

**KENAI PARKS & RECREATION COMMISSION – REGULAR MEETING**

**MAY 2, 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 May 2, 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  
Michael Bernard  
Nigel LaRicca

Sovala Kisena, Vice Chair  
Charlie Stephens

A quorum was present.

Absent:

Kyle Graham

Jennifer Joanis

Also in attendance were:

Tyler Best, Parks & Recreation Director  
Jenna Brown, Parks & Recreation Assistant Director  
Alex Douthit, City Council Member  
Shellie Saner, City Clerk

**3. Agenda Approval**

**MOTION:**

Commissioner Stephens **MOVED** to approve the agenda as presented. Commissioner LaRicca **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. April 4, 2024 Regular Meeting**

**MOTION:**

Commissioner Bernard **MOVED** to approve the April 4, 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** - Recommending Council Approve the Parks & Recreation Commission Annual Work Plan, Objective 1, Tour Parks & Trails Twice Annually.

**MOTION:**

Commissioner LaRiccia **MOVED** to recommend City Council approval of Objective #1. Commissioner Stephens **SECONDED** the motion.

City Clerk Saner clarified that the Work Plan Goals and Objectives 1-4 that were amended at the previous meeting are being brought back for final recommendation by the Commission before being forwarded to Council.

**UNANIMOUS CONSENT** was requested on the motion.

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

2. **Discussion/Recommendation** - Recommending Council Approve the Parks & Recreation Commission Annual Work Plan, Objective 2, Public Requests & Commission Recommendations.

**MOTION:**

Commissioner Stephens **MOVED** to recommend City Council approval of Objective #2. Vice Chair Kisena **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion.

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

3. **Discussion/Recommendation** - Recommending Council Approve the Parks & Recreation Commission Annual Work Plan, Objective 3, Capital Improvement Plan (CIP) Work Session Twice Annual.

**MOTION:**

Vice Chair Kisena **MOVED** to recommend City Council approval of Objective #3. Commissioner Stephens **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion.

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

4. **Discussion/Recommendation** - Recommending Council Approve the Parks & Recreation Commission Annual Work Plan, Objective 4, Development of Long-Term Goals.

**MOTION:**

Commissioner Stephens **MOVED** to recommend City Council approval of Objective #4. Commissioner Bernard **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion.

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

5. **Discussion/Recommendation** - Recommendation to Council on Enactment of Ordinance No. 3416-2024 - An Ordinance Repealing, Reenacting and Renaming Kenai Municipal Code Chapter 1.90 - Standard Procedures For Boards, Commissions and Committees, Enacting Chapter 1.95 - Standing Advisory Commissions, Repealing Chapters 11.10 - Harbor Commission, Chapter 19.05 Parks And Recreation Commission, Chapter 21.20 Airport Commission, Enacting Section 14.05.050 - Planning and Zoning Commission - Qualifications and Membership, and Approving Amendments to the Council on Aging Commission's By-Laws to Organize Streamline, and Improve the Efficiency of the City's Standing Commissions.

**MOTION:**

Commissioner LaRiccia **MOVED** to recommend City Council enactment of Ordinance No. 3416-2024.  
Vice Chair Kisenia **SECONDED** the motion.

City Clerk Saner gave a staff report as provided in the packet.

**UNANIMOUS CONSENT** was requested on the motion.

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

**G. REPORTS**

1. Parks & Recreation Director – Director Best reported on the following:
  - Status of slash site for 2024
  - Upcoming Parks & Recreation events including the Kite Festival, Clean-Up Day, and Planting Days.
2. Commission Chair – No report.
3. City Council Liaison – Council Member Douthit reported on recent actions of the City Council.

**H. ADDITIONAL PUBLIC COMMENTS – None.**

**I. NEXT MEETING ATTENDANCE NOTIFICATION – June 6, 2024**

Commissioner Stephens noted that he may be absent.

City Clerk Saner noted that a text-reminder software has been implemented to establish a quorum; asked the Commission for feedback.

**J. COMMISSION QUESTIONS AND COMMENTS**

Vice Chair Kisenia noted the success of the 10V girls hockey team; appreciates the Parks & Recreation department accommodating dry-land practices prior to state tournament.

**K. ADJOURNMENT**

**L. INFORMATIONAL ITEMS – None.**

There being no further business before the Parks & Recreation Commission, the meeting was adjourned at 6:31 p.m.

I certify the above represents accurate minutes of the Parks & Recreation Commission meeting of May 2, 2024

  
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Meghan Thibodeau  
Deputy City Clerk