

**KENAI BEAUTIFICATION COMMITTEE
REGULAR MEETING
MAY 11, 2021 – 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. April 13, 2021.....Pg. 2
5. **UNFINISHED BUSINESS** – None.
6. **NEW BUSINESS**
 - a. **Discussion** – Kenai Parks, Recreation & Beautification Presentation.....Pg. 6
 - b. **Discussion** – Kite Festival
7. **REPORTS**
 - a. Parks & Recreation Director
 - b. Committee Chair
 - c. City Council Liaison.....Pg. 51
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – September 7, 2021
9. **COMMISSIONER COMMENTS AND QUESTIONS**
10. **ADDITIONAL PUBLIC COMMENT**
11. **INFORMATION ITEMS**
 - a. Kenai Historic Cabin Sign Picture.....Pg. 55
 - b. Kenai Kite Festival Flyer.....Pg. 56
12. **ADJOURNMENT**

Join Zoom Meeting

<https://us02web.zoom.us/j/89335561101>

Meeting ID: 893 3556 1101 **Password:** 372633

OR

Call: (253) 215-8782 or (301) 715-8592

Meeting ID: 893 3556 1101 **Password:** 372633

**KENAI BEAUTIFICATION COMMITTEE
REGULAR MEETING
APRIL 13, 2021 – 6:00 P.M.
KENAI CITY HALL
CHAIR LISA GABRIEL, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Gabriel called the meeting to order at 6:09 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, T. Wilson, L. Craycraft, E. Heale, T. Wilson,
S. Douthit, J. Phillips, B. Roland

Committee Members absent:

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

A quorum was present.

c. Election of Chair and Vice Chair

MOTION:

Committee Member Wilson **MOVED** to re-elect Chair Gabriel. There being no objections, **SO ORDERED.**

MOTION:

Committee Member Heale **MOVED** to elect Vice-Chair Wilson. There being no objections, **SO ORDERED.**

d. Agenda Approval

MOTION:

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

2. SCHEDULED PUBLIC COMMENTS

a. June Harris – Historic Cabin Sign Flower Bed

June introduced herself to the committee and gave a brief overview of the cabins and operations for the upcoming summer. It is anticipated cabins will be open first part of June. She further noted that she is requesting that the committee considers putting in a flowerbed at the base of the cabins sign that was relocated. She explained that there are some flower boxes inside the park that can be removed and indicated they may need help this summer maintaining some of the grounds inside the park.

3. UNSCHEDULED PUBLIC COMMENT – None.

4. APPROVAL OF MEETING SUMMARY

- a. October 13, 2020

MOTION:

Vice Chair Wilson **MOVED** to approve the October 13, 2020 minutes and Committee Member Heale **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. UNFINISHED BUSINESS – None.

6. NEW BUSINESS

- a. **Discussion/Recommendation – 2021 Flower List & Volunteer Plant Day**

A brief description of what has occurred in the past was explained for the benefit of the new members. Director Frates noted that last year's Plant Day was handled differently due to COVID-19. Frates stated that the participation was high last year and he attributed that to the flexibility people were given to selecting from several days. He noted that unless there is objection, his staff is prepared to do the same this year. There was no objection and a list of beds will be brought forward for the May meeting. It was suggested that Facebook, KSRM "What's Happening" and Public Service announcements be used to promote the activity.

- b. **Discussion/Recommendation – 2021-22 Goals & Objectives**

Frates reviewed the goals and objectives calling attention to an in-house evaluation tool that allows staff to objectively evaluate parks and open space locations based on standards and desired conditions. Also pertinent to Beautification is a) continuation of minimum of ten trees; b) replacing of wood benches as Leif Hansen Memorial Park; c) staining fence at 4th and Forest; d) new flowerbed at Historic Cabin Park sign; and e) beetle-kill trees at City Hall, Public Safety and Library. It was noted the staining of the fence will be added.

