

**KENAI CITY COUNCIL – REGULAR MEETING  
JUNE 7, 2023 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
MAYOR BRIAN GABRIEL, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Kenai City Council was held on June 7, 2023, in City Hall Council Chambers, Kenai, AK. Mayor Gabriel called the meeting to order at approximately 6:00 p.m.

**1. Pledge of Allegiance**

Mayor Gabriel led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Brian Gabriel, Mayor	James Baisden, Vice Mayor
Teea Winger	Deborah Sounart
Alex Douthit	Victoria Askin
Henry Knackstedt	

A quorum was present.

Also in attendance were:

Terry Eubank, City Manager  
Scott Bloom, City Attorney  
Dave Ross, Police Chief  
Tyler Best, Parks & Recreation Director  
Linda Mitchel, Planning Director  
Eland Conway, Airport Manager  
Stephanie Randall, Human Resource Director  
Lana Metcalf, Controller  
Scott Curtin, Public Works Director  
Shellie Saner, City Clerk

**3. Agenda Approval**

Mayor Gabriel noted the following additions to the Packet:

Add item E.1.                   **Public Hearing – Ordinance No. 3353-2023**

- Amendment Memo - Human Resources
- Amendment Memo - Finance

Add item H.18.               **Discussion/Action - Kenai Peninsula Borough Ordinance 2023-11**

- KPB Ordinance 2023-11 Substitute

Add item P.1.               **Informational Items**

- Kenai Animal Shelter Animal Fair Flyer

**MOTION:**

Council Member Knackstedt **MOVED** to approve the agenda and consent agenda with the requested additions. Council Member Winger **SECONDED** the motion.

Mayor Gabriel asked if there were any additional revisions to the agenda or consent agenda.

**MOTION TO SUSPEND THE RULES:**

Council Member Knackstedt **MOVED** to suspend the rules and address agenda item H.16. amending an employment agreement between the City of Kenai and City Clerk, Michelle Saner to be heard after agenda item M. 1. Executive Session to review and discuss the City Clerk's evaluation. Council Member Winger **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to suspend the rules.

**VOTE:** There being no objection; **SO ORDERED.**

The items on the Consent Agenda were read into the record.

Mayor Gabriel opened the floor for public comment on consent agenda items; there being no one wishing to be heard, the public comment period was closed.

**UNANIMOUS CONSENT** was requested on approval of the agenda and consent agenda as amended.

**VOTE:** There being no objection; **SO ORDERED.**

\*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** - None.

**C. SCHEDULED PUBLIC COMMENTS** - None.

**D. UNSCHEDULED PUBLIC COMMENTS**

Samantha Springer, Executive Director of the Kenai Chamber of Commerce & Visitor Center addressed the Council regarding "Lemonade Day" scheduled for June 10, 2023, and the 38<sup>th</sup> Annual Kenai Chamber of Commerce Fundraiser scheduled for June 24, 2023; and she encourage everyone to attend both events.

Marion Nelson, Board President of the Kenai Fine Art Center addressed the Council regarding the current exhibit "Making Her Mark"; working with the City Manager regarding updates to Old Town Park; and available funding for a storage unit.

Lindsay Burtoldo, addressed the Council regarding the Alaska State Board of Education and Early Developments meeting scheduled for June 8, 2023 at the Kenai Peninsula Borough Assembly Chambers; specifically addressing Agenda Item 13B - A Resolution to Preserve Opportunity for Student Athletes While Balancing Competitive Fairness, Inclusion and Safety for All who Compete.

**E. PUBLIC HEARINGS**

- 1. 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)

**MOTION:**

Council Member Knackstedt **MOVED** to enact Ordinance No. 3353-2023. Council Member Sounart **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

**MOTION TO AMEND:**

Council Member Knackstedt **MOVED** to amend Ordinance 3353-2023 and the Fiscal Year 2024 Budget Document as follows:

Amend Ordinance No. 3353-2023, Section 5 as follows:  
Class Code 418 - Airport Operations Supervisor  
Increase the range from 20 to 21

Amend the FY24 Budget Document as follows:  
**Airport Airfield**, Special Revenue fund on page228  
Increase Salaries and Benefits by an additional \$7,156.

Vice Mayor Baisden **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to amend.

