

**KENAI CITY COUNCIL – REGULAR MEETING
AUGUST 7, 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 August 7, 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 (<i>remote participation</i>)	Deborah Sounart
James Baisden	Victoria Askin (<i>remote participation</i>)

A quorum was present.

Absent:

Alex Douthit

Also in attendance were:

******Xinlan Tanner, Student Representative
Terry Eubank, City Manager
Max Best, Interim Planning Director
Brandon McElrea, Planning Technician
Tyler Best, Parks and Recreation Director
Derek Ables, Airport Manager
Jay Teague, Fire Chief
Dave Ross, Police Chief
Shellie Saner, City Clerk

3. Agenda Approval

MOTION:

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

Deniece Isascs addressed the Council in opposition of the proposed establishment of a marijuana store located at 11888 Kenai Spur Highway, noting she had previously been denied a conditional use permit to operate a marijuana store in the same location.

It was clarified by staff that this subject would be before the Planning Commission at their August 14, 2024 meeting as Resolution PZ 2024-18 - A Resolution Denying the Application for a Variance Permit and Resolution PZ 2024-19 - A Resolution Denying a Conditional Use Permit for a Retail Marijuana Store.

E. PUBLIC HEARINGS

- 1. Ordinance No. 3425-2024** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds, Accepting a Grant from the Federal Aviation Administration and Awarding a Professional Services Agreement for the Kenai Municipal Airport Master Plan. (Administration) [KMC 1.15.070(d)]

MOTION:

Vice Mayor Knackstedt **MOVED** to introduce Ordinance No. 3425-2024. Council Member Sounart **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

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

MOTION:

Vice Mayor Knackstedt **MOVED** to conduct the second reading on Ordinance No. 3425-2024. Council Member Baisden **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

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

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3425-2024. 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.

It was reported that the funds would be utilized to update the Airport Master Plan, which was last updated in 2017; having a current master plan is essential for securing grant funding; the shortened hearing was requested to meet the requirements for the end of the Federal Fiscal year, which is September 30.

VOTE:

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

NAY: None

ABSENT: Douthit

****Student Representative Tanner: Yea**

MOTION PASSED.

- 2. Ordinance No. 3426-2024** - Increasing Estimated Revenues and Appropriations in the Airport Snow Removal Equipment Capital Project Fund and Accepting a Grant from the Federal Aviation Administration for the Purchase of Snow Removal Equipment - Wheel

Loader & Plow/Sanding Truck for the Kenai Municipal Airport and Authorizing the Utilization of the State of Alaska Fleet Purchasing Agreement. (Administration) [KMC 1.15.070(d)]

MOTION:

Vice Mayor Knackstedt **MOVED** to introduce Ordinance No. 3426-2024. Council Member Sounart **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

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

MOTION:

Vice Mayor Knackstedt **MOVED** to conduct the second reading on Ordinance No. 3426-2024. Council Member Baisden **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

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

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3426-2024. 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.

Appreciation was stated for Airport Manager Ables for his work bringing these funding opportunities to the City.

VOTE:

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

NAY: None

ABSENT: Douthit

**Student Representative Tanner: Yea

MOTION PASSED.

- 3. Resolution No. 2024-36 - Approving a Revised Memorandum of Agreement Between the City of Kenai and the Kenai Peninsula Borough for Intergovernmental Administration of Borough and City Municipal Elections. (City Clerk)**

MOTION:

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2024-36. 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.

It was reported that the updates to the agreement clarified that the software programming would now be done by the software provider; the costs for special elections would be the actual cost charged by the provider; and that onsite management of the Absentee In-Person voting locations would be handled by the Clerk of each location.

UNANIMOUS CONSENT was requested.

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

- 4. Resolution No. 2024-37 - Authorizing A Contract Award Utilizing an Innovative Procurement Procedure and Corresponding Purchase Order for the Public Safety Building Tower Guy System Upgrade Project. (Administration)**

MOTION:

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2024-37. 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 there were initially two formal solicitations, the first received no bids, the second received one bid, which was nearly double the estimated cost; an innovative procurement process was proposed to directly contact Motorola for recommended vendors; the process resulted in one quote, which was less than the previous bid.

UNANIMOUS CONSENT was requested.

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

F. MINUTES

1. *Regular Meeting of July 3, 2024. (City Clerk)

G. UNFINISHED BUSINESS - None.

H. NEW BUSINESS

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

Approved by the consent agenda.

2. ***Action/Approval** - Approving Official Bond Amounts for City Manager, City Clerk and Finance Director. (Administration)

Approved by the consent agenda.