- c. **Discussion – CIP & FY22 Budget**

Frates noted that the 2020-2025 CIP in the packet was discussed at a joint work session with Parks and Recreation and no new items were listed for the 2021-2026 list. Because of an issue with the Kenai Recreation Center roof leaking, the roof replacement project is projected to be scheduled for 2022. The remaining were briefly reviewed.

- d. **Discussion/Recommendation – Garden Tour**

The Garden Tour schedule was discussed and it was decided that August 10, 2021 at 5pm would work for committee members. It was noted that this is an opportunity to review areas and make suggestions for next season's beds.

e. **Discussion** – Bush Doctor's Cabin (Flowers & Shrubs)

Director Frates stated that there will be an opportunity for some landscaping at the cabin although he wasn't sure exactly what the final flower and shrub beds will look like. Once the snow is cleared, staff will take a look at it and formulate a plan. It was noted that it would be a good idea to utilize some native plant material.

7. **REPORTS**

a. **Parks & Recreation Director** – Parks and Recreation Director B. Frates reported on the following:

- The temporary summer maintenance positions are open and will close April 21, 2021;
- Parks Operator Randy Dodge has been juggling between tending to the greenhouse and grooming trails;
- Kite Festival is coming along nicely. Administrative Assistant Carol Bannock has been doing a great job planning for this. Date of event is May 29, 2021.

b. **Committee Chair** - Chair Gabriel noted that she looks forward to summer planting season and welcomed new members.

c. **City Council Liaison** – Council Member Askin reported on the actions of recent Council meetings, specifically calling attention to the purchase of Airport tractor, shop local and grocery programs, 4th Avenue Park quick deed, Animal Control fine schedule, emergency COVID-19 planning, proposed changes to the commercial drift fishing and Airport Manager Bondurant's retirement.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – May 11, 2021

9. **COMMITTEE MEMBER QUESTIONS AND COMMENTS**

Committee Member Heale commented she looks forward to the Kite Festival.

Committee Member Douthit inquired about the Historic Cabin flowerbed, and Director Frates replied that he would include pictures in the next meeting packet of what was done in the past.

Committee Member Roland stated she found the meeting informative.

10. **ADDITIONAL PUBLIC COMMENT**

11. **INFORMATION** – None.

12. **ADJOURNMENT**

There being no further business before the Committee, the meeting was adjourned at 7:55 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

DRAFT

MEMORANDUM

TO: Kenai Beautification Committee

FROM: Robert J. Frates, Parks & Recreation Director

DATE: May 4, 2021

SUBJECT: Kenai Parks, Recreation & Beautification Dept. Highlights

Since we have so many new beautification members, I wanted to take this opportunity and provide you a brief overview of the department and highlight the many aspects that beautification plays a role in.

Attached is a preview of the presentation.

Kenai Parks, Recreation & Beautification



The Beginnings of Kenai Beautification Committee...

Formed in 1983

Original Appointed Members

Tim Wisniewski (Chair – 8yrs!)

Rose Anna Sheldon

Richard Hultberg

Marion Nelson

Annette Jackson

Candy Nugent

Louisa Miller



What is our MISSION?

To make Kenai a more attractive place to live and play and provide excellence in environmental stewardship



Department at a glance

Employees

Full Time	5
Temporary (summer hires)	11

Beautification Committee Members

Lisa Gabriel (Chair)

Kaye Reed (Vice-Chair)

Emily Heale

Branda Madrid

Lydia Craycroft

Terri Wilson

Emily Jensen

Glenese Pettey (Council Liaison)

Parks & Recreation Team

Robert Frates, Director 28 yrs

Carol Bannock, Admin. Assistant 2 yrs

Randy Dodge, Operator 6 yrs

Ed Brusvan, Operator 2.5 yrs

Charlotte Thurman, Laborer 16 mos

Parks & Recreation Commission

Charlie Stephens (chair)

Grant Wisniewski (Vice-Chair)

Teea Winger

Jennifer Dennis

Sovala Kisena

Michael Bernard

Jennifer Joanis

River Tomrdle (Student Rep)

Bob Molloy (Council Liaison)

By the Numbers.....

