

**KENAI HARBOR COMