



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: January 3, 2012

Assembly Requests/ Response

None

Agreements and Contracts

- a. Authorization to Award Contract for KESA Diamond Ridge Fire Station Professional Design Services to Architects Alaska
- b. Authorization to Award Contract for North Peninsula Recreation Service Area Alternative Energy Study to RSA Engineering, Inc.
- c. Authorization to Award Contract for Limited Liability Reports to First American Title
- d. Authorization to Award Purchase of Calcium Chloride – Summer 2012 to Univar USA, Inc.
- e. Authorization to Award Contract for Custody and Safekeeping of Marketable Debt Securities to Wells Fargo

Other

- a. Revenue-Expenditure Report November, 2011
- b. Budget Revisions November, 2011
- c. Spruce Bark Beetle Monthly Status Report November, 2011
- d. National Association of Counties Prescription Drug Discount Card Program Report November, 2011

KENAI PENINSULA BOROUGH

Capital Projects Department

47140 East Poppy Lane • Soldotna, Alaska 99669

Phone: (907) 262-9657 • Fax: (907) 262-6090

www.borough.kenai.ak.us/CapProjects



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: November 18, 2011

SUBJECT: Authorization to Award Contract for KESA Diamond Ridge Fire Station Professional Design Services

The Purchasing and Contracting Office formally solicited and received proposals for KESA Diamond Ridge Fire Station Professional Design Services. Proposal packets were released on August 22, 2011 and the Request for Proposal was advertised in the Anchorage Daily News and the Peninsula Clarion on August 22 and the Homer News on August 25, 2011.

The scope of work shall consist of normal duties associated with a phased design system. The scope of the project is to design a new fire station on the corner of Diamond Ridge Lane and Knott circle just north of Homer.

On the due date of September 15, 2011, four (4) proposals were received and ranked by a review committee as follows:

<u>FIRM</u>	<u>TOTAL SCORE</u>
Architects Alaska	300
Bezek Durst Seiser Inc.	279
McCool Carlson Green	278
Kluge and Associates	268

The highest ranking proposal was submitted by Architects Alaska. After negotiation, Architects Alaska offered a final lump sum cost proposal of \$63,433.00. The KESA Board met on November 10, 2011 and passed a motion recommending award of a contract to the highest ranking proposer, **Architects Alaska, Inc.** Your approval for this award is hereby requested.

Funding for this project is in account number 446.51810.12379.49311.

Mike Navarre

Mike Navarre, Mayor

11/28/11

Date

FINANCE DEPARTMENT	
FUNDS VERIFIED \$63,433.00	
ACT #	<u>446.51810.12379.49311</u>
BY: <i>USA</i>	DATE: <u>11/22/11</u>



KENAI PENINSULA BOROUGH
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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 *Mark Fowler*

FROM: Kevin Lyon, Capital Projects Director *KL*
David May, Project Manager *DM*

DATE: November 30, 2011

SUBJECT: Authorization to Award Contract for North Peninsula Recreation Service Area Alternative Energy Study

The Purchasing and Contracting Office formally solicited and received proposals for North Peninsula Recreation Service Area Alternative Energy Study. Proposal packets were released on October 25, 2011 and the Request for Proposal was advertised in the Anchorage Daily News and the Peninsula Clarion on October 25, 2011.

The scope of work shall consist of providing an independent feasibility study to determine viability of using alternative energy sources for partial power requirements of the facilities located at the North Peninsula Recreation Service Area, Nikiski, Alaska.

On the due date of November 15, 2011, three (3) proposals were received and ranked by a review committee as follows:

<u>FIRM</u>	<u>TOTAL SCORE</u>
RSA Engineering, Inc.	267
RBA Engineers, Inc.	251
Newcomb Anderson McCormick	226

The highest ranking proposal, which includes a cost factor, was submitted by RSA Engineering, Inc. with a lump sum cost proposal of \$8,003.00. The proposal review committee recommends award of a contract to **RSA Engineering, Inc.** Your approval for this award is hereby requested.

Funding for this project is in account number 459.61110.12451.43011.

Mike Navarre
Mike Navarre, Mayor

12/1/11
Date

FINANCE DEPARTMENT
FUNDS VERIFIED
ACT # 459.61110.12451.43011 (\$8,003.00)
BY: CPW DATE: 11/30/11

RECEIVED
NOV 30 2011
KPB
FINANCE ADMINISTRATION




KENAI PENINSULA BOROUGH
 144 North Binkley Street • Soldotna, Alaska 99669-7620
 Toll-free within the Borough: 1-800-478-4441, Ext. 2260
 www.borough.kenai.ak.us

MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Mike Navarre, Mayor

THRU: Mark Fowler, Purchasing & Contracting Officer 

FROM: *JR* Joanne Rodgers, Delinquent Accounts

DATE: December 9, 2011

SUBJECT: Authorization to Award Contract for Limited Liability Reports

The Purchasing and Contracting Office formally solicited and received bids for the Limited Liability Reports. Bid packets were released on November 17, 2011 and the Invitation to Bid was advertised in the Peninsula Clarion on November 17, 2011.

