

**MARCH 6, 2024  
CITY COUNCIL MEETING  
ADDITIONAL MATERIAL/REVISIONS**

**REQUESTED ADDITIONS TO THE PACKET**

**ACTION**

**ITEM**

**REQUESTED  
BY**

Add to Item G. 1.

**Resolution No. 2024-05**

- Update Memo

Administration



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members  
**THROUGH:** Terry Eubank, City Manager  
**FROM:** Stephanie Randall, Human Resources Director  
**DATE:** March 6, 2024  
**SUBJECT:** **Resolution 2024-05 Update**

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This memo provides an update on the City Building Official recruitment process.

Following a series of interviews for the Building Official position, an offer was extended and accepted by Joseph Fisher at the proposed salary range 21. Mr. Fisher brings over seven years of invaluable experience as a Building Official in the state of Oregon. Additionally, he holds seven certifications with the International Code Council (ICC), including certifications as a Residential and Commercial Building Inspector as well as Residential and Building Plans Examiner.

Passage of Resolution 2024-05 will finalize the approval of the Building Official job description and salary range. This resolution will enable our new Building Official to effectively focus on issuing building permits and ensuring all new buildings are in code compliance for the City of Kenai.

Your support is respectfully requested.