3. ***Action/Approval** - Special Use Permit to Cook Inlet Natural Gas Storage Alaska for Vehicle Parking and Temporary Boardwalk Construction. (Administration)

Approved by the consent agenda.

4. ***Ordinance No. 3427-2023** - Increasing Estimated Fiscal Year 2024 Revenues and Appropriations in the General Fund - Police Department and Accepting a Grant from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures. (Administration)

Introduced by the consent agenda and Public Hearing set for August 21, 2024.

5. ***Ordinance No. 3428-2023** - Increasing Estimated Revenue and Appropriations in the Airport Operations Facility Capital Project Fund, Accepting a Grant from the Federal Aviation Administration and Awarding a Construction Agreement for the Kenai Municipal Airport Aircraft Rescue and Fire Fighting Facility Rehabilitation Project. (Administration)

Introduced by the consent agenda and Public Hearing set for August 21, 2024.

6. ***Ordinance No. 3429-2023** - T Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund and Accepting a Grant from the Federal Aviation Administration for the Kenai Municipal Airport Mobile Test Foam System Equipment Purchase. (Administration)

Introduced by the consent agenda and Public Hearing set for August 21, 2024.

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging Commission

No report, next meeting September 5, 2024.

2. No report, meeting August 8, 2024.

Vice Mayor Knackstedt.

3. Harbor Commission

No report, next meeting, August 12, 2024.

4. Parks and Recreation Commission

No report, next meeting September 5, 2024.

5. Planning and Zoning Commission

No report, next meeting August 14, 2024.

6. Beautification Commission

No report, next meeting September 10, 2024.

J. REPORT OF THE MAYOR

Mayor Gabriel reported on the following:

- Attending the 4th of July Parade, noting how well it was attended and there were 70 entries.
- Boys and Girls Club partnership with the Food Bank, King of the River Food Drive - Kenai vs. Soldotna; Kenai won this year with 24,885.65 pounds, Soldotna 23,518 pounds for a total of 48,403 pounds of food donated.

K. ADMINISTRATION REPORTS

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

- Introduced Jay Teague, City of Kenai new Fire Chief.
- Retirement notice for John Harris, Deputy Fire Chief and Alan Robillard, Capital Projects Manager.
- Ongoing recruitment for Police Officer and Senior Center Driver.
- Personal Use Fishery (dip-netting) closed on schedule.
- Rescue of two dip-netters who were swept out while dip-netting, they were picked up a half mile out.
- New Ambulance Dedication Ceremony scheduled for Saturday, August 17, 2024.
- Working on future City owned land sales, first time offering the new Veterans discount.
- Radio advertising that was funded in the FY25 budget has started.
- Cultural area at the Chamber will be closed November 4, 2024 through December 20, 2024 for an update with a tentative grand reopening in January.
- Working with the Clerk, Attorney and staff to review the newspaper advertising requirements within municipal code.
- Will be attending the upcoming ICMA conference in Pittsburgh.
- SCASD grant application has been submitted, will be meeting with staff from Senator Murkowski's office regarding support for the SCASD grant.
- Working with Senator Bjorkman on grant language to allow remain funds to be utilized for projects on the City dock.

- State appreciation for the Parks and Recreation Department hosting 88 soccer teams for the State Championship.
2. City Attorney - no report.
 3. City Clerk - City Clerk Saner reported on the following:
 - Candidate filing is open through August 15, 2024, 4:30 p.m.
 - Absentee / Early Voting for the State of Alaska Primary is currently open at the new Region IV Elections office, located at 11312 Kenai Spur Hwy., Suite 48.
 - Absentee In-Person voting for Borough and City Elections will still be held at City Hall.

L. ADDITIONAL PUBLIC COMMENTS

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

Council Member Askin thanked the Fire Department for the rescue.

Council Member Daniel thanked staff for all they do and City Manager Eubank for his Managers Report.

Student Representative Tanner reported that school begins on August 21, 2024; and athletic teams were starting non-mandatory practices.

Council Member Sounart thanked Parks and Recreation Director Best and his staff for all they do.

Council Member Baisden welcomed Chief Teague; noted his appreciation that the State Soccer Championships were held here; and the Kenai Golf Course is in the best shape ever.

Vice Mayor Knackstedt welcomed Chief Teague; thanked Director Best and his staff; noted the Field of Flowers started to bloom; and Industry Appreciation Days were coming up.

Mayor Gabriel welcomed Chief Teague.

M. EXECUTIVE SESSION - None.

N. PENDING ITEMS - None.

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 August 7, 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.**