

**KENAI CITY COUNCIL – REGULAR MEETING
MAY 20, 2020 – 6:00 P.M.
KENAI CITY HALL
210 FIDALGO AVE., KENAI, AK 99611
MAYOR BRIAN GABRIEL, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai City Council was held virtually on May 20, 2020, in City Hall, Kenai, AK. Mayor Gabriel called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Mayor Gabriel led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Brian Gabriel, Mayor	Robert Molloy
Henry Knackstedt	Tim Navarre
Jim Glendening	Robert Peterkin
Glenese Pettey	

A quorum was present.

Also in attendance were:

Paul Ostrander, City Manager
Scott Bloom, City Attorney
Jamie Heinz, City Clerk

3. Agenda Approval

Mayor Gabriel noted the following revisions to the agenda and packet:

- | | |
|------------------|---|
| Add to item D.1. | Ordinance No. 3117-2020 <ul style="list-style-type: none">• Memo Requesting Postponement |
| Add to item D.7. | Ordinance No. 3130-2020 <ul style="list-style-type: none">• Amendment Memo |
| Add item G.12. | Action/Approval – Systems Designs West Contract Amendment |

MOTION:

Vice Mayor Molloy **MOVED** to approve the agenda with the requested additions to the agenda and packet and requested **UNANIMOUS CONSENT**. Council Member Knackstedt **SECONDED** the motion.

VOTE: There being no objections, **SO ORDERED.**

4. Consent Agenda

MOTION:

Council Member Knackstedt **MOVED** to approve the consent agenda and requested **UNANIMOUS CONSENT.** Vice Mayor Molloy **SECONDED** the motion.

The items on the Consent Agenda were read into the record.

Mayor Gabriel opened the floor for public comment; there being no one wishing to be heard, the public comment period was closed.

VOTE: There being no objections, **SO ORDERED.**

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 councilmember 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 – None.

C. UNSCHEDULED PUBLIC COMMENTS

Robert Ruffner summarized the ongoing efforts with COVID-19 in the Seafood Processing Industry. He reported that he was hired by the Alaska Salmon Alliance to work on COVID-19 response, helping processors, verifying the mandates and recommendations were followed for a safe working environment, to work on the message ensuring products produced out of Kenai and the Peninsula were safe to eat, and the policy side of things. He added that as of today, the first set of test kits were secured for use with incoming out of state workers arriving this week. Mr. Ruffner thanked the City Manager for assistance in securing those resources and he noted he would keep Council updated.

D. PUBLIC HEARINGS

1. **Ordinance No. 3117-2020** - Appropriating Funds in the Airport Fund, Accepting a Grant From the Federal Aviation Administration and Appropriating Funds in the Airport Equipment Capital Project Fund for the Purchase of Snow Removal Equipment (SRE) – Loader With Attachments. (Administration)
[Clerk's Note: This Item was Postponed to this Meeting from the May 6, 2020 Meeting; A Motion to Enact is on the Floor.]

Mayor Gabriel opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

MOTION TO POSTPONE:

Council Member Knackstedt **MOVED** to postpone Ordinance No. 3117-2020 to the June 17, 2020 Council meeting and requested **UNANIMOUS CONSENT.** Vice Mayor Molloy **SECONDED** the motion.

VOTE: There being no objections, **SO ORDERED.**

2. **Ordinance No. 3120-2020** - Accepting \$26,545.90 in Asset Forfeiture Sharing Funds and Appropriating those Funds into the Police Machinery & Equipment and Small Tools Accounts for the Purpose of Purchasing Law Enforcement Equipment. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3120-2020 and Council Member Pettey **SECONDED** the motion.

Mayor Gabriel opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

VOTE:

YEA: Gabriel, Knackstedt, Pettey, Molloy, Peterkin, Navarre, Glendening

NAY:

MOTION PASSED UNANIMOUSLY.

3. **Ordinance No. 3121-2020** - Adopting the Annual Budget for the Fiscal Year Commencing July 1, 2020 and Ending June 30, 2021, Amending the Salary Schedule in Kenai Municipal Code Chapter 23.55- Pay Plan and Amending Employee Classifications in Kenai Municipal Code Chapter 23.50. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3121-2020 and Vice Mayor Molloy **SECONDED** the motion.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

It was noted a recommendation memo was provided in the packet.

