

**KENAI HARBOR COMMISSION  
REGULAR MEETING  
MAY 11, 2020 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611**

**\*Telephonic/Virtual Information Below\***

<http://www.kenai.city>

1. **CALL TO ORDER**
  - a. Pledge of Allegiance
  - b. Roll Call
  - c. Agenda Approval
  
2. **SCHEDULED PUBLIC COMMENTS** *(Public comment limited to ten (10) minutes per speaker)*
  
3. **UNSCHEDULED PUBLIC COMMENT** *(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*
  
4. **APPROVAL OF MEETING SUMMARY**
  - a. March 9, 2020
  
5. **UNFINISHED BUSINESS**
  
6. **NEW BUSINESS**
  - a. **Discussion/Recommendation** – Contract to Use Cranes, Offices, and Operating Area at the Boating Facility 2020.
  - b. **Recommendation** – Change of Use and Assignment of Lease for Lot 2, Kenai Spit Subdivision from North Pacific Seafoods, Inc. to E&E Foods, Inc. d/b/a Pacific Star Seafoods.
  - c. **Recommendation** – FY2021-2025 Capital Improvement Plan
  
7. **REPORTS**
  - a. Public Works Director
  - b. Commission Chair
  - c. City Council Liaison
  
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – June 8, 2020
  
9. **COMMISSIONER COMMENTS AND QUESTIONS**
  
10. **ADDITIONAL PUBLIC COMMENT**
  
11. **INFORMATION ITEMS**
  - a. River Center Application for Pacific Star Dock Permit
  
12. **ADJOURNMENT**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83592713366>

**Meeting ID:** 835 9271 3366 **Password:** 453199

OR

**Dial in by your Location:** (253) 215-8782 or (301) 715-8592

**Meeting ID:** 835 9271 3366 **Password:** 453199

**KENAI HARBOR COMMISSION  
REGULAR MEETING  
MARCH 9, 2020 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
CHAIR MIKE DUNN, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

Chair Dunn called the meeting to order at approximately 6:00 p.m.

**a. Pledge of Allegiance**

Chair Dunn led those assembled in the Pledge of Allegiance.

**b. Roll Call**

Roll was confirmed as follows:

Commissioners present: Chair M. Dunn, Vice-Chair C. Crandall, G. Greenberg, B. Peters, N. Berga, B. Bornemann

Commissioners absent: J. Desimone, C. Hutchison

Staff/Council Liaison present: Public Works Director S. Curtin, Public Works Assistant K. Feltman, Council Member R. Peterkin

A quorum was present.

**c. Agenda Approval**

**MOTION:**

Commissioner Peters **MOVED** to approve the agenda and Commissioner Bornemann **SECONDED** the motion. There were no objections; **SO ORDERED**.

**2. SCHEDULED PUBLIC COMMENTS – None.**

**3. UNSCHEDULED PUBLIC COMMENT**

Jim Glendening noted that the U.S. Census deadline was April 1 and it determined funding for Alaskans.

**4. APPROVAL OF MEETING SUMMARY**

**a. February 10, 2020**

**MOTION:**

Commissioner Crandall **MOVED** to approve the meeting summary of February 10, 2020; and Commissioner Peters **SECONDED** the motion. There were no objections; **SO ORDERED**.

**5. UNFINISHED BUSINESS – None.**

## 6. NEW BUSINESS

- a. **Recommendation** – Motion for Approval of Resolution No. HC20-01

The Commission briefly discussed Resolution No. HC20-01.

### **MOTION:**

Commissioner Peters **MOVED** to approve Resolution No. HC20-01; and Commissioner Crandall **SECONDED** the motion. There were no objections; **SO ORDERED**.

- b. **Discussion/Recommendation** – Contract to Use Cranes, Offices, and Operating Area at the Boating Facility 2020

The Public Works Director reported no bids were received through the recent RFP process but Whittier Seafoods would be putting forth a proposal for review.

The Commission further discussed having two fees for the Special Use Permit, Individual Single Use and Commercial Use with fees ranging from \$1,500 to \$3,500 with stipulations around availability. The Public Works Director suggested putting out an RFP/Bid specifically to provide fuel at the City Dock.

## 7. REPORTS

- a. **Public Works Director** – S. Curtin reported the following:
- He provided an update regarding the cathodic protection repair and installation from the previous earthquake damage;
  - The bid for airport engineering services was awarded to HDL Engineers;
  - Capital Improvement projects were presented to Council;
  - A RFP for Engineering Services five-year contract for the Water Sewer and Waste Water Treatment Plant went out to bid today;
  - Due to the increased amount of snow on the ground, the date of the dock opening would be dependent on the weather; and
  - Further discussions regarding dredging with the Army Corps of Engineers; would provide the Commission a copy of the draft letter at the next meeting.
- b. **Commission Chair** – M. Dunn noted interest on two main topics for the Harbor Commission - Fuel and Dredging at the City Dock.
- c. **City Council Liaison** – R. Peterkin reported on the actions of the March 4 Council Meeting.

## 8. NEXT MEETING ATTENDANCE NOTIFICATION – April 6, 2020

## 9. COMMISSIONER COMMENTS AND QUESTIONS

Commissioner Berga noted there would be an event at the Kenai City Dock, the Second-Annual Return of the Reds on June 6. He explained the event had three parts: 1) Kick-off Commercial Fishing Season, 2) BBQ Fundraiser for the Kenai Food Bank, and 3) To promote direct marketers. He also provided an update on the Upper Cook Inlet Board of Fisheries meeting.

Commissioner Crandall thanked Commissioner Peters for his support for residents not subsidizing the Personal Use Fishery. He further thanked those present for their hard work.

Commissioner Bornemann expressed appreciation and support for the City's efforts in trying to get the State of Alaska to take some responsibility for the Personal Use Fishery.

Chair Dunn noted interest in attending the next Upper Cook Inlet Board of Fisheries meeting.

**10. ADDITIONAL PUBLIC COMMENT**

Jim Glendening thanked the Commission for their participation and enthusiasm for the Kenai Harbor and thanked the Public Works Director for his support and guidance. He added regarding dredging at the dock, a resolution could be prepared for the Harbor Commission.

**11. INFORMATION ITEMS – None.**

**12. ADJOURNMENT**

**MOTION:**

Commissioner Bornemann **MOVED** to adjourn and Commissioner Crandall **SECONDED** the motion. There were no objections; **SO ORDERED**.

There being no further business before the Commission, the meeting was adjourned at 7:58 p.m.

