

**KENAI CITY COUNCIL – REGULAR MEETING
NOVEMBER 15, 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 November 15, 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	Henry Knackstedt, Vice Mayor
Phil Daniel	Deborah Sounart (<i>electronic participation</i>)
Alex Douthit	Victoria Askin
James Baisden	

A quorum was present.

Also in attendance were:

****Xinlan Tanner, Student Representative (*electronic participation*)**
Christine Cunningham, Assistant to City Manager
Scott Bloom, City Attorney
David Swarner, Finance Director
Kathy Romain, Senior Center Director
Tyler Best, Parks & Recreation Director
Derek Ables, Airport Manager
Meghan Thibodeau, Acting City Clerk

3. Agenda Approval

Mayor Gabriel noted the following additions to the Packet:

- | | |
|---------------|---|
| Add item H.3. | *Action/Approval - Non-Objection to the Issuance of a New Beverage Dispensary Tourism Liquor License to Salamatof Cannery Lodge LLC <ul style="list-style-type: none">• Non-Objection Memo |
| Add item H.4. | *Action/Approval - Special Use Permit to American Red Cross of Alaska <ul style="list-style-type: none">• Airport Commission Recommendation Memo |
| Add item H.9. | Discussion - Scheduling a Joint Work Session with Kenaitze Indian Tribe. <ul style="list-style-type: none">• Memo |

MOTION:

Vice Mayor Knackstedt **MOVED** to approve the agenda and consent agenda with the requested revisions. Council Member Askin **SECONDED** the motion.

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.

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 and Visitor Center provided the Chamber's 2024 schedule and discussed upcoming events including a First Friday Art Series, Community Business Lecture Series, family movie nights, gingerbread house competition, and Christmas Comes to Kenai.

E. PUBLIC HEARINGS

- 1. Ordinance No. 3377-2023** - Accepting and Appropriating an Increase in the Title III Grant from the State of Alaska Department of Health and Social Services for Nutrition, Transportation and Support Services and an American Rescue Plan Act Grant Passed through the State of Alaska Department of Health and Social Services for Kenai Senior Center Expenditures in Support of its Response to the COVID-19 Public Health Emergency. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3377-2023. 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.

Senior Center Director Kathy Romain was thanked for obtaining this grant.

VOTE:

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

NAY: None

**Student Representative Tanner: None

MOTION PASSED UNANIMOUSLY.

[Clerk's Note: technical issues prevented the Student Representative from casting this vote.]

- 2. Ordinance No. 3378-2023** - Accepting and Appropriating a Donation from Hilcorp Energy Company to Assist with the Annual Area-Wide Senior Thanksgiving Dinner. (Administration)

MOTION:

Council Member Askin **MOVED** to enact Ordinance No. 3378-2023. 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.

Hilcorp was thanked for their generous donation. It was noted that this donation is a tradition that goes back decades; this will be a large event and will take place on Friday, November 17, 2023.

VOTE:

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

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED UNANIMOUSLY.

- 3. **Ordinance No. 3379-2023** - Accepting and Appropriating a Grant from the U.S. Department of Homeland Security Passed through the State of Alaska Department of Military and Veterans' Affairs for the Purchase of Trauma Care Supplies. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3379-2023. Council Member 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.

VOTE:

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

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED UNANIMOUSLY.

- 4. **Ordinance No. 3380-2023** - Amending Kenai Municipal Code 22.05.095 - Methods of Sale or Disposal, to Provide a Veterans Land Purchase Price Discount for Certain Residential Land Purchases. (Baisden)

MOTION:

Council Member Baisden **MOVED** to enact Ordinance No. 3380-2023. 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.

There was discussion of how this was timed to coincide with Veterans' Day; the State has a discount for veterans who bid on State property; the City offers veteran discounts at the cemetery and Rec Center; the Kenai Peninsula Borough does not currently offer a veteran discount; and that there is a high number of veterans on the Kenai Peninsula and in the state of Alaska. Council Member Baisden disclosed that he is a veteran but does not intend to take advantage of the discount. Support was expressed for the ordinance and for providing benefits to veterans.