MOTION TO AMEND:

Vice Mayor Molloy **MOVED** to move the recommended amendments to Ordinance No. 3121-2020 and to the FY2021 Draft Budget as set out in the memorandum by the Finance Director in the meeting packet and Knackstedt seconded. **UNANIMOUS CONSENT** was requested.

VOTE ON THE AMENDMENT: There being no objections, **SO ORDERED.**

The City Manager clarified that a memo was sent to employees and there was no negative feedback received. Thanks was expressed for the work put into preparing the budget.

VOTE ON MOTION AS AMENDED:

YEA: Knackstedt, Pettey, Molloy, Peterkin, Navarre, Glendening, Gabriel

NAY:

MOTION PASSED UNANIMOUSLY.

4. **Ordinance No. 3122-2020** - Accepting and Appropriating a Volunteer Fire Assistance (VFA) 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)

MOTION:

Vice Mayor Molloy **MOVED** to enact Ordinance No. 3122-2020 and Council Member Knackstedt **SECONDED** the motion.

Mayor Gabriel opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

VOTE:

YEA: Knackstedt, Pettet, Molloy, Peterkin, Navarre, Glendening, Gabriel
NAY:

MOTION PASSED UNANIMOUSLY.

5. **Ordinance No. 3124-2020** - Accepting and Appropriating a Meals on Wheels COVID-19 Response Fund Grant from Meals on Wheels America for Kenai Senior Center Expenditures in Support of COVID-19 Pandemic Response. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3124-2020 and Council Member Navarre **SECONDED** the motion.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

Appreciation was noted for the Senior Center Director's work on bringing this grant forward.

VOTE:

YEA: Knackstedt, Pettet, Molloy, Peterkin, Navarre, Glendening, Gabriel
NAY:

MOTION PASSED UNANIMOUSLY.

6. **Ordinance No. 3125-2020** - Accepting and Appropriating Additional Nutrition, Transportation and Support Services Grant Funds From the United States Department of Health and Human Services Passed Through the State of Alaska Department of Health and Social Services for Kenai Senior Center Expenditures in Support of COVID-19 Pandemic Response. (Administration)

MOTION:

Council Member Navarre **MOVED** to enact Ordinance No. 3125-2020 and Council Member Knackstedt **SECONDED** the motion.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

VOTE:

YEA: Knackstedt, Pettey, Molloy, Peterkin, Navarre, Glendening, Gabriel
NAY:

MOTION PASSED UNANIMOUSLY.

7. **Ordinance No. 3130-2020** - Decreasing Estimated Revenues and Appropriations in the General Fund, Increasing Estimated Revenues and Appropriations in the COVID-19 CARES Act Recovery Fund and Accepting Federal Cares Act Funding Passed Through the State of Alaska for Expenditures in Response to the COVID-19 Pandemic, Waiving the \$5,000 Limitation in KMC 7.25.020 (A) on These Funds to Allow the City Manager to Allocate the Funds to the Proper Account As Needs Arise and Declaring an Emergency. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)

MOTION FOR INTRODUCTION:

Council Member Navarre **MOVED** to introduce Ordinance No. 3130-2020 and Council Member Knackstedt **SECONDED** the motion.

Mayor Gabriel opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

VOTE ON INTRODUCTION:

YEA: Peterkin, Navarre, Glendening, Gabriel, Knackstedt, Pettey, Molloy
NAY:

MOTION PASSED UNANIMOUSLY.

MOTION FOR SECOND READING:

Council Member Navarre **MOVED** to hold the second reading on Ordinance No. 3130-2020 and requested **UNANIMOUS CONSENT**. Council Member Knackstedt **SECONDED** the motion.

VOTE ON SECOND READING: There being no objections, **SO ORDERED.**

MOTION FOR ENACTMENT:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3130-2020 and Council Member Glendening **SECONDED** the motion.

Mayor Gabriel opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

MOTION TO AMEND:

Council Member Peterkin **MOVED** to amend Ordinance No. 3130-2020 title, 8th and 13th whereas clauses, and Section 2 and Section 3 by replacing “pandemic” with “public health emergency” with the Sections to read: “Section 2. Declaration of Emergency: That the COVID-19 public health emergency has created an emergency recognized on the federal, state and local level and that this Ordinance is necessary to immediately preserve public peace, health and safety” and “Section 3. That the City Manager is authorized to accept a grant in the amount of \$7,700,832 from the Federal Government passed through the State of Alaska for expenditures in response to and recovery from the COVID-19 Public Health Emergency.” Council Member Knackstedt **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

VOTE ON THE AMENDMENT: There being no objections, **SO ORDERED**.

