

**KENAI AIRPORT COMMISSION
REGULAR MEETING
SEPTEMBER 9, 2021 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
Telephonic/Virtual Information Page 2
<http://www.kenai.city>**

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call
- c. Agenda Approval

2. SCHEDULED PUBLIC COMMENT *(Public comment limited to ten (10) minutes per speaker)*

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

4. APPROVAL OF MEETING SUMMARY

- a. Regular Meeting of June 10, 2021Pg. 3
- b. Special Meeting of August 26, 2021Pg. 6

5. UNFINISHED BUSINESS

6. NEW BUSINESS

- a. **Discussion/Recommendation** – Special Use Permit to Ravn Alaska, LLC. For Warm Storage.....Pg. 8

7. REPORTS

- a. Airport Manager
- b. City Council Liaison.....Pg. 16

8. NEXT MEETING ATTENDANCE NOTIFICATION – October 14, 2021

9. COMMISSIONER COMMENTS AND QUESTIONS

10. ADDITIONAL PUBLIC COMMENT

11. INFORMATION ITEMS

- a. Mid-Month Report.....Pg. 40
- b. May 2021 Enplanement Report.....Pg. 42
- c. June 2021 Enplanement Report.....Pg. 43
- d. July 2021 Enplanement Report.....Pg. 44

12. **ADJOURNMENT**

Join Zoom Meeting

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Meeting ID: 845 4876 9054 **Password:** 769534

OR

Call: (253) 215-8782 or (301) 715-8592

Meeting ID: 845 4876 9054 **Password:** 769534

****PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING****
MEGHAN -- 283-8231 OR, ERICA -- 283-8281

**KENAI AIRPORT COMMISSION
REGULAR MEETING
JUNE 10, 2021 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
CHAIR GLENDA FEEKEN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Feeken called the meeting to order at 6:00 p.m.

a. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Commissioners Present: G. Feeken, K. Dodge, D. Pitts, P. Minelga

Commissioners Absent: D. Leichliter, J. Bielefeld, J. Zirul

Staff/Council Liaison Present: City Manager P. Ostrander, Airport Administrative Assistant
E. Brincefield, Council Liaison B. Molloy

A quorum was present.

c. Agenda Approval

Chair Feeken noted the following revisions to the agenda and packet:

Add Item 6.C. **Discussion/Recommendation** – Fourth Amendment to
Restaurant Concession Agreement

MOTION:

Commissioner Pitts **MOVED** to approve the agenda with requested revisions and Vice Chair Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. SCHEDULED PUBLIC COMMENT – None.

3. UNSCHEDULED PUBLIC COMMENT – None.

4. APPROVAL OF MEETING SUMMARY

a. May 13, 2021

MOTION:

Vice Chair Dodge **MOVED** to approve the meeting summary of May 13, 2021 and Commissioner

Minelga **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. **NEW BUSINESS**

- a. **Discussion/Recommendation** – Special Use Permit to James H. Doyle d/b/a Weaver Brothers, Inc. for Truck Trailer Storage

MOTION:

Commissioner Pitts **MOVED** to approve the Special Use Permit James H. Doyle d/b/a Weaver Brothers, Inc. for Truck Trailer Storage and Commissioner Minelga **SECONDED** the motion.

Clarification was provided that Weaver Brothers Inc. has requested the use of three adjacent City-owned parcels along Coral street and two portions of additional City-owned land for storage of truck trailers.

There were no objections; **SO ORDERED**.

- b. **Discussion/Recommendation** – Special Use Permit to State of Alaska, Division of Forestry for Air Tanker Reload Base

MOTION:

Commissioner Minelga **MOVED** to approve the Special Use Permit to State of Alaska, Division of Forestry for Air Tanker Reload Base and Vice Chair Dodge **SECONDED** the motion.

Clarification was provided that the State of Alaska Division of Forestry is requesting a Special Use Permit for an air tanker base.

There were no objections; **SO ORDERED**.

- c. **Discussion/Recommendation** – Fourth Amendment to Restaurant Concession Agreement

MOTION:

Commissioner Minelga **MOVED** to approve the Fourth Amendment to Restaurant Concession Agreement and Vice Chair Dodge **SECONDED** the motion.

Clarification was provided that this is the second extension of their current agreement to operate under the same terms and conditions.

There were no objections; **SO ORDERED**.

6. **REPORTS**

- a. **Airport Manager** – City Manager Ostrander and Airport Administrative Assistant Brincefield reported on the following:
 - Rent relief would expire for both bar/lounge & restaurant concessionaires on June 6, 2021;

- Letters were sent to air carriers notifying them of an increase in fees by 5% pursuant to the airline operating agreement. Joint use space is calculated by enplanements and City Administration is looking to amend AOA to include a “true-up” clause at the end of the year to make sure projected enplanements are accurate;
- Reported enplanement numbers are increasing as well as parking revenue;
- Jet traffic is increasing, possibly due to cement current construction happening at the Soldotna airport.

b. **City Council Liaison** – Vice Mayor Molloy reported on the actions of the May 19, 2021 Council Meetings.

7. NEXT MEETING ATTENDANCE NOTIFICATION – July 8, 2021

Commissioner Pitts noted he might not be able to attend.

8. COMMISSIONER COMMENTS AND QUESTIONS

Commissioner Pitts requested a status update on the development of campsite area at the float plane basin.

Commissioner Minelga noted that he had visited the float plane basin, and requested a window be put in registration booth.

9. ADDITIONAL PUBLIC COMMENT – None.

10. INFORMATION ITEMS

- a. May 2021 Mid-Month Report
- b. April 2021 Enplanements
- c. Exhibit E April Aircraft Parking

11. ADJOURNMENT

MOTION:

There being no further business before the Commission, the meeting was adjourned at 6:42 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

**KENAI AIRPORT COMMISSION
SPECIAL MEETING
AUGUST 26, 2021 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
CHAIR GLENDA FEEKEN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Feeken called the meeting to order at 6:00 p.m.

a. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Commissioners Present: G. Feeken, K. Dodge, D. Leichliter, J. Zirul

Commissioners Absent: J. Bielefeld, D. Pitts, P. Minelga

Staff/Council Liaison Present: Airport Manager E. Conway, City Manager P. Ostrander,
Council Liaison H. Knackstedt

A quorum was present.

c. Agenda Approval

MOTION:

Commissioner Zirul **MOVED** to approve the agenda as written and Vice Chair Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. UNSCHEDULED PUBLIC COMMENT – None.

3. NEW BUSINESS

a. Discussion/Recommendation – Kenai Waterfront Revitalization Feasibility Study

Airport Manager Conway explained that Ordinance No. 3237-2021 was introduced on August 4, 2021 and prior to the meeting the City Council had held a work session to discuss the opportunity for Kenai waterfront revitalization with the community and waterfront property owners. He noted that the area in consideration spans from Millennium Square to the City Dock, over 160 acres of property.

The waterfront revitalization initiative was further explained by City Manager Ostrander, and he led a discussion on the feasibility study which would look at the Kenai waterfront for development. This report would accomplish looking at ways to incentivize development to create economic opportunities. It was estimated that it would take six months to complete, and discussion in

involved what the City can do to encourage development in this area. Clarification was provided that this would be a mix of private and public land.

MOTION:

Commissioner Leichliter **MOVED** to recommend approval of Ordinance No. 3237-2021 for increasing estimated revenues and appropriations in the General Fund – Land Administration Department to provide funding for a Kenai waterfront revitalization feasibility study. Commissioner Zirul **SECONDED** the motion.

VOTE: There were no objections; **SO ORDERED.**

MOTION PASSED UNANIMOUSLY.

4. **NEXT MEETING ATTENDANCE NOTIFICATION** – September 9, 2021

5. **COMMISSIONER COMMENTS AND QUESTIONS**

Commissioner Leichliter noted that he is excited to see a project like this moving forward.

Commissioner Zirul agreed that this would be a great project.

6. **ADDITIONAL PUBLIC COMMENT** – None.

