

**KENAI BEAUTIFICATION COMMITTEE
REGULAR MEETING
OCTOBER 11, 2022 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
Telephonic/Virtual Information Below
<http://www.kenai.city>**

1. **CALL TO ORDER**
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Approval

2. **SCHEDULED PUBLIC COMMENTS** *(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. May 19, 2022Pg. 2

5. **UNFINISHED BUSINESS**

6. **NEW BUSINESS**
 - a. **Discussion/Recommendation** – Priority List for the City of Kenai Fiscal Year 2024-2028 Capital Improvement PlanPg. 4
 - b. **Discussion** – Pumpkin Festival 2022

7. **REPORTS**
 - a. Parks & Recreation Director
 - b. Committee Chair
 - c. City Council Liaison Pg. 7

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – January 10, 2023

9. **COMMISSION QUESTIONS AND COMMENTS**

10. **ADDITIONAL PUBLIC COMMENT**

11. **INFORMATION ITEMS**

12. **ADJOURNMENT**

Join Zoom Meeting

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Passcode: 704777

**KENAI BEAUTIFICATION COMMITTEE
SPECIAL MEETING
MAY 19, 2022 – 6:00 P.M.
KENAI COUNCIL CHAMBERS
CHAIR SARAH DOUTHIT, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Douthit called the meeting to order at 5:30 p.m.

a. Pledge of Allegiance

Chair Gabriel led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Committee Members present: S. Douthit, T. Wilson, B. Roland, J. Phillips,

Committee Members absent: L. Gabriel, C. Warner, E. Heale,

Staff/Council Liaison present: Parks and Recreation Director B. Walker, Administrative Assistant T. Best, Council Liaison D. Sounart

A quorum was present.

c. Agenda Approval

MOTION:

Committee Member Phillips **MOVED** to approve the agenda and Vice Chair Wilson **SECONDED** the motion. There were no objections; **SO ORDERED.**

2. UNSCHEDULED PUBLIC COMMENT – None.

3. NEW BUSINESS

a. Discussion – 2022 Flower Update & Volunteer Planting Day

Director Walker noted that the Parks & Recreation department got a new mower, and Assistant Best discussed the available space in the Kenai Community Garden and asked the committee if they or anyone they knew had interest in renting plots.

The committee discussed the upcoming Volunteer Plant Day, and Director Walker clarified that it will take place on June 4, 2022 from 10:00 AM – 12:00 PM, and it will be followed by a barbecue provided by the Kenai Fire Department. He noted that the annual Kite Festival will also take place on the same day, and the Parks & Recreation Department will “divide and conquer” the events on the same day. Discussion included the public’s involvement in Plant Day and outreach efforts.

b. Discussion – 2022 Goals & Objectives

Director Walked explained that their goals and objectives include updated park signs, new landscaping, new mulch in beds, and installation of little free libraries. He noted that one of the big goals will be to improve the wildflower hill by treating and tilling it for an entire summer to refresh the soil and kill weeds. Additional goals would be for Kenai to become an Arbor City which would include planting trees.

The committee discussed beetle kill trees, the Kenai Dog Park, the Doctor's Cabin at the Kenai Visitor Center; Director Walker explained the City's current efforts to implement plans for these issues.

c. **Discussion** – Setting a Date for the 2022 August Garden Tour

The committee scheduled a Garden Tour work session for August 9, 2022.

4. COMMITTEE MEMBER QUESTIONS AND COMMENTS

Committee Member Phillips said to have a wonderful summer.

Vice Chair Wilson noted that she liked the plan for caring for the field of flowers.

Chair Douthit noted she hopes there is something that can be done with the 4th Street Park; she does not like the way it looks.

Council Member Sounart noted that she likes the wildflower plan.

5. ADDITIONAL PUBLIC COMMENT – None.

6. INFORMATION ITEMS – None.

8. ADJOURNMENT

There being no further business before the Committee, the meeting was adjourned at 6:41 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk



KENAI

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

MEMORANDUM

TO: Beautification Committee
THROUGH: Paul Ostrander, City Manager
FROM: Scott Curtin, Director of Public Works
DATE: October 5, 2022
SUBJECT: Parks & Recreation Capital Projects Priorities List

The purpose of this memo is to provide direction and clarification to commissions in submission of Capital Projects for Council consideration. The attached list of Parks & Recreation projects is intended to verify the recommendations of the Beautification Committee, and to establish a priority for one proposed project over another. The approved list will then be considered for incorporation into the "Draft" FY2024-2028 Capital Improvement Plan (CIP), which will highlight project priorities from all City Departments.