MOTION TO AMEND:

Vice Mayor Molloy **MOVED** to amend Ordinance No. 3130-2020 by adding a last whereas clause to read: “Whereas, consistent and scheduled reports from administration providing updates on the progress of any grant programs or other disbursement of funds, along with additional special Council meetings as needed, will assure that funds are utilized in a manner that maximizes the economic benefit of these funds to the residents of the City.” Council Member Knackstedt **SECONDED** the motion and requested **UNANIMOUS CONSENT**.

VOTE ON THE AMENDMENT: There being no objections, **SO ORDERED**.

VOTE ON MAIN MOTION AS AMENDED:

YEA: Navarre, Glendening, Gabriel, Knackstedt, Pettey, Molloy, Peterkin
NAY:

MOTION PASSED UNANIMOUSLY.

8. **Resolution No. 2020-25 - Fixing The Rate Of Levy Of Property Tax For The Fiscal Year Commencing July 1, 2020 And Ending June 30, 2021. (Administration)**

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-25 and Vice Mayor Molloy **SECONDED** the motion.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

Administration was thanked on keeping the mill rate from rising, the work on this and recognition that this was put together before the pandemic funds became available.

UNANIMOUS CONSENT was requested.

VOTE: There being no objections, **SO ORDERED**.

9. **Resolution No. 2020-26** - Amending its Comprehensive Schedule of Rates, Charges, and Fees to Incorporate Changes Included in the FY2021 Budget to Include Adjusting the Kenai Municipal Airport Apron Rental Rates, Airport Reserve Land Annual Lease Rates, and Adjusting the Monthly Rental Rates at Vintage Pointe. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-26 and Council Member Glendening **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

The City Manager clarified that a market rate study was done that determined the current rates were low, and a plan was implemented to increase rates by a maximum of \$35 annually until all units reached the market rate.

VOTE: There being no objections, **SO ORDERED.**

10. **Resolution No. 2020-27** - Encouraging the Governor to Modify COVID-19 Health Mandate 010: International and Interstate Travel - Order for Self Quarantine, by Allowing Interstate Travel and Implementing Alternative Safety Measures to Support Alaskan Businesses that Rely on Seasonal Tourism While Recognizing the Successful Efforts of the State Leadership and Alaskan Residents to Slow the Spread of COVID-19. (Council Members Peterkin and Pettey)

MOTION:

Council Member Peterkin **MOVED** to adopt Resolution No. 2020-27 and Council Member Pettey **SECONDED** the motion.

Mayor Gabriel opened for public hearing.

A letter by the Uptown Motel was read into the record regarding concern of the continued 14-day quarantine for out of state travelers.

There being no one else wishing to be heard, the public hearing was closed.

Council members expressed support, reiterating this resolution offered the Governor insight as to the magnitude in how the mandate affected the community, as well as showed sympathy and support for the Kenai community and local businesses.

VOTE:

YEA: Knackstedt, Pettey, Molloy, Peterkin, Navarre, Glendening, Gabriel

NAY:

MOTION PASSED UNANIMOUSLY.

11. **Resolution No. 2020-28** - Authorizing Contracts for Employee Health Care and Other Benefits Effective July 1, 2020. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-28 and Vice Mayor Molloy **SECONDED** the motion.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

UNANIMOUS CONSENT was requested.

VOTE: There being no objections, **SO ORDERED.**

12. **Resolution No. 2020-29** - Adopting the Capital Improvement Project Plan (CIP) for Fiscal Years 2021-2025. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-29 and Vice Mayor Molloy **SECONDED** the motion.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

Support was expressed by Council Members. The City Manager clarified several things were shifted, deferring one more year, due to COVID-19 unplanned expenses.

UNANIMOUS CONSENT was requested.

VOTE: There being no objections, **SO ORDERED.**

13. **Resolution No. 2020-30** - Recommending the Kenai Peninsula Borough Assembly Enact Ordinance 2020-24 which would Provide for Vote by Mail Elections, More Time Between a Regular Election and Run-Off Election and Removal of Proposition Statements. (Council Member Peterkin)

MOTION:

Council Member Peterkin **MOVED** to adopt Resolution No. 2020-30 and Council Member Navarre **SECONDED** the motion.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

Concerns were expressed around fraud, not having enough information to completely support vote by mail, removal of proposition statements, and not having a signed Ordinance in place by the Borough. It was requested to hold a work session offering more public education to help residents understand the benefit of vote by mail and increased voter turnout.

