



## Kenai City Council - Regular Meeting

June 07, 2023 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

**\*\*Telephonic/Virtual Information on Page 4\*\***

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

### Action Agenda

#### A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items 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 ADMINISTRATIVE REPORTS

#### C. SCHEDULED PUBLIC COMMENTS (*Public comments limited to ten (10) minutes per speaker*)

#### D. UNSCHEDULED PUBLIC COMMENTS (*Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

#### E. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3353-2023** - Adopting the Annual Budget, Salary Schedule and Employee Classification Plan for the Fiscal Year Commencing July 1, 2023 And Ending June 30, 2024 and Committing \$5,761,661 of General Fund, Fund Balance for Future Capital Improvements. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3354-2023** - Accepting and Appropriating Grant Funds from the Department of Justice Passed Through the Alaska Internet Crimes Against Children Task Force for the Purchase of Forensic Software. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3355-2023** - Amending KMC 13.10.015-Minor Offense Fine Schedule, to Incorporate Prior Amendments to KMC 13.30.030- Street Parking Prohibitions, and the Repeal of KMC 13.30.095- Parking Prohibited on Kenai Avenue. (Legal)
4. **ENACTED UNANIMOUSLY. Ordinance No. 3356-2023** - Amending Kenai Municipal Code Title 23—Personnel Regulations to Address Recruitment and Retention of Employees and Make Housekeeping Changes. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2023-38** - Fixing the Rate of Levy of Property Tax for the Fiscal Year Commencing July 1, 2023 and Ending June 30, 2024. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2023-39** - Amending the Comprehensive Schedule of Rates, Charges, and Fees to Incorporate Changes Included in the FY2024 Budget to Include Adjusting Airport Fees, Parks and Recreation Fees, City Dock Fees, Water Fees,

Sewer Fees, Senior Center Fees, and Adjusting the Monthly Rental Rates at Vintage Pointe. (Administration)

7. **POSTPONED TO 6/21/2023. Resolution No. 2023-40** - Authorizing a Construction Agreement and Corresponding Purchase Order for the 2023 N. Willow Street Roadway Improvements Project. (Administration)
8. **POSTPONED TO 6/21/2023. Resolution No. 2023-41** - Authorizing a Construction Agreement and Corresponding Purchase Order for the 2023 First Avenue Roadway Repairs Project. (Administration)
9. **POSTPONED TO 6/21/2023. Resolution No. 2023-42** - Authorizing a Construction Agreement and Corresponding Purchase Order for the 2023 Miscellaneous Roadway Repairs Project. (Administration)
10. **ADOPTED UNANIMOUSLY. Resolution No. 2023-43** - Authorizing a Construction Agreement and Corresponding Purchase Order for the Kenai Fire Department Apparatus Bay Floor Refinishing Project. (Administration)

#### F. MINUTES

1. \*Regular Meeting of May 17, 2023. (City Clerk)

#### G. UNFINISHED BUSINESS

1. **POSTPONED INDEFINITELY. Action/Approval** - Extending the Agreement for Tourism and Marketing Services with Divining Point, LLC for One Year. (Administration) *[Clerk's Note: At the May 17, 2023 City Council Meeting, this Item was Postponed to June 7, 2023; a Motion to Approve is on the Floor.]*

#### H. NEW BUSINESS

1. **\*Action/Approval** - Bills to be Ratified. (Administration)
2. **\*Action/Approval** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)
3. **\*Action/Approval** - Confirming the Appointment of Lisa Gabriel to the Harbor Commission for a Partial Term Ending December 31, 2025. (Baisden)
4. **\*Action/Approval** - Special Use Permit to the Department of Natural Resources Forestry for Apron Space for Aircraft Loading and Parking. (Administration)
5. **\*Action/Approval** - Special Use Permit to Alaska Geographic for a Vending Kiosk in Terminal Space. (Administration)
6. **\*Action/Approval** - Special Use Permit to Alaska Air Fuel for Apron Space for Aircraft Loading and Parking. (Administration)
7. **\*Action/Approval** - Special Use Permit to Crowley Fuels for Apron Space for Aircraft Loading and Parking. (Administration)
8. **\*Action/Approval** - Special Use Permit to Empire Airlines for Apron Space for Aircraft Loading and Parking. (Administration)
9. **\*Action/Approval** - Special Use Permit to Everts Air Fuel for Apron Space for Aircraft Loading and Parking. (Administration)

10. **\*Action/Approval** - Special Use Permit to United Parcel Service Co., Inc. for Apron Space for Aircraft Loading and Parking. (Administration)
11. **\*Action/Approval** - Special Use Permit for Weaver Brothers Inc. for Truck and Trailer Storage. (Administration)
12. **\*Action/Approval** - Special Use Permit to Sherry Swafford for a Community Garden. (Administration)
13. **\*Ordinance No. 3357-2023** - Amending Kenai Municipal Code Section 23.55.045 to Establish an Annual Tool Allowance for Classified Employees Required to Furnish their Own Standard Working Tools. (Administration)
14. **\*Ordinance No. 3358-2023** - Increasing Estimated Revenues and Appropriations in the General Fund to Provide Supplemental Funding for the Parks and Recreation Utilities Budget. (Administration)
15. **APPROVED UNANIMOUSLY. Action/Approval** - Extending the Facilities Management Agreement with the Kenai Chamber of Commerce for the Kenai Visitor and Cultural Center Facility Operations. (Administration)
16. **APPROVED UNANIMOUSLY. Action/Approval** - Amending an Employment Agreement between the City of Kenai and City Clerk, Michelle Saner. (Gabriel)
17. **SPECIAL MEETING SCHEDULED FOR JUNE 21, 2023 AT 5:00 P.M. Discussion/Action** - Scheduling a Special Meeting for June 29, 2023 for City Manager Evaluation (Gabriel)
18. **Discussion/Action** - Kenai Peninsula Borough Ordinance 2023-11 - Amending Borough Code to Reduce the Number of Seats on the Planning Commission. (Legal)

**I. 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

**J. REPORT OF THE MAYOR**

**K. ADMINISTRATION REPORTS**

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

**L. ADDITIONAL PUBLIC COMMENTS**

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

**M. EXECUTIVE SESSION**

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

**N. PENDING ITEMS**

**O. ADJOURNMENT**

**P. INFORMATION ITEMS**

*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.*

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OR

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