

**KENAI CITY COUNCIL JOINT WORK SESSION  
CARES ACT FUNDING  
MAY 18, 2020 – 6:00 P.M.  
KENAI CITY HALL  
210 FIDALGO AVE., KENAI, AK 99611  
MAYOR BRIAN GABRIEL, PRESIDING**

**NOTES**

Council present: G. Pettey, B. Gabriel, R. Peterkin, J. Glendening, T. Navarre, B. Molloy, H. Knackstedt  
Others present: City Manager P. Ostrander, Assistant to the City Manager C. Cunningham, City Attorney S. Bloom, City Clerk J. Heinz, Finance Director T. Eubank, and Project Lead L. Persily

**A. Call to Order**

Mayor Brian Gabriel called the work session to order at approximately 6:00 p.m.

**B. Introduction – Mayor Gabriel**

Mayor Gabriel noted the purpose of the work session was to hear and discuss CARES Act Funding.

**C. CARES Act Funding Presentation – City Manager, Paul Ostrander, Finance Director, Terry Eubank**

City Manager, Paul Ostrander noted Congress had passed funding legislation in April which was intended to assist the City through the pandemic and ensure the tax base was reinforced as best as possible. He explained that with these funds, which were to be passed through the state, a Special Revenue Fund and departments would be established upon enactment of Ordinance No. 3130-2020. An overview of each department was provided.

It was noted that the state was requiring unspent funds be returned by March 2021 and the goal was to spend the funds, not just encumber them, by December 2020.

**D. Discussion**

There was discussion regarding individual assistance noting a reluctance to offer it; the suggestion was made that mental health may be an appropriate way to offer individual assistance.

Needs related to the Personal Use Fishery and businesses and non-profits outside the city limits that provide benefits to the city were discussed.

It was noted the Kenai Peninsula Borough was receiving \$38 million; also noted that unless a project was shovel ready there might not be enough time to spend the money before the deadline.

Clarification was provided that the funding previously added to the general revenue fund in anticipation of receiving funding was being moved to the special revenue fund as it was initially put into the general fund to replenish departments that were utilizing their budgets and, with the new funding, journal entries for COVID-19 related expenses would be made to this fund; added there was no requirement in code to create the fund but an amendment could be offered to the ordinance to create the fund.

Clarification was also provided regarding the Payroll Department of the Special Revenue Fund noting that it would be used for public safety staff and savings in the FY20 budget would revert to the fund balance. It was noted that funding levels could be adjusted as needs became more clear.

The Kenai Peninsula Borough and the cities within the borough working together was discussed and it was noted that working together was not prohibited.

The suggestion was made that "Public Health Emergency" replace "pandemic" throughout the ordinance.

It was noted that both marketing the City and advertising the availability of the grants would be paid for from the Resiliency and Recovery Department of the fund.

Clarification was provided that the state legislature agenda had been set to approve a resolution dispersing the funds which had already been reviewed and approved by the Legislative Budget and Audit Committee

Larry Persily was provided an opportunity to give overview of his work history and how he intended to move forward with this project.

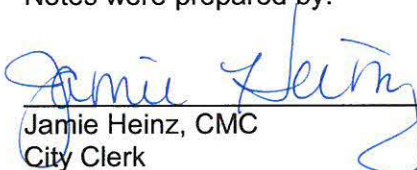
**E. Public Comment** (limited to 3 minutes per individual; 20 minutes aggregate)

None.

**F. Adjournment**

The work session adjourned at approximately 7:20 p.m.

Notes were prepared by:

  
Jamie Heinz, CMC  
City Clerk