Meeting summary prepared and submitted by:

---

Jacquelyn LaPlante  
Deputy City Clerk

*(This page was intentionally left blank)*



# KENAI

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

## MEMORANDUM

**TO:** Harbor Commission  
**THROUGH:** Scott Curtin, Public Works Manager  
**FROM:** Elizabeth Appleby, City Planner  
**DATE:** May 4, 2020  
**SUBJECT:** **Action Approval for Lease Assignment to E&E Foods, Inc.**

---

On April 24, 2020, the City received an application to assign the lease of Lot 2, Kenai Spit Subdivision from North Pacific Seafoods, Inc. to E&E Foods, Inc. d/b/a Pacific Star Seafoods. The Kenai Peninsula Borough parcel number is 04910106 and the physical address is 2000 Columbia Street. The parcel is 12.12 acres (527,947 square feet) in size. Access is from Sea Catch Drive. The parcel is surrounded by tidal flats and flatlands and fronts the Kenai River. A map of the parcel and the assignment application are attached to this memorandum.

The lease was assigned to North Pacific Seafoods, Inc. in 2017. Previous leaseholders of the parcel include Wild Pacific Salmon, Inc., Inlet Fisheries, Inc., and Sea Catch, Inc. The lease expires in 2058. The specified use of the lease is for dock, wharfage seafood processing and related activities. The parcel has been leased and developed with a dock and fish processing plant since the original lease was entered into in 1979 and was granted a 25-year extension of the lease terms. It is tied to the General Fund.

The parcel is within the Heavy Industrial (IH) Zone of the City. After assignment of the existing lease, the new lessee could request an amendment to the lease. The City expects E&E Seafoods will request an amendment to the lease to include the use of seafood storage and manufacturing once the lease is assigned. The assignment will not constitute a change in use and E&E Foods, Inc. d/b/a Pacific Star Seafoods will abide by the existing lease terms.

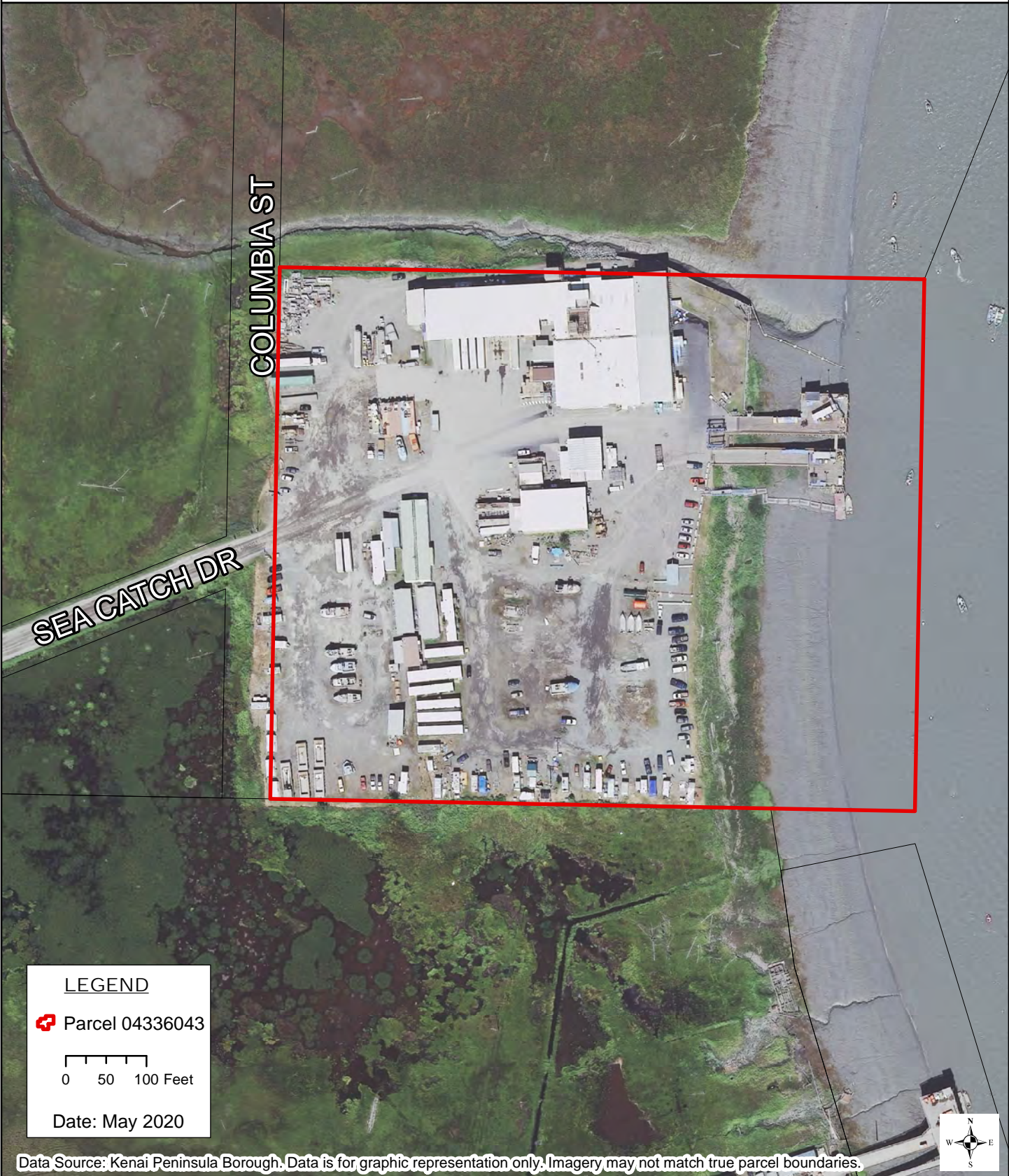
Kenai Municipal Code 22.05.045(f) states that lease assignments shall not be referred to the Planning and Zoning Commission. According to Title 11 of Kenai Municipal Code, the Harbor Commission shall review all City leases of City-owned submerged lands. The recommendation of the Harbor Commission will be taken into consideration by City Council when reviewing the lease assignment application. If City Council consents to the lease assignment, the lease of City-owned Lot 2, Kenai Spit Subdivision to North Pacific Seafoods, Inc. will be assigned to E&E Foods, Inc. d/b/a/ Pacific Star Seafoods and retain all existing provisions of the lease.

**Does the Harbor Commission recommend City Council consent to this lease assignment?**






**Lease Assignment Application  
Parcel 04910106  
2000 Columbia Street  
Lot 2, Kenai Spit Suidivision**



**LEGEND**

 Parcel 04336043

0 50 100 Feet

Date: May 2020



Data Source: Kenai Peninsula Borough. Data is for graphic representation only. Imagery may not match true parcel boundaries.





