



**Kenai City Council - Work Session -
Council Candidate Interviews**

December 02, 2020 – 4:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

Telephonic/Virtual Information Below

Agenda

A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

B. INTRODUCTION

- [1.](#) Introductory Memo from City Clerk.

C. DISCUSSION ITEMS

- [1.](#) Timothy Navarre
- [2.](#) Matt Brown
- [3.](#) Michael Boyle
- [4.](#) Dave Peck
- [5.](#) Victoria Askin
- [6.](#) Shelby Oden
- [7.](#) Sovala Kisena
- [8.](#) Brad Brown
- [9.](#) Alex Douthit

D. PUBLIC COMMENT

(limited to 3 minutes per speaker; 20 minutes aggregated)

E. ADJOURNMENT

Join Zoom Meeting

<https://us02web.zoom.us/j/86739748798>

Meeting ID: 867 3974 8798 **Passcode:** 785923

OR Dial In: (253) 215-8782 or (669) 900-6833

Meeting ID: 867 3974 8798 **Passcode:** 785923



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Mayor Gabriel and Kenai City Council

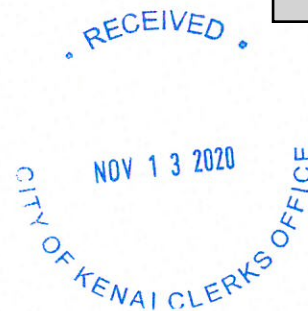
FROM: Jamie Heinz, City Clerk

DATE: November 25, 2020

SUBJECT: **Applicants for Appointment to City Council**

Upon solicitation for applications for the vacant City Council seat, the Clerk's Office received nine applications. I have confirmed that all applicants are qualified to serve as a City Council member according to Kenai Charter and Kenai Municipal Code. The names were drawn at random to be placed on the work session agenda.

Timothy J. Navarre
Post Office Box 92
Kenai, Alaska 99611
(907) 394-2303 timnavarre@gmail.com



*Mayor Gabriel & City Council;
City of Kenai
210 Fidalgo Ave.
Kenai, Alaska 99611*

Dear Mayor and council;

I am submitting this letter of interest and resume to you for consideration to fill the open City council seat. As you can see by my resume, I have been highly involved in both business and public service for quite some time.

One of the biggest projects that the city has been working on for many years is the Bluff Erosion Stabilization project. When completed. This project will help ensure the historic preservation of Kenai and also improve our long term economic viability. I'm proud of the part I've played in moving the project forward, and I am excited to see it become a reality.

Both my public and government service has taught me to understand the needs of all parties and I will always act in a way that would protect the City of Kenai and its residents

After you have had the opportunity to review the attached resume, I would appreciate the chance to meet with you to discuss in detail how my background and expertise can serve the residents of the City of Kenai.

I may be contacted at the number and e-mail address noted above, and look forward to answering any questions you may have.

Sincerely,

Timothy J Navarre

Timothy J. Navarre
P.O. Box 92
Kenai, Alaska 99611
(907) 394-2303 timnavarre@gmail.com

Summary of Qualifications: *Energetic and high impact individual with a solid history of accomplishment in both private industry and public service. A motivated leader with strong leadership and organizational skills and abilities. A record of accomplishment in securing passage of legislation, obtaining funding, permitting, and advocating for State and Local governments. Expertise in areas of budgeting, conflict resolution, administration and public speaking.*

Experience:

Zan Inc., May 1994 to Present – Vice President / Director of Development

- *Oversee Management of Arby's Restaurants (6) and other real estate holdings*
- *Negotiation of Contracts and Leases for Corporation*
- *Responsible for New Properties and Leases for Corporation*
- *Directs Remodeling of Facilities*
- *Director of Property Development*
- *Responsible for Evaluating Property Acquisitions*
- *Direct handling of Property Lease Negotiation*
- *Directs Maintenance of Properties and Buildings Management*

Kenai Peninsula Borough School District, October 2009 to October 2018 – Board Member

- *Oversee sustained and reliable educational funding for KPBSD students*
- *Work on control of Health Care costs for Kenai Peninsula Borough schools*
- *Provide funding and understand importance of Early Learning Programs*
- *Provide for the Safety of all Teachers and Students in KPBSD (ALICE)*

AGDC/ASAP Community Advisory Council, May 2012 to Present -- Chair

- *Hold monthly meetings around the state, assessing opportunities for Gas for Alaskans*
- *Meeting with Various Communities to review impact of gas line*

Kenai Peninsula Borough Mayor's Office, November 2005 to October 2008- Chief of Staff

- *Provide Leadership to all administrative and technical employees of Borough Staff*
- *Oversee the development of annual budget for Kenai Peninsula Borough*
- *Negotiate with Tesoro Corporation to establish valuation methodology*
- *Negotiate on behalf of Borough to fix formula used to arrive at taxes paid to Borough*
- *Responsible for overseeing Capital and Expense Projects for Borough*

City of Kenai, Alaska, October 2011 to October 2020 – Kenai City Council Member

- *Helped development and approved annual budget for the city.*
- *Served on difference city committee and commissions.*

Kenai Peninsula Borough, October 1993 to October 2002 – President, Assembly Member

- *Beluga Whale Study – Federal legislation to assess environmental impact to Cook Inlet and the relationship to oil development*

