

E. NEW BUSINESS

- 1. Deitz Home Estates No. 5 Skinner 2023 Replat
KPB File 2023-096**



KPB File 2023-096
T 06S R 13W SEC 11
Kachemak



The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.

NOTES

1. A SETBACK OF 20' IS REQUIRED FROM ALL STREET RIGHT-OF-WAYS UNLESS A LESSER STANDARD IS APPROVED BY RESOLUTION OF THE APPROPRIATE PLANNING COMMISSION. THE FRONT 10' ADJACENT TO RIGHTS-OF-WAY IS A UTILITY EASEMENT GRANTED THIS PLAT. NO PERMANENT STRUCTURES SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE SAID EASEMENT.

2. ALL WASTEWATER DISPOSAL SYSTEMS SHALL COMPLY WITH EXISTING APPLICABLE LAWS AT THE TIME OF CONSTRUCTION.

3. OWNER(S) OF THIS PARCEL ARE GRANTEES OF A RIGHT-OF-WAY EASEMENT RECORDED BK 192 PG 735 HRG.

WASTEWATER DISPOSAL

WASTEWATER TREATMENT AND DISPOSAL SYSTEMS MUST MEET THE REGULATORY REQUIREMENTS OF THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

NOTARY'S ACKNOWLEDGMENT

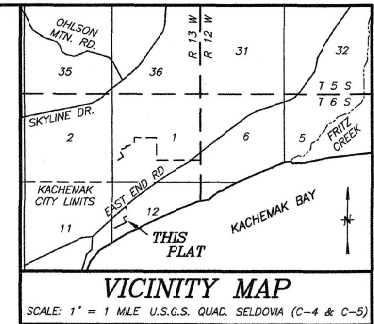
FOR: _____
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2023
NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____

CERTIFICATE OF ACCEPTANCE

THE UNDERSIGNED OFFICIAL IDENTIFIED BY NAME AND TITLE IS AUTHORIZED TO ACCEPT AND HEREBY ACCEPTS ON BEHALF OF THE KENAI PENINSULA BOROUGH FOR PUBLIC USES AND FOR PUBLIC PURPOSES THE GLADYS COURT RIGHT-OF-WAY AS DEPICTED ON THIS PLAT. THE ACCEPTANCE OF LANDS FOR PUBLIC USE OR PUBLIC PURPOSE DOES NOT OBLIGATE THE PUBLIC OR ANY GOVERNING BODY TO CONSTRUCT, OPERATE OR MAINTAIN IMPROVEMENTS.

KENAI PENINSULA BOROUGH

DATE



LEGEND

- ① SET 2" AC 7968-S 2023
- ② FND 2" AC 1301-S 1990
- ③ FND 5/8" REBAR
- ④ FND 1" P-CAP
- ⑤ FND 1" I.P. W/ CEMENT
- 10' UTILITY ESMT GRANTED THIS PLAT
- 20' BUILDING SETBACK
- (M) MEASURED BOUNDARY DATA PER THIS SURVEY
- (R) RECORD BOUNDARY DATA PER HM 88-48
- (C) COMPUTED BOUNDARY DATA

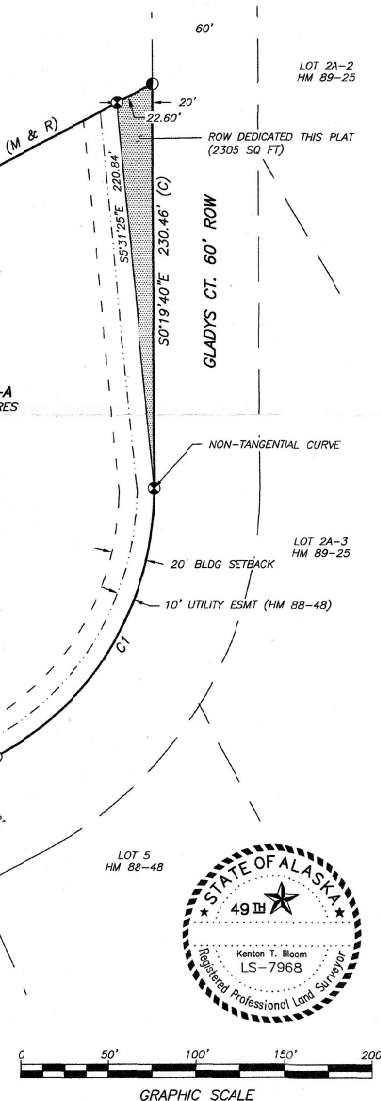
PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF

BY: _____ DATE _____
AUTHORIZED OFFICIAL
KENAI PENINSULA BOROUGH

CURVE TABLE					
CURVE #	LENGTH	RADIUS	DELTA	CH. BEARING	CH. LENGTH
C' (C)	184.56'	170.00'	62°14'09"	N30°47'24"E	175.71'
C' (R)	184.70'	170.00'	62°15'03"	N30°58'04"E	175.75'

KPB 2023-096



CERTIFICATE OF OWNERSHIP

WE HEREBY CERTIFY THAT WE ARE THE OWNERS OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON, THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION, AND BY OUR FREE CONSENT DEDICATE ALL RIGHTS OF WAY AND PUBLIC AREAS TO PUBLIC USE, AND GRANT ALL EASEMENTS TO THE USE SHOWN HEREON.

CAROL ELAINE SKINNER
2880 RUBY DR.
ANCHORAGE, AK 99502

WESLEY HARVEY SKINNER, JR.
2880 RUBY DR.
ANCHORAGE, AK 99502

NOTARY'S ACKNOWLEDGMENT

FOR: _____
ACKNOWLEDGED BEFORE ME THIS _____
DAY OF _____, 2023
NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES _____

HOMER RECORDING DISTRICT

KPB FILE NO. 2023-XXX

DEITZ HOME ESTATES NO. 5 SKINNER 2023 REPLAT

A REPLAT OF GLADYS COURT ROW & LOT 6 DEITZ HOME ESTATES SUBD. NO. 5 ADDN. NO. 1 (HM 88-48), LOCATED WITHIN THE NW 1/4 SEC. 12, T. 6 S., R. 13 W., SEWARD MERIDIAN, KENAI PENINSULA BOROUGH, THIRD JUDICIAL DISTRICT, ALASKA

CONTAINING 1.180 ACRES

SEABRIGHT SURVEY + DESIGN KENTON T. BLOOM, P.L.S.