## City of Kenai Land Lease Application

Application for:	<input type="checkbox"/> New Lease <input type="checkbox"/> Amendment <input checked="" type="checkbox"/> Assignment <input type="checkbox"/> Extension <input type="checkbox"/> Renewal
Application Date:	4/24/20

### Applicant Information

Name of Applicant:	E&E Foods, Inc dba Pacific Star Seafoods						
Mailing Address:	900 Powell Ave SW	City:	Renton	State:	WA	Zip Code:	98057
Phone Number(s):	Home Phone:	206-768-8979		Work/ Message Phone:	206-812-2829		
E-mail: (Optional)	kenn@eefoods.com						
Name to Appear on Lease:	E&E Foods, Inc.						
Mailing Address:		City:		State:		Zip Code:	
Phone Number(s):	Home Phone:			Work/ Message Phone:			
E-mail: (Optional)							
Type of Applicant:	<input type="checkbox"/> Individual (at least 18 years of age) <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Government <input type="checkbox"/> Limited Liability Company (LLC) <input type="checkbox"/> Other _____						

### Property Information and Term Requested

Legal description of property (or, if subdivision is required, a brief description of property): Lot 2, Kenai Spit Subdivision (parcel 04910106)	
Does the property require subdivision? (if Yes, answer next questions) Subdivision costs are the responsibility of the applicant unless the City Council determines a subdivision serves other City purposes:	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
1. Do you believe the proposed subdivision would serve other City purposes?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2. If determined it does not, applicant is responsible for all subdivision costs.	Initials _____
If an appraisal is required to determine the minimum price on the land, applicant is responsible for the deposit to cover costs associated with appraisal. If a sale is approved, the cost of the appraisal will be either refunded or credited to the applicant.	Initials _____
It is the responsibility of the applicant to cover recording costs associated with lease.	Initials _____
Do you have or have you ever had a Lease with the City? (if Yes, answer next question)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
1. Legal or brief description of property leased: <b>RABUF LLC- 04901311, 04901124, 04901130</b>	
Request a Lease with an Option to Purchase once development requirements are met?	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Requested term for Initial Lease or Renewal (based on Term Table, not to exceed 45 years):	2065
Requested term for Lease Extension (based on Term Table, not to exceed a total of 45 Years):	
Requested Starting Date:	

**Proposed Use and Improvements**

Proposed Use (check one):      | Aeronautical      |  Non-Aeronautical

Do you plan to construct new or additional improvements? (if Yes, answer next five questions)      L YES     NO

1. Will the improvement change or alter the use under an existing lease?       YES     NO

2. What is the proposed use of the improvement?

3. What is the estimated value of the improvement?

4. What is the nature and type of improvement?

5. What are the dates construction is estimated to commence and be completed?  
(generally, construction must be completed within two years)

Estimated Start Date:

Estimated Completion Date:

Describe the proposed business or activity intended:

How does the proposed lease support a thriving business, residential, recreational, or cultural community?

Lease Assignment Only: What is the name of the individual or legal entity the lease is to be assigned?

E&E Foods, Inc

**Lease Renewal Only**

Renewal of an Existing Lease (at least one year of term remaining): Requires new development.

Lease Term based on: Estimated cost of new improvements and | Purchase Price (optional)


Renewal of an Expiring Lease (less than one year of term remaining): Does not require new development.

Lease Term based on:  Purchase Price | Professional Estimate of Remaining Useful Life

Fair Market Value appraisal and/or  Estimated cost of new improvements (optional)

Requested Term for Renewal Based on Term Table, not to exceed 45 Years:

Submitting an application for a lease does not give the applicant a right to lease or use the land requested in the application. The application shall expire twelve (12) months after the date the application has been made if the City and the applicant have not, by that time, entered into a lease, unless the City Council for good cause grants an extension for a period not to exceed six (6) months. The City has no obligation to amend, renew or extend a lease and may decline to do so upon making specific findings as to why a lease renewal, extension, or amendment is not in the best interest of the City

Signature:		Date:	4/24/2020
Print Name:	Karl NG	Title:	COO

For City Use Only:

General Fund       Airport Reserve Land  
 Airport Fund       Outside Airport Reserve

Account Number:

Date Application Fee Received:

Date Application Determined Complete:

30-Day Notice Publication Date:

City Council Action/Resolution:

4/24/20  
4/28/20  
N/A

**RECEIVED**

CITY OF KENAI

DATE 4/24/20

## MEMORANDUM

**TO:** Harbor Commission  
**FROM:** Scott Curtin, Public Works Director  
**DATE:** May 4, 2020  
**SUBJECT:** Fiscal Year 2021-2025 Capital Improvement Plan

---

The Kenai City Council conducted a joint work session with Commissions and Committees on Wednesday, February 19, 2020 to provide an annual overview and discuss the draft Capital Improvement Plan for the City.

This document provides an overall summary of the recommended projects and is an important tool for the planning and prioritization of future projects greater than \$35,000. It is important to note that not all projects, for various reasons, receive the necessary funding for the projected year.

Please review the Personal Use Fishery Fund section of the Capital Improvement Plan, as included in the packet, for recommendation at our May 11 meeting. You may use the following link to review the entire document: <https://www.kenai.city/finance/page/fy2021-draft-budget>.

Thank you and please let me know if you have any questions.



# PERSONAL USE FISHERY FUND

CITY OF KENAI  
CAPITAL IMPROVEMENT PLAN  
FY2021 - 2025

FY2021	Project No.	COST	DESCRIPTION
PERSONAL USE FISHERY FLOAT REPLACEMENT	01	\$50,000	Purchase ten new floats at the City Dock
		<b>\$50,000</b>	

FY2022	Project No.	COST	DESCRIPTION
BOAT RAMP CONCRETE REPAIRS	02	\$125,000	Replace concrete ramps at the City Dock
PERSONAL USE FISHERY FLOAT REPLACEMENT	01	\$50,000	Purchase ten new floats at the City Dock
		<b>\$175,000</b>	

FY2023	Project No.	COST	DESCRIPTION
PERSONAL USE FISHERY FLOAT REPLACEMENT	01	\$50,000	Purchase ten new floats at the City Dock
		<b>\$50,000</b>	

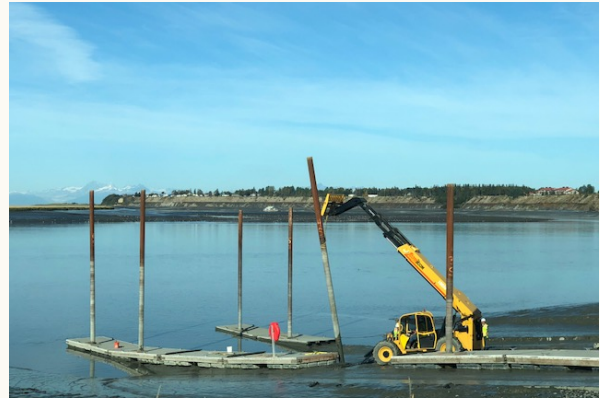


# PERSONAL USE FISHERY FUND FUND PROJECTS

## PERSONAL USE FISHERY FLOAT REPLACEMENT

01

Department: Public Works  
 Total Project Cost: \$150,000  
 Project Phased: Yes  
 Project Type: Infrastructure  
 Funding Source(s): Personal Use Fishery Fund  
 Potential Grant Identified: None  
 Operating Budget Impact:  
 Minimal or No Impact



YEAR:	2021	2022	2023	2024	2025
COST:	\$50,000	\$50,000	\$50,000		

**Details:**

This project purchases ten new floats at the City Dock and Boat Ramp to replace existing floats. There are currently 22 float sections in total for the ramp and another eight for the front of the trestle.