For this evening's committee meeting please verify the attached list meets the intentions of the Beautification Committee and make the following motion:

Motion

"I move to approve the Parks & Recreation Capital Improvement Projects Priority List for inclusion within the Draft FY2024-2028 Capital Improvement Plan."

The Committee should understand this list does not mean these projects will be completed within the indicated years. They are a request to the Administration and Council for their consideration, and the ability of the City to complete them will be subject to available funds. The Committee should expect that some or all of the projects may be moved with the overall CIP plan in an effort to provide the best chance for their completion. Some of them may be removed altogether, for reconsideration at a later date to allow others an opportunity to be funded.

I would like to say thank you to everyone for providing input toward the development of this plan. Your efforts insure our resources are directed toward meeting the needs of our community. I would like to encourage committee members to attend the annual Special Work Session where Council will be presented and discussing the Capital Improvement Plan. The Committee's support is respectfully requested.

Parks and Recreation Capital Improvement Projects

FY 2024					
Project Name	Project No.	Total Project Cost	City Funding	Grant Funding	Description
Green Strip Playground Replacement		\$85,000		\$85,000	Replacement of children’s playground equipment. (There is a potential of two \$55k grants spanning over two years from Marathon Oil.)
Shelter #3 replacement at Municipal Park		\$75,000	\$75,000	0	We would like the funding for trail development at Municipal Park to be used to replace Shelter #3 at Municipal Park. Shelter #3 has structural issues and needs replaced. This would be our #1 project for 2024
Convert Multi-Purpose Facility and Kenai Recreation Center to all LED lighting		\$100,000			This is a new CIP. This a very rough guess on numbers. The projected costs could change based on if we want to convert all the existing T8 fixtures to LEDs vs. replacing them altogether with new LED fixtures.
Hazardous Tree Removal				\$250,000	This is a new CIP. Funding will be used to remove beetle kill/hazardous trees from Municipal Park, Disc Golf Course, Daubenspec Park, Ryan’s Trail.
Complete Re-finish and Repair of the Rec. Center gym floors		\$55,000			This is a new CIP. This would include the racquetball courts as well. This project would consist of repairing water damaged areas, completely re-sanding, painting all new lines basketball, pickleball, and volleyball and re-finishing it with a polymer coat.
FY 2025					
Project Name	Project No.	Total Project Cost	City Funding	Grant Funding	Description
Old Town Playground Equipment Replacement		\$125,000		\$125,000	Replacement of aging equipment with new ADA accessible playground. We believe this funding should be <i>changed to</i> <u>\$250,000</u> to incorporate new fencing, new half-court basketball court, ADA paths, the removal of the old shelter and installation of new swinging park benches for parents to watch their kids. Potential collaboration with the Kenaitze tribe to help fund this project.

Parks and Recreation Capital Improvement Projects

Replace Green Strip pavilion		\$175,000			This is a new CIP project. This would be our biggest shelter. A minimum of 40X60. Shelter would have a poured slab, electric, running water, BBQ, possible 4 ft high side wall, and be ADA accessible.
Build a parking Lot and ADA accessible sidewalks at Green Strip		\$150,000			This is a new CIP. The projected cost is a rough guess. A parking lot should exist on the pavilion side of the Green Strip. ADA accessible sidewalks should be built to the pavilion, restrooms, and playground.
FY 2026					
Project Name	Project No.	Total Project Cost	City Funding	Grant Funding	Description
Install new pavilion at Scout Park		\$50,000			Install rentable 24X24 timber frame pavilion with concrete slab and ADA accessible walks.
Replace Beaver Creek pavilion		\$50,000			This is a new CIP. The current pavilion is in very poor shape and in need of replacement. Install rentable 24X24 timber frame pavilion with concrete slab and ADA accessible walks.