The project consists of the preparation of title reports for all recording districts.

On the due date of December 11, 2008 three (3) bids were received and reviewed to ensure that all the specifications and delivery schedules were met. The bids were as follows:

<u>Contractor</u>	<u>Recording District</u>	<u>Bid Amount</u>
First American Title	Seward	\$199.00
First American Title	Homer	\$199.00
First American Title	Kenai	\$199.00


Your approval for this bid award is hereby requested. Funding for this project is in account number 100.11440.43932.

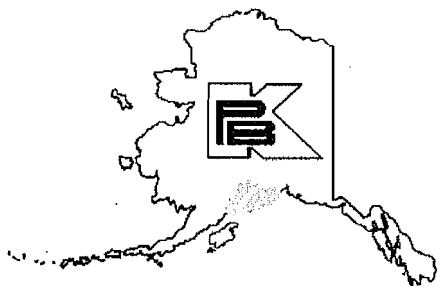

 Mike Navarre, Mayor

12/14/11
 Date

RECEIVED
 DEC 14 2011
 KPB
 FINANCE ADMINISTRATION

Youted From
 Mayor's Office to:
 Clerk
 Assembly
 Legal
 Finance
 Assessing
 Planning
 Roads
 SBB
 Purchasing
 Other
 Date: 12/14/11

FINANCE DEPARTMENT	
FUNDS VERIFIED	
5597.-	
ACT # <u>100.11440.43932</u>	
BY: <u>UBW</u>	DATE: <u>12/14/11</u>
	



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: Mike Navarre, Mayor

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

FROM: Doug Schoessler, RSA Director
Road Service Area
Signature: _____

DATE: December 13, 2011

SUBJECT: Authorization to Award Purchase of Calcium Chloride - Summer 2012

The Purchasing and Contracting Office formally solicited an invitation to bid (ITB) for the purchase of bulk calcium chloride for the Road Service Area Dust Control Program for Summer 2012. Bid and specification packet were released on November 23, 2011. The ITB was advertised in the Peninsula Clarion on November 23, 28 & 30, 2011 and Anchorage Daily News on November 24, 28 & 30, 2011.

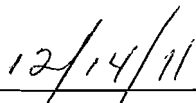
On the due date of December 7, 2011, two responsive bids were received. The low bid of \$485,480.00 was submitted by Univar USA, Inc., as per attached bid tabulation.

Please consider this memorandum a request for your approval of award to Univar USA, Inc. for \$485,480.00. Sufficient funds are available in account number 236.33950.00000.43951.

Approved



Mike Navarre, Kenai Peninsula Borough Mayor



Date

**FINANCE DEPARTMENT FUNDS
VERIFIED**

Acct. # 236.33950.00000.43951
\$ 485,480.00

By: CBW Date: 12/13/11

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB12-023 Purchase of Calcium Chloride - Summer 2012

CONTRACTOR	FOB - Soldotna	FOB - Homer	FOB - Seward	TOTAL EXTENDED
Brenntag Pacific	\$511,350.00	\$90,870.00	\$13,660.00	615,880.00
Univar	\$402,600.00	\$72,436.00	\$10,444.00	485,480.00

DUE DATE: December 7, 2011 @ 2:00 PM



KPB OFFICIAL: Mark Fowler, Purchasing & Contracting Officer



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MIKE NAVARRE
BOROUGH MAYOR

MEMORANDUM

TO: Mark Navarre, Mayor

THRU: Mark Fowler, Purchasing & Contracting Officer *MK*

FROM: Craig Chapman, Director – Finance Department *C Chapman*

DATE: December 3, 2011

SUBJECT: Authorization to Award Contract for Custody and Safekeeping of Marketable Debt Securities

The Purchasing and Contracting Office formally solicited and received proposals for the Custody and Safekeeping of Marketable Debt Securities. Proposal packets were released on October 17, 2011 and the Request for Proposal was advertised in the Peninsula Clarion on October 17, 2011.

The project consists of the custody of investment securities, the clearing of transactions in investment securities and periodic and detailed reporting on invested balances and transaction activity.

On the due date of November 16, 2011 five (5) proposals were received and ranked by a review committee as follows:

<u>FIRM</u>	<u>TOTAL SCORE</u>
Wells Fargo	201
KeyBank	191
Union Bank	178
Bank of New York – Mellon	174
1 st National Bank	136

The highest ranking proposal, which includes a cost factor, was submitted by Wells Fargo. The proposal review committee recommends award of a contract to Wells Fargo. Your approval for this award is hereby requested.

Funding for this project is in account number 100.00000.00000.37350.