## CITY DOCK BOAT RAMP REPLACEMENT

02

Department: Public Works  
 Total Project Cost: \$125,000  
 Project Phased: Yes  
 Project Type: Infrastructure  
 Funding Source(s): Personal Use Fishery Fund  
 Potential Grant Identified: None  
 Operating Budget Impact:  
 Minimal or No Impact



YEAR:	2021	2022	2023	2024	2025
COST:	\$125,000				

**Details:**

This project will replace the concrete ramps at the City Dock.

*(This page was intentionally left blank)*



**Kenai City Council - Regular Meeting**

**April 01, 2020 – 6:00 PM**

**Kenai City Council Chambers**

**210 Fidalgo Avenue, Kenai, Alaska**

**\*Telephonic/Virtual Information Below\***

[www.kenai.city](http://www.kenai.city)

**ACTION AGENDA**

**A. CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

\*All items listed with an asterisk (\*) are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a council member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda as part of the General Orders.

**B. SCHEDULED PUBLIC COMMENTS**

*(Public comment limited to ten (10) minutes per speaker)*

**C. UNSCHEDULED PUBLIC COMMENTS**

*(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

**D. PUBLIC HEARINGS**

1. **ENACTED UNANIMOUSLY. Ordinance No. 3113-2020** - Increasing Estimated Revenues and Appropriations in the Terminal Improvements Capital Fund, and Authorizing an Increase to the Design Agreement with Wince Corthell Bryson. (Administration)
2. **ADOPTED UNANIMOUSLY. Resolution No. 2020-17** - Authorizing the Use of Funds Remaining After Completion of the Kenai Senior Center Solarium, Roof Repair, Dining Room and Administrative Office Carpet Replacement Projects for a New Project to Create an Alternate Entrance into the Center's Computer Lab. (Administration)

**E. MINUTES – None.**

**F. UNFINISHED BUSINESS**



**G. NEW BUSINESS**

1. **APPROVED BY THE CONSENT AGENDA. \*Action/Approval** - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA. \*Action/Approval** - Purchase Orders Over \$15,000. (Administration)
3. **APPROVED BY THE CONSENT AGENDA. \*Action/Approval** - Non-Objection to the Renewal of the Liquor Licenses for George's Nightclub, Uptown Motel/Back Door Lounge, Uptown Motel/Louie's, and Kenai Elks Lodge #2425. (City Clerk)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET 04/15/2020. \*Ordinance No. 3116-2020** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Authorizing a Professional Services Agreement for the Design of the Airport Operations Sand Storage Facility Project. (Administration)
5. **Discussion** - City Response to COVID-19. (Administration)

**H. COMMISSION / COMMITTEE REPORTS**

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Committee
7. Mini-Grant Steering Committee

**I. REPORT OF THE MAYOR**

**J. ADMINISTRATION REPORTS**

1. City Manager
2. City Attorney
3. City Clerk

**K. ADDITIONAL PUBLIC COMMENT**

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*)
2. Council Comments

L. **EXECUTIVE SESSION**

M. **PENDING ITEMS**

N. **ADJOURNMENT**

O. **INFORMATION ITEMS**

1. Purchase Orders Between \$2,500 and \$15,000.

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://www.kenai.city). Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.*

**Join Zoom Meeting: <https://zoom.us/j/537517209>**

**Meeting ID: 537 517 209**

**Dial by your location: (253) 215-8782**

(Or, find your local number at <https://zoom.us/u/aYoajf1wu>)

**Meeting ID: 537 517 209**



## Kenai City Council - Regular Meeting

April 15, 2020 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

[www.kenai.city](http://www.kenai.city)

### **ACTION AGENDA**

#### **A. CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda (*Public comment limited to three (3) minutes) per speaker; thirty (30) minutes aggregated*)

\*All items listed with an asterisk (\*) are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a council member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda as part of the General Orders.

#### **B. SCHEDULED PUBLIC COMMENTS**

*(Public comment limited to ten (10) minutes per speaker)*

1. **Tim Dillon, Kenai Peninsula Economic Development District - COVID-19 Economic Impact Survey.**

#### **C. UNSCHEDULED PUBLIC COMMENTS**

*(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

#### **D. PUBLIC HEARINGS**

1. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3116-2020** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Authorizing a Professional Services Agreement for the Design of the Airport Operations Sand Storage Facility Project. (Administration)
  - **Substitute Ordinance No. 3116-2020**
2. **ADOPTED UNANIMOUSLY. Resolution No. 2020-18** - Awarding a Contract to Provide a Cybersecurity Audit. (Administration)
3. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2020-19** - Recognizing the Successful Efforts of the State Leadership and Alaskan Residents to Slow the Spread of COVID-19 and Encouraging the Governor to Rescind or Modify COVID-19 Health Mandates 003: State Wide Closure Restaurants, Bars, Entertainment, 009: Personal Care Services and Gatherings, and 012: Intrastate Travel, as Soon as Reasonably Practical to Allow Alaskan Businesses to Resume Operations, Employees to Return to Work and

Residents to Receive Services in a Safe Manner Observing Social Distancing Requirements. (Council Member Peterkin)

4. **ADOPTED UNANIMOUSLY. Resolution No. 2020-20** - Supporting H.R. 6467-Coronavirus Community Relief Act, Providing Enhanced Coronavirus Relief Funds to Units of Local Governments with a Population of 500,000 or Less. (Mayor Gabriel)

**E. MINUTES**

1. **APPROVED UNANIMOUSLY BY THE CONSENT AGENDA.** \*Regular Meeting of March 18, 2020. (City Clerk)
2. **APPROVED UNANIMOUSLY BY THE CONSENT AGENDA.** \*Special Meeting of March 24, 2020. (City Clerk)
3. **APPROVED UNANIMOUSLY BY THE CONSENT AGENDA.** \*Regular Meeting of April 1, 2020. (City Clerk)

