



SOLDOTNA

Economic Development + Planning

MEMORANDUM

TO: SOLDOTNA PLANNING & ZONING COMMISSION
FROM: JOHN CZARNEZKI, DIRECTOR ED+P
DATE: NOVEMBER 19, 2019
SUBJECT: CONSIDERATION OF CHANGING THE PLANNING & ZONING COMMISSION'S REGULAR MEETING SCHEDULE

On October 24 of this year, the Soldotna City Council unanimously approved Resolution 2019-050 which returned the regular meeting days and times for the Council to the second and fourth Wednesday of every month. The meeting day and time were changed back to Wednesdays due to a number of conflicts that became evident after the initial change. For your review, I have attached the Council's Resolution and the supporting memo from the City Clerk.

Due to the change in Council's schedule, it is now recommended that the Planning Commission also modify its regular meeting days back to the first Wednesday of each month. The Clerk's office has pointed out that if the Commission continues to meet on Tuesday's, one month each quarter your packet deadline and noticing deadline falls on the same day as council packet and noticing deadlines. This has happened twice to date, and it puts a heavy burden on the Clerk's office to manage the two deadlines at the same time.

To modify your schedule, a motion and affirmative vote is required. Thank you for your consideration.

Introduced By:
Date:
Action:
Vote:

Vice Mayor
October 24, 2019
Adopted
5 Yes, 0 No

CITY OF SOLDOTNA
RESOLUTION 2019-050

A RESOLUTION SETTING THE REGULAR MEETING DAYS AND TIMES FOR SOLDOTNA
CITY COUNCIL TO THE SECOND AND FOURTH WEDNESDAY OF EVERY MONTH

WHEREAS, Soldotna Municipal Code (SMC) 2.04.010 establishes that the City Council will set regular meeting days and times by resolution; and

WHEREAS, the Council may approve an annual calendar establishing meeting dates by resolution; and

WHEREAS, it is the desire of the City Council to change the regular meeting days to the second and fourth Wednesday of every month; and

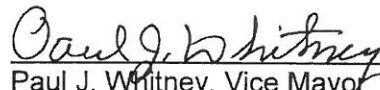
WHEREAS, the regular meeting time will remain at 6:00 p.m.;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOLDOTNA, ALASKA:

Section 1. That the Soldotna City Council will hold regular meetings on the second and fourth Wednesday of every month at 6:00 p.m.

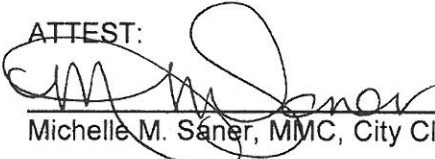
Section 2. This resolution shall become effective on January 1, 2020.

ADOPTED BY THE CITY COUNCIL THIS 24TH DAY OF OCTOBER, 2019.



Paul J. Whitney, Vice Mayor

ATTEST:



Michelle M. Sauer, MMC, City Clerk

Yes: Parker, Ruffridge, Carey, Chilson, Whitney
No: None

TO: Members of the City Council
FROM: Paul Whitney, Vice Mayor
DATE: October 24, 2019
SUBJECT: Resolution 2019-050 Setting the Regular Meeting Days and Times for Soldotna City Council to the Second and Fourth Wednesday of Every Month

In May of 2019 the City Council meetings were moved from the second and fourth Wednesday of each month to the second and fourth Thursday of each month.

The request to set the regular meetings back to Wednesday is being brought forward because the following conflicts with the new meeting dates have been identified:

- The City of Soldotna has a representative on the Kenai River Special Management Area board (KRSMA); KRSMA meets on the second Thursday during the fall, winter and spring months, creating a conflicting schedule for the City representative on this board.
- The Kenai Peninsula Borough (KPB) Planning Commission (commissions) meetings are regularly scheduled for the second and fourth Monday of each month. Certain items taken action on by the commission may be vetoed by the City Council within thirty days of the commission's actions. The end of the thirty day deadline falls on a Wednesday, when council meetings were on a Wednesday the Council had two opportunities to address items from the KPB commission; however, meeting on Thursdays only allows for one opportunity and it is a very restrictive timeline to get all of the info from KPB and into a Council packet.
- In the event that a second November meeting is needed the fourth Thursday of the month is always Thanksgiving.

Your consideration is appreciated.