

E. NEW BUSINESS

- 9. Ordinance 2022-19-80: Appropriating funds for the Land Trust Fund to account for the transfer of real property assets to the Land Trust Fund that were originally acquired with Central Emergency Service FY23 capital project funds.**

Kenai Peninsula Borough

Planning Department – Land Management Division

MEMORANDUM

TO: Brent Johnson, Assembly President
Members, Kenai Peninsula Borough Assembly

THRU: Peter A. Micciche, Borough Mayor *PM*
Brandi Harbaugh, Finance Director *BH*
Robert Ruffner, Planning Director *RR* *mam*
Marcus A. Mueller, Land Management Officer

FROM: Aaron Hughes, Land Management Agent *AH*
Roy Browning, Chief, CES *RB*

DATE: July 20, 2023

RE: Ordinance 2022-19-____, Appropriating Funds from the Land Trust Fund to Account for the Transfer of Real Property Assets to the Land Trust Fund that were Originally Acquired with CES FY23 Capital Project Funds. (Mayor)

Resolution 2022-039 authorized acquisitions of real property for the location of the replacement CES Station 1 facility. Funding for the approved acquisitions originated from the Central Emergency Service Area Capital Project Fund Account.

After completion of the architectural and site development process, it has been determined there is a surplus of land available that was acquired for the CES project.

A transfer of \$108,204.75, representing the original acquisition cost of the surplus properties, would transfer the surplus real property assets to the Land Trust for continued management by the Land Management Division for holding, investment and other purposes.

Your consideration is appreciated.

**FINANCE DEPARTMENT
FUNDS/ACCOUNT VERIFIED**

Acct. No. 250.27910 Amount: \$108,204.75

By: *CJ* Date: 7/19/2023

Introduced by: Mayor
Date: 8/1/23
Hearing: 8/15/23
Action:
Vote:

**KENAI PENINSULA BOROUGH
ORDINANCE 2022-19-XX**

**AN ORDINANCE APPROPRIATING FUNDS FROM THE LAND TRUST FUND TO
ACCOUNT FOR THE TRANSFER OF REAL PROPERTY ASSETS TO THE LAND
TRUST FUND THAT WERE ORIGINALLY ACQUIRED WITH CES FY23 CAPITAL
PROJECT FUNDS**

- WHEREAS,** the Kenai Peninsula Borough's ("Borough") Central Emergency Service Area and Central Peninsula Emergency Medical Service Area, collectively "CES", was authorized by Resolution 2022-039 to acquire specific properties necessary for the development of a replacement site for CES Station 1; and
- WHEREAS,** funding used for the acquisition of the subject properties originated from the CES Capital Project Fund Account; and
- WHEREAS,** all property acquisitions authorized under Resolution 2022-39 have closed and the Borough is now the fee simple owner of the subject properties; and
- WHEREAS,** through the architectural and site development planning process, it has been determined there is a surplus of land for the CES Station 1 replacement project, consisting of two parcels; and
- WHEREAS,** a transfer of funds in the amount of the acquisition cost of the surplus properties would transfer the real property assets to the Land Trust for continued management by the Land Management Division for holding, investment and other purposes; and
- WHEREAS,** the joint Central Emergency Service Area and Central Emergency Medical Service Area Board, at its special meeting of October 20, 2022, recommended approval of surplus and transferring real property assets based on a fund transfer in the amount of \$108,204.74; and
- WHEREAS,** the Planning Commission conducted a public hearing at its regularly scheduled meeting of August 14, 2023, and recommended _____.

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

SECTION 1. That \$108,204.74 is appropriated from the Land Trust Fund fund balance to account 250.21210.23LND.48610 for the purpose of transferring the following real property assets to the Land Trust Fund:

LOTS 3 AND 4, BLOCK 3, HILLCREST SUBDIVISION, ACCORDING TO PLAT NO. K-1514, IN THE KENAI RECORDING DISTRICT, STATE OF ALASKA. (KPB PIN: 060-115-04, 060-115-03)

SECTION 2. That the mayor is authorized to sign any documents necessary to effectuate this ordinance.