Mike Navarre

 Mike Navarre, Mayor

12/15/11

 Date

Routed From
 Mayor's Office to:
 Clerk *OK*
 Assembly _____
 Legal _____
 Finance *X*
 Assessing _____
 Planning _____
 Roads _____
 S&B _____
 Purchasing *X*
 Other _____
 Date: _____

FINANCE DEPARTMENT
 FUNDS VERIFIED
 \$ 14,250.00
 ACT_100.00000.00000.37350
 BY: *C Chapman* DATE: *12/15/2011*



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 *MN*

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

From: Brandi Harbaugh, Controller *BH*

Date: December 9, 2011

Subject: Revenue-Expenditure Report – November 2011

Attached is the Revenue-Expenditure Report of the General Fund for the month of November 2011. Please note that 41.67% of the year has elapsed, 48.27% of budgeted expenditures have been made, and 76.35% of budgeted revenues have been collected.

KENAI PENINSULA BOROUGH
REVENUE REPORT
FOR THE PERIOD
NOVEMBER 1
THROUGH NOVEMBER 30, 2011

ACCOUNT NUMBER	DESCRIPTION	ESTIMATED REVENUE	YTD RECEIPTS	PTD RECEIPTS	VARIANCE	% COLLECTED
31100	TOTAL REAL TAX	\$ 25,255,890	\$ 23,378,391	\$ 3,918,653	\$ (1,877,499)	92.57%
31200	TOTAL PERS TAX	1,397,706	1,439,921	389,386	42,215	103.02%
31300	OIL TAX 2000	3,145,460	3,157,500	68,597	12,040	100.38%
31400	MOTOR VEHICLE TAX	700,000	197,432	59,774	(502,568)	28.20%
31510	PROPERTY TAX PENALTY & INTEREST	458,937	137,268	62,686	(321,669)	29.91%
31610	SALES TAX	28,671,825	16,926,763	3,976,636	(11,745,062)	59.04%
33110	IN LIEU PROPERTY TAX	3,118,550	3,112,540	3,112,540	(6,010)	99.81%
33117	OTHER FEDERAL REVENUE	80,000	13,888	13,888	(66,112)	17.36%
34110	SCHOOL DEBT REIMBURSEMENT	1,682,639	512,162	-	(1,170,477)	30.44%
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	728,444	729,368	133.92%
37350	INTEREST ON INVESTMENTS	975,000	609,184	33,771	(365,816)	62.48%
39000	OTHER LOCAL REVENUE	257,015	90,153	10,225	(166,862)	35.08%
TOTAL REVENUES		\$ 68,713,022	\$ 52,460,126	\$ 12,374,600	\$ (16,252,896)	76.35%

KENAI PENINSULA BOROUGH
EXPENDITURE REPORT
FOR THE PERIOD
NOVEMBER 1
THROUGH NOVEMBER 30, 2011

DESCRIPTION	REVISED BUDGET	YTD EXPENDED	PTD EXPENDED	AMOUNT ENCUMBERED	AVAILABLE BALANCE	% EXPENDED
ASSEMBLY ADMINISTRATION	\$ 492,372	\$ 179,241	\$ 39,887	\$ 14,443	\$ 298,688	36.40%
ASSEMBLY CLERK	489,362	176,831	35,384	21,381	291,150	36.14%
ASSEMBLY ELECTIONS	175,812	130,188	19,172	12,084	33,540	74.05%
ASSEMBLY RECORDS MANAGEMENT	234,009	75,235	14,803	9,429	149,345	32.15%
MAYOR ADMINISTRATION	578,015	199,871	36,620	1,812	376,332	34.58%
PURCHASING AND CONTRACTING	242,332	92,025	15,434	2,273	148,034	37.97%
GENERAL SERVICES	537,924	202,354	43,760	15,288	320,282	37.62%
GENERAL SERVICES - MIS	1,753,797	629,443	141,239	15,889	1,108,465	35.89%
GENERAL SERVICES - GIS	518,373	223,708	31,778	1,277	293,388	43.16%
GENERAL SERVICES - PRINT/MAIL	254,432	59,421	9,816	23,191	171,820	23.35%
GENERAL SERVICES - CUSTODIAL MAINT	119,285	41,792	8,751	3,173	74,320	35.04%
EMERGENCY MANAGEMENT	656,381	185,840	37,639	109,638	360,903	28.31%
LEGAL ADMINISTRATION	945,570	341,700	52,562	74,337	529,533	36.14%
FINANCE - ADMINISTRATION	487,901	183,055	41,366	2,706	302,140	37.52%
FINANCIAL SERVICES	870,443	327,229	66,779	1,474	541,740	37.59%
FINANCE - PROPERTY TAX AND COLLECTION	876,145	320,917	55,609	16,412	538,816	36.63%
FINANCE - SALES TAX	510,093	175,590	30,813	69,958	264,545	34.42%
ASSESSING ADMINISTRATION	1,176,133	446,714	80,413	55,122	674,297	37.98%
ASSESSING APPRAISAL	1,605,892	568,295	101,957	6,763	1,030,834	35.39%
RESOURCE PLANNING ADMINISTRATION	1,141,708	439,447	83,932	26,019	676,242	38.49%
THE RIVER CENTER	718,201	239,116	52,122	21,835	457,250	33.29%
MAJOR PROJECTS - ADMINISTRATION	281,772	90,554	14,189	2,300	188,918	32.14%
SENIOR CITIZENS GRANT PROGRAM	491,608	151,804	83,614	339,804	-	30.88%
NON-DEPARTMENTAL	56,556,181	29,139,241	10,618,832	402,667	27,014,273	51.52%
TOTAL EXPENDITURES	\$71,713,741	\$ 34,619,611	\$ 11,716,471	\$ 1,249,275	\$35,844,855	48.27%



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 *MN*

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

From: Brandi Harbaugh, Controller *BH*

Date: December 8, 2011

Subject: Budget Revisions – November 2011

Attached is a budget revision listing for November 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: Transfer funds to cover cost of book case for fire prevention materials and lockers for employees.