Program Participants (FY2019)

Recreation Center Visitors	54,469
Teen Center Visitors	2,172
Total Shelter Reservations	27
Volunteer Hours	1,295
Ice Reservation Hours	598.75
Kenai River Marathon	270

Did You Know?

The department mows
100 acres of turf
weekly!

Facilities

4 Baseball/Softball Fields	4 Adult Softball Fields	4 Soccer Fields
6 General Purpose Fields	1 Skate Park	5 Playgrounds
10 Covered Pavilions	4 Gazebos	1 Sand Volleyball Court
4 Outdoor Basketball Crts	1 Horseshoe Pit	2 Disc Golf Courses
9 Outdoor Restrooms	1 Outdoor Skating Pond	1 Recreation Center
1 Ice Rink	2 Cemeteries	6.3 Miles Walking Trails
3.2 Miles Nordic Trails	1 Bird Viewing Platform	2 Boardwalks
4-Acre Wildflower Garden	1 Poetry Trail	

By the Numbers Con't.....

Dedicated Park Acreage Maintained	112.54 Acres
Open Space/Natural Areas Maintained	116 Acres
Facility Acreage Maintained	<u>13.48 Acres</u>
Total	242 Acres
Turf Acreage Mowed	100 Acres

Did You Know?

- The department donated 60 lbs of Kale to the local food bank!
- The department plants approx. 4,000 plants annually, including 40 different varieties!

City Council Strategic Goals.....

Strategic Framework

Goal 1 – Quality of Life: Promote and encourage quality of life elements in Kenai

Goal 2 – Economic Development: Provide economic development elements to support the fiscal health of the community.

Goal 3 – Land Use: Use land use strategies to implement a forward-looking approach to community growth and development.

Goal 4 – Public Improvements and Services: Provide adequate public improvements and services in Kenai

Goal 5 – Transportation: Provide transportation systems that are efficient and adequate to serve the regional needs of the community.

Goal 6 – Parks & Recreation: Ensure that Kenai has excellent parks and recreational facilities and opportunities.

Goal 7 – Natural Hazards and Disasters: Prepare and protect the citizens of Kenai from natural hazards and disasters.

Goal 8 – Environmental Resources: Protect and enhance the natural resources and environment of the community.

Recent Accomplishments...



