

**MARCH 20, 2024
CITY COUNCIL MEETING
ADDITIONAL MATERIAL/REVISIONS**

REQUESTED ADDITIONS TO THE PACKET

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KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Mayor Gabriel and Council Members
FROM: Scott Bloom, City Attorney
DATE: March 20, 2024
SUBJECT: **Ordinance 3403-2024 Requested Amendment**

This memo requests the following amendments:

Motion 1

Amend Ordinance 3403-2024 by deleting the word “reasonable” in Section 1, KMC 21.10.040, paragraph (b), subparagraph (5), Section 2, KMC 21.10.060 paragraph (b), Section 3, KMC 21.10.070 paragraph (a), Section 5, KMC 22.05.025 paragraph (b), subparagraph (4), Section 6, KMC 22.05.040 paragraph (b) and Section 7, KMC 22.05.045 paragraph (a):

Explanation: What this does in change the standard throughout the Ordinance to require an applicant for a lease show that they have financial resources to complete the proposed project, rather than “reasonable” financial resources. One current lessee on the airport suggested that the inclusion of the word “reasonable” added unnecessary ambiguity and subjectivity to the standard. Essentially either they have the resources to do the project or they don’t.

Motion 2

Amend the proposed amendments in Section 4, to KMC 21.10.080 paragraph (g), subparagraph (5), delete from the second sentence “cover the remained of the unfinished work on the proposed improvements” and insert in its place, “satisfy the Council that the improvements will be completed, as shown below:

- (5) If the lessee shows good cause to the City Council, and evidence of progress towards completion of the proposed improvements, including but not limited to a building permit, invoices for site specific building materials, or third party contracts for construction, as well as updated financial information as required in KMC 21.10.040(b)(5) and the City Council determines the action is in the best interest of the City, the City Council may grant an extension of the time initially not to exceed 12 months to complete permanent improvements by resolution that is sufficient to allow for the completion of the permanent improvements or for submission of documentation that the permanent improvements have been completed. A final twelve-month extension may be granted by separate resolution of Council if the lessee meets the same criteria for the first twelve-month extension and provides a performance bond, deposit, personal guarantee or other security interest sufficient to satisfy the Council that the improvements will be completed [COVER THE REMAINED OF THE UNFINISHED WORK ON THE PROPOSED IMPROVEMENTS] and Council determines the final extension is in the best interest of the City.

Explanation: The proposed changes recognize that by year 4 of the project, if the development is not complete, there could be a myriad of potential problems, and solutions. Rather than requiring a specific financial guarantee, the proposed changes allow greater flexibility to find a solution to complete the project.



Motion 3

Amend the proposed amendments in Section 8, KMC 22.05.055, paragraph (f), subparagraph (5), delete from the second sentence “cover the remained of the unfinished work on the proposed improvements” and insert in its place “satisfy the Council that the improvements will be completed”, as shown below:

- (5) If the lessee shows good cause and evidence of progress towards completion of the proposed improvements, including but not limited to building permits, invoices for site specific building materials, or third party contracts for construction, as well as updated financial information as required in KMC 22.05.25(b)(4) and the City Council determines the action is in the best interest of the City, the City Council may grant an extension of the time initially not to exceed 12 months to complete permanent improvements by resolution that is sufficient to allow for the completion of the permanent improvements or for submission of documentation that the permanent improvements have been completed. A final twelve-month extension may be granted by separate resolution of Council if the lessee meets the same criteria for the first twelve-month extension and provides a performance bond, deposit, personal guarantee or other security interest sufficient to satisfy the Council that the improvements will be completed ~~[COVER THE REMAINED OF THE UNFINISHED WORK ON THE PROPOSED IMPROVEMENTS]~~ and Council determines the final extension is in the best interest of the City.

Explanation: The proposed changes mirror the amendments in Motion 2 which apply to airport reserve lands, and apply the proposed change to general fund lands.

Your consideration is appreciated.





