

**KENAI BEAUTIFICATION COMMITTEE  
REGULAR MEETING  
JANUARY 14, 2020 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
<http://www.kenai.city>**

1. **CALL TO ORDER**
  - a. Pledge of Allegiance
  - b. Roll Call
  - c. Elections of the Chair and Vice-Chair
  - d. 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. September 10, 2019
  - b. October 8, 2019
  
5. **UNFINISHED BUSINESS** – None.
  
6. **NEW BUSINESS**
  - a. **Discussion** – Memorial Day Red Poppies
  
7. **REPORTS**
  - a. Parks & Recreation Director
  - b. Committee Chair
  - c. City Council Liaison
  
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – April 14, 2020
  
9. **COMMISSIONER COMMENTS AND QUESTIONS**
  
10. **ADDITIONAL PUBLIC COMMENT**
  
11. **INFORMATION ITEMS**
  - a. November/December Monthly Report
  
12. **ADJOURNMENT**

<p><b>PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING: JACQUELYN -- 283-8231 OR, BOB -- 283-8261</b></p>
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**KENAI BEAUTIFICATION COMMITTEE  
REGULAR MEETING  
SEPTEMBER 10, 2019 – 6:00 P.M.  
CITY HALL COUNCIL CHAMBERS  
CHAIR LISA GABRIEL, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

Chair Gabriel called the meeting to order at 6:10 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: Chair L. Gabriel, K. Reed, T. Wilson, M. Rhyner

Committee Members absent: B. Madrid

Staff/Council Liaison present: Parks and Recreation Director B. Frates

A quorum was present.

**c. Agenda Approval**

**MOTION:**

Committee Member Rhyner **MOVED** to approve the agenda as presented; and Committee Member Wilson **SECONDED** the motion. There were no objections; **SO ORDERED.**

**2. SCHEDULED PUBLIC COMMENTS – None.**

**3. UNSCHEDULED PUBLIC COMMENT – None.**

**4. APPROVAL OF MEETING SUMMARY**

**a. May 14, 2019**

**MOTION:**

Committee Member Rhyner **MOVED** to approve the May 14, 2019 meeting summary and Committee Member Reed **SECONDED** the motion. There were no objections; **SO ORDERED.**

**5. UNFINISHED BUSINESS – None.**

**6. NEW BUSINESS**

**a. Discussion – Beautification Tour Follow-Up**

The Parks and Recreation Director thanked those that attended the tour and notified the committee that he would like to present a slideshow of the flower beds toured. He noted the following highlights and recommendations made:

- Airport Triangle – Plant flowers that would stand out better under the jet (i.e. Geraniums and Yellow Marigolds). It was also suggested that a climbing plant be used for the legs of the jet.
- Library – Plant a small number of flowers where the Iris' were removed.
- Fire Department – Eliminate the perimeter bed located at the corner of Willow Street and Main Street Loop.
- Erik Hansen Scout Park – Removal of five Spruce trees was still pending.

b. **Discussion** – Poppy Flower Bed at Leif Hansen Park

A general discussion centered around providing red poppies at the Leif Hansen Memorial Park for Memorial Day services. The Director stated this year he could not locate any poppies that would be in bloom at the end of May but a local nursery could grow them and have ready by Memorial Day, for a cost of \$3.99 per 4-inch pot. The Chair indicated support in this direction.

It was also suggested that a small bed could be seeded with poppy seeds for color later in the season.

**7. REPORTS**

- a. **Parks & Recreation Director** – B. Frates reported on two events coming up, the Kenai River Marathon on September 29 and the Fourth Annual Fall Pumpkin Festival on October 12. He noted staff was working hard pulling this event together to include a Farmer's Market and hay maze, in addition to a couple entities that may sponsor the pumpkins this year and some new activities. It was also reported that staff was busy removing beetle kills trees and preparing for the winter season.
- b. **Committee Chair** – L. Gabriel thanked everyone for their time at the meeting.
- c. **City Council Liaison** – None.