VOTE:

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

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED UNANIMOUSLY.

F. MINUTES

- 1. *Regular Meeting of November 1, 2023. (City Clerk)

Approved by the consent agenda.

G. UNFINISHED BUSINESS - None.

H. NEW BUSINESS

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

Approved by the consent agenda.

2. ***Action/Approval** - Non-Objection to the Renewal of a Standard Marijuana Cultivation Facility License for Shackelford Investments, LLC, DBA Shackelford Investments, LLC – License No. 31826. (City Clerk)

Approved by the consent agenda.

3. ***Action/Approval** - Non-Objection to the Issuance of a New Beverage Dispensary Tourism Liquor License to Salamatof Cannery Lodge LLC, DBA Salamatof Cannery Lodge LLC – License No. 6111. (Administration)

Approved by the consent agenda.

4. ***Action/Approval** - Special Use Permit to American Red Cross of Alaska for General Office Space at the Alaska Regional Fire Training Center. (Administration)

Approved by the consent agenda.

5. ***Ordinance No. 3381-2023** - Repealing Kenai Municipal Code Appendices - Public Record Inspection Regulations, Repealing Kenai Municipal Code Chapter 10.40 - Release of Public Records and Re-Enacting Kenai Municipal Code 10.40 - Access to Public Records. (Baisden)

Approved by the consent agenda.

6. ***Ordinance No. 3382-2023** - Amending Kenai Municipal Code Chapter 7.05 Taxation of Real and Personal Property to Provide an Exemption on the First \$100,000 of Assessed Valuation Other Than Motor Vehicles and Watercraft Owned by Each Taxpayer and Making Housekeeping Changes. (Gabriel, Knackstedt, Baisden, Daniel, Askin, Sounart, Douthit)

Approved by the consent agenda.

7. **Action/Approval** - Council Confirmation of Mayoral Nominations to the City's Commissions and Committee. (Mayor Gabriel)

MOTION:

Vice Mayor Knackstedt **MOVED** to confirm the following Mayoral Nominations to the City's Commissions and Committee for three-year terms beginning January 1, 2024 and ending on December 31, 2026:

- Airport Commission: Jacob Caldwell, Glenda Feeken, and Paul Minelga
- Beautification Committee: Terri Wilson and Sonja Barbaza
- Council on Aging: Rachael Craig, Frances Kilfoyle, Roy Williams, and Jim Glendening
- Harbor Commission: Bob Peters, Jeanne Reveal, and Dave Peck
- Parks & Recreation Commission: Michael Bernard, T. Grant Wisniewski, and Nigel LaRiccia

Council Member Baisden **SECONDED** the motion.

It was noted that vacancies still existed on the Beautification Committee and Council on Aging, and that nearly all commissioners with terms ending had reapplied for another term.

UNANIMOUS CONSENT was requested on the motion.

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

8. **Action/Approval** - Council Confirmation of Mayoral Nominations to the Planning & Zoning Commission. (Mayor Gabriel)

MOTION:

Vice Mayor Knackstedt **MOVED** to confirm the Mayoral Nominations of Joe Halstead, Glenese Pettey and Sonja Barbaza to the Planning & Zoning Commission for three-year terms beginning January 1, 2024 and ending on December 31, 2026. Council Member Baisden **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

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

9. **Discussion** - Scheduling a Joint Work Session with Kenaitze Indian Tribe. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to postpone the discussion to schedule a joint work session with Kenaitze Indian Tribe to the December 20, 2023 City Council Regular Meeting. Council Member Baisden **SECONDED** the motion.

Council Member Douthit requested that the work session start at 5:00 p.m. or later.

UNANIMOUS CONSENT was requested on the motion.

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

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging

Council Member Baisden noted that the November 9, 2023 work session and regular meeting had been rescheduled to November 16, 2023.