211.51610.00000.42222 (Fire Prevention Supplies)		1,100.00
211.51610.00000.42410 (Small Tools)		900.00
211.51610.00000.48720 (Minor Office Furniture)	2,000.00	

NORTH PENINSULA RECREATION SERVICE AREA: Transfer funds to pay for Wireless Access Point and Power injector.

225.61110.00000.43780 (Building/Grounds Maintenance)		617.00
225.61110.00000.48730 (Minor Communication Equipment)	617.00	

OFFICE OF EMERGENCY MANAGEMENT: Transfer funds for the purchase of parts for KSRM generator.

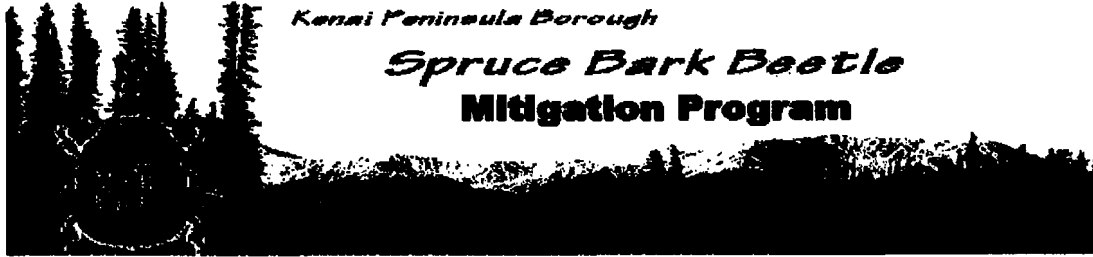
100.11250.00000.43780 (Building/Grounds Maintenance)		2,500.00
100.11250.00000.42310 (Repair/Maintenance Supplies)	2,500.00	

MAINTENANCE: Transfer funds to cover items needed for school district maintenance.

241.41010.00000.42310 (Repair Maintenance Supplies)		28,000.00
241.41010.00000.43011 (Contract Services)	15,000.00	
241.41010.00000.43015 (Sampling)	5,000.00	
241.41010.00000.43780 (Building Grounds/Maintenance)	5,000.00	
241.41010.00000.48740 (Minor Machines and Equipment)	3,000.00	

KACHEMAK EMERGENCY SERVICE AREA: Transfer funds from a completed Project to allow for the purchase of Dump Chute & Valve Assembly for Tanker/Pumper.

446.51810.0RPTR.48514 (FireFighting/Rescue Equipment-Repeater)		16,250.00
446.51810.11TKR.48514 (FireFighting/Rescue Equipment-Repeater)	16,250.00	



Kenai Peninsula Borough

**Spruce Bark Beetle
Mitigation Program**

December 21, 2011

To: Mayor Mike Navarre

From: Duane Bannock, SBB Program Manager

Re: SBB Program Monthly Status Report November 2011

This Spruce Bark Beetle Mitigation Program monthly status report covers the period from November 1, 2011 to November 30, 2011

I. Fund Balances Remaining

	Current Month Funds	Previous Month Funds
1. Hazardous Tree Removal	\$70,765.36	\$102,725.21
a. ARRA Funds	\$25,831.45	\$26,088.95
2. Reforestation	\$678.92	\$705.67
3. Technical Assistance	\$12,542.70	\$12,542.70
a. ARRA Funds	\$33,614.22	\$116,462.22
4. Land / Vegetation Mapping	\$198,994.79	\$205,280.18
5. Seasonal Fire Personnel	\$134,440.32	\$140,174.76
6. Education	\$55,215.70	\$55,215.70
7. Total Remaining Funds	\$532,083.46	\$659,195.39

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 -- ends 12/31/2011
- Cohoe Loop Fuel Reduction Project
- Kenal Redoubt Fuel Reduction Project

Contracts closed during reporting period

- None closed

Upcoming contracts

- Johnson Lake State Park Fuel Reduction Project
- Tom Cat #2 Fuel Reduction Project

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 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 harvesting beetle-kill in November with public firewood distribution beginning in late December 12, 2011.
- SBB staff administered the KPB Stariski South "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 Anchor Point and Hope for the removal of ~45 acres of beetle-kill from the remains of the KPB Rascal and Dusty Timber Sales and 7 acres of beetle-kill of KPB parcel and Mile 9 Hope Highway. SBB staff assisted in developing a Land Use Permit for 57 acres of KPB managed land on Tustumena Road in Kaslof for the removal of beetle-kill with project work to begin December 2011. SBB staff entered into negotiations in November 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.