1044 EAST ROAD, SUITE A
HOMER, ALASKA 99603
(907) 299-1091

CLIENTS: CAROL ELAINE SKINNER & WESLEY HARVEY SKINNER, JR.
2880 RUBY DR. ANCHORAGE, AK 99502

DRAWN BY: KK

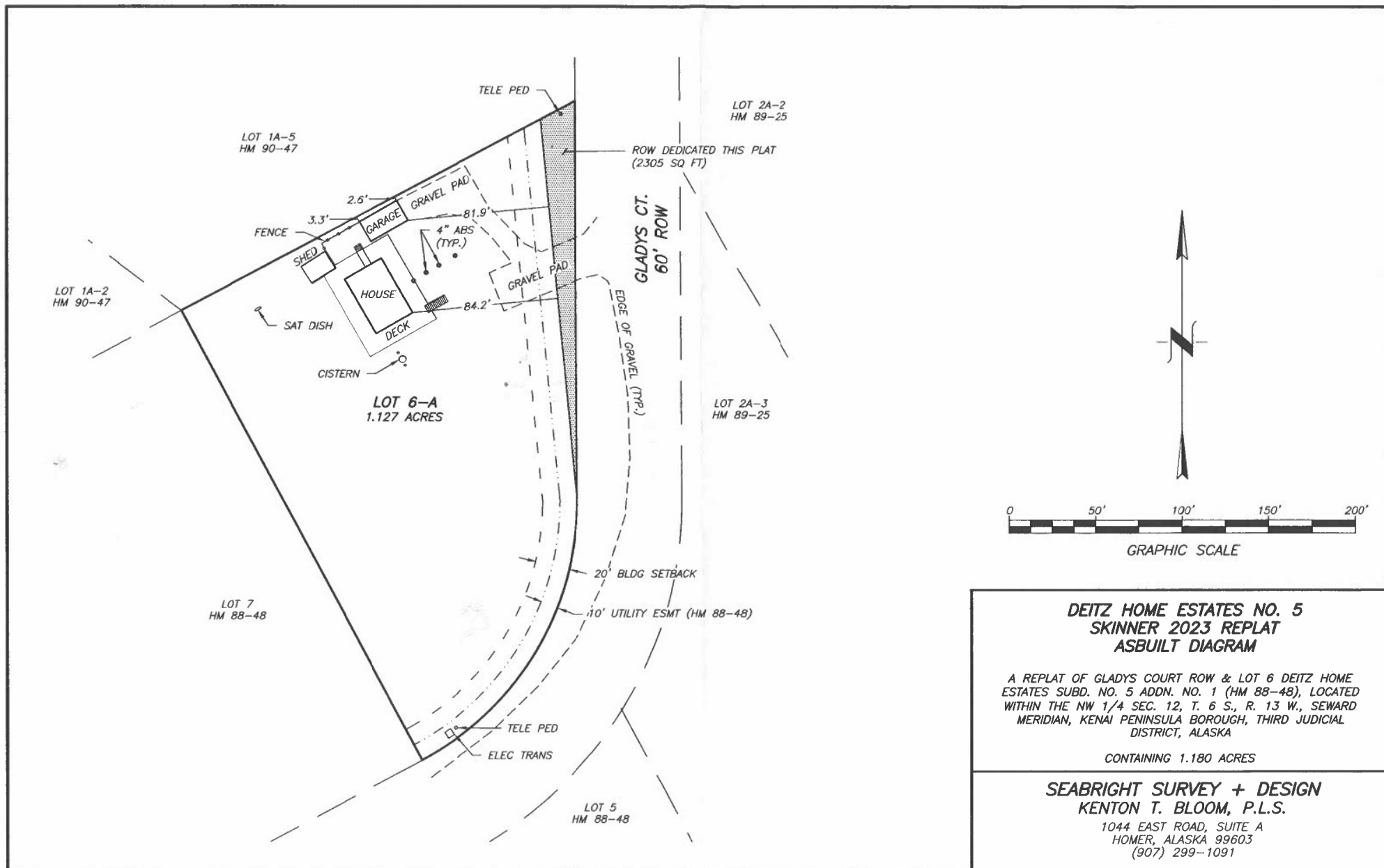
CHKD BY: KB

JOB #2023-12

DATE: 07/2023

SCALE: 1"=50'

SHEET #1 OF 1



AGENDA ITEM E. NEW BUSINESS

**ITEM #1 - PRELIMINARY PLAT
DEITZ HOME ESTATES NO. 5 SKINNER 2023 REPLAT**

KPB File No.	2023-096
Plat Committee Meeting:	September 25, 2023
Applicant / Owner:	Carol and Wesley Skinner Jr of Anchorage, Alaska
Surveyor:	Kenton Bloom / Seabright Survey + Design
General Location:	Kachemak City

Parent Parcel No.:	174-451-02
Legal Description:	T 6S R 13W SEC 12 Seward Meridian HM 0880048 Deitz Home Estates Sub No 5 Addn NO 1 Amended LOT 6
Assessing Use:	Residential
Zoning:	Rural Unrestricted
Water / Wastewater	Water: On Site / Sewer: City
Exception Request	None

STAFF REPORT

Specific Request / Scope of Subdivision: The proposed plat will dedicate additional width to Gladys Court.

Location and Legal Access (existing and proposed): This subdivision is located off East End Road at approximately mile marker four in Kachemak City. Gladys Court is a 60-foot-wide dedication ending in a cul-de-sac to the west. This plat is being completed to dedicate additional right-of-way to Gladys Court. Per the letter from the Kachemak City Mayor the dedication is to help facilitate long term improvement of Gladys Court roadway. A copy of the letter can be found in the packet.

Access to the property is along Gladys Court and will continue to be. The sole purpose of this plat is right-of-way dedication. Lot 6 will become Lot 6-A with less land by an amount of 2,305 sq. ft.

Due to Gladys Court ending in a cul-de-sac and Kachemak Bay to the south, the block length is not compliant. ***Staff recommends: the Plat Committee concur an exception for block length is not required.***

KPB Roads Dept. comments	Out of Jurisdiction: Yes Roads Director: Griebel, Scott Comments: No comments
SOA DOT comments	No comments - Engineering

Site Investigation: There are no classified wetlands within the boundary of the parcel, but within the existing right-of-way there is a Riverine classification to the northeast. As stated in the letter by Kachemak City Mayor this additional width being dedicated will facilitate long term improvements to Gladys Court roadway.

There are gradual slopes running south through the area in the direction of Kachemak Bay. None have been found over 20 percent grade.

The subject parcel does have improvements located on the property and the surveyor submitted an as built survey to confirm to staff there are no encroachment issues.

Per the Floodplain-Planner this is in an area of minimal flooding risk. ***Staff recommends: the flood hazard note be added and include the map panel as shown in the Planner's comment. Staff also recommends: place a note on***

the final plat indicating any person developing the property is responsible for obtaining all required local, state, and federal permits, including a U.S. Army Corps of Engineers wetland determination if applicable.

KPB River Center review	See attachments A. Floodplain Reviewer: Hindman, Julie Floodplain Status: IS in flood hazard area Comments: Flood Zone: X (shaded) Map Panel: 02122C-2120E In Floodway: False Floodway Panel: B. Habitat Protection Reviewer: Aldridge, Morgan Habitat Protection District Status: Is NOT within HPD Comments: No comments C. State Parks Reviewer: VACANT Comments:
State of Alaska Fish and Game	

Staff Analysis This parcel was created by Deitz Home Estates No 5 HM 84-97 from an aliquot parcel of Section 12, Township 6S, Range 13W SM, Kenai Peninsula Borough, Alaska. Tract A of HM 84-97 was subdivided further by Deitz Home Estates No 5 Addition No 1 HM 88-11 and amended by HM 88-84, to create the lot configuration we have today.