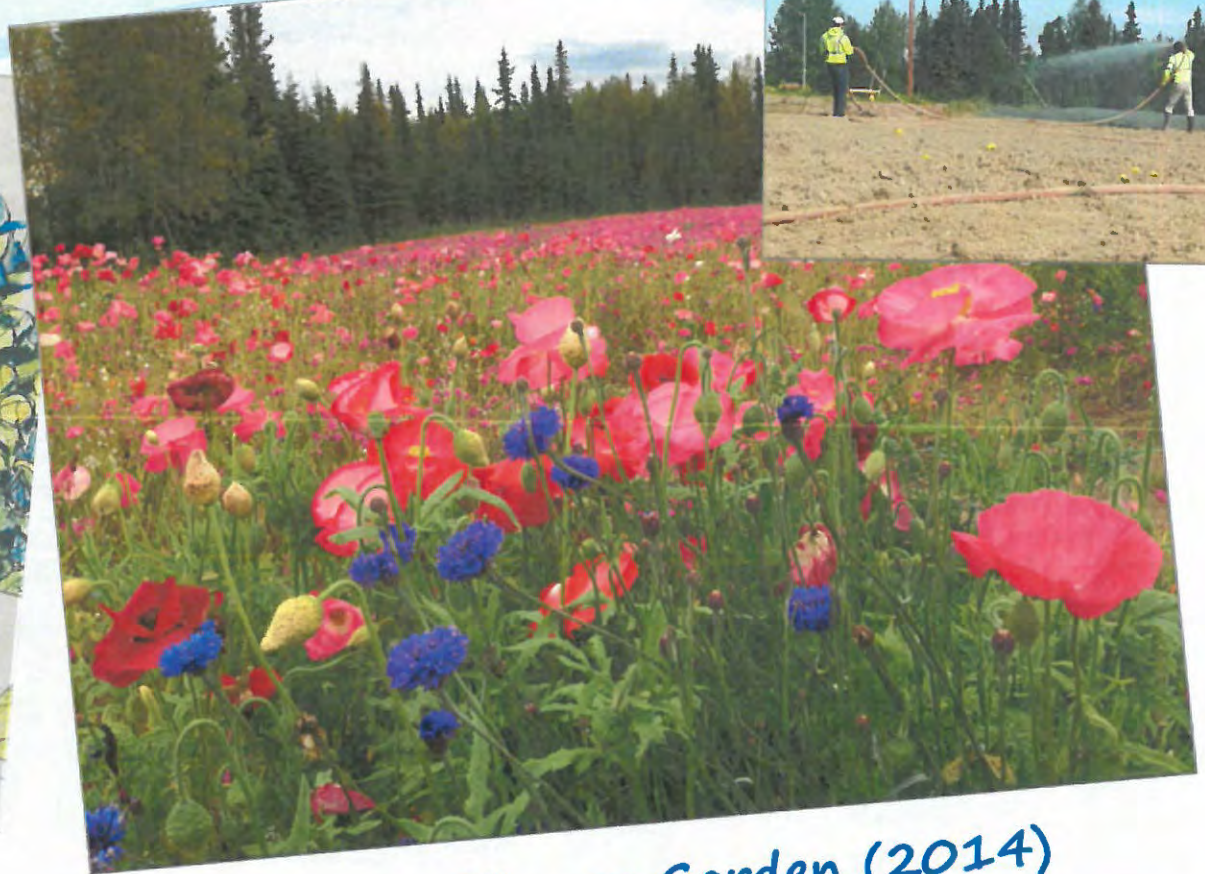
Kenai Historic
Cabin Park Sign
(2016)



Greenbelt between Old Town Park &
Fine Arts Center (2018)



New Cemetery
(2019/2020)



Wildflower Garden (2014)





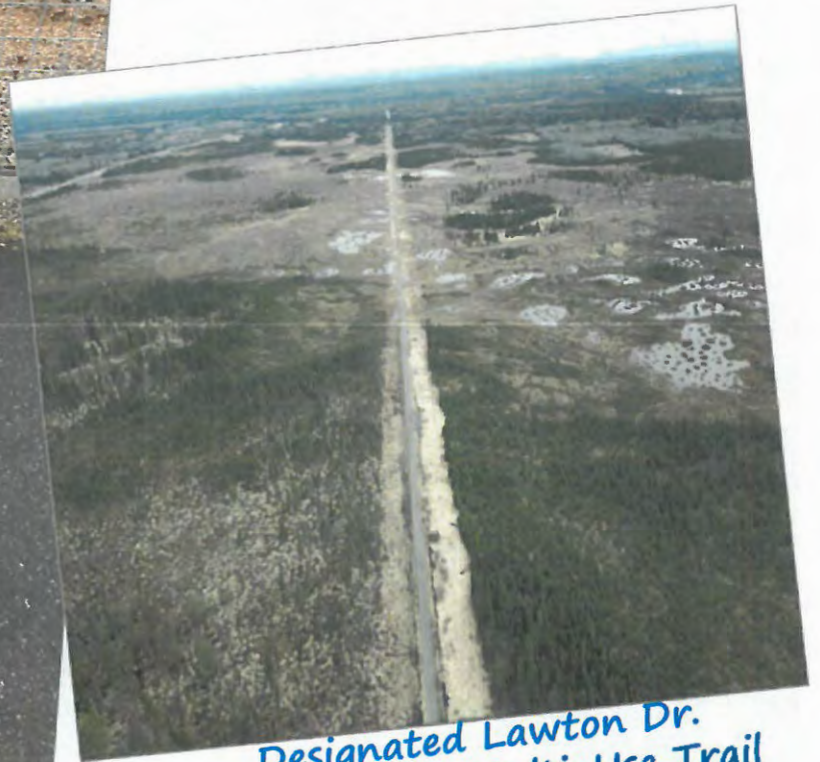
Locally Designed & Manufactured Displays - 2018



