.
- Buy the most fuel efficient vehicle that will meet most of the department criteria and needs.
- Consider purchase of electric, hybrid, or other alternative fueled vehicles for greater fuel efficiency, if available and practicable, and subject to the appropriation and availability of funds.
- Buy two-wheel drive vehicles unless job or tasks truly require four-wheel drive.
- Assign the most fuel efficient vehicles to employees who drive the most miles where the vehicle design and carrying capacity is consistent with the employees' needs for job performance.
- Ensure that vehicles are used for work purposes only unless otherwise authorized by the mayor or designee.
- Encourage teleconferencing as an alternate to driving to meetings.
- To reduce vehicle miles traveled for employee commutes:
 - Promote pedestrian, bicycle, transit, and ridesharing options.
 - Make bike parking visible, accessible, and if possible, under cover.

VEHICLE MAINTENANCE STAFF RESPONSIBILITIES:

- Monitor the preventative program to ensure that vehicle maintenance is performed according to established schedule.
- Keep tires properly inflated and wheels aligned.
- Use API Certified "energy conserving" motor oil, either conventional or synthetic. Use the service classification and viscosity specified for each vehicle.

Did you know...?

- An idling vehicle gets zero miles per gallon.
- Gentle acceleration and braking can improve fuel economy by up to 33%. Slow-and-go (versus stop-and-go) saves fuel because it takes more energy to move a stopped vehicle than to keep a vehicle moving.
- Every 5 miles over a 60 miles-per-hour speed is like paying an additional 36 cents per gallon for gas (assuming a fuel price of \$4/gallon.)
- You can achieve the same effect as a 50% drop in gasoline prices by driving a car that gets twice the gas mileage as the one you drive now.

PART 5: RECYCLING AND WASTE REDUCTION

POLICY: It is the policy of the Kenai Peninsula Borough to implement recycling and waste reduction to the maximum extent reasonably practical taking into consideration the amount of recyclables generated in each facility, what materials can be recycled, storage space, and fire and safety regulations.

COLLECTION OF MATERIALS: Materials will be collected where they are generated. This involves placing recycling bins for paper products at each work area, bins for office paper near copiers, bins for aluminum, cardboard, newspapers, and household batteries in designated central locations.

RESPONSIBILITIES:

- All Kenai Peninsula Borough employees will make use of recycling receptacles and programs as much as possible.
- Employees are also encouraged to practice waste reduction by reducing the amount and toxicity of trash thrown away and by reusing containers and products when practical.

Following are suggested practices for conserving valuable resources, saving energy, and reducing waste:

- Reuse paper clips, folders, rubber bands, and binders.
- Print and copy only what you need.
- Make double sided copies.
- Conserve paper by reducing printed page margins.
- Use email or voice mail rather than paper.
- Use scrap paper for internal memos.
- Proof documents on screen before printing.
- Replace fax cover sheets with fax it sticky notes.
- Store documents electronically.
- Reuse file folders – fold them in reverse or cover old labels with new.
- Reuse envelopes, boxes, and packaging materials.
- Donate old magazines to hospitals or nursing homes.
- Route and share newspapers and magazines.

Did you know...?

- Alaskans generate 6 pounds of trash per person, per day, compared to the national average of 4.4 pounds.
- A ton of 100% recycled paper save the equivalent of 4.100 kWh of energy, 7,000 gallons of water, 60 pounds of air emissions, and three cubic yards of landfill space.
- Changing the margin default in Microsoft Word from 1.25 inches down to .75 inch would reduce paper use by 4.75%.
- According to the EPA, recycling cuts global warming pollution by the equivalent of removing 39.6 million passenger cars from the road.

Sources: greenstarinc.org, City of Portland, Office of Sustainable Development, Washington Post.com and the Natural Resource Defense council.

- Print addresses directly on envelopes instead of using labels.
- Mail items in the smallest envelopes or boxes they will fit in.
- Remove your name from unwanted mailing lists.
- Use mechanical pencils and refillable pens and tape dispensers.
- Use overheads or chalkboards instead of handouts for presentations.
- Return unneeded supplies to the supply closet.
- Use a washable mug or cup for beverages.
- Drink potable tap water rather than individual – sized bottled water.
- Bring your lunch in reusable containers or bags.
- Donate unused prepared food to local food recovery programs.
- Share other waste prevention ideas with your supervisor.

Major source: epa.gov/epawaste/partnerships/wastewise/checklist.htm

DEPARTMENT DIRECTOR RESPONSIBILITIES:

- Provide resources for setting up recycling receptacles in your work areas.
- Assign a designated person or persons to collect or deliver recyclables to appropriate collection site.

Recycling Collection Sites

All landfill sites/facilities operated by the Kenai Peninsula Borough accept the following materials for recycling:

Newspaper – Newspapers and inserts only. Place loose in container. Should be clean and dry.

Corrugated cardboard – You can tell corrugated cardboard by the wavy-type layer sandwiched in the cardboard. Should be flattened and placed in metal bin. No waxed cardboard or paperboard.

Mixed paper – Copy paper, notebook paper, greenbar computer paper, envelopes (with or without windows), magazines, catalogs, paperboard, (e.g., cereal boxes, and milk cartons), fax paper, carbonless paper, manila and bleached folders, astrobright colored paper, glossy and construction paper, shredded paper, post-it notes, and phone books. Remove paper clips, comb bindings, binder clips, and plastic spouts. Staples are okay.

PETE #1 and HDPE #2 Plastic – Look for recycle symbol and imprint on plastic to verify that it is PETE #1 or HDPE #2. Containers should be clean. No chemical containers or plastic tubs.

Used Oil – Can leave up to 10 gallons at a time; maximum 25 gallons per month. Oil cannot include water, anti-freeze, etc.

Household batteries – All sizes, all volts.

Vehicle Lead-Acid Batteries – No more than 10 per year. Please ask facility attendant to direct you to battery totes.

Vehicles – Special preparation required. Contact landfill for instructions and forms.

Hazardous Waste – Accepted on designated collection days,. Check with facility for dates.

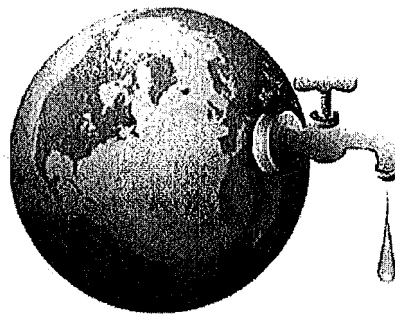
Source: <http://borough.kenai.ak.us/SolidWaste/RECYCLEMAILER.pdf>

PART 6: WATER USE

POLICY: The Kenai Peninsula Borough will at all times practice water conservation measures in the use of water.

RESPONSIBILITIES: All Kenai Peninsula Borough employees are responsible for utilizing water in building and work processes in a manner that emphasizes conservation without unduly impacting work performance, safety, or security; including compliance with the following strategies:

- Check for water leaks, report leaks and request repairs. Consider alternatives to discretionary uses of water that are not related to health or safety. For example, use a broom to routinely clean sidewalks and driveways.
- Do not use more water than is necessary for a task.
- Do not leave faucets running unnecessarily.



DEPARTMENT DIRECTOR RESPONSIBILITIES:

- Work with all employees to develop methods and procedures to reduce water use in kitchens, shop areas, and other sites.
- Incorporate water saving strategies in landscaping and gardening projects. (See next page for tips.)
- Reduce fleet washing or use water reclamation systems.
- Share water conservation tips with constituents.

Did you know...?

- Withdrawing less water from streams and lakes helps keep those water bodies healthy.
- When we use less water, we also use less energy for pumping and treating water, which reduces cost and green house gas emissions.
- Reducing water waste means fewer resources spend on collection, treatment and disposal.

Source: epa.gov/watersense

MAINTENANCE DEPARTMENT RESPONSIBILITIES:

- Evaluate all existing water systems to identify opportunities where efficiency can be increased.
- Perform maintenance and/or replacement of all leaking water lines, valves, spigots, and other water system components in accordance with scheduled maintenance.
- Utilize manual and automatic controls to manage water usage during occupied and unoccupied periods.

Tips for Saving Water in Landscaping and Gardening

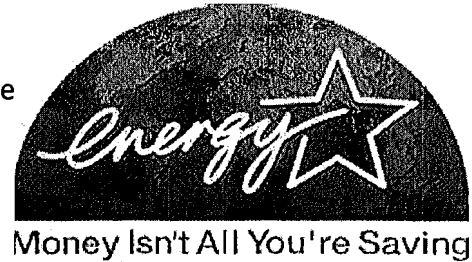
- Use organic mulch around plants to retain moisture.
- Use drip irrigation for shrubs and trees to apply water directly to the roots where it's needed.
- Reduce the amount of lawn by planting shrubs and ground covers appropriate to the site and climate.
- Choose low water use plants for year round landscape color.
- Adjust your lawn mower to a higher setting. A taller lawn shades roots and holds soil moisture better than if it is closely clipped.
- Water only when necessary. More plants die from over watering than from under watering.
- Use a trowel, shovel, or soil probe to examine soil moisture depth. If the top two to three inches of soil are dry, it's time to water.
- Direct water from rain gutters and HVAC systems toward water loving plants.
- Adjust sprinklers to direct water where it's needed. Avoid watering sidewalks and streets as much as possible.
- Make use of timers to avoid overwatering.

PART 7: PROCUREMENT

POLICY: The Kenai Peninsula Borough shall endeavor to achieve the following:

- Procure Energy Star qualified products when available, practical, and subject to the appropriation and availability of funds.
- Where feasible, consistent with the code and subject to the appropriation and availability of funds, procure environmentally preferable products and services. The following EPA's Environmentally Preferable Purchasing Program guiding principles may be referenced for guidelines when considered appropriate:
 - Include environmental considerations as part of the normal purchasing process.
 - Emphasize pollution prevention early in the purchasing process.
 - Examine multiple environmental attributes throughout a product's or service's lifecycle.
 - Compare relevant environmental impacts when selecting products and services.
 - Collect and base purchasing decisions on accurate and meaningful information about environmental performance.
- Where feasible, consistent with the code and subject to the appropriation and availability of funds, integrate environmental factors into the Borough's buying decisions where external authorities have not established criteria. Examples:
 - Replace disposables with reusable's or recyclables.
 - Support eco labeling practices by buying products bearing such labels in preference to others, where they are available and provide value for money.
 - Take into account lifecycle costs and benefits.
 - Evaluate, as appropriate, the environmental performance of vendors in providing products and services.
 - Integrate energy efficiency as a requirement in Borough contracts.
- Raise employee awareness of the environmental issues affecting procurement by providing relevant information and training.
- Encourage suppliers and contractors to offer environmentally preferable products and services at competitive prices.
- Encourage providers of services to consider environmental impacts of service delivery.
- Comply with all environmental legislation and regulatory requirements in the procurement of products and services.
- Nothing in this policy shall be construed as requiring a department, agency, or contractor to procure products that do not perform adequately for their intended use or are not available at a reasonable price in a reasonable time.

More detailed procedures and guidelines may be established as necessary to ensure the continuation of a strong procurement program that saves energy and fuel and reduces waste.



RESPONSIBILITIES: When purchasing, borough departments and offices are encouraged to identify and purchase products and services that are available for the intended purpose and that meet the performance and approved procurement requirements. Factors that should be considered when determining the preferable good or service include, but are not limited to, the following:

- Minimization of virgin material use in product or service lifecycle
- Maximization of recycled products used in product or service lifecycle
- Environmental cost of entire product or service lifecycle
- Reuse of existing products or materials in product or service lifecycle
- Recyclability of product
- Minimizing of packaging
- Reduction of energy/water consumption
- Toxicity reduction or elimination
- Elimination of uncertified hardwoods in product or service lifecycle
- Durability and maintenance requirements
- Ultimate disposal of product

DEPARTMENT DIRECTOR RESPONSIBILITIES:

- As it pertains to procurement, raise the level of awareness with employees and contractors with regards to the Boroughs energy policy guidelines.
- Encourage the use of recycled materials and recycled products by incorporating them into bid specifications where practical.
- Gather information on recycled and environmentally preferable product procurement requirements, specifications, and performance.
- Where applicable, provide support in the development of specifications for the procurement of selected materials based on considerations of recycling, energy and water conservation, lifecycle costing, and other environmental considerations.
- Consider maintenance cost before purchasing equipment that requires maintenance.

Sample Invitation to Bid Energy Star procurement language

When possible, the bidder should provide products that earn the ENERGY STAR and meet the ENERGY STAR specifications for energy efficiency. The vendor is encouraged to visit energystar.gov for complete product specifications and updated lists of qualifying products.

Sample RFP language

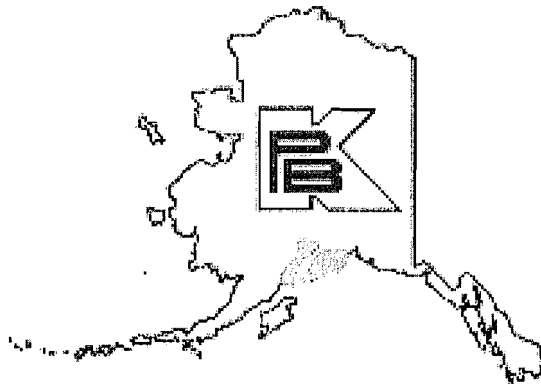
Our company has adopted policies to support an environment of sustainability. To advance these goals, proposed products and services will be evaluated in part based on their environmental attributes. Specific factors to be considered include greenhouse gas emissions, habitat impacts, regulatory compliance, recycled content, energy efficiency, water efficiency, and toxic chemical reduction. Please address these concerns when submitting your proposals.

Did you know....?

- ❖ Utilizing Energy Star and Federal Energy Management Program (FEMP) purchasing criteria would save \$1 Billion a year and keep more than 4 million tons of greenhouse gas emissions out of the atmosphere if used by all states and local governments, as well as the federal government.
- ❖ A typical Energy Star fax machine can cut energy costs by almost 50%. It will also scan double sided pages, which reduces both copying and paper costs.
- ❖ The standard model cold drink vending machine costs taxpayers more than \$740 a year in electricity.* An Energy Star model would use 50% less electricity and keep products just as cold.
- ❖ Although paper with recycled content requires less energy and other resources to produce, it generally costs 7-10% more than virgin paper. Much of the cost of virgin paper is hidden, consisting of federal (taxpayer) subsidies to the timber industry. Economies of scale are also more favorable to virgin paper, which is produced and sold in greater quantities. Governments, businesses, and households that adopt paper purchasing policies will help bring costs down by creating a larger market for recycled paper.

Source: energystar.gov; Homer Electric Association; conservatree.org

**Dollar costs reflect 2009 HEA rate of 21.5 cents per kWh.*



Kenai Peninsula Borough

144 N. Binkley St. • Soldotna, AK 99669

(907)714-4441 or 1 800-478-4441

Ideas for future versions of this handbook are welcomed.

The most current version can be found at the General Services website for
the Kenai Peninsula Borough

Introduced by:
Date:
Action:
Vote:

Mayor
02/14/12

**KENAI PENINSULA BOROUGH
RESOLUTION 2012-006**

**A RESOLUTION APPROVING A ONE-YEAR EXTENSION OF THE
CONTRACT FOR EXTERNAL AUDIT SERVICES**

1 **WHEREAS,** Resolution 2008-014 authorized the award of a contract for external audit services to
2 Mikunda Cottrell & Company for a period of three years and included an option to
3 extend for two additional one-year periods; and

4 **WHEREAS,** the administration is requesting that the contract with Mikunda Cottrell & Company
5 be extended for the second and final extension as allowed under the contract for the
6 fiscal year ending June 30, 2012; and

7 **WHEREAS,** sufficient funds are available in accounts 100.11110.00000.43012,
8 241.94910.00000.43012, 600.81110.00000.43012, and 601.81210.00000.43012;

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

11 **SECTION 1.** That the contract with Mikunda Cottrell & Company for external audit services is
12 extended one year to cover the fiscal year ending June 30, 2012 for an estimated
13 amount of \$211,722 which includes out-of-pocket costs.

14 **SECTION 2.** That all expenditures for these services will be charged as follows:

15	100.11110.00000.43012 - General fund audit	\$80,648
16	241.94910.00000.43012 - School district audit	\$52,211
17	600.81110.00000.43012 - CPH audit	\$42,017
18	601.81210.00000.43012 - SPH audit	\$36,846

1 **SECTION 3.** That the mayor is authorized to execute all documents and make all agreements
2 deemed necessary in accordance with this resolution and contract documents.

3 **SECTION 4.** That this resolution takes effect immediately upon its adoption.

4 **ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 14TH**
5 **DAY OF FEBRUARY, 2012.**

Gary Knopp, Assembly President

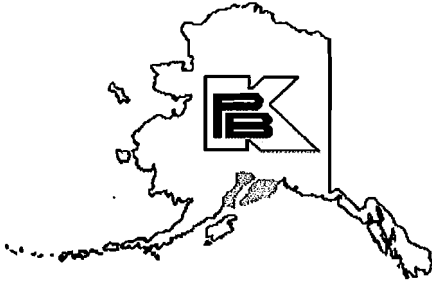
ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7520
Toll-free within the Borough: 1-800-478-4441
PHONE: (907) 262-4441 • FAX: (907) 262-1892
www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Craig Chapman, Director of Finance *CChapman*

DATE: February 2, 2012

SUBJECT: Resolution 2012-006, approving a one-year extension to the contract for external audit services

Through Resolution 2008-014, the assembly awarded a contract for external audit services to Mikunda Cottrell & Company. This contract was for a period of three years and included an option to extend for two additional one-year periods. Resolution 2011-052 approved the first one-year extension.

The administration is requesting that the contract with Mikunda Cottrell & Company be extended for the second and final extension as allowed under the contract. This extension would be for the fiscal year ending June 30, 2012.