7. **ADJOURNMENT**

MOTION:

There being no further business before the Commission, the meeting was adjourned at 6:27 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk



"Serving the Greater Kenai Peninsula"

305 N. WILLOW ST. SUITE 200 KENAI, ALASKA 99611
TELEPHONE 907-283-7951
FAX 907-283-3737

Memo

To: Airport Commission
Through: Eland Conway – Airport Manager
From: Erica Brincefield - Assistant
Date: September 1, 2021
Subject: *Ravn Alaska, LLC. – Special Use Permit*

Corvus Airlines, Inc, d/b/a Ravn Alaska, LLC is requesting a special use permit to use 1,200 square feet of warm storage for storage of a De-ice vehicle. The special use permit will be effective for seven months beginning October 1, 2021 to April 30, 2022. The monthly fee will be \$1,200.

Ravn Alaska, LLC has submitted the Special Use Permit application and paid the \$100 application fee. Ravn Alaska, LLC is current in all fees owed to the City and a current Certificate of Insurance is on file.

Does Commission recommend Council approve the Special Use Permit to Corvus Airlines, Inc, d/b/a Ravn Alaska, LLC?

Attachment

SPECIAL USE PERMIT

The **CITY OF KENAI** (City), for the consideration, and pursuant to the conditions set out below, hereby grants to **CORVUS AIRLINES, INC, d/b/a RAVN ALASKA, LLC** (PERMITTEE) the non-exclusive right to use 1,200 square feet of area as described below:

Tract A FBO Subdivision consisting of approximately 1,200 square feet in an area described as Warm Storage 1.

and as further shown in the attached Exhibit A.

1. **TERM.** This special use permit shall be for approximately seven (7) months from October 1, 2021 to April 30, 2022.
2. **PERMIT FEES.** The Permittee shall be charged a monthly permit fee of \$1,200 plus applicable sales tax.

The Permittee shall pay the City the permit fee by the 10th day of the preceding month.

Checks, bank drafts, or postal money orders shall be made payable to the City of Kenai and delivered to the City Hall, 210 Fidalgo Avenue, Kenai, Alaska 99611.

In addition to the permit fee specified above, the Permittee agrees to pay to the appropriate parties all levies, assessments, and charges as hereinafter provided:

- A. Sales tax not enforced, or levied in the future, computed upon the permit fee payable in monthly installments whether said fee is paid on a monthly or yearly basis;
 - B. All necessary licenses and permits; all lawful taxes and assessments which, during the term hereof may become a lien upon or which may be levied by the State, Borough, City, or by any other tax levying body, upon any taxable possessory right which Permittee may have in or to the Premises by reason of its use or occupancy or by reason of the terms of this Permit, provided however, that nothing herein contained shall prevent Permittee from contesting any increase in such tax or assessment through procedures provided by law.
 - C. Interest at the rate of eight percent (8%) per annum and penalties of ten percent (10%) of any amount of money owed under this Special Use Permit which are not paid on or before the due date.
 - D. Costs and expenses incident to this Special Use Permit, including but not limited to recording costs.
 - E. Annual Special Use Permit Application fee of \$100.00.
3. **USE.** The use by the Permittee of the Premises is limited to the purpose of Storage for De-ice Vehicle. This use is subject to City, Borough, and State laws and regulations and the

reasonable administrative actions of the City for the protection and maintenance of the Premises and of adjacent and contiguous lands or facilities. Use of the Premises is subject to the following conditions:

- A. Permittee shall use the Premises only for storage of one de-ice vehicle.
 - B. The premises shall be returned to its current condition prior to the end of the term of this Special Use Permit.
4. **INSURANCE.** Permittee shall secure and keep in force adequate insurance, as stated below, to protect City and Permittee. Where specific limits are stated, the limits are the minimum acceptable limits. If Permittee's insurance policy contains higher limits, the City is entitled to coverage to the extent of the higher limits.
- A. Garage Liability or Commercial General Liability Insurance, including Premises, all operations, property damage, personal injury and death, broad-form contractual, with a per-occurrence limit of not less than \$1,000,000 combined single limit. The policy must name the City as an additional insured.
 - B. Worker's Compensation Insurance with coverage for all employees engaged in work under this Permit or at the Premises as required by AS 23.30.045. Permittee is further responsible to provide Worker's Compensation Insurance for any subcontractor who directly or indirectly provides services to Permittee under this Permit.
 - C. Commercial Automobile Coverage with not less than \$1,000,000 combined single limit per occurrence. This insurance must cover all owned, hired, and non-owned motor vehicles the Permittee uses for snow moving and storage activities to, from, or on the Premises. The policy must name the City as an additional insured.
 - D. All insurance required must meet the following additional requirements:
 - i. All policies will be by a company/corporation currently rated "A-" or better by A.M. Best.
 - ii. Permittee shall submit to the City proof of continuous insurance coverage in the form of insurance policies, certificates, endorsements, or a combination thereof, and signed by a person authorized by the insurer to bind coverage on its behalf.
 - iii. Permittee shall request a waiver of subrogation against City from Permittee's insurer and the waiver of subrogation, where possible, shall be provided at no cost to City.
 - iv. Provide the City with notification at least 30 days before any termination, cancellation, or material change in insurance coverage of any policy required hereunder.

- v. Evidence of insurance coverage must be submitted to City by October 1, 2021. The effective date of the insurance shall be no later than October 1, 2021.
 - vi. This insurance shall be primary and exclusive of any other insurance carried by the City of Kenai. This insurance shall be without limitation on the time within which the resulting loss, damage, or injury is actually sustained.
5. **INDEMNITY, DEFEND, AND HOLD HARMLESS AGREEMENT.** The Permittee shall fully indemnify, hold harmless, and defend the City of Kenai, its officers, agents, employees, and volunteers at its own expense from and against any and all actions, damages, costs, liability, claims, losses, judgments, penalties, including reasonable Attorney's fees of or for liability for any wrongful or negligent acts, errors, or omissions of the Permittee, its officers, agents or employees, or any subcontractor under this Permit. The Permittee shall not be required to defend or indemnify the City for any claims of or liability for any wrongful or negligent act, error, or omission solely due to the independent negligence of the City. If there is a claim of or liability for the joint negligence of the Permittee and the independent negligence of the City, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. Apportionment shall be established upon final determination of the percentage of fault. If any such determination is by settlement, the percentage of fault attributed to each party for purposes of this indemnification provision shall only be binding upon the parties included in the settlement agreement. "Permittee" and "City" as used in this article include the employees, agents, officers, directors, and other contractors who are directly responsible, respectively, for each party. The term "independent negligence of the City" is negligence other than in the City's selection, administration, monitoring, or controlling of the Permittee.
6. **PERMITTEE'S OBLIGATION TO PREVENT AND REMOVE LIENS.** Permittee will not permit any liens, including mechanic's, laborer's, construction, supplier's, mining, or any other liens obtainable or available under existing law, to stand against the Premises or improvements on the Premises for any labor or material furnished to Permittee or to any related entity or claimed entity. The Permittee shall have the right to provide a bond as contemplated by State of Alaska law and contest the validity or amount of any such lien or claimed lien. Upon the final determination of the lien or claim for lien, the Permittee will immediately pay any judgment rendered with all proper costs and charges and shall have such lien released or judgment satisfied at Permittee's own expense.
7. **PERSONALTY.** Permittee shall remove any and all personal property, including all vehicles, from the Premises at the termination of this Permit. Personal property placed or used upon the Premises and not removed upon termination of this Permit will be removed and/or impounded by the City. Property removed or impounded by the City may be redeemed by the owner thereof only upon the payment to the City of the costs of removal plus a storage fee of \$25 per day. The City of Kenai is not responsible for any damage to or theft of any personalty of Permittee or its customers.
8. **FORBEARANCE.** Failure to insist upon a strict compliance with the terms, conditions, and/or any requirement herein contained, or referred to, shall not constitute or be construed as a waiver or relinquishment of the right to exercise such terms, conditions, or requirements.

