

**SEPTEMBER 15, 2021
CITY COUNCIL MEETING
ADDITIONAL MATERIAL/REVISIONS**

REQUESTED ADDITIONS TO THE PACKET:

<u>ACTION</u>	<u>ITEM</u>	<u>REQUESTED BY</u>
Add to item D.1.	Ordinance No. 3224-2021 <ul style="list-style-type: none">• Amendment Memo	City Clerk
Add to item D.7.	Ordinance No. 3243-2021 <ul style="list-style-type: none">• Public Comments	City Clerk
Add to item D.8.	Ordinance No. 3245-2021 <ul style="list-style-type: none">• Amendment Memo	City Manager
Add to item J.1.	City Manager's Report <ul style="list-style-type: none">• Auction Memo	City Manager
Add to item O.	Information Items <ul style="list-style-type: none">• Cook Inlet Regional Citizen's Advisory Council Director's Report	City Clerk



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
FROM: Jamie Heinz, City Clerk
DATE: September 14, 2021
SUBJECT: **Amendment for Ordinance No. 3224-2021**

Mayor Gabriel brought to my attention, a scrivener's error on page 37 of the substitute ordinance. Under 6.35.030 – Rules for Counting Hand Marked Ballots subsection (a)(1) third line; the word parking should be marking.

Amend page 37 of Substitute Ordinance No. 3224-2021 by replacing the word parking with marking in the third line of 6.35.030 (a)(1).

Your consideration is appreciated.

From: [Mark Larson](#)
To: [City Council](#)
Subject: CUP ordinance
Date: Monday, September 13, 2021 2:53:25 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

I cannot attend the Sept. 15th meeting because I will be in transit from Anchorage to Kenai that evening. I am in support of the CUP ordinance put forth by Bob Molly.

Mark Larson
3040 Kim N Ang Ct, Kenai, AK 99611

From: [laura sievert](#)
To: [City Council](#)
Subject: Letter for council members- Ordinance 3243
Date: Monday, September 13, 2021 6:18:32 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To Kenai City Council members:

I urge the Kenai City Council to pass Ordinance 3243-2021 as introduced by the vice- mayor.

I have lived on Beaver Loop for nearly 30 years and there have been several occasions involving conditional use permits that could have or did significantly impact the lives and property values of nearby residents. Sometimes the conditions of the permits were clearly laid out, described, communicated to nearby residents, and adhered to, and other times not. Sometimes the applicants were available to meet affected residents, but other times they were not. Section D)j) of the proposed ordinance address these problems. The main thing is that this ordinance clearly lays out conditions that need to be met by the applicant, and makes it clear to residents what to expect. It puts everyone involved on the same page.

Also, this ordinance holds the applicant to the Comprehensive Plan, which is as it should be.

Thank you.

Laura Sievert 3329 Beaver Loop, Kenai

TO: Mayor Brian Gabriel and Kenai Council Members
FROM: Carol L. Freas
DATE: September 14, 2021
RE: Ordinance No. 3243-2021, Amending KMC 14.20.150-Conditional Use Permits

Thank you for the opportunity to review Ordinance No. 3243-2021 and its proposed amendments. From my view, I believe the ordinance does a very good job of better defining responsibilities and who has those responsibilities.

I do have two suggestions:

- At KMC 14.20.150(b), seventh line "...applicant may request a review with the City Manager whose determination of the completeness of the application shall be final. The..."
- KMC 14.20.150(f), Burden of Proof. Third sentence, "...evidence a reasonable mind might accept as adequate to support a conclusion." I am wondering who decides the "reasonable mind?" This wording seems subjective.

clf



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MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Dan Castimore, IT Manager

DATE: August 13, 2021

SUBJECT: **Ordinance 3245-2021 – Amendment to Increase Revenues and Appropriations Amounts.**

Ordinance 3245-2021 included \$8,700 to install an antenna and wireless access points at Vintage Pointe. Quotes for this work were solicited and two responses were received. The lowest quote was \$9,599 which is \$899 more than requested in the original ordinance.

Based upon the quote of \$9,599, total project costs are now estimated at \$19,299. This investment will result in an annual reduction in utility costs of approximately \$9,425

The Administration recommends the following Amendment:

Amend Ordinance 3245-2024, Section 2, to increase Appropriation of Retained Earnings to 12,228; and to increase Repair & Maintenance to 9,599; and to increase the total for Increase Appropriations to 12,228.

