

**KENAI BEAUTIFICATION COMMITTEE
REGULAR MEETING
OCTOBER 12, 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. September 14, 2021.....Pg. 2

5. UNFINISHED BUSINESS

- a. **Discussion** – Fall Pumpkin Festival.....Pg. 4

6. NEW BUSINESS

- a. **Discussion** – 2021 Summer Beautification

7. REPORTS

- a. Parks & Recreation Director
- b. Committee Chair
- c. City Council Liaison.....Pg. 6

8. NEXT MEETING ATTENDANCE NOTIFICATION – January 10, 2022

9. COMMISSIONER COMMENTS AND QUESTIONS

10. ADDITIONAL PUBLIC COMMENT

11. INFORMATION ITEMS

12. ADJOURNMENT

Join Zoom Meeting

<https://us02web.zoom.us/j/84643504746>

Meeting ID: 846 4350 4746

Passcode: 152476

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

Meeting ID: 846 4350 4746

Passcode: 152476

**KENAI BEAUTIFICATION COMMITTEE
REGULAR MEETING
SEPTEMBER 14, 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 6:05 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, J. Phillips, E. Heale, S. Douthit,

Committee Members absent: L. Craycraft, B. Roland

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

A quorum was present.

c. Agenda Approval

MOTION:

Committee Member Douthit **MOVED** to approve the agenda and Committee Member Heale **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 11, 2021

MOTION:

Committee Member Douthit **MOVED** to approve the May 11, 2021 minutes, noting that Committee Member Heale attended the meeting but arrived late. Vice Chair Wilson **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. UNFINISHED BUSINESS – None.

6. NEW BUSINESS

a. **Discussion/Recommendation** – Fall Festival

Director Frates gave a brief update on the upcoming Fall Pumpkin Festival including activity ideas, vendors and possible layout. Frates noted there were a couple possible dates to consider including October 9th and October 16th.

Some discussion centered around the two possible dates with Saturday, October 16th being the preferred date since it was closer to Halloween.

Chair Gabriel recommended contacting the Kenai Economic Development District for possible leads on sponsors, other ideas included contacting Brown Bears Hockey Organization for volunteer assistance, warming fire, square dancing, cake walk, and sack races.

Layout of vendor trucks were briefly discussed and Frates reported he'd discuss internally and see if there's a better location or not, possibly at the south end.

7. REPORTS

- a. **Parks & Recreation Director** – Parks and Recreation Director B. Frates reported that Tyler Best was hired as the department's administrative assistant and that the sidewalks at Leif Hansen Park are being edged with assistance coming from Wildwood Correctional Facility.
- b. **Committee Chair** - Chair Gabriel noted that the committee may want to meet in November to review the Fall Pumpkin Festival.
- c. **City Council Liaison** – Council Member Askin reported on the actions of the July 7th, August 4th, and August 18th Council meetings.

8. NEXT MEETING ATTENDANCE NOTIFICATION – October 12, 2021

9. COMMITTEE MEMBER QUESTIONS AND COMMENTS – None.

10. ADDITIONAL PUBLIC COMMENT

11. INFORMATION – None.

12. ADJOURNMENT

There being no further business before the Committee, the meeting was adjourned at 6:45 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: Kenai Beautification Committee Members
FROM: Robert J. Frates, Parks & Recreation Director
DATE: October 5, 2021
SUBJECT: Fall Pumpkin Festival

Purpose of this correspondence is to inform you that the Fall Pumpkin Festival planning is coming along nicely. The department's administrative assistant, Tyler Best, will be in attendance at our October 12 meeting to share with you some of the particulars we have been working on.

Tyler has been working on updating the event layout. Currently, we have three food truck vendors interested in setting up. There was some concern expressed at our last meeting about setting the vendors up along Spur View Drive. We are hoping to place vendors there again but have a plan in place that should eliminate any concerns with traffic.

Attachment

COME ONE COME ALL!
LET'S CELEBRATE FALL AT
KENAI'S 6TH ANNUAL

FALL PUMPKIN FESTIVAL

SATURDAY OCTOBER 16TH 2021
12:00PM-3:00 PM
MILLENNIUM SQUARE SPUR VIEW DR &
FRONTAGE ROAD
KENAI, AK 99611

FOOD TRUCKS, GAMES,
HAY MAZE AND FUN!

KENAI PARK AND RECREATION
KENAI.CITY
907-283-8262
TBEST@KENAI.CITY



Kenai City Council - Regular Meeting

September 15, 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. **Coy West** - City of Kenai Marketing Update.