Bike Repair Station
(2018)



Locally Manufactured Bike
Racks (2019)



Designated Lawton Dr.
Extension as a Multi-Use Trail
(2018)



Lawton Dr. Extension
Restoration Work (2019)



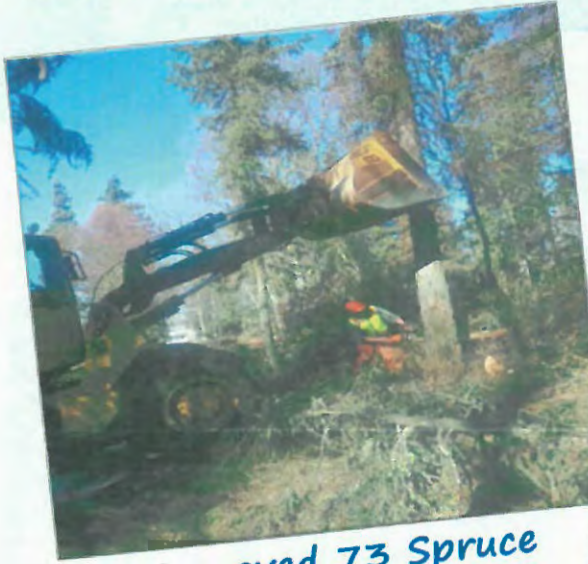
Little Free Libraries
(2017, 2018, 2019)



Fall Facility Decorations



Urban Forestry Activities



Removed 73 Spruce
Bark Beetle Killed
Trees (since July
2018)



Annual Tree Plantings



Firewood

Did You Know?

The department planted... **142** trees in the past 10 years!

Community Engagement



Food Forest & Community Garden





Community Clean-ups



Did You Know?

The department removes approximately 20,000+lbs trash from the park system annually!



TRASHercise Lunches 2019			
<p>TRASHercise Lunches are a great way to get your family involved in the community while enjoying a delicious meal. The program is open to all ages and is a great way to spend time with your family while helping to keep our parks clean. Lunches are held on the 1st and 3rd Thursdays of each month. The program is open to all ages and is a great way to spend time with your family while helping to keep our parks clean.</p>			
<p>What are TRASHercise Lunches?</p> <ul style="list-style-type: none"> • A community event where families can enjoy a meal while helping to keep our parks clean. • Lunches are held on the 1st and 3rd Thursdays of each month. • The program is open to all ages and is a great way to spend time with your family while helping to keep our parks clean. 	<p>What are TRASHercise Lunches?</p> <ul style="list-style-type: none"> • A community event where families can enjoy a meal while helping to keep our parks clean. • Lunches are held on the 1st and 3rd Thursdays of each month. • The program is open to all ages and is a great way to spend time with your family while helping to keep our parks clean. 	<p>What are TRASHercise Lunches?</p> <ul style="list-style-type: none"> • A community event where families can enjoy a meal while helping to keep our parks clean. • Lunches are held on the 1st and 3rd Thursdays of each month. • The program is open to all ages and is a great way to spend time with your family while helping to keep our parks clean. 	<p>What are TRASHercise Lunches?</p> <ul style="list-style-type: none"> • A community event where families can enjoy a meal while helping to keep our parks clean. • Lunches are held on the 1st and 3rd Thursdays of each month. • The program is open to all ages and is a great way to spend time with your family while helping to keep our parks clean.
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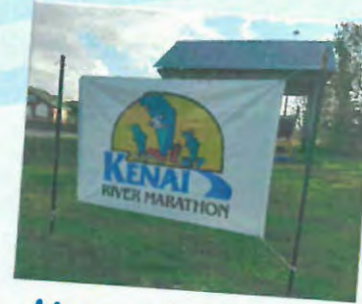