**VOTE:** There being no objection; **SO ORDERED.**

**MOTION TO AMEND:**

Council Member Knackstedt **MOVED** to amend the Fiscal Year 2024 Budget Document as follows:

**Fire**, General Fund on page 134  
Account Number 001-22-4536, Insurance  
Increase the proposed budget amount from \$59,928 to \$68,344

**Wastewater Treatment Plant**, Special Revenue Funds on page 216  
Account Number 010-67-4536, Insurance  
Increased the proposed budget amount from \$29,516 to \$35,726

**Airport Airfield**, Special Revenue Funds on page 228  
Account Number 008-62-0700, Workers Compensation  
Increase the proposed budget amount from \$5,785 to \$5,995

Account Number 008-62-4536, Insurance  
Increase the proposed budget amount from \$113,016 to \$124,187

**Senior Citizen Fund - Home Delivered Meals**, Special Revenue Funds on page 251  
Account Number 019-72-0700, Workers Compensation  
Increase the proposed budget amount from \$2,038 to \$2,064

**Congregate Housing**, Enterprise Funds on page 280  
Account Number 009-62-4536, Insurance  
Increase the proposed budget amount from \$18,886 to 22,472

For an overall increase of \$29,619 to the FY24 Budget Document.

Vice Mayor Baisden **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to amend.

**VOTE:** There being no objection; **SO ORDERED.**

**MOTION TO AMEND:**

Council Member Knackstedt **MOVED** to amend Ordinance 3353-2023 as follows:

The Ordinance Title, the seventh Whereas clause and Section 3 by decreasing the amount from \$5,761,661 to \$5,648,285.

Section 2, funding appropriation table to read,

“General Fund	\$ [19,468,821] <u>19,477,237</u>
Enterprise Fund –	

Congregate Housing Fund	[723,685] <u>727,271</u>
Internal Service Funds:	
Equipment Replacement Fund	206,907
Fleet Replacement Fund	62,268
Employee Health Care Fund	<u>3,016,689</u>
Total Internal Service Funds	3,285,864
Special Revenue Funds:	
Personal Use Fishery Fund 494,446	
Water & Sewer Fund	[3,891,795] <u>3,898,005</u>
Airport Fund	[3,853,333] <u>3,871,870</u>
Senior Citizen Fund	<u>1,023,501</u>
Total Special Revenue Funds	[9,263,075] <u>9,287,822</u>
Permanent Funds:	
Airport Land Sale Permanent Fund	1,053,635
General Land Sale Permanent Fund	<u>138,209</u>
Total Permanent Revenue Funds	1,191,844
Capital Project Funds:	
Park Improvement	125,000
Kenai Recreation Center Improvement	75,000
Kenai Public Safety Improvement	100,000
Kenai Multipurpose Facility Improvement	100,000
Kenai City Hall Improvement	50,000
Municipal Roadway Improvement	180,000
Congregate Housing Improvement	150,000
Airport Operations Facility Improvement	50,000
Airport Terminal Improvement	50,000
Water & Sewer Improvement	400,000
Waste Water Treatment Plant	<u>300,000</u>
Total Capital Project Funds	1,580,000
Debt Service Fund – Library Expansion Bonds	<u>130,625</u>
Total All Funds	<u>\$(35,643,914) 35,680,663</u>

Council Member Askin **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to amend.

**VOTE:** There being no objection; **SO ORDERED.**

It was reported that the two amendments were requested for the purpose of providing an appropriate compensation structure for the Airport Operations Supervisor position; and the City received late notice our insurer that due to variances in insurance rates, AMJIA and APEI declined to offer the City a three-year contract with the associated discount.

There was discussion and concerns stated regarding revenues in the future maintaining at the level of expenditures; the changes were to address inflation; the City was still able to fund Capital Projects; and staff was thanked for all of their work on the budget.

**VOTE ON MAIN MOTION AS AMENDED:**

YEA: Douthit, Baisden, Askin, Gabriel, Winger, Sounart, Knackstedt

NAY: None

**MAIN MOTION AS AMENDED PASSED.**

- 2. 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)

**MOTION:**

Council Member Knackstedt **MOVED** to enact Ordinance No. 3354-2023. Council Member Douthit **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

It was reported that the software was primarily used with cell phones.

**VOTE:**

YEA: Baisden, Askin, Gabriel, Winger, Sounart, Knackstedt, Douthit

NAY: None

**MOTION PASSED.**

- 3. 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)

**MOTION:**

Council Member Knackstedt **MOVED** to enact Ordinance No. 3355-2023. Council Member Douthit **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

**VOTE:**

YEA: Askin, Gabriel, Winger, Sounart, Knackstedt, Douthit, Baisden

NAY: None

**MOTION PASSED.**

- 4. Ordinance No. 3356-2023** - Amending Kenai Municipal Code Title 23 - Personnel Regulations to Address Recruitment and Retention of Employees and Make Housekeeping Changes. (Administration)

**MOTION:**

Council Member Knackstedt **MOVED** to enact Ordinance No. 3356-2023. Council Member Askin **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

Appreciation was stated for the staff and Human Resource Department for bringing this forward.