C. UNSCHEDULED PUBLIC COMMENTS

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

D. PUBLIC HEARINGS

1. **ENACTED AS AMENDED BY SUBSTITUTE. Ordinance No. 3224-2021** - Repealing and Reenacting Kenai Municipal Code Title 6 - Elections, to Provide Clarity, Housekeeping, and Process Improvements. (Vice Mayor Molloy and City Clerk)
 - **Substitute Ordinance No. 3224-2021**
[Clerk's Note: At the August 4 Council Meeting, this item was postponed to the September 15 Council Meeting for a second public hearing. A motion to enact is on the floor.]
2. **ENACTED UNANIMOUSLY. Ordinance No. 3238-2021** - Accepting and Appropriating an Interlibrary Cooperation Grant from the Alaska State Library for the Kenai Community Library Storywalk® Project. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3239-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant From the Department of Justice Passed Through the Alaska Internet Crimes Against Children Task Force for the Purchase of Forensic Software. (Administration)

4. **ENACTED UNANIMOUSLY. Ordinance No. 3240-2021** - Amending Kenai Municipal Code Section 23.55.030 – Qualification Pay, to Amend the Salary Ranges to Accurately Reflect Recognition Pay and Entitlements. (Administration)
5. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3241-2021** - Declaring that, T 5N R 11W Sec 6 Seward Meridian KN 0002970 Original Townsite of Kenai Lot 3 Blk 8, Also Known as 604 Inlet Street, Kenai, Alaska, Whose Last Record Owner Under Borough Assessment Records was Peter F. Mysing, Whose Address is, PO Box 8134, Nikiski, Alaska, 99635-8134 and Estate of Peter F. Mysing CO/ Dale Dolifka, PO Box 498, Soldotna, AK, 99669-0498, Shall be Retained by the City of Kenai for a Public Purpose. (Administration)
6. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3242-2021** - Declaring that, T 5N R 11W Sec 5 Seward Meridian KN 0002970 Original Townsite of Kenai Lot 3 Blk 20, Also Known as 905 Mission Avenue, Kenai, Alaska, Whose Last Record Owner Under Borough Assessment Records Was Keith K. Knight, General Delivery, Kenai, Alaska, Shall be Retained by the City of Kenai for a Public Purpose. (Administration)
7. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3243-2021** - Amending Kenai Municipal Code 14.20.150-Conditional Use Permits, to Clarify Roles and Responsibilities of Applicants, the Planning Director, and the Planning Commission in the Conditional Use Process and Make Housekeeping Changes. (Vice Mayor Molloy)
8. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3245-2021** - Authorizing a Budget Transfer in and Increasing Estimated Revenues and Appropriations in the Congregate Housing Fund for the Purchase and Installation of Equipment to Provide Residents Basic Television and Wireless Internet Service. (Administration)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2021-57** - Declaring a Right-Of-Way for a 60' by 254' Portion of the Frontage Road Along Wildwood Drive as Dedicated on Lot 4-A, Block 8, Black Gold Estates Subdivision No. 2 (Plat KN 84-76), and as Set Forth on the Attached Exhibit "A" is Not Needed for a Public Purpose and Consenting to its Vacation. (Administration)
10. **ADOPTED UNANIMOUSLY. Resolution No. 2021-58** - Authorizing an Agreement for Professional Engineering Services to Provide Construction Documents for Sewer Lift Station Upgrades. (Administration)

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** - Non-Objection to the Renewal of Marijuana Licenses for Grateful Bud, LLC. (City Clerk)

3. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Appointing Election Precinct Boards for the October 5, 2021 Regular Election. (City Clerk)
4. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Special Use Permit to RAVN for Warm Storage. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 10/6/2021. *Ordinance No. 3246-2021** - Accepting and Appropriating an Airport Improvement Program Grant from the Federal Aviation Administration in the Airport Equipment Capital Project Fund for the Purchase of Snow Removal Equipment– Multi-Purpose Broom/Blower. (Administration)
6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 10/6/2021. *Ordinance No. 3247-2021** - Increasing Estimated Revenues and Appropriations in the Water and Sewer Special Revenue and Water and Sewer Improvements Capital Project Funds, Awarding a Professional Services Agreement and Corresponding Purchase Order for Mission Avenue Water Main Repairs. (Administration)
7. **JOINT WORK SESSION SCHEDULED FOR 10/11/2021 AT 5:00 PM. Discussion** - Request to Schedule a Joint Work Session for the Draft Land Management Plan. (Administration)
8. **SPECIAL MEETING SCHEDULED FOR 9/20/2021 AT 6:00 PM. Discussion** - Set a Special Meeting for City Clerk Candidate Review. (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. 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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<https://us02web.zoom.us/j/83752673950>

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