Reforestation

- All reforestation activities have ceased for the calendar year.

Technical Assistance

- SBB staff assisted 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 completed the five-year update of the All Hands All Lands Action Plan with a final version of the update expected to be reviewed/adopted by all cooperating agencies by mid December 2011.
- SBB staff participated in a statewide multi-agency workshop in Fairbanks that was sponsored by USDA & USDO. 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 has begun 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

- A 2011/12 Cooperative Agreement with ADOF for the use of the ADOF Forestry/Technicians and Division of Forestry equipment continued in November. During November ADOF technicians completed the hand felling portions on the Bridge Creek Watershed Fuel Reduction Project and the Clam Gulch State Park Fuel Reduction Project, treated hazard trees adjacent to the Tsalteshi trails, and K-Beach Highway, and assisted CES to remove fallen hazard trees during the extreme November wind storm. ADOF technicians will not be performing any project work during December 2011.

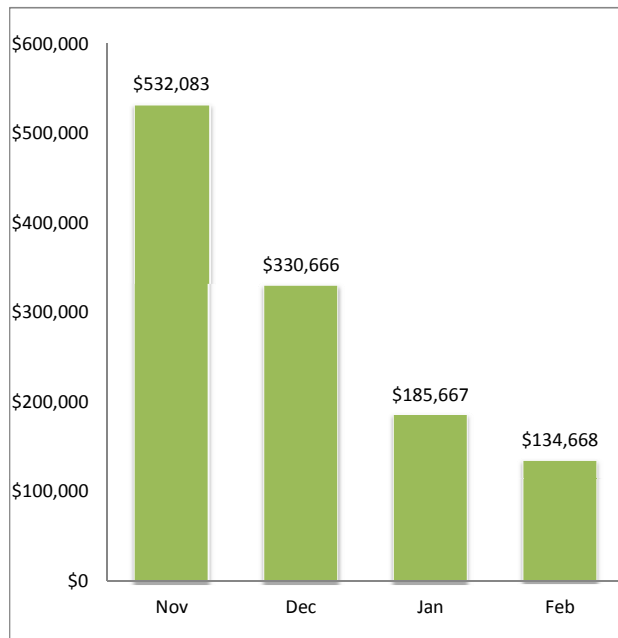
Education

- SBB staff assisted the Alaska Cooperative Extension Service through home owner visit to assess condition of trees potentially damaged during the November wind storm.

SBB Hazard Tree Removal Projects: May 2011

Rights-of-Way Projects	Proposed Date	Survey Bid Award	Survey Completion	Cutting Bid Award	Cutting Start Date	Projected Cutting End Date	Contract Completion
Current							
Bridge Creek #2	2/25/11	3/3/11	3/30/11				
Wildwood	10/1/09	3/6/11	6/20/11	7/22/11	8/9/11	10/26/11	10/27/11
Johnson Lake St. Park	10/28/10	11/15/10	12/13/10				
Proposed							
Public Firewood Projects	Location						
Kenai Redoubt	Kenai	Surveyed				1/18/12	
Cohoe Loop	Kasilof	Surveyed				1/3/12	
Tom Cat #2	Fritz Creek	Surveyed					
Commercial / Other Projects	Location	Bid Award	Project End Date				
Calamagrostis Field Trials	Kenai, Homer, Happy Valley	Sites Established 4/2010					
2010 Timber Sales	Happy Valley, Anchor Point, Homer	No Bidders					

\$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		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		80,000.00		
Total Expenses	\$127,112.00	\$201,417.00	\$144,999.00	\$50,999.00
Remainder	\$532,083	\$330,666	\$185,667	\$134,668