**F. UNFINISHED BUSINESS**

**G. NEW BUSINESS**

1. **APPROVED UNANIMOUSLY BY THE CONSENT AGENDA.** \*Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED UNANIMOUSLY BY THE CONSENT AGENDA.** \*Action/Approval - Purchase Orders Over \$15,000. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA – PUBLIC HEARING SET FOR 05-06-2020.** \*Ordinance No. 3117-2020 - Appropriating Funds in the Airport Fund, Accepting a Grant from the Federal Aviation Administration and Appropriating Funds in the Airport Equipment Capital Project Fund for the Purchase of Snow Removal Equipment (SRE) – Loader With Attachments. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA – PUBLIC HEARING SET FOR 05-06-2020.** \*Ordinance No. 3118-2020 - Increasing Estimated Revenues and Appropriations By \$1,287.44 in the General Fund – Police Department for State Traffic Grant Overtime Expenditures. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA – PUBLIC HEARING SET FOR 05-06-2020.** \*Ordinance No. 3119-2020 - Increasing General Fund Estimated Revenues and Appropriations by \$26,542 in the General Fund Parks, Recreation and Beautification Department for an Increase of a Grant from the United States Environmental Protection Agency Passed Through the State of Alaska Department of Environmental Conservation for Bacteria Level Monitoring on the City’s Beaches from March 1, 2020 Through June 30, 2020. (Administration)
6. **Discussion** – Schedule a Work Session to Review and Discuss the Fiscal Year 2021 City of Kenai Budget. (Mayor Gabriel)
7. **Discussion** - City Response to COVID-19. (Administration)

**H. COMMISSION / COMMITTEE REPORTS**

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Committee
7. Mini-Grant Steering Committee

**I. REPORT OF THE MAYOR**

**J. ADMINISTRATION REPORTS**

1. City Manager
2. City Attorney
3. City Clerk

**K. ADDITIONAL PUBLIC COMMENT**

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*)
2. Council Comments

**L. EXECUTIVE SESSION**

1. Review and Discussion of the City Manager's Evaluation which may be a Subject that Tends to Prejudice the Reputation and Character of the City Manager [AS 44.62.310(C)(2)].

**M. PENDING ITEMS**

**N. ADJOURNMENT**

**O. INFORMATION ITEMS**

1. Purchase Orders Between \$2,500 and \$15,000.

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://www.kenai.city). Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.*

# Multi-Agency Permit Application



Please answer all questions completely.

## Applicant Information:

**Name:**

E&E Foods DBA Pacific Star Seafoods

Owner?  Yes  No

**Mailing Address:**

(permits will be mailed to this address)  
PO BOX 190, Kenai AK 99611

**Phone (Home/Work):** 907-283-7000

**Cell Phone:** \_\_\_\_\_

**Fax:** \_\_\_\_\_

**E-Mail:** nateb@eefoods.com

## Agent Information:

**Name:**

C.O. Rudstrom

**Mailing Address:**

PO BOX 4211, Soldotna AK, 99669

**Phone (Home/Work):** \_\_\_\_\_

**Cell Phone:** 907-420-7124

**Fax:** \_\_\_\_\_

**E-Mail:** corudstr@yahoo.com

## Project Location:

Please complete all information including the legal description of the property or site location. This information can be found on your tax bill or by visiting the KPB Assessing Department website at [www.borough.kenai.ak.us/assessingdept/default.htm](http://www.borough.kenai.ak.us/assessingdept/default.htm).

Waterbody Name: Kenai River

River Mile: 1  Right or  Left bank (looking downstream)

Subdivision: Type text here Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Township: 5N Range: 11W Section: 5

KPB Parcel Number: 04705703 Physical Address: 520 Bridge Access Road

Directions to the site: PacStar Seafoods K1 plant boat ramp, off Bridge Access Road

## Please Complete the Following:

1) This activity is a:  new project  modification, addition, repair, or replacement to an existing project

2) What is the purpose of this project? Add a second lane to existing boat launch ramp



**Multi-Agency Permit Application – Page 2**

3) Provide a detailed description of your entire project and all related activities. Attach additional pages if needed.

**Please be sure that your description contains all of the following:**

- The location and dimensions of all existing and proposed development, including buildings, roads/driveways, pathways, building pads, accessory structures, and fill, as well as the location of any water bodies.
- The type(s) and amount(s) of fill material to be used for the project. Include the location/source of the fill material.
- The measurements of all new development, including platforms, walkways, structures, and bank restoration techniques. Please include measurements from water bodies and lot lines.
- The area and volume of material to be dredged and the location of the disposal site.
- A description of the waterbody, including wetlands to be filled. Include the types and volumes of each type of fill material.
- A description of construction methods and types of equipment to be used.
- If you are withdrawing water from a waterbody, a description of water use including location, methods of withdrawal, rate of withdrawal, and the total quantity of water required.
- If fuel storage is required for your project, indicate the location, quantities, and types of fuel.
- If vegetation or trees must be cleared as a result of your project, indicate the location, amount, and type of vegetation to be cleared.
- The type(s) and amount(s) of material that will be excavated for the project. Include the location the excavated material will be placed.

Adding a second lane to existing boat ramp. Perimeter of ramp will be enclosed with steel sheet piling, area will be filled with approximately 350 cubic yards of gravel. Ramp surface will be constructed with precast concrete planks. New lane will be 16' wide and 130' long.

Project will cover approximately 0.05 acres.

All work is to be done in the dry during low tides. No dredging for this project.

4) Proposed project start date: May 6, 2020 Proposed project end date: Oct 2020

Estimated number of actual construction days: 20

5) If this project is within the limits of an incorporated city, please indicate city: Kenai

6) Is the project located within 50 feet of ordinary high water (OHW) or mean high water (MHW) of a stream or waterbody?  Yes  No  Not sure where OHW or MHW line is



**Multi-Agency Permit Application – Page 3**

7) Does any portion of the project cantilever or extend **over** the OHW or MHW of the stream or waterbody?  
 Yes  No  Not sure where OHW or MHW line is

8a) Does any portion of the project extend **below** the OHW or MHW of the stream or waterbody?  
 Yes  No  Not sure where OHW or MHW line is

8b) Will a structure (e.g., culvert, bridge support, dike) be placed below OHW, MHW, or High Tide Line (HTL) of the waterbody?  
 Yes  No

9) Will material be extracted or dredged from *NA*

Floodplain of a river, lake, or ocean

Tidal or non-tidal waters

If you checked one of the above boxes, what type of material? \_\_\_\_\_

What amount of material? \_\_\_\_\_

Where will the material be deposited? \_\_\_\_\_

10) Will material (including spoils, debris or overburden) be deposited in a

Mapped floodplain or velocity zone of a river, lake or ocean

Tidal or non-tidal waters

If you checked one of the above boxes, is the fill temporary  or permanent ?

If temporary, how long will it be in place? \_\_\_\_\_

What type of material is it? Gravel Amount? 350 yards

Identify the location(s) of any deposited material on the attached top-view site plan drawing.