Your support for this amendment is respectfully requested.



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MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Scott Curtin, Director of Public Works
DATE: September 15, 2021
SUBJECT: **Surplus Auction**

The purpose of this memo is to notify the City Council of the pending public surplus auction scheduled to begin on September 16th through October 7th where the following vehicles / equipment shall be liquidated:

- 2002 Case 521D Loader (From Airport replaced with new, proceeds to return to FAA)
- 2004 New Holland TS-115-A Tractor with Mower (From Airport replaced with new)
- 1998 E-One 8x8 ARFF Fire Truck – 3000 gallons (From Airport replaced with new, proceeds to return to FAA)
- 1998 E-One 4x4 ARFF Fire Truck – 1500 gallons (From Airport replaced with new, proceeds to return to FAA)
- 2002 Jeep Liberty (Formerly Building Official vehicle)
- 1996 Jeep Cherokee (Formerly Fire Marshal vehicle)
- 1998 Chevy 3500 Flat Bed 2x4 (Formerly Parks & Rec)
- 1981 GMC Brigadier Dump Truck (Formerly WWTP Sludge Truck)
- 1996 Cat 140G Grader with snow wing (Formerly Streets Dept replaced with new one on order)

Surplus of these items is in support of the Fleet and Equipment Replacement Plans. Council may anticipate a memo at the October 20th Council Meeting with the results of the auction. Kenai Municipal Code 7.15.090 (b) requires Council approval by Resolution for equipment with an estimated value in excess of \$50,000. While the Grader and the Loader will likely receive the largest bids, the Department is not expecting any of the above items to exceed \$50,000.



Update from the Board of Directors
Cook Inlet Regional Citizens Advisory Council

John Williams, President, representing the City of Kenai

The Cook Inlet Regional Citizens Advisory Council Annual and Board of Directors meeting was held virtually on September 10th, 2021. Remote meetings continue as a precaution to protect the health and safety of CIRCAC Directors and staff.

Representatives from the Alaska Department of Environmental Conservation (ADEC) gave an update on the department's regulatory review begun in 2020. This scoping project has been billed as a streamlining of Article 4 of state administrative code pertaining to oil discharge prevention and contingency plans (ODPCP). Since the start of this process, CIRCAC has maintained that any changes to this section of code should only improve standards for contingency plan requirements and in no way diminish them. ADEC staff assured the CIRCAC Board of Directors that a full public process will begin this year with a 90-day public comment period scheduled following the release of the full package of proposed regulatory changes on November 1st. We look forward to reviewing these proposed changes and working with the Department to ensure adequate regulatory oversight of Cook Inlet's oil transportation and storage operations.

Hilcorp reported that they have completed work replacing a portion (approximately 4,000 feet) of the subsea pipeline from the Monopod platform to shore. Hilcorp also reported they have begun initial engineering and permitting portion of the project to replace both 8.5-mile sections of subsea pipelines serving the Middle Ground Shoals platforms. The Pipeline and Hazardous Materials Safety Administration (PHMSA) ordered the affected segment of pipeline be replaced following the discovery of a natural gas leak in the pipeline in April of 2021. Hilcorp made the decision to replace both segments; replacement pipe has been ordered and work is expected to begin in late May of 2022. Hilcorp staff also fielded questions regarding the company's extensive inventory of legacy assets in Cook Inlet, namely, unused drilling platforms at or near the end of their designed lifespans. The company says that it's exploring a number of options to address those assets while working through a list of legacy Cook Inlet wells that can be plugged.

The CIRCAC Board of Directors also recognized CIRCAC Director of Science and Research Susan Saupe by adopting a resolution recognizing her recent Legacy Award from the Pacific States/British Columbia Oil Spill Task Force. We are proud to support staff who are recognized by their peers for excellence in their field and commitment to the mission of CIRCAC.

Finally, the Board formally met CIRCAC's newest staff members – Accounting and Grants Manager Cassandra Johnson who joined the team in June and Candice Elias, who will begin this month as our new Administrative Assistant. Welcome aboard!

Our next meeting is scheduled for December and its location will be determined at a later date.