

ACTION AGENDA
KENAI CITY COUNCIL – REGULAR MEETING
MAY 17, 2017 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
<http://www.kenai.city>

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. **Recognition of Volunteer Services for Shauna Thornton and Mackenzie Lindeman**
5. **Proclamation for Men’s Health Month**
6. Consent Agenda (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

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 PUBLIC COMMENTS (*Public comment limited to ten (10) minutes per speaker*)

1. **Audre Gifford, Kenaitze Indian Tribe** – Awareness for the Yinihugheltani (Youth Suicide Awareness) Program

C. UNSCHEDULED PUBLIC COMMENTS (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 2950-2017** – Accepting and Appropriating a Federal Grant from the Institute of Museum and Library Services (IMLS) Passed Through the Alaska State Library for the Purpose of Funding a 10 Week Student Internship Position at the Kenai Community Library.
2. **ENACTED UNANIMOUSLY. Ordinance No. 2951-2017** – Amending Kenai Municipal Code Title 23 – Personnel Regulations, to Clarify the Performance Evaluation Rating Categories for Consistency with the City’s Performance Evaluation Form and Practices.
3. **ENACTED UNANIMOUSLY. Ordinance No. 2952-2017** – Accepting and Appropriating Additional Funds from the Federal Aviation Administration for the Small Taxiways and Aircraft Tie-Down Rehabilitation 2015-2016 Project.

4. **ENACTED UNANIMOUSLY. Ordinance No. 2953-2017** – Accepting and Appropriating Additional Funds from the Federal Aviation Administration for the 2016 Improved Airport Drainage Project.
5. **ENACTED UNANIMOUSLY. Ordinance No. 2954-2017** – Amending Kenai Municipal Code Chapter 10.30 – Record Retention, to Update and Clarify the Form, Operations, and Procedures Regarding the Public Records Management Schedule and Record Retention Policy, and Making other Housekeeping Changes.
6. **ENACTED UNANIMOUSLY. Ordinance No. 2955-2017** – Accepting and Appropriating a Grant from the Southern Region Emergency Medical Services (EMS) Council to Provide Staff Training.
7. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 2957-2017** – Authorizing the Sale of Tract A, Dragseth Subdivision 2016 Addition, According to the Official Plat Thereof, under Plat No. 2016-22, Filed in the Kenai Recording District, Third Judicial District, State of Alaska, Including all Improvements Thereon, to PRL Logistics Inc., and Providing the Sale Proceeds to the State of Alaska for Reimbursement into Grant No. 15-DC-078 for Use by the City to Continue Enhancing Access and other Related Improvements to the South Beach.
 - **Substitute Ordinance No. 2957-2017**
8. **ENACTED UNANIMOUSLY. Ordinance No. 2956-2017** – Amending Kenai Municipal Code 13.30.080 – Operating a Vehicle in s Prohibited Area, and Associated Appendix II, to Allow for Limited Operation and Maintenance of the Existing Air Strip on a Portion of Tract B, Dragseth Subdivision 2016 Addition, According to the Official Plat Thereof, Filed Under Plat Number 2016-22, and a Portion of Government Lots 9-15 Inclusive, Section 7, Township 5 North, Range 11 West, and a Portion of the SE ¼ SE ¼ NE ¼, Section 7, Township 5 North, Range 11 West, Seward Meridian all Recorded in the Kenai Recording District, Third Judicial District, State of Alaska.
9. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2017-20** – Approving a Special Use Permit for PRL Logistics, Inc., for the Contingent Use of an Airstrip on City Owned Property Adjacent to the South Beach.
10. **ADOPTED UNANIMOUSLY. Resolution No. 2017-21** – Awarding an Agreement for Construction of Senior Center Dining Room Roof Repair and Atrium Replacement 2017.
11. **ADOPTED UNANIMOUSLY. Resolution No. 2017-22** – Repealing the City of Kenai Record Retention Schedule Adopted on July 6, 2011 by Resolution No. 2011-51 and Enacting a Public Records Management Schedule and Record Retention Policy.
12. **ADOPTED UNANIMOUSLY. Resolution No. 2017-23** – Authorizing Budget Adjustments in the Airport Fund for Costs in Excess of Budgeted Amounts.

13. **POSTPONED TO 06/07/17. Resolution No. 2017-24** – Amending Policy No. 2016-01, Procedures for Commissions, Committees and Council on Aging – To Provide Procedures for Council Involvement in Commissions, Committees and Council on Aging Meetings.