2. Airport Commission

Vice Mayor Knackstedt reported on the November 9, 2023 Airport Commission meeting.

3. Harbor Commission

Council Member Askin reported on the November 6, 2023 Harbor Commission work session and regular meeting.

4. Parks and Recreation Commission

Council Member Sounart reported on the November 2, 2023 Parks & Recreation Commission work session and regular meeting.

5. Planning and Zoning Commission

Council Member Douthit reported on the November 8, 2023 Planning & Zoning Commission Meeting, and noted that the next regular meeting had been rescheduled from November 22 to November 29, 2023.

6. Beautification Committee

Council Member Daniel reported on the November 14, 2023 Beautification Committee work session and special meeting.

J. REPORT OF THE MAYOR

Mayor Gabriel reported on the following:

- Auditors were performing their annual review of City finances last week; will provide report to Council around February of next year.
- Attended the Lion's Club District 49A Conference; provided welcoming comments.
- Attended and spoke at Veterans Day celebration on Saturday.
- Attended Mural Art Show at the Kenai Art Center.
- Thanked the Parks & Recreation Department for dipnet report; noted that it would be made available to the public on the City's website.

K. ADMINISTRATION REPORTS

1. City Manager – Assistant to City Manager Cunningham reported on the following:
 - Parks & Recreation Director Best received the 2022 New Professional Award from the Alaska Recreation and Parks Association.
 - Introduced new Airport Manager Derek Ables.
 - Administration met with Beacon representatives to discuss Special Use Permit at the Fire Training Facility; looking at long-term lease, may bring a month-to-month extension to Council beforehand.
 - Army Corps of Engineers issued pre-solicitation notice for Kenai Bluff Stabilization Project.
2. City Attorney – No report.
3. City Clerk – Acting City Clerk Thibodeau reported that 16 Commission & Committee surveys had been received.

L. ADDITIONAL PUBLIC COMMENTS

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

Council Member Sounart wished everyone Happy Thanksgiving.

Student Representative Tanner reported on Statewide events: Alaska Allstate Music Festival, wrestling championships. Connections Homeschool events: Student Council bake sale, AMC 12B Competition, Thanksgiving food drive, ice skating at Soldotna Sports Center. Kenai Alternative High School: annual Thanksgiving dinner event, adverse childhood experiences and parent resiliency event, full student aid informational event. Kenai Central High School: hockey schedule, wrestling schedule, craft fair, swimming awards.

Council Member Douthit noted he would be out of town on the December 20th meeting, and he looked forward to attending the Alaska Municipal League Local Government Conference.

Council Member Askin congratulated Parks & Recreation Director Best on his award and welcomed Airport Manager Ables; noted she was looking forward to serving seniors at the annual Senior Center Thanksgiving dinner, and to the Christmas Comes to Kenai event.

Council Member Daniel welcomed Airport Manager Ables; said he is looking forward to Alaska Municipal League Local Government Conference; congratulated Parks & Recreation Director Best; and expressed appreciation to City staff for maintaining the roads.

Council Member Baisden expressed appreciation for the City's road maintenance; welcomed Airport Manager Ables; congratulated Parks & Recreation Director Best; thanked Council for their support on Ordinance No. 3380-2023; working on Council recognition of Kenai Kardinal volleyball and football victories for December 20th meeting.

Vice Mayor Knackstedt expressed appreciation for the City's road maintenance; welcomed Airport Manager Ables; will be attending Alaska Municipal League Local Government Conference; wished everyone a Happy Thanksgiving.

M. EXECUTIVE SESSION - None.

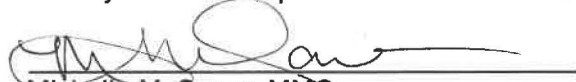
N. PENDING ITEMS

O. ADJOURNMENT

P. INFORMATIONAL ITEMS - None.

There being no further business before the Council, the meeting was adjourned at 6:47 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of November 15, 2023.



Michelle M. Sauer, 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.*