FINANCE DEPARTMENT
FUNDS VERIFIED

Acct. No. <u>100.11110.00000.43012</u>	Amount <u>\$80,648</u>
Acct. No. <u>241.94910.00000.43012</u>	Amount <u>\$52,211</u>
Acct. No. <u>600.81110.00000.43012</u>	Amount <u>\$42,017</u>
Acct. No. <u>601.81210.00000.43012</u>	Amount <u>\$36,846.</u>

By: Crow Date: 1/31/12
Pending Assembly Approval of FY2013 Budget

Introduced by:
Date:
Action:
Vote:

Mayor
02/14/12

**KENAI PENINSULA BOROUGH
RESOLUTION 2012-007**

**A RESOLUTION DESIGNATING THE NEWSPAPER AND AUTHORIZING AWARD
OF A CONTRACT FOR THE PUBLICATION OF THE 2012 FORECLOSURE LIST,
AND THE DELINQUENT LEASEHOLD, MOBILE HOMES, PERSONAL AND OTHER
TAX LISTS FOR THE TAX YEAR 2011**

1 **WHEREAS,** the borough is required by statute to publish an annual foreclosure list in a newspaper
2 of general circulation setting forth the names and amounts of all delinquent real
3 property taxes and special assessments; and

4 **WHEREAS,** the borough requested quotes from a newspaper of general circulation for the
5 performance of all work required to print, publish, and distribute the 2012 property
6 tax and special assessments foreclosure list, the delinquent leasehold, mobile homes,
7 personal and other tax lists for the tax year 2011; and

8 **WHEREAS,** the finance department estimates the contractor will be required to publish
9 approximately 36 pages with a press run of 58,600 copies for the 2012 foreclosure
10 list for \$12,257 and approximately 8 pages with a press run of 35,400 copies for the
11 delinquent tax lists for \$2,815 for a total cost of \$15,072; and

12 **WHEREAS,** the finance department requested a quote from the Peninsula Clarion; and

13 **WHEREAS,** the assembly is required by KPB 5.12.260 to designate the newspaper that will
14 publish the foreclosure list and delinquency lists together with the days of
15 publication.

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

1 **SECTION 1.** That the Peninsula Clarion is designated as the newspaper to perform all work
2 necessary to print, publish, and distribute the 2012 foreclosure list for a price of
3 \$12,257. The delinquent tax lists will be published for a price of \$2,815, and the
4 mayor is authorized to enter a contract for this work to the designated newspaper.
5 The total contract price shall be \$15,072. All expenditures for this contract shall be
6 charged to account 100.11440.43310.

7 **SECTION 2.** That beginning on February 21, 2012, the foreclosure list shall be published one (1)
8 time per week for four (4) consecutive weeks. The delinquent tax lists shall be
9 published one (1) time.

10 **SECTION 3.** That if payment for delinquent leasehold, mobile homes, personal and other tax is not
11 received by March 15, 2012, the borough will institute further proceedings to collect
12 the delinquent taxes.

13 **SECTION 4.** That this resolution takes effect immediately upon its adoption.

14 **ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS 14TH**
15 **DAY OF FEBRUARY, 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7520
Toll-free within the Borough: 1-800-478-4441
PHONE: (907) 262-4441 • **FAX:** (907) 262-1892
www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Borough Mayor *MN*
Mark Fowler, Purchasing and Contracting Director *mk*
Craig Chapman, Director of Finance *C Chapman*

FROM: Rhonda Krohn, Property Tax and Collections Supervisor *R Krohn*

DATE: January 31, 2012

SUBJECT: Resolution 2012-007, designating the Peninsula Clarion as the newspaper to publish the 2012 real property tax and special assessment foreclosure list and delinquent leasehold/mobile homes/personal and other lists and authorizing award of a contract

According to AS 29.45.330 (a)(2) a municipality shall publish the foreclosure list for four consecutive weeks in a newspaper of general circulation. The Peninsula Clarion has been the only respondent for over 10 years and they were given the opportunity to submit a quote.

It is recommended that the Assembly accept the Clarion's quote of \$12,257 for the foreclosure list and \$2,815 for the delinquency lists for a total cost of \$15,072.

The quoted price is a slight increase from past years. The first publication will be on February 21, 2012. Funds are available in account 100.11440.43310

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>100.11440.43310</u>	
Amount <u>\$15,072-</u>	
By: <u>CBAW</u>	Date: <u>1/31/12</u>

Introduced by: Legislative Committee
Date: 02/14/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2012-005**

**A RESOLUTION ESTABLISHING FEDERAL LEGISLATIVE AND
FUNDING PRIORITIES FOR THE YEAR 2012 (FISCAL YEAR 2013)**

1 **WHEREAS,** the Kenai Peninsula Borough Assembly has conducted public hearings and sought
2 input from various boards and commissions regarding the borough’s capital
3 needs; and

4 **WHEREAS,** in consideration of the requests brought forth from the public and the
5 administration, the Assembly has compiled its list of federal legislative and
6 funding priorities for the Federal Fiscal Year 2013;

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

9 **SECTION 1.** That the priorities and requests for federal funding of capital projects and
10 transportation projects for Fiscal Year 2013, as shown in the document entitled
11 “Kenai Peninsula Borough 2012 Federal Priorities and Federal Transportation
12 Priorities” on file in the Clerk’s Office, are hereby adopted.

13 **SECTION 2.** That a copy of this resolution and accompanying priority lists shall be provided to
14 the Kenai Peninsula Borough’s congressional delegation.

15 **SECTION 3.** That this resolution becomes effective immediately upon its adoption.

1 **ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS**
2 **14TH DAY OF FEBRUARY, 2012.**

3

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:

Introduced by:
Date:
Action:
Vote:

Johnson
02/14/12

**KENAI PENINSULA BOROUGH
RESOLUTION 2012-008**

**A RESOLUTION SUPPORTING REINSTATEMENT OF A PARK RANGER POSITION
FOR THE KENAI RIVER**

1 **WHEREAS**, the Kenai River is financially important to the Kenai Peninsula Borough,
2 providing jobs in sport and commercial fisheries as well as stimulating property
3 assessments; and

4 **WHEREAS**, the Kenai River provides salmon that are an important food source for Kenai
5 Peninsula Borough residents; and

6 **WHEREAS**, the Kenai River's ability to sustain fish stocks is dependent on management of
7 human practices; and

8 **WHEREAS**, Alaska State Park Rangers enforce boating and fishing laws on the Kenai River;
9 and

10

11 **WHEREAS**, in 2011 a Park Ranger who worked the Kenai River had transferred and that
12 position was in the process of being filled; and

13 **WHEREAS**, Governor Parnell's FY2013 budget documented 289 vacant positions in state
14 government and ear-marked those positions for elimination in connection with
15 staffing Goose Creek Correction Center; and

16

17 **WHEREAS**, the vacant Kenai River Park Ranger position was one of the 289 positions
18 eliminated; and

19

1 **WHEREAS**, the loss of that one Park Ranger was keenly felt in the State Park's ability to
2 manage the Kenai River, reflected in the issuance of fewer citations even though
3 river use was extremely heavy in 2011;

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

6 **SECTION 1.** That the KPB Assembly respectfully requests Department of Natural Resources
7 Commissioner Sullivan to reinstate the vacant Alaska State Parks Ranger position
8 assigned to the Kenai River.

9 **SECTION 2.** That copies of this resolution shall be sent to Governor Parnell, DNR Commissioner
10 Sullivan, and the Borough's legislative delegation Senators Tom Wagoner, Gary
11 Stevens, Albert Kookesh and Cathy Giessel, and Representatives Mike Chenault,
12 Kurt Olson, Paul Seaton, Alan Dick, and Mike Hawker.

13 **ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS**
14 **14TH DAY OF FEBRUARY, 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:

KENAI PENINSULA BOROUGH

Kenai Peninsula Borough Assembly

144 North Binkley Street
Soldotna, AK 99669
Phone 907-714-2160
Fax 907-714-2388

Gary Knopp, Assembly President
Charlie Pierce, Vice President

MEMORANDUM

TO: Gary Knopp, Assembly President
Kenai Peninsula Borough Assembly Members

FROM: Brent Johnson, Assembly Member *B for B.J.*

DATE: February 14, 2012

RE: Resolution 2012-008, Supporting Reinstatement of a Park Ranger Position for the Kenai River

An Alaska State Parks Ranger position was apparently inadvertently eliminated when a park ranger's transfer coincided with an edict from Alaska Governor Parnell to reduce vacant positions in state government relevant to staffing Goose Creek Correction Center. Loss of this position jeopardizes appropriate enforcement on the river. This resolution intends to bring attention to the need to authorize filling the vacant position.

Your support of this resolution will be appreciated.

Introduced by: Mayor
Date: 02/14/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2012-009**

**A RESOLUTION APPROVING THE MEMORANDUM OF UNDERSTANDING FROM
THE ALASKA DEPARTMENT OF MILITARY AND VETERAN AFFAIRS,
DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT TO
CONDUCT A SECURITY VULNERABILITY ASSESSMENT**

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

5 **WHEREAS,** the DHS&EM State Homeland Security Program (SHSP) is a federal grant passed
6 through the Federal Emergency Management Agency that provides funding for
7 planning, equipment, training and exercises; and

8 **WHEREAS,** the SHSP award notification includes a memorandum of understanding (MOU) to
9 be executed between the borough and DHS&EM, allowing a security
10 vulnerability assessment to be completed on borough-owned infrastructure that
11 the borough identifies as critical or key resource facilities in the event of an
12 emergency; and

13 **WHEREAS,** upon completion the assessment may be used as support documentation for future
14 DHS&EM grant applications;

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

1 **SECTION 1.** That the mayor is authorized to enter into a MOU allowing a security
2 vulnerability assessment to be completed on borough-owned infrastructure with
3 the Alaska Division of Homeland Security and Emergency Management and is
4 authorized to execute the MOU and any other documents deemed necessary and
5 to fulfill the intents and purposes of this resolution.

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

**ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS *
DAY OF * 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

Office of Emergency Management

MEMORANDUM

MIKE NAVARRE
BOROUGH MAYOR

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *M.N.*
Brenda Ahlberg, Community & Fiscal Projects Manager *B.A.*

FROM: Eric Mohrmann, Emergency Management Director *E.M.*

DATE: February 2, 2012

SUBJECT: Resolution 2012-009, approving a Memorandum of Understanding from the Alaska Department of Military and Veteran Affairs, Division of Homeland Security and Emergency Management to conduct a Security Vulnerability Assessment

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

DHS&EM has provided award notification for the 2011 SHSP in the amount of \$106,350, which will be introduced by way of ordinance. In addition to the monetary award, the grant agreement includes a Memorandum of Understanding that will authorize DHS&EM to conduct a Security Vulnerability Assessment (SVA) on borough-owned facilities. The borough will provide a list of facilities to be assessed. The completed SVA will carry a value for completion by the state, or a state-funded contractor. This assessment will provide the borough with recommendations on how to protect critical infrastructure. David Kang, DHS&EM SVA project manager, has provided the attached summary describing the SVA program.

Eric Mohrmann, Emergency Management Director shall be the project manager for the grant funds. The performance period ends December 2013.

Attachment: DHS&EM Memorandum of Understanding, Kang email 01-24-12

State of Alaska Department of Military and Veterans Affairs		Page 1 of 3
Division of Homeland Security and Emergency Management Under US Department of Homeland Security Federal Emergency Management Agency Grant Programs Directorate		FEDERAL GRANT PROGRAM Homeland Security Grant Program (HSGP)
MEMORANDUM OF UNDERSTANDING		FEDERAL GRANT NUMBER EMW-2011-SS-00053
RECIPIENT NAME AND ADDRESS (Including Zip Code)		CFDA: 97.067
Kenai Peninsula Borough 144 N. Binkley Street Soldotna, AK 99669	PERFORMANCE PERIOD FROM: 12/01/2011	AWARD AMOUNT \$5,000.00
	TO: 12/31/2013	
DUNS NUMBER	809386725 (State of Alaska)	REFERENCING
EIN	9260030894 (KPB)	<input checked="" type="checkbox"/> PLANNING – SVA <input type="checkbox"/> EXERCISE
		<input type="checkbox"/> TRAINING <input type="checkbox"/> EQUIPMENT

1. **PARTIES.** The parties to this Memorandum of Understanding (MOU) are the State of Alaska and the Kenai Peninsula Borough.
2. **AUTHORITY.** This MOU is authorized under the provisions of the US Department of Homeland Security FEMA Grant Programs Directorate.
3. **PURPOSE.** The purpose of this MOU is to set forth terms by which the State of Alaska shall expend Homeland Security Grant funding on behalf of the Kenai Peninsula Borough. On October 6, 2011, the US Department of Homeland Security FEMA Grant Programs Directorate, issued grant number EMW-2011-SS-00053 to the State of Alaska. Under this grant, the State of Alaska must allocate 80 percent grant funding local jurisdictions. Under this grant, the Kenai Peninsula Borough may authorize the State of Alaska to expend funds on behalf of the Kenai Peninsula Borough provided that the Kenai Peninsula Borough and the State of Alaska enter into a MOU on the matter.
4. **RESPONSIBILITIES.**
 - a. **State of Alaska**
Shall provide a Security Vulnerability Assessment (SVA) for the Kenai Peninsula Borough. The SVA project carries a value of \$5,000.00.
 - b. **Kenai Peninsula Borough**
The SVA Final Report document will be considered secure and critical information to the protection of the Kenai Peninsula Borough.
5. **POINTS OF CONTACT.**

Alaska Division of Homeland Security and Emergency Management (DHS&EM)
State Administrative Agency Point of Contact (SAA)
PO Box 5750
JBER, AK 99505
Fax: 907-428-7009
Direct: 907-428-7000
Toll Free: 1-800-478-2337

~~David R. Carey, Mayor~~ Mike Navarre, Mayor
Kenai Peninsula Borough
144 N. Binkley Street
Soldotna, AK 99669

6. OTHER PROVISIONS.


- a. Kenai Peninsula Borough representatives must attend the 2011 Grant Kick-off meeting on October 5, 2011, in Anchorage.
- b. The Kenai Peninsula Borough attests to understanding and acceptance of the National Incident Management System (NIMS) compliance requirements. The Kenai Peninsula Borough is considered to be in full NIMS compliance if they have adopted and implemented the Federal Fiscal Year (FFY) 2010 compliance activities, as determined by the National Incident Management System Capability Assessment Support Tool (NIMSCAST). For FFY 2011, the NIMSCAST will be the required means to report NIMS compliance for future preparedness award eligibility. Completion of the FFY 2011 NIMCAST Metrics must be completed by September 30, 2012.
- c. The Kenai Peninsula Borough must complete the Local Capability Assessment by September 30, 2012.
- d. A jurisdiction expending \$500,000 or more in federal funds from any agency in the organization's fiscal year must conduct an organization-wide audit in accordance with *OMB Circular A-133*. Alaska's Single Audit Regulation 2 AAC 45 parallels the federal Single Audit Act Amendments of 1996 and OMB Circular A-133, and its purpose to promote accountability. Alaska's *Single Audit Regulation, 2 AAC 45*, parallels the federal *Single Audit Act Amendments of 1996* and *OMB Circular A-133*, and their purpose to promote accountability of state and federal financial assistance, and increase the efficiency of the monitoring process. The signatures on this MOU attest to Kenai Peninsula Borough's understanding and acceptance of the single audit requirements.
- e. Nothing in this MOU is intended to conflict with current laws or regulations of the State of Alaska or the Kenai Peninsula Borough. If a term of this MOU is inconsistent with such authority then that term shall be invalid, but the remaining terms and conditions of this MOU shall remain in full force and effect.

7. EFFECTIVE DATE. The terms of this MOU will become effective on the signed execution of this MOU.


8. MODIFICATION. This agreement may be modified upon the mutual written consent of the parties.

9. TERMINATION. The terms of this MOU, as modified with the consent of both parties, will remain in effect until December 31, 2013. Either party, upon 30 days written notice to the other party, may terminate this MOU.

APPROVED BY:



John W. Madden, DHS&EM Director
State of Alaska Signatory Official



Date

~~David R. Carey, Mayor~~ Mike Navarre, Mayor

Jurisdiction Signatory Official

Date

Craig C. Chapman
Jurisdiction Chief Financial Officer

Date

From: Kang, David B (MVA)
To: Ahlberg, Brenda;
cc: Stevens, Andrew P (MVA); george.mayberry@alaska.gov; Mohrmann, Eric;
Carney, Roberta D (MVA);
Subject: SVA summary
Date: Tuesday, January 24, 2012 8:53:52 AM

Brenda,

Below is a summary of the State of Alaska's Security Vulnerability Assessment process.

The State of Alaska Security Vulnerability Assessment Team (SVA) was established under Administrative Order No. 203 as a diverse, multi disciplined unit with allocations for members from various agencies such as the Departments of Transportation, Health and Social Services, Administration, Public Safety, Environmental Conservation, and Division of Homeland Security and Emergency Management. This unique association allows for an in depth multi-faceted analysis in targeting both man-made and naturally occurring hazards.

The SVA team currently provides risk assessments for critical infrastructure/key resources facilities. A "Security Vulnerability Assessment" utilizes a multi-stepped process to identify and prioritize vulnerabilities of critical infrastructure/key resources that are of importance to provide essential services and that, if disabled or destroyed, could pose significant impact upon an individual, a community, or system. The assessment begins with the local jurisdiction selecting the critical infrastructure and key resources to be evaluated. Upon completion, the SVA team will provide the local jurisdiction with recommendations on how to protect the critical infrastructure. Recommendations on equipment necessary to protect the critical infrastructures will also be provided. Much like a business plan provided to a bank, the assessment can be used to support a request for homeland security funding in the following year(s), and any potential reallocated funding during the grant year.

All information collected by the SVA Team becomes protected from public dissemination under the Homeland Security Act as "Homeland Security Sensitive Information" or as "Protected Critical Infrastructure Information." The means by which the information is classified is dictated by the type of assessment being completed; however, both security classification programs protect information from public disclosure under national law.

I would be happy to come down to KPB to provide additional clarification

information as needed or if requested. Please let me know if there are any additional issues.