Poetry Trail



Kite Festival



Kenai River
Marathon



Fall Festival



Children's Easter Egg
Hunt



Skate with Santa &
Holiday Night Lights



Community Invasive Weed Pulls

Calling Weed Warriors



Cooperative Weed Management Area



Kenai Watershed Forum



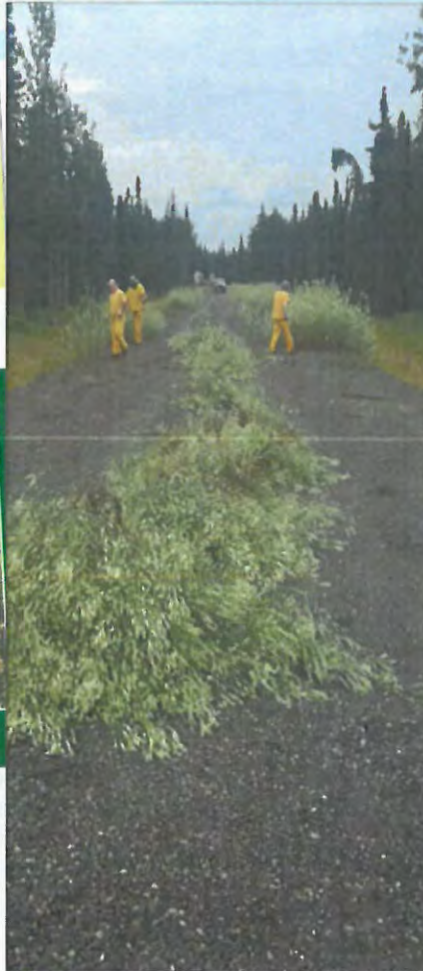
Invasive Weed Pull

Saturday, August 17, 2019
10:00 a.m.—1:00 p.m.

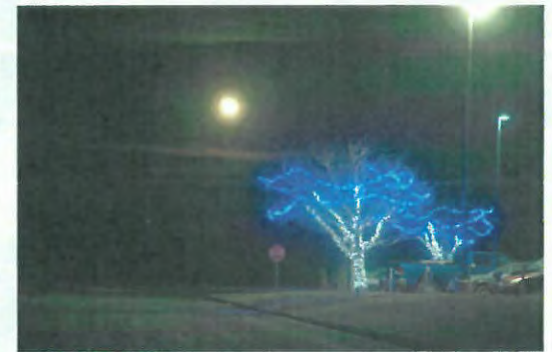
Kenai Municipal Park
301 South Forest Dr.

Join members of the Kenai Peninsula Cooperative Weed Management Area in working towards weed free parks. We'll supply bags, water, and hot dogs.

Call 907-283-8262 or 2



Winter Decorations



Then and Now....







