

**KENAI BEAUTIFICATION COMMISSION – REGULAR MEETING
NOVEMBER 19, 2024 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR SARAH DOUTHIT, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Beautification Commission was held on November 18, 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
Brittney Hoffert

Emily Heale
Samantha Springer

A quorum was present.

Absent:

Terri Wilson
Sonja Earsley

Christina Warner, Vice Chair

Also in attendance were:

Tyler Best, Parks & Recreation Director
Victoria Askin, City Council Liaison

3. Agenda Approval

MOTION:

Commissioner Hoffert **MOVED** to approve the agenda as presented. Commissioner Springer **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. May 14, 2024

MOTION:

Commissioner Heale **MOVED** to approve the May 14, 2024 Beautification Commission minutes. Commissioner Hoffert **SECONDED** the motion.

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

E. UNFINISHED BUSINESS – None.

F. NEW BUSINESS

1. **Discussion** - Review and work plan goals and prepare a report for the council.

Director Best gave a staff report from information provided in the packet; clarification was provided on the current status of projects; Plant Day was suggested as a future goal of the Commission.

Chair Douthit volunteered to write the report for Council.

2. **Discussion**– Review Flower order for FY25

Director Best gave a staff report from information provided in the packet; discussion followed and the Commission provided suggestions for colors and patterns for planting.

3. **Discussion** – Winter tour date

Director Best reported on the winter decor the Parks & Recreation Department have installed; the Commission scheduled the Winter Tour for December 3, 2024.

4. **Discussion/Recommendation** – Capital Improvement Plan Priority list

MOTION:

Commissioner Hoffert **MOVED** to recommend City Council approval of the Capital Improvement Plan Priority list. Commissioner Springer **SECONDED** the motion.

Director Best gave a staff report from information provided in the packet; Commission discussion followed.

UNANIMOUS CONSENT was requested on the motion.

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

G. REPORTS

1. Parks & Recreation Director – Director Best reviewed the Midmonth Reports as provided in the packet.
2. Commission Chair – Chair Douthit discussed the little free library on Forest Drive; expressed appreciation for City décor.
3. City Council Liaison – Council Member Askin reported on the recent actions of the City Council.

H. ADDITIONAL PUBLIC COMMENTS – None.

I. NEXT MEETING ATTENDANCE NOTIFICATION – January 14, 2025

Commissioner Heale noted that she may be absent or attending remotely.

J. COMMISSION QUESTIONS AND COMMENTS

Commissioner Hoffert discussed commissioner term reappointments.

Commissioner Heale noted she hoped to attend the Winter Tour.

K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. September Mid-month report
2. October Mid-Month Report

There being no further business before the Beautification Commission, the meeting was adjourned at 7:08 p.m.

I certify the above represents accurate minutes of the Beautification Commission meeting of November 19, 2024.



Meghan Thibodeau
Deputy City Clerk