**VOTE:**

YEA: Gabriel, Winger, Sounart, Knackstedt, Douthit, Baisden, Askin

NAY: None

**MOTION PASSED.**

- 5. 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)

**MOTION:**

Council Member Douthit **MOVED** to adopt Resolution No. 2023-38. Council Member Winger **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

It was reported that the City has had the same mill rate for the last ten-years, which shows a stable tax environment for our residents and businesses.

**UNANIMOUS CONSENT** was requested.

**VOTE:** There being no objection; **SO ORDERED.**

6. **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)

**MOTION:**

Council Member Knackstedt **MOVED** to adopt Resolution No. 2023-39. Council Member Winger **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

**UNANIMOUS CONSENT** was requested.

**VOTE:** There being no objection; **SO ORDERED.**

7. **Resolution No. 2023-40** - Authorizing a Construction Agreement and Corresponding Purchase Order for the 2023 N. Willow Street Roadway Improvements Project. (Administration)

**MOTION:**

Council Member Knackstedt **MOVED** to adopt Resolution No. 2023-40. Council Member Sounart **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

It was reported that the bids for this item and the next two closed on Thursday and all three bids exceeded the budget; the administration is reviewing those bids, available funding and options for moving forward; and the administration requested postponement of Resolutions 2023-40, 2023-41 and 2023-42 until June 21, 2023.

**MOTION:**

Council Member Knackstedt **MOVED** to postpone Resolution 2023-40 until the June 21, 2023 City Council meeting. Council Member Sounart **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to postpone.

**VOTE:** There being no objection; **SO ORDERED.**

8. **Resolution No. 2023-41** - Authorizing a Construction Agreement and Corresponding Purchase Order for the 2023 First Avenue Roadway Repairs Project. (Administration)

**MOTION:**

Council Member Knackstedt **MOVED** to adopt Resolution No. 2023-41. Council Member Winger **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

**MOTION:**

Council Member Knackstedt **MOVED** to postpone Resolution 2023-41 until the June 21, 2023 City Council meeting. Council Member Askin **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to postpone.

**VOTE:** There being no objection; **SO ORDERED**.

9. **Resolution No. 2023-42** - Authorizing a Construction Agreement and Corresponding Purchase Order for the 2023 Miscellaneous Roadway Repairs Project. (Administration)

**MOTION:**

Council Member Knackstedt **MOVED** to adopt Resolution No. 2023-42. Council Member Sounart **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

**MOTION:**

Council Member Knackstedt **MOVED** to postpone Resolution 2023-42 until the June 21, 2023 City Council meeting. Council Member Winger **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to postpone.

**VOTE:** There being no objection; **SO ORDERED**.

10. **Resolution No. 2023-43** - Authorizing a Construction Agreement and Corresponding Purchase Order for the Kenai Fire Department Apparatus Bay Floor Refinishing Project. (Administration)

**MOTION:**

Council Member Knackstedt **MOVED** to adopt Resolution No. 2023-43. Vice Mayor Baisden **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

It was reported that the previous flooring replacement projects were inside the staff area and this project was for the apparatus bay floors.

**UNANIMOUS CONSENT** was requested.

**VOTE:** There being no objection; **SO ORDERED**.

**F. MINUTES**

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

**G. UNFINISHED BUSINESS**

1. **Action/Approval** - Extending the Agreement for Tourism and Marketing Services with Diving Point, LLC for One Year. (Administration)

*[Clerk's Note: The motion to approve was on the floor from the May 17, 2023 regular City Council meeting.]*

It was reported that Diving Point LLC had sent a letter stating they did not want to extend the agreement; the administration requested the Council fail or postpone indefinitely the motion to extend.

**MOTION:**

Vice Mayor Baisden **MOVED** to postpone indefinitely the motion to approve the extension to the agreement for Tourism and Marketing Services with Diving Point, LLC for one year. Council Member Winger **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to postpone indefinitely.

**VOTE:** There being no objection; **SO ORDERED.**

## H. NEW BUSINESS

1. **\*Action/Approval** - Bills to be Ratified. (Administration)

Approved by the consent agenda.

2. **\*Action/Approval** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)

Approved by the consent agenda.