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MEMORANDUM

TO: Mayor Gabriel and Council Members
THROUGH: Dave Ross, Acting City Manager
FROM: Christine Cunningham, Assistant to City Manager
DATE: March 18, 2024
SUBJECT: **Resolution 2024-09 Kenai Visitor and Cultural Center Facility Management Services**

This memo requests an amendment to the Resolution awarding a contract for Kenai Visitor and Cultural Center Facility Management Services due to an error included in Section 1 that incorrectly refers to Kenai Tourism and Marketing Services instead of Kenai Visitor and Cultural Center Facility Management Services.

The following amendment is respectfully requested.

Motion

Amend Section 1 by deleting “Tourism and Marketing” and inserting “Visitor and Cultural Facility Management”, to read:

That the contract to provide Kenai [TOURISM AND MARKETING] Visitor and Cultural Center Facility Management Services is awarded to the Kenai Chamber of Commerce and Visitor Center for the total amount of \$145,200 annually for a period of three years, beginning July 1, 2024.

Thank you for your consideration.

New Text Underlined; [DELETED TEXT BRACKETED]

CPI Inflation Data 2009 vs 2024

Year	City Contract	Inflation comparison from 2009/2020 to 2024		
2009	125,000	182,587.75	208,734.32	
2009	17,900*	26,146.57		
2020**	105,000	125,532.66		
Current	119,056			
Est. cost 2009	105,000	153,373.71		
without marketing	122900*	179520.27*		
*Additional Cultural Center position in 3rd Ammendment				
** Marketing ended				

Bureau of Labor Statistics, Consumer Price Index Inflation Calculator
<https://data.bls.gov>

Staffing 2024 – Option A

Employee	Position	Quantity	Type/Hours	YR/Seasonal	Hourly \$	Cost	Ask
*New Position	Administrative Assistant	1	Hourly/30	Year Round	20	31,200	6,240
*New Position	Cultural Center Coordinator (30hr)	1	Hourly/30	Year Round	25	39,000	39,000
Julia Floyd	PT Visitor Service Rep (30hr)	1	Hourly/30	Year Round	16	24,960	24,960
Wendy Hale	PT Visitor Service Rep (30hr)	1	Hourly/30	Seasonal 16 weeks	14	14,560	14,560
Brittany Hart	Recruitment/Development Coordinator	1	Salary/40	Year Round		56,000	19,600
Michelle Walker	Finance and Retail Coordinator	1	Salary/40	Year Round		56,000	16,800
Samantha Springer	Manager/Executive Director	1	Salary/40	Year Round		90,000	36,000
					Totals	311,720	157,160

Staffing 2024 – Option B

Employee	Position	Quantity	Type/Hours	YR/Seasonal	Hourly \$	Cost	Ask
*New Position	Administrative Assistant	1	Hourly/30	Year Round	20	31,200	6,240
*New Position	Cultural Center Coordinator (20hr)	1	Hourly/20	Year Round	25	26,000	26,000
Julia Floyd	FT Visitor Service Rep (40hr)	1	Hourly/40	Year Round	16	33,280	33,280
Wendy Hale	PT Visitor Service Rep (30hr)	1	Hourly/30	Seasonal 16 weeks	14	14,560	14,560
Brittany Hart	Recruitment/Development Coordinator	1	Salary/40	Year Round		56,000	19,600
Michelle Walker	Finance and Retail Coordinator	1	Salary/40	Year Round		56,000	16,800
Samantha Springer	Manager/Executive Director	1	Salary/40	Year Round		90,000	36,000
					Totals	307,040	152,480

Staffing 2024 – Option C

Employee	Position	Quantity	Type/Hours	YR/Seasonal	Hourly \$	Cost	Ask
*New Position	Administrative Assistant	1	Hourly/40	Year Round	20	41,600	20,800
Julia Floyd	FT Visitor Service Rep (40hr)	1	Hourly/40	Year Round	18	37,440	37,440
Wendy Hale	PT Visitor Service Rep (30hr)	1	Hourly/30	Seasonal 16 weeks	14	14,560	14,560
Brittany Hart	Recruitment/Development Coordinator	1	Salary/40	Year Round		56,000	19,600
Michelle Walker	Finance and Retail Coordinator	1	Salary/40	Year Round		56,000	16,800
Samantha Springer	Manager/Executive Director	1	Salary/40	Year Round		90,000	36,000
					Totals	295,600	145,200

MEMORANDUM

TO: Mayor Gabriel and Council Members
THROUGH: David Ross, Acting City Manager
FROM: Linda Mitchell, Planning Director
DATE: March 20, 2024
SUBJECT: Ordinance 3392-2024 Requested Amendment

This memo requests amendments to fill in the blanks and add a new WHEREAS paragraph within the Ordinance.