McWill Corporation, 1973-1975, Welder Helper

H. C. Price, North Slope Operations, 1975-1976, Journeyman Position

Special Projects/Volunteer Experience: 2005 - 2015

- *Challenger Learning Center- Cold Water Survival Egress Training (CSET) – Diver and Overhead Crane Operator*
- *Chief Examiner for Crane Certification on North Slope – Conducted Training & Testing*
- *Coordinate with Borough Assessor to conduct site visits and hear cases from various companies and individuals to fix formula used to arrive at taxes paid to Borough*
- *Worked with Shell Oil Company to have “Cold Water Survival Training” equipment contributed and installed at Kenai Central High School*
- *Fraternal Order of Eagles – Aerie & State President, Member since 1975*
- *Knights of Columbus – Council President, State Representative*

Education:

- *Kenai Central High School, Kenai, Alaska – Academic Course of Study 1969 – 1973*
- *Training in Various Coursework in Industry and Government in areas of Management, Organizing, Finance, Strategic Planning, and Real Estate Development*

References: Available Upon Request

I am interested in being considered for the empty position on the Kenai City Council. I am a lifelong Kenai resident of 39 years. I have been a small business owner since I was 10 years old when I started a lawn mowing business and Pat Porter was one of my first customers. I have been involved in the community since a young age and in recent years, have become heavily involved as my resume will speak to. I have 2 children ages 7 and 10 that I hope will also stay in the community after graduating high school. We have an amazing community and I want to be involved at a higher level, eventually working my way up to mayor (Would've ran last time, but I didn't want to beat my old hockey coach...hahaha). I have big dreams for Kenai and keeping the youth here to stay is a top priority. I take pride in being from Kenai, as anyone should. I was born a Kenai resident, and will die one as well. Thank you for the consideration.

Matt Brown

907-398-3185

Matt@ak-49.com



MATT BROWN

1600 Woodside Ave · 1-907-398-3185

matt@ak-49.com

I would like to pursue the opportunity to become a Kenai City Council member.

EXPERIENCE

5-1-2004 – PRESENT

OPS / TRAINER, MARATHON PETROLEUM

Over the last 16 years at Tesoro/Andeavor/Marathon Petroleum I have held many jobs as a result of promotions. These have included Shift-breaker, Outside operator, Board Operator, Operations Trainer and fill in Superintendent.

This job has taught me many valuable life lessons as well as what it takes to make a gallon of gasoline and stay profitable during economic down turns and pandemics. I believe this job will bring a great deal of experience and knowledge to the City Council as an inside source of what is going on in the industry.

5-1-2004 – PRESENT

SMALL BUSINESS OWNER, AK-49 CLOTHING

I have been a local business owner since 2004. I believe this would help relate to issues people in the community have about supporting local business and why it is vital to our economy.

5-1-2003 – 10-1-2003

OPS INTERN, BP OF ALASKA

My internship was held at Milne Point. I believe this experience would help relate to the many struggles facing the North Slope and the decisions being made for both the environment and oil producers.

5-1-2000 – 11-1-2002

SALMON PROJECTS, ADF&G

While working for ADF&G, I held various positions as a field tech. These included working both for the commercial and sport sides of ADF&G. I believe this experience would be very valuable when talking with both sides of community members. This has and always will be a very passionate discussion between sides.

EDUCATION

1995 - 1999

KCHS, HIGH SCHOOL

Graduate of Kenai high school 1999.

MAY 2003

PROCES TECH, KPC

Graduate at KPC with Process Tech Degree. Also took many other classes relating to criminal justice with a career as an Alaska State Trooper as my back up plan.

SKILLS

- Public Speaking
- Organizing Events
- Small Business owner.
- Experience in emergency response plans.

ACTIVITIES

- Volunteer at peninsula high schools doing "Career Cafes".
- Judge and volunteer at high school Industrial Arts competitions.
- Volunteer of the year 2019 Junior Achievement for all of Alaska award recipient.
- Kenai Chamber of Commerce & Visitor Center "Service to Youth" Award winner 2019.
- Organize and run the kids sno-x (snowmachine) racing series.
- Organize and run the Snowmachine Drag races at Arness Lake.
- Organize and run "Kenai Kids Need Christmas". Local toy drive dedicated to helping families in need at Christmas.
- Organize and Run "Operation Children First". Local Nonprofit dedicated to helping children year long dealing with financial hardships.
- Work with "Students in Transition" to ensure all students possible are getting as much help as needed.

1516 Stellar Drive
Kenai, Alaska 99611
November 24, 2020

Jamie Heinz, City Clerk
City of Kenai
210 Fidalgo Avenue
Kenai, Alaska 99611



Dear Clerk Heinz,

The intent of this letter is to express my interest in serving out the remainder of the recently vacated Council Member term.

Clearly, I am no stranger to this governing body and its function to the City and could seamlessly move into the position bringing the experience and background to fill the position. I approach this knowing that I am available to fulfill the requirements, meetings and other functions necessary. I have no issues that I bring to the Council, but rather a desire to make this process of filling the position easy and to bring a cooperative and representative view to the Council.

You, members of the staff, and Council Members should feel free to contact me.

I will look forward to hearing from you relative to the next step in this process.

Thank you.