Thank you

David B. Kang
Program Manager, Planning
State of Alaska
Department of Military and Veterans Affairs
Division of Homeland Security and Emergency Management
Voice: 907-428-7041
Fax: 907-428-7009
david.kang@alaska.gov
<http://www.ready.alaska.gov>

SIPR: david.b.kang@richardson.army.smil.mil
(Please send a notice to my regular e-mail account when sending things SIPR)

Introduced by:

Mayor

Date:

02/14/12

Action:

Vote:

**KENAI PENINSULA BOROUGH
RESOLUTION 2012-010**

**A RESOLUTION ACCEPTING STATE OF ALASKA DIVISION OF
HOMELAND SECURITY AND EMERGENCY MANAGEMENT DISASTER
GRANT NUMBER AK12-237 FOR THE 2011 KENAI PENINSULA WIND
STORM AND CONSENTING TO BE SUBJECT TO SUIT FOR ACTIONS
ARISING OUT OF, OR IN CONNECTION WITH, THE GRANT**

1 **WHEREAS,** on November 22, 2011, Borough Mayor Mike Navarre signed a Local Emergency
2 Disaster Declaration requesting assistance from the state for emergency protection
3 services along with temporary and permanent repairs to electrical distribution
4 systems and public facilities and technical assistance, and

5 **WHEREAS,** on December 12, 2011, Governor Sean Parnell declared a disaster emergency in
6 response to Mayor Navarre's declaration; and

7 **WHEREAS,** the State of Alaska is preparing to enter a grant agreement with the borough; and

8 **WHEREAS,** the Division of Homeland Security and Emergency Management requires as a
9 condition of the grant that the Kenai Peninsula Borough consents to suit against
10 itself or its officials as to all causes of action arising out of or in connection with
11 the grant agreement;

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

14 **SECTION 1.** The Kenai Peninsula Borough agrees that it shall be subject to suit under the laws
15 of the State of Alaska by the State of Alaska or by any person, in Alaska state
16 court or in any other court of competent jurisdiction, for activities arising out of or
17 in connection with the grant agreement for disaster number AK12-237 in the same

1 manner, and to the same extent as any person and shall not be immune or exempt
2 from any administrative or judicial process, sanction or judgment.

3 **SECTION 2.** The mayor is hereby authorized to negotiate, administer and execute on behalf of
4 the borough the grant agreement for disaster number AK12-237 for the 2011
5 Kenai Peninsula Wind Storm, and to negotiate, execute, and administer any other
6 documents, agreements, and contracts required under or related to the grant
7 agreement including the Assurances and Agreements required as a condition of
8 the grant and any subsequent grant amendments.

9 **SECTION 3.** That this resolution takes effect immediately upon its adoption.

10 **ADOPTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ***
11 **DAY OF * 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

Office of Emergency Management

MEMORANDUM

TO: Gary Knopp, Assembly President
Members of the Kenai Peninsula Assembly

THRU: Mike Navarre, Mayor *MN*
Colette Thompson, Borough Attorney *CT*

FROM: Eric Mohrmann, Director Office of Emergency Management *E. Mohrmann*

DATE: February 2, 2012

SUBJECT: Resolution 2012- *010*

November 1-4, 11-12 and 14-19, 2011, a series of windstorms impacted the Kenai Peninsula Borough causing widespread damages and extended power outages. November 22, 2011, Borough Mayor Mike Navarre signed a Local Emergency Disaster Declaration requesting assistance from the state for emergency protection services along with temporary and permanent repairs to electrical distribution systems and public facilities and technical assistance.

Governor Parnell subsequently signed a State Disaster Declaration authorizing assistance to the Kenai Peninsula Borough. The State of Alaska is preparing to enter a grant agreement with the Borough and the Division of Homeland Security and Emergency Management requires, as a condition of the grant, that the Kenai Peninsula Borough consents to suit against itself or its officials as to all causes of action arising out of or in connection with the grant agreement.

The conditions have been reviewed by the Legal Department. A resolution is requested to authorize the Mayor to negotiate, administer and execute on behalf of the borough the grant agreement designated AK12-237 - 2011 Kenai Peninsula Wind Storm, and to negotiate, execute, and administer any other documents, agreements, and contracts required under or related to the grant agreement including the Assurances and agreements required as a condition of the grant and any subsequent grant amendments.

STATE DISASTER PUBLIC ASSISTANCE GRANT

Kenai Peninsula Borough

GRANT NUMBER AK12-237

ASSURANCES AND AGREEMENTS

As a condition of receiving state disaster assistance, as indicated by the signature of the duly authorized representative of the applicant below, the applicant certifies and agrees as follows:

1. **Legal Authority.** The applicant possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion, or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. **Eligible Work.** To the best of the applicant's knowledge and belief, the disaster relief work described on each Project Worksheet for which State financial assistance is requested is eligible. Repair work will not begin on projects that result in a significant change from pre-disaster configuration (i.e. different location, footprint, function or size) without State pre-authorization for proposed changes. **Failure to obtain pre-authorization may result in a loss of funding for the entire project.**
3. **No Duplication of Assistance.** The disaster assistance will not duplicate assistance or benefits received for the same loss from another source including insurance.
4. **Regularly Appropriated Monies.** If the applicant is a State or local agency, the applicant certifies that any regularly appropriated and legally available monies will be exhausted before accepting and using disaster relief funds.
5. **Insurance.** The Applicant accepts responsibility for acquiring any necessary liability insurance. The applicant also agrees to provide workers' compensation insurance as required by AS 23.30 for all employees engaged in work funded by the grant. The applicant shall require any contractor to provide and maintain workers' compensation insurance for its employees as required by AS 23.30.
6. **Lands Easements, Rights-of-way, Permits.** The applicant agrees to provide without cost to the State all lands, easements, and rights-of-way necessary for accomplishment of the approved work and to obtain all necessary permits.
7. **Floodplain Management.** The applicant will comply with the provisions of: Executive

Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.

8. **Equal Opportunity Employment.** The applicant may not discriminate against any employee of applicant for employment because of race, religion, color, national origin, age, physical handicap, sex, marital- status, changes in marital status, pregnancy or parenthood.
9. **Wage Rates.** The applicant will comply with the applicable wage and hourly provisions of A.S.3605.010-110 (Alaska Little Davis-Bacon Act).
10. **Audit Requirements.** State law mandates: An entity that receives State financial assistance with a cumulative total of \$500,000.00 or more during the entity's fiscal year, shall submit to the State coordinating agency, within one year after the end of the audit period, an annual audit report covering the audit period. (See A.S.37.05.030 and 2 AAC 45.010 Audit Requirements).
11. **FICA Exempt.** The applicant understands that under a State declaration of disaster emergency employees (temporary employees) hired for disaster projects are exempt from FICA withholding and that the employer is exempt from FICA contributions for these employees under 42 USC Section 410.
12. **Grant Administration Procedures:** The applicant agrees to follow grant administration and accounting procedures required by the Department of Military and Veteran's Affairs, Division of Homeland Security and Emergency Management (DHS&EM) as set out in guidance and forms provided by DHS&EM.
13. **Project Cost Eligibility.**
 - A. The eligibility of Project costs to be paid by state disaster assistance monies shall be determined solely by DHS&EM upon review of supporting documentation. Eligible costs must be reasonable and directly related to the approved project.
 - B. Ineligible costs include but are not limited to: Bad debts and expenses of collection, lobbying expenses, organization membership fees, life insurance premiums, payment of fines or penalties, bonuses and commissions, entertainment expenses, travel expenses for activities not directly connected with the project, any litigation expenses, counsel fees and settlements arising from the project, interest-including the cost of financing or refinancing.
 - C. The cost plus a percentage of cost and percentage of construction cost methods of contracting shall not be used. Project contracts must be competitively bid.
14. **Project Operation and Maintenance.** The applicant will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the

applicable State and local agencies for maintaining and operating such facility.

15. Project Standards.

- A. The applicant will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to ensure that the completed work conforms to the approved plans and specifications.
- B. The applicant will require the facility to be designed to comply with the “American Standard Specifications for Making Buildings and Facilities Accessible to, and usable by the Physically Handicapped,” Number A117.1-1961, as modified (41CFR §101-17-7031). The applicant will be responsible for conducting inspections to ensure compliance with these specifications by the contractor.
- C. The applicant will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation.
- D. The applicant will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used in conformity with applicable codes, specifications and standards and take appropriate action to mitigate such hazards, including safe land use and construction practices.

16. Project Completion Timelines Progress Reports. The applicant will commence work on the project within a reasonable time after receiving notification from the Division of Homeland Security & Emergency Management that the project worksheet(s) have been approved and will ensure that work on the project proceeds to completion with reasonable diligence. The applicant will furnish quarterly progress reports for all large and small projects and any other reports as required by DHS&EM.

- A. The applicant must complete all work associated with the Project Worksheet. If work is not completed, the applicant will be required to return all State funding.
- B. Failure to submit required reports and documentation will result in deobligation of the Project worksheet, and the applicant will be required to return all State funding.

17. Documentation. The State requires that applicant/subgrantee to submit all back-up documentation (timesheets, pay stubs, invoices, etc.) to substantiate all costs associated with the Project Worksheet.

18. Access To Records The applicant will give DHS&EM access and the right to examine all books, records, papers, or documents related to the state disaster assistance money for a period of not less than three years after project completion or until the resolution of any final audit findings whichever is longer.

19. State Right of Enforcement. These assurances and agreements are given in consideration of, and for the purpose of obtaining any and all state grants, loans, reimbursements, advances, contracts, property, discounts, or other disaster related financial assistance. The applicant acknowledges and agrees that such State financial assistance is extended in reliance on the representations and agreements made in this assurance and that the State shall have the right to seek judicial enforcement of these assurances and agreements.

20. **Assurances and Agreements Binding on Applicant's Successors, Transferees, and Assignees:** These Assurances and Agreements are binding on the applicant, its successors, transferees and assignees.
21. **Applicable Law.** This agreement is to be construed according to the laws of the State of Alaska. Any civil action arising from this Agreement shall be brought in the Superior Court for the Third Judicial District of the State of Alaska at Anchorage.
22. **Hold Harmless.** The applicant agrees to indemnify and hold harmless the State of Alaska and the United States and their officers, agents, and employees from any and all claims, damages, losses and expenses, including attorney's fees and costs, arising directly or indirectly out of any aspect of the projects and funding set forth and described in this application. The application is not required to indemnify the State of Alaska or the United States for their sole negligence.
23. **Compliance with Laws.** The applicant agrees to comply with all federal, state, and local laws and regulations applicable to this grant or the projects funded by the grant including but not limited to statutes, policies, guidelines and requirements, as applicable.
24. **Nonwaiver.** The failure of the State at any time to enforce a provision of this agreement shall in no way constitute a waiver of the provision, nor in any way affect the validity of this Agreement or any part hereto or the right of the State to enforce each and every provision hereof.
25. **Severability.** If any article, section, provision, or clause of this agreement should be adjudicated by a court of competent jurisdiction to be invalid or unenforceable, the remainder of the agreement shall remain in full force and effect as if such article, section, provision, or clause, or any part so adjudicated to be invalid had not been included herein.
26. **Amendments.** Amendments to approved project amounts, project scope, or to the other provisions of this agreement are required to be in writing and shall be executed by the authorized representatives of the parties. **Prior written approval is required for (1) Any budget revision which would result in the need for additional funds, (2) A change in the scope of the approved project.**
27. **Retention of Records.** The applicant agrees to retain records and supporting documentation for three years after closeout of the disaster.

As the authorized representative of Kenai Peninsula Borough, I have reviewed this agreement and agree to comply with its provisions as a condition of receiving disaster grant assistance.

Mike Navarre, Mayor
Printed name and title of Authorized Representative

Signature

Date

SUBSCRIBED AND SWORN TO before me this _____ day of _____, 2012.

Notary Public in and for
the State of Alaska
My Commission Expires:

ATTEST:

Borough Clerk

DIVISION OF HOMELAND SECURITY & EMERGENCY MANAGEMENT

Summary of Grant Conditions for All Applicants

Below are a few items that may assist the applicants with the paperwork requirements for this disaster. For more detailed information, please refer to the Applicant Information Packet.

1. Any additional damages or requests for additional Project Worksheets must be submitted to the Division of Homeland Security & Emergency Management (DHS&EM) within 60 days from the first substantive meeting with the State (Kickoff Meeting).

2. Work must be completed by the project completion deadlines. Should additional time be required to complete the approved work, a time extension request must be submitted prior to the existing completion date which

- a.) Identifies the PW requiring an extension;
- b.) Explains the reason for needing an extension;
- c.) Indicates the percentage of work that has been completed;
- d.) Provides an anticipated completion date.

The reason for needing an extension must be based on extenuating circumstances or unusual project requirements that are beyond the control of your jurisdiction/organization. **Failure to submit a time extension request may result in losing funding for the entire project.**

3. If you wish to make changes to a project that results in a significant change from the pre-disaster configuration (i.e.; different location, footprint, function or size) a written request must be submitted to DHS&EM and approved before the work is performed. DHS&EM will notify the applicant if the changes are approved. Any subsequent changes you wish to make to the scope of work to a written, obligated Project Worksheet (PW) also require written approval.

4. Once a PW is complete, there are several pieces of documentation required before the applicant can receive funding. The State requires the applicant/subgrantee to submit all back-up documentation (timesheets, pay stubs, invoices, etc.) to substantiate all costs associated with the Project Worksheet. Please review the additional information within this packet for a complete list of other documentation the State requires.

5. If you expect to have a cost overrun, a written request must be submitted to DHS&EM before expenditures are made, identifying why there will be an overrun along with an itemized list of expenses. DHS&EM will notify you, in writing, if these expenses are eligible items.

6. If you wish to appeal a decision made by the State, you must submit a written appeal to DHS&EM within 60 days from the date of written notice of the determination being appealed.

7. Project Worksheets will not receive funding until all regulatory and statutory requirements have been met.

8. You may request up to a 30 percent advance of funds by completing the "Request for Advance" form (DHS&EM Form 30-3). The advance should be used within 30 days of receipt. The applicant must submit copies of invoices, timecards and other documentation to demonstrate expenditures of the 30 percent before any additional funds will be advanced.

9. The Administrative Allowance for applicants covers direct and indirect costs incurred in requesting, obtaining and administering public assistance grants. No other administrative or indirect costs incurred by an applicant are eligible.

Examples of the activities that this allowance is intended to cover include:

- **Identifying damage**
- **Attending the Applicants' Briefing;**
- **Completing forms necessary to request assistance;**

Introduced by: Mayor
Date: 02/14/12
Hearing: 03/13/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-19-68**

**AN ORDINANCE APPROPRIATING SUPPLEMENTAL FUNDING OF \$29,750 FOR
THE PURCHASE OF LIMITED LIABILITY REPORTS**

1 **WHEREAS**, the borough is required to order limited liability reports in order to comply with
2 part of the foreclosure process requiring notification to all holders of mortgages or
3 other liens of record on the property in accordance with Alaska Statute 29.45.440;
4 and

5 **WHEREAS**, \$20,000 was budgeted in the finance department's property tax and collection
6 department FY2012 budget for these reports; and

7 **WHEREAS**, the estimated cost of acquiring these reports is now \$49,750; and

8 **WHEREAS**, a supplemental appropriation is needed to provide the additional funding
9 necessary to acquire these reports;

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

12 **SECTION 1.** That \$29,750 is appropriated from the borough's General Fund, fund balance to
13 account 100.11440.00000.43932, litigation reports, for additional funding
14 necessary to acquire litigation reports.

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

1 ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS *
2 DAY OF * 2012.

Gary Knopp, Assembly President

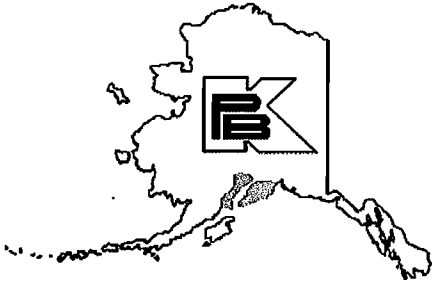
ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7520
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PHONE: (907) 262-4441 • FAX: (907) 262-1892
www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Craig Chapman, Director of Finance *C Chapman*

DATE: February 2, 2012

SUBJECT: Ordinance 2011-19-68, appropriating \$29,750 in supplemental funding for limited liability reports

Per Alaska statute 29.45.440, each year prior to the expiration of redemption on foreclosed properties with an assessed value over \$10,000 the borough is required to notify all holders of mortgages or other liens of record on the property. A limited liability report is required to determine all holders of mortgages or other liens of record.

The borough's current contract for these reports expired December 31, 2011. The price of these reports was previously \$150 for the Seward recording district and \$84 for all other recording districts.

The borough issued an Invitation to Bid in November 2011 for these services for the period January 1, 2012 to December 31, 2014. There was only one response received. The only responsive bid price for these reports in all jurisdictions is \$199; an increase of 33 percent in the Seward recording district and approximately 135 percent for all other recording districts.

Due to the substantial increase in the price of these reports there is insufficient funding available to order the reports that will be needed in FY2012. In a normal year, the borough orders approximately 250 reports. With the new rate, this equates to a cost of \$49,750. The amount budgeted for FY2012 was \$20,000, a difference of \$29,750.