A soil report not will be required and the correct plat note is shown. An installation agreement or documentation one is not required will need to be provided to staff before the plat can be finalized.

Notice of the proposed plat was mailed to the beneficial interest holder on September 9, 2023. The beneficial interest holder will be given 30 days from the date of the mailing of the notification to respond. They are given the opportunity to notify staff if their beneficial interest prohibits or restricts subdivision or requires their signature on the final plat. If no response is received within 30 days, staff will assume they have no requirements regarding the subdivision and it may be finalized.

Kachemak City heard and unanimously passed Resolution 2023-28 accepting the preliminary plat at their regularly scheduled August 9, 2023 meeting. Minutes are available in the packet.

Utility Easements The parent plat, HM 88-48, granted 10-foot utility easements along Gladys Court and a portion of that easement will be within the new dedication. ACS did provide a non-objection, but indicated they may have underground lines. The proposed plat is granting a new 10-foot utility easement if in the future the lines need to be relocated.

The affected utility providers were emailed the subdivision plat public hearing notice as part of the routine notification process. **Staff recommends** to grant utility easements requested by the utility providers or work with the utility providers to obtain approval.

Utility provider review:

HEA	No comments
ENSTAR	No comments or recommendations
ACS	Alaska Communications has no objections. However, Alaska Communications may have buried facilities located in the previous 10' utility easement along Gladys Ct as shown on the plat (HM 88-48) in the area that is now being dedicated as ROW per this plat.
GCI	

KPB department / agency review:

Addressing	<p>Reviewer: Leavitt, Rhealyn Affected Addresses: 41445 GLADYS CT</p> <p>Existing Street Names are Correct: Yes</p> <p>List of Correct Street Names: GLADYS CT</p> <p>Existing Street Name Corrections Needed:</p> <p>All New Street Names are Approved: No</p> <p>List of Approved Street Names:</p> <p>List of Street Names Denied:</p> <p>Comments: No other comments</p>
Code Compliance	<p>Reviewer: Ogren, Eric Comments: No comments</p>
Planner	<p>Reviewer: Raidmae, Ryan There are not any Local Option Zoning District issues with this proposed plat.</p> <p>Material Site Comments: There are not any material site issues with this proposed plat. Review Not Required</p>
Assessing	<p>Reviewer: Windsor, Heather Comments: No comment</p>

The subdivision plat has been reviewed and generally complies with the 2019 Kenai Peninsula Borough Comprehensive plan.

STAFF RECOMMENDATIONS
CORRECTIONS / EDITS

- Update the KPB number to 2023-096

KPB 20.25.070 – Form and contents required

Staff recommendation: *final plat submittals must comply with 20.25.070. Additional information, revisions, and/or corrections are required as noted below.*

A. Within the Title Block

1. Name of the subdivision which shall not be the same as an existing city, town, tract, or subdivision of land in the borough, of which a plat has been previously recorded, or so nearly the same as to

mislead the public or cause confusion. The parent plat's name shall be the primary name of the preliminary plat.

2. Legal description, location, date, and total area in acres of the proposed subdivision;

3. Name and address of owner(s), as shown on the KPB records and the certificate to plat, and registered land surveyor.

Staff recommendation:

Add Kachemak City to the title block and add Amended before the parent plat number. (refer to certificate to plat)

Remove 'A replat of Gladys Court ROW &' from the legal, as the original right-of-way is not involved

- D. A vicinity map, drawn to scale showing location of proposed subdivision, north arrow if different from plat orientation, township and range, section lines, roads, political boundaries, and prominent natural and manmade features, such as shorelines or streams;

Staff recommendation: *Please blackout the subdivision to easier identify.*

- G. The status of adjacent lands within 100 feet of the proposed subdivision boundary or the land status across from any dedicated rights-of-way that adjoin the propose subdivision boundary, including names of subdivisions, lot lines, block numbers, lot numbers, rights-of-way; or an indication that the adjacent land is not subdivided;

Staff recommendation: *Correct the lot designation and plat number for the parcel located to the northeast of the subdivision.*

KPB 20.30 – Subdivision Design Requirements

Staff recommendation: *final plat submittals must comply with 20.30. Additional information, revisions, and/or corrections are required as noted below.*

20.30.250. Building setbacks-Within cities. The building setback requirements for subdivisions located within cities shall be governed by the provisions of municipal zoning districts. Building setbacks as depicted, or noted, on recorded plats shall not be carried forward on a new subdivision plat located within a municipal zoning district. Provide a plat note stating, "Per KPB 20.30.250 the building setback of record has been removed. All development must comply with the municipal zoning requirements."

Staff recommendation: *Remove the building setback note from plat note one and add the following note "All development must comply with the municipal zoning requirements"*

20.30.270. Different standards in cities. Where cities have enacted by ordinance different subdivision design standards than those set forth in this chapter, the planning commission shall apply the city standards in lieu of those set forth in this chapter. Any appeal of a city design standard is subject to KPB 21.01.020(E).

Staff recommendation: *The City of Kachemak does not meet the specified requirements for the application and consideration of different standards.*

20.30.280. Floodplain requirements.

- D. All subdivisions or replats within the Flood Insurance Rate Map (FIRM) area or SMFDA, as amended, as defined by KPB 21.06.020, shall contain the following note:

FLOOD HAZARD NOTICE:

Some or all of the property shown on this plat has been designated by FEMA or the Kenai Peninsula Borough Seward Mapped Flood Data Area as a flood hazard area district as of the date this plat is recorded with the district recorder's office. Prior to development, the Kenai Peninsula Borough floodplain administrator should be contacted for current information and regulations. Development must comply with Chapter 21.06 of the Kenai Peninsula Borough Code.

Staff reminds the owner(s), that it is the responsibility of the subdivider to provide all necessary information regarding flood protection measures at the time the preliminary plat is presented for consideration by the planning commission (21.06.050).

Staff recommendation: provide flood hazard note and include map panel as provided by the Floodplain – Planner.

KPB 20.40 – Wastewater Disposal

Staff recommendation: final plat submittals must comply with 20.40. Additional information, revisions, and/or corrections are required as noted below.

20.40.010 Wastewater disposal.

Platting Staff Comments: Sewer will be provided by a connection from the City of Homer and water will be on individually supplied on site.

Staff recommendation: comply with 20.40.

KPB 20.60 – Final Plat

Staff recommendation: final plat submittals must comply with 20.60. Additional information, revisions, and/or corrections are required as noted below.

20.60.040. Dedication of public use lands. Any land shown on a plat as a street, public park or other public area must be dedicated on the final plat to a tax exempt governmental entity. If the governmental entity is not the Kenai Peninsula Borough, the governmental entity shall be required to execute an acceptance of the dedication on the plat.

Staff recommendation: Update Certificate of Acceptance to Kachemak City.

20.60.080. Improvements-Installation agreement required. A final plat of a subdivision located within city limits shall not be recorded with the district recorder prior to compliance with any city ordinances concerning the installation of improvements. Evidence of compliance shall be provided by the subdivider in the form of a written statement from the appropriate city official that improvements required by city ordinance are or will be installed. Evidence of compliance shall be a part of the final plat submission and the time for action required by KPB 20.60.210 shall not commence until evidence of compliance is submitted.