Michael F. Boyle

Michael Francis Boyle

1516 Stellar Drive, Kenai, Alaska 99611

mboyle@alaskan.com

(907) 252-9208

Master of Education, Cambridge College, Cambridge, Massachusetts

Bachelor of Science, Industrial Arts Education: Construction, Saint Cloud State University, Saint Cloud, Minnesota

HS Diploma, Campion Jesuit High School, Prairie du Chien, Wisconsin

CHST Certificate (Construction Health and Safety Technician), University of Washington, Department of Occupational and Health Sciences

Certificate, West Coast Dealer School, Las Vegas, NV. Comprehensive Poker Dealer Program

EDUCATION WORK EXPERIENCE

Wildwood Correctional Complex, Kenai, AK. **Education Coordinator**. Responsible for all duties associated with the delivery of educational programs within the three facilities including libraries, computer rooms, GED and other responsibilities as assigned.

Kenai Peninsula Borough School District. Vocational Education Teacher, 26 years. Kenai Central High School, Nikiski Jr/Sr High School and E.L. Bartlett School in Tyonek. Subjects include: Wood Working, Carpentry, Drafting, Small Engines, English, Speech and Health. Other positions: VICA (Vocational Industrial Clubs of America) Advisor, Vocational Department Chair, CloseUp Advisor, Athletic Coach-Wrestling, Cross Country, CC Skiing, Track

Bristol Bay Borough Schools, Naknek, Alaska. All vocational subjects.

Alaska Vocational Industrial Clubs of America. Past State VICA Director. Alaska State **Outstanding Adviser**. Nikiski H. S. Advisor. Student accomplishments include awards at State and National level in the areas of leadership and skills and numerous scholarships.

Committees-KPBSD Health Committee, KPEA Contract Negotiation Team Member, Nikiski High School Wellness Committee (Creator and Co-Chair), District School to Careers Advisory Committee

Alaska Construction Academy, NCCER-Instructor

Nominee- Disney Teacher of the Year

Judge-National Peace Essay Contest, BP Teachers of Excellence

MILITARY SERVICE

Head Battery Clerk, Sp/4, Headquarters Battery, 5th Missile Battalion, Fort Sill, OK. **Supply Clerk**, Repair and Utility, Brigade Boxing Champion, Battalion Boxing Coach. **Awards**: Good Conduct Medal, Brigade Certificate of Achievement, Battalion Commendation

CURRENT WORK EXPERIENCE

POKER DEALER-2018 to now

World Series of Poker Las Vegas, NV. **MGM** nationwide circuit events. **WSOP** nationwide circuit events.

PUBLIC SERVICE - COMMUNITY SERVICE

Kenai City Council, Member-12 years, Past Vice-Mayor, Liaison to several City commissions

Little League Baseball Coach, Boys and Girls Club Coach

Campaign Volunteer - several campaigns for local, state and U.S. offices

BACKGROUND

Experience includes but is not limited to the following:

Maintaining the daily operation of the facility's computer room, library and other Education Department functions within a correctional facility

Development and implementation of Workforce Development programs

Organization-Created and administered programs within educational and political areas

Presenting-Presentation of educational, legislative and other materials to students and public

Safety-Implementation and development of safety programs and safety culture

Project-Construction, Mass Production and Cabinet Making through planning, organization and completion

Legislative-Have written and presented legislation, worked in and run political campaigns and familiar with the workings of the political process at most levels. Established in some political areas. Experienced working with Legislators, Managers and Attorneys to accomplish goals

Skills include but are not limited to:

Personal Communication-Ability to make a point to people of many and varying backgrounds and points of view

Writing and Public Speaking, Construction background

Scheduling the daily and monthly functions of a department within a larger organization

Characteristics and personal abilities:

Enthusiastic, hardworking, loyal, honest, friendly, energetic, thoughtful, creative thinker, able and willing to improvise, instinctively safety minded, attentive to detail, strong sense of fair play.

COURSEWORK, CERTIFICATIONS AND MEMBERSHIPS

(past and current)

Type A Teaching Certificate – State of Alaska

Board Certified Construction Health and Safety Technologist (Board of Certified Safety Professionals) BCSP #C3943

OSHA Training OSHA 510 & 500 Standards for the Construction Industry and Construction:

Train the Trainer-Authorized to teach the 10 and 30 hour OSHA voluntary compliance courses,

OSHA 521 Guide to Industrial Hygiene, OSHA 2264 Permit Required Confined Space, OSHA

3015 Excavation Trenching and Soil Mechanics, OSHA 3115 Fall Protection

American Heart Association Basic life Support Instructor

CITS 24 hour Hazwoper, 16 hour Petrochemical Health and Safety

Food Worker Card, TAPS Card – State of Alaska

Briggs and Stratton-Factory Service School, Beginning and Advanced Engine Technology

Member-ASSE(American Society of Safety Engineers)

Flagger Card, Emergency Medical Technician III (State of Alaska, National Registry), Firefighter I (Alaska), NCCER Instructor

OTHER WORK EXPERIENCES

Saint Cloud State Student Employment Service Director, JTPA Employment Project Supervisor, Restaurant Server, Painting Contractor, Home repair and remodeling, The Home Depot Sales Associate, Cook Inlet Commercial Fishing, Emergency Medical Technician III and Firefighter I, North Slope experience, Arctic Valley Ski Patrol, Carpenter, Certified Referee

From: [Dave Peck](#)
To: [Jamie Heinz](#)
Subject: Kenai City Council Cover Letter/application
Date: Wednesday, November 25, 2020 11:45:22 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

To: Kenai City Council & Clerk
Re: Application for vacant City Council position

Dear Honorable Councilors & Clerk

With this letter & brief resume I would like to submit an application for the present vacant Kenai City Counselor position. I am interested in the position because I believe we (residents) need to become more active in local government. So much emphasis is placed on national government these days but I think the most important, yet neglected, government participation is often local. I am guilty of this myself! So when I heard about the vacancy I thought I would apply.