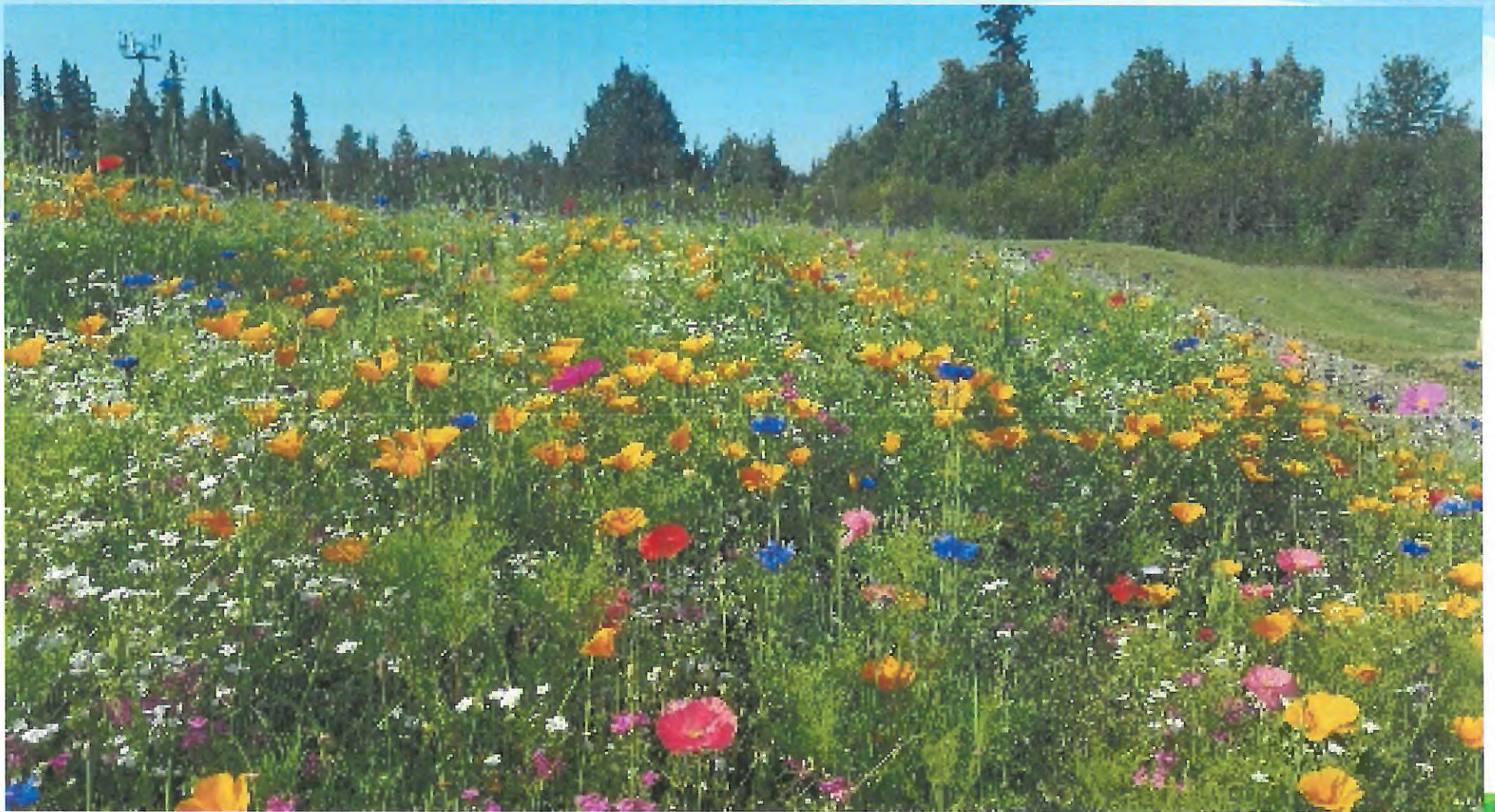












































Kenai City Council - Regular Meeting

April 21, 2021 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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

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. **Dr. Keith Hamilton** - Update on Alaska Christian College's Program, Goals, and Future Hopes

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3202-2021** - Amending Kenai Municipal Code Sections 1.15.120, Rules Of Order, and 1.90.050, Proceedings, to Adopt the Most Current Edition of Robert's Rules of Order Newly Revised as the Adopted Rules of Parliamentary Procedure for the City Council and for City Boards, Commissions, and Committees. (City Clerk)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3203-2021** - Accepting and Appropriating a Volunteer Fire Assistance Grant from the United States Department of Agriculture Forest Service Passed Through the State of Alaska Division of Forestry for the Purchase of Forestry Firefighting Equipment. (Administration)
3. **ENACTED. Ordinance No. 3208-2021** - Accepting and Appropriating a Grant from the State of Alaska – Department of Health and Social Services – Division of Public Health – COVID-19 Emergency Operations Center, for Community Funding to Support Efforts to

Increase Access to Testing and Vaccinations and Decrease Health Inequities for All Alaskans. (Administration)

1. Motion for Introduction
2. Motion for Second Reading (Requires a Unanimous Vote)
3. Motion for Adoption (Requires Five Affirmative Votes)