A supplemental appropriation is being requested to provide the funding necessary to order these reports.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>100.27900 F-B</u>
Amount	<u>\$29,750 -</u>
By:	<u>CBW</u> Date: <u>2/1/12</u>

Introduced by: Mayor
Date: 02/14/12
Hearing: 03/13/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-19-69**

**AN ORDINANCE ACCEPTING AND APPROPRIATING \$106,350 FROM THE
ALASKA DEPARTMENT OF MILITARY AND VETERAN AFFAIRS,
DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT TO
PURCHASE DISASTER MANAGEMENT EQUIPMENT, EMERGENCY SHELTERING
SUPPLIES AND TO CONDUCT CERT TRAINING**

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

5 **WHEREAS**, the DHS&EM State Homeland Security Program is a federal grant passed through
6 the Federal Emergency Management Agency that provides funding for planning,
7 equipment, training and exercises; and

8 **WHEREAS**, the borough applied for funding to purchase two trailers, equipment and supplies
9 for disaster management, emergency sheltering supplies and to conduct
10 Community Emergency Response Team (CERT) training; and

11 **WHEREAS**, award notification in the amount of \$106,350 has been received from DHS&EM
12 to be used for the equipment, supplies and training; and

13 **WHEREAS**, it is in the best interest of the borough to accept the grant funds;

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

1 **SECTION 1.** That the mayor is authorized to accept \$106,350 from the State of Alaska
2 Department of Military and Veteran Affairs, Division of Homeland Security and
3 Emergency Management and to execute a grant agreement and any other
4 documents deemed necessary to accept and to expend the grant funds and to
5 fulfill the intents and purposes of this ordinance.

6 **SECTION 2.** That grant funds in the amount of \$106,350 are appropriated to account
7 271.11250.34076.49999.

8 **SECTION 3.** This ordinance shall become effective immediately upon its enactment.

9 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ***
10 **DAY OF * 2012.**

Gary Knopp, Assembly President

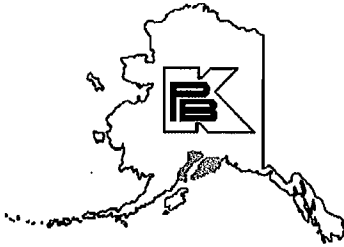
ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

Office of Emergency Management

MEMORANDUM

MIKE NAVARRE
BOROUGH MAYOR

TO: Gary Knopp, Assembly President
Members of the Kenai Peninsula Assembly

THRU: Mike Navarre, Mayor *MN*
Craig Chapman, Director of Finance *C Chapman*
Brenda Ahlberg, Community & Fiscal Projects Manager *B Ahlberg*

FROM: Eric Mohrmann, Emergency Management Director *EJ Mohrmann*

DATE: February 2, 2012

SUBJECT: Ordinance 2011-19-*BA*, Accepting and appropriating \$106,350 from the Alaska Department of Military and Veteran Affairs, Division of Homeland Security and Emergency Management to purchase disaster management equipment supplies and training

This ordinance accepts and appropriates a grant from the State of Alaska Division of Homeland Security and Emergency Management. This grant award has been renegotiated to remove a portable shelter unit and generator.

The Kenai Peninsula Borough provides emergency sheltering during disasters and provides management activities to respond to such disasters. There is a lack of supplies to provide emergency sheltering. This grant will provide for the purchase of two trailers and shelter supplies. One of the trailers will be located in each of the central and eastern locations so that supplies will be available even if the road system is damaged. This grant is part two of a three year plan to place such supplies in each of the central, southern and eastern regions of the borough. An additional grant for the third trailer and set of supplies will be sought in the next available grant application period.

The grant will also provide laptop computers and software to be used by the Kenai Peninsula Incident Management Team. This team operates the KPB Emergency Operations center and the mobile command post. The computers will allow for greater efficiency of the team that now relies upon paper and pencil. The grant will also provide equipment to be used by the Community Emergency response Team (CERT) during disaster response.

Finally, the grant will provide for training of the CERT members.

Eric Mohrmann, Emergency Management Director shall be the project manager for the grant funds. The performance period ends December 31, 2013.

Attachment: Award summary

FINANCE DEPARTMENT	
ACCT #	FUNDS-VERIFIED
Acct. No.	<u>271.11250.34076.49999</u>
Amount	<u>N/A</u>
By:	<u>CBW</u>
Date:	<u>2/2/12</u>

State of Alaska
Division of Homeland Security and Emergency Management

Under
 US Department of Homeland Security
 Federal Emergency Management Agency
 Grant Programs Directorate

AWARD DATE

01/26/2012

FEDERAL GRANT PROGRAM

2011 Homeland Security Grant Program

OBLIGATING AWARD DOCUMENT

AMENDMENT

FEDERAL GRANT NUMBER

EMW-2011-SS-00053

RECIPIENT NAME AND ADDRESS

PERFORMANCE PERIOD

CFDA:

97.067

Kenai Peninsula Borough
 144 North Binkley Street
 Soldotna, AK 99669

FROM:

12/01/2011

AWARD AMOUNT

TO:

12/31/2013

\$106,350.00

STATE GRANT NUMBER

11SHSP-GR34076

DUNS NUMBER

071845168

FUNDING ALLOCATION

EIN

92-0030894

PLANNING

EXERCISE

METHOD OF PAYMENT

REIMBURSEMENT

TRAINING

\$23,000.00

EQUIPMENT

\$83,350.00

PURPOSE OF AWARD

The State Homeland Security Program (SHSP) provides funding to support the implementation of the State Homeland Security Strategy to address the identified planning, equipment, training, and exercise needs at the state and local levels to prevent, protect against, respond to, and recover from acts of terrorism and other catastrophic events. Consistent with the Implementing Recommendations of the 9/11 Act of 2007 (Public Law 110-53), states are required to ensure that at least 25 percent of SHSP appropriated funds are dedicated towards law enforcement terrorism prevention-oriented planning, training, exercise, and equipment activities, including those activities which support the development of identified capabilities. Project Budget Details are funding allocations, and are not to be construed as expenditure authorizations or approvals.

GRANT TERMS AND CONDITIONS

GRANT REQUIREMENTS, ASSURANCES AND AGREEMENTS

*See Attached**See Attached*

SPECIAL CONDITIONS

SEE ATTACHED

AGENCY INFORMATION

ADDRESS

Division of Homeland Security and Emergency Management
 PO Box 5750
 JBER, AK 99505-5750

WEBSITE

<http://ready.alaska.gov>

EMAIL

mva.grants@alaska.gov

PHONE

907-428-7000

FAX

907-428-7009

AGENCY PROJECT MANAGER

PHONE

FAX

EMAIL

Michelle Heun

907-428-7089

907-428-7009

michelle.heun@alaska.gov

AGENCY APPROVAL

RECIPIENT ACCEPTANCE

NAME AND TITLE OF APPROVING AGENCY OFFICIAL

NAME AND TITLE OF AUTHORIZED RECIPIENT OFFICIAL

John W. Madden, Director

SIGNATURE OF APPROVING AGENCY OFFICIAL

SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL

DATE

DATE

FOR STATE USE ONLY

CO-LOCATION CODE

09291001

DIVISION FILE NUMBER

DATE
RETURNED

Project Budget Details Report

2011 Homeland Security Grant Program / SHSP

Kenai Peninsula Borough

Reported Category = ALL. Reported Revision = 0 of 0.

PBD#	Expense Category	Solution Area	Discipline	Qty	Budgeted Cost	PBD# Amt Spent	PBD# Balance
1	Training	Course: Dev,Del,Eval	EMA	1			
	EHP	Item:			Federal	\$23,000.00	\$23,000.00
	<input checked="" type="checkbox"/> EHP	Community Emergency Response Training (CERT) Volunteer Training					
	Description: CERT workshops and conferences development, delivery, and supplies for 12 participants						

2	Equipment	Info.Tech	EMA	1			
	EHP	Item:			Federal	\$10,250.00	\$10,250.00
	<input type="checkbox"/> EHP	Rugged Laptops for Type III All-Hazards Incident Management Team (IMT)					
	Description: Rugged laptop computers with software, charging system, weatherproof carrying case, wireless system, and internet capability for IMT						

3	Equipment	Other	EMS	2			
	EHP	Item:			Federal	\$58,100.00	\$58,100.00
	<input type="checkbox"/> EHP	Medical Surge/Mass Casualty Trailers and Supplies					
	Description: Shelter supplies (pre-identified allowable list) and two trailers for shelter supplies						

4	Equipment	Other	EMA	1			
	EHP	Item:			Federal	\$15,000.00	\$15,000.00
	<input type="checkbox"/> EHP	Community Emergency Response Team (CERT) Protective and Emergency Equipment					
	Description: Protective and emergency response equipment for CERT volunteers						

Adjusted Grant Award	
State	
Federal	\$106,350.00
Total Budgeted Allocated (Fed & State)	
	\$106,350.00

PBD Total Allocations:	
State	
Federal	\$106,350.00
Total Expenses:	
State	
Federal	
Summary Balance:	
State	
Federal	\$106,350.00
PBD Non-Budgeted Funds:	
	\$0.00

Introduced by: Mayor
Date: 02/14/12
Hearing: 03/13/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-19-70**

**AN ORDINANCE APPROPRIATING \$200,000 TO HIRE A CONSULTANT TO ASSIST
THE BOROUGH IN DETERMINING THE COURSE OF ACTION TO PURSUE
REGARDING CURTAILING HEALTH CARE COSTS**

1 **WHEREAS**, beginning in June, 2011 the borough administration began meeting with
2 representatives from the school district, the cities, Central Peninsula Hospital and
3 South Peninsula Hospital to identify each entity's current health care costs and
4 explore alternatives that may be available to reduce these costs for the participants
5 and potentially other groups in the Kenai Peninsula; and

6 **WHEREAS**, one option being explored by this group is forming a health care coalition which
7 the entities may join as members, that would negotiate with providers using the
8 increased numbers of employees as leverage to negotiate better health care rates;
9 and

10 **WHEREAS**, the borough spends in excess of \$18,660 per employee and the school district
11 spends approximately \$17,436 per employee per year for health care; and

12 **WHEREAS**, the rising cost of health care is also driving up the cost of Public Employees
13 Retirement System (PERS), the Teachers Retirement System (TRS), and costs
14 incurred in the private sector; and

15 **WHEREAS**, as the owner of two hospitals the borough is also keenly interested in tracking
16 changes in the healthcare industry from the provider's perspective and in
17 anticipating changes needed to prepare for national health care reform measures;
18 and

1 **WHEREAS,** establishing one or more mechanisms for reducing health care costs for all Kenai
2 Peninsula Borough residents would be a significant benefit for all; and

3 **WHEREAS,** the field is complex and dynamic, and independent expertise is needed by the
4 borough to help it identify potential options to reduce health care costs and take
5 steps to implement selected options; and

6 **WHEREAS,** it is anticipated that expertise will be needed in several areas, including
7 knowledge of legal changes in the health care industry for providers and patients,
8 programs that have been tried or considered throughout the nation, preferred
9 mechanisms for implementation and financing preferred options, and other areas
10 in the health care and insurance industries; and

11 **WHEREAS,** considering that potentially millions of dollars per year are at stake it is in the best
12 interest of the borough and its residents to appropriate funds to retain expert
13 assistance in attempting to reduce health care costs and prepare for upcoming
14 legal changes;

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

17 **SECTION 1.** The sum of \$200,000 is hereby appropriated from the General Fund fund balance
18 to account no. 100.94910.12HCC.43011, contract services, to be used for the
19 purpose of hiring one or more independent consultants to assist the borough and
20 the health care working group to advise the working group, research, and evaluate
21 options available for reducing health care costs for these entities and their
22 employees, and potentially assist in implementing one or more of the options
23 subject to assembly approval.

24 **SECTION 2.** This appropriation is project length in nature and does not lapse at the end of any
25 fiscal year.

1 **SECTION 3.** That this ordinance takes effect immediately upon its enactment.

2 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ***
3 **DAY OF * 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

FROM: Mike Navarre, Mayor *MN*

DATE: February 2, 2012

SUBJECT: Ordinance 2011-19-10, appropriating \$200,000 to hire consultants to assist the borough in determining the course of action to pursue regarding curtailing health care costs

The cost of health care has risen dramatically within the last 11 years. Currently the borough spends in excess of \$18,660 per employee for health care as compared to \$6,055 in FY2000. The school district currently spends approximately \$17,436 per employee on an annual basis for health care and these expenses are anticipated to continue increasing. The combined cost of health care for employees of the KPB and KPBSD is in excess of \$23 million annually. Additionally, the rising cost of health care is increasing the borough and school district's liability for PERS and TRS as a result of the unanticipated escalation of health care costs in those systems. The private sector is similarly faced with dramatically increased health care costs that show no sign of declining.

In June 2011, the former borough administration began holding meetings with representatives from the school district, Central Peninsula Hospital, South Peninsula Hospital, and the cities of Kenai, Homer, Soldotna and Seward to consider what options may be available to reduce healthcare costs. My administration is continuing this important project. Independent expertise is now needed to assist the group in identifying potential mechanisms for reducing health care costs as well as identifying and comparing options and strategies to consider in addressing the rapid changes in national health care laws.

These funds are requested to hire outside experts in the health care and health insurance fields to assist in identifying and potentially implementing mechanisms to achieve these goals.

Another benefit of this appropriation is the ability to monitor the ever changing health care landscape with the goal of identifying opportunities and strategies to reduce health care costs to all KPB residents.

A study by the University of Alaska, Institute of Social and Economic Research included the following information on health care costs in Alaska:

- *Health-care spending for Alaskans reached about \$7.5 billion in 2010. For comparison, that's close to half the wellhead value of all the oil produced in Alaska that year. It's also roughly equal to half the wages Alaskans collected in 2010.*
- *The state's health-care spending has been rising fast, tripling since 1990 and jumping 40% just between 2005 and 2010—and at current trends it could double by 2020, reaching more than \$14 billion.*

I believe health care and associated issues are the biggest set of challenges facing our nation and our communities. We simply do not have adequate resources or expertise in house to address the many issues and changes in health care. We have a responsibility to face these coming challenges and to attempt to find the best solutions.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>100,27900 FB</u>
Amount	<u>\$200,000.00</u>
By:	<u>CBSW</u> Date: <u>2/2/12</u>
	<u>C. Chap</u>

Introduced by: Mayor
Date: 02/14/12
Shortened Hearing: 02/28/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-19-71**

AN ORDINANCE APPROPRIATING \$35,000 TO PAY FOR OUTSIDE COUNSEL TO DEFEND THE KENAI PENINSULA BOROUGH AGAINST A LAWSUIT FILED BY KAHTNU VENTURES, LLC RELATING TO THE CERTIFICATES OF NEED FOR AN AMBULATORY SURGERY CENTER PROPOSED TO BE BUILT BY KAHTNU IN KENAI AND AN OPERATING ROOM TO BE BUILT IN THE CENTRAL PENINSULA HOSPITAL

1 **WHEREAS**, in 2004 the Central Peninsula General Hospital, Inc. (CPGH, Inc.) obtained a
2 certificate of need (CON) from the State of Alaska authorizing the construction of
3 the mountain tower addition to Central Peninsula Hospital (CPH) including the
4 construction of four operating rooms by December 31, 2010; and

5 **WHEREAS**, the fourth operating room was not built by that date; and

6 **WHEREAS**, on September 30, 2011, CPGH, Inc. filed a letter requesting a determination from
7 the state of whether a CON is required for construction of the fourth operating
8 room in the mountain tower of CPH; and

9 **WHEREAS**, in a letter of November 14, 2011, the State of Alaska determined that a CON was
10 not required for construction of that operating room as the project cost estimates
11 did not exceed the current legal threshold of \$1,350,000; and

12 **WHEREAS**, Kahtnu Ventures, LLC submitted a certificate of need application on or about
13 November 18, 2011, seeking authorization to construct an ambulatory surgery
14 center in the city of Kenai which would include one operating room and one
15 procedure room in a stand-alone facility; and

1 **WHEREAS,** the CON application was deemed complete by the State on December 21, 2011,
2 and is under consideration; and

3 **WHEREAS,** the Kenai Peninsula Borough Assembly adopted resolution 2012-003 which
4 opposes the issuance of a CON to Kahtnu Ventures, LLC for an ambulatory
5 surgery center in Kenai, Alaska for the reasons stated therein; and

6 **WHEREAS,** on or about January 19, 2012, Kahtnu Ventures, LLC filed a lawsuit in Anchorage
7 superior court against CPGH, Inc., the State of Alaska Department of Health and
8 Social Services, and the Commissioner of the Department of Health and Social
9 Services asking that the court enjoin the hospital from proceeding with
10 construction of the operating room in the hospital and that operating room not be
11 considered in determining whether the community needs the ambulatory surgery
12 center proposed by Kahtnu Ventures; and

13 **WHEREAS,** since filing suit against the State and CPGH, Inc. Kahtnu Ventures has moved the
14 court to allow it to amend the complaint to sue the Kenai Peninsula Borough in
15 the pending lawsuit; and

16 **WHEREAS,** in-house counsel lacks sufficient time and expertise to adequately represent the
17 borough in this litigation and also perform other duties as required by the borough
18 and school district; and

19 **WHEREAS,** the legal department contract services account currently has an available balance
20 of approximately \$32,500 which is not expected to be sufficient to cover the
21 expected upcoming legal expenses for this fiscal year if used to defend the
22 borough in this lawsuit; and

23 **WHEREAS,** the best interests of the borough as owner of Central Peninsula Hospital are
24 served by providing an adequate defense to the pending litigation;

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

3 **SECTION 1.** That the sum of \$35,000 is hereby appropriated from the General Fund fund
4 balance to account no. 100.11310._____.43011, contract services, to be used for
5 costs and expenses associated with defending the Kenai Peninsula Borough in the
6 case brought by Kahtnu Ventures, LLC against the State of Alaska, CPGH, Inc.
7 and the Kenai Peninsula Borough.

8 **SECTION 2.** That this ordinance takes effect immediately upon its enactment.

9 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ***
10 **DAY OF * 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Colette Thompson, Borough Attorney *CT*

DATE: February 2, 2012

SUBJECT: Ordinance 2011-19-71, appropriating \$35,000 to defend the borough in the lawsuit involving construction of the Central Peninsula Hospital's fourth operating room and Kahtnu Venture, LLC's application for a certificate of need for an ambulatory surgery center

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>100,27900</u>	Amount <u>35000.00</u>
By: <u>C. Chapin</u>	Date: <u>2/2/12</u>

Central Peninsula General Hospital, Inc. (CPGHI) obtained a certificate of need (CON) in 2004 authorizing construction of the Mountain Tower addition to Central Peninsula Hospital, including construction of four operating rooms by December 31, 2010. The fourth operating room was not built by that date and CPGHI, having decided to proceed with it, asked the State to determine whether a CON was required to complete the operating room. The state concluded a CON was not required.

