

**KENAI CITY COUNCIL – REGULAR MEETING
DECEMBER 18, 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 December 18, 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
Phil Daniel
Alex Douthit
Sovala Kisena

Henry Knackstedt, Vice Mayor
Deborah Sounart
Victoria Askin

A quorum was present.

Also in attendance were:

**Xiling Tanner, Student Representative
Terry Eubank, City Manager
Scott Bloom, City Attorney
David Swarner, Finance Director
Tyler Best, Parks and Recreation Director
Lee Frey, Public Works Director
Derek Ables, Airport Manager
Shellie Saner, City Clerk

3. Agenda and Consent Agenda Approval

Mayor Gabriel noted the following additions to the Packet:

Add to item E.1. **Public Hearing - Ordinance No. 3445-2024**
 • Postponement Memo

MOTION:

Council Member 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** - None.

E. **PUBLIC HEARINGS**

1. **Ordinance No. 3445-2024** - Decreasing Estimated Revenues and Appropriation in the Kenai City Municipal Roadway Improvement Capital Project Funds to Transfer Residual Balance from Completed Projects Back to Their Original Funding Sources, and Increasing Estimated Revenues and Appropriation in the Kenai City Water & Sewer, Public Safety, and Airport Improvements Capital Project Funds to Fully Fund Projects Approved in the FY2025 Budget. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3445-2024. 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.

MOTION TO POSTPONE:

Council Member Knackstedt **MOVED** to postpone Ordinance No. 3445-2024 to the January 15, 2025 Regular City Council Meeting. Council Member Askin **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion to postpone.

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

2. **Resolution No. 2024-52** - Reinstating a Player Registration Fee for the City of Kenai City League Basketball to Support More Games During the Season. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2024-52. 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 the group wanted more games; the additional fee would cover the costs for more games including supplies and staffing; having a player fee would increase player accountability and the groups were in support of the fee.

UNANIMOUS CONSENT was requested.

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

3. **Resolution No. 2024-53** - Approving Extensions and Amendments to Two Agreements with the State of Alaska Division of Forestry and Fire Protection. (Administration)

MOTION:

Council Member Sounart **MOVED** to adopt Resolution No. 2024-53. Council Member Knackstedt **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 the City currently has two agreements with the Division of Forestry (DOF); the first provides funding for the slash disposal site and extending the agreement would allow continued operations using the remaining funds available; the second is for spruce bark beetle hazardous tree removal, funding from the DOF represented a portion of the City's match for Federal funding and continuing the agreement would allow additional tree removal.

There was discussion regarding locations where additional trees would be removed.

UNANIMOUS CONSENT was requested.

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

F. MINUTES

1. *Regular Meeting of December 4, 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** - Non-Objection to Renewal of a Beverage Dispensary Tourism Liquor License for Schilling Alaska, LLC DBA Uptown Motel/Louie's - License No. 1859. (City Clerk)

Approved by the consent agenda.

3. ***Action/Approval** - Non-Objection to the Renewal of a Marijuana Product Manufacturing Facility License and a Standard Marijuana Cultivation License for Red Run Cannabis Cultivators, LLC., DBA: Red Run Cannabis Cultivators, LLC. - License No.'s 19372 and 10052; and a Retail Marijuana Store License for Red Run Cannabis Company, LLC., DBA: Red Run Cannabis Company, LLC. - License No. 10056. (City Clerk)

Approved by the consent agenda.

4. ***Action/Approval** - Special Use Permit to Echo Lake Meats for Use of 20 Square Feet of Terminal Space at the Kenai Municipal Airport. (Administration)

Approved by the consent agenda.

5. ***Ordinance No. 3446-2024** - Accepting and Appropriating a Grant from the Alaska Food Coalition to the Kenai Senior Center. (Administration)

Introduced by the consent agenda and Public Hearing set for January 15, 2025.

6. **Action/Approval** - Approving a Certificate of Acceptance Notice for Kee's Turn Subdivision. (Administration)

MOTION:

Council Member Douthit **MOVED** to approve the Certificate of Acceptance Notice. Council Member Daniel **SECONDED** the motion.

Robert Ruffner, Planning Director for the Kenai Peninsula Borough reported that the subject plat was finalized in 2015; since that time borough code had changed requiring municipalities to sign off when the borough is not accepting a right-of-way management authority; the developer believes they retained a

liability without the City's signing off and has requested the action now before the Council to resolve their concerns.

Concerns were stated that this could set a precedent generating other similar request as a result. Discussion included: there being no benefit or negative impact to the City; the purpose of this action was to alleviate the owners concerns; this process was not typical and involved considerable time and effort.

