

Kenai Peninsula Borough
Planning Commissioner
&
Service Area Board Member
&
Advisory Planning Commissioner
Training Session

February 16, 2023

Agenda

- | | |
|-------------|--|
| 5:30 | Welcome and introductions – Robert |
| 5:30 – 5:35 | Noticing a Meeting & Meeting Management – Michele |
| 5:35 – 6:30 | <u>Session I</u>
Open Meetings Act – Sean (20 min)
Resignations & Filling a Vacancy – Michele (10 min)
Conflicts of Interest – Walker (20 min)
Q & A – as time allows |
| 6:30 – 6:35 | Break – for service areas boards that don't handle quasi-judicial matters this can be the end of the training |
| 6:35 – 7:15 | <u>Session II –PC/APC specific– Quasi-Judicial Hearings</u>
Planning Commission process, procedure, lessons learned – Robert (10 min)
Bias and Impartiality – Samantha (10 min)
Ex-parte communications – Robert (10 min)
Decision best practices – Walker (10 min)
Q & A – as time allows |

Presented by: Robert Ruffner, Planning Director; Michele Turner, Acting Borough Clerk; Samantha Lopez, River Center Manager; A. Walker Steinhage, Deputy Borough Attorney; Sean Kelley, Borough Attorney