Staff recommendation: an installation agreement or documentation one is not required will need to be submitted to the Planning Department.

20.60.180. Plat notes.

B. Revision of, or not carrying forward, an existing plat note from the parent plat will adhere to KPB 20.50.010. Separate advertising of the plat note removal is not required, Notification of the requested change will be sent by regular mail to all owners within the subdivision (parent plat and subsequent replats) as shown on the borough tax rolls. Upon approval by the planning commission, the revision or removal of the record plat note shall be finalized by recording a planning commission resolution or subdivision plat.

Staff recommendation: Place the following notes on the plat.

- The borough will not enforce private covenants, easements, or deed restrictions per KPB 20.60.170.
- Any person developing the property is responsible for obtaining all required local, state, and federal permits, including a U.S. Army Corps of Engineers wetland determination if applicable.

RECOMMENDATION:

STAFF RECOMMENDS:

- GRANT APPROVAL OF THE PRELIMINARY PLAT SUBJECT TO STAFF RECOMMENDATIONS, AND

- COMPLIANCE WITH KPB 20.25.070 (FORM AND CONTENTS), KPB 20.25.080 (PETITION REQUIRED), KPB 20.30 (DESIGN REQUIREMENTS); AND KPB 20.40 (WASTEWATER DISPOSAL), AND
- COMPLIANCE WITH KPB 20.60 TO ENSURE ADMINISTRATIVE APPROVAL OF THE FINAL PLAT.

NOTE: 20.25.120. - REVIEW AND APPEAL.

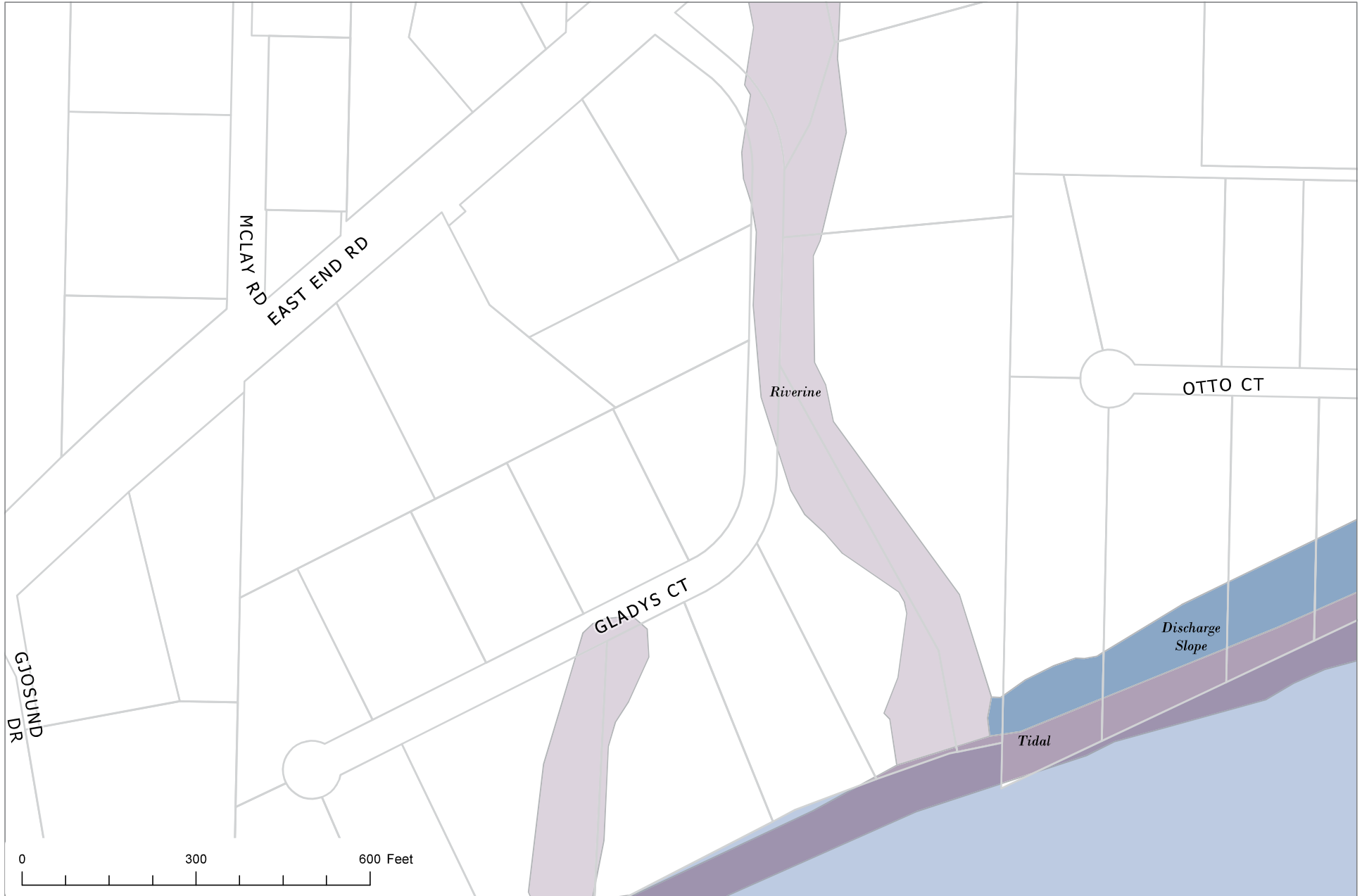
A PARTY OF RECORD MAY REQUEST THAT A DECISION OF THE PLAT COMMITTEE BE REVIEWED BY THE PLANNING COMMISSION BY FILING A WRITTEN REQUEST WITHIN 15 DAYS OF NOTIFICATION OF THE DECISION IN ACCORDANCE WITH KPB 2.40.080.

A DECISION OF THE PLANNING COMMISSION MAY BE APPEALED TO THE HEARING OFFICER BY A PARTY OF RECORD WITHIN 15 DAYS OF THE DATE OF NOTICE OF DECISION IN ACCORDANCE WITH KPB 21.20.250.