4. **ADOPTED UNANIMOUSLY. Resolution No. 2021-24** - Authorizing the City Manager to Enter an Airline Operating Agreement and Terminal Area Lease with Hageland Aviation, D/B/A Rambler Air, LLC. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-25** - Awarding a Contract for External Audit Services to BDO USA, LLP. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-26** - Allocating Previously Appropriated Funds For The Wildwood Drive Rehabilitation Project. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2021-27** - Authorizing a Budget Transfer in the General Fund, Fire Department. (Administration)

E. MINUTES

1. **ADOPTED UNANIMOUSLY.** *Regular Meeting of April 7, 2021. (City Clerk)

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** - Non-Objection to the Renewal of the Liquor License for Don Jose's. (City Clerk)
3. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Special Use Permit to State of Alaska Department of Natural Resources, Division of Forestry for Aircraft Loading and Parking. (Administration)
4. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Special Use Permit to Pacific Star Seafoods for Aircraft Loading and Off-Loading. (Administration)
5. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Special Use Permit to Everts Air Fuel for Aircraft Parking. (Administration)
6. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Special Use Permit to United Parcel Service Company, Inc. for Aircraft Loading and Parking. (Administration)
7. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Special Use Permit to Empire Airlines, Inc. for Aircraft Parking. (Administration)
8. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - First Amendment to Janitorial Agreement to Reborn Again Janitorial. (Administration)

9. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 5/5/2021.**
***Ordinance No. 3205-2021** - Authorizing a Budget Transfer in the General Fund, Fire and Non-Departmental Departments and Increasing Estimated Revenues and Appropriations in the Public Safety Improvement Capital Project Fund to Provide Supplemental Funding to the Fire Station #2 Station Alerting Project and the Dispatch Base Station Radio Replacement Project. (Administration)
10. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 5/5/2021.**
***Ordinance No. 3206-2021** - Accepting and Appropriating Private Donations to the Kenai Animal Shelter for the Care of Animals. (Administration)
11. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 5/5/2021.**
***Ordinance No. 3207-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting Funds from Both the Department of Justice and Alaska Municipal League Joint Insurance Association for the Purchase of Ballistic Vests. (Administration)
12. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 5/5/2021.**
***Ordinance No. 3209-2021** - Accepting and Appropriating a Grant from Derek Kaufman Fund through the Alaska Community Foundation for the Purchase of Library Materials. (Administration)
13. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 5/5/2021.**
***Ordinance No. 3210-2021** - Amending Kenai Municipal Code Chapter 23.55 - Pay Plan, Chapter 23.25.020-Pay Plan and Adoption, and 23.35.030 – Pay Plan Amendment to Amend the Salary Schedule, Provide for a Temporary Employee Salary Schedule, and Require that Changes to the Salary Schedule be Proposed by the City Manager and be Effective After Approval of the City Council. (Administration)
14. **APPROVED UNANIMOUSLY. Action/Approval** - Purchase Orders Over \$15,000. (Administration)
15. **Discussion** - COVID-19 Response. (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

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
2. Updated Kenai Municipal Airport Land Brochure

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.

Join Zoom Meeting

<https://us02web.zoom.us/j/88281846135>

Meeting ID: 882 8184 6135 **Passcode:** 501586

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 882 8184 6135 **Passcode:** 501586



The City of Kenai

— PRESENTS —

KENAI KITE FESTIVAL at the BEACH! 2021

Kite Give-Away
10am at
Walmart
Save money. Live better.
While supplies last.

**SATURDAY
MAY 29**
12 PM - 3 PM

600 SPRUCE ST
KENAI NORTH BEACH

6 PM - 9 PM

400 MAIN STREET LOOP
KENAI GREENSTRIP

KITES // GAMES // KITES // MUSIC
GIANT KITES // AND MORE!!

LET FUN TAKE FLIGHT!

MORE FUN FOR EVERYONE! Enjoy amazing kite demonstrations by *ALASKITERS*, BOL kite races music, games, beer garden, and more fun into the evening!

For additional information scan the QR code.

Call 283-8262 or visit us on www.kenai.city

