

**KENAI CITY COUNCIL – REGULAR MEETING
MARCH 6, 2024 – 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 March 6, 2024, 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
Victoria Askin	

A quorum was present.

Absent:

James Baisden	Alex Douthit
---------------	--------------

Also in attendance were:

- **Xinlan Tanner, Student Representative
- Terry Eubank, City Manager
- Scott Bloom, City Attorney
- David Swarner, Finance Director
- Stephanie Randall, Human Resource Director
- Scott Curtin, Public Works Director
- Dave Ross, Police Chief
- Shellie Saner, City Clerk

3. Agenda Approval

Mayor Gabriel noted the following additions to the Packet:

Add to item G. 1. **Unfinished Business, Public Hearing - Resolution No. 2024-05**

- Update 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: Motion **APPROVED**, without objection.

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 - None.

E. PUBLIC HEARINGS

- 1. Ordinance No. 3400-2024 - Increasing Estimated Revenues and Appropriations in the Airport Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's Airport Fund. (Administration)**

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3400-2024. 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 both this ordinance and the next increased the authorized transfer amount from the Airport Land Sale Fund to the City Airport Fund; the General Ledger Sales Fund to the General Fund; and the increases were due to earnings being higher than projected in calendar year 2023.

VOTE:

YEA: Knackstedt, Askin, Gabriel, Daniel, Sounart

NAY: None

ABSENT: Douthit, Baisden

**Student Representative Tanner: Yea

MOTION PASSED.

- 2. Ordinance No. 3401-2024 - Increasing Estimated Revenues and Appropriations in the General Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's General Fund. (Administration)**

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3401-2024. Council Member Daniel **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, Daniel, Sounart, Knackstedt

NAY: None

ABSENT: Douthit, Baisden

**Student Representative Tanner: Yea

MOTION PASSED

F. MINUTES

- 1. *Regular Meeting of February 21,2024. (City Clerk)**

G. UNFINISHED BUSINESS

1. **Resolution No. 2024-05** - Amending the Employee Classification Plan by Reclassifying the Public Works Building Official/Manager to a Building Official and Adjusting the Range for this Class. (Administration) [On 02/07/24 Postponed to 02/21/24; On 02/21/24 Postponed to 03/06/24]

[Clerk' Note: The motion to adopt Resolution 2024-05 was on the floor from the February 7, 2024 City Council Meeting.]

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 administration was requesting adoption of the resolution; an offer was extended and accepted for the position at the proposed salary range of 21; the changes will allow the Building Official to focus on issuing building permits and ensuring all new buildings are in code compliance.

UNANIMOUS CONSENT was requested.

VOTE: Motion **APPROVED**, without objection.

H. NEW BUSINESS

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

Approved by the consent agenda.

2. ***Ordinance No. 3402-2023** - Accepting and Appropriating a Donation to the Kenai Community Library for Library Materials, Programming, Furniture and Shelving. (Administration)

Introduced by the consent agenda and Public Hearing set for March 20, 2024.

3. ***Ordinance No. 3403-2023** - Amending Sections of Kenai Municipal Code Chapters 21.10 - Leasing and Acquisition of Airport Reserve Lands, and 22.05 - Disposition of City Lands, to Extend the Time Allowed for Private Development on City Leased Lots and Requiring Certain Financial Assurances Prior to Lease Execution. (Administration)

Introduced by the consent agenda and Public Hearing set for March 20, 2024.

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging

No report, next meeting March 14, 2024.

2. Airport Commission

No report, next meeting March 14, 2024

3. Harbor Commission

No report, next meeting March 11, 2024

4. Parks and Recreation Commission

No report, next meeting March 7, 2024

5. Planning and Zoning Commission

No report, next meeting March 13, 2024.

6. Beautification Committee

No report, next meeting April 9, 2024.