END OF STAFF REPORT



The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



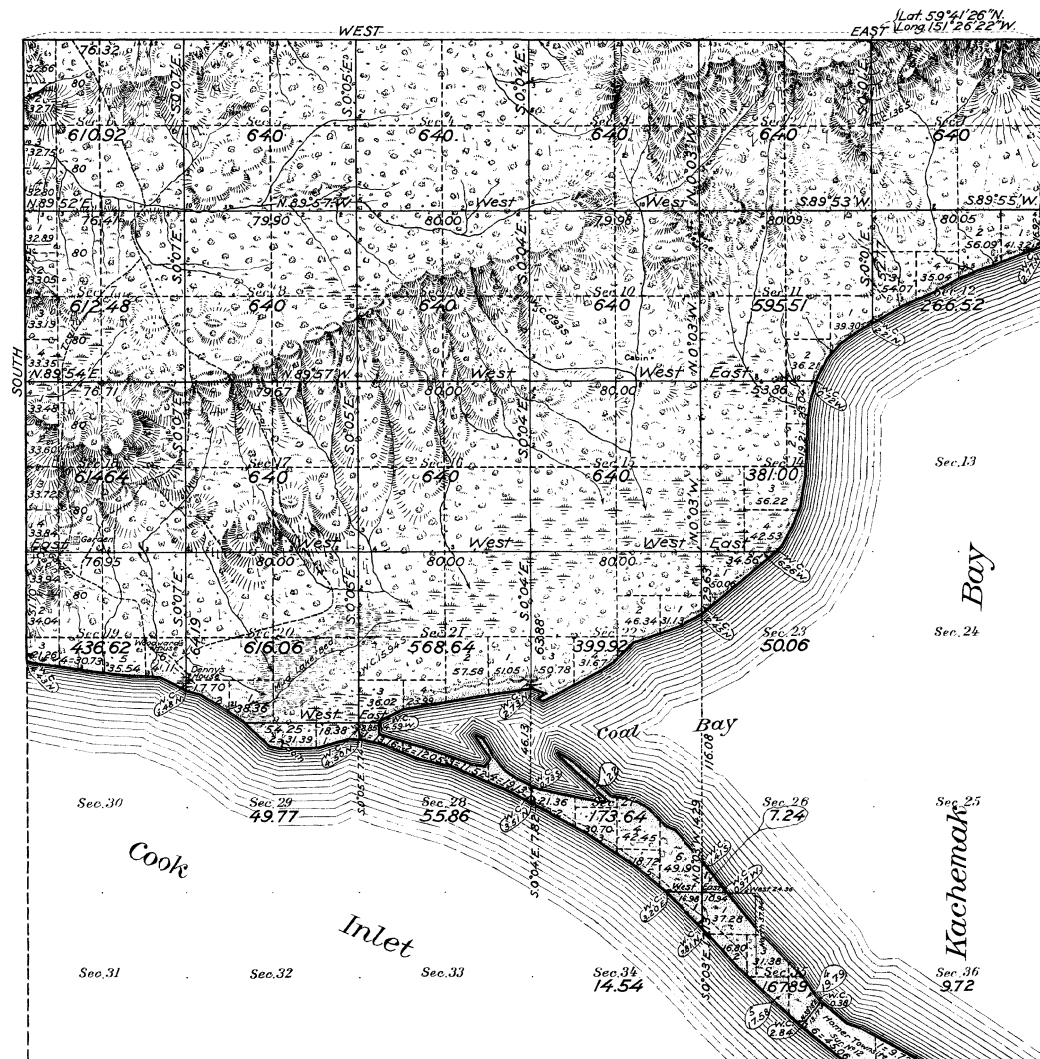
The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



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Township No. 6 South Range No. 13 West of the Seward Meridian, Alaska.

Survey accepted G.L.O.
July 15, 1918



Areas in Acres	
Public Land	12616.25
Indian Reservation	
Indian Allotments	
Mineral Claims	
Homer Township	54.78
Total Area	12671.03

Scale 40 Chains to an inch

Mean Magnetic Declination 24°15'E

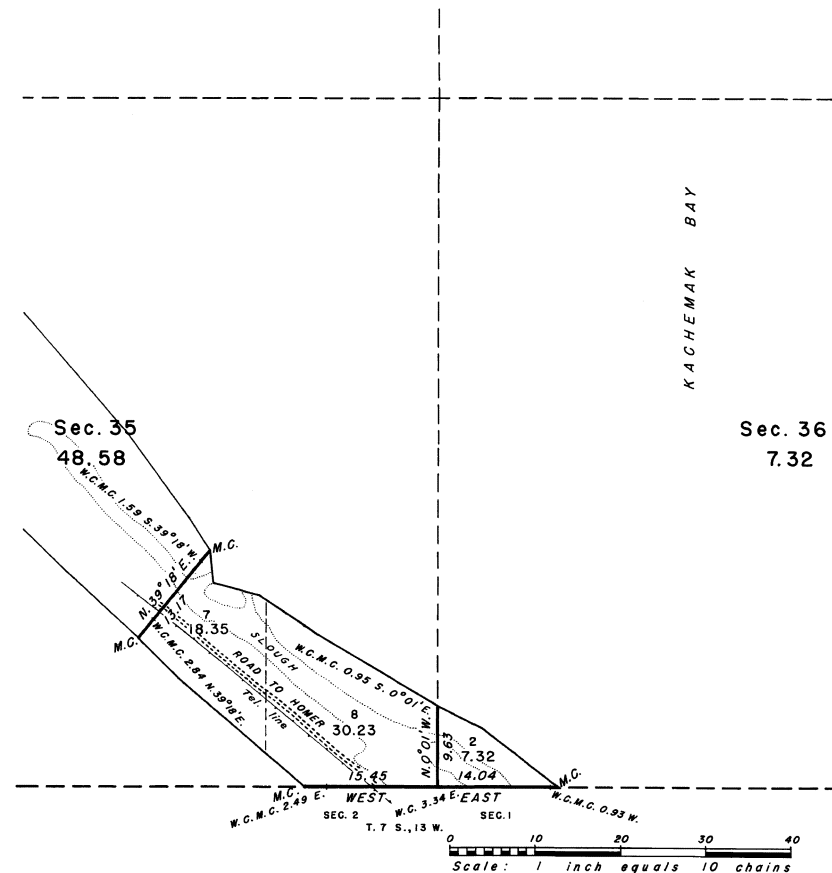
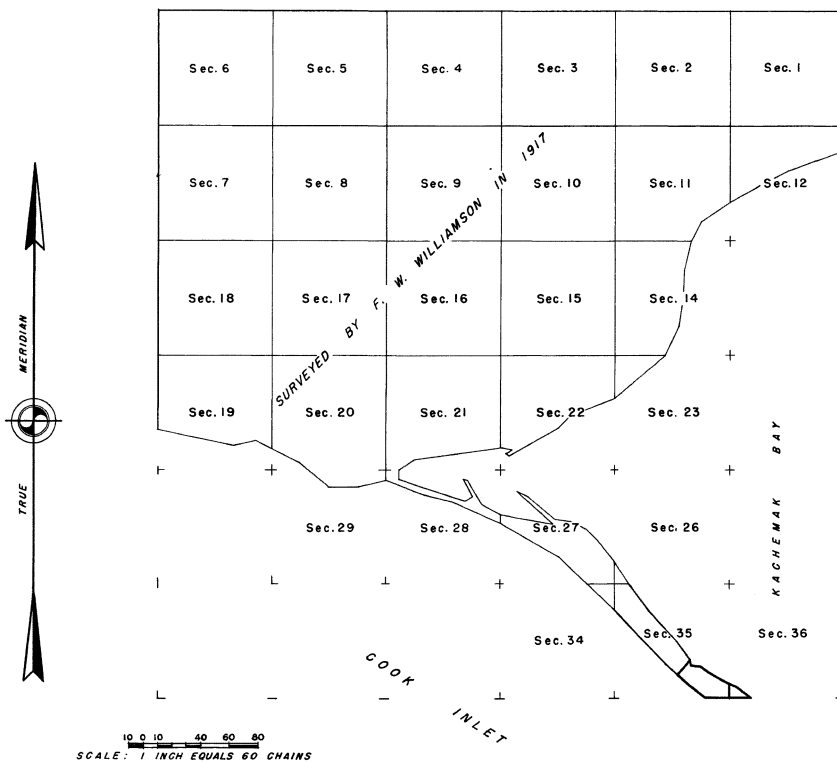
Surveys Designated	By Whom Surveyed	No.	Group		Amount of Surveys			When Surveyed	
			Date		Mls.	chs.	fts.	Began	Completed
North Boundary	F.W. Williamson U.S.	7	June 1, 1917		5	76	32	June 24, 1917	Aug. 12, 1917
East "	"	"	"	"	1	16	92	"	"
West "	"	"	"	"	3	51	10	"	"
Subdivisions	"	"	"	"	33	72	78	"	"
Meanders	"	"	"	"	15	04	19	"	"
Retracements	"	"	"	"	0	13	17	"	"