The following amendments are respectfully requested.

Motion

Amend the ninth whereas clause by inserting the date of the Joint Work Session, to read:

- “WHEREAS, the Harbor Commission and the Planning and Zoning Commission held a joint work session on February 12, 2024 to discuss the proposed ordinance to create a waterfront zoning district and amend the Comprehensive Plan; and,”

Amend the tenth whereas clause by inserting the date of the meeting and the recommendation of the commission, to read:

- “WHEREAS, the Planning and Zoning Commission at its regularly scheduled meeting of February 14, 2024 recommended approval with amendments on amending the Kenai Municipal Code (KMC) to add a new zoning district and rezone the waterfront area; and,”

Amend the eleventh whereas clause by inserting the date of the meeting and the recommendation of the commission, to read:

- “WHEREAS, the Harbor Commission at its regularly scheduled meeting of February 12, 2024 recommended approval on amending the Kenai Municipal Code (KMC) to add a new zoning district and rezone the waterfront area; and,”

Add a twelfth WHEREAS that reads:

- At its meeting on February 21, 2024, City Council postponed the public hearing to March 20, 2024 and scheduled a joint work session with Planning and Zoning Commission on March 20, 2024 before the regular meeting; and,

New Text Underlined

Thank you for your consideration.

MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: David Ross, Acting City Manager

FROM: Linda Mitchell, Planning Director

DATE: March 20, 2024

SUBJECT: Ordinance 3392-2024 Requested Housekeeping Amendment

This memo requests housekeeping amendments to remove certain references of footnote 32 from Section 3, KMC 14.22.010 *Land use table*.

The following amendments are respectfully requested.

Motion

Amend Section 3, KMC 14.22.010 *Land use table* for Residential - Townhouses, Commercial - Automotive Service Stations, and Industrial - Automotive Repair under the Working Waterfront (WW) zoning district by deleting the reference to footnote 32.

LAND USES	WW
RESIDENTIAL	
Townhouses ⁴	C ^[32]
COMMERCIAL	
Automotive Service Stations	C ^[32]
INDUSTRIAL	
Automotive Repair	C ^[32]

[DELETED TEXT BRACKETED]

Thank you for your consideration.

MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: David Ross, Acting City Manager

FROM: Linda Mitchell, Planning Director

DATE: March 19, 2024

SUBJECT: **Ordinance No. 3392-2024 – Requested Amendments from Planning and Zoning Commission**

At the February 14, 2024 Planning and Zoning (P&Z) Regular Meeting, the P&Z Commission requested for the following amendments for recommendation to City Council on Ordinance No. 3392-2024.

The following amendments are respectfully requested.

Motion 1

Amend Section 3, KMC 14.22.010 *Land use table* for Residential, Townhouses under the Working Waterfront (WW) zoning district by removing the reference to footnote 32.

LAND USES	WW
RESIDENTIAL	
Townhouses ⁴	C ^[32]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 2

Amend Section 3, KMC 14.22.010 *Land use table* for Commercial, Retail Marijuana Store under the Working Waterfront (WW) zoning district, by deleting C for Conditional Use and inserting N for Not Permitted.

LAND USES	WW
COMMERCIAL	
Retail Marijuana Store ³⁰	<u>N</u> [C]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 3

Amend Section 3, KMC 14.22.010 *Land use table* for Industrial, Storage Yard under the Working Waterfront (WW) zoning district, by deleting C for Conditional Use; deleting reference to footnote 32, and inserting N for Not Permitted.