3. **\*Action/Approval** - Confirming the Appointment of Lisa Gabriel to the Harbor Commission for a Partial Term Ending December 31, 2025. (Baisden)

Approved by the consent agenda.

4. **\*Action/Approval** - Special Use Permit to the Department of Natural Resources Forestry for Apron Space for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.

5. **\*Action/Approval** - Special Use Permit to Alaska Geographic for a Vending Kiosk in Terminal Space. (Administration)

Approved by the consent agenda.

6. **\*Action/Approval** - Special Use Permit to Alaska Air Fuel for Apron Space for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.

7. **\*Action/Approval** - Special Use Permit to Crowley Fuels for Apron Space for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.

8. **\*Action/Approval** - Special Use Permit to Empire Airlines for Apron Space for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.

9. **\*Action/Approval** - Special Use Permit to Everts Air Fuel for Apron Space for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.

10. **\*Action/Approval** - Special Use Permit to United Parcel Service Co., Inc. for Apron Space for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.



- 11. \*Action/Approval** - Special Use Permit for Weaver Brothers Inc. for Truck and Trailer Storage. (Administration)

Approved by the consent agenda.

- 12. \*Action/Approval** - Special Use Permit to Sherry Swafford for a Community Garden. (Administration)

Approved by the consent agenda.

- 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)

Introduced by the consent agenda and Public Hearing set for June 21, 2023.

- 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)

Introduced by the consent agenda and Public Hearing set for June 21, 2023.

- 15. Action/Approval** - Extending the Facilities Management Agreement with the Kenai Chamber of Commerce for the Kenai Visitor and Cultural Center Facility Operations. (Administration)

*[Council Member Douthit declared a possible conflict with Extending the Facilities Management Agreement with the Kenai Chamber of Commerce for the Kenai Visitor and Cultural Center Facility Operations, as he is a member of the Kenai Chamber of Commerce Board of Directors. Mayor Gabriel ruled a conflict did exist and Council Member Douthit abstained from discussion and voting on the subject.]*

**MOTION:**

Council Member Knackstedt **MOVED** to approve extending the facilities management agreement with the Kenai Chamber of Commerce. Council Member Winger **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested.

**MOTION APPROVED**, without objection.

- 16. Action/Approval** - Amending an Employment Agreement between the City of Kenai and City Clerk, Michelle Saner. (Gabriel)

*[Clerk's Note: At the setting of the Agenda a motion to suspend the rules was approved and item H. 16. was scheduled to be heard after item M. 1.]*

- 17. Discussion/Action** - Scheduling a Special Meeting for June 29, 2023 for City Manager Evaluation (Gabriel)

A Special Meeting was scheduled for June 21, 2023 at 5:00 p.m.

- 18. Discussion/Action** - Kenai Peninsula Borough Ordinance 2023-11 - Amending Borough Code to Reduce the Number of Seats on the Planning Commission. (Legal)

It was reported that the City had requested postponement of Kenai Peninsula Borough (KPB) Ordinance 2023-11 to allow the Council time to weigh in on the matter after proposed amendments; however, the Assembly enacted the ordinance as it was amended to guarantee the City a seat on the Commission.

## **I. COMMISSION / COMMITTEE REPORTS**

### **1. Council on Aging**

Council Member Sounart reported the June 8, 2023 meeting was cancelled, next meeting July 13, 2023.

### **2. Airport Commission**

Council Member Askin reported the June 8, 2023 meeting was cancelled, next meeting July 13, 2023.

### **3. Harbor Commission**

Council Member Douthit reported the June 12, 2023 meeting was cancelled, next meeting August 7, 2023.

### **4. Parks and Recreation Commission**

Council Member Knackstedt reported the June 1, 2023 meeting was cancelled, next meeting August 3, 2023.

### **5. Planning and Zoning Commission**

Council Member Douthit reported on the May 18, 2023 Joint Work Session with Beautification and on the May 24, 2023 meeting.

### **6. Beautification Committee**

Council Member Winger reported the next meeting is September 12, 2023.

## **J. REPORT OF THE MAYOR**

Mayor Gabriel reported on the following:

- Attending the Avenue of Flags and speaking at Leif Hanson Park on Memorial Day.
- Attending a quarterly meeting of the Mayors of the Kenai Peninsula Borough, organized by KPB Mayor Micciche.
- Attending the Return of the Reds event and the Kenai Art Center Exhibit.
- Provided information regarding the Food Drive competition between the City's of Kenai and Soldotna.