**8. NEXT MEETING ATTENDANCE NOTIFICATION** – October 8, 2019

**9. COMMITTEE MEMBER QUESTIONS AND COMMENTS** – None.

**10. ADDITIONAL PUBLIC COMMENT** – None.

**11. INFORMATION**

**12. ADJOURNMENT**

There being no further business before the Committee, the meeting was adjourned at 7:00 p.m.

Meeting summary prepared and submitted by:

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Jacquelyn LaPlante, Deputy City Clerk

**KENAI BEAUTIFICATION COMMITTEE  
REGULAR MEETING  
OCTOBER 8, 2019 – 6:00 P.M.  
CITY HALL COUNCIL CHAMBERS  
CHAIR LISA GABRIEL, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

Chair Gabriel called the meeting to order at 6:03 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: Chair L. Gabriel, M. Rhyner

Committee Members absent: B. Madrid, T. Wilson, K. Reed

Staff/Council Liaison present: Parks and Recreation Director B. Frates

No quorum was present.

**c. Agenda Approval**

**2. SCHEDULED PUBLIC COMMENTS – None.**

**3. UNSCHEDULED PUBLIC COMMENT**

**4. APPROVAL OF MEETING SUMMARY**

a. September 10, 2019

**5. UNFINISHED BUSINESS – None.**

**6. NEW BUSINESS**

a. **Discussion** – Fall Pumpkin Festival

b. **Discussion** – Utility Box Decorating

**7. REPORTS**

a. **Parks & Recreation Director**

b. **Committee Chair**

c. **City Council Liaison**

**8. NEXT MEETING ATTENDANCE NOTIFICATION – January 14, 2020**

**9. COMMITTEE MEMBER QUESTIONS AND COMMENTS**

**10. ADDITIONAL PUBLIC COMMENT**

**11. INFORMATION**

**12. ADJOURNMENT**

Meeting summary prepared and submitted by:

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Jacquelyn LaPlante  
Deputy City Clerk



*"Village with a Past, City with a Future"*

210 Fidalgo Avenue, Kenai, Alaska 99611-7794  
Telephone: 907-283-7535 / FAX: 907-283-3014



# MEMO:

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**TO:** Beautification Committee Members

**FROM:** Robert J. Frates, Parks & Recreation Director

**DATE:** January 7, 2020

**RE:** Memorial Day Red Poppies

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Purpose of this memorandum is to inform you that the red poppies (Beauty of Livermore) have been ordered for the 2020 Memorial Day services at Leif Hansen Memorial Park.