It was clarified that if the Borough approved this route, they would no longer provide for or against statements in the mail while the City of Kenai could do their own method.

MOTION TO POSTPONE:

Council Member Navarre **MOVED** to postpone Resolution No. 2020-30 to the June 17 Council meeting and Vice Mayor Molloy **SECONDED** the motion.

The City Clerk clarified the public hearing date for the Borough Ordinance and upcoming deadlines. Concern was expressed regarding supporting an ordinance that had not yet had a public hearing.

VOTE:

YEA: Knackstedt, Pettey, Molloy, Glendening

NAY: Peterkin, Navarre, Gabriel

MOTION PASSED.

14. **Resolution No. 2020-31** - Approving a Conversion of a Lease of Airport Reserve Lands Described as Lot 4, FBO Subdivision No. 7 with the State of Alaska, Division of Forestry, on a Non-Standard Lease Form. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-31 and Vice Mayor Molloy **SECONDED** the motion.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

UNANIMOUS CONSENT was requested.

VOTE: There being no objections, **SO ORDERED.**

15. **Resolution No. 2020-32** - Approving a Memorandum of Understanding with the Kenai Historical Society, Inc. to Preserve and Promote the History of Kenai through the Kenai Cabin Park. (Legal)

MOTION:

Council Member Peterkin **MOVED** to adopt Resolution No. 2020-32 and Council Member Navarre **SECONDED** the motion and requested **UNANAMIOUS CONSENT.**

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

Council Members Knackstedt and Glendening declared they were volunteer board members of the Kenai Historical Society with no financial gain; it was ruled no conflict.

VOTE: There being no objections, **SO ORDERED.**

16. **Resolution No. 2020-33** - Approving an Agreement for Use of the Cranes, Offices, and Operating Area at the City Boating Facility. (Administration)

MOTION:

Council Member Peterkin **MOVED** to adopt Resolution No. 2020-33 and Vice Mayor Molloy **SECONDED** the motion.

Mayor Gabriel opened for public hearing. There being no one wishing to be heard, the public hearing was closed.

MOTION TO AMEND:

Council Member Glendening **MOVED** to amend Resolution No. 2020-33 by adding a 6th whereas clause to read, "Whereas, on May 11, 2020 the Harbor Commission discussed and supported awarding an agreement to Pacific Star Seafoods;" and Council Peterkin **SECONDED**. **UNANIMOUS CONSENT** was requested.

VOTE: There being no objections, **SO ORDERED**.

VOTE ON MOTION AS AMENDED:

YEA: Knackstedt, Pettey, Molloy, Peterkin, Navarre, Glendening, Gabriel
NAY:

MOTION PASSED UNANIMOUSLY.

THE MAYOR ORDERED A 5-MINUTE RECESS; MEETING RECONVENED AT 8:18 PM.

E. MINUTES

1. *Regular Meeting of May 6, 2020. (City Clerk)

Approved by the consent agenda.

F. UNFINISHED BUSINESS – None.

G. NEW BUSINESS

1. ***Action/Approval** – Bills to be Ratified. (Administration)

Approved by the consent agenda.

2. ***Ordinance No. 3127-2020** - Repealing and Replacing Kenai Municipal Code Title 6 - Elections to Provide Clarity, Process Improvements, and Increase Voter Accessibility through Vote By Mail Elections. (Council Member Peterkin)

Introduced by the consent agenda and public hearing set for June 3, 2020.

3. ***Ordinance No. 3128-2020** - Amending Kenai Municipal Code Section 1.85.040 – Records Public, To Provide For a Record Retention Length. (City Clerk)

Introduced by the consent agenda and public hearing set for June 3, 2020.

4. ***Ordinance No. 3129-2020** - Accepting and Appropriating Private Donations to the Kenai Animal Shelter for the Care of Animals. (Administration)

Introduced by the consent agenda and public hearing set for June 3, 2020.

5. **Action/Approval** - Purchase Orders Over \$15,000. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to approve purchase orders over \$15,000 and requested **UNANIMOUS CONSENT**; Vice Mayor Molloy **SECONDED** the motion.