The above map of Township No. 6 South Range No. 13 West of the Seward Meridian, Alaska is strictly conformable to the field notes of the survey thereof on file in this office, which have been examined and approved

U. S. Surveyor General's Office.
Juneau, Alaska, June 28, 1918.

Charles E. Davidson
Surveyor General.

TOWNSHIP NO.6 SOUTH RANGE NO.13 WEST OF THE SEWARD MERIDIAN, ALASKA



MEAN MAGNETIC DECLINATION $24^{\circ}30'E.$

AREA SURVEYED : 55.90 ACRES

LINES DESIGNATED	BY WHOM SURVEYED	GROUP NO.	DATE OF SPECIAL INSTRUCTIONS	WHEN	SURVEYED
				BEGUN	COMPLETED
EXTERIOR SUBDIVISIONAL MEANDER RETRACEMENT	E. D. CALVIN, C. E.	55	JUNE 16, 1939	SEPT. 17, 1940	SEPT. 21, 1940

UNITED STATES DEPARTMENT OF THE INTERIOR
GENERAL LAND OFFICE
Denver, Colorado, July 5, 1945 Washington, D. C.

Washington, D. C. December 20, 1945.

This plat of Township No. 6 South, Range No. 13 West, of the Seward Meridian, Territory of Alaska, is strictly conformable to the field notes of the survey thereof which have been examined and approved.

The survey represented by this plat having been correctly executed in accordance with the requirements of law and the regulations of this office, is hereby accepted.

[Signature]
Supervisor of Surveys

hereby accepted.

Joel David Wolfson
Assistant Commissioner

CITY OF KACHEMAK
REGULAR CITY COUNCIL MEETING UNAPPROVED MINUTES
AUGUST 9, 2023

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE The meeting was called to order by Mayor, Connie Isenhour at 6:00pm.
2. ROLL CALL Council members Isenhour, Overway, Rosi, Speakman and Fry were in attendance, a quorum was met. Motion: Speakman/Fry to excuse Council member Cooper and Weber. Vote: Motion approved, unanimous.
3. APPROVAL OF THE AGENDA Motion: Speakman/Fry to approve the amended agenda to include Resolution 2023-29 and Resolution 2023-30. Vote: Motion approved, unanimous.
4. ANNOUNCEMENTS/VISITORS Visitors in attendance: Lane Chesley, Tim Dillon, Dorothy Fry and Heath Smith.
A. LANE CHESLEY: BOROUGH ASSEMBLY REPORT Assemblyman Chesley provide a copy of KPB Resolution 2023-053 which established a voter turnout working group to explore actionable options and ideas aimed at increasing awareness, participation, and voting in local elections. The working group will include 14 members comprised of the Borough Clerk, 6 City Clerks, 2 community members chosen by the Mayor, one community member qualified to represent the interests of persons with physical, visual, reading or impairments that affect one's ability to vote privately; two members of the Borough's canvas board; and one member representing the League of Women Voters; and one member representing the Kenai Peninsula Votes group.
B. TIM DILLON, EXECUTIVE DIRECTOR: KENAI PENINSULA ECONOMIC DEVELOPMENT DISTRICT Mr. Dillon provided a copy of a presentation to Council. He asked that the Clerk forward a copy of the presentation to Council Member Cooper. He will return in November with the new director.
Kachemak resident Dorothy Fry commented about the increased sewer rates and Homer not notifying Kachemak quickly. The pump fee used to be included in the rate. We have done so much for Homer and need to be a community that works together. Mayor mentioned that the Annexation process has changed, and we would be the primary vote. Speakman said we have a MOU with them, but it seems no one knows about it. Mayor said she met with Homer City Clerk, Melissa Jacobsen and Finance Director, Elisabeth and they did not know the MOU existed.

Heath Smith a resident of the City of Homer announced that he will be running for Chesley's Borough Assembly seat in the upcoming election.
5. APPROVAL OF THE JULY REGULAR MEETING MINUTES Motion: Fry/Speakman to approve the July regular meeting minutes. Vote: Motion approved, unanimous
6. FINANCE COMMITTEE REPORT
A. FY23 FINANCIAL STATEMENT
B. FY24 FINANCIAL STATEMENT
C. ACCOUNT BALANCE
Isenhour reported that the Finance Committee met last Wednesday and looked at FY23 and FY24. They requested the Clerk add FY23 YTD to the FY24 Financial Statement.
7. ORDINANCES
<i>SECOND READING</i> A. ORDINANCE 2023-07 AN ORDINANCE OF THE CITY OF KACHEMAK, ALASKA, AMENDING KACHEMAK CITY CODE TITLE 3 TO CLARIFY, AMEND AND REPLACE SECTIONS WITHIN THE CODE TO MEET THE NEEDS OF THE CITY AND TO COMPLY WITH ALASKA STATE LAW IN REVISING MUNICIPAL CODE EVERY FIVE YEARS. <u>ATTACHMENT:</u> 1. CURRENT KACHEMAK CITY CODE TITLE 3 WITH REVISIONS NOTED
Motion: Fry/Overway to postpone the second reading of Ordinance 2023-07 until the September meeting. Vote: Motion approved, unanimous. We are still waiting for the revisions from Cooper. Discussion on breaking it down by household or get rid of 5 property minimum as it is unfair to limit roads without 5. Should we count developed and undeveloped property differently?
7. RESOLUTIONS
A. RESOLUTION 2023-28 A RESOLUTION OF THE CITY OF KACHEMAK, ALASKA, ISSUING A LETTER OF NON-OBJECTION TO ACCEPT THE REPLAT OF KPB PARCEL 17445102 TO DEDICATE ADDITIONAL RIGHT-OF-WAY. Motion: Fry/Rosi to approve Resolution 2023-28. Vote: Motion approved, unanimous.
B. RESOLUTION 2023-29 A RESOLUTION OF THE CITY OF KACHEMAK, ALASKA, ISSUING A LETTER OF NON-OBJECTION TO ACCEPT THE REPLAT OF KPB PARCEL 17419217 TO DEDICATE ADDITIONAL RIGHT-OF-WAY.