My wife (Virginia Reynolds) and I moved to Kenai September 2018 from Florence, Oregon. We rented an apartment in Old Town for about a year then purchased our present home on Sycamore Street. I am 69 years old & retired, primarily from a 25 year career in criminal justice served in the states of Washington, Nevada & California. Prior to residing in Oregon we did live in Ketchikan & Petersburg in South East Alaska for about six years where I was employed by Alaska Airlines as a station/cargo agent.

I'm still learning about Kenai, the peninsula and issues of local importance to residents. I have volunteered as a precinct leader on the District 30 Republican Committee & currently serve in that capacity here in Kenai.

Thank you for considering me for this Kenai City Councilor appointment.

Sincerely,

Dave Peck
705 Sycamore Street
Kenai, Alaska 99611
907-953-3248
DLP1951@gmail.com

From: [Dave Peck](#)
To: [Jamie Heinz](#)
Subject: Kenai City Council application/resume
Date: Wednesday, November 25, 2020 11:46:38 AM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

RESUME

David L. Peck
705 Sycamore Street
Kenai, Alaska 99611
907-953-3248
DLP1951@gmail.com

Work History:

1. Seasonal Wild land Firefighter US Forest Service
Several Forests in California & Washington. Hot shot & water tanker crews. 1973 to 1975
2. Correctional Officer/Emergency Dispatcher
Okanogan County Sheriff's Department
Okanogan, Washington
1976 to 1983
3. Community Corrections Officer (Parole & Probation Officer)
Washington State Department of Corrections
Vancouver, Washington
1983 to 1988
4. Parole & Probation Officer (Department of Public Safety Officer II)
Nevada Department of Public Safety, Division of Parole & Probation
Reno, Nevada.
1988 to 2005 (Retired)
5. Deputy Probation Officer
Del Norte County Probation
Crescent City, California
2005 to 2006
6. Alaska Airlines Ramp/Station Agent/Cargo Call center
Ketchikan, Petersburg, Alaska and Kent, Washington
2009 to 2013
7. BiMart Store Clerk/Customer Service
Florence, Oregon
2017-2018

During my work career I have been involved in public service, day to day operations involved in jail operation, emergency services, criminal justice (including presenting probation violation cases in Court & before Parole Boards). Making arrests, searches and writing case reports. I also completed pre-sentence investigations for the courts prior to sentencing & pre-trial release investigations.

While working for Alaska Airlines, and my other positions, there was a lot of customer service. Cargo duties

included heavy forklift operations loading full sized commercialJet aircraft. I was also certified to handle hazardous materials. While working for Alaska Airlines I learned a lot about the commercial fishing industryIncluding cold chain requirements. We loaded thousands of pounds of fish.

Education:

BA degree in Sociology 1975
Humboldt State University
Arcata, California

PO Box 178
Kenai AK 99611
907.398.1308 (C)
907.283.39672 (H)



20 November 2020

City of Kenai City Council
210 Fidalgo Street
Kenai AK 99611

Re: City of Kenai Council Vacancy

Dear Mayor Gabriel and Kenai Council:

I am writing to submit my application for consideration to fill the Kenai Council seat recently vacated by Councilman Peterkin.

During my 35 years as a resident of the City of Kenai I feel I can bring a different perspective to the Council, having had work experience in both non-profit and for profit businesses. This has given me the unique position of seeing both sides, understanding the needs of each and the challenge of finding balance between them.

During the seven years I served on the Harbor Commission, I brought knowledge gained from working for an oil spill response organization that served to protect the waters of the Cook Inlet and Kenai's rivers. That experience was also utilized while serving on the KPB Local Emergency Planning Committee and presently on the Cook Inlet Harbor Safety Committee.

In 2015 I moved to the Planning and Zoning Commission and have strived to provide a fair hand in voting the issues brought to the Planning and Zoning Commission. I have learned a lot on the Commission and would welcome the opportunity to broaden my horizons and serve on the Kenai City Council.

I look forward to meeting with all of you. Thank you for your consideration.

Respectfully,


Victoria Askin

PO Box 178, Kenai, AK 99611
 (907) 283-3972 (home)
 (907) 398-1308 (cell)
 ectt@ptialaska.net

Victoria Askin

Qualifications

- Monitoring equipment, taking readings, observing anomalies in equipment and operating systems.
- Proficient in reading and interpreting P&IDs, Standard Operating Procedures, training manuals, etc.
- Working knowledge of mechanical and electrical drawings and interpret technical specifications.
- Excellent work ethic commensurate with Good Manufacturing Practices (GMPs)
- Extensive working knowledge and understanding of oil related state and federal regulations standards and requirements.
- Proven effective team leader or member as required. Good working relationships with federal and state agencies representatives.
- Proficient computer operation with high aptitude in database development and management including Microsoft Office, Enertia, Excel, Filemaker Pro, ADIOS, Cameo, Tides and Currents, Response software, MIMS, KMS, COGZ, Access.
- Responsible fiscal management with seven years supervisory experience.
- Strong coordination and organizational skills. Type speed 150 wpm.