Kenai City Council - Regular Meeting

September 07, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

**** Telephonic/Virtual Information on Page 3****

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 WITHOUT OBJECTION. Ordinance No. 3304-2022** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds for Kenai Municipal Airport Disadvantage Business Enterprise Program Updates. (Administration)
2. **ENACTED WITHOUT OBJECTION. 3305-2022** - Conditionally Granting Certain Foreclosed City-Owned Properties Described as Lots 8 & 11, Block 9 and Lot 4, Block 10, Mommsen's Replat of Additions No. 1 & 2 (Parcel Numbers 03910211, 03910208 and 03910304) to Central Peninsula Habitat for Humanity, Inc. for Construction of Housing. (Administration)
3. **ADOPTED WITHOUT OBJECTION. Resolution No. 2022-62** - Supporting the Kenai Peninsula Borough's Application for a Safe Streets and Roads for All Action Plan Grant and Authorizing the City of Kenai to be Included as a Joint Applicant. (Administration)
4. **ADOPTED WITHOUT OBJECTION. Resolution No. 2022-63** - Awarding a Professional Services Agreement and Corresponding Purchase Order for Professional Mechanical and Electrical Engineering Services for the Kenai Municipal Airport (KMA) Operations Building HVAC Controls and Boiler Replacement Project. (Administration)

E. MINUTES

1. *Regular Meeting of August 17, 2022. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Purchase Orders Over \$15,000. (Administration)
3. ***Ordinance No. 3306-2022** - Amending Kenai Municipal Code 7.15.020 Purchases Requiring Council Approval, to Provide Increased Flexibility for the Administration to Conduct City Business while Maintaining Sufficient Safeguards to Protect the Public Interest. (Baisden)
4. ***Ordinance No. 3307-2022** - Amending Kenai Municipal Code 7.25.020 – City Budget Control, to Provide Increased Flexibility in the Expenditure of Funds and Management of City Budgets while Maintaining Adequate Internal Controls to Protect the Public’s Interest. (Baisden)
5. ***Ordinance No. 3308-2022** - Accepting and Appropriating a Grant from the State of Alaska for the Purchase of Library Materials. (Administration)
6. ***Ordinance No. 3309-2022** - Accepting and Appropriating Funds from the Public Library Association and AT&T for the Kenai Community Library’s Participation in the PLA Digital Literacy Workshop Training Incentive. (Administration)
7. ***Ordinance No. 3310-2022** - Increasing Estimated Revenues and Appropriations in the General Fund, Police Department, for the Receipt of a Vehicle Forfeited to the State of Alaska. (Administration)
8. ***Ordinance No. 3311-2022** - Determining that Real Property Described as Lot 5, Block 1, Gusty Subdivision Addition No. 1, According to Plat No. 83-126 KRD, City-Owned Airport Land Located Outside the Airport Reserve, is not Needed for a Public Purpose, Waiving KMC 22.05.095 Methods of Sale or Disposal and Authorizing the Sale of the Property to Aaron Swanson DBA Forever Business Plaza LLC. (Administration)
9. ***Ordinance No. 3312-2022** - Determining Lot 4, Block 1, Gusty Subdivision Addition No. 1 Amended is not Needed for a Public Purpose and Approving the Execution of a Lease with an Option to Purchase between the City of Kenai and Aaron Swanson for the Property. (Administration)
10. ***Ordinance No. 3313-2022** - Accepting and Appropriating Funds from the State of Alaska Department of Natural Resources, Division of Forestry and the United States Department of Agriculture, Forest Service to Support the City’s Spruce Beetle Mitigation and Hazard Fuel Reduction Program and Authorizing the City Manager to Execute a Memorandum of Agreement for this Funding. (Administration)
11. ***Ordinance No. 3314-2022** - Extending the Time Period for Completion of the Action Items Necessary for the Conditional Donation of an Approximate 2 Acre Parcel to be Subdivided from a Portion of the 6.8 Acre More or Less Portion of the East of Tract 4A, Baron Park 2020 Replat (KPB Parcel No. 04501035) to Triumvirate Theatre for the Development of a Theatre Facility. (Administration)
12. ***Ordinance No. 3315-2022** - Increasing Estimated Revenues and Appropriations in the General Fund and Public Safety Capital Project Fund for Costs in Excess of Budgeted Amounts for the fire Department Apparatus Bay Floor Refinishing Project. (Administration)
13. ***INTRODUCED AND REFERRED TO THE PLANNING AND ZONING COMMISSION FOR RECOMMENDATION/PUBLIC HEARING SET FOR 9/21/22. Ordinance No. 3316-2022*** - Amending Kenai Municipal Code 14.20.150-Conditional Use Permits, to Further Clarify Roles

and Responsibilities of Applicants, the Planning Director, and the Planning Commission in the Conditional Use Process. (Glendening)

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 comments 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.

