

Kenai Peninsula Borough

Planning Department

MEMORANDUM

TO: Peter Ribbens, Assembly President
Members, KPB Assembly

THRU: Peter A. Micciche, Mayor *PM*

FROM: Robert Ruffner, Planning Director *RR*

DATE: February 13, 2025

RE: Ordinance 2025-04, Amending the Resilience and Security Commission Enabling Ordinance (Mayor)

Ordinance 2020-25 established the Resilience and Security Advisory Commission (RSAC) for the Kenai Peninsula Borough (KPB). Since its inception in 2020, the RSAC has operated with monthly meetings, three subcommittees, and no major expenditures. At this juncture, the purpose and utility of the RSAC will be enhanced by amending Ordinance 2020-25 to provide for coordination with and through the Mayor's Office rather than the Planning Department to allow for broader collaboration on areawide issues that often cross multiple departments' mission and scope.

Accordingly, the Ordinance amends Ordinance 2020-25 to allow the RSAC to work in collaboration with and advise the administration in order to fulfill its originally-stated purpose of "developing sustainability solutions for the [KPB] to promote the economic security, safety, self-reliance, and wellbeing of its inhabitants, while maintaining the ability of future generations to do the same." Additionally, the Ordinance specifies that the RSAC will coordinate with the KPB Clerk and the Mayor's Office to create agendas, publicize meetings, and post minutes. The Ordinance also provides for RSAC meetings to be held at least once quarterly and up to once per month and for up to two work sessions annually upon prior approval from the administration. Current RSAC members expressed the desire to have more flexibility for bringing new members onboard, so the Ordinance removes the geographic regional requirement from Ordinance 2020-25; however, it is recommended that the Mayor and the Assembly consider balanced geographic representation when evaluating prospective RSAC members.

Finally, the Ordinance amends Ordinance 2020-25 to remove terms limits to be consistent with other advisory bodies, to define a quorum for the purposes of RSAC meetings, to stipulate that RSAC meetings will be conducted in accordance with Robert's Rules of Order, and that RSAC meetings are subject to the Alaska Open Meetings Act.

Your consideration is appreciated.