Education

2018 Graduate - Process Technology Program at Kenai Peninsula College with 3.4 GPA. Have also taken courses in computer networking, human resources, oil spill technologies (volume estimation, infrared sensing, equipment efficiencies, etc.), supervision skills, paralegal studies.

Memberships

- 2019 – Present: Member of Cook Inlet Harbor Safety Commission
- 2015 – Present: Planning and Zoning Commission, City of Kenai
- 2008 – 2015: Harbor Commission, City of Kenai
- Past member of Local Emergency Planning Committee, Kenai Peninsula Borough for 11 years, representing CISPRI for seven years and Marathon Oil Company for four years..

Experience

2018 – Present

Hilcorp Alaska LLC

I & E Technician/EAM Tech

- Gather gas samples; conduct dewpoint tests; check/changeout orifice plates as needed.
- Assist with calibrations as required by AOGCC and BLM regulations.
- Run gas analysis, send to interested parties and file for future reference.
- Complete month end reports of volumes of oil and gas in Cook Inlet and Kenai Gas Field for internal accounting and regulatory reports.
- Calibrate gauges as required for field testing and recertifying as needed.
- Work in EAM WO Program, assisting others in Cook Inlet and Kenai assets; as well as generate/modify/close work orders as required for metering.
- Backup Field Operations Assistant and Shipping/Receiving positions in both Cook Inlet and Kenai Gas Field as requested.

Victoria Askin
 PO Box 178, Kenai, AK 99611
 (907) 283-3972 (home)
 ectt@ptialaska.net

2012 – 2018

Hilcorp Alaska LLC

Field Operations Assistant, Surplus Sales

- Work with Materials and Inventory Manager to track drilling and oil production equipment returned to storage facility, tracking condition and when appropriate, obtaining approval and preparing for surplus auction. Upon sale of surplus materials, arrange shipping and payment by buyers.
- Serve on Emergency Response Team for oil spills, well versed in all ICS roles.
- As requested, prepare purchase orders, make purchases, etc. Troubleshoot and resolve problems with vendors and invoicing, ensuring good working relations with vendors.
- Pursued training in Gas Scheduling, learned how to make nominations, monitor pressures, ensure consistent delivery to customers; work with the field.

2008 – 2012

Marathon Oil Corporation

Senior Administrative Assistant – Facilities

- Administrate COGZ Preventative Maintenance Program in completion of preventative maintenance work orders, scheduled work orders, run reports of work order status for each area and individual assigned.
- Administered KMS Management of Change Program. Assigned tasks and completion of the MOC process.
- Member of Emergency Response Team, serving as Situation Unit leader and Planning Section Chief.
- Coordinate inspection and repair of PSVs field-wide, utilizing independent vendor.
- Record Retention Coordination – classify, file and send documents to the Technical Information Center per standards set by Records Retention Department.
- Enter and manage documents in Document Portal for reference by employees as needed. Management included revision, uploading, etc. per employee request.
- Participate on Tier I Audit Team annually.

1990 – 2008

Cook Inlet Spill Prevention & Response, Inc.,

Planning/Training/Development Coordinator

Nikiski, AK

- Manage \$300,000+ annual budget for training and safety including price comparisons, approval of purchases, coding invoices for payment, etc.
- Coordinate training needs for employees and member companies: bid proposals, contract negotiations, etc. Ensure compliance with OSHA training required regulations.
- Ensure member company compliance with federal and state oil pollution regulations; write scenarios and plan drills required annually for smaller oil companies in Cook Inlet. Participated in Environmental and Planning Sections identifying and completing permits required for Dispersant, In-Situ Burning, Decanting and Waste.
- Identification of wildlife affected in oil spill response and subsequent Wildlife Hazing, Capture and Rehabilitation permits, etc. .
- Coordinate design, technical writing, completion and distribution of CISPRI Technical Manual to meet state (ADEC) and federal (USCG) regulations. Utilized as a “backup” document for SPCC plans to address information common for all oil companies.

Victoria Askin
PO Box 178, Kenai, AK 99611
(907) 283-3972 (home)
ectt@ptialaska.net

- Supervision of Staff Assistant and Health and Safety positions. All aspects of Human resources administration.
- Maintain computerized OSHA 300 log and annual posting. Administer random drug and alcohol testing program. Identify, propose and institute procedures and policies related to safety, training, PPE, etc. in concert with Safety Officer.
- Administer Computer Network System for 25 computers with servers.

References

J. Pete Iverson, Production Foreman, Hilcorp Alaska LLC, Kenai Gas Field, Kenai, AK
907.283.1325

Wayne Johnson, Production Foreman, Retired, Hilcorp Alaska LLC, Grayling Platform,
Nikiski AK 907.252.4920

John Waski, Production Foreman, Hilcorp Alaska LLC, King Salmon Platform, Nikiski
AK 907.776.6690

Stan Golis, Operations Manager, Hilcorp Alaska LLC, Cook Inlet Operations, Nikiski,
AK 907.777.8356

Shelby Oden

1116 Larch Ave. Kenai AK, 99611
(907)347-5564
shelbytoden@outlook.com



12th November 2020

City of Kenai, Alaska – City Clerk and City Council
210 Fidalgo Avenue
Kenai, AK 99611

Dear City Council Members,

I am writing to express my interest in the vacant city council seat. I have been a city resident for nearing five years. My husband and I moved down here from North Pole for the warmer weather and ample outdoor activities the area has to offer. My love for the community has and is only growing the more time I spend here raising a family and running a business. I am invested in this City, and hope to further contribute by serving as a city council member.