9. **TERMINATION, DEFAULT.** This Permit may be terminated by either party hereto by giving 30 days advance written notice to the other party. The City may terminate the Permit immediately, or upon notice shorter than 30 days, to protect public health and safety. The City may also terminate this Permit immediately, or upon notice shorter than 30 days, due to a failure of Permittee to comply with conditions and terms of this Permit, which failure remains uncured after notice by City to Permittee providing Permittee with a reasonable time period to correct the violation or breach.
10. **NO DISCRIMINATION.** Permittee will not discriminate on the grounds of race, color, religion, national origin, ancestry, age, or sex against any patron, employee, applicant for employment, or other person or group of persons in any manner prohibited by federal or State law. Permittee recognizes the right of the City to take any action necessary to enforce this requirement.
11. **ASSIGNMENT.** Permittee may not assign, by grant or implication, the whole any part of this Permit, the Premises, or any improvement on the Premises without the written consent of the City. Unless the City specifically releases the Permittee in writing, the City may hold the Permittee responsible for performing any obligation under this permit which an assignee fails to perform.
12. **ASSUMPTION OF RISK.** Permittee shall provide all proper safeguards and shall assume all risks incurred in its activities on the Premises and its exercise of the privileges granted in this Permit.
13. **NO JOINT VENTURE.** The City shall not be construed or held to be a partner or joint venturer of Permittee in the conduct of its business or activities on the Premises.
14. **SURVIVAL.** The obligations and duties of Permittee under paragraphs 5 and 6 of this Permit shall survive the cancellation, termination, or expiration of this Permit.
15. **AUTHORITY.** By signing this Permit, Permittee represents that is has read this agreement and consents to be bound by the terms and conditions herein and that the person signing this Permit is duly authorized by the business to bind the business hereunder.

CITY OF KENAI

Corvus Airlines, Inc. dba Ravn Alaska, LLC

By: _____

By: _____

Paul Ostrander
City Manager

Date:

Dallas Anthony
Director of Airports

Date:

ACKNOWLEDGMENTS

STATE OF ALASKA)
) ss
THIRD JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this ____day of _____, 20____, the foregoing instrument was acknowledged before me by Paul Ostrander, City Manager of the City of Kenai, Alaska, an Alaska home rule municipality, on behalf of the City.

Notary Public for Alaska
My Commission Expires: _____

STATE OF ALASKA)
) ss
THIRD JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this ____day of _____, 20____, the foregoing instrument was acknowledged before me by Dallas Anthony, Director of Airports of Corvus Airlines, Inc. dba Ravn Alaska, LLC, an Alaska limited liability company, on behalf of the company.

Notary Public for Alaska
My Commission Expires: _____

ATTEST:

Jamie Heinz, CMC, City Clerk

SEAL:

APPROVED AS TO FORM:

Scott Bloom, City Attorney



City of Kenai
Special Use Permit
Application

Application Date: 8/17/21

Applicant Information

Name of Applicant: RAVN ALASKA
Mailing Address: 4700 OLD INTERNATIONAL AIRPORT RD City: ANCHORAGE State: AK Zip Code: 99502
Phone Number(s): Home Phone: () Work/ Message Phone: () 907-771-2595
E-mail: (Optional) DALLAS.ANTHONY@RAVNALASKA.COM
Name to Appear on Permit: RAVN ALASKA
Mailing Address: 4700 OLD INTERNATIONAL AIRPORT RD City: ANCHORAGE State: AK Zip Code: 99502
Phone Number(s): Home Phone: () Work/ Message Phone: () 907-771-2595
E-mail: (Optional)
Type of Applicant: [] Individual (at least 18 years of age) [] Partnership [x] Corporation [] Government
[] Limited Liability Company (LLC) [] Other

Property Information

Legal or physical description of the property: WARM STORAGE 1
Description of the proposed business or activity intended: HEATED OVERNIGHT STORAGE FOR RAVN ALASKA DEICE VEHICLE
Is the area to be used in front of or immediately adjacent to any established business offering the same or similar products or services upon a fixed location? [] YES [x] NO
Would the use under this permit interfere with other businesses through excessive noise, odor, or other nuisances? [] YES [x] NO
If you answered yes to any of the above questions, please explain:

What is the term requested (not to exceed one year)? OCTOBER 1, 2021 THROUGH APRIL 30, 2022
Requested Starting Date: OCTOBER 1, 2021

Signature: [Handwritten Signature] Date: 8/17/21
Print Name: JASON MCENERNEY Title: RAVN KENAI STATION MANAGER

For City Use Only:
[] General Fund [] Airport Reserve Land
[] Airport Fund [] Outside Airport Reserve
Date Application Fee Received:
City Council Action/Resolution:
Account Number:



Kenai City Council - Regular Meeting

June 16, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 4****

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. 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)

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **POSTPONED UNANIMOUSLY TO 07/07/2021. Ordinance No. 3217-2021** - Conditionally Donating Certain City Owned Property Described as Two Approximate 1 1/4 Acre Parcels to be Subdivided from a Portion of the 72 Acre More or Less Portion of the SE 1/4 Lying East of Tract A Kenai Meadows (KPB Parcel No. 039 010 65) To Kenai Peninsula Housing Initiative for the Development of Restricted Income and Senior Housing. (Mayor Gabriel, Vice Mayor Molloy, Council Member Winger)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3218-2021** - Accepting and Appropriating Drug Seizure Funds into the Police Small Tools Account. (Administration)
3. **POSTPONED UNANIMOUSLY TO 07/07/2021. Ordinance No. 3219-2021** - Conditionally Donating Certain City Owned Property Described as One Approximate 2 Acre Parcel to be Subdivided from a Portion of the 6.8 Acre More or Less Portion of the East of Tract 4, Baron Park Subdivision (KPB Parcel No. 045 01 035) to Triumvirate Theatre for the Development of a Theatre Facility. (Administration)

4. **POSTPONED INDEFINITELY. Ordinance No. 3220-2021** - Authorizing a Tourism, Travel, and Hospitality Services Economic Stimulus Program to Benefit Certain Kenai Small Businesses and Award of a Professional Services Agreement to the Kenai Chamber of Commerce and Visitor Center for Administration of the Program. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-40** - Authorizing and Awarding a Contract Extension for Ambulance Billing through Systems Design West for the Period of July 1, 2021 through June 30, 2023. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-41** - Authorizing a Budget Transfer within the General Fund, Parks, Recreation and Beautification Department to Supplement the eave Account in Excess of Budgeted Amounts. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2021-42** - Authorizing an Equipment Purchase Agreement and Issuance of a Purchase Order for the New Replacement Sludge Press at the Wastewater Treatment Plant. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2021-43** - Authorizing Budget Transfers in the General Fund - Street and Building Departments and the Water and Sewer Fund - Wastewater Treatment Plant Department to account for Unanticipated Expenditures. (Administration)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2021-44** - Authorizing the City Manager to Extend the Restaurant Concession Agreement in the Kenai Municipal Airport for an Additional Year. (Administration)
10. **ADOPTED UNANIMOUSLY. Resolution No. 2021-45** - Authorizing the Termination of the Facility Management Services Agreement for the Kenai Recreational Center with the Boys and Girls Club of the Kenai Peninsula and Authorizing a New Agreement with Boys and Girls Club of the Kenai Peninsula to Operate the Teen Center at the Kenai Recreation Center. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of June 2, 2021. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - FY21 Purchase Orders Over \$15,000. (Administration)
3. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - FY22 Purchase Orders Over \$15,000. (Administration)

4. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Non-Objection to Liquor License Renewals for Peninsula Oilers and Pizza Paradisos. (City Clerk)
5. **APPROVED UNANMOUSLY. Action/Approval** - Special Use Permit to James H. Doyle, Individually, D/B/A Weaver Brothers, Inc., for Truck Trailer Storage. (Administration)
6. **APPROVED UNANMOUSLY. Action/Approval** - Special Use Permit to State of Alaska, Division of Forestry, for Air Tanker Reload Base. (Administration)
7. **APPROVED UNANMOUSLY. Action/Approval** - Approving Officials Bond Amounts for the City Manager, City Clerk, and Finance Director. (Administration)
8. **APPROVED UNANMOUSLY. Action/Approval** - Authorizing the City Administration to Submit Previously Adopted Resolution 2020-89 - A Resolution of the City of Kenai, Alaska, Opposing Alternative 4 Proposed to the North Pacific Management Council that would Close All Federal Waters in Cook Inlet to Commercial Fishing, Along With an Accompanying Letter from the Mayor as Comments to the National Oceanic and Atmospheric Administration's Proposed Regulations Closing the EEZ to Commercial Fishing, Prior to the July 6, 2021 Comment Deadline. (All Council Members)
9. **HEARING SET FOR 07/30/2021 AT 6:00 P.M. Discussion** - Set a Board of Adjustment Hearing for an Appeal of a Planning and Zoning Commission Decision. (City Clerk)

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**

M. **PENDING ITEMS**

N. **ADJOURNMENT**

O. **INFORMATION ITEMS**

1. Purchase Orders Between \$2,500 and \$15,000
2. Kenai Peninsula Borough Resolution Supporting Straightline Aviation's Plan for Hybrid Airships.

