

**KENAI BEAUTIFICATION COMMISSION – REGULAR MEETING
MAY 13, 2025 – 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 May 13, 2025, 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
Sonja Earsley
Brittney Hoffert

Emily Heale
Samantha Springer (*electronic participation*)

A quorum was present.

Absent:

Christina Warner, Vice Chair Terri Wilson

Also in attendance were:

Jenna Brown, Parks & Recreation Assistant Director
Phil Daniel, City Council Member

3. Election of Chair and Vice Chair

MOTION:

Commissioner Hoffert **MOVED** to re-appoint Sarah Douthit as Chair. Commissioner Heale **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

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

MOTION:

Commissioner Hoffert **MOVED** to appoint Sonja Earsley as Vice Chair. Commissioner Heale **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

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

4. Agenda Approval

MOTION:

Commissioner Heale **MOVED** to approve the agenda as presented. Commissioner Hoffert **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. November 19, 2024 Regular Meeting Minutes
2. February 11, 2025 Regular Meeting Minutes
3. April 8, 2025 Regular Meeting Minutes

MOTION:

Vice Chair Earsley **MOVED** to approve the November 19, 2024, February 11, 2025, and April 8, 2025 Beautification Commission minutes. Commissioner Hoffert **SECONDED** the motion.

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

E. UNFINISHED BUSINESS – None.

F. NEW BUSINESS

1. **Discussion/Recommendation** - Annual report of 2024 work plan goals

MOTION:

Commissioner Hoffert **MOVED** to recommend approval of the Beautification Commission Annual report of 2024 work plan goals. Vice Chair Earsley **SECONDED** the motion.

The report of information provided in the packet was reviewed.

UNANIMOUS CONSENT was requested on the motion.

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

2. **Discussion/Recommendation** - Workplan Goals for 2025

MOTION:

Vice Chair Earsley **MOVED** to recommend approval of the Beautification Commission Workplan Goals for 2025. Commissioner Hoffert **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

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

G. REPORTS

1. Parks & Recreation Director – Assistant Director Brown reported on the following:
 - Temporary summer staff positions have mostly been filled.
 - Parks staff summer maintenance including playground inspections, preparing fields.
 - Annual Easter Egg hunt in April; over 300 participants.
 - Parks Master Plan introduction input meeting on March 29; online survey for additional input.
 - Kite Festival and Planting Day events on May 31.
 - Pickup day on May 3; 27 participants.

[Clerk's Note: this report was provided earlier in the meeting under item F.1.]

2. Commission Chair – No report.

3. City Council Liaison – Council Member Daniel reported on the recent actions of the City Council.

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

I. **NEXT MEETING ATTENDANCE NOTIFICATION** – September 9, 2025

J. **COMMISSION QUESTIONS AND COMMENTS**

Chair Douthit noted that the August Tour needs to be scheduled; there was consensus that August 5, 2025 would work for the Commissioners.

Vice Chair Earsley expressed excitement for spring and the fishing season.

Commissioner Heale thanked the Parks & Recreation Department for their great work hosting the Easter Egg Hunt event; looking forward to the Kite Festival.

Commissioner Hoffert asked about Planting Day event; clarification was provided that it would be held on May 31 but Parks staff would be available starting May 27 to meet with volunteers at their chosen flower beds and plant with them.

Chair Douthit provided additional details about the Planting Day Event; expressed excitement for spring; toured the Parks & Recreation greenhouse; thanked Parks staff.

Commissioner Springer expressed excitement for summer.

K. **ADJOURNMENT**

L. **INFORMATIONAL ITEMS**

1. Park inventory

There being no further business before the Beautification Commission, the meeting was adjourned at 6:30 p.m.

I certify the above represents accurate minutes of the Beautification Commission meeting of May 13, 2025.

Logan Parks
Deputy City Clerk

