

KENAI PARKS & RECREATION COMMISSION – REGULAR MEETING
APRIL 4, 2024 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR GRANT WISNIEWSKI, PRESIDING

ACTION MINUTES

A. CALL TO ORDER

A Regular Meeting of the Parks & Recreation Commission was held on April 4, 2024, in the Kenai City Council Chambers, Kenai, AK. Chair Wisniewski called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Chair Wisniewski led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Grant Wisniewski, Chair	Sovala Kisena, Vice Chair
Kyle Graham	Jennifer Joanis
Michael Bernard	Charlie Stephens
Nigel LaRicca	

A quorum was present.

Also in attendance were:

Tyler Best, Parks & Recreation Director
Jenna Brown, Parks & Recreation Assistant Director
Henry Knackstedt, Vice Mayor

3. Agenda Approval

MOTION:

Commissioner Joanis **MOVED** to approve the agenda as presented. Commissioner Stephens **SECONDED** the motion.

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

B. SCHEDULED PUBLIC COMMENTS - None.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF MINUTES

1. February 1, 2024

MOTION:

Commissioner Joanis **MOVED** to approve the February 1, 2024 Parks & Recreation Commission minutes. Commissioner Stephens **SECONDED** the motion.

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

E. UNFINISHED BUSINESS - None.

F. NEW BUSINESS

1. **Discussion/Recommendation** – Approving the Parks and Recreation Commission 2024 Annual Work Plan.

MOTION:

Commissioner Stephens **MOVED** to recommend City Council approval of Objective No. 1, "Tour Parks & Trails Twice Semi-Annually." Commissioner Joanis **SECONDED** the motion.

Director Best summarized Objective No. 1 as developed by the Commission and presented within the work session packet.

MOTION TO AMEND:

Commissioner Joanis **MOVED** to amend Objective No. 1 as follows:

Title to read, "Tour Parks & Trails Twice [SEMI-]Annually."

Strategy, last sentence of the paragraph to read, "Transportation will be provided by the Department, [IF NEEDED] as available."

Vice Chair Kisena **SECONDED** the motion.

[Clerk's Note: The motion to amend was moved and seconded, no objections to the motion to amend were stated; however, there was no final vote on the motion to amend.]

VOTE ON MAIN MOTION AS AMENDED: There being no objection; **SO ORDERED.**

MOTION:

Vice Chair Kisena **MOVED** to recommend City Council approval of Objective No. 2, "Public Requests & Commission Recommendations." Commissioner Joanis **SECONDED** the motion.

Director Best summarized Objective No. 2 as developed by the commission and presented within the work session packet; he noted that staff would not be in support of this objective.

MOTION TO AMEND:

Vice Chair Kisena **MOVED** to amend Objective No. 2 as follow:

Strategy, delete the last sentence of the paragraph to read, "[KEY ELEMENTS SHOULD INCLUDE ESTABLISHING CHANNELS FOR FEEDBACK, PROMOTING AWARENESS, IMPLEMENTING A TRACKING SYSTEM, ESTABLISHING REVIEW CRITERIA, REGULAR REVIEWS AT COMMISSION MEETINGS, EVALUATION, ITERATION, AND IMPLEMENTATION, AND REGULAR UPDATES TO THE PUBLIC.]"

Commissioner Joanis **SECONDED** the motion.

[Clerk's Note: The motion to amend was moved and seconded, no objections to the motion to amend were stated; however, there was no final vote on the motion to amend.]

MOTION TO AMEND:

Commissioner Joanis **MOVED** to amend Objective No. 2 as follows:

Estimated Time to Complete to read, "[16] Ongoing"

Vice Chair Kisena **SECONDED** the motion.

[Clerk's Note: The motion to amend was moved and seconded, no objections to the motion to amend were stated; however, there was no final vote on the motion to amend.]

MOTION TO AMEND:

Vice Chair Kisena **MOVED** to amend Objective No. 2 as follows:

Strategy to read: "In order to effectively meet 19.05.010, the Parks & Recreation Commission (Commission) will identify a commissioner who will work with collaborators to develop a systematic and transparent approach [TO]for reporting requests or suggestions by the public, or from the public through the commission, to collaborators. This commissioner will provide updates at each regularly scheduled Parks & Recreation Commission meeting."