LAND USES	WW
INDUSTRIAL	
Storage Yard	<u>N</u> [C ³²]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 4

Amend Section 3, KMC 14.22.010 *Land use table* for Public/Institutional, Assisted Living under the Working Waterfront (WW) zoning district, by deleting C for Conditional Use and inserting N for Not Permitted.

LAND USES	WW
PUBLIC/INSTITUTIONAL	
Assisted Living	<u>N</u> [C]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 5

Amend Section 3, KMC 14.22.010 *Land use table* for Public/Institutional, Elementary Schools under the Working Waterfront (WW) zoning district, by deleting P for Principal Permitted Use and insert N for Not Permitted.

LAND USES	WW
PUBLIC/INSTITUTIONAL	
Elementary Schools*	<u>N</u> [P]

New Text Underlined; [DELETED TEXT BRACKETED]



Motion 6

Amend Section 3, KMC 14.22.010 *Land use table* for Public/Institutional, Governmental Buildings under the Working Waterfront (WW) zoning district, by deleting P for Principal Permitted Use and inserting N for Not Permitted.

LAND USES	WW
PUBLIC/INSTITUTIONAL	
Governmental Buildings	<u>N</u> [P]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 7

Amend Section 3, KMC 14.22.010 *Land use table* for Public/Institutional, High Schools under the Working Waterfront (WW) zoning district, by deleting P for Principal Permitted Use and inserting N for Not Permitted.

LAND USES	WW
PUBLIC/INSTITUTIONAL	
High Schools*	<u>N</u> [P]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 8

Amend Section 3, KMC 14.22.010 *Land use table* for Public/Institutional, Hospitals under the Working Waterfront (WW) zoning district, by deleting P for Principal Permitted Use and inserting N for Not Permitted.

LAND USES	WW
PUBLIC/INSTITUTIONAL	
Hospitals*	<u>N</u> [P]

New Text Underlined; [DELETED TEXT BRACKETED]



Motion 9

Amend Section 3, KMC 14.22.010 *Land use table* for Miscellaneous, Communication Towers and Antenna(s), Radio/TV Transmitters/Cell Sites under the Working Waterfront (WW) zoning district, by deleting C for Conditional Use and inserting N for Not Permitted.

LAND USES	WW
MISCELLANEOUS	
Communications Towers and Antenna(s), Radio/TV Transmitters/Cell Sites** 28	<u>N</u> [C]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 10

Amend Section 3, KMC 14.22.010 *Land use table* for Miscellaneous, Day Care Centers under the Working Waterfront (WW) zoning district, by deleting P for Principal Permitted Use and inserting C for Conditional Use.

LAND USES	WW
MISCELLANEOUS	
Day Care Centers ¹²	<u>C</u> [P]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 11

Amend Section 3, KMC 14.22.010 *Land use table* for Residential, One-Family Dwelling under the Working Waterfront (WW) zoning district, by deleting C for Conditional Use and inserting N for Not Permitted.

LAND USES	WW
RESIDENTIAL	
One-Family Dwelling	<u>N</u> [C]

New Text Underlined; [DELETED TEXT BRACKETED]



Motion 12

Amend Section 3, KMC 14.22.010 *Land use table* for Residential, Two-,Three-Family Dwelling under the Working Waterfront (WW) zoning district, by deleting P for Principal Permitted Use and inserting C for Conditional Use.

LAND USES	WW
RESIDENTIAL	
Two-, Three Family Dwelling	<u>C</u> [P]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 13

Amend Section 3, KMC 14.22.010 *Land use table* for Miscellaneous, Fraternal Organizations/Private Clubs/Social Halls and Union Halls under the Working Waterfront (WW) zoning district, by deleting P for Principal Permitted Use and inserting N for Not Permitted.

LAND USES	WW
MISCELLANEOUS	
Fraternal Organizations/ Private Clubs/Social Halls and Union Halls	<u>N</u> [P]

New Text Underlined; [DELETED TEXT BRACKETED]

Motion 14

Amend Section 3, KMC 14.22.010 *Land use table* for Miscellaneous, Nursing, Convalescent or Rest Homes under the Working Waterfront (WW) zoning district, by deleting P for Principal Permitted Use and inserting N for Not Permitted.