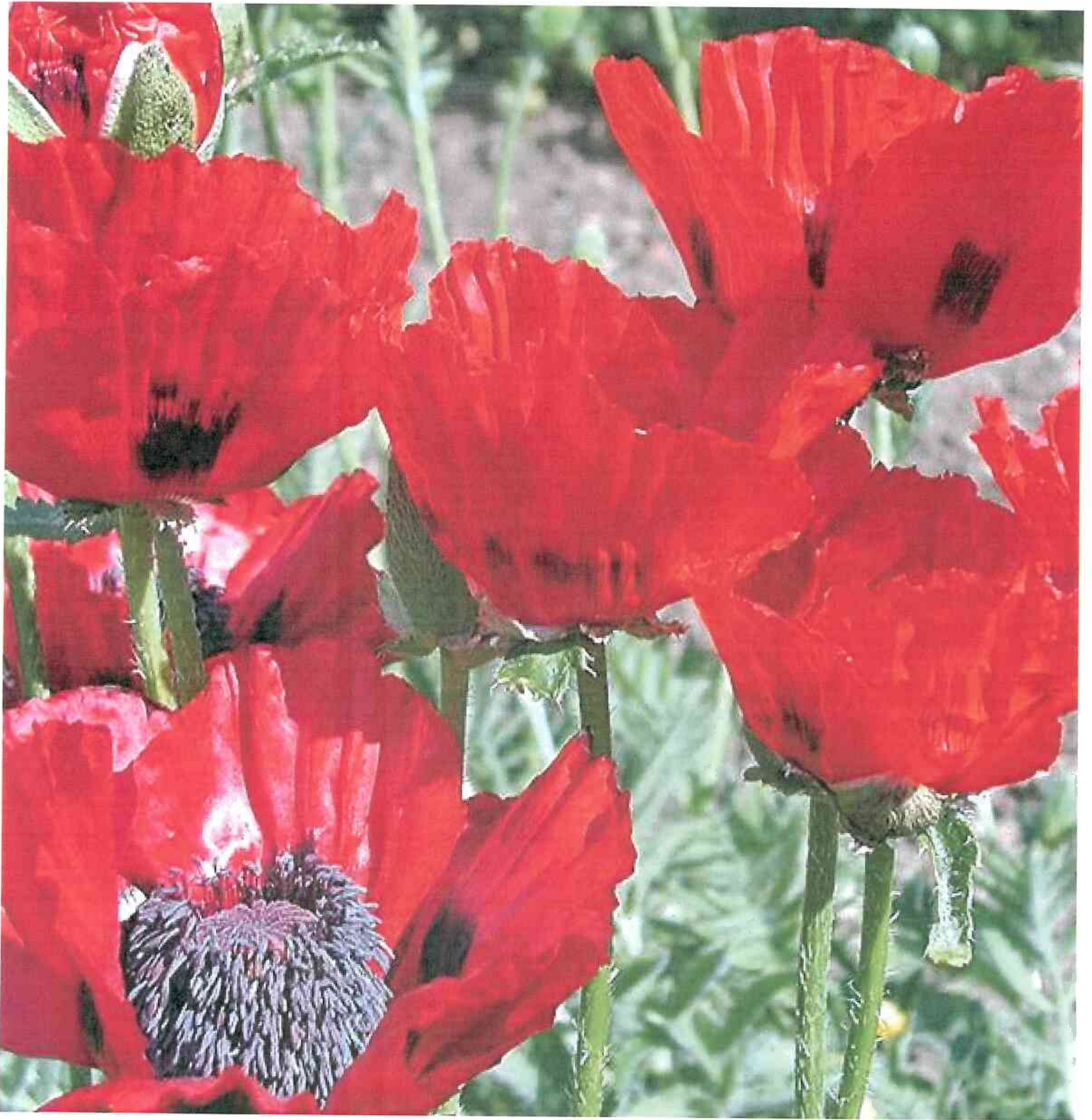
The poppies will be provided by Trinity Greenhouse, Inc. and will be in bloom for the May 25 service. I envision utilizing these plantings for the small ground level bed near the flag poles. Additionally, I plan on purchasing poppy seeds that we can grow in-house that can be used in a few temporary planters. These planters could then therefore also be utilized at the service held at the Kenai Cemetery.

Thank you and please contact me should you have any questions.

Attachments

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**Kenai City Council - Regular Meeting**

**December 18, 2019 – 6:00 PM**

**Kenai City Council Chambers**

**210 Fidalgo Avenue, Kenai, Alaska**

[www.kenai.city](http://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. **Project Homeless Connect, Maggie Winston** - Update on homelessness in Kenai and invitation to the Project Homeless Connect event.

**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. 3098-2019** - Increasing Estimated Revenues and Appropriations in the General Fund, Police Department and Amending Kenai Municipal Code Sections 23.25.040 – Appointee Compensation, 23.25.065 – Shift Differential Pay, 23.50.010 – Employee Classification, and 23.55.030 – Qualification Pay to Improve Recruitment and Retention for Police Officers and Other Eligible Employees Receiving Shift Differential Pay. (Administration)
2. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3099-2019** - Amending Kenai Municipal Code Section 23.50.010 – Employee Classification to

Amend Class Titles in the Public Works Water and Sewer and Wastewater Classes.  
(Administration)

