

**KENAI PARKS & RECREATION COMMISSION  
REGULAR MEETING  
MARCH 2, 2023 – 6:00 PM  
KENAI CITY COUNCIL CHAMBERS  
CHAIR PRO TEM CHARLIE STEPHENS, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

The meeting was called to order at approximately 6:10 p.m.

**a. Pledge of Allegiance**

Parks & Recreation Charlie Stephens led those assembled in the Pledge of Allegiance.

**b. Roll was confirmed as follows:**

Commissioners present:	C. Stephens, M. Bernard, J. Joanis, K Graham
Commissioners absent:	G. Wisniewski, S. Kisen, D. Rigall
Staff/Council Liaison present:	Parks & Recreation Director B. Walker, Parks & Recreation Assistant Director T. Best, City Clerk S. Saner, Council Liaison H. Knackstedt

A quorum was present.

**MOTION:**

Commissioner Joanis **MOVED** to nominate Commissioner Stephens as Chair Pro Tem. Commissioner Bernard **SECONDED** the motion. There were no objections; **SO ORDERED**.

**c. Election of Chair and Vice-Chair**

The commission agreed to hold the election of Chair and Vice-Chair until the next meeting when more of the body would be present.

**d. Agenda Approval**

Chair Pro Tem Stephens noted the request from staff to revise the agenda by hearing item 6a. Presentation of Parks and Recreation 2023 Summer Maintenance Plan after items 6b. and 6c.

**MOTION:**

Commissioner Joanis **MOVED** to approve the agenda as revised. Commissioner Bernard **SECONDED** the motion. There were no objections; **SO ORDERED**.

**2. SCHEDULED PUBLIC COMMENT – None.**

**3. UNSCHEDULED PUBLIC COMMENT**

Rebecca Lambourne, an anthropologist and resident of the city, discussed her involvement in an archaeological dig with the City of Soldotna. Lambourne mentioned that there are cultural sites in the municipal parks, some of which are protected, and suggested that they could be worked into an educational nature trail. She also mentioned that there are salmon fry in a salmon-rearing stream in the park and highlighted the importance of protecting this area. Lastly, she shared that she had conducted a recent survey in the park and found more salmon fish storage pits, indicating that there are likely more cultural sites in the park.

**4. APPROVAL OF MEETING SUMMARY**

a. November 3, 2022

**MOTION:**

Commissioner Joanis **MOVED** to approve the meeting summary of November 3, 2022. Commissioner Bernard **SECONDED** the motion. There were no objections; **SO ORDERED**.

**5. UNFINISHED BUSINESS** – None.

**6. NEW BUSINESS**

b. **Discussion/Recommendation** – Recommending City Council Approval of Amendments to the City Council Procedures for Commissions, Committees and Council on Aging Policy No. 2016-01.

City Clerk Saner reviewed the proposed amendments to the Procedures for Commissions, Committees and Council on Aging Policy.

**MOTION:**

Commissioner Joanis **MOVED** to recommend approval of the amendments to the City Council Procedures for Commissions, Committees and Council on Aging Policy No. 2016-01. Commissioner Graham **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested.

**VOTE:** There were no objections; **SO ORDERED**.

c. **Discussion/Recommendation** – Recommending City Council Approval of the Student Representative Policy No. 20.100.

City Clerk Saner clarified that this would repeal both of the existing student representative policies and establish one policy that's applicable to all boards, commissions and councils; she reviewed the proposed changes from the previous policy.

The commission discussed the wording of eligibility requirements and whether it excludes homeschool or online students. They proposed different options to include residents who attend schools outside the city limits, such as adding a residency requirement or amending the wording to include the name of the school district.

**MOTION:**

Commissioner Joanis **MOVED** to recommend approval of the Student Representative Policy No. 20.100, with the change that a student must be a junior or senior in good standing at a school within the Kenai Peninsula Borough. Commissioner Graham **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested.

**VOTE:** There were no objections; **SO ORDERED**.

a. **Discussion/Recommendation** – Presentation of Parks and Recreation 2023 Summer Maintenance Plan.

Parks Director Walker provided a staff report of the 2023 Summer Maintenance Plan, which includes maintaining the turf for soccer fields, ball fields, softball, and baseball. He explained that staff will also implement watering programs and work on the wildflower field to overcome the seed bank by removing the weed seeds in the soil.

Further discussion from the commission included clarification on herbicide use, community marketing, snow removal, and rototilling the playground in Old Town Park.

## **7. REPORTS**

- a. **Parks and Recreation Director** – Director Walker reported on the following:
  - Assistant Director Best will be acting Director the following week while Director Walker will be out of office.
  - City League Basketball update.
  - Planning for Easter Egg Hunt and Kite Festival events.
  - Flowers have been ordered, to be received in March.
  - Moving snow on walkways at Municipal Park.
  - City leadership training.
  - Recognized long-serving commissioners Michael Bernard (eight years) and Charlie Stephens (12 years); provided with certificates of appreciation and pins.
- b. **Commission Chair** – No report.
- c. **City Council Liaison** – Council Member Knackstedt reviewed the actions of the February 15, 2023 and March 1, 2023 City Council meetings.

## **8. NEXT MEETING ATTENDANCE NOTIFICATION** – April 6, 2023

It was noted that Commissioner Stephens would not be in attendance.

## **9. COMMISSION QUESTIONS AND COMMENTS**

Commissioner Joanis noted that she appreciated the Robert Rules of Order training provided by the City during the Commission & Committee training session.

## **10. ADDITIONAL PUBLIC COMMENT** – None.

## **11. INFORMATIONAL ITEMS**

- a. **Parks & Recreation Report** – December 2022 and January 2023

It was noted that the Department of Natural Resources reached out and has been removing trees from Ryan's Trails, where they dropped over 300 trees.

## **12. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:32 p.m.

Meeting summary prepared and submitted by:

  
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Meghan Thibodeau  
Deputy City Clerk