In my time at the University of Alaska, Fairbanks I have received a well-rounded education that includes studies in economics, policy, ethics, and of course, business management. The analytical thinking skills I have developed and matured throughout my coursework will be invaluable when evaluating policies to benefit the constituents.

In addition to my education and business experience, I look forward to sharing my unique perspective as a young business owner and mother to the city council. This year has been a challenge for businesses and families because of the pandemic. I can understand the position business owners are in and the choices they are having to make because I am doing it for my retail shop. I also understand the needs of so many in our community with families because I am raising two young children. I frequent the baseball fields, the library, the parks, the beach and so many other City amenities with my family on a regular basis.

I await the opportunity to discuss the vacant city council seat. With my education, business experience, and community involvement I would bring a valuable and necessary perspective to the city council. Please feel free to contact me at 907-347-5564 or at shelbytperkins@outlook.com. Thank you for considering my resume. I look forward to hearing from you.

Kind Regards,

Shelby Oden

Shelby Oden

1116 Larch Ave. Kenai AK, 99611

(907)347-5564

shelbytoden@outlook.com

Professional Profile

Small business owner and community member seeking city council seat.

- Skilled in all aspects of business management developed through entrepreneurship and education
- Knowledge of community and city services attained through involvement and relationships
- Passionate about community involvement and development shown through business ownership, Chamber membership and volunteer work

Educational Background

University of Alaska, Fairbanks

Graduating May 2021

Bachelor of Business Administration

Relevant Courses: Communication, Ethics, Organizational Theory/Behavior, Continuity and Crisis Management

Related Experience

Little Alaskan Children`s Store Kenai, Alaska

August 2019 – Present

Owner

- Manage books, budgets and spending to grow a business from scratch to profitable in one year despite a pandemic.
- Allocating resources to gain maximum financial benefit
- Develop relationships with vendors, customers, local businesses and non-profits to benefit the community

Briar & Boone Handmade Kenai, Alaska

2018 - Present

Owner

- Source vendors based on quality and budget requirements
- Price by analyzing material costs, equipment utilized and labor requirements
- Manage logistics of employees, raw materials and workload to meet deadlines

Leadership and Involvement

Kenai New Life

2016-Present

Member, Children`s Ministry Leader

City of Kenai Chamber of Commerce

2019-Present

Member

North Star Volunteer Fire Department

2010-2014

Cadet Program Captain, Volunteer Firefighter

Sovala Kisen

sovala@gmail.com ❖ (907) 953-0225 ❖ Kenai, AK



Official Letter of Interest
to Serve on the Kenai City Council

11/24/2020

Kenai City Council:

It's my understanding that the Kenai City Council currently has a vacancy that would serve until the next municipal election. As a lifelong resident of Kenai, I am eager to serve the community that I call home. I ask that you please consider this my official letter of interest in serving on the Kenai City Council.

I understand that to be considered I must be a voter of the City of Kenai, be at least 21 years of age, and reside within the Kenai city limits. I can affirm each of these requirements.

My qualifications for the position are included in my resume and references can be provided upon request.

Sincerely,

Sovala Kisen
1405 Julie Anna Drive
Kenai, AK 99611

Sovala Kisena

sovala@gmail.com ❖ (907) 953-0225 ❖ Kenai, AK

WORK EXPERIENCE

Kenai Peninsula Borough

Oct. 2018 – Present

Claims Manager

Soldotna, AK

- Administer a comprehensive self-insurance program including general, professional, and auto liability policies as well as property, worker's compensation and other coverages as necessary.
- Oversee a multimillion-dollar budget, assuring good stewardship and use of public funds while improving Risk Management's ability to provide core services to the Borough and District.
- Responsible for end-to-end project management of the Borough and District's first large-scale EHS software implementation including business processes integration, hierarchical modeling, workflow design and asset management.
- Provide risk mitigation strategies to Borough and District administrations with the objective of mitigating and preventing exposures to internal and external losses or claims.

Kenai Peninsula Borough

Oct. 2017 – Oct. 2018

Administrative Assistant

Soldotna, AK

- Overhauled the KP&SD's incident investigation process including identifying and correcting gaps as well as creating procedures, forms, and the risk matrix currently used to identify exposures.
- Created an incident database capable of capturing relevant incident data to provide statistical information for trend analysis and risk mitigation; this database led to an 80% reduction to OSHA 300 log reporting times.
- Received and initiated insurance claims and provided administrative support duties for the Claims Manager, Safety Manager and Environmental Compliance Manager.

MagTec Alaska

Aug. 2013 – Sept. 2017

HSE Manager

Nikiski, AK

- Created the company's safety program from the ground up including the development of all HSE policies, procedures, and training for the benefit of employees and to meet our client's rigorous requirements.
- Ensured regulatory compliance and formed a strong working relationship with state agencies which contributed to the company's 66% reduction in Total Recordable Incident Rate (TRIR) during my time as HSE Manager.
- Provided direction on all HSE decisions which bore critical importance to MagTec's overall objectives, operations, and profitability.