LAND USES	WW
MISCELLANEOUS	
Nursing, Convalescent or Rest Homes	<u>N</u> [P]

New Text Underlined; [DELETED TEXT BRACKETED]

Thank you for your consideration.



From: jahrig@acsalaska.net
To: [Linda Mitchell](#)
Cc: wjahrig@yahoo.com
Subject: Re-zoning to Working Waterfront
Date: Tuesday, March 19, 2024 12:37:06 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Lynda,

Per our recent conversations regarding the re-zoning of the Bridge Access Road waterfront properties; we're requesting One-Family Dwelling units be considered a "Principal Permitted Use".

As the draft stands now, all other housing dwellings are permitted, with the exception, that a single family dwelling would require a Conditional Use Permit. It is a considerable risk to rely on the approval of a conditional use permit when investing in a personal residence. Below are a few of our concerns:

- If approved, is a Conditional Use permit issued with a "guarantee" that once a home is built, the Conditional Use Permit be renewed each year?
- Or, can the Conditional Use Permit be revoked once a single family home is constructed and occupied, and what are the rights of the homeowner if the Conditional Use Permit is rescinded?
- Can a Conditional Use Permit be denied based on the City of Kenai's vision for the Waterfront Property?
- A duplex is permitted, whereas, a personal residence is not. Our plan is to build a high-end home, how is a duplex more consistent with the City of Kenai's vision for the area.

For those reasons, we believe the Working Waterfront zone, should include single family dwelling as "Permitted".

Overall, the re-zoning is a positive step for the waterfront area and is more suited than Heavy Industrial use.

Thank you for the consideration.

Will and Becky Jahrig
907-252-5916 cell



Virus-free www.avast.com

Actionable Options and Ideas

Increasing Voter Turnout in the Kenai Peninsula Borough

Voter Turnout Working Group

TO: Brent Johnson, Assembly President
Assembly Members

FROM: Voter Turnout Working Group

DATE: March 19, 2024

RE: Prioritized List of Actionable Recommendations

On August 1, 2023, the Borough Assembly enacted Resolution 2023-053 forming the Voter Turnout Working Group. The working group’s scope of work was to explore actionable options and ideas to present to the Assembly that are aimed at increasing awareness, participation, and voting in local elections, including but not limited to changing the Borough election day to align with the State of Alaska.

The Voter Turnout Working Group was tasked to present a list of prioritized actionable recommendations to the Borough Assembly no later than the first meeting in March 2024.

The working group held 6 meetings. Below is the working group’s prioritized list for the Assembly’s consideration.

RECOMMENDATION NO. 1..... Passed: Unanimous

- **Survey the borough residents** – Conduct a survey with borough residents and ask if they vote, and if not, why. This would allow residents to provide their thoughts and ideas on how to increase voter turnout.

It was suggested to hire a contractor to conduct a thorough survey that would include phone and door-to-door services, peer-to-peer text services and email follow-up. Costs for these services would need to be included in the election operating budgets.

RECOMMENDATION NO. 2..... Passed: Unanimous

- **Public Outreach / Education Campaign** – This concept would have several possible components that would provide different ways to inform residents when local elections are held and provide residents education of the election process.

Actionable Options and Ideas

Increasing Voter Turnout in the Kenai Peninsula Borough

Voter Turnout Working Group

Contract service costs should be included in the election operating budgets. Ideas for public outreach and education campaigns include the following:

- Collaborate with local chambers of commerce and their membership to assist with getting the word out to residents.
- Hold mock elections at the schools to help educate up and coming voters on the election process and potentially provide for discussions at home.
- Contract a professional marketing firm to create and present education materials to the voters on the election process, such as “The life of a ballot”, “Filing for Office”, etc. Suggest adding marketing, promotion and contract service costs in the election operating budgets.
- Provide easier instructions and information on election materials. Include pictures and/or diagrams with processes and instructions.
- Ensure voters are aware of the different ways to cast a ballot (absentee in-person, absentee by-mail and special needs voting)
- Provide robo-alerts/calls or SMS messaging with the status of voted absentee ballots.
- Create a mobile app to keep residents informed of the status of election processes.
- Provide pre-recorded video clips of the canvassing process.