NACo Prescription Drug Discount Card Program

Kenai Peninsula Borough, AK													
MONTH	TOTAL	PLAN PRICED	% OF PLAN PRICED	RETAIL PRICED	% OF RETAIL PRICED	MEMBER COST	AVG MEMBER COST	RETAIL SUBMITTED PRICE	AVG RETAIL SUBMITTED PRICE	PRICE SAVINGS	AVG PRICE SAVINGS	% OF PRICE SAVINGS	TOTAL UTILIZERS
2011													
NOVEMBER	409	304	74.33%	105	25.67%	\$ 17,771.68	\$ 43.45	\$ 25,669.99	\$ 62.76	\$ 7,898.31	\$ 19.31	30.77%	217
OCTOBER	445	361	81.12%	84	18.88%	\$ 22,073.40	\$ 49.60	\$ 31,633.06	\$ 71.09	\$ 9,559.66	\$ 21.48	30.22%	214
SEPTEMBER	483	382	79.09%	101	20.91%	\$ 21,893.13	\$ 45.33	\$ 31,816.49	\$ 65.87	\$ 9,923.36	\$ 20.55	31.19%	228
AUGUST	494	386	78.14%	108	21.86%	\$ 23,129.40	\$ 46.82	\$ 32,796.71	\$ 66.39	\$ 9,667.31	\$ 19.57	29.48%	242
JULY	479	385	80.38%	94	19.62%	\$ 23,870.62	\$ 49.83	\$ 34,194.33	\$ 71.39	\$ 10,323.71	\$ 21.55	30.19%	260
JUNE	519	419	80.73%	100	19.27%	\$ 25,053.00	\$ 48.27	\$ 35,435.84	\$ 68.28	\$ 10,382.84	\$ 20.01	29.30%	270
MAY	545	426	78.17%	119	21.83%	\$ 23,808.73	\$ 43.69	\$ 33,744.92	\$ 61.92	\$ 9,936.19	\$ 18.23	29.44%	271
APRIL	501	364	72.65%	137	27.35%	\$ 20,288.24	\$ 40.50	\$ 28,030.95	\$ 55.95	\$ 7,742.71	\$ 15.45	27.62%	255
MARCH	557	403	72.35%	154	27.65%	\$ 23,149.40	\$ 41.56	\$ 31,833.88	\$ 57.15	\$ 8,684.48	\$ 15.59	27.28%	281
FEBRUARY	502	363	72.31%	139	27.69%	\$ 20,134.18	\$ 40.11	\$ 28,429.34	\$ 56.63	\$ 8,295.16	\$ 16.52	29.18%	270
JANUARY	535	392	73.27%	143	26.73%	\$ 23,543.29	\$ 44.01	\$ 32,132.95	\$ 60.06	\$ 8,589.66	\$ 16.06	26.73%	281
2010													
DECEMBER	628	456	72.61%	172	27.39%	\$ 29,664.97	\$ 47.24	\$ 40,525.34	\$ 64.53	\$ 10,860.37	\$ 17.29	26.80%	293
NOVEMBER	619	473	76.41%	146	23.59%	\$ 26,830.39	\$ 43.34	\$ 37,004.73	\$ 59.78	\$ 10,174.34	\$ 16.44	27.49%	311
OCTOBER	714	529	74.09%	185	25.91%	\$ 29,836.91	\$ 41.79	\$ 41,363.67	\$ 57.93	\$ 11,526.76	\$ 16.14	27.87%	335
SEPTEMBER	687	513	74.67%	174	25.33%	\$ 31,647.77	\$ 46.07	\$ 43,254.62	\$ 62.96	\$ 11,606.85	\$ 16.90	26.83%	324
AUGUST	709	502	70.80%	207	29.20%	\$ 28,729.97	\$ 40.52	\$ 39,482.66	\$ 55.69	\$ 10,752.69	\$ 15.17	27.23%	342
JULY	715	523	73.15%	192	26.85%	\$ 30,764.59	\$ 43.03	\$ 42,101.03	\$ 58.88	\$ 11,336.44	\$ 15.86	26.93%	341
JUNE	719	505	70.24%	214	29.76%	\$ 29,981.70	\$ 41.70	\$ 40,823.74	\$ 56.78	\$ 10,842.04	\$ 15.08	26.56%	320
MAY	702	512	72.93%	190	27.07%	\$ 27,556.56	\$ 39.25	\$ 39,087.10	\$ 55.68	\$ 11,530.54	\$ 16.43	29.50%	355
APRIL	751	553	73.64%	198	26.36%	\$ 30,842.95	\$ 41.07	\$ 43,781.40	\$ 58.30	\$ 12,938.45	\$ 17.23	29.55%	363
MARCH	751	524	69.77%	227	30.23%	\$ 30,076.50	\$ 40.05	\$ 42,100.27	\$ 56.06	\$ 12,023.77	\$ 16.01	28.56%	361
FEBRUARY	674	502	74.48%	172	25.52%	\$ 26,101.91	\$ 38.73	\$ 36,467.16	\$ 54.11	\$ 10,365.25	\$ 15.38	28.42%	333
JANUARY	694	486	70.03%	208	29.97%	\$ 26,715.42	\$ 38.49	\$ 37,462.12	\$ 53.98	\$ 10,746.70	\$ 15.49	28.69%	347