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.

Join Zoom Meeting

<https://us02web.zoom.us/j/83701124675>

Meeting ID: 837 0112 4675 **Passcode:** 395034

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 837 0112 4675 **Passcode:** 395034



Kenai City Council - Regular Meeting

July 07, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 4****

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
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4. 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)

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3217-2021** - Conditionally Donating Certain City Owned Property Described as Two Approximate 1 1/4 Acre Parcels to be Subdivided from a Portion of the 72 Acre More or Less Portion of the SE 1/4 Lying East of Tract A Kenai Meadows (KPB Parcel No. 039 010 65) To Kenai Peninsula Housing Initiative for the Development of Restricted Income and Senior Housing. (Mayor Gabriel, Vice Mayor Molloy, Council Member Winger)
[Clerk's Note: At the June 16th Meeting, this Ordinance was Postponed to this Meeting; a Motion to Enact is On the Floor.]
2. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3219-2021** - Conditionally Donating Certain City Owned Property Described as One Approximate 2 Acre Parcel to be Subdivided from a Portion of the 6.8 Acre More or Less Portion of the East of Tract 4, Baron Park Subdivision (KPB Parcel No. 045 01 035) to Triumvirate Theatre for the Development of a Theatre Facility. (Administration)
[Clerk's Note: At the June 16th Meeting, this Ordinance was Postponed to this Meeting; a Motion to Enact is On the Floor.]

3. **ENACTED UNANIMOUSLY. Ordinance No. 3225-2021** - Accepting and Appropriating a Go Further Fund Building Capacity Grant from Meals on Wheels America for the Kenai Senior Center's Ability to Meet the Increased Need Brought on by COVID-19, Expanding Comprehensive Services and Drive Innovation in the Areas of Nutrition and Socialization. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2021-46** - Adopting Joint Resolution No. 2021-001 of the Assembly of the Kenai Peninsula Borough and Councils of the Cities of Homer, Kenai, Seldovia, Seward and Soldotna Respectively, for the Purpose of Intergovernmental Administration of Borough and City Elections. (City Clerk)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-47** - Accepting Coronavirus State and Local Fiscal Recovery Funds Award to Non-Entitlement Units of Local Government From the State Of Alaska Department of Commerce, Community and Economic Development. (Administration)
6. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2021-48** - Authorizing a Service Agreement for the Personal Use Fishery Dumpsters and Portable Restrooms. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2021-49** - Authorizing A Contract Award to Supply Operational Chemicals for the City's Water Treatment and Wastewater Treatment Facilities. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2021-50** - Authorizing a Service Contract Extension to Provide Refueling Services for City Facility Fuel Tanks. (Administration)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2021-51** - Amending the Schedule of Rates, Charges, and Fees to Incorporate Changes to Facility Rental Gym Fees at the Kenai Recreation Center. (Administration)
10. **ADOPTED UNANIMOUSLY. Resolution No. 2021-52** - Opposing Amendment 14 to the Fishery Management Plan for Salmon Fisheries in the EEZ Off Alaska. (Mayor Gabriel and All Council Members)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of June 16, 2021. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)

2. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Purchase Orders Over \$15,000. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/4/2021. *Ordinance No. 3221-2021** - Determining that Real Property Described as Lot 4A, Block 3, Cook Inlet Industrial Air Park 2014 Replat, According to Plan No. 2014-21, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to Schilling Rentals, an Alaska Partnership. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/4/2021. *Ordinance No. 3222-2021** - Determining that Real Property Described as Lot 1A, Block 1, Dshka Subdivision, According to Plat No. K-1577, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to Schilling Rentals (2016), LLC. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/4/2021. *Ordinance No. 3223-2021** - Increasing Fiscal Year 2021 Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant from the US Department of Transportation Passed through the State of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures. (Administration)
6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/4/2021. *Ordinance No. 3224-2021** - Repealing and Reenacting Kenai Municipal Code Title 6 - Elections, to Provide Clarity, Housekeeping, and Process Improvements. (Vice Mayor Molloy and City Clerk)
7. **AGREED TO RESUME NORMAL SEATING IN COUNCIL CHAMBERS. Action/Approval** - Resume Normal Seating in Council Chambers for All Council and Commission Meetings. (City Clerk)
8. **APPROVED CONTINUATION OF PUBLIC PARTICIPATION BY ZOOM FOR NON-ADJUDICATORY MEETINGS UNTIL MARCH 2022. Action/Approval** - Public Participation by Zoom for Council and Commission Meetings. (City Clerk)
9. **WORK SESSION SCHEDULED FOR 8/4/2021. Discussion** - Introduction of Kenai Waterfront Revitalization and Economic Development Incentives and Request to Schedule a Work Session. (Administration)

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. **BOARD OF ADJUSTMENT HEARING SET FOR 8/16/2021 AT 6:00 P.M.** City Clerk

K. ADDITIONAL PUBLIC COMMENT

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

L. EXECUTIVE SESSION

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000

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.

Join Zoom Meeting

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Meeting ID: 852 5956 8763 **Passcode:** 496867

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 852 5956 8763 **Passcode:** 496867



Kenai City Council - Regular Meeting

July 07, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 4****

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. 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)

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3217-2021** - Conditionally Donating Certain City Owned Property Described as Two Approximate 1 1/4 Acre Parcels to be Subdivided from a Portion of the 72 Acre More or Less Portion of the SE 1/4 Lying East of Tract A Kenai Meadows (KPB Parcel No. 039 010 65) To Kenai Peninsula Housing Initiative for the Development of Restricted Income and Senior Housing. (Mayor Gabriel, Vice Mayor Molloy, Council Member Winger)
[Clerk's Note: At the June 16th Meeting, this Ordinance was Postponed to this Meeting; a Motion to Enact is On the Floor.]
2. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3219-2021** - Conditionally Donating Certain City Owned Property Described as One Approximate 2 Acre Parcel to be Subdivided from a Portion of the 6.8 Acre More or Less Portion of the East of Tract 4, Baron Park Subdivision (KPB Parcel No. 045 01 035) to Triumvirate Theatre for the Development of a Theatre Facility. (Administration)
[Clerk's Note: At the June 16th Meeting, this Ordinance was Postponed to this Meeting; a Motion to Enact is On the Floor.]