Kahtnu Ventures, LLC (Kahtnu) is a limited liability company that is applying for a certificate of need authorizing it to construct and operate an ambulatory surgery center in Kenai. It recently filed a lawsuit against the State of Alaska Department of Health and Social Services, its Commissioner and CPGHI. Kahtnu seeks an order from the court enjoining the construction of the fourth operating room at Central Peninsula Hospital and asks the court to prohibit the State of Alaska from considering that fourth operating room when determining whether or not to issue a CON to Kahtnu. Kahtnu Ventures has since filed a motion to amend its complaint to include the Kenai Peninsula Borough as a defendant in the lawsuit.

Due to time constraints and expertise needed in this case the legal department intends to hire outside counsel to represent the borough in this case. We anticipate hiring the same counsel as CPGHI because our interests are aligned, which will save costs. The current available balance of the legal department contract services account is approximately \$32,500. At this time we anticipate significant attorneys' fees will likely be spent for outside counsel during this fiscal year for other matters including a potential complex appeal to the board of equalization, a court action to compel disclosure of information to the assessor by a large taxpayer, appeals to the BOA, and other court or administrative actions. This appropriation is sought solely for the Kahtnu case. Shortened hearing is requested as this case is expected to proceed quite rapidly. Your favorable consideration would be appreciated.

Introduced by: Mayor
Date: 02/14/12
Hearing: 03/13/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-19-72**

**AN ORDINANCE APPROPRIATING \$4,700,000 FOR THE PURPOSE OF
CONSTRUCTING A RADIATION ONCOLOGY FACILITY AT CENTRAL
PENINSULA HOSPITAL**

1 **WHEREAS,** cancer is one of the leading causes of death in the State of Alaska and the Kenai
2 Peninsula Borough; and

3 **WHEREAS,** in Community Health Needs Assessments that were conducted in 2004 and 2009,
4 Central Kenai Peninsula Hospital Service Area (CKPHSA) residents identified
5 additional cancer care services as the number one priority of service area
6 residents; and

7 **WHEREAS,** radiation oncology medical services are currently not available within the service
8 area; and

9 **WHEREAS,** the administration of Central Peninsula Hospital (CPH) has been in discussions
10 with radiation oncology physicians in Anchorage regarding the construction of a
11 radiation oncology facility at Central Peninsula Hospital; and

12 **WHEREAS,** with construction of this facility, service area residents would no longer be
13 required to travel outside of the borough for radiation oncology medical services
14 necessary to the treatment of cancer; and

15 **WHEREAS,** the estimated cost is \$4,700,000, would be built on the hospital's campus, and
16 funding would come from the CPH Plant Replacement and Expansion Fund; and

1 **WHEREAS**, constructing the radiation oncology facility on the hospital’s campus not only
2 allows for easy access to infusion services which are often required during a
3 radiation treatment regime to replace fluids and push medications that combat the
4 side effects of radiation, but also provide a close proximity to ancillary services
5 such as imaging, pathology, and laboratory that are often utilized for cancer
6 treatment; and

7 **WHEREAS**, additional benefits include communication and coordination among treatment
8 providers and the ability to treat radiation oncology inpatients without
9 transporting them by ambulance to another facility; and

10 **WHEREAS**, the CPGH, Inc. Board of Directors at its January 26, 2012, board meeting
11 approved the use of \$4,700,000 from the CPH Plant Replacement and Expansion
12 Fund for this facility subject to approval by the Borough Assembly after
13 consideration by the CKPHSA Board; and

14 **WHEREAS**, the CKPHSA Board, at its _____ meeting considered the hospital’s
15 request for construction of a radiation oncology facility on the hospital’s campus
16 and recommended _____;

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

19 **SECTION 1.** That \$4,700,000 in CPH Plant Replacement and Expansion funds are appropriated
20 to 401.81111.12ONC.49999 for construction of a radiation oncology facility.

21 **SECTION 2.** That this ordinance is takes effect immediately upon its enactment.

1 ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS *
2 DAY OF * 2012.

Gary Knopp, Assembly President

ATTEST:

Johani Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

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PHONE: (907) 262-4441 • **FAX:** (907) 262-1892
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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Craig Chapman, Director of Finance *C Chapman*

DATE: February 2, 2012

SUBJECT: Ordinance 2011-19-72, appropriating \$4,700,000 for the purpose of constructing a radiation oncology facility at Central Peninsula Hospital

In Community Health Needs Assessments that were conducted in 2004 and 2009, Central Kenai Peninsula Hospital Service Area residents identified additional cancer care services as the number one priority of service area residents.

Cancer is one of the leading causes of death in the State of Alaska and the Kenai Peninsula Borough and radiation oncology medical services are currently not available within the service area. Currently borough residents must go to Anchorage or other locations for radiation oncology medical services.

For the past year, the administration of Central Peninsula Hospital (CPH) has been in discussions with radiation oncology physicians in Anchorage regarding the construction of a radiation oncology facility at Central Peninsula Hospital, and to determine who would be interested in operating the facility. With construction of this facility, service area residents would no longer be required to travel outside of the borough for radiation oncology medical services necessary to the treatment of cancer.

CPH is proposing that a radiation oncology facility be built on the hospital's campus. The estimated cost is \$4,700,000 and would be paid for from the CPH Plant Replacement and Expansion Fund. This facility would then be leased to a private physicians group that would install the necessary equipment and operate the radiation oncology facility.

Constructing the radiation oncology facility on the hospital's campus not only allows for easy access to already existing infusion services, which are often required during a radiation treatment regime to replace fluids and push medications that combat the side effects of radiation, but also provides close proximity to ancillary services such as imaging, pathology, and laboratory that are often utilized for cancer treatment. Additional benefits of communication and coordination among treatment providers and the ability to treat radiation oncology inpatients without

transporting them by ambulance to another facility will also serve patient needs. Currently all of the radiology oncology centers in the State of Alaska are located on a hospital campus.

The CPH proposed radiation oncology facility requires that CPH successfully negotiate a lease agreement with a qualified radiation and oncology group to operate the facility on campus. If CPH is unable to successfully negotiate with a qualified radiation and oncology group for the leasing of this facility; or, if private physician group remains committed to constructing a facility off campus, this ordinance will not be necessary. However, in order to meet a construction timeline for the upcoming building season and to provide for public notice and hearing requirements, this ordinance is being introduced while discussions continue about the best approach for moving forward on this needed service.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>490.20602</u>	
Amount <u>\$4,700,000.00</u>	
By: <u>CBW</u>	Date: <u>2/2/12</u>

Introduced by: Mayor
Date: 02/14/12
Hearing: 03/13/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-19-73**

**AN ORDINANCE APPROPRIATING \$569,292 FROM THE EQUIPMENT
REPLACEMENT FUND FOR THE PURCHASE OF NEW SALES TAX SOFTWARE**

- 1 **WHEREAS,** the Borough’s current sales tax software is in need of an upgrade; and
- 2 **WHEREAS,** the estimated cost of the upgrade is approximately \$368,000, not including the
3 borough’s internal cost of implementing; and
- 4 **WHEREAS,** the estimated cost of the software maintenance agreement for the Borough’s
5 current sales tax software for next five years is \$548,375; and
- 6 **WHEREAS,** the Borough’s Finance and IT Departments looked at other options available in
7 lieu of the upgrade; and
- 8 **WHEREAS,** other options included doing nothing and selecting new software; and
- 9 **WHEREAS,** it is the recommendation of the Borough’s Finance and IT Departments that
10 formal bidding procedures be waived pursuant to KPB 5.28.300 and that new
11 sales tax software be acquired from MS Govern at a cost of \$664,460; and
- 12 **WHEREAS,** the total cost of the project is estimated to be \$800,000 of which \$230,708 has
13 previously been appropriated; and
- 14 **WHEREAS,** an appropriation from the Borough’s Equipment Replacement Fund for \$569,292
15 is needed to supplement the unused funds from the prior appropriation; and
- 16 **WHEREAS,** the cost of the project will be charged to the General Fund over a seven year time
17 period;

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

3 **SECTION 1.** That \$569,292 is appropriated in the Borough Equipment Replacement Fund to
4 account no. 705.18420 to supplement funds that have been previously
5 appropriated, for acquiring new sales tax software.
6

7 **SECTION 2.** The mayor is authorized to enter into an agreement with MS Govern for the
8 purchase of its Self Reporting Tax software module for an amount not to exceed
9 \$664,460.

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

11 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ***
12 **DAY OF * 2012.**

Gary Knopp, Assembly President

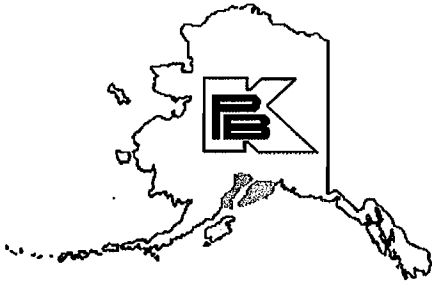
ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

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PHONE: (907) 262-4441 • FAX: (907) 262-1892
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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Craig Chapman, Director of Finance *CChapman*
Ben Hanson, Director of Information Technology *BH*
Mark Fowler, Purchasing and Contracting Director *MF*

DATE: February 2, 2012

SUBJECT: Ordinance 2011-19-13, appropriating \$519,292 from the Equipment Replacement Fund for the purchase of new sales tax software

The borough's current sales tax software, Tax Mantra, was installed in 2006 and is in need of an upgrade to stay current with technology. Prior to moving forward with a fund request for the upgrade, the Finance and IT departments reviewed the current sales tax software to determine if the needs of the borough were being met. Below is a summary of some of the issues that were noted with our current software:

- The current operating platform is Windows XP using Office 2003. Microsoft ended support for Windows XP in April 2009. Tax Mantra has indicated it will not be upgrading to the Windows 7 or newer Windows platform. When new computers are purchased they come loaded with Windows 7. When borough sales tax staff receives a replacement computer, the borough's IT department must load Windows XP on to the machines in order to operate Tax Mantra.
- Tax Mantra will upgrade a new web based version of its software. The cost to the borough for this upgrade is \$368,000 and would take approximately seven months.
- Data for Tax Mantra is currently stored on a database server using Microsoft SQL 2003. Other borough data have been moved forward to SQL Server 2005, 2008 and will soon be moved to the 2010 platform. An unsupported platform means that if there is a system failure we cannot go back to the provider/manufacturer and insist on a fix (without incurring substantial cost).
- In 2011, the borough was notified that our current software maintenance agreement would increase from \$57,306 per year to \$95,357 per year with annual increases thereafter of 7%, resulting in annual maintenance cost for the next five years as follows:

2012, \$95,357; 2013, \$102,032; 2014, \$109,175; 2015, \$116,817; 2016, \$124,994. The 2012 fee represents a 66% increase from 2011.

- System defects identified by users and reported to Tax Mantra are not immediately addressed. Standard corrective measure is that the fix will be presented in a future release. No timeline or anticipated arrival date of the new release is provided by Tax Mantra. Users have to pursue and push for a date to be given for the new release.
- Tax Mantra's support center is based in India. With its location and corresponding time zone, fixes typically take at least two days and sometimes as long as a week depending on the complexity of the issue. This delay can cause work to not be processed as timely as we would like. A problem with one account can hold up an entire batch until the problem is corrected.
- The Tax Mantra website is not always operable or available, creating additional delays in reporting outstanding issues.
- Language. This is a big issue when we are relaying a problem to their staff. Their understanding or comprehension of what we are saying is not the same as our staff intends. Conversely when they present something to us, we have difficulties figuring out what they are really saying or trying to convey. This results in numerous errors due to misunderstandings.
- Lack of flexibility as all changes to the software must be done by Tax Mantra. When the City of Seward made a change to its sales tax code in 2007 regarding the sales tax cap, the borough incurred cost in excess of \$83,000 to make this change.

Because of the lack of flexibility, the increased cost of the maintenance agreement, and the outdated operating platform and associated cost to upgrade, the borough's finance and IT departments made a decision to look at other options regarding the borough's sales tax software.

These options included:

1. Do nothing. The impact to the borough is that Tax Mantra has indicated they will stop supporting this software in the near future; therefore, if an issue is encountered, the borough will not have the ability to fix the problem.
2. Update to the web version of Tax Mantra. The cost of this upgrade is approximately \$368,000. As indicated previously, the annual maintenance to Tax Mantra for the next five years will total approximately \$548,375. The total cost for the update and maintenance for the first five years of the purchase would be approximately \$916,375. The borough would still have the following issues with Tax Mantra:
 - a. Conversion fees to upgrade to new system platforms as they are developed
 - b. High maintenance cost
 - c. Response time
 - d. Language issues

3. Select new software. There is a limited number of vendors who offer sales tax software, including Oracle, Manatron, and MS Govern. The cost of new software from one of these vendors would be in the \$500,000 to \$1,500,000 range. If the borough were to acquire new sales tax software, a product should be purchased that would interface with current financial software. Both Manatron and MS Govern are current suppliers of software to the borough; Manatron for assessing/property tax collections and MS Govern for financials including payroll, HR, and accounts payable. Summaries of Manatron and MS Govern are as follows:

Manatron Summary

The borough's relationship with Manatron did not start out smoothly but has greatly improved. Problems are resolved timely and the borough in the past has not had to pay for platform upgrades. The annual maintenance agreement of \$153,721 is high when compared to the cost of other software maintenance agreements of the borough. Manatron recently integrated a company into its software that has sales tax reporting capabilities; they currently have one customer using this sales tax software.

MS Govern

The borough has been using MS Govern software since 1999. They keep up with the latest system platform at no cost to the borough. They have good response and the borough has a good working relationship with them. Their Self Reporting Tax module ("SRT"), which they recently acquired and integrated into their software, is web enabled and allows the user to make program changes as needed. This software would integrate into the borough's current financial software. There are currently five customers using this software. The borough contacted one of the customers; they were extremely happy with the product.

The borough recently sat in on a demo for the SRT software and noted the following:

- Screens are completely user configurable allowing for staff to modify data elements; for example, user interface, new screens, modification of current screens, and add/remove command buttons allowing for more timely information for users, customers and decision makers.
- Customers have the ability to manage their account information, filings, payment securely from the web.
- Integration into the MS Govern software.

Based upon the demo, the borough requested MS Govern provide an estimated cost for installation of their SRT module. The estimate from MS Govern for the cost of the SRT system including installation was \$664,460, the cost of maintenance for the first five years would be \$140,627.

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>705.18420</u>	Amount <u>\$569,292</u>
By: <u>CBW</u>	Date: <u>2/2/12</u>

Introduced by: Mayor
Date: 02/14/12
Shortened Hearing: 02/28/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2011-19-74**

**AN ORDINANCE APPROPRIATING \$690,907 IN THE BOROUGH'S SCHOOL
REVENUE CAPITAL PROJECTS FUND FOR IMPROVEMENTS TO SCHOOL
FACILITIES**

1 **WHEREAS,** the Kenai Peninsula Borough School District has received funding from the State of
2 Alaska through SB84 to assist school districts in providing vocational and technical
3 instruction to students in grades 9 through 12; and

4 **WHEREAS,** as part of this program, there are a number of capital improvements that will be made
5 at various schools in the Borough; and

6 **WHEREAS,** as the schools are owned by the Borough, it is suitable for the borough to appropriate
7 the funds necessary for these projects; and

8 **WHEREAS,** these projects include \$73,132 for remodeling/improvements to the Kenai Central
9 High School Home Economics into a culinary arts kitchen, \$38,505 for remodeling
10 cost at Nanwalek to convert a storage area into a welding shop, \$179,898 for an
11 addition to the Seward High School shop, and \$399,372 for a 36' by 50' canopy
12 addition at Skyview High School;

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

15 **SECTION 1.** That the Borough will receive funding from the Kenai Peninsula Borough School
16 District in the amount of up to \$690,907 for improvements to schools to support
17 vocational education.

1 **SECTION 2.** That \$690,907 is appropriated in the School Revenue Capital Projects Fund as
2 follows:

3 Account 400.73020.12KIT.49999 in the amount of \$73,132 for improvements to
4 convert the Kenai Central High School Home Economics into a culinary arts kitchen.

5 Account 400.71030.12WLD.49999 in the amount of \$38,505 for remodeling cost at
6 Nanwalek to convert a storage area into a welding shop.

7 Account 400.75020.12EXP.49999 in the amount of \$179,898 for an addition to the
8 Seward High School shop.

9 Account 400.71180.12CAN.49999 in the amount of \$399,372 for an addition to the
10 Skyview High School canopy.

11 **SECTION 3.** That this ordinance takes effect immediately upon its adoption.

12 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY**
13 **OF * 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

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**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Craig Chapman, Director of Finance *C Chapman*
Kevin Lyon, Capital Projects Director *KL*
Brenda Ahlberg, Community & Fiscal Projects Manager *BA*

DATE: February 2, 2012

SUBJECT: Ordinance 2011-19-74, appropriating \$690,907 for improvements to school facilities

The Kenai Peninsula Borough School District (District) has received funding from the State of Alaska through SB 84 to assist school districts in providing vocational and technical instruction for students in grades 9 through 12. This is a five year program and the School District expects to receive approximately \$800,000 per year.

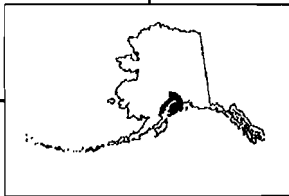
As part of the program, the District is requesting that the following projects be completed:

- \$73,132 for remodeling/improvements to the Kenai Central High School Home Economics into a Culinary Arts kitchen
- \$38,505 for remodeling cost at Nanwalek to convert a storage area into a welding shop
- \$179,898 for an addition to the Seward High School shop
- \$399,372 for a 36' by 50' canopy addition at Skyview High School

As the schools are owned by the borough and borough capital projects will be doing and/or overseeing the work, it is appropriate for the borough to appropriate these funds for these projects.