2009													
DECEMBER	797	589	73.90%	208	26.10%	30,639.48	\$ 38.44	\$ 43,459.85	\$ 54.53	12,820.37	\$ 16.09	29.50%	369
NOVEMBER	686	497	72.45%	189	27.55%	25,360.11	\$ 36.97	\$ 35,143.88	\$ 51.23	\$ 9,783.77	\$ 14.26	27.84%	330
OCTOBER	822	622	75.67%	200	24.33%	32,486.07	\$ 39.52	\$ 44,812.44	\$ 54.52	12,326.37	\$ 15.00	27.51%	398
SEPTEMBER	756	580	76.72%	176	23.28%	28,183.23	\$ 37.28	\$ 39,167.73	\$ 51.81	10,984.50	\$ 14.53	28.04%	367
AUGUST	821	604	73.57%	217	26.43%	33,675.41	\$ 41.02	\$ 45,821.08	\$ 55.81	12,145.67	\$ 14.79	26.51%	384
JULY	807	626	77.57%	181	22.43%	34,729.68	\$ 43.04	\$ 48,606.80	\$ 60.23	13,877.12	\$ 17.20	28.55%	388
JUNE	811	624	76.94%	187	23.06%	34,761.52	\$ 42.86	\$ 47,642.15	\$ 58.74	12,880.63	\$ 15.88	27.04%	388
MAY	772	594	76.94%	178	23.06%	35,198.68	\$ 45.59	\$ 47,946.41	\$ 62.11	12,747.73	\$ 16.51	26.59%	394
APRIL	855	614	71.81%	241	28.19%	35,307.11	\$ 41.29	\$ 47,980.65	\$ 56.12	12,673.54	\$ 14.82	26.41%	399
MARCH	794	601	75.69%	193	24.31%	31,363.03	\$ 39.50	\$ 42,811.09	\$ 53.92	11,448.06	\$ 14.42	26.74%	373
FEBRUARY	772	549	71.11%	223	28.89%	28,898.62	\$ 37.43	\$ 39,719.92	\$ 51.45	10,821.30	\$ 14.02	27.24%	357
JANUARY	795	571	71.82%	224	28.18%	31,421.47	\$ 39.52	\$ 42,242.94	\$ 53.14	10,821.47	\$ 13.61	25.62%	374

2008													
DECEMBER	899	682	75.86%	217	24.14%	32,892.55	\$ 36.59	\$ 44,581.72	\$ 49.59	11,689.17	\$ 13.00	26.22%	399
NOVEMBER	750	559	74.53%	191	25.47%	31,733.13	\$ 42.31	\$ 42,516.78	\$ 56.69	10,783.65	\$ 14.38	25.36%	370
OCTOBER	918	697	75.93%	221	24.07%	35,823.55	\$ 39.02	\$ 48,439.98	\$ 52.77	12,616.43	\$ 13.74	26.05%	393
SEPTEMBER	982	807	82.18%	175	17.82%	40,007.19	\$ 40.74	\$ 54,060.27	\$ 55.05	14,053.08	\$ 14.31	26.00%	429
AUGUST	885	714	80.68%	171	19.32%	35,814.75	\$ 40.47	\$ 48,291.49	\$ 54.57	12,476.74	\$ 14.10	25.84%	418
JULY	845	691	81.78%	154	18.22%	34,379.83	\$ 40.69	\$ 46,769.41	\$ 55.35	12,389.58	\$ 14.66	26.49%	381
JUNE	807	653	80.92%	154	19.08%	32,781.96	\$ 40.62	\$ 44,569.79	\$ 55.23	11,787.83	\$ 14.61	26.45%	372
MAY	854	707	82.79%	147	17.21%	31,865.66	\$ 37.31	\$ 43,335.29	\$ 50.74	11,469.63	\$ 13.43	26.47%	387
APRIL	775	641	82.71%	134	17.29%	31,215.85	\$ 40.28	\$ 41,161.08	\$ 53.11	\$ 9,945.23	\$ 12.83	24.16%	337
MARCH	755	624	82.65%	131	17.35%	28,943.37	\$ 38.34	\$ 39,007.61	\$ 51.67	10,064.24	\$ 13.33	25.80%	360
FEBRUARY	712	592	83.15%	120	16.85%	28,694.70	\$ 40.30	\$ 38,672.85	\$ 54.32	\$ 9,978.15	\$ 14.01	25.80%	331
JANUARY	606	528	87.13%	78	12.87%	24,883.87	\$ 41.06	\$ 34,381.97	\$ 56.74	\$ 9,498.10	\$ 15.67	27.63%	256

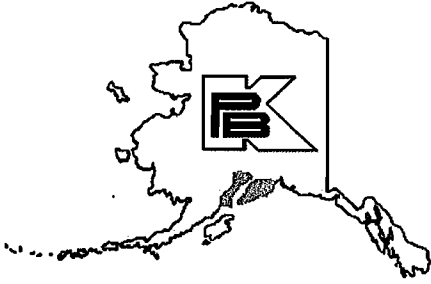
2007													
DECEMBER	360	305	84.72%	55	15.28%	14,925.27	\$ 41.46	\$ 20,603.41	\$ 57.23	\$ 5,678.14	\$ 15.77	27.56%	162
NOVEMBER	388	339	87.37%	49	12.63%	18,610.47	\$ 47.97	\$ 25,305.66	\$ 65.22	\$ 6,695.19	\$ 17.26	26.46%	141
OCTOBER	314	251	79.94%	63	20.06%	13,426.61	\$ 42.76	\$ 17,682.18	\$ 56.31	\$ 4,255.57	\$ 13.55	24.07%	129
SEPTEMBER	219	167	76.26%	52	23.74%	10,522.96	\$ 48.05	\$ 13,589.28	\$ 62.05	\$ 3,066.32	\$ 14.00	22.56%	117
AUGUST	37	30	81.08%	7	18.92%	2,312.28	\$ 62.49	\$ 2,793.05	\$ 75.49	\$ 480.77	\$ 12.99	17.21%	20
TOTALS:	34,426	26,321	76.46%	8,105	23.54%			\$ 1,960,289.06	\$ 56.94	\$ 535,965.94	\$ 15.57	27.34%	16,337.00