Commissioner Joanis **SECONDED** the motion.

[Clerk's Note: The motion to amend was moved and seconded, no objections to the motion to amend were stated; however, there was no final vote on the motion to amend.]

VOTE ON MAIN MOTION AS AMENDED:

YEA: Wisniewski, Kisena, Bernard, Graham, Joanis

NAY: LaRiccia, Stephens

MOTION PASSED.

MOTION:

Commissioner Joanis **MOVED** to recommend City Council approval of Objective No. 3, "CIP Work Sessions Twice Semi-Annually." Commissioner Kisena **SECONDED** the motion.

Director Best summarized Objective No. 3 as developed by the Commission and provided within the work session packet.

MOTION TO AMEND:

Commissioner Stephens **MOVED** to amend Objective No. 3 as follows:

Title to read, "CIP Work Sessions Twice [SEMI-]Annually"

Vice Chair Kisena **SECONDED** the motion.

[Clerk's Note: The motion to amend was moved and seconded, no objections to the motion to amend were stated; however, there was no final vote on the motion to amend.]

MOTION TO AMEND:

Commissioner Joanis **MOVED** to amend Objective No. 3 as follows:

Title to read, "Capital Improvement Plan (CIP) Work Session Twice Annually."

Estimated Time to Complete to read: 4 hours.

Commissioner Stephens **SECONDED** the motion.

[Clerk's Note: The motion to amend was moved and seconded, no objections to the motion to amend were stated; however, there was no final vote on the motion to amend.]

UNANIMOUS CONSENT was requested on the main motion as amended.

VOTE ON MAIN MOTION AS AMENDED: There being no objection; **SO ORDERED.**

[Clerk's Note: There was no main motion to approve Objective No. 4.]

Director Best summarized Objective No. 4 as developed by the Commission and provided within the work session packet.

MOTION TO AMEND:

Commissioner Stephens **MOVED** to amend Objective No. 4 as follows:

Strategy to read, "Based on other objectives previously identified by the Parks & Recreation Commission (Commission), and in the support of 19.05.020(a), they will work in collaboration with

the Parks & Recreation Department (Department) to identify items that would support future master plans”.

[Clerk’s Note: There was no second on the motion to amend, and no vote to approve the amendment; however, the proposed amendment was a technical change and did not require a motion to amend.]

MOTION TO AMEND:

Commissioner Graham **MOVED** to amend Objective No. 4 as follows:

Title to read, “Development of Long-Term Goals [MASTER PLAN - PROJECT SUPPORT]”

Strategy to read, “Based on other objectives previously identified by the Parks & Recreation Commission (Commission), and in the support of 19.05.020(a), they will work in collaboration with the Parks & Recreation Department (Department) to identify items that would support [FUTURE]a master plans.””

Commissioner Stephens **SECONDED** the motion.

[Clerk’s Note: The motion to amend was moved and seconded; no objections to the motion to amend were stated; however, there was no final vote on the motion to amend.]

VOTE ON MAIN MOTION AS AMENDED:

YEA: Kisen, Stephens, Joanis, Graham, Bernard, LaRicca

NAY: Wisniewski

MOTION PASSED.

2. Discussion/Recommendation - Parks and Recreation Commission Meeting Calendar

No motion was made to revise the Parks & Recreation Commission meeting schedule.

G. REPORTS

1. Parks & Recreation Director - Director Best reported on the following:
 - Reviewed the Director's report as provided in the packet.
 - Researching recreation software to implement at the Kenai Recreation Center and beyond for extended access to residents
2. Commission Chair - Chair Wisniewski reported that he is in the early stages of working on a rope tow project.
3. City Council Liaison - Vice Mayor Knackstedt reported on recent actions of the City Council.

H. ADDITIONAL PUBLIC COMMENTS - None.

I. NEXT MEETING ATTENDANCE NOTIFICATION - May 2, 2024

J. COMMISSION QUESTIONS AND COMMENTS - None.

K. ADJOURNMENT

L. INFORMATIONAL ITEMS - None.

There being no further business before the Parks & Recreation Commission, the meeting was adjourned at 7:42 p.m.

I certify the above represents accurate minutes of the Parks & Recreation Commission meeting of April 4, 2024.



Meghan Thibodeau
Deputy City Clerk