VOTE: There being no objections, **SO ORDERED.**

6. **Action/Approval** - Special Use Permit to James Doyle D/B/A Weaver Brothers for Truck Trailer Storage. (Administration)

MOTION:

Council Member Peterkin **MOVED** to approve the Special Use Permit to James Doyle D/B/A Weaver Brothers for truck trailer storage and Vice Mayor Molloy **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

VOTE: There being no objections, **SO ORDERED.**

7. **Action/Approval** - Special Use Permit to Axtel Enterprises, LLC for Fuel Reduction. (Administration)

MOTION:

Vice Mayor Molloy **MOVED** to approve the Special Use Permit to Axtel Enterprises, LLC for fuel reduction and Council Member Knackstedt **SECONDED** the motion and requested **UNANIMOUS CONSENT.**

VOTE: There being no objections, **SO ORDERED.**

8. **Action/Approval** - Lease Assignment of Lot 2, Kenai Spit Subdivision from North Pacific Seafoods, Inc. to E&E Foods, Inc. d/b/a Pacific Star Seafoods. (Administration)

MOTION:

Council Member Peterkin **MOVED** to approve the Lease Assignment of Lot 2, Kenai Spit Subdivision from North Pacific Seafoods, Inc. to E&E Foods, Inc. d/b/a Pacific Star Seafoods and Council Member Glendening **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

Mayor Gabriel declared he and his wife were commercial fisherman in Cook Inlet and sold fish to Inlet Salmon Fish, do not have any financial obligation to them or vice versa nor any contract in place. It was determined there was no conflict.

VOTE: There being no objections, **SO ORDERED.**

9. **Discussion** - City Response to COVID-19. (Administration)

The City Manager reported there was no change in employee status since the last Council meeting. Regarding City facilities, the Visitor Center opened on Monday (18th), City Hall was scheduled to open tomorrow on a limited basis, by reservation only, the Senior Center was still mandated to stay closed, and the Recreation Center is hoped to open on June 1st as well as the Boys and Girls Club. Library books curbside pick-up continues and was going successfully. The Library planned to open for computer usage only on June 1st by reservation. Lastly, there was a large order request of PPE through the Borough but supplies were still limited and it has only been filled partially.

10. **Discussion** - Resuming In-Person Council Meetings. (Mayor Gabriel)

Council Members discussed options forward for resuming in-person Council Meetings. It was agreed to hold the next few meetings with Council participation as split between in-person and Zoom, keep six feet social distancing in place, masks would be voluntary, liability signs posted and screening questions would be asked of the public before entering the building.

11. **Discussion** – Set a Work Session to Review Election Processes and Ordinance No. 3127-2020. (City Clerk)

A work session was set for Friday, May 29 at 5 – 7 p.m. to review and discuss the vote by mail process and Borough Ordinance No. 3127-2020.

12. **Action/Approval** – Systems Design West Contract Amendment

MOTION:

Vice Mayor Molloy **MOVED** to approve the Systems Design West contract amendment and Council Member Knackstedt **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

VOTE: There being no objections, **SO ORDERED**.

H. COMMISSION/COMMITTEE REPORTS

1. Council on Aging – It was reported the Council met on May 14, noting the increased home delivery meals were successful, staff was diligently working on the CARES Act grant application and the next meeting is June 11.
2. Airport Commission – It was reported the Commission met on May 14, noting there were many questions regarding Ravn Airlines replacement or return, and the next meeting is June 11.
3. Harbor Commission – It was reported the Commission met on May 11 and discussed and made a recommendation regarding a change of use and assignment of lease with Pacific Star Seafoods, and a contract for crane use at the City Dock; the next meeting is June 8.
4. Parks and Recreation Commission – It was reported the Commission met on May 7 and as a first time Zoom Commission meeting it was very smooth and successful, noting the main item for discussion and recommendation was the Capital Improvement Plan; the next meeting is June 4.

5. Planning and Zoning Commission – It was reported the Commission met on May 13 and approved a preliminary Subdivision Plat, an application for rezoning a parcel from Rural Residential to Limited Commercial, an application for a conditional use permit and for a variance of KMC maximum lot coverage; the next meeting is May 27.
6. Beautification Committee – It was reported the Committee met on May 12 and discussed the annual Volunteer Plant Day being spread over a few days of May 26 – 31 to offer social distancing and participation in the event; the next meeting is September 8.
7. Mini-Grant Steering Committee – No report.

I. REPORT OF THE MAYOR

Mayor Gabriel reported on the unique and unorthodox high school graduations occurring this week due to COVID-19, he would be attending a meeting with the Governor's Office via Zoom regarding fisheries protocols and moving forward, and recognizing Memorial Day on Monday, May 25, honoring those that sacrificed while serving in the U.S. military. He encouraged attendance to the lowering of the flags ceremony by the American Legion at the Kenai Cemetery at 10:30 a.m. on Memorial Day.