## **K. ADMINISTRATION REPORTS**

### **1. City Manager - City Manager Eubank reported on the following:**

- Receipt of the PPA for the Bluff Erosion Project; estimated construction would be in 2024 and 2025 with a one-year warranty.
- Attending the Return of the Reds Event.
- Dog Park update.
- Store Front Improvement application packets were now available.
- Park Strip playground equipment installed.
- Preparations were underway for the Personal Use Fishery.
- Annual Air Fair would take place on Saturday
- Introduced the new Parks & Recreation Director Tyler Best.
- Kick off meeting for the Old Town Playground project.
- KPB holding a meeting on the Flood Plain Maps.
- A subdivision installation agreement with Clint Hall was signed, the subdivision will have 31 lots.

- Working with KPB to address stumps in the slash site.
  - Land donation to the Boys and Girls Club has been completed.
  - Update on the Wildwood Drive project.
2. City Attorney – No report.
  3. City Clerk – City Clerk Saner reported on the following:
    - International Institute of Municipal Clerks Annual Conference in Minneapolis, Minnesota.

**L. ADDITIONAL PUBLIC COMMENTS**

1. Citizen Comments (*Public comments limited to (5) minutes per speaker*) - None.
2. Council Comments

Council Member Douthit reminded everyone about the upcoming Chamber Fundraiser; reported he would be absent at the June 21, 2023 meeting; and volunteered to fill in for Vice Mayor Baisden at the June 14, 2023 Planning and Zoning Commission meeting.

Council Member Sounart congratulated new Parks and Recreation Director Best; thanked Planning Director Mitchell for the Store Front Improvement packets; and noted the Dog Park was coming along nicely.

Council Member Askin congratulated new Parks and Recreation Director Best; reported attending the Memorial Day Services; and thanked Planning Director Mitchell for the Store Front Improvement packets.

Council Member Winger offered her condolences to the family of Bob Summers, noting he had been a teacher at Kenai Middle School for the last 25-years; she thanked the Kenai Fire Department for donating Fire Truck rides; congratulated new Parks and Recreation Director Best; thanked Officer Trevor Miller for 25-years of service; reminded everyone of the upcoming Kenai Animal Shelter Animal Fair this weekend; and that entry registrations for the Fourth of July Parade were still available.

Vice Mayor Baisden offered his condolences to the family of Bob Summers and noted it was his 37<sup>th</sup> Wedding Anniversary.

Council Member Knackstedt congratulated new Parks and Recreation Director Best; reminded everyone of this weekends Air Fair; and reported that volunteers had repaired the leaks on the roofs of the historic cabins.

**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)].

**MOTION:**

Council Member Knackstedt **MOVED** to enter into executive session to review and discuss the annual evaluation of the City Clerk which may be a subject that tends to prejudice the reputation and character of the City Clerk. Ms. Saner has elected to have the discussion take place in executive session. The executive session will include Mayor Gabriel, City Council Members and City Clerk Saner. Vice Mayor Baisden **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested.

**VOTE:** There being no objection; **SO ORDERED.**

**MOTION:**

Council Member Knackstedt **MOVED** to reconvene into regular session. Council Member Winger **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested.

**VOTE:** There being no objection; **SO ORDERED.**

*[Clerk's Note: Council entered into executive session at 7:48 p.m. and reconvened into regular session at 7:57 p.m.]*

Council reconvened in open session and reported that Council met in executive session with the City Clerk to discuss her evaluation and discussion was successful.

H. 16. **Action/Approval** - Amending an Employment Agreement between the City of Kenai and City Clerk, Michelle Saner. (Gabriel)

**MOTION:**

Council Member Knackstedt **MOVED** to approve the employment agreement between the City of Kenai and City Clerk, Michelle Saner. Council Member Askin **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested.

**VOTE:** There being no objection; **SO ORDERED.**

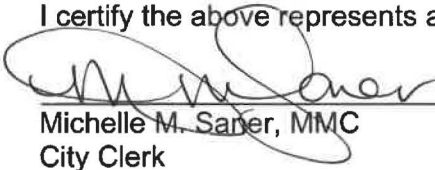
**N. PENDING ITEMS**

**O. ADJOURNMENT**

**P. INFORMATIONAL ITEMS - None.**

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

I certify the above represents accurate minutes of the Kenai City Council meeting of June 7, 2023.

  
\_\_\_\_\_  
Michelle M. Saner, MMC  
City Clerk

**\*\* The student representative may cast advisory votes on all matters except those subject to executive session discussion. Advisory votes shall be cast in the rotation of the official council vote and shall not affect the outcome of the official council vote. Advisory votes shall be recorded in the minutes. A student representative may not move or second items during a council meeting.**