<p>Motion: Speakman/Fry to approve Resolution 2023-29 Vote: Motion approved, unanimous. Comment about the bridge that crosses gully is not something the city has to maintain.</p>
<p>C. RESOLUTION 2023-30 A RESOLUITON OF THE CITY OF KACHEMAK, ALASKA, APPOINTING ELECTION JUDGES FOR THE OCTOBER 03, 2023, REGULAR ELECTION. Motion: Overway/Fry to approve Resolution 2023-30. Vote: Motion approved, unanimous. Election judges are Jackie Norvell, Amy Fetterhoff, Lauren Seaton & Janet Simmons.</p>
<p>8. <u>MAYOR'S REPORT</u> ATTACHMENT: Attending AML/ACOM this week in Homer. AML has a resolution asking the Governor not to veto State Board and Commissions decisions. A family has been asking about more mailboxes and she will research more. We can save more money by moving our mailing address to the city. The City and Borough election candidate filing period is earlier than ours so they can get into the voter pamphlet.</p>
<p>9. <u>CLERK'S REPORT</u> <u>ATTACHMENTS:</u> A. JULY 27, 2023, PUBLIC NOTICE: SEWER RATE INCREASE B. 2023 ELECTION CALENDAR & PUBLIC NOTICE</p>
<p>10. PENDING BUSINESS</p>
<p>A. CAPITOL PROJECT UPDATES 1. COMMUNITY CENTER EXTERIOR PAINTING Isenhour commented on the phenomenal job Jake has been doing. He only has to finish up the emergency lettering on the red board. 2. COMMUNITY CENTER SEWER REPAIR Danny/Dutch Boy plans to work on the landscaping and sewer line at the same time in a couple of weeks. 3. COMMUNITY CENTER MOA PUBLIC HEALTH PARK GRANT. 4. HOMER FOUNDATION LANDSCAPING GRANT. 5. COMMUNITY CENTER EXTERIOR STAIR PROJECT They have started and are waiting for the metal treads to complete. 6. COMMUNITY CENTER RAIN GUTTERS They should be installed next week.</p>
<p>B. COMMUNITY CENTER SIGN Isenhour commented that someone had an idea to do a city logo design contest and the logo could be incorporated into a sign.</p>
<p>C. CLERK EVALUATION Most of the forms have been received. Weber will turn his in and the committee will meet.</p>

D. SECURITY CAMERA INSTALLATION Fry got the equipment needed from Yenny. The football team has been contacted to dig the trench. The original bid was \$2500, and we have spent \$120 so far.
11. NEW BUSINESS
A. CLAYTON WAY: AUGUST 1, 2023, EMAIL FROM KPB Isenhour spoke to Buck Jones (East Road Services) as he bid on the work with the Borough. The entrance onto Clayton is paved, the sink hole appears every Spring/Summer just behind the paving. The first 875 ft is in Kachemak City, then it turns into Borough and finally becomes a private road.
B. KPB VOTER TURNOUT WORKING GROUP <u>ATTACHMENT:</u> KPB RESOLUTION 2023-053 Clerk Speakman will serve on this working group.
C. Merchant Service Fees Isenhour discussed that the city has been subsidizing credit card fees for sewer fees, the amount monthly is over \$200. Both the City of Homer and KPB use Intellipay which would charge the user the fee so the city would receive the full amount which we pay to the City of Homer. The fee is \$2.50 for credit cards and \$1.50 for electronic checks.
12. COMMENTS OF THE PUBLIC Heath Smith commented on testimony heard at the Borough Assembly regarding a request to DOT to stop using brine as it is damaging vehicles.
13. COMMENTS OF THE COUNCIL Rosi commented that the drainage by the new antenna had been fixed.
14. ADJOURNMENT The meeting was adjourned at 7:30pm.

Formally Submitted for Approval

Debbie Speakman, City Clerk


Connie Isenhour, Mayor

Note-Clerk Resigned on August 14, 2023

City of Kachemak
P.O. Box 958
Homer, AK 99603
p. 907.235.8897 e. cityclerk@kachemak.city

Planning Department
Kenai Peninsula Borough
144 North Binkley
Soldotna, AK 99669-7520


August 10, 2023

RE: Deitz Home Estates No.5 Skinner 2023 Replat, KPB Parcel 17445102

Dear Kenai Peninsula Planning Commission,

At its August 9, 2023, Regular City Council Meeting, the Kachemak City Council unanimously passed Resolution 2023-28 accepting the preliminary replat of KPB Parcel 17445102 (T 6S R 13W SEC 12 SEWARD MERIDIAN HM 0880048 DEITZ HOME ESTATE SUB NO 5 ADDN NO 1 AMENDED LOT 6) as shown on the preliminary plat submitted by Ability Survey, to dedicate additional right-of-way to help facilitate long term improvement of the Gladys Court roadway.

At the June 14, 2023, Regular City Council Meeting, the Council awarded residents of Gladys Court an emergency road matching grant to help facilitate repairs to the roadway due to its significant erosion. The council approved this matching grant in large part because of Mr. Skinner's generous offer to allow for the additional right-of-way on his property.


Connie Isenhour,
Mayor

CITY OF KACHEMAK
KACHEMAK, ALASKA
RESOLUTION 2023-28

A RESOLUTION OF THE CITY OF KACHEMAK, ALASKA, ISSUING A LETTER OF NON-OBJECTION TO ACCEPT THE REPLAT OF KPB PARCEL 17445102 TO DEDICATE ADDITIONAL RIGHT-OF-WAY.

WHEREAS, the property located at 41445 Gladys Court 61382 (KPB Parcel 17445102) is in the City of Kachemak; and

WHEREAS, the property owner has requested a replat that would dedicate additional right-of-way to help facilitate long term improvement of the Gladys Court roadway through Ability Surveys; and

WHEREAS, the additional right-of-way dedication will allow the road to be relocated farther to the west and away from the unstable slope; and

NOW, THEREFORE, let it be resolved that the City Council of Kachemak, Alaska, shall submit to the Kenai Peninsula Borough Planning Department a letter supporting the preliminary replat for KPB Parcel 17445102.

PASSED and ADOPTED by a quorum of the City of Kachemak Council on this 9 day of August, 2023.

