

**JUNE 18, 2025
CITY COUNCIL MEETING
ADDITIONAL MATERIAL/REVISIONS**

REQUESTED ADDITIONS TO THE PACKET:

<u>ACTION</u>	<u>ITEM</u>	<u>REQUESTED BY</u>
Add item *H.9.	Consent Agenda - New Business - Ordinance for Instruction <ul style="list-style-type: none">• Ordinance No. 3480-2025 - Retroactively Amending the Fiscal Year 2026 Salary Schedule for Temporary Employees Included in the "Annual Budget for the City of Kenai, Alaska July 1, 2025 - June 30, 2026".• Ordinance No. 3479-2025 Memo• Amended Temporary Employees Pay Scale - Exhibit 1	Administration
Add item H.10.	Action/Approval - Request for Special Meeting to Authorize Binding of City Insurances	Administration



Sponsored by: Administration

**CITY OF KENAI
ORDINANCE NO. 3480-2025**

AN ORDINANCE RETROACTIVELY AMENDING THE FISCAL YEAR 2026 SALARY SCHEDULE FOR TEMPORARY EMPLOYEES INCLUDED IN THE “ANNUAL BUDGET FOR THE CITY OF KENAI, ALASKA JULY 1, 2025 - JUNE 30, 2026”.

WHEREAS, the City Council adopted the Fiscal Year 2026 Annual Budget including the Classification Plan and Salary Schedule on June 4, 2025 by Ordinance 3471-2025; and,

WHEREAS, the Classification Plan and Salary Schedule did not include the adopted base salary adjustment for the Temporary Positions and incorrectly showed the wages at FY2025 amounts; and,

WHEREAS, the base salary adjustment for the Temporary Positions was correctly included in budget calculations requiring no changes to the adopted budget amounts; and,

WHEREAS, the attached Temporary Positions Salary Schedule includes the base salary adjustment for Fiscal Year 2026; and,

WHEREAS, retroactive application of these pay rates to July 1, 2025 is consistent with the intent of the City’s adopted FY2026 Annual Budget and is in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

Section 1. That the Temporary Employees Fiscal Year 2026 Salary Schedule is amended per the attached as Exhibit 1 and is hereby adopted and will be included as a replacement into the previously adopted “Annual Budget for the City of Kenai, Alaska July 1, 2025 - June 30, 2026”.

Section 2. That the amended Fiscal Year 2026 Salary Schedule for Temporary Employees shall be applied retroactively to July 1, 2025.

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

Section 4. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 2ND DAY OF JULY, 2025.

Brian Gabriel Sr., Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk

Introduced:	June 18, 2025
Enacted:	July 2, 2025
Effective:	July 2, 2025



MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Terry Eubank, City Manager

FROM: Dave Swarner, Finance Director

DATE: June 18, 2025

SUBJECT: **Ordinance 3480-2025** - Retroactively Amending the Fiscal Year 2026 Salary Schedule for Temporary Employees Included in the "Annual Budget for the City of Kenai, Alaska July 1, 2025 - June 30, 2026".

This memo recommends enactment of Ordinance 3480-2025 which will correct the temporary employee salary scheduled adopted with the FY2026 Budget. The temporary employee salary schedule included on page 340 of the FY2026 Budget and included in Section 4 of Ordinance 3471-2025 was incorrect. The adopted schedule was the same as FY2025 and did not include the 2% cost of living allowance increase adopted by Council.

The temporary employee salary schedule included in Ordinance 3480-2025 includes the 2% cost of living adjustment and will replace the schedule which was adopted with the FY2026 Budget. The appropriations in the adopted budget were calculated using the correct rates and do not need to be adjusted. Application of these changes retroactive to July 1, 2025 is recommended to avoid two different pay rates for temporary employees in FY2026.

Thank you for your consideration.

City of Kenai
Fiscal Year 2026 Operating Budget

Temporary Position - Classified Salary Schedule

Temporary Employees		FY26		
Range	A	B	C	
1	14.52	14.89	15.25	
2	15.25	15.63	16.01	
3	16.01	16.41	16.82	
4	16.82	17.24	17.66	
5	17.65	18.08	18.53	
6	18.54	19.00	19.47	
7	19.46	19.95	20.43	
8	20.84	21.36	21.88	
9	21.89	22.44	22.98	
10	22.97	23.54	24.12	
11	24.10	24.70	25.31	
12	25.34	25.97	26.60	
13	26.61	27.27	27.94	
14	27.94	28.63	29.34	
15	29.31	30.05	30.78	
16	30.78	31.55	32.32	
17	32.35	33.16	33.98	
18	33.95	34.79	35.64	
19	35.65	36.54	37.43	
20	37.41	38.35	39.28	
21	39.29	40.27	41.26	
22	41.26	42.29	43.32	
23	43.30	44.38	45.46	
24	45.48	46.61	47.76	
25	47.76	48.95	50.14	
26	50.17	51.43	52.68	
27	52.63	53.95	55.26	
28	55.28	56.67	58.05	
29	58.13	59.58	61.04	

Exhibit 1



MEMORANDUM

TO: Mayor Gabriel and Council Members

FROM: Terry Eubank, City Manager

DATE: June 18, 2025

SUBJECT: Request for Special Meeting to Authorize Binding of City Insurances

The purpose of this memo is to request a special meeting to authorize the binding of the City's insurances to be effective for Fiscal Year 2026. KMC 7.15.060(g) authorizes procurement by direct negotiation for City insurances (casualty, property, workers' compensation, etc.) subject to approval by Council by resolution.

The administration has negotiated coverage with the newly formed Alaska Public Risk Alliance (APRA). APRA is a combination of the previous public entity risk pools, Alaska Public Entity Insurance and Alaska Municipal League Joint Insurance Association. Premium amounts are within the amounts budgeted in FY2026 already approved by Council.

Scheduling a special meeting on June 30, 2025 to approve a resolution authorizing the City Manager to bind coverage of City insurances for FY2026 will meet the requirement of KMC 7.15.06(g) and ensure insurance coverage is in place effective July 1, 2026. Your support is respectfully requested.