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Work Session of April 29, 2017
2. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of May 3, 2017

F. UNFINISHED BUSINESS – None.

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval – Bills to be Ratified.
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval – Liquor License Renewal for Oaken Keg #1808.
3. **INTRODUCED BY CONSENT AGENDA/PUBLIC HEARING 6/7/2017.** *Ordinance No. 2960-2017 – Amending Kenai Municipal Code 14.25.015-Landscaping/Site Plan for Land Clearing, and Kenai Municipal Code 14.25.020-Application, to Prohibit Land Clearing of More Than Twenty Percent of a Parcel Without an Approved Landscaping/Site Plan.
4. **INTRODUCED BY CONSENT AGENDA/PUBLIC HEARING 6/7/2017.** Ordinance No. 2961-2017 – Adopting the Annual Budget for the Fiscal Year Commencing July 1, 2017 and Ending June 30, 2018 and Committing \$1,000,000 of General Fund, Fund Balance for Capital Improvements.
5. **INTRODUCED BY CONSENT AGENDA/PUBLIC HEARING 6/7/2017.** *Ordinance No. 2962-2017 – Amending the Kenai Municipal Code, Title 23, “Personnel Regulations,” Chapter 23.55 Fiscal Year 2018 Operating Budget Salary Schedule.
6. **INTRODUCED BY CONSENT AGENDA/PUBLIC HEARING 6/7/2017.** *Ordinance No. 2963-2017 – Authorizing Budget Adjustments and Increasing General Fund Estimated Revenues and Appropriations for Costs in Excess of Budgeted Amounts.
7. **INTRODUCED BY CONSENT AGENDA/PUBLIC HEARING 6/7/2017.** *Ordinance No. 2964-2017 – Repealing Kenai Municipal Code Chapter 5.15-Private Detective Agencies, Removing Specific Local Regulation of Detective Agencies.
8. **MANAGER AUTHORIZED. Action/Approval** – Authorizing the City Manager to Work with the Kenai Chamber of Commerce to Create a Partnership with

the Chamber through a Memorandum of Understanding to Hold a Silver Salmon Derby.

9. **SPECIAL USE PERMIT APPROVED. Action/Approval** – Approving a Special Use Permit to Kenai Rotary for Use of the Multi-Purpose Facility for the Kenai Rotary Soap Box Derby.
10. **SPECIAL USE PERMIT AMENDED. Action/Approval** – Approving an Amended Special Use Permit for use of the Softball Green Strip to Golden Wheel Amusements for a Carnival.
11. **MIKE DUNN APPOINTED. Action/Approval** – Mayoral Nomination and Council Confirmation of Mike Dunn to the Harbor Commission.
12. **DIANE FIKES AND CHRISTINE HUTCHISON RECOMMENDED. Action/Approval** – Mayoral Nomination and Council Confirmation of Recommending Applicants to the Borough Mayor for Appointment to the Kenai Peninsula Borough Planning & Zoning Commission.
13. **CONTRACT END DATE RECOGNIZED/EMPLOYMENT RELATIONSHIP CONCLUDED. Action/Approval** – Approving an Employment Agreement between the City of Kenai and City Clerk Sandra Modigh.
[Clerk's Note: Council May Convene into Executive Session to Discuss this Agenda Item which May be a Subject that Tends to Prejudice the Reputation and Character of the City Clerk and of which the Immediate Knowledge would Clearly have an Adverse Effect Upon the Finances of the City [AS 44.62.310(C)(1)(2)]

H. COMMISSION/COMMITTEE REPORTS

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Committee
7. Mini-Grant Steering Committee

I. REPORT OF THE MAYOR

J. ADMINISTRATION REPORTS

1. City Manager
2. City Attorney
3. City Clerk

K. ADDITIONAL PUBLIC COMMENT

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*)
2. Council Comments

L. **EXECUTIVE SESSION** – See G.13.

1. Review and Discussion of the City Clerk's Evaluation; a Matter which may be a Subject that Tends to Prejudice the Reputation and Character of the City Clerk [AS 44.62.310(C)(2)].

M. **PENDING ITEMS** – None.

N. **ADJOURNMENT**

INFORMATION ITEMS

1. Purchase Orders between \$2,500 and \$15,000 for Council Review.
2. ***DONATION FOR IPAD PURCHASE APPROVED.*** Kenai Watershed Forum Donation Request.

The agenda and supporting documents are posted on the City's website at www.kenai.city. Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.