RELEVANT EXPERIENCE

AMLJIA Municipal Advisory Committee

May 2019 – Present

KPB Risk Management Committee

October 2018 – Present

Committee Chair

City of Kenai Parks & Recreation Commission

Feb. 2018 – Present

Commissioner

Kenai Softball Association Board

Mar. 2015 – Sept. 2019

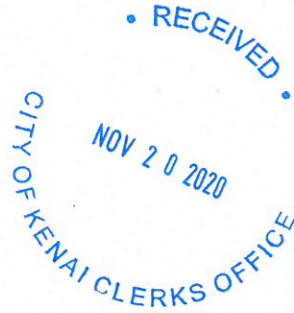
Commissioner & Treasurer

SKILLS & INTERESTS

- **Skills:** Strategic planning; business processes integration; Windows & OS X; Office & iWork; training; ergonomics
- **Interests:** Woodworking; horticulture; website development; puzzles; sustainability; politics; gaming; Photoshop

To: Kenai City Council

C/O: Jamie Heinz
City Clerk
210 Fidalgo Avenue
Kenai, AK 99611



RE: Letter of interest – City Council Seat Vacancy

To the Members of the Kenai City Council,

My name is Brad Brown, and I am writing you today to express my interest in filling the vacant seat on the Kenai City Council. I am a lifelong Kenai resident, having grown up attending Kenai public schools, and returning after college to begin my career and raise a family.

My history is quite typical for a resident of the Kenai Peninsula. My first job as a teenager was in our famous Kenai River fishery, which employed me for 7 years. After completing my bachelor's degree in business management at Northwest University, I returned to Alaska and began classes at Kenai Peninsula College to obtain a Process Technology degree. During and since that time I have been employed locally in the oil & gas industry – namely at Marathon Petroleum's Kenai Refinery, currently in the capacity of Advanced Training Specialist.

World travels and attending university out of state allowed me the perspective to understand how special of a place the Kenai Peninsula is, and ultimately lead me back to Kenai in appreciation of the many unique features and experiences it affords. With the recent birth of our first child I look forward to ensuring that she has the same resources and opportunities available to her.

While I do not have an extensive resume of local government involvement, I do believe I can be useful to the Kenai City Council and citizens of Kenai as a champion for the place that has given so much to me. I believe representative government should be made up of a diverse and ever-changing collection of individuals from the community in which they serve. Being a life-long, working class, City of Kenai resident I believe I am able to express the views and opinions of its average resident. By maintaining an open mind and flexibility to work with all parties, it would be my pleasure to serve the residents of Kenai in this capacity.

I look forward to the opportunity to meet in person and am happy to answer any questions you may have about myself or experience in the meantime.

Sincerely,

Brad Brown



Brad Brown

Resident Address: 306 Baker Street, Kenai
 Mailing Address: 306 Baker Street, Kenai
 Email Address: BradBrownRE@gmail.com
 Contact Phone: (907)-690-4663
 Occupation: Oil & Gas
 Spouse: Sarah Brown
 Children: Brinley Brown (3 mo.)
 Residency in Kenai: 32 Years

Education

- **Process Technology** – Associate of Applied Science – Kenai Peninsula College – 2014
- **Business Management** – Bachelor of Arts – Northwest University – 2012
 - President / Co-Founder – Northwest University Business Association
- **Diploma** – Kenai Central High School – 2006
 - Honor Roll Student, National Honor Society Member

Business & Professional Positions

Advanced Training Specialist
 Refinery Plant Operator
 Realtor
 LNG Plant Operator
 Shipping & Receiving Supervisor

Marathon Refinery – Nikiski, AK
Marathon Refinery – Nikiski, AK
Century21 Realty Solutions – Soldotna, AK
ConocoPhillips Alaska – Nikiski, AK
Pacific Star Seafoods – Kenai, AK

Political & Governmental Experience

- **Local Political Campaign Coordination**
 Assisted local candidate with their campaign for Borough Assembly through raising awareness, building signage, fundraising, and advisement.

Service Organization Memberships

- **Financial Education and Budgeting Courses** – 5 years
 Organizing and leading free 9-week financial training live classroom sessions for adults teaching basic financials concepts and strategies, including budgeting, debt management, investing and insurance management.
- **Kenai New Life Assembly of God** – 30 years
 Active member of Kenai New Life Assembly of God, with many internal and external volunteer experiences, including participation in community trash pick-ups, community Harvest Carnival, building expansion, building and grounds maintenance, and charitable contributions.

Jamie Heinz

From: derkevrs@gmail.com
Sent: Friday, November 20, 2020 4:05 PM
To: City_Council; Brian G. Gabriel, Sr.; Jim Glendening; Bob Molloy; Glenese Pettey; Teea Winger
Subject: Brad Brown City Council Recommendation
Importance: High

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

All,

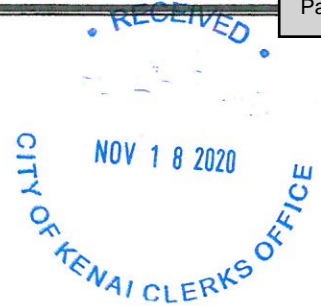
My long time acquaintance and Co-worker Brad Brown has applied for the open City Council seat that Mr. Peterkin just resigned from.

