

**KENAI BEAUTIFICATION COMMITTEE – REGULAR MEETING  
MAY 14, 2024 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
CHAIR SARAH DOUTHIT, PRESIDING**

**ACTION MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Beautification Committee was held on May 14, 2024, in the Kenai City Council Chambers, Kenai, AK. Chair Douthit called the meeting to order at approximately 6:00 p.m.

**1. Pledge of Allegiance**

Chair Douthit led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Sarah Douthit, Chair  
Terri Wilson  
Sonja Barbaza

Emily Heale,  
Christina Warner, Vice Chair  
Brittney Hoffert

A quorum was present.

Also in attendance were:

Tyler Best, Parks & Recreation Director  
Jenna Brown, Parks & Recreation Assistant Director  
Phil Daniel, City Council Liaison  
Shellie Saner, City Clerk

**3. Agenda Approval**

**MOTION:**

Committee Member Heale **MOVED** to approve the agenda as presented. Committee Member Barbaza **SECONDED** the motion.

**VOTE:** There being no objection; **SO ORDERED.**

**B. SCHEDULED PUBLIC COMMENTS - None.**

**C. UNSCHEDULED PUBLIC COMMENTS - None.**

**D. APPROVAL OF MINUTES**

1. January 9, 2024 Regular Meeting Minutes
2. February 13, 2024 Special Meeting Minutes

**MOTION:**

Vice Chair Warner **MOVED** to approve the January 9<sup>th</sup> and February 13<sup>th</sup> Beautification Committee minutes. Committee Member Heale **SECONDED** the motion.

**VOTE:** There being no objection; **SO ORDERED.**

**E. UNFINISHED BUSINESS – None.**

## **F. NEW BUSINESS**

1. **Discussion/Recommendation** - Recommendation to Council on Enactment of Ordinance No. 3416-2024 - An Ordinance Repealing, Reenacting and Renaming Kenai Municipal Code Chapter 1.90 - Standard Procedures For Boards, Commissions and Committees, Enacting Chapter 1.95 - Standing Advisory Commissions, Repealing Chapters 11.10 - Harbor Commission, Chapter 19.05 Parks And Recreation Commission, Chapter 21.20 Airport Commission, Enacting Section 14.05.050 - Planning and Zoning Commission - Qualifications and Membership, and Approving Amendments to the Council on Aging Commission's By-Laws to Organize Streamline, and Improve the Efficiency of the City's Standing Commissions.

### **MOTION:**

Vice Chair Warner **MOVED** to recommend City Council enactment of Ordinance No. 3416-2024. Committee Member Barbaza **SECONDED** the motion.

City Clerk Saner summarized the report as provided in the packet, noting that the proposed new code had substantial structural changes; however, the intent of the Committee's February recommendation remained in the new proposed code.

**UNANIMOUS CONSENT** was requested on the motion.

**VOTE:** There being no objection; **SO ORDERED.**

2. **Discussion/Recommendation** - Approving the Beautification Committee 2024 Annual Work Plan Goal 1

### **MOTION:**

Vice Chair Warner **MOVED** to recommend City Council approval of Objective #1, "Parks and Garden Tour." Committee Member Heale **SECONDED** the motion.

Director Best reviewed the objective as provided in the packet.

**UNANIMOUS CONSENT** was requested on the motion.

**VOTE:** There being no objection; **SO ORDERED.**

3. **Discussion/Recommendation** - Approving the Beautification Committee 2024 Annual Work Plan Goal 2

### **MOTION:**

Vice Chair Warner **MOVED** to recommend City Council approval of Objective #2, "Winter Beautification Tour." Committee Member Barbaza **SECONDED** the motion.

Director Best reviewed the objective as provided in the packet.

**UNANIMOUS CONSENT** was requested on the motion.

**VOTE:** There being no objection; **SO ORDERED.**

4. **Discussion/Recommendation** - Approving the Beautification Committee 2024 Annual Work Plan Goal 3

### **MOTION:**

Vice Chair Warner **MOVED** to recommend City Council approval of Objective #3, "Leif Hansen Memorial Fountain." Committee Member Heale **SECONDED** the motion.

Director Best reviewed the objective as provided in the packet, and noted that he will consult with a contractor to review options to beautify existing fountain structure. He also discussed the timing of turning on the fountain and water in parks.

**MOTION TO AMEND:**

Committee Member Heale **MOVED** to amend Objective #3 Funding from “will” to “may receive additional funding.” Committee Member Heale **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to amend.

**VOTE:** There being no objection; **SO ORDERED**.

**UNANIMOUS CONSENT** was requested on the main motion as amended.

**VOTE:** There being no objection; **SO ORDERED**.

5. **Discussion/Recommendation** - Approving the Beautification Committee 2024 Annual Work Plan Goal 4

**MOTION:**

Committee Member Heale **MOVED** to recommend City Council approval of Objective #4, “Green Strip Pavilion.” Committee Member Hoffert **SECONDED** the motion.

Director Best reviewed the objective as provided in the packet.

**UNANIMOUS CONSENT** was requested on the motion.

**VOTE:** There being no objection; **SO ORDERED**.

6. **Discussion/Recommendation** - Recommending Color Swatches for a Color Standard for Parks and Recreation.

Director Best reviewed the staff report as provided in the packet. Committee members reviewed the color options in an outdoor setting.

**MOTION:**

Vice Chair Warner **MOVED** to recommend Perennial Green as a color standard. Committee Member Hoffert **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion.

**VOTE:** There being no objection; **SO ORDERED**.

**MOTION:**

Committee Member Barbaza **MOVED** to recommend Brown Velvet as a color standard. Committee Member Heale **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion.

**VOTE:** There being no objection; **SO ORDERED**.

**G. REPORTS**

1. Parks & Recreation Director – Director Best reported on the following:
  - Attended a meeting on landscaping on Leif Hansen Memorial Fountain.
  - Planting Day will be the first Saturday in June.
  - Recapped Trash Pickup Day on May 11<sup>th</sup>.
  - Discussed placement of additional planters and timing of planter drops.
2. Commission Chair – No report.
3. City Council Liaison – Council Member Daniel reported on recent actions of the City Council.

**H. ADDITIONAL PUBLIC COMMENTS – None.**

**I. NEXT MEETING ATTENDANCE NOTIFICATION – September 10, 2024**

Committee Member Wilson noted she would be absent.

It was noted that the garden tour date would be announced after Director and Chair meet, estimated to be the end of August.

**J. COMMISSION QUESTIONS AND COMMENTS**

Committee Members Heale and Warner noted they were thankful for the progress made today and were looking forward to the Commission's future.

**K. ADJOURNMENT**

**L. INFORMATIONAL ITEMS – None.**

There being no further business before the Beautification Committee, the meeting was adjourned at 6:48 p.m.

I certify the above represents accurate minutes of the Beautification Committee meeting of May 14, 2024.



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Meghan Thibodeau  
Deputy City Clerk