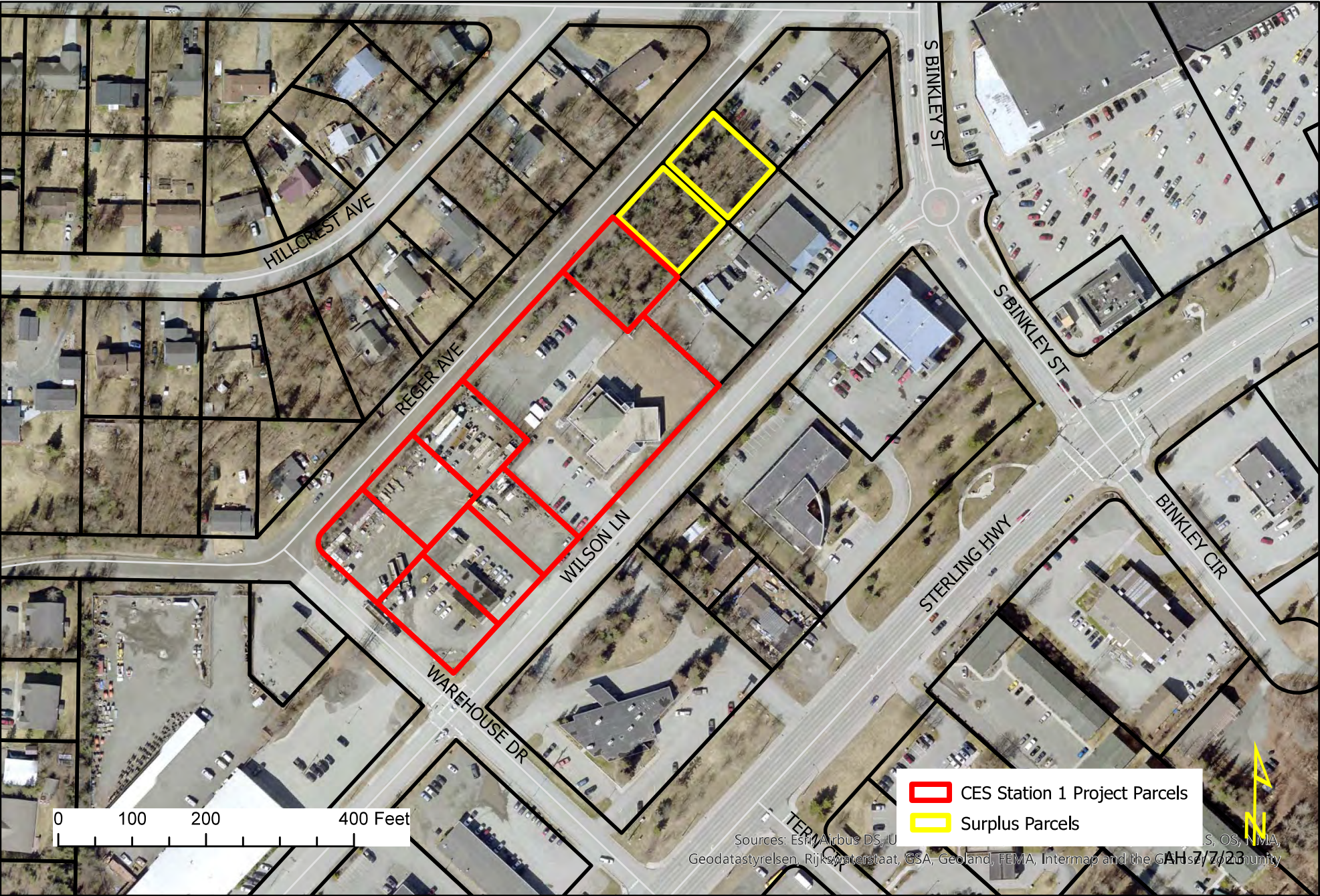
SECTION 3. That this ordinance shall be effective retroactively to September 1, 2022.

ENACTED BY THE ASSEMBLY OF THE KENAI PENINSULA BOROUGH THIS ____ DAY OF _____ 2023.