J. ADMINISTRATION REPORTS

1. City Manager – City Manager P. Ostrander reported on the following:
 - Provided an update of the Kenai Municipal Airport Terminal project;
 - The State of Alaska was designing washing stations for fisheries and it is hoped to obtain some or construct them through a local business for use with the personal use fishery;
 - The Kenai Peninsula Economic Development District (KPEDD) will be accepting applications for distribution of CARES Act funding to the local small businesses and they nominated the City of Kenai for \$5 million in match funds for the Bluff Erosion project; more information to come;
 - He was seeking guidance from the Department of Health and Human Services regarding the annual Fourth of July event to determine best way forward;
 - The Kenai Eagle Cam was up and running, streaming live on YouTube;
 - Administration has initiated the process at the airport to accept Commercial Fleet Cards; timeline undetermined at this time;
 - The first Grant Writer Report and the Department Efficiencies Report were in the packet;
 - An update on Bridge Access Road bike path was provided; and
 - Sales tax revenue for First Quarter this year was up by 11 percent.
2. City Attorney – No report.
3. City Clerk – City Clerk J. Heinz reported she was finalizing the elections ordinance and that the forms portal approved at the previous meeting was currently being installed, with a goal of its use for applications submittal by end of fiscal year.

K. ADDITIONAL PUBLIC COMMENT

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*) - None.
2. Council Comments

Council members expressed appreciation for all the work done by Administration with the budget.

Council Member Peterkin congratulated the graduates of 2020 noting the memorable graduation during this time and he thanked everyone for the good discussion and smooth meeting.

Council Member Pettey expressed gratitude for the work done by Administration with the CARES Act grants, and to the City Clerk for the work on the upcoming election possibility.

Council Member Knackstedt noted caution with Beaver Loop in process of being paved, one lane currently paved and he would be participating in the experience of his daughter's graduation over Zoom on Friday.

Vice Mayor Molloy provided congratulations to graduates, thanked the Incident Management Team for their diligence, and recognition to KPEDD for moving forward so quickly to distribute funds to local businesses; looking forward to the work session next week.

Council Member Glendening noted he was at a Census meeting last week, noting the response rate in the U.S. was at 59 percent, in Alaska at 39.8 percent, while generally in the Borough at 29.7 percent, Soldotna at 49 percent, Kenai at 46 percent, and Seldovia at 10 percent. He positively recognized Kenai's participation and encouraged more participation in the Census.

Council Member Navarre congratulated all high school graduates and families, looking forward to them being a huge part in our community moving forward, and noted recognition of Memorial Day and the sacrifices made.

L. EXECUTIVE SESSION

1. Discussion of the Facility Management Agreement for the Kenai Visitor and Cultural Center, pursuant to AS 44.32.310(c)(1)(3) a matter of which the immediate knowledge may have an adverse effect upon the finances of the City, and a matter by which law, municipal charter, or ordinance are required to be confidential.

MOTION:

Vice Mayor Molloy **MOVED** to enter into executive session to discuss the Facility Management Agreement for the Kenai Visitor and Cultural Center, pursuant to AS 44.32.310(c)(1)(3) a matter of which the immediate knowledge may have an adverse effect upon the finances of the City, and a matter by which law, municipal charter, or ordinance are required to be confidential. Council Member Knackstedt **SECONDED** the motion.

VOTE:

YEA: Gabriel, Peterkin, Glendening, Pettey, Molloy, Navarre, Knackstedt

NAY:

MOTION PASSED UNANIMOUSLY.

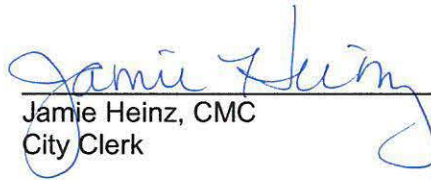
Council reconvened in open session and it was noted for the record that Council met in executive session and reviewed and discussed the Facility Management Agreement for the Kenai Visitor and Cultural Center and gave directions to Administration to continue discussions.

2. **PENDING ITEMS** – None.

N. **ADJOURNMENT**

There being no further business before the Council, the meeting was adjourned at 10:27 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of May 20, 2020.



Jamie Heinz, CMC
City Clerk