*Under concrete planks*

11) What is the surface area (in acres) that would be filled, excavated, or dredged of any waters, including areas below the HTL or MHW of tidal waters, below the OHW of non-tidal waters and/or wetlands adjacent to tidal or non-tidal waters? 0.05

12a) List all motorized equipment to be used in this project, including access route to site and any stream or waterbody crossings:

Excavator, dozer, crane. Will access site off of existing ramp.

12b) How long will motorized equipment be used **below** OHW, MHW, or the HTL? 20 days

13) Are there any threatened or endangered species that may be affected by the proposed work or that utilize the designated critical habitat that may be affected by the proposed work?  Yes  No If yes, list all species:

\_\_\_\_\_

**Multi-Agency Permit Application – Page 4**

14) Are there any historic properties that may be affected by the proposed work?  Yes  No If yes, state which property or properties may be affected and/or attach a vicinity map including the location of the historic property or properties.

15) Is any portion of the work already complete?  Yes  No If yes, describe the completed work:  
This work is to add a lane to an old existing boat ramp.

16) Will utility systems, including water, electric, gas, etc. be developed?  Yes  No If yes, describe:

**Application Checklist**

Are pages 1 through 4 completely filled out? If a question does not pertain to your activity, write 'N/A'

Did you include a detailed project description?

Did you complete the Top View & Elevation/Side View drawings? Be sure to review the instructions for site plans and make sure all relevant information is included.

Did you include your permit fee (if applicable)? If your project is within State Park Boundaries or cantilevers over a State Park (which includes the Kenai River) a \$100 fee is required at the time of application. Make checks payable to 'State of Alaska.' If you are not certain if a fee is required, contact State Parks at the River Center at (907) 714-2470.

Did you sign your application? If you have designated an agent to work the agencies on your behalf, they must also sign the application.

Application is hereby made for a permit or permits to authorize the work described in this application form. I certify the information in this application is complete and accurate. I further certify that I possess the authority to undertake the work described herein or am acting as the duly authorized agent of the applicant.

X *Natasha A. Beyer*  
Signature of Applicant

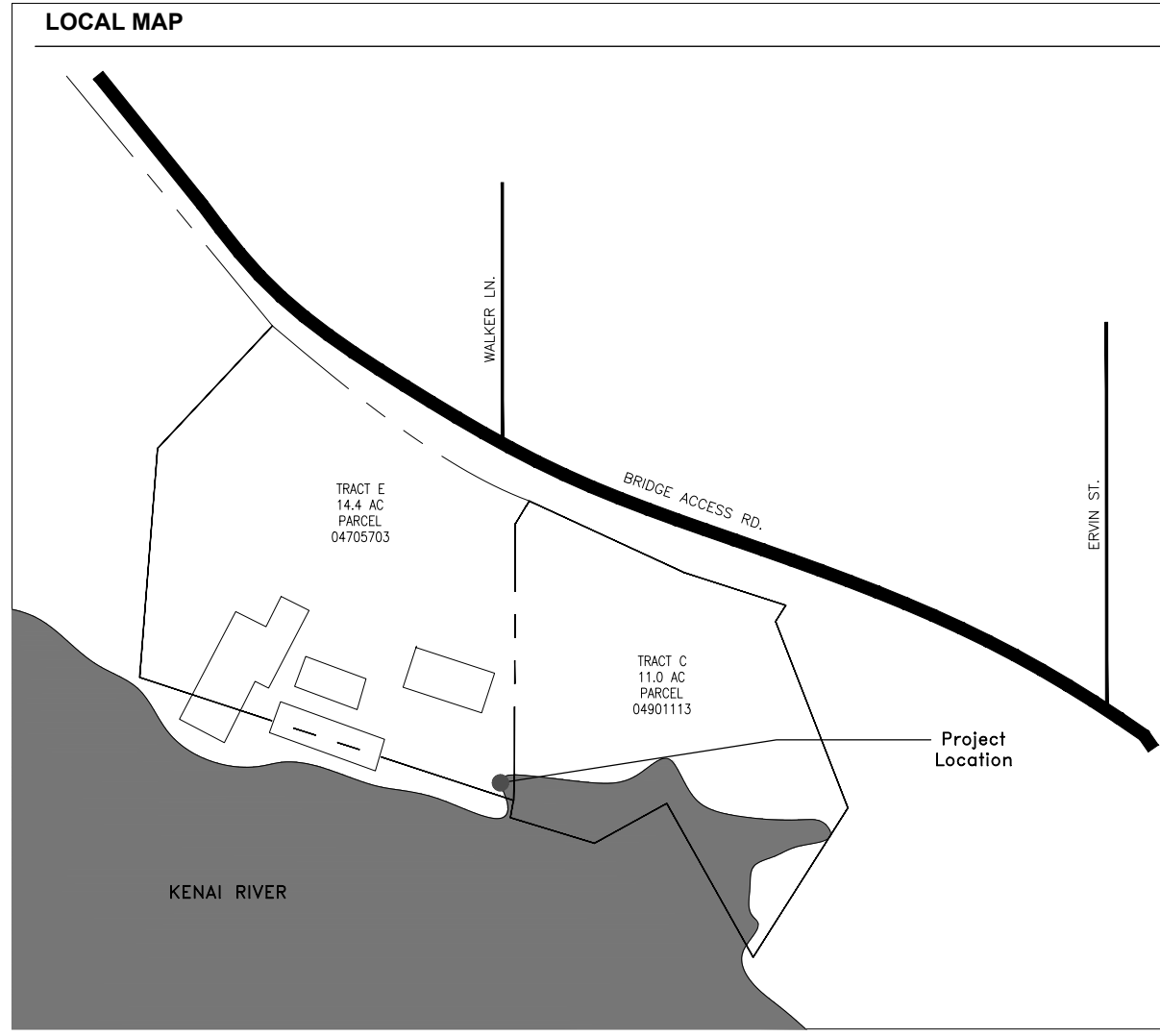
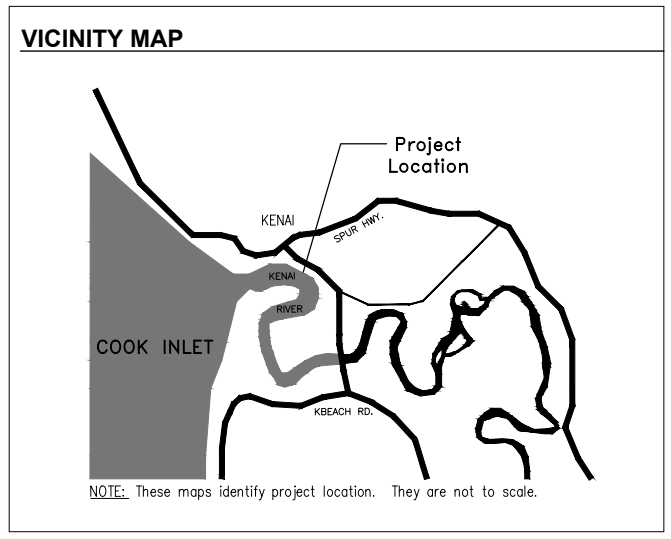
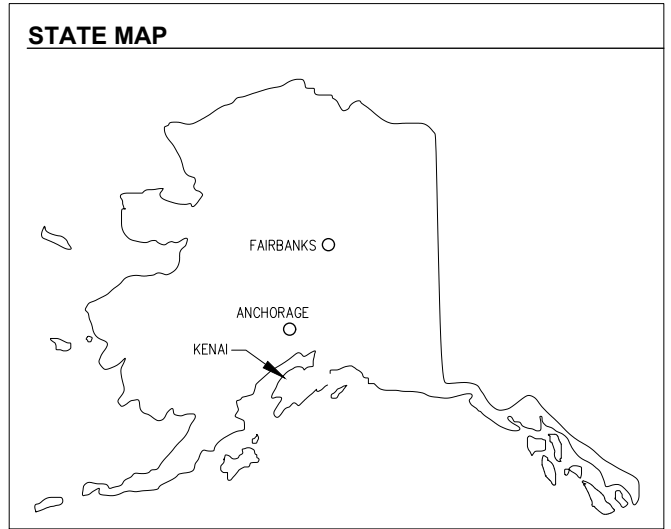
4/22/2020  
Date