Column Headers from left to right:

1. Total Rxs: This is the total number of Rxs that were adjudicated or attempted to adjudicate through the use of the card (the explanation of the next couple of headers will help explain the necessity of this column).
2. Plan Priced Rxs: Caremark tracks all attempts to use the cards including when the pharmacy offers a lower price than the card can give. This is usually when the pharmacy sells a drug at cost or below cost to create foot traffic for the pharmacy or under a special purchase arrangement. This is the amount of Rxs that the card gave the best price vs. the pharmacy.
3. % Plan Priced Rxs: What percentage of the total attempted Rxs adjudicated via best price with the card.
4. Retail Priced Rxs: How many prescriptions where the pharmacy had a lower price.
5. % Retail Priced Rxs: Percentage of Rxs where the pharmacy had a lower price.
6. Total Drug Cost: All prescriptions totaled together at their card discount prices.
7. Average Drug Cost: Average Drug Cost per Rx at the card discounted price.
8. Retail Submitted Price: What the price would have been if the prescriptions weren't filled with the card.
9. Average Retail Submitted Price: Average Per Prescription price if the card wasn't presented at a discount.
10. Price Savings: Total dollar savings for all Rxs filled with the card.
11. Average Price Savings: Average price savings per prescription.
12. % Price Savings: Percentage price savings per prescription.
13. Total Utilizers: This is the total amount of people who represent the total amount of prescriptions *i.e.* some people fill multiple prescriptions. This gives you an indication of how many residents you are helping.

As always, if you have questions, don't hesitate to contact me. Thank you for being a member county, borough or parish and participating in this member program.

Andrew Goldschmidt
Director, Membership/Marketing
NACo--National Association of Counties



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, Borough Mayor *P.O. for M.N.*

FROM: John Mohorcich, River Center Director *JM*

DATE: December 30, 2011

SUBJECT: Implementation Status of KPB Ordinance 2011-12, Adding Additional Water Bodies Subject to Anadromous Stream Habitat Protection

This ordinance authorized the administration to implement the management of streams published in the Atlas and Catalogue of Waters Important for Spawning, Rearing or Migration of Anadromous Fish under KPB 21.18 Habitat Protection District in geographic phases. It is the administration's intent to implement KPB 21.18 on January 1, 2012 for those cataloged waters on Kalgin Island and the west side of Cook Inlet within the Kenai Peninsula Borough boundary. The implementation of KPB 21.18 on the remaining cataloged waters, which are on the east side of Cook Inlet within the Kenai Peninsula Borough boundary excluding all portions within the Seward-Bear Creek Flood Service area, is intended to be May 1, 2012.

This time frame allows for the completion of proper mapping and the identification of properties of the generally populated areas within the newly expanded Habitat Protection District so that individual notification can be accomplished 30 days prior to implementation.



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**MIKE NAVARRE
BOROUGH MAYOR**

ANADROMOUS WATER BODIES POLICY

ESTABLISHING CERTAIN WATER BODY BOUNDARIES

I. Background:

The Kenai Peninsula Borough (Borough) Assembly enacted ordinance 2011-12, which expanded the Borough anadromous stream habitat protection district ("District") to include all anadromous water bodies in the Borough that are listed in the "Atlas and Catalogue of Waters Important for Spawning, Rearing, or Migration of Anadromous Fish" ("Atlas"), excluding all portions of waterways within the Seward-Bear Creek Flood Service area. This Atlas includes a single point in the water for locating the mouth(s) of each water body, called mile 0.

KPB 21.18.040 defines the District as including "all lands within 50 horizontal feet of the streams set forth in KPB 21.18.025. This shall be measured from the ordinary high water mark or mean high water line in tidal areas." Accordingly, these marks and lines must also be identified when determining the District boundary.

Therefore a consistent policy is needed for locating mile 0 on the ground and for determining where the District boundaries lie on the land adjacent to Mile 0, which is in the water. The purpose of this policy is to provide policies and procedures for establishing the boundaries of the district where clarification is necessary.

II. Policy and Procedure:

When the location of the mile 0 point or lands included in the District are in question, mile 0 shall be determined by starting with mile 0 as identified in the Atlas. The District boundary shall be the nearest point of land on each side of mile 0. If an affected party disputes the accuracy of mile 0, then the affected party shall file written notice to the borough of the dispute. The affected party shall retain a surveyor licensed and registered in the State of Alaska to determine the correct adjusted mile 0 in accord with survey instructions provided by the Borough.

Where the location of mile 0 is in the process of being determined, the mile 0 established in the Atlas shall control any permit applications under KPB 21.18 until

mile 0 is further established or re-established through the survey process set forth in this policy and procedure.

This policy is effective upon the date of the borough mayor's signature.

DATED: 1/3/12



Mike Navarre, Borough Mayor