RECOMMENDATION NO. 3..... Passed: Unanimous

- **Promotion** – The working group felt strongly that there is a need to promote local elections and suggested the marketing, promotion and contract service costs be included in the election operating budgets. Potential promotional items included the following:

- Joint “Vote Local” campaign with the borough and cities
- “I Voted” sticker contest
- Ads on Local Radio stations, Spotify, Pandora and similar platforms
- Announcements on Reader Boards throughout the Community
- Advertisements in municipal publications
- Display banners, balloons, and swag
- Contract Marketing Services for Promotion

Actionable Options and Ideas

Increasing Voter Turnout in the Kenai Peninsula Borough

Voter Turnout Working Group

RECOMMENDATION NO. 4..... Passed: Unanimous

- **Offer Early Voting prior to the election** – The State of Alaska offers early voting at some of their absentee in person polling locations. Early voting allows voters to sign the register and run their voted ballot through a tabulator just like they would on election day. Those ballots are included in vote tallies on the day of the election, whereas absentee ballots are counted on the day the election is canvassed. Early voting would require a change to borough and city codes (and home-rule charters). Software costs would need to be included in the election operating budgets to assist with marking the precinct registers of who voted early.

This option would offer early voting in conjunction with absentee in person voting and would eliminate the paperwork involved with absentee in person. However, absentee in person would still remain part of the process as early voting would conclude several days prior to the election so precinct registers could be updated with those who voted early.

RECOMMENDATION NO. 5..... Passed: Unanimous

- **Develop partnerships with businesses in the community** – It was suggested that local businesses could offer 10% discount or perhaps a free cup of coffee when they presented their “I voted” sticker.

Mr. Steinhage informed the working group that more research would be needed to determine if this item would be the proper use of public funds. It was shared that a business in Homer and Seldovia offers a free cup of coffee when voters present their “I voted” sticker. These business offer this on their own with no prompting from the city.

RECOMMENDATION NO. 6..... Passed: Unanimous

- **Email Distribution of Ballots** – Electronic transmission of absentee ballots is currently allowed in both borough and city codes. Electronic transmission includes fax and email. This process allows election officials to deliver an absentee ballot to the voter by email. The City of Homer accepts voted ballots by return email, while others deliver absentee ballots by email but require voted ballots to be returned by fax or mail.

Actionable Options and Ideas

Increasing Voter Turnout in the Kenai Peninsula Borough

Voter Turnout Working Group

Other cities and the borough could consider accepting voted ballots by email. There were concerns about having voter’s personal information on email servers that could not be removed. Personal information and identifiers are located on a voter information page and affidavit that is filled out by the voter and returned with the voted ballot.

RECOMMENDATION NO. 7..... Passed: Unanimous

- **Change statute language from “Special Needs” to “Additional Needs”** – State Statute defines “Special Needs Voting” as a qualified voter with a disability who, because of that disability, if unable to go to a polling place to vote may vote a special needs ballot. A personal representative may come to a polling location, complete the required paperwork and pick up a ballot for the voter.

The personal representative then delivers the ballot to the voter. The voter votes the ballot, seals it in the envelope provided and returns the voted ballot to the polls for the voter.

The working group discussed that some voters may not identify with the name of this ballot type and would like it changed to “Additional Needs”. It was also suggested to offer this ballot type to anyone who needed a ballot delivered for any reason. This would require a change to state statute and both borough and city codes.

The following items were discussed by the working group but were not included with the prioritized recommendations:

MOTION: INCLUDE WITH RECOMMENDED ITEMS..... Failed: 0 Yes, 10 No, 4 Absent

- **Change the candidate filing period** – The candidate filing period is currently held August 1 through August 15 for both borough and city candidates (except for Kachemak City).

Moving the candidate filing period to July would allow election officials to receive ballots from the printer sooner so absentee ballots and other voting material could be mailed to the applicant not later than 45 days before the election. This would help accommodate military and overseas voters.