Shortened hearing is being requested on this appropriation which will allow for the projects to be started as soon as school is out and completed prior to the start of school in August 2012.

FINANCE DEPARTMENT	
ACCT #15 FINES VERIFIED	
400.73020.12KIT.49999	
Acct. No.	400.71030.12WLD.49999
400.75020.12EXP.49999 400.71180.12CAN.49999	
Amount	N/A
By: <i>CBW</i>	Date: 2/2/12



KENAI PENINSULA BOROUGH SCHOOL DISTRICT

Assistant Superintendent

Dave Jones

148 North Binkley Street Soldotna, Alaska 99669-7553

Phone (907) 714-8888 Fax (907) 262-5867

Email: davejones@kpbsd.k12.ak.us

February 2, 2012

Craig Chapman, Director of Finance
Kenai Peninsula Borough
144 N. Binkley
Soldotna, AK 99669

Re: Capital Projects for Career and Technical Education Plan

Dear Craig,

The State of Alaska has provided the district with additional funding, through Senate Bill 84, which is to be used for Career and Technical Education for students in grades 9-12. Since this is a long-term change in funding and focus, the district has identified some capital projects that will enable a change in the programs offered at some borough schools.

School District and Borough Capital Projects employees have worked together to develop a list of four projects and estimated costs that are scheduled for FY12 as follows:

Seward High School Shop Addition	\$180,000
Nanwalek Welding Shop	40,000
Kenai Central High School Culinary Kitchen	74,000
Skyview High School Covered Storage Area	400,000

Total estimated cost of projects	\$694,000

Please consider this letter the district's request to proceed with the projects and our commitment to fund them with these additional funds.

Sincerely,

Dave Jones

Introduced by: Mayor
Date: 02/14/12
Hearing: 03/13/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2012-02**

**AN ORDINANCE DECERTIFYING APPROXIMATELY 350 FEET OF STRAWBERRY
ROAD EXTENDING BEYOND THE EASTERLY END OF DEDICATED BOROUGH
RIGHT-OF-WAY**

1 **WHEREAS**, Strawberry Road, located between SW¼, SE¼, Section 5 and NW¼, NE¼
2 Section 8, all within T5N, R10W, Seward Meridian, is on the Kenai Peninsula
3 Borough Road Service Area (RSA) maintenance system; and

4 **WHEREAS**, the most easterly 350 feet of Strawberry Road is not located in platted right-of-
5 way but is within a state section line easement; and

6 **WHEREAS**, the most easterly 350 feet of Strawberry Road is not constructed to borough
7 standards and is used primarily as a driveway for the bordering parcels which are
8 owned by the Wasson Family Trust; and

9 **WHEREAS**, the Wasson Family Trust has formally requested that the RSA decertify the most
10 easterly 350 feet of Strawberry Road; and

11 **WHEREAS**, no properties other than those owned by the Wasson Family Trust utilize the
12 subject road for access; and

13 **WHEREAS**, KPB 14.06.240 provides for the decertification of roads certified for borough
14 maintenance upon meeting standards within that section and recommendation by
15 the RSA Board to the assembly; and

1 **WHEREAS,** the most easterly 350 feet of Strawberry Road was posted with the decertification
2 notice required by KPB 14.06.240(B)(2); and

3 **WHEREAS,** the notice of public hearing on the decertification was advertised on December
4 29, 2011 and January 5, 12, 19, 2012 in the Peninsula Clarion; and

5 **WHEREAS,** a public hearing was held on January 24, 2012 at the RSA Board meeting held in
6 Soldotna, Alaska; and

7 **WHEREAS,** no written objection to the decertification was received as per KPB 14.06.240 (B)
8 (3); and

9 **WHEREAS,** on January 24, 2012, the RSA Board adopted resolution 2012-01 recommending
10 the decertification of approximately 350 feet of Strawberry Road extending
11 beyond the easterly end of dedicated borough right-of-way; and

12 **WHEREAS,** because the dwellings owned by the Wasson Family Trust do not have alternate
13 vehicular access an ordinance is required to decertify the road;

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

16 **SECTION 1.** That the assembly adopts the findings in RSA resolution 2012-01 regarding
17 approximately 350 feet of Strawberry Road extending beyond the easterly end of
18 dedicated borough right-of-way which are set out below, and finds that the RSA
19 Board's findings meet the requirements of KPB 14.06.240 (C) and (D) with the
20 exception noted below.

- 1 1. Dwellings standards. *Exception:* The most easterly 350 feet of Strawberry
2 Road provides the only vehicular access to a driveway accessing a dwelling,
3 wholly owned by the Wasson Family Trust, which is the party requesting the
4 road be decertified.
- 5 2. Safety. The road presents safety concerns because of a steep grade.
- 6 3. Road condition. The road is not constructed to borough standards.
- 7 4. Drainage problems. There are no drainage issues.
- 8 5. Access. The road is outside platted right-of-way and does not provide access
9 to other maintained roads.
- 10 6. Snow storage. There are no current issues with snow storage.
- 11 7. Funding. Cost will be saved by this decertification through decreased
12 maintenance expenditures and reduced Capital Improvement Project
13 expenditures.
- 14 8. Prior maintenance. The 350 foot portion of the road being decertified has
15 been on road maintenance for at least 10 years. It is unknown when this
16 section of road was accepted for maintenance.

17 **SECTION 2.** Notwithstanding KPB 14.06.240(C), Dwelling standards, the assembly finds an
18 exception is warranted as the owners of the dwelling accessed by the road support
19 the decertification.

20 **SECTION 3.** That the approximately 350 feet of Strawberry Road extending beyond the
21 easterly end of dedicated borough right-of-way is hereby decertified for
22 maintenance.

23 **SECTION 4.** That this ordinance takes effect immediately upon its enactment.

1 ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS *
2 DAY OF * 2012.

Gary Knopp, Assembly President

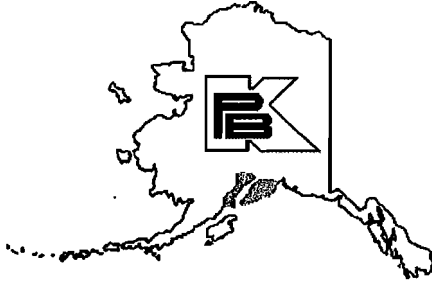
ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

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**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Doug Schoessler, Roads Director *DSS*

DATE: February 2, 2012

SUBJECT: Ordinance 2012-02, decertification of approximately 350 feet of Strawberry Road extending beyond the easterly end of dedicated borough right-of-way

The Road Service Area (RSA) board voted to support RSA resolution 2012-01 recommending the decertification of approximately 350 feet of Strawberry road extending beyond the easterly end of dedicated borough right-of-way located between SW ¼ SE ¼ Section 5 and NW ¼ NE ¼ Section 8, all within T5N R10W Seward Meridian. This resolution is forwarded to the assembly per KPB 14.06.240(B)(3), which requires the RSA board to recommend decertification to the assembly.

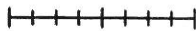
The RSA board did not have any objections to the decertification and none have been received from the public. The decertification was requested by the Wasson Family Trust which owns the only parcels served by the road. KPB 14.06.240(C) states “no road shall be decertified which provides access to dwellings.” Because the road serves a dwelling owned by the Wasson Family Trust and no other access is available an exception is required. Because an exception to decertification standards is required it is requested that the assembly approve the decertification by enactment of an ordinance instead of a resolution.

Attachments:

1. Map
2. RSA resolution 2012-01
3. Letter from Wasson Family Trust requesting decertification



0 130 260 520 Feet



The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.

STRAWBERRY RD, STRAWBERRY CT DORI LYNN ST



KPB

NOV 22 2011

Road Service Area

November 17, 2011

Kenai Peninsula Borough
Road Service Area
47140 E. Poppy Lane
Soldotna, AK 99669

Attn: Henry Knackstedt
RSA Engineer

Gentlemen:

This letter is in reference to your letter concerning : Strawberry Road Capital Improvement Project
KPB Parcels 05760108 & 05701006.
T5N R10W Section 5 & 8
Section Line Easement Notification

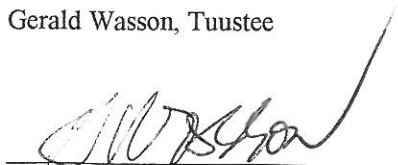
Per our conversation with Mr. Knackstedt on this date, we would like to make the following request Regarding future road improvements to Strawberry Road: Please de-certify the maintenance on that part of the road between the two parcels belonging to the Wasson Trust as referenced above. We would further request that appropriate signage be placed at the western edge of the Wasson Trust property indicating "Dead End" and "End of Borough Maintenance".

We would like to thank Mr. Knackstedt for notifying us of the upcoming improvements to Strawberry Road, and giving us the opportunity to make our wishes known.


Sincerely,

For The Wasson Family Trust

Gerald Wasson, Tuustee



Lisa Wasson, Trustee



**KENAI PENINSULA BOROUGH ROAD SERVICE AREA
RESOLUTION 2012-01**

**A RESOLUTION RECOMMENDING DECERTIFICATION OF APPROXIMATELY
350 FEET OF STRAWBERRY ROAD EXTENDING BEYOND THE EASTERLY END
OF DEDICATED BOROUGH RIGHT-OF-WAY**

WHEREAS, Strawberry Road, located between SW¼, SE¼, Section 5 and NW¼, NE¼ Section 8, all within T5N, R10W, Seward Meridian, is on the Kenai Peninsula Borough Road Service Area (RSA) maintenance system; and

WHEREAS, the most easterly 350 feet of Strawberry Road is not located in platted right-of-way but is within a state section line easement; and

WHEREAS, the most easterly 350 feet of Strawberry Road is not constructed to borough standards and is used primarily as a driveway for the two bordering parcels which are owned by the Wasson Family Trust; and

WHEREAS, the Wasson Family Trust has formally requested that the RSA decertify the most easterly 350 feet of Strawberry Road; and

WHEREAS, no properties other than those owned by the Wasson Family Trust utilize the subject road for access; and

WHEREAS, KPB 14.06.240 provides for the decertification of roads certified for borough maintenance upon meeting standards within that section and recommendation by the RSA Board to the assembly; and

WHEREAS, the most easterly 350 feet of Strawberry Road was posted with the decertification notice required by KPB 14.06.240(B)(2); and

WHEREAS, the notice of public hearing on the decertification was advertised on December 29, 2011 and January 5, 12, 19, 2012 in the Peninsula Clarion; and

WHEREAS, a public hearing was held on January 24, 2012 at the RSA Board meeting held in Soldotna, Alaska; and

WHEREAS, no written objection to the decertification was received as per KPB 14.06.240 (B) (3);

NOW, THEREFORE, BE IT RESOLVED BY THE KENAI PENINSULA BOROUGH ROAD SERVICE AREA BOARD:

SECTION 1. That the RSA Director has made a written recommendation to the RSA Board to decertify the most easterly maintained 350 feet of Strawberry Road.

SECTION 2. That the most easterly maintained 350 feet of Strawberry Road meets the following decertification standards of KPB 14.06.240(C) and (D) with one noted exception:

1. Dwellings standards. *No road shall be decertified which provides the only vehicular access to dwellings.* The most easterly 350 feet of Strawberry Road provides the only vehicular access to a driveway access, wholly owned by the Wasson Family Trust which requests the road be decertified. If this standard is not met, the RSA requests the assembly approve the decertification by ordinance waiving the standard set by KPB 14.06.240(C).
2. Safety. The road presents safety concerns because of a steep grade.
3. Road condition. The road is not constructed to borough standards.
4. Drainage problems. There are no drainage issues.
5. Access. The road is outside platted right-of-way and does not provide access to other maintained roads.
6. Snow storage. There are no current issues with snow storage.
7. Funding. Cost will be saved by this decertification through decreased maintenance expenditures and reduced Capital Improvement Project expenditures.
8. Prior maintenance. The 350 foot portion of the road being decertified has been on road maintenance for at least 10 years. It is unknown when this section of road was accepted for maintenance.

SECTION 3. The most easterly maintained approximately 350 feet of Strawberry Road meets the requirements pursuant to KPB 14.06.240, with one noted exception, and the Road Service Area Board recommends decertification to the Kenai Peninsula Borough Assembly.


SECTION 4. A copy of this resolution shall be forwarded to the mayor and the assembly.

RESOLVED BY THE KENAI PENINSULA BOROUGH ROAD SERVICE AREA BOARD ON THIS 24TH DAY OF JANUARY 2012.



Cam Shafer, Road Service Area Vice-Chairman

ATTEST:



Doug Schoessler, Road Service Area Director

Introduced by: Mayor
Date: 02/14/12
Hearing: 03/13/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2012-03**

**AN ORDINANCE OF ASSESSMENT CONFIRMING THE ASSESSMENT ROLL
FOR THE POPPY RIDGE ROAD IMPROVEMENT ASSESSMENT DISTRICT**

1 **WHEREAS**, the assembly, by Resolution 2011-033 established the Poppy Ridge Road
2 Improvement Assessment District (the "District") and authorized the construction of
3 the improvements; and

4 **WHEREAS**, the assembly, by Ordinance 2010-19-46, appropriated \$348,257.00 for the Poppy
5 Ridge Road Improvement Assessment District; and

6 **WHEREAS**, the assembly, by Resolution 2011-083, authorized the construction of the
7 improvement for the Poppy Ridge Road Improvement Assessment District; and

8 **WHEREAS**, the total costs of constructing the improvements, including all allowable amounts as
9 provided in KPB 5.35.080 and AS 29.46.110 ("Costs"), are now known; and

10 **WHEREAS**, the District special assessment roll has been prepared and the total costs of the
11 improvement less the Road Service Area 50 percent match is allocated among the
12 benefited parcels based on an equal amount to each parcel; and

13
14 **WHEREAS**, the borough clerk has given notice of the public hearing on the ordinance by regular
15 mail mailed not less than fifteen days before the date of the March 13, 2012 hearing
16 to each record owner of a parcel in the District, and by publication not less than
17 fifteen days before March 13, 2012 in a newspaper of general circulation within the
18 borough in accordance with KPB 14.31.100(B)(2); and

1 **WHEREAS,** the notices of public hearing stated that such assessment has been made and is on file
2 in the office of the borough clerk, available for public inspection, and provided notice
3 of the time and place for the hearing on March 13, 2012, where objections may be
4 heard; and

5 **WHEREAS,** the notice of the assessment and hearing mailed to each record owner of a parcel in
6 the District stated the amount of the assessment to be levied against the parcel; and

7 **WHEREAS,** on March 13, 2012, the assembly held a hearing on the assessment roll at which time
8 all persons objecting to assessments were given an opportunity to present their
9 objections; and

10 **WHEREAS,** the assembly found no errors or inequalities in the roll; and

11 **WHEREAS,** the assembly finds that the roll should be confirmed; and

12 **WHEREAS,** special assessments will be levied on properties in the District that are specially
13 benefited by the Project, and said special assessments, with interest thereon, will be
14 sufficient (together with other amounts) and available to pay the actual cost to the
15 borough of the improvements plus interest;

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

18 **SECTION 1. Classification.** That this ordinance shall be a non-code ordinance.

19 **SECTION 2. Confirmation of Roll.** That the assessment roll for Poppy Ridge Road Improvement
20 Assessment District, attached as Exhibit A to this ordinance, as presented to the
21 assembly on March 13, 2012 in the total amount of \$276,774.28 less the Road
22 Service Area 50 percent match of \$138,387.14, for a net assessed amount of

1 \$138,387.14 to all benefited parcels of the District is confirmed.

2 **SECTION 3. Notice of Assessment.** That within fifteen days after the adoption date of this
3 ordinance, the finance director shall mail to the record owner of each property
4 assessed a statement designating the property, the assessment amount, the schedule of
5 payments, the time of delinquency, and penalties. Within five days after the
6 statements are mailed, the finance director shall publish a notice that the statements
7 have been mailed and that the assessment roll is on file in the office of the borough
8 clerk. After enactment of this ordinance the clerk shall file in the office of the Kenai
9 District Recorder a notice of assessment on all parcels assessed within the road
10 improvement assessment district.

11 **SECTION 4. Payment of Assessment.** That the entire assessment may be prepaid without interest
12 or penalty within thirty days of the date of mailing of the assessment statement.
13 Thereafter, the assessment may be prepaid in whole or in part with interest to the
14 payment date. Interest on the unpaid amount of the assessment shall accrue at the
15 rate of 5.25 percent per annum. Assessments that are not prepaid shall be paid in ten
16 equal annual installments on March 31 of each year, commencing March 31, 2013.
17 Installments shall include principal plus accrued interest.

18 **SECTION 5. Delinquencies.** That if an installment of the assessment is delinquent, the balance of
19 the assessment, plus accrued interest, becomes due and delinquent thirty days after
20 the date of notice of the installment delinquency. Notice of the delinquency shall be
21 mailed to the owner of record. The notice must contain notice of the nonpayment of
22 the installment and that the balance of the assessment, plus accrued interest, will
23 become due and delinquent if the installment, interest and penalty are not paid within
24 thirty days of the date of the notice. The penalty for delinquent installment and
25 assessment payments is the same as the penalty for delinquent real property taxes in
26 effect on the date of the delinquency.

1 **SECTION 6. Termination of Assessment.** Upon the discharge of indebtedness to the borough,
2 the Finance Director shall release special assessment liens associated to the District.

3 **SECTION 7. Authority for Ordinance.** That the borough has ascertained and hereby determines
4 that each and every matter and thing as to which provision is made in this ordinance
5 is necessary in order to carry out and effectuate the purposes of the borough in
6 accordance with our constitution and statutes of the State of Alaska, and the Code of
7 Ordinances of the Kenai Peninsula Borough.