3. **ENACTED UNANIMOUSLY. Ordinance No. 3225-2021** - Accepting and Appropriating a Go Further Fund Building Capacity Grant from Meals on Wheels America for the Kenai Senior Center's Ability to Meet the Increased Need Brought on by COVID-19, Expanding Comprehensive Services and Drive Innovation in the Areas of Nutrition and Socialization. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2021-46** - Adopting Joint Resolution No. 2021-001 of the Assembly of the Kenai Peninsula Borough and Councils of the Cities of Homer, Kenai, Seldovia, Seward and Soldotna Respectively, for the Purpose of Intergovernmental Administration of Borough and City Elections. (City Clerk)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-47** - Accepting Coronavirus State and Local Fiscal Recovery Funds Award to Non-Entitlement Units of Local Government From the State Of Alaska Department of Commerce, Community and Economic Development. (Administration)
6. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2021-48** - Authorizing a Service Agreement for the Personal Use Fishery Dumpsters and Portable Restrooms. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2021-49** - Authorizing A Contract Award to Supply Operational Chemicals for the City's Water Treatment and Wastewater Treatment Facilities. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2021-50** - Authorizing a Service Contract Extension to Provide Refueling Services for City Facility Fuel Tanks. (Administration)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2021-51** - Amending the Schedule of Rates, Charges, and Fees to Incorporate Changes to Facility Rental Gym Fees at the Kenai Recreation Center. (Administration)
10. **ADOPTED UNANIMOUSLY. Resolution No. 2021-52** - Opposing Amendment 14 to the Fishery Management Plan for Salmon Fisheries in the EEZ Off Alaska. (Mayor Gabriel and All Council Members)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of June 16, 2021. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)

2. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Purchase Orders Over \$15,000. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/4/2021. *Ordinance No. 3221-2021** - Determining that Real Property Described as Lot 4A, Block 3, Cook Inlet Industrial Air Park 2014 Replat, According to Plan No. 2014-21, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to Schilling Rentals, an Alaska Partnership. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/4/2021. *Ordinance No. 3222-2021** - Determining that Real Property Described as Lot 1A, Block 1, Dshka Subdivision, According to Plat No. K-1577, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to Schilling Rentals (2016), LLC. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/4/2021. *Ordinance No. 3223-2021** - Increasing Fiscal Year 2021 Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant from the US Department of Transportation Passed through the State of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures. (Administration)
6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/4/2021. *Ordinance No. 3224-2021** - Repealing and Reenacting Kenai Municipal Code Title 6 - Elections, to Provide Clarity, Housekeeping, and Process Improvements. (Vice Mayor Molloy and City Clerk)
7. **AGREED TO RESUME NORMAL SEATING IN COUNCIL CHAMBERS. Action/Approval** - Resume Normal Seating in Council Chambers for All Council and Commission Meetings. (City Clerk)
8. **APPROVED CONTINUATION OF PUBLIC PARTICIPATION BY ZOOM FOR NON-ADJUDICATORY MEETINGS UNTIL MARCH 2022. Action/Approval** - Public Participation by Zoom for Council and Commission Meetings. (City Clerk)
9. **WORK SESSION SCHEDULED FOR 8/4/2021. Discussion** - Introduction of Kenai Waterfront Revitalization and Economic Development Incentives and Request to Schedule a Work Session. (Administration)

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. **BOARD OF ADJUSTMENT HEARING SET FOR 8/16/2021 AT 6:00 P.M.** City Clerk

K. ADDITIONAL PUBLIC COMMENT

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

L. EXECUTIVE SESSION

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000

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Join Zoom Meeting

<https://us02web.zoom.us/j/85259568763>

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OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 852 5956 8763 **Passcode:** 496867



Kenai City Council - Regular Meeting

August 04, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 4****

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. 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)

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3221-2021** - Determining that Real Property Described as Lot 4A, Block 3, Cook Inlet Industrial Air Park 2014 Replat, According to Plan No. 2014-21, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to Schilling Rentals, an Alaska Partnership. (Administration)
2. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3222-2021** - Determining that Real Property Described as Lot 1A, Block 1, Dshka Subdivision, According to Plat No. K-1577, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to Schilling Rentals (2016), LLC. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3223-2021** - Increasing Fiscal Year 2021 Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant from the US Department of Transportation Passed through the State of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures. (Administration)

4. **POSTPONED UNTIL 9/15/2021. Ordinance No. 3224-2021** - Repealing and Reenacting Kenai Municipal Code Title 6 - Elections, to Provide Clarity, Housekeeping, and Process Improvements. (Vice Mayor Molloy and City Clerk)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-53** - Authorizing the City Manager to Execute a Memorandum of Agreement with the State of Alaska Department of Transportation and Public Facilities for Design, Construction and Maintenance of the Kenai Bridge Access Road Pathway Project. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of July 7, 2021. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED UNANIMOUSLY.** *Action/Approval - Purchase Orders Over \$15,000. (Administration)
3. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Non-Objection to Marijuana License Renewals for Red Run Cannabis Company, LLC, Red Run Cannabis Cultivators, LLC, and Cook Inlet Cannabis Company. (City Clerk)
4. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Special Use Permit to Kenai Chamber of Commerce & Visitor Center for Moosemeat John Cabin. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/18/2021.** *Ordinance No. 3226-2021 - Increasing Fiscal Year 2021 Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures. (Administration)
6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/18/2021.** *Ordinance No. 3227-2021 - Accepting and Appropriating a Grant from the U.S. Department of Homeland Security Passed Through the State of Alaska Department of Military and Veterans' Affairs, Increasing Estimated Revenues and Appropriations in the General Fund - Fire Department, and Authorizing the Sole Source Purchase of Portable Radios and Accessories for the Fire Department. (Administration)
7. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/18/2021.** *Ordinance No. 3228-2021 - Increasing Estimated Revenues and Appropriations in the Airport Fund, Terminal Repair and Maintenance Department for Expenditures in Excess of Budgeted Amounts Related to Damage to Terminal Building Siding and Authorizing a Purchase Order to Blazy Construction, Inc. (Administration)

8. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/18/2021.**
*Ordinance No. 3229-2021 - Accepting a Grant from the Federal Aviation Administration and Increasing Estimated Revenues and Appropriations in the Airport Snow Removal Equipment Capital Project Fund. (Administration)
9. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/18/2021.**
*Ordinance No. 3230-2021 - Increasing Estimated Revenues and Appropriations in the General Fund - Fire Department for the Purchase of Extrication Equipment Needed to Provide Emergency Response to Motor Vehicle Accidents. (Administration)
10. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/18/2021.**
*Ordinance No. 3231-2021 - Increasing Estimated Revenues and Appropriations in the COVID-19 Cares Act Recovery Fund for a Federal Cares Act Grant Passed Through the State of Alaska Department of Public Safety for Overtime and Direct Expenditures of the Police, Fire, and Communications Departments of the City. (Administration)
11. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 8/18/2021.**
*Ordinance No. 3232-2021 - Increasing Estimated Revenues and Appropriations in the General Fund, Kenai Fine Arts Center Capital Project Fund and Amending the Lease for a Portion of Lot 3, Block 17, Original Townsite of Kenai for the Kenai Fine Arts Center to Provide Additional Funding for Improvements and Modifications Amendment to the Lease for the Kenai Fine Arts Center. (Administration)
12. **APPROVED UNANIMOUSLY. Action/Approval** - Assignment and Assumption of Lease Agreement from Hilcorp Alaska, LLC to Kenai Beluga Pipeline, LLC. (Administration)

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

1. Review and Discussion of the Terms of Employment Agreement for the City Clerk which, Pursuant to AS 44.62.310(c)(2) May be a Subject that Tends to Prejudice the Reputation and Character of the City Clerk.

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000

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Join Zoom Meeting

<https://us02web.zoom.us/j/81168359551>

Meeting ID: 811 6835 9551 **Passcode:** 784457

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 811 6835 9551 **Passcode:** 784457



Kenai City Council - Regular Meeting

August 18, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 4****

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. 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. **Tim Dillon, Executive Director, Kenai Peninsula Economic Development District - Quarterly Update.**

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. 3226-2021** - Increasing Fiscal Year 2021 Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3227-2021** - Accepting and Appropriating a Grant from the U.S. Department of Homeland Security Passed Through the State of Alaska Department of Military and Veterans' Affairs, Increasing Estimated Revenues and Appropriations in the General Fund - Fire Department, and Authorizing the Sole Source Purchase of Portable Radios and Accessories for the Fire Department. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3228-2021** - Increasing Estimated Revenues and Appropriations in the Airport Fund, Terminal Repair and Maintenance Department for

Expenditures in Excess of Budgeted Amounts Related to Damage to Terminal Building Siding and Authorizing a Purchase Order to Blazy Construction, Inc. (Administration)