Actionable Options and Ideas

Increasing Voter Turnout in the Kenai Peninsula Borough

Voter Turnout Working Group

The group discussed some of the downsides to this option, such as July being a busy month for residents with the fishing season. Any ballot measures would need to be ready sooner which would back up the dates for assembly and councils to evaluate and pass items to be placed on the ballot.

MOTION: INCLUDE WITH RECOMMENDED ITEMS... Failed: 2 Yes, 7 No, 1 Abstained, 4 Absent

- **Align Local Election Day with the State of Alaska's Election Day** – This option would change the local election day from the first Tuesday in October to the Tuesday after the first Monday in November. This would require a change to borough code, and if the cities decided to change their election date as well, a change to city code would be required, and in the case of certain home-rule municipalities voter approved amendments to the municipal charter would be required.

Concerns from the clerks regarding this item included the following:

- 1) Many of the polling locations are not large enough to accommodate multiple election boards (one for state and one for local).
- 2) The majority of election workers currently work both the state and local elections. If both the local and state elections were held on the same date, finding enough election workers to work the election would be challenging. The borough and cities cannot share election workers with the state.
- 3) During even number years, when both the local and state elections are occurring, the lines at polling sites may be long and may actually deter voters from waiting their turn to vote.
- 4) It would be a challenge for voters to be adequately informed with each election's candidates and ballot measures. The dominance of state elections may overshadow local elections and local issues.

The group also reviewed recent voter turnout information from the Matanuska-Susitna Borough that changed their election day to the Tuesday after the first Monday in November, and noticed that while voter turnout increased during state election years (even numbered years), election turnout in odd numbered years was low, similar to before the date change.

Actionable Options and Ideas

Increasing Voter Turnout in the Kenai Peninsula Borough

Voter Turnout Working Group

In regard to combined municipal and state elections, Alaska Administrative Code (6 AAC 27.175) provides that municipalities may request the state election director conduct a special election on behalf of the municipality. The request must be submitted 150-days prior to the state election.

MOTION: REMOVE ALL TOPICS LISTED BELOW FROM RECOMMENDED ITEMS

.....Passed: 9 Yes, 1 No, 4 Absent

- **Changing the Election Day to Saturday** – This idea would change the local election day from the first Tuesday in October to the second Saturday in October. This would require a change to borough code, if the cities decided to change their election date as well, a change to city code would be required, and in the case of certain home rule municipalities voter approved amendments to the municipal charter would be required.

Instead of holding the local election on a weekday, during the work week, a Saturday election day might improve voter turnout. It was discussed that this concept would have a significant fiscal impact on election budgets.

Further, it was discussed that both the state and the borough used to have Absentee in Person voting offices open on weekends; however, that practice ceased due to lack of participation from the voters.

- **Combine Borough & City Ballots** – This concept would eliminate the cities and borough having separate ballots. All ballot contests and measures would be on one ballot. This would require a change to borough code and city code (and home-rule city charters).

It was suggested that this may eliminate voter confusion. However, there were concerns about how the cities and borough canvassing process would be conducted without having the borough canvass for everyone. It was stated that the cities would lose local control of their elections.

Actionable Options and Ideas

Increasing Voter Turnout in the Kenai Peninsula Borough

Voter Turnout Working Group

- **Vote By Mail** – This option would implement a vote by mail election where every registered voter in the borough would receive their ballot in the mail. Absentee in-person polling locations would be open to voters per usual.

This item was discussed by the working group. The working group believed this matter was outside the scope of work as provided by KPB Resolution 2023-053, however, the group supports vote by mail.

The working group recognized that the “vote by mail” topic was discussed and recommended by the Election Stakeholders Group in 2019. In the 2020 election, the borough voters indicated they were not in favor of by-mail elections and repealed Ordinance 2020-24 by 59.76%. The working group noted that the Borough has vote by mail precincts currently in place and felt that vote by mail was a viable option to increase voter turnout, as demonstrated by the Municipality of Anchorage and locations in other states, even though the prior actions had taken place.