If you designated an agent, both the applicant and agent must sign this application.

X *P.O. [Signature]*  
Signature of Agent

4-22-2020  
Date

# K1 BOAT RAMP IMPROVEMENTS PACSTAR SEAFOODS KENAI, ALASKA



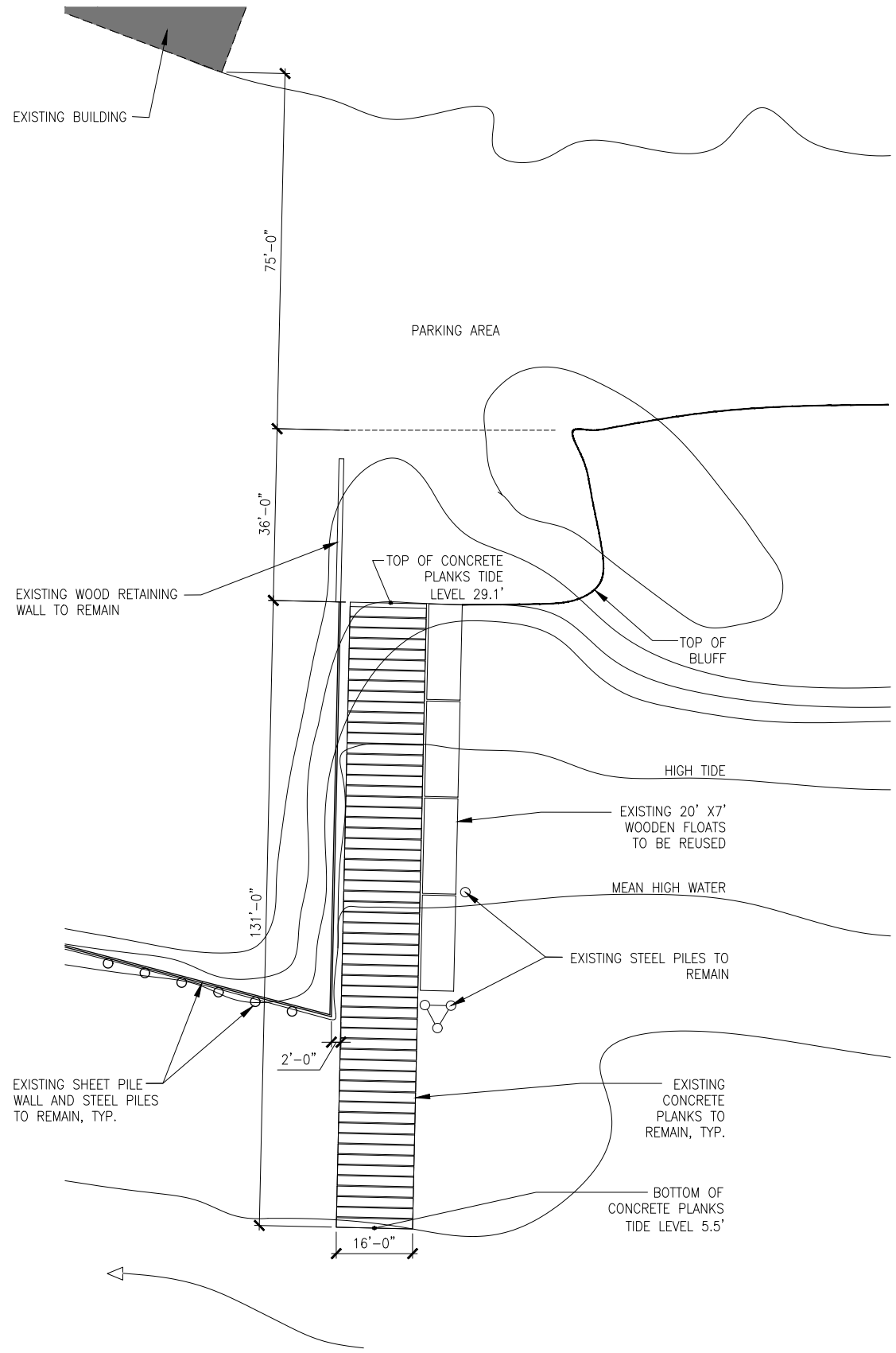
**INDEX TO DRAWINGS**

1.0	TITLE SHEET, LOCATION MAP
2.0	EXISTING & NEW SITE PLAN
3.0	RAMP PROFILE & DETAILS

**K1 BOAT RAMP IMPROVEMENTS  
PACSTAR SEAFOODS  
KENAI, ALASKA**

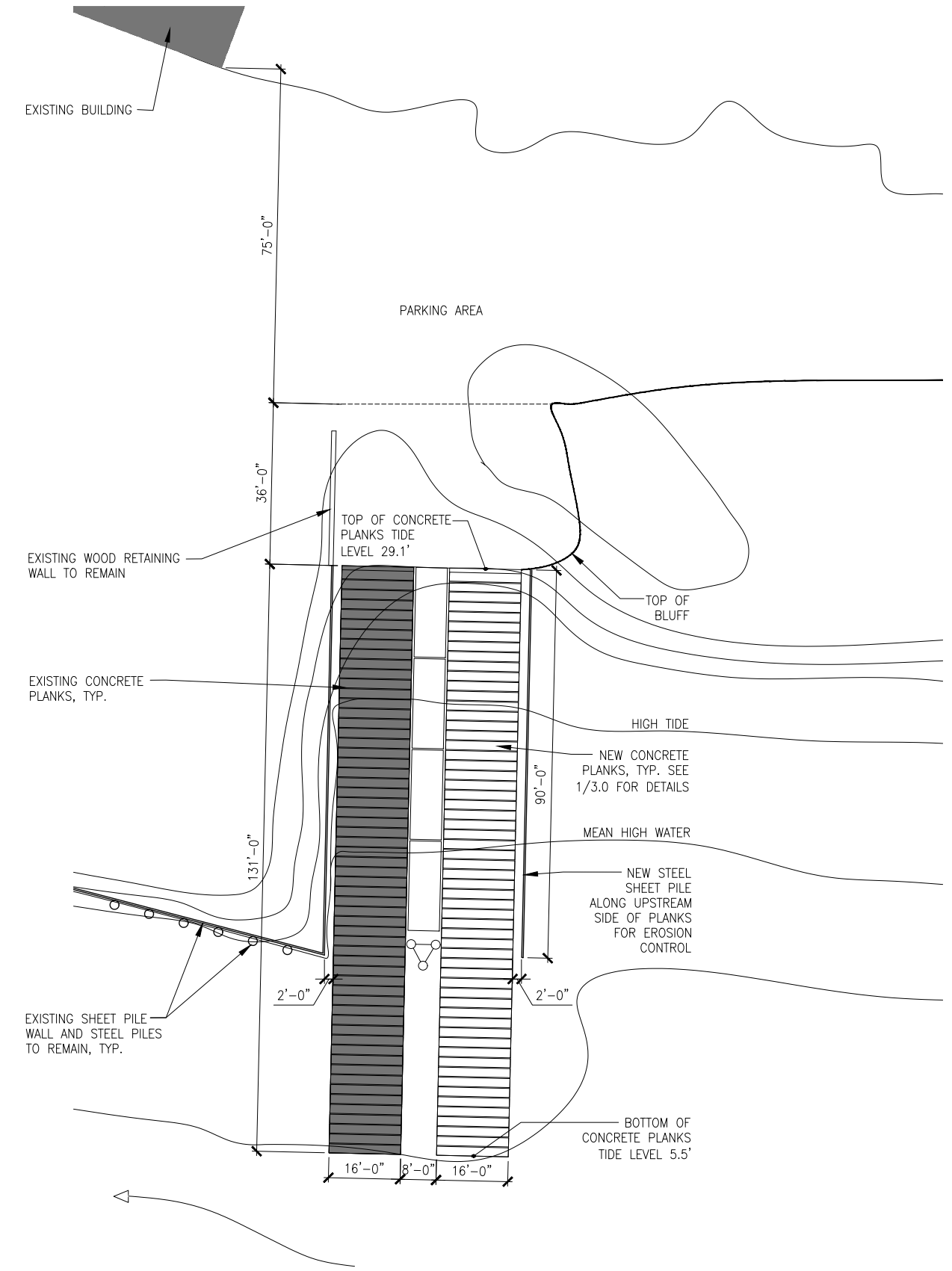
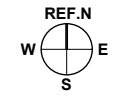
Date:	4/1/2020
Sheet Title:	TITLE SHEET
Sheet:	1.0
	1 of 3