CITY OF KACHEMAK



Connie Isenhour, Mayor

ATTEST:

Clerk Resigned August 14 2023

Debbie Speakman, City Clerk

CITY OF KACHEMAK
REGULAR CITY COUNCIL MEETING UNAPPROVED MINUTES
AUGUST 9, 2023

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE The meeting was called to order by Mayor, Connie Isenhour at 6:00pm.
2. ROLL CALL Council members Isenhour, Overway, Rosi, Speakman and Fry were in attendance, a quorum was met. Motion: Speakman/Fry to excuse Council member Cooper and Weber. Vote: Motion approved, unanimous.
3. APPROVAL OF THE AGENDA Motion: Speakman/Fry to approve the amended agenda to include Resolution 2023-29 and Resolution 2023-30. Vote: Motion approved, unanimous.
4. ANNOUNCEMENTS/VISITORS Visitors in attendance: Lane Chesley, Tim Dillon, Dorothy Fry and Heath Smith.
A. LANE CHESLEY: BOROUGH ASSEMBLY REPORT Assemblyman Chesley provide a copy of KPB Resolution 2023-053 which established a voter turnout working group to explore actionable options and ideas aimed at increasing awareness, participation, and voting in local elections. The working group will include 14 members comprised of the Borough Clerk, 6 City Clerks, 2 community members chosen by the Mayor, one community member qualified to represent the interests of persons with physical, visual, reading or impairments that affect one's ability to vote privately; two members of the Borough's canvas board; and one member representing the League of Women Voters; and one member representing the Kenai Peninsula Votes group.
B. TIM DILLON, EXECUTIVE DIRECTOR: KENAI PENINSULA ECONOMIC DEVELOPMENT DISTRICT Mr. Dillon provided a copy of a presentation to Council. He asked that the Clerk forward a copy of the presentation to Council Member Cooper. He will return in November with the new director.
Kachemak resident Dorothy Fry commented about the increased sewer rates and Homer not notifying Kachemak quickly. The pump fee used to be included in the rate. We have done so much for Homer and need to be a community that works together. Mayor mentioned that the Annexation process has changed, and we would be the primary vote. Speakman said we have a MOU with them, but it seems no one knows about it. Mayor said she met with Homer City Clerk, Melissa Jacobsen and Finance Director, Elisabeth and they did not know the MOU existed.

Heath Smith a resident of the City of Homer announced that he will be running for Chesley's Borough Assembly seat in the upcoming election.
5. APPROVAL OF THE JULY REGULAR MEETING MINUTES Motion: Fry/Speakman to approve the July regular meeting minutes. Vote: Motion approved, unanimous
6. FINANCE COMMITTEE REPORT
A. FY23 FINANCIAL STATEMENT
B. FY24 FINANCIAL STATEMENT
C. ACCOUNT BALANCE
Isenhour reported that the Finance Committee met last Wednesday and looked at FY23 and FY24. They requested the Clerk add FY23 YTD to the FY24 Financial Statement.
7. ORDINANCES
<i>SECOND READING</i> A. ORDINANCE 2023-07 AN ORDINANCE OF THE CITY OF KACHEMAK, ALASKA, AMENDING KACHEMAK CITY CODE TITLE 3 TO CLARIFY, AMEND AND REPLACE SECTIONS WITHIN THE CODE TO MEET THE NEEDS OF THE CITY AND TO COMPLY WITH ALASKA STATE LAW IN REVISING MUNICIPAL CODE EVERY FIVE YEARS. <u>ATTACHMENT:</u> 1. CURRENT KACHEMAK CITY CODE TITLE 3 WITH REVISIONS NOTED
Motion: Fry/Overway to postpone the second reading of Ordinance 2023-07 until the September meeting. Vote: Motion approved, unanimous. We are still waiting for the revisions from Cooper. Discussion on breaking it down by household or get rid of 5 property minimum as it is unfair to limit roads without 5. Should we count developed and undeveloped property differently?
7. RESOLUTIONS
A. RESOLUTION 2023-28 A RESOLUTION OF THE CITY OF KACHEMAK, ALASKA, ISSUING A LETTER OF NON-OBJECTION TO ACCEPT THE REPLAT OF KPB PARCEL 17445102 TO DEDICATE ADDITIONAL RIGHT-OF-WAY. Motion: Fry/Rosi to approve Resolution 2023-28. Vote: Motion approved, unanimous.
B. RESOLUTION 2023-29 A RESOLUTION OF THE CITY OF KACHEMAK, ALASKA, ISSUING A LETTER OF NON-OBJECTION TO ACCEPT THE REPLAT OF KPB PARCEL 17419217 TO DEDICATE ADDITIONAL RIGHT-OF-WAY.

<p>Motion: Speakman/Fry to approve Resolution 2023-29 Vote: Motion approved, unanimous. Comment about the bridge that crosses gully is not something the city has to maintain.</p>
<p>C. RESOLUTION 2023-30 A RESOLUITON OF THE CITY OF KACHEMAK, ALASKA, APPOINTING ELECTION JUDGES FOR THE OCTOBER 03, 2023, REGULAR ELECTION. Motion: Overway/Fry to approve Resolution 2023-30. Vote: Motion approved, unanimous. Election judges are Jackie Norvell, Amy Fetterhoff, Lauren Seaton & Janet Simmons.</p>
<p>8. <u>MAYOR'S REPORT</u> ATTACHMENT: Attending AML/ACOM this week in Homer. AML has a resolution asking the Governor not to veto State Board and Commissions decisions. A family has been asking about more mailboxes and she will research more. We can save more money by moving our mailing address to the city. The City and Borough election candidate filing period is earlier than ours so they can get into the voter pamphlet.</p>
<p>9. CLERK'S REPORT <u>ATTACHMENTS:</u> A. JULY 27, 2023, PUBLIC NOTICE: SEWER RATE INCREASE B. 2023 ELECTION CALENDAR & PUBLIC NOTICE</p>
<p>10. PENDING BUSINESS</p>
<p>A. CAPITOL PROJECT UPDATES 1. COMMUNITY CENTER EXTERIOR PAINTING Isenhour commented on the phenomenal job Jake has been doing. He only has to finish up the emergency lettering on the red board. 2. COMMUNITY CENTER SEWER REPAIR Danny/Dutch Boy plans to work on the landscaping and sewer line at the same time in a couple of weeks. 3. COMMUNITY CENTER MOA PUBLIC HEALTH PARK GRANT. 4. HOMER FOUNDATION LANDSCAPING GRANT. 5. COMMUNITY CENTER EXTERIOR STAIR PROJECT They have started and are waiting for the metal treads to complete. 6. COMMUNITY CENTER RAIN GUTTERS They should be installed next week.</p>
<p>B. COMMUNITY CENTER SIGN Isenhour commented that someone had an idea to do a city logo design contest and the logo could be incorporated into a sign.</p>
<p>C. CLERK EVALUATION Most of the forms have been received. Weber will turn his in and the committee will meet.</p>

D. SECURITY CAMERA INSTALLATION Fry got the equipment needed from Yenny. The football team has been contacted to dig the trench. The original bid was \$2500, and we have spent \$120 so far.
11. NEW BUSINESS
A. CLAYTON WAY: AUGUST 1, 2023, EMAIL FROM KPB Isenhour spoke to Buck Jones (East Road Services) as he bid on the work with the Borough. The entrance onto Clayton is paved, the sink hole appears every Spring/Summer just behind the paving. The first 875 ft is in Kachemak City, then it turns into Borough and finally becomes a private road.
B. KPB VOTER TURNOUT WORKING GROUP <u>ATTACHMENT:</u> KPB RESOLUTION 2023-053 Clerk Speakman will serve on this working group.
C. Merchant Service Fees Isenhour discussed that the city has been subsidizing credit card fees for sewer fees, the amount monthly is over \$200. Both the City of Homer and KPB use Intellipay which would charge the user the fee so the city would receive the full amount which we pay to the City of Homer. The fee is \$2.50 for credit cards and \$1.50 for electronic checks.
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