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Meeting ID: 838 1744 5954 **Passcode:** 821903



Kenai City Council - Regular Meeting

September 21, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Action Agenda

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B. SCHEDULED PUBLIC COMMENTS (*Public comments limited to ten (10) minutes per speaker*)

C. UNSCHEDULED PUBLIC COMMENTS (*Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

D. PUBLIC HEARINGS

1. **ENACTED WITHOUT OBJECTION. Ordinance No. 3306-2022** - Amending Kenai Municipal Code 7.15.020 Purchases Requiring Council Approval, to Provide Increased Flexibility for the Administration to Conduct City Business while Maintaining Sufficient Safeguards to Protect the Public Interest. (Baisden)
2. **ENACTED AS AMENDED WITHOUT OBJECTION. Ordinance No. 3307-2022** - Amending Kenai Municipal Code 7.25.020 – City Budget Control, to Provide Increased Flexibility in the Expenditure of Funds and Management of City Budgets while Maintaining Adequate Internal Controls to Protect the Public's Interest. (Baisden)
3. **ENACTED WITHOUT OBJECTION. Ordinance No. 3308-2022** - Accepting and Appropriating a Grant from the State of Alaska for the Purchase of Library Materials. (Administration)
4. **ENACTED WITHOUT OBJECTION. Ordinance No. 3309-2022** - Accepting and Appropriating Funds from the Public Library Association and AT&T for the Kenai Community Library's Participation in the PLA Digital Literacy Workshop Training Incentive. (Administration)
5. **ENACTED WITHOUT OBJECTION. Ordinance No. 3310-2022** - Increasing Estimated Revenues and Appropriations in the General Fund, Police Department, for the Receipt of a Vehicle Forfeited to the State of Alaska. (Administration)
6. **ENACTED AS AMENDED WITHOUT OBJECTION. Ordinance No. 3311-2022** - Determining that Real Property Described as Lot 5, Block 1, Gusto Subdivision Addition No. 1, According to Plat No. 83-126 KR D, City-Owned Airport Land Located Outside the Airport Reserve, is not

Needed for a Public Purpose, Waiving KMC 22.05.095 Methods of Sale or Disposal and Authorizing the Sale of the Property to Aaron Swanson DBA Forever Business Plaza LLC. (Administration)