I am writing you today to recommend that you consider Brad Brown for the open seat. Brad would make an excellent City Council member. He has many skills that would allow him to excel at this position. Working with Brad I see him excel on a daily basis in his private sector career and I know that he would bring this same enthusiasm and commitment to the Council. As a citizen of Kenai I would be proud to have Brad represent me and my family on the City Council.

Thank you,
Richard Derkevorkian
1306 Barabara Dr.
Kenai, AK 99611
(907)398-6256

Letter of Interest

Kenai City Council
Kenai, Alaska



This letter is to express my interest in the vacant Kenai City Council position. The following is a brief introduction and characteristics I believe makes me the right candidate for this position.

I am a second-generation Alaskan, born in Soldotna and raised in the City of Kenai. Following graduation from Kenai Central High School I completed my associate degree at Kenai Peninsula College. I have deep roots in the state and in our community. My wife and I have four sons in City of Kenai schools. Our family is active in the community and enjoy Kenai's parks and biking trails in the summer months. We strongly believe and teach our children that with hard work comes success.

Four years ago, I started our company Kenai Peninsula Driving Instruction, right here in the City of Kenai. We employ ten instructors/examiners in both full time and part time positions. Our business continues to grow here in the City of Kenai. As a community stakeholder, I value the opportunity to support and serve this wonderful city.

In 2017, I was honored to be named entrepreneur of the year by the Kenai Chamber of Commerce & Visitor's Center. My position as Vice President of the Kenai River Professional Guide Association for the past 4 years has granted me the leadership skills necessary for this position. I am an active member of the Kenai Chamber. The annual Christmas Comes to Kenai Parade is our favorite time to shine. Each year our staff works hard to create fan favorite floats with the driving school vehicles.

I believe I would be an asset to the Kenai City Council, sharing new ideas and insight into the direction of growth in the City of Kenai. Please don't hesitate to contact me with any questions. Thank you for your time and consideration.

Respectfully,

Alex Douthit
alex@alaskacd.com
907-398-2080

Alexander Douthit

1104 Leeward Dr.

Kenai, AK 99611

DOB: 20, July, 1983

alex@alaskaCDL.com

Tel. 907-398-2080

Summary

- Self motivated
- Hard working
- Team Player

Education

University of Alaska Kenai Peninsula Campus

August 2001 - May 2005

Degree - Associates of Arts

Degree Certificate - Small Business Management

- Dean's List
- GPA: 3.75

Kenai Central High School

May 2001

Diploma

Qualifications

Vice President Kenai River Professional Guide Association

Kenai Chamber of Commerce Young Entrepreneur of the Year 2018

Alaska CDL Class A, Tanker Endorsement, Hazmat Endorsement

Heavy Vehicle Driver Trainer for Schlumberger Oil Field Services

CITS and 24 hr HAZWOPER Certificate

First Aid/CPR Certifications

TWIC Card Holder

40 Hr HAZWOPER Certificate

EMT 1 (expired)

Knowledge of Welding and Mechanics

Knowledge of Heavy Equipment

Knowledge of carpentry

Confined Space Entry Awareness Certificate (expired)

Petrochemical Health and Safety 8hr Certificate (expired)

HUET Helicopter Training and Offshore Survival Training (2012)

North Slope Training Co-Operative Unescorted North Slope (Awareness Level)

Chevron Safety Boot Camp

Schlumberger NEST training

Commentary Task Assessment Coach (CTA)

Experience

Kenai Peninsula Driving Instruction, Kenai, Alaska

Small Business Owner/Founder

January 2017 to Present

- State of Alaska Licensed Commercial and Non-Commercial Driving Instructor & School Owner
- State of Alaska Commercial and Non-Commercial Licensed Road Skills Examiner
- AAA Driving Instructor Trainer
- NSC Instructor

Schlumberger, Nikiski, Alaska

Driver Trainer and Equipment Operator

November 2011 to 2017

- Multi Segment Operator
- Working in Cementing and Wireline segments
- Commercial Driver Trainer

Peak Oilfield Services, Nikiski, Alaska, Grayling Platform

Roustabout

March 2011 to November 2011

- Operations Roustabout
- Welders Helper

Airport Equipment Rentals, Soldotna, Alaska*Delivery driver*

February 2011 to March 2011

- Semi-truck driver delivering heavy equipment

Kenai Police Department, Kenai, Alaska*Police Officer*

October 2008 – December 2010

- Patrol Officer
- D.A.R.E. officer

Homer Police Department, Homer, Alaska*Police Officer*

February 2006 - September 2008

- Patrol Officer

State of Alaska Department of Corrections, Juneau, Alaska*Correctional Officer*

August 2005 - February 2006

Salmon Busters Guide Service, Kenai, Alaska*Licensed Fishing Guide / Small Business Owner*

May 2001 - August 2005, July 2007 and July 2008 to present

- Self employed
- Salmon fishing guide

Interests

As a lifelong Alaskan, I am avid outdoorsman. I enjoy all activities outdoors in Alaska throughout the year and spending time with my family.

References

| | | |
|--------------|--------------|-----------|
| Russell Pate | 907-398-5292 | Co-worker |
| Greg Geller | 907-398-6801 | Co-worker |
| Tim Dillon | 907-283-3401 | Associate |