Brent Johnson, Assembly President

ATTEST:

Michele Turner, CMC, Borough Clerk



CES Station 1 Surplus Parcels

APPROVED MINUTES
Central Emergency Services Area
Regular Monthly Board of Directors Meeting
So Prep
Thursday, October 20, 2022

- A. Call to Order:** Meeting called to order at 6:17 p.m.
- B. Roll Call and Introductions:**
Present: Gary Hale, Ryan Kapp, and Leslie Morton
Absent: Ralph Linn and Steve Tachick
Guest Present: Assemblyman Bill Elam
Staff Present: Deputy Chief Dan Grimes, and Glenda Kapp.
- C. Approval of Agenda:** Ms. Morton made a MOTION to approve the agenda, Mr. Hale seconded. Agenda amended to table item B "Election of Board Officers" until November 17 meeting. MOTION passed.
- D. Approval of Minutes:**
September 22, 2022 Regular Board Meeting: Mr. Hale made a MOTION to approve the September 22, 2022 minutes, Ms. Morton seconded. MOTION passed.
- E. Presentations:** None.
- F. Operations Report:**
- Call volume YTD increase 15% from 2021, with 2540 calls for service.
 - Proposition #3 Bond passed 66% to 34%.
 - Capital Projects currently working on RFP for design phase of station 1 project.
 - Bishops Attic currently not interested in parcel sell per Land Department.
 - Fire Technician new hire Zach Byler starting November 8.
 - Firefighter EMT/Paramedic position open, interviews and testing in November.
 - Training: Alaska Fire Conference in Fairbanks attended by five CES personnel, Fiero Station Design Conference in South Carolina attended by Chief Browning and T.O. Craig and Fire Apparatus Driver Operator (FADO) class running throughout summer and fall testing this Saturday.
 - Winter readiness with Mechanic Ed Salzer working on tire change over and brakes. Boats stored in ready condition, snow machines loaded into off road rescue trailer.
 - Medic 939, new medic unit, chassis expected to be at Braun NW December 2022.
 - Training site expansion project- fencing and gates are next, currently no progress from Capital Projects on bid process.
 - Radio Comms for SCBA project and Personal Escape systems project – R & D ongoing. Eng. Cushman and Cpt. Chihuly spearheading project.
 - Fire Prevention and Public Education: Very busy Fire Prevention month. So far, working in five different schools, with three more on November schedule. Tsalteshi Trails Spook night on schedule Sunday, October 30. Estimated student contact will be over 650 students. Big thanks to FF/Chuck Roney for filling in for Fire Marshal while also completing his regular duties.
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- G. Finance Report:** 71% of year remaining. Discussed encumbrances on fuel and medical supply lines.

H. Old Business:

1. Station 5 staffed full time as of Saturday, October 1, 2022.

I. New Business:

1. Recommendations made to the board that they support CES Station 1 Funding to continue as a 2023 Legislative Priority. Mr. Hale made a MOTION: to "Recommend CES Station 1 Funding continue to be a 2023 Legislative Priority", Ms. Morton seconded MOTION passed. Administration asked to draft appropriate document of support.
2. CES Board recommended creating a KPB policy for Service Area Surplus of Fixed Property/Land Assets. Mr. Elam advises he is working to update Borough code and that he supports Service Area Fixed Property and Land Asset surplus return to service areas. He will provide information to CES Board on Ordinance and or Resolution process at November meeting.
3. CES Board recommended creating a Resolution/Ordinance for CES Service Area Surplus of Fixed Property/Land Assets of current Station 1 and/or Station 2. Mr. Elam will provide information at next meeting for process going forward. Mr. Kapp stated that CES Service Area Board fully supports actions toward securing surplus funds for service areas.

- J. Public Comment:** Mr. Elam appreciates all the work and effort by CES Chiefs and staff. They did a great job at sending a message of support to the community.

K. Board Member Comments:

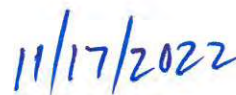
- Mr. Hale thanked both Chief Browning and D.C. Grimes for job well done in promoting land purchase and station proposition.
- Mr. Kapp commented that he would be interested to have a demonstration of the SCBA mask/radios that the department is currently testing. Brown Bears back in town and Chamber of Commerce pie auction coming up.
- Mrs. Morton is super excited that the proposition passed with so much support.
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- L. Next Board Meeting Date, Time, and Place:** The next Regular Board meeting is scheduled for Thursday, November 17, 2022, 6:00 p.m., at So Prep.


- M. Adjournment:** Meeting adjourned at 7:00 p.m.



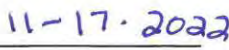
Ryan Kapp, Chair



Date



Gary Hale, Secretary



Date