4. **ENACTED UNANIMOUSLY. Ordinance No. 3229-2021** - Accepting a Grant from the Federal Aviation Administration and Increasing Estimated Revenues and Appropriations in the Airport Snow Removal Equipment Capital Project Fund. (Administration)
5. **ENACTED UNANIMOUSLY. Ordinance No. 3230-2021** - Increasing Estimated Revenues and Appropriations in the General Fund - Fire Department for the Purchase of Extrication Equipment Needed to Provide Emergency Response to Motor Vehicle Accidents. (Administration)
6. **ENACTED UNANIMOUSLY. Ordinance No. 3231-2021** - Increasing Estimated Revenues and Appropriations in the COVID-19 Cares Act Recovery Fund for a Federal Cares Act Grant Passed Through the State of Alaska Department of Public Safety for Overtime and Direct Expenditures of the Police, Fire, and Communications Departments of the City. (Administration)
7. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3232-2021** - Increasing Estimated Revenues and Appropriations in the General Fund, Kenai Fine Arts Center Capital Project Fund and Amending the Lease for a Portion of Lot 3, Block 17, Original Townsite of Kenai for the Kenai Fine Arts Center to Provide Additional Funding for Improvements and Modifications Amendment to the Lease for the Kenai Fine Arts Center. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2021-54** - Adopting Joint Resolution No. 2021-002 of the Assembly of the Kenai Peninsula Borough and Councils of the Cities of the Kenai Peninsula Borough, Supporting a Request for Federal Aid Submitted by the Kenai Peninsula Borough to Alaska's U.S. Congressional Delegation for the Purpose of Spruce Bark Beetle Mitigation. (Administration)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2021-55** - Approving the Development Incentives per Kenai Municipal Code 21.10.100 for a Lease of Airport Reserve Lands Between the City of Kenai and Schilling Rentals, LLC on General Aviation Apron Sub No. 1 Amended Lot 2 Blk 3. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Work Session of August 4, 2021. (City Clerk)
2. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of August 4, 2021. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)

2. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/1/2021.**
*Ordinance No. 3234-2021 - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund, Amending the City's Professional Services Agreement with HDL Engineering Consultants, Accepting Grant Funding from the Federal Aviation Administration, and Issuing a Purchase Order for Construction of the 2021 Airfield Drainage Rehabilitation Project at the Kenai Municipal Airport. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/1/2021.**
*Ordinance No. 3235-2021 - Accepting and Appropriating a Grant from the State of Alaska for the Purchase of Library Books. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/1/2021.**
*Ordinance No. 3236-2021 - Amending the Official Zoning Map by Rezoning T 5N R 11W Sec 6 Seward Meridian KN North 150 Ft of Govt Lot 34 from Suburban Residential to General Commercial. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/1/2021.**
*Ordinance No. 3237-2021 - Increasing Estimated Revenues and Appropriations in the General Fund – Land Administration Department to Provide Funding for a Kenai Waterfront Revitalization Feasibility Study. (Administration)
6. **APPROVED UNANIMOUSLY. Action/Approval** - Authorizing a Special Use Permit to Boys and Girls Club of the Kenai Peninsula for Office Space at the Beacon Building. (Administration)
7. **APPROVED UNANIMOUSLY. Action/Approval** - Letter of Support for a Kenaitze Indian Tribe Grant Request for a Pilot Fixed-Route Transportation Program. (Administration)
8. **APPROVED UNANIMOUSLY. Action/Approval** - Potential Partnership with the City of Soldotna to Provide 9-1-1 Dispatch Services. (Administration)

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

1. Review and Discussion of the Terms of Employment Agreement for the City Clerk which, Pursuant to AS 44.62.310(c)(2) May be a Subject that Tends to Prejudice the Reputation and Character of the City Clerk.
2. **Action/Approval** - Amending an Employment Agreement between the City of Kenai and City Clerk, Jamie Heinz. (City Clerk)

M. PENDING ITEMS

1. **Ordinance No. 3224-2021** - Repealing and Reenacting Kenai Municipal Code Title 6 - Elections, to Provide Clarity, Housekeeping, and Process Improvements. (Vice Mayor Molloy and City Clerk)
[Clerk's Note: At the August 4 Council Meeting, this item was postponed to the September 18 Council Meeting for a second public hearing. A motion to enact is on the floor.]

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000

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.

Join Zoom Meeting

<https://us02web.zoom.us/j/84517385498>

Meeting ID: 845 1738 5498 **Passcode:** 819757

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 845 1738 5498 **Passcode:** 819757



Kenai City Council - Regular Meeting

September 01, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 4****

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. 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)

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY BY SUBSTITUTE. Ordinance No. 3234-2021** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund, Amending the City's Professional Services Agreement with HDL Engineering Consultants, Accepting Grant Funding from the Federal Aviation Administration, and Issuing a Purchase Order for Construction of the 2021 Airfield Drainage Rehabilitation Project at the Kenai Municipal Airport. (Administration)
 - **SUBSTITUTE Ordinance No. 3234-2021**
2. **ENACTED UNANIMOUSLY. Ordinance No. 3235-2021** - Accepting and Appropriating a Grant from the State of Alaska for the Purchase of Library Books. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3236-2021** - Amending the Official Zoning Map by Rezoning T 5N R 11W Sec 6 Seward Meridian KN North 150 Ft of Govt Lot 34 from Suburban Residential to General Commercial. (Administration)

4. **ENACTED AS AMENDED. Ordinance No. 3237-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Land Administration Department to Provide Funding for a Kenai Waterfront Revitalization Feasibility Study. (Administration)
5. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3244-2021** - Increasing Estimated Revenues and Appropriations in the General and Municipal Roadway Improvement Capital Project Funds, awarding a Construction Contract, and Authorizing the Issuance of a Purchase Order for the 2021 Bryson Avenue Bluff Erosion Repair Project. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-56** - Approving the Vacation of 10' Utility Easements Along the Side Lot Lines of Lots, 19, 20, 21, Block 13, Carl F. Ahlstrom Subdivision (Plat KN-216) and Lot 22a, Block 13, Carl F. Ahlstrom Subdivision RPM's Replat (Plat KN-2017-66) Excluding the 15 Feet Adjoining Kenai Spur Highway and the 10 Feet Adjoining the Northeast Boundary, and as Set Forth on the Attached Exhibit "A" is Not Needed for a Public Purpose and Consenting to its Vacation. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of August 18, 2021. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Non-Objection to Marijuana License Renewals for Kenai River Cannabis, Herban Extracts, LLC, and Peninsula Botanicals. (City Clerk)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/15/2021.** *Ordinance No. 3238-2021 - Accepting and Appropriating an Interlibrary Cooperation Grant from the Alaska State Library for the Kenai Community Library Storywalk® Project. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/15/2021.** *Ordinance No. 3239-2021 - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant From the Department of Justice Passed Through the Alaska Internet Crimes Against Children Task Force for the Purchase of Forensic Software. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/15/2021.** *Ordinance No. 3240-2021 - Amending Kenai Municipal Code Section 23.55.030 – Qualification Pay, to Amend the Salary Ranges to Accurately Reflect Recognition Pay and Entitlements. (Administration)

6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/15/2021.**
*Ordinance No. 3241-2021 - Declaring that, T 5N R 11W Sec 6 Seward Meridian KN 0002970 Original Townsite of Kenai Lot 3 Blk 8, Also Known as 604 Inlet Street, Kenai, Alaska, Whose Last Record Owner Under Borough Assessment Records was Peter F. Mysing, Whose Address is, PO Box 8134, Nikiski, Alaska, 99635-8134 and Estate of Peter F. Mysing CO/ Dale Dolifka, PO Box 498, Soldotna, AK, 99669-0498, Shall be Retained by the City of Kenai for a Public Purpose. (Administration)
7. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/15/2021.**
*Ordinance No. 3242-2021 - Declaring that, T 5N R 11W Sec 5 Seward Meridian KN 0002970 Original Townsite of Kenai Lot 3 Blk 20, Also Known as 905 Mission Avenue, Kenai, Alaska, Whose Last Record Owner Under Borough Assessment Records Was Keith K. Knight, General Delivery, Kenai, Alaska, Shall be Retained by the City of Kenai for a Public Purpose. (Administration)
8. **INTRODUCED AND PUBLIC HEARING POSTPONED UNTIL 9/15/2021. Ordinance No. 3243-2021** - Amending Kenai Municipal Code 14.20.150-Conditional Use Permits, to Clarify Roles and Responsibilities of Applicants, the Planning Director, and the Planning Commission in the Conditional Use Process and Make Housekeeping Changes. (Vice Mayor Molloy)
9. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 9/15/2021.**
*Ordinance No. 3245-2021 - Authorizing a Budget Transfer in and Increasing Estimated Revenues and Appropriations in the Congregate Housing Fund for the Purchase and Installation of Equipment to Provide Residents Basic Television and Wireless Internet Service. (Administration)
10. **APPROVED CHANGE OF MEETING TIME TO 3:00 P.M. Action/Approval** - Revise the Council on Aging Meeting Time, Pursuant to Policy, from 4:30 p.m. to 3:00 p.m. (City Clerk)
11. **Discussion** - Set the Process for the Hiring a City Clerk. (Mayor Gabriel)