J. REPORT OF THE MAYOR

1. Mayor Recognition - Thanking Bob Peters for 30-Years of Service to the City of Kenai.

Mayor Gabriel presented Bob Peters with a plaque of recognition for his 30-years of service to the City of Kenai serving on both the Library and Harbor Commission; and reported on the following:

- Reminded Council about the upcoming employee evaluations and provided an overview of the process.

K. ADMINISTRATION REPORTS

1. City Manager - City Manager Eubank reported on the following:
 - Classification Study presentation tentatively scheduled for April 3, 2024.
 - Employee Appreciation dinner scheduled for April 26, 2024.
 - State of the City Presentation scheduled for April 17, 2024.
 - Working with Senator Bjorkman regarding the scope of the Bluff Stabilization Grant from the Department of Environmental Conservation Grant to clarify what the funds may be used for.
 - City Capital Improvement Projects have been entered into the State of Alaska CAPSIS system and shared with the City's Federal and State Legislative Delegates.

There was discussion regarding tracking the progress of the Bluff Stabilization Project with imagery.

2. City Attorney - No report.
3. City Clerk – City Clerk Saner reported on the following:
 - Update regarding House Bill 250 having no committee action.
 - Annual Financial Statements are due by April 15, 2024.

L. ADDITIONAL PUBLIC COMMENTS

1. Citizen Comments (*Public comments limited to (5) minutes per speaker*)

Marion Nelson, Board President of the Kenai Fine Art Center stated her appreciation for Bob Peters and his service to the City over the years; noted CIRCAC has extensive photographs of the Bluff that may assist with image documentation of the Bluff; and mentioned a possible future gallery show featuring a visual image collection of the Bluff erosion and stabilization.

Bob Peters addressed the Council regarding the progress on the Bluff Stabilization project over the years; stated that he loves the City of Kenai and he never gave the City a service that he did not get more back from himself; and he wished were able to attend more meetings of the Council.

Samantha Springer, Executive Director of the Kenai Chamber of Commerce and Visitor Center addressed the Council regarding a joint Tourism and Marketing Campaign with the Kenai Peninsula Borough and the Kenai Peninsula Economic Development District; and reported that Alaska Airlines authorized a discount code for those traveling here for the Kenai River Marathon.

2. Council Comments

Student Representative Tanner provided an update on the current activities at Connections, Kenai Alternative High School and Kenai Central High School, noting less activity due to the upcoming spring break.

Council Member Sounart thanked Bob Peters for his time, energy and efforts dedicated to the City over the years.

Council Member Askin stated her appreciation for Bob Peters knowledge while serving with him on the Harbor Commission; and reported attending the Kenai Historical Meeting and the First Friday event.

Council Member Daniel thanked Bob Peters for his services; reported on his participation in the Mountain View Elementary, Love of Reading; and reminded everyone about the upcoming Hockey Club fund raising event.

Vice Mayor Knackstedt thanked Bob Peters for his service to the City; reported attending both the First Friday at the Kenai Fine Art Center and the First Friday at the Visitor Center; and provided an update from the Bronze Bear Statue Group.

M. EXECUTIVE SESSION - None.

N. PENDING ITEMS

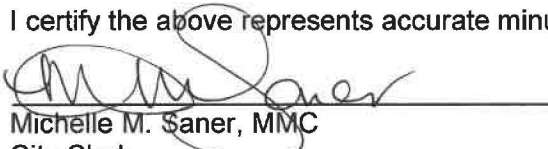
1. **Ordinance No. 3392-2024** - Amending the Kenai Zoning Code to Add a New Zoning District, Working Waterfront (WW) and Amending the Official Zoning Map for Certain Parcels from Heavy Industrial (IH) to Working Waterfront (WW) or Conservation (C) Zoning District. (Knackstedt) *[On 02/21/24 this item was postponed to 03/20/24.]*

O. ADJOURNMENT

P. INFORMATIONAL ITEMS - None.

There being no further business before the Council, the meeting was adjourned at 6:50 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of March 6, 2024.


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.*