8 **SECTION 8. Severability.** That if any one or more of the covenants and agreements provided in
9 this ordinance to be performed on the part of the borough shall be declared by any
10 court of competent jurisdiction to be contrary to law, then such covenant or
11 covenants, agreements or agreements shall be null and void and shall be deemed
12 separable from the remaining covenants and agreements in this ordinance and shall in
13 no way affect the validity of the other provisions of this ordinance.

14 **SECTION 9. Effective Date.** That this ordinance shall take effect immediately upon enactment.

15 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS * DAY**
16 **OF * 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH

144 North Binkley Street • Soldotna, Alaska 99669-7520

Toll-free within the Borough: 1-800-478-4441

PHONE: (907) 262-4441 • **FAX:** (907) 262-1892

www.borough.kenai.ak.us

**MIKE NAVARRE
BOROUGH MAYOR**

MEMORANDUM

TO: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*

FROM: Craig Chapman, Director of Finance *C Chapman*

DATE: February 2, 2012

SUBJECT: Ordinance 2012-03, Confirming the Assessment Roll for the Poppy Ridge Road Improvement Assessment District

Attached please find the ordinance of assessment and the final assessment roll for the Poppy Ridge Road Improvement Assessment District. This is the final step for the borough in a process that began with the adoption of Resolution 2011-033, which established the Poppy Ridge Road Improvement Assessment District and authorized construction of the improvements and the enactment of Ordinance 2010-19-46, which appropriated \$348,257.00 for the project.

KPB 14.31.070(C)(1) requires signatures of the owners of more than 70 percent of the parcels within the proposed district sign the petition and 76.4 percent signed the petition. KPB 14.31.070(C)(2) requires signatures of the owners that would bear more than 70 percent of the total assessments in the proposed district and 76.4 percent signed the petition. The road improvements and paving have been constructed and benefit 34 parcels within the district.

The total cost of the project is \$276,774.28. The Road Service Area provided a 50 percent match of \$138,387.14. The net total cost of the assessment is \$138,387.14. Based on an equal allocation of the net total cost of the project, the special assessment per lot in the district is \$4,070.21. The assessment may be prepaid without interest within 30 days of the notice of assessment. If not prepaid, the assessment is payable over a ten-year period in equal installments with interest accruing as provided in the attached ordinance. The assessment constitutes a lien on each parcel within the district.

POPPY RIDGE - ROAD IMPROVEMENT ASSESSMENT DISTRICT

Cost:

Construction	\$ 239,822.05
Engineering & Project Admin	\$ 24,195.88
KPB Interdepartmental	\$ -
Inflation Adj	\$ -
Contingency	\$ -
Total Construction Cost	\$264,017.93
Filing Fee Adjustment	\$ 4,377.00
KPB Admin Fee	\$ 8,379.35
Total Cost	\$276,774.28
Less Road Service Area Match	\$138,387.14
Final Cost to Parcel Owners	\$138,387.14

Number of benefitted parcels: 34
 Percent of Parcels Delq
 Cost per parcel \$ 4,070.21

2011 Total

Assessed Value

Maximum Assessment

Required Prepay

Parcel #	Legal Description	Owner	Address	City	ST	Zip
05507213	T 5N R 11W SEC 25 & 26 SEWARD MERIDIAN KN ADL 21928 S1/2 NW1/4 IN SEC 25 & NE1/4 IN T 5N R 11W SEC 24 SEWARD MERIDIAN KN	KENAI PENINSULA BOROUGH	144 N BINKLEY ST	SOLDOTNA	AK	99669
05561002C07	0820044 COLLEGE ESTATES SUB NO 2 LOT 2 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	KRULL HENRY G & MARY L	47220 EAGLE RIDGE CT	KENAI	AK	99611
05561019	2004077 COLLEGE ESTATES SUB NO 4 LOT 13 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	LISA BISMARCK	PO BOX 727	KENAI	AK	99611-0727
05561020	2004077 COLLEGE ESTATES SUB NO 4 LOT 12 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	DEMOSS ROGER D & GINGER L	35790 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561021	2004077 COLLEGE ESTATES SUB NO 4 LOT 11 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	FOSTER KIMBERLY J	35820 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561022	2004077 COLLEGE ESTATES SUB NO 4 LOT 10 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	DAILY JOHN A AND STOGSDIL VONDA K	35840 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561023	2004077 COLLEGE ESTATES SUB NO 4 LOT 24 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	OLSON CASEY SCOTT & KATIE ARCHER	PO BOX 1385	SOLDOTNA	AK	99669
05561024	2004077 COLLEGE ESTATES SUB NO 4 LOT 23 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	KRAUSE KEVIN B & LILJEBLAD DAORUANG	PO BOX 730	KENAI	AK	99611
05561025	2004077 COLLEGE ESTATES SUB NO 4 LOT 22 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	NATH ROBERT A & TONI	35920 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561026	2004077 COLLEGE ESTATES SUB NO 4 LOT 2 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	WILSON GARY W VA REO VETERANS AFFAIRS SECRETARY OF	PO BOX 1660	SOLDOTNA	AK	99669
05561027	2004077 COLLEGE ESTATES SUB NO 4 LOT 3 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	C/O BANK OF AMERICA	2375 N GLENVILLE DR	RICHARDSON	TX	75082-4315
05561028	2004077 COLLEGE ESTATES SUB NO 4 LOT 4 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	CRAWFORD RHONDA JEAN	35875 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561029	2004077 COLLEGE ESTATES SUB NO 4 LOT 5 T 5N R 11W SEC 25 SEWARD MERIDIAN KN	APPELHANS RONNIE JOE & KARLA L	35855 POPPY RIDGE RD	SOLDOTNA	AK	99669

2011 Total Assessed Value

Parcel #	Legal Description	Maximum Assessment	Required Prepay	Owner	Address	City	ST	Zip
05561030	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2004077 COLLEGE ESTATES SUB NO 4 LOT 6	192,600 \$	4,070.21 \$	JONES LYNN A	35835 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561031	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2004077 COLLEGE ESTATES SUB NO 4 LOT 7	186,800 \$	4,070.21 \$	SMITH JOE T	PO BOX 2619	KENAI	AK	99611
05561032	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2004077 COLLEGE ESTATES SUB NO 4 LOT 8	187,400 \$	4,070.21 \$	LAWRENCE CINDY	35795 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561033	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2004077 COLLEGE ESTATES SUB NO 4 LOT 9	313,000 \$	4,070.21 \$	DIXON W JOHN & MARCELLA J	35765 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561035	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2005075 COLLEGE ESTATES SUB NO 5 LOT 1	185,300 \$	4,070.21 \$	DAVIS HOWARD T III	PO BOX 2555	KENAI	AK	99611
05561036	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2005075 COLLEGE ESTATES SUB NO 5 LOT 21	188,000 \$	4,070.21 \$	CLARK JOSEPH A	1529 SHEPHERD LN	CARROLLTON TX	75007-1234	
05561037	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2005075 COLLEGE ESTATES SUB NO 5 LOT 20	208,300 \$	4,070.21 \$	BASS RAYMOND D & DEBRAH L	46430 FRANKE RD	SOLDOTNA	AK	99669
05561038	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2005075 COLLEGE ESTATES SUB NO 5 LOT 25	186,800 \$	4,070.21 \$	HARPER MICHAEL A	46440 FRANKE RD	SOLDOTNA	AK	99669
05561039	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2005075 COLLEGE ESTATES SUB NO 5 LOT 19	207,100 \$	4,070.21 \$	MULLICAN JOHN R & JOYCE LYNN PALM RONALD A & TRACY Y & PALM	46427 FRANKE RD	SOLDOTNA	AK	99669
05561040	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2005075 COLLEGE ESTATES SUB NO 5 LOT 18	187,900 \$	4,070.21 \$	TIFFANY L	785 BROOKS AVE	SOLDOTNA	AK	99669
05561041	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2005075 COLLEGE ESTATES SUB NO 5 LOT 17	187,100 \$	4,070.21 \$	AZZARA MARK	46447 FRANKE RD	SOLDOTNA	AK	99669
05561042	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 2005075 COLLEGE ESTATES SUB NO 5 LOT 16	209,400 \$	4,070.21 \$	HART JEREMY E & CUNNINGHAM TRACY R	PO BOX 1901	SOLDOTNA	AK	99669
05561101	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 0860152 FERN FOREST SUB LOT 9	181,400 \$	4,070.21 \$	WATSON MICHAEL	35500 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561102	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 0860152 FERN FOREST SUB LOT 8	188,100 \$	4,070.21 \$	SEGURA DAVID R & ELLEN P	35540 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561103	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 0860152 FERN FOREST SUB LOT 7	179,400 \$	4,070.21 \$	ZORN MECCA C AND JONES MECCA	PO BOX 2857	SOLDOTNA	AK	99669
05561104	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 0860152 FERN FOREST SUB LOT 6	187,400 \$	4,070.21 \$	HANSON JAMES E JR & EMILY	35610 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561105	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 0860152 FERN FOREST SUB LOT 5	176,700 \$	4,070.21 \$	GRIFFIN JEFFREY SCOTT & MONICA J	PO BOX 3235	SOLDOTNA	AK	99669
05561106	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 0860152 FERN FOREST SUB LOT 4	185,200 \$	4,070.21 \$	CARMICHAEL ANDREW J	35640 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561107	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 0860152 FERN FOREST SUB LOT 3	181,600 \$	4,070.21 \$	WILLSON BRADLEY A & SHARON L	35670 POPPY RIDGE RD	SOLDOTNA	AK	99669
05561108	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 0860152 FERN FOREST SUB LOT 2	189,000 \$	4,070.21 \$	LAWTON ERIN	PO BOX 4216	SOLDOTNA	AK	99669
05561109	T 5N R 11W SEC 25 SEWARD MERIDIAN KN 0860152 FERN FOREST SUB LOT 1	186,100 \$	4,070.21 \$	WATSON DAVID L & DAWNITA R	23031 COHOE LOOP RD	KASILOF	AK	99610
34		6,760,300	\$138,387.14	Total Assessment Per 34 Parcels x \$5,121.43				

Introduced by: Mayor
Date: 02/14/12
Hearing: 03/13/12
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2012-04**

**AN ORDINANCE AUTHORIZING REVISED COMMUNITY REVENUE SHARING
PROGRAM EXPENDITURES FOR UNINCORPORATED COMMUNITIES AND
APPROVING THE USE OF FUNDS BY VOZNESENKA AND RAZDOLNA**

1 **WHEREAS**, the State Legislature has provided funding to municipalities and unincorporated
2 communities through the Community Revenue Sharing Program, hereinafter
3 referred to as “Program;” and

4 **WHEREAS**, AS 29.60.865 and 3 AAC 180.070 requires the assembly of a borough or unified
5 municipality to adopt a resolution identifying those unincorporated communities
6 located within their municipal boundaries that the assembly determines meet the
7 Program eligibility criteria established under AS 29.60.865, AS 29.60.879, and 3
8 AAC 180.110; and

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

11 **WHEREAS**, the one-time proportional payment allocations for the unincorporated community
12 of Cohoe was not correct as approved in ordinance 2011-19-56; and

13 **WHEREAS**, this ordinance corrects the fund distribution among the qualified nonprofit entities
14 that will complete public projects or services for the unincorporated community
15 of Cohoe; and

16 **WHEREAS**, this ordinance approves the public projects to be completed by the unincorporated
17 communities of Voznesenka and Razdolna;

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

3 **SECTION 1.** That the Mayor is authorized to enter into grant agreements and any other
4 documents necessary with the nonprofit organizations on behalf of the qualified
5 unincorporated communities for public projects that benefit the community as
6 identified in the following chart:

COMMUNITY REVENUE SHARING Recipients and Projects			
Community	Recipient	Project	Amount
Cohoe	Kasilof Public Library (located in Cohoe)	Operations	\$3,367
	Tustamena 200	Operations	\$3,366
Razdolna	Village of Razdolna	Playground improvements	\$6,733
Voznesenka	Voznesenka Community Council	Community room	\$39,208

7 **SECTION 2.** That each eligible non-profit entity, representing an unincorporated community,
8 shall enter into a grant agreement with the borough prior to receipt of any revenue
9 sharing funds.

10 **SECTION 3.** To the extent this ordinance conflicts with ordinance 2011-19-56 this ordinance
11 supersedes ordinance 2011-19-56. All other provisions of ordinance 2011-19-56
12 remain in full force and effect.

13 **SECTION 4.** This ordinance takes effect immediately upon its enactment.

14 **ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ***
15 **DAY OF * 2012.**

Gary Knopp, Assembly President

ATTEST:

Johni Blankenship, Borough Clerk

Yes:

No:

Absent:



KENAI PENINSULA BOROUGH GRANTS MANAGEMENT

MEMORANDUM

MIKE NAVARRE
BOROUGH MAYOR

TO: Gary Knopp, Assembly President
Members of the Kenai Peninsula Borough Assembly

THRU: Mike Navarre, Mayor *MN*
Craig Chapman, Director of Finance *C Chapman*

FROM: *B.A.* Brenda Ahlberg, Community & Fiscal Projects Manager

DATE: February 2, 2012

SUBJECT: Ordinance 2012- *04*, authorizing revised Community Revenue Sharing Program expenditures for unincorporated communities and approving the use of funds by Voznesenka and Razdolna

The State Legislature has approved a one-time proportional payment to municipalities and unincorporated communities through the Community Revenue Sharing Program; hereinafter referred to as "Program." Qualified communities and respective use of funds were approved in ordinance 2011-19-56. However, the unincorporated community of Cohoe was allocated the total sum twice to two nonprofits; this ordinance corrects that error. Additionally, the application for the community of Razdolna had not been received at the time that O2011-19-56 was approved; therefore, this ordinance approves Razdolna's use of funds.

Lastly, this ordinance approves the FY10 and FY11 use of funds in the amount of \$39,208 for the unincorporated community of Voznesenka. The community elected to defer these funds, affording them the ability to construct a community room for public use. The borough retains the FY12 allocation and one-time proportional payment for future award.

Brenda Ahlberg, the Community & Fiscal Projects Manager manages the Community Revenue Sharing Program.

KENAI PENINSULA BOROUGH

Office of the Borough Clerk

144 North Binkley Street
Soldotna, AK 99669
Phone 907-714-2160
Fax 907-714-2388

Johni Blankenship, MMC
Borough Clerk

MEMORANDUM

To: Gary Knopp, Assembly President
Members of the Assembly

Thru: Johni Blankenship, Borough Clerk *JB*

From: Katie Ring, Borough Clerk Secretary *KR*

Date: February 14, 2012

RE: New Liquor License – Kenai Fjords Wilderness Lodge

Kenai Peninsula Borough Code 7.10.010 provides for mandatory Assembly review of all applications for new liquor licenses located within the Borough. Accordingly, the attached application filed by CIRI Alaska Tourism Corp dba Kenai Fjords Wilderness Lodge is being submitted to you for review and action.

The Borough Finance Department has reviewed the application and has no objection to the new license based on unpaid taxes. The Planning Department has reviewed the application for proximity to churches and/or schools and has no objection to the new license based on location.

RECOMMENDATION: That the Assembly authorize a letter of non-objection to the issuance of the new liquor license as requested by **CIRI Alaska Tourism Corp dba Kenai Fjords Wilderness Lodge**.

cc: CIRI Alaska Tourism Corp
dba Kenai Fjords Wilderness Lodge
2525 C Street, Suite 500
Anchorage, AK 99503

Memorandum

To: Johni Blankenship, Borough Clerk
Thru: *C Chapman* Craig Chapman, Finance Director
From: *L* Lauri Lingafelt, Delinquent Accounts Specialist
Date: January 10, 2012
Subject: New Liquor License

Lodge—Kenai Peninsula Borough

License #5116

CIRI Alaska Tourism Corp

Db a Kenai Fjords Wilderness Lodge

Location: Fox Island, Resurrection Bay

Mail: 2525 C St Suite 500 Anchorage, AK 99503

Please be advised that the Kenai Peninsula Borough Finance Department has no objection to the new liquor license application for the above noted liquor license based on unpaid taxes.

All tax accounts registered to the business and/or applicants are current at this time.

Please forward us a copy of the Assembly approval/objection letter for our records. Thank you for your consideration in this matter.

RECEIVED

State of Alaska
Alcoholic Beverage Control Board

JAN 04 2012

Date of Notice: January 4, 2012

KPB - Clerks Office

Application Type: NEW x

 TRANSFER
 Ownership
 Location
 Name Change

Governing Body: **Kenai Peninsula Borough**
Community Councils: n/a
License #: 5116
License Type: Lodge
D.B.A.: Kenai Fjords Wilderness Lodge
Licensee/Applicant: CIRI Alaska Tourism Corporation
Physical Location: Fox Island, Resurrection Bay
Mail Address: 2525 C Street Suite 500 Anchorage, AK 99503
Telephone #: 907-224-8068
EIN: 91-1806873

Corp/LLC Agent:	Address	Phone	Date and State of Incorporation	Good standing?
CIRI Alaska Tourism Corporation	2525 C Street Suite 500 Anchorage, AK 99503	907-274-6132	4/30/1997 Alaska	yes

Please note: the Members/Officers/Directors/Shareholders (principals) listed below are the principal members. There may be additional members that we are not aware of because they are not primary members. We have listed all principal members and those who hold at least 10% shares.

Member/Officer/Director:	DOB	Address	Phone	Title/Shares (%)
Sophie Minich	01/07/1965	7500 Park Wes Cir. Anchorage, AK 99502	907-274-8638	CEO
Paul Landis	07/30/1955	2137 Foraker Dr. Anchorage, AK 99517	907-777-2840	President/COO
Margaret Brown	10/21/49	222 E 7 th Ave. Anchorage, AK 99501	907-274-8638	Secretary/Asst. Treasurer
Patrick Duke	7/29/68	9200 Grover Dr. Anchorage, AK 99507	907-274-8638	Treasurer/Asst. Secretary

Liquor License Application Review

TO: Delinquent Accounts
 Planning Department

DATE: January 5, 2012

Review and return to Borough Clerk with comments by: 2-11-12

For Assembly Meeting of 2-28-12

The Finance Department has no objection to the issuance of this license.