VOTE:

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

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED.

7. Discussion/Approval - Scheduling a Joint Work Session with the Kenaitze Indian Tribe. (Administration)

A Joint Work Session with the Kenaitze Indian Tribe was scheduled for January 16, 2025, 6:00 p.m. at the Kenai Visitor and Cultural Center, 11471 Kenai Spur Hwy., Kenai.

[Clerk's Note: It was requested that a discussion item be included on the work session agenda regarding development of a formal Memorandum Understanding with the Tribe.]

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging Commission

No report, next meeting January 9, 2025.

2. Airport Commission

Council Member Sounart reported on the December 12, 2024 meeting, next meeting January 9, 2025.

3. Harbor Commission

No report, next meeting February 10, 2025.

4. Parks and Recreation Commission

Council Member Kisena reported on the December 4, 2024 meeting, next meeting January 2, 2025.

5. Planning and Zoning Commission

Council Member Sounart reported on the December 11, 2024 meeting, next meeting January 8, 2025.

6. Beautification Commission

No report, next meeting January 14, 2025.

J. REPORT OF THE MAYOR

Mayor Gabriel stated it was great to be back, thanked Vice Mayor Knackstedt for filling in and reported:

- Attending the Alaska Municipal League Conference and the Conference of Mayors.
- Attending the Wreaths Across America Event.
- Welcomed new Public Works Director Lee Frey.
- Wished everyone a Merry Christmas and Happy New Year.

K. ADMINISTRATION REPORTS

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

- Attending the Alaska Municipal Managers Association and Alaska Municipal League Conferences.
 - Attending the Kenai Peninsula Borough Tourism Industry Working Group meeting; City's are invited and may participate; however, are not voting members of the group.
 - All eleven parcels sold at the Land Auction; average price 118% over borough assessment; with one purchaser qualifying for the Veterans discount.
 - City Planner Kevin Buettner will serve as the City representative to the Kenai Peninsula Economic Development District Board.
 - Welcomed new Firefighter Brendan Alberts.
 - Met with Alaska Airlines, they expressed interest in considering a letter of interest for future Small Community Air Service Development Program Grant applications from the City.
 - Wished everyone a Merry Christmas and Happy New Year.
 - Thanked all City employees for their dedication and hard work, noting they are the backbone of our City's success.
2. City Attorney - No report.
 3. City Clerk - City Clerk Saner reported on the following:
 - Attending the Alaska Association of Municipal Clerks Conference.

L. ADDITIONAL PUBLIC COMMENTS

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

Council Member Douthit noted there would be a meet and greet with Kristen Faulkner, American cyclist who won two gold medals at the 2024 Olympics at the Cannery Lodge on the 28th at 3:00 p.m.

Student Representative Tanner reported that Connections Student Xinlan Tanner was admitted to the Massachusetts Institute of Technology; provided an update on upcoming Kenai Highschool sporting events; and noted school break was from December 23 through January 3. He wished everyone a Merry Christmas and Happy New Year.

Council Member Sounart stated she performed with the Kenai Peninsula Orchestra during their Christmas Concert, noting the orchestra sounded strong with more musicians returning this year.

Council Member Askin reported attending the Senior Citizen Thanksgiving Luncheon, noting the largest turnout; attending the Alaska Municipal League Conference; and wished everyone a Merry Christmas and Happy New Year.

Council Member Daniel reported attending the Alaska Municipal League Conference and wished everyone a Merry Christmas and Happy New Year.

Council Member Kisena reported attending the Newly Elected Officials training portion of the Alaska Municipal League Conference, noting it was an informative experience; and he stated his appreciation for the skill and experience of our local clerk's.

Council Member Knackstedt welcomed Mayor Gabriel back; reported attending the Alaska Municipal League Conference; thanked Public Works Director Frey for the CIP Presentation; and wished everyone a Merry Christmas and Happy New Year.

M. EXECUTIVE SESSION - None.

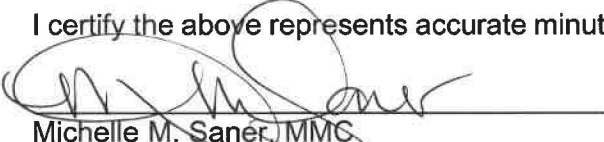
N. **PENDING ITEMS** - None.

O. **ADJOURNMENT**

P. **INFORMATIONAL ITEMS** - None.

There being no further business before the Council, the meeting was adjourned at 6:59 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of December 18, 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 will not affect the outcome of the official council vote. Advisory votes will be recorded in the minutes. A student representative may not move or second items during a council meeting.*