7. **ENACTED AS AMENDED BY SUBSTITUTE WITHOUT OBJECTION. Ordinance No. 3312-2022** - Determining Lot 4, Block 1, Gusty Subdivision Addition No. 1 Amended is not Needed for a Public Purpose and Approving the Execution of a Lease with an Option to Purchase between the City of Kenai and Aaron Swanson for the Property. (Administration)
 - **Substitute Ordinance No. 3312-2022** - Determining Lot 4, Block 1, Gusty Subdivision Addition No. 1 Amended is not Needed for a Public Purpose and Approving the Execution of a Lease with an Option to Purchase between the City of Kenai and Aaron Swanson DBA Forever Business Plaza, LLC. for the Property. (Administration)
8. **ENACTED WITHOUT OBJECTION. Ordinance No. 3313-2022** - Accepting and Appropriating Funds from the State of Alaska Department of Natural Resources, Division of Forestry and the United States Department of Agriculture, Forest Service to Support the City's Spruce Beetle Mitigation and Hazard Fuel Reduction Program and Authorizing the City Manager to Execute a Memorandum of Agreement for this Funding. (Administration)
9. **ENACTED AS AMENDED WITHOUT OBJECTION. Ordinance No. 3314-2022** - Extending the Time Period for Completion of the Action Items Necessary for the Conditional Donation of an Approximate 2 Acre Parcel to be Subdivided from a Portion of the 6.8 Acre More or Less Portion of the East of Tract 4A, Baron Park 2020 Replat (KPB Parcel No. 04501035) to Triumvirate Theatre for the Development of a Theatre Facility. (Administration)
10. **ENACTED WITHOUT OBJECTION. Ordinance No. 3315-2022** - Increasing Estimated Revenues and Appropriations in the General Fund and Public Safety Capital Project Fund for Costs in Excess of Budgeted Amounts for the fire Department Apparatus Bay Floor Refinishing Project. (Administration)
11. **POSTPONED TO 10/5/2022 WITH A MOTION TO AMEND ON THE FLOOR. Ordinance No. 3316-2022** - Amending Kenai Municipal Code 14.20.150-Conditional Use Permits, to Further Clarify Roles and Responsibilities of Applicants, the Planning Director, and the Planning Commission in the Conditional Use Process. (Glendening)
12. **POSTPONED TO 10/5/2022. Resolution No. 2022-64** - Approving the Renewal of a Lease Utilizing a Non-Standard Lease Form on Airport Reserve Lands Between the City of Kenai and the Federal Aviation Administration for the Automated Flight Service Station and Satellite Communication Network Facilities on Lot 7A-1 FBO Subdivision No. 5. (Administration)
13. **ADOPTED WITHOUT OBJECTION. Resolution No. 2022-65** - Approving the Use of the Fleet Replacement Fund for the Purchase of Four Ford Police Interceptors Utilizing the State of Alaska Equipment Fleet Contract. (Administration)
14. **ADOPTED WITHOUT OBJECTION. Resolution No. 2022-66** - Amending the Kenai Municipal Airport Aircraft Parking Fees. (Administration)
15. **ADOPTED WITHOUT OBJECTION. Resolution No. 2022-67** - Allowing the City of Kenai, City Manager to Execute Federal Aviation Administration Grant Agreement for Airport Improvement Program Project No. 3-02-0142-072-2022 at the Kenai Municipal Airport. (Administration)
16. **ADOPTED WITHOUT OBJECTION. Resolution No. 2022-68** - Authorizing A FY2022 Budget Transfer in the Airport Fund, Airfield Department for Amounts in Excess of Budgeted Amounts Caused by Employee Retirement and Above Average Snow Removal Activity During the Fiscal Year. (Administration)

17. **ADOPTED WITHOUT OBJECTION. Resolution No. 2022-69** - Authorizing a FY2022 Budget Transfer in the General Fund, Street Department for Amounts in Excess of Budgeted Amounts Caused by Above Average Snow Removal Activity During the Fiscal Year. (Administration)

E. MINUTES

1. *Regular Meeting of September 7, 2022. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Special Use Permit for Corvus Airlines, Inc. DBA Ravn Alaska, LLC. for Use of 1,200 Square Feet of Warm Storage of a De-Ice Vehicle. (Administration)
3. ***Ordinance No. 3317-2022** - Increasing Estimated Revenues and Appropriations in the Airport Fund and Appropriating Funds in the Airport Snow Removal Equipment Capital Project Fund for the Purchase of Snow Removal Equipment Attachments and Installation of a Gate. (Administration)
4. **APPROVED AS AMENDED WITHOUT OBJECTION. Action/Approval** - Appointment of the October 4, 2022 Election Precinct Boards for the October 4, 2022 Regular City Election. (City Clerk)
5. **APPROVED WITHOUT OBJECTION. Action/Approval** - Kenai Senior Center as a Residual Beneficiary of the Tamera Diane Cone Testamentary Trust – Options for Management of Funds. (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

1. Childhood Cancer Awareness Proclamation
2. Government Finance Officers Association Letter

J. ADMINISTRATION REPORTS

1. City Manager
2. City Attorney
3. City Clerk

K. ADDITIONAL PUBLIC COMMENTS

1. Citizens Comments (*Public comments limited to five (5) minutes per speaker*)

2. Council Comments

L. EXECUTIVE SESSION

1. Discussion for Resolving Delinquent Special Assessment Districts. Pursuant to AS 44.62.310(c)(1) a Matter of which the Immediate Knowledge may have an Adverse Effect upon the Finances of the City. (Administration)

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

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

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