H. COMMISSION / COMMITTEE REPORTS

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N. ADJOURNMENT

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1. Purchase Orders Between \$2,500 and \$15,000
2. Kenai Historical Society Newsletter - August 2021

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Meeting ID: 816 1017 7632 **Passcode:** 237472

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 816 1017 7632 **Passcode:** 237472

MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Eland Conway, Airport Manager
DATE: August 2021
SUBJECT: **Kenai Municipal Airport (ENA) Mid-Month Report**

Runway 2L/20R Replacement

Nightly runway closures for geotechnical coring assessing the runway, taxiway interlinks, and taxiway A subbase and structural commenced on the evening of Wednesday, August 4. Coring was completed on the morning of Tuesday, August 10.

The SOA DOT published the [2021 ENA Airport Pavement Inspection Report](#) on Thursday, August 5. This inspection shows some degradation from the previous 2018 ENA Airport Pavement Inspection Report.

The pavement inspection report in conjunction with the geotechnical assessment will determine the scope of the future runway project.

See aerial inspection below.

Aviation Afterhours

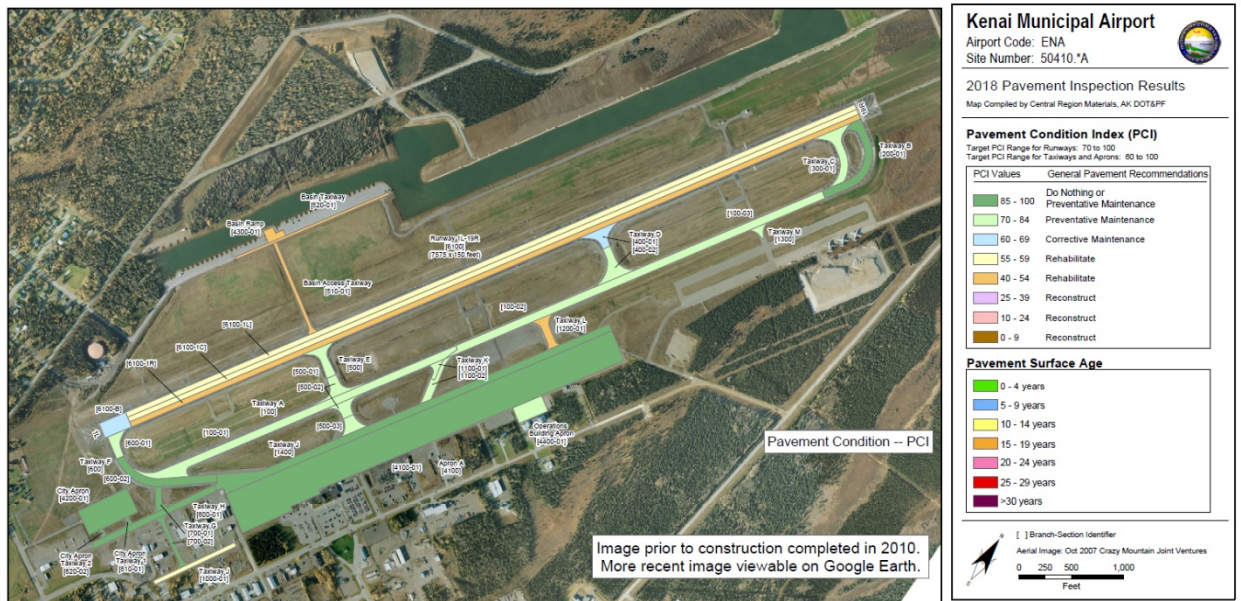
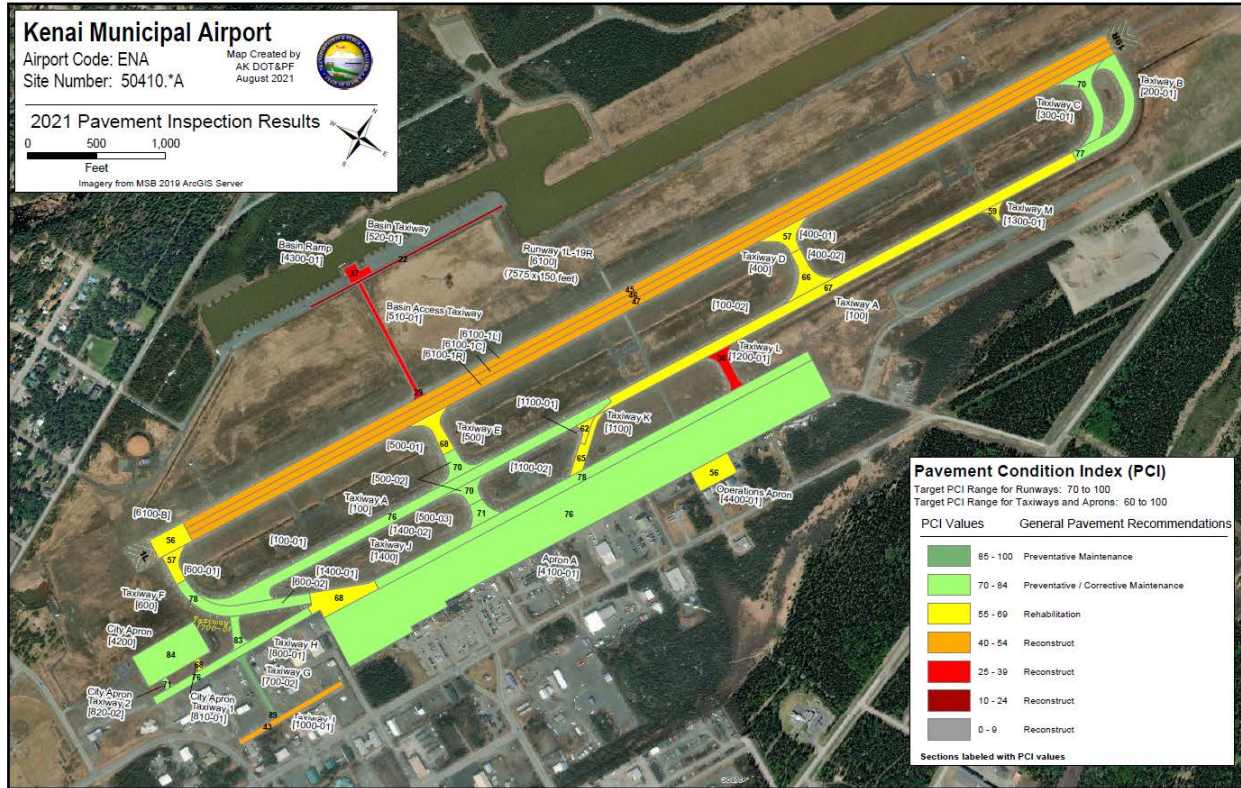
ENA is hosting Governor Mike Dunleavy's Alaska Aviation Advisory Board, the aviation community and stakeholders in the Upper Deck Lounge and terminal. The business social is an opportunity for the AAAB to see the newly remodeled terminal. And, network with the local aviation community, business, marketing & tourism stakeholders, and the new airport manager.