# K1 BOAT RAMP IMPROVEMENTS PACSTAR SEAFOODS KENAI, ALASKA



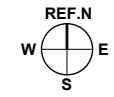
**1** EXISTING SITE PLAN

GRAPHIC SCALE: 2' 6' 12' 24'

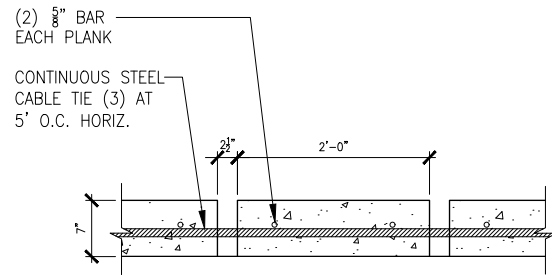


**2** NEW SITE PLAN

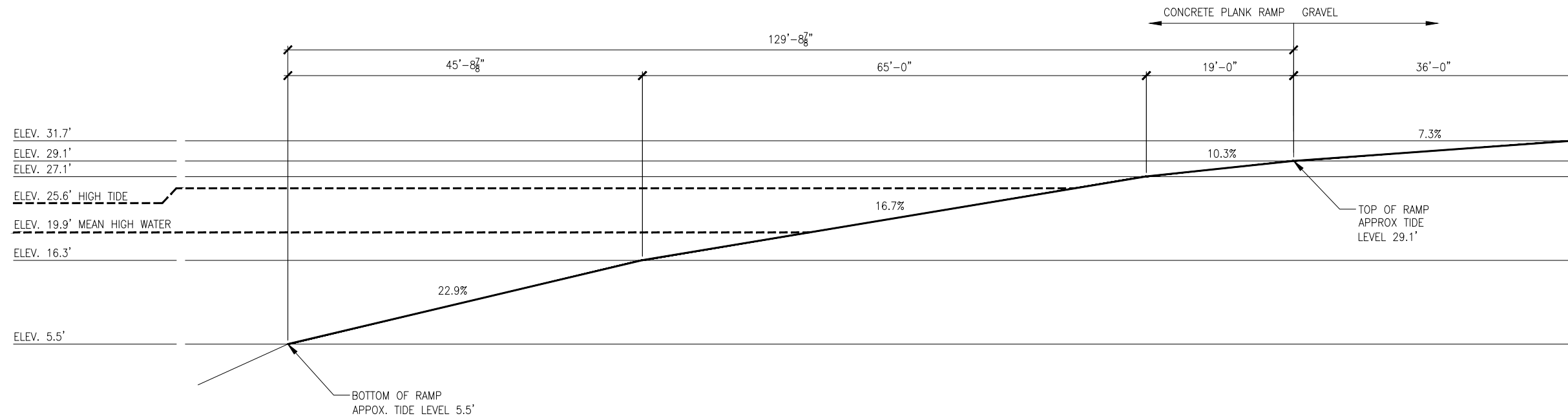
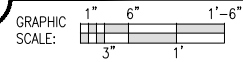
GRAPHIC SCALE: 2' 6' 12' 24'



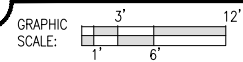
Date:	2/12/2020
Sheet Title:	EXISTING/ NEW SITE PLANS
Sheet:	2.0
	2 of 3



**1 CONCRETE PLANK DETAIL**



**2 RAMP PROFILE**



**K1 BOAT RAMP IMPROVEMENTS  
PACSTAR SEAFOODS  
KENAI, ALASKA**

Date:	4/1/2020
Sheet Title:	RAMP PROFILE AND DETAILS
Sheet:	<b>3.0</b>
	3 of 3