3. **ENACTED UNANIMOUSLY. Ordinance No. 3100-2019** - Increasing Estimated Revenues and Appropriations by \$4,786.53 in the General Fund - Police Department for Drug Investigation Overtime Expenditures. (Administration)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2019-79** - Adopting an Alternative Allocation Method for the FY20 Shared Fisheries Business Tax Program and Certifying that this Allocation Method fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 14: Cook Inlet. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2019-80** - Authorizing the City Manager to Enter into a Vending Machine Concession Agreement for the Kenai Municipal Airport. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2019-81** - Supporting the Alaska Municipal League's Resolution No. 22-2020 Requesting the Alaska State Legislature Approve a Coastal Infrastructure General Obligation Bond for the 2020 Election. (Council Member Jim Glendening)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2019-82** - Adopting the City of Kenai's Capital Improvement Plan Priority List for State Funding Requests for the Fiscal Year 2021. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2019-83** - Requesting the Kenai Peninsula Borough Select Through its Municipal Entitlement, Land Described as T.6N., R.11W. Sec. 31, Lots 40, 41, and 42 Containing 3.75 Acres, from the State of Alaska for the City of Kenai to Enable the Continued Maintenance and Operation of the 4th Avenue Municipal Park. (Legal)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2019-84** - Requesting the Alaska Department of Transportation and Public Facilities Keep the Silvertip Maintenance Station Open. (Council Members Pettey and Knackstedt)

E. **MINUTES**

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. **APPROVED BY THE CONSENT AGENDA. \*Action/Approval** - Non-Objection to New Liquor License for Los Compadres Mexican Restaurant, LLC. (City Clerk)

4. **APPROVED BY THE CONSENT AGENDA. \*Action/Approval** - Special Use Permit to Schilling Alaska, Inc. d/b/a The Uptown Motel for Snow Storage. (Administration)
5. **APPROVED UNANIMOUSLY. Action/Approval** - Amending an Employment Agreement between the City of Kenai and City Manager, Paul Ostrander to Extend the Agreement. (Mayor Gabriel)
6. **APPOINTMENTS OF BOB SPRINGER AND DIANE FIKES CONFIRMED. Action/Approval** - Mayoral Nominations for Appointment to the Planning and Zoning Commission. (City Clerk)
7. **APPOINTMENTS OF JAMES ZIRUL, JAMES BIELEFELD, EMILY HEALE, LYDIA CRAYCRAFT, EMILY JENSEN, VELDA GELLER, BARBARA MODIGH, LOIS MAY NELSON, CHRISTINE HUTCHISON, JENNIFER DENNIS, SOVALA KISENA, AND MICHAEL BERNARD CONFIRMED. Action/Approval** - Mayoral Nominations for Appointment to Committees and Commissions. (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.

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://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.*



# Monthly Report

November/December 2019

Robert J. Frates, Parks & Recreation Director



## Administrative

- Attended Dept. Head Meeting.
- Produced current addition of Kenai Breeze (Carol Bannock).
- Currently working on the new upcoming calendar project (Carol Bannock).
- MPF ice reservation billings and scheduling.
- Staff completed annual cybersecurity awareness training.
- 122.50 hours ice reserved at the MPF (increase of 18.5 hours over last year during this time).
- Collaborating with other departments/agencies on the following upcoming events: Have a Holly Jolly Day in Kenai and Community Skate Night.
- Attended Hazard Mitigation Plan meeting sponsored by City Planner Elizabeth Appleby; plan presented to City Council.
- Kenai Dog Park volunteer group established a vision statement: "Provide a safe, accessible space for socializing with the canine community." Next mtg is 12/9/19, 5PM-6:30PM at the Kenai Library to establish goals.

## Capital Projects

- New cemetery expansion – Street Dept. performed extensive dirt work over course of summer and installed gravel road; work has seized until next summer.

## Maintenance

- Daily meetings with staff.
- Weekly trash & restroom cleaning, Friday recycling.
- Monthly/weekly/daily inspections.
- Replaced LED lights to the MPF score clock and installed new banners.
- Ran overhead wire and installed two new speakers at the MPF.
- Staff installed 1,200 LF trails behind the Little League Fields and 1,150 LF trails at Municipal Park.
- Staff planted two Crabapple trees at the Kenai Library in late October.
- Staff installed bike racks (October) – Municipal Park, South Forest Dr., Kenai Fine Arts Center and Old Town Park.
- Staff installed two new pedestrian benches at Blue Star Memorial Greenstrip (October).
- Department received 2 hours community service work (November)
- Staff installed winter decorations.
- Removed approximately 20 beetle-kill trees from Municipal Park.
- Installed two new interpretive displays (Kenai River Flats Boardwalk).
- Removed two problem trees at the Lee Shore Center.
- The electric motor for compressor #2 stopped working and currently working on getting it repaired.