Federal Mask Mandate

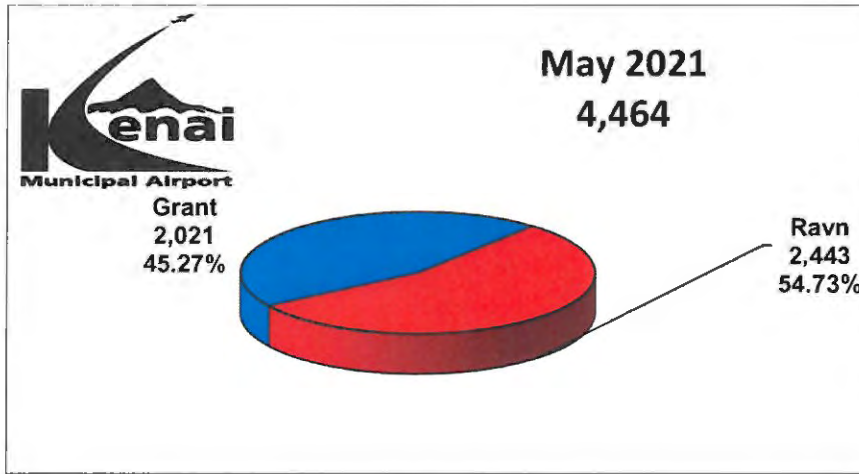


The TSA Federal Mask Mandate remains in effect. The increase in transmission rates has drawn new scrutiny at ENA. Additional mask mandate posters have been displayed, and all terminal tenants have been asked to follow the mask mandate.

We are looking into adding a paging interface to the existing PA system. This will allow for regular prerecorded public announcements.



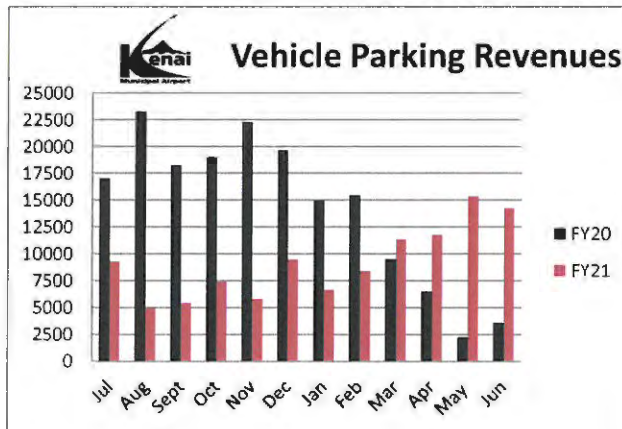
May
Enplanement Report



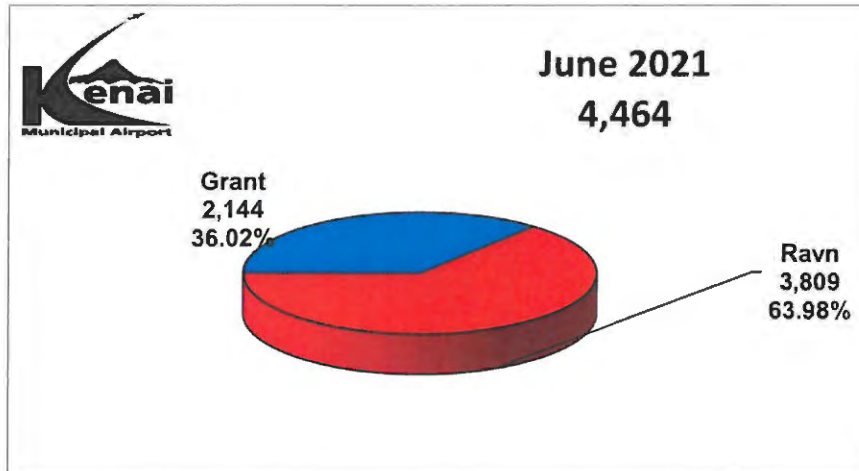
Month	RAVN ALASKA	GRANT AVIATION	Total 2021	2020	Change from 2020
January	1,606	1,783	3,389	6,390	-3,001
February	1,636	1,476	3,112	5,930	-2,818
March	2,161	1,966	4,127	1,317	2,810
April	2,100	1,935	4,035	359	3,676
May	2,443	2,021	4,464	702	3,762
June				1,367	
July				2,445	
August				3,063	
September				2,806	
October				2,606	
November				2,366	
December				3,080	
Totals	9,946	9,181	19,127	32,431	4,429

Terminal - Vehicle Parking Revenues

May		FY20 Total	
FY20	\$2,226	FY20 Total	\$171,739
FY21	\$15,309	FY21 YTD	\$95,688



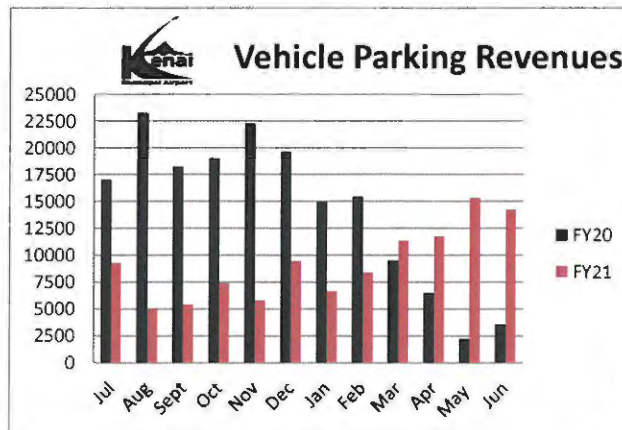
June
Enplanement Report



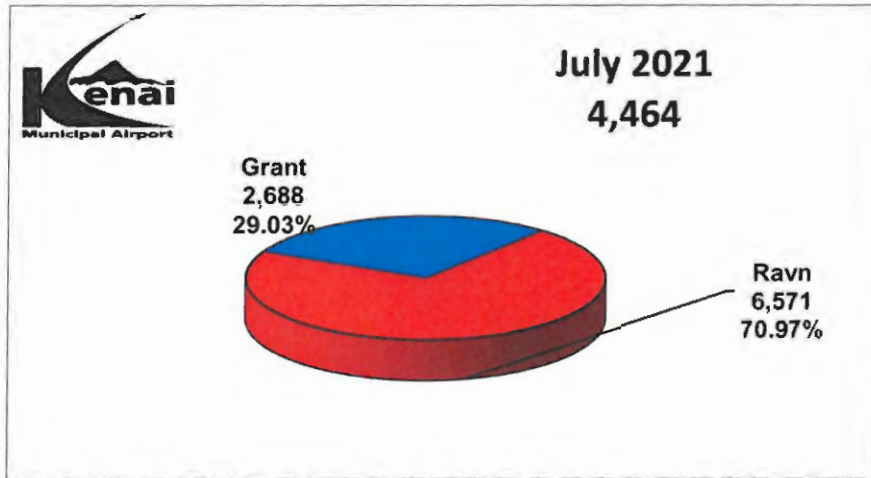
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June	3,809	2,144	5,953	1,367	4,586
July				2,445	
August				3,063	
September				2,806	
October				2,606	
November				2,366	
December				3,080	
Totals	13,755	11,325	25,080	32,431	9,015

Terminal - Vehicle Parking Revenues

June		FY20 Total	
FY20	\$3,590	FY20 Total	\$171,739
FY21	\$14,236	FY21 YTD	\$109,923



July
Enplanement Report



Month	RAVN ALASKA	GRANT AVIATION	Total 2021	2020	Change from 2020
January	1,606	1,783	3,389	6,390	-3,001
February	1,636	1,476	3,112	5,930	-2,818
March	2,161	1,966	4,127	1,317	2,810
April	2,100	1,935	4,035	359	3,676
May	2,443	2,021	4,464	702	3,762
June	3,809	2,144	5,953	1,367	4,586
July	6,571	2,688	9,259	2,445	6,814
August				3,063	
September				2,806	
October				2,606	
November				2,366	
December				3,080	
Totals	20,326	14,013	34,339	32,431	15,829

Terminal - Vehicle Parking Revenues

July

FY21	\$9,270
FY22	\$16,295

FY21 Total	\$109,923
FY22 YTD	\$16,295