Date: 1-10-12 By: [Signature]



KENAI PENINSULA BOROUGH

PLANNING DEPARTMENT

144 North Binkley Street • Soldotna, Alaska 99669-7520

PHONE: (907) 714-2200 • **FAX:** (907) 714-2378

Toll-free within the Borough: 1-800-478-4441, Ext. 2200

www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Johni Blankenship, Borough Clerk

FROM: *MB* Max Best, Planning Director

RE: CIRI Alaska Tourism Corporation New Liquor License Application

DATE: January 6, 2012

As requested, the Planning Department reviewed the CIRI Alaska Tourism Corporation new liquor license application to determine if churches or schools are within 500 feet (KPB 7.10.020). A 500-foot radius search was done for KPB Parcel 189-260-10, Alaska State Land Survey 80-30. A physical address has not been assigned to this parcel.

Satellite imagery is not available for Renard Island (aka Fox Island).

Kenai Peninsula Borough records show no schools or churches within the 500-foot buffer.

Maps and land status information are attached.

CIRI Alaska Tourism Corporation
 New Liquor License Application
 Fox Island, Resurrection Bay
 Parcels within 500 Feet

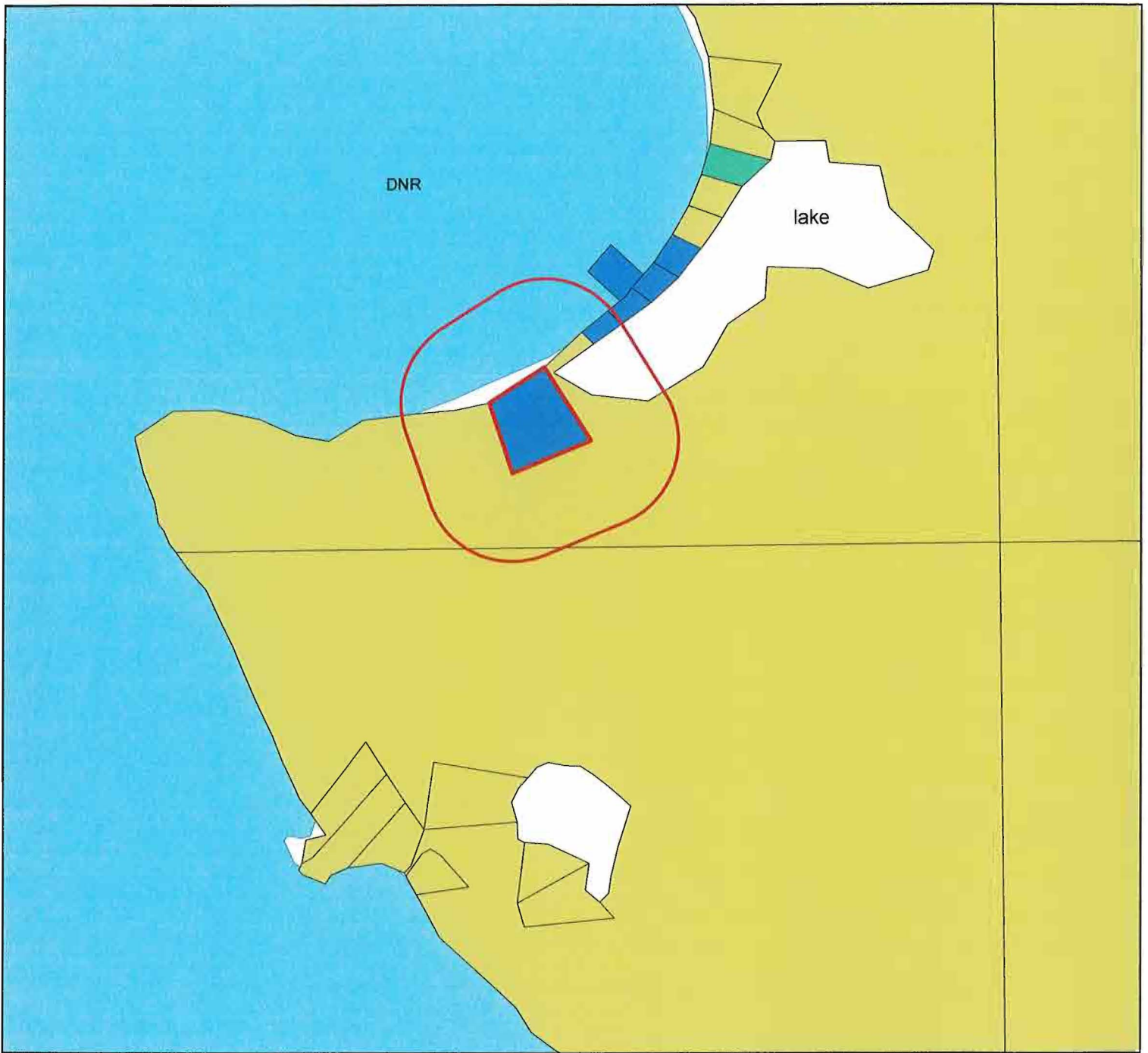
PARCEL ID	18911401
OWNER	ALASKA STATE D N R
ADDRESS	550 W 7TH AVE STE 650
CITY, STATE, ZIP CODE	ANCHORAGE, AK 99501
USAGE	Residential Vacant
IMPROVEMENTS	\$0
ACREAGE	327.00

PARCEL ID	18911901
OWNER	ALASKA STATE D N R
ADDRESS	550 W 7TH AVE STE 650
CITY, STATE, ZIP CODE	ANCHORAGE, AK 99501
USAGE	Residential Vacant
IMPROVEMENTS	\$0
ACREAGE	289.00

PARCEL ID	18926001
OWNER	CIRI ALASKA TOURISM CORP
ADDRESS	2525 C ST STE 405
CITY, STATE, ZIP CODE	ANCHORAGE, AK 99503
USAGE	General Commercial
IMPROVEMENTS	\$129,300
ACREAGE	0.44

PARCEL ID	18926002
OWNER	CIRI ALASKA TOURISM CORP
ADDRESS	2525 C ST STE 405
CITY, STATE, ZIP CODE	ANCHORAGE, AK 99503
USAGE	General Commercial
IMPROVEMENTS	\$60,400
ACREAGE	0.55

PARCEL ID	18926010
OWNER	CIRI ALASKA TOURISM CORP
ADDRESS	2525 C ST STE 405
CITY, STATE, ZIP CODE	ANCHORAGE, AK 99503
USAGE	350 General Commercial
IMPROVEMENTS	\$144,900
ACREAGE	4.45



CIRI Alaska Tourism Corporation

New Liquor License Application

Land Use within 500 Feet



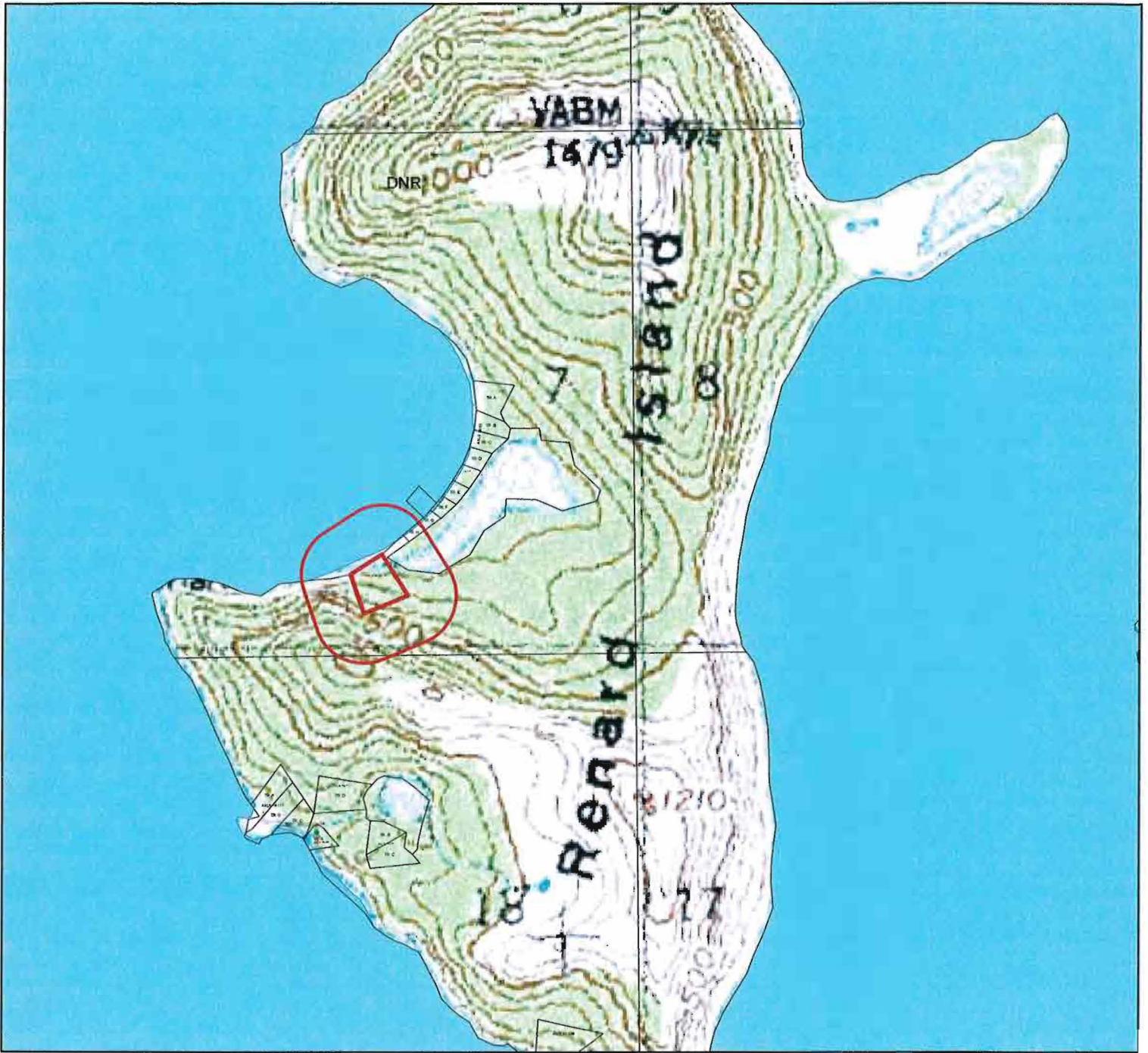
Date: 1/6/2012

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LAND USE

-  Accessory Building
-  Commercial
-  Industrial
-  Institutional
-  Residential
-  Timber/Farm
-  Vacant

The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



CIRI Alaska Tourism Corporation

New Liquor License Application

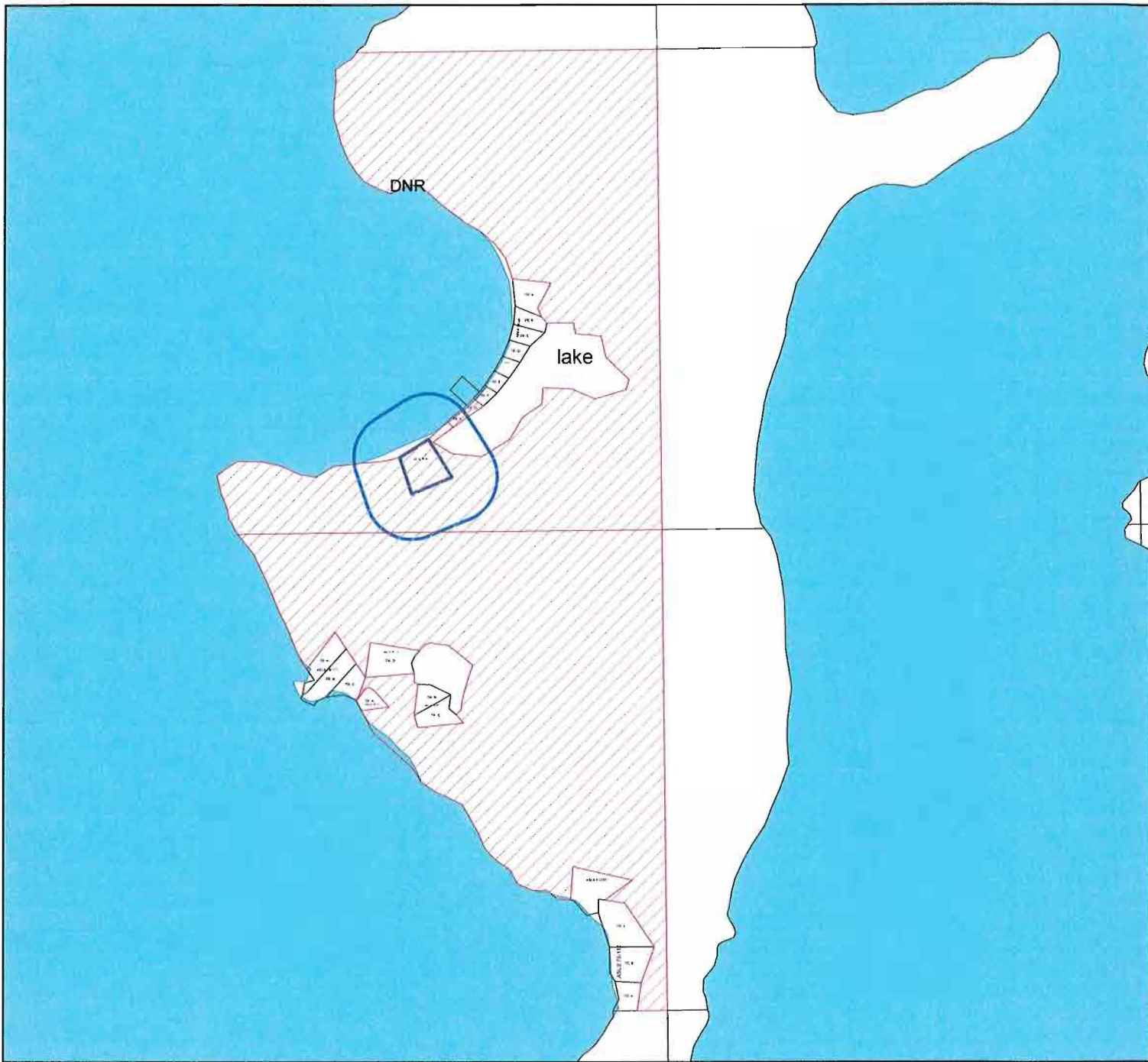
U.S. G. S. Map



Date: 1/6/2012

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CIRI Alaska Tourism Corporation

New Liquor License Application

Parcels within 500 Feet

 Buffer of Tax Parcels



Date: 1/6/2012

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Kenai Peninsula Borough

generated on 1/6/2012 3:09:34 PM EST

Parcel

Parcel Number	Tax Account	Parcel Address	2011 Total Value	Data as of	Assess Year
18926010		,	\$157,900	1/1/2012	2010

Owner Information

Owner Name	CIRI ALASKA TOURISM CORP
Owner Address	2525 C ST STE 405 ANCHORAGE AK 99503-2633
Transfer Date	02/15/2001
Document #	0
Deed Book/Page	104 342

Location / Description

Taxing Unit	67	Base MAP	NONE
Deeded Acreage	4.4500	Legal Desc.	T 3S R 1E SEC 7 Seward Meridian SW 8000021 ALASKA STATE LAND SURVEY 80-30

Parcel Type

Property Class Code	350 General Commercial
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Assessment Information

2011 Land Value	\$13,000
2011 Imp. Value	\$144,900
2011 Total Value	\$157,900
Prior Land Value	\$13,000
Prior Imp. Value	\$144,900

Kenai Peninsula Borough Assembly Committees 2011 – 2012

ASSEMBLY COMMITTEES

- **Finance Committee**
Bill Smith, Chair
Ray Tauriainen, Vice Chair
Gary Knopp
- **Lands Committee**
Sue McClure, Chair
Brent Johnson, Vice Chair
Ray Tauriainen
- **Policies & Procedures Committee**
Mako Haggerty, Chair
Charlie Pierce, Vice Chair
Linda Murphy
- **Legislative Committee**
Hal Smalley, Chair
Linda Murphy, Vice Chair
All Assembly Members
- **President Pro Tem**
Bill Smith

OTHER BOROUGH & SCHOOL DISTRICT COMMITTEES

- **KPB Emergency Planning**
[VACANT]
Gary Knopp, Alternate
- **Planning Commission Representative**
Ray Tauriainen
Bill Smith, Alternate
- **School Board**
Charlie Pierce
Brent Johnson, Alternate
Ray Tauriainen, Alternate

SERVICE AREA BOARD LIAISONS

- **Anchor Point Fire & EMS** - Mako Haggerty
- **Bear Creek Fire** - Sue McClure
- **CES/CPEMS** - Brent Johnson
- **Central Peninsula General Hospital**
Gary Knopp, Charlie Pierce, Linda Murphy
- **Kachemak Emergency Service Area**
Mako Haggerty
- **KPB Roads**
Gary Knopp, Charlie Pierce
- **Lowell Point Emergency SA** - Sue McClure
- **Nikiski Seniors** - Ray Tauriainen
- **Nikiski Fire** - Ray Tauriainen
- **North Peninsula Recreation** - Ray Tauriainen
- **Seward/Bear Creek Flood SA** - Sue McClure
- **South Peninsula Hospital** - Mako Haggerty,
Bill Smith

NON-BOROUGH COMMITTEES

- **Cook Inlet Aquaculture**
Brent Johnson
[VACANT], Alternate
- **Cook Inlet R.C.A.C.**
Grace Merkes, Term Expires March, 2014
- **Economic Development District**
Linda Murphy, Term Expires 12/31/13
Hal Smalley, Term Expires 12/31/14
- **Kenai Peninsula College Council**
Hal Smalley, Term Expires 06/30/14
- **Kenai River Special Management Area
Advisory Board**
Brent Johnson
[VACANT], Alternate
- **Prince William Sound R.C.A.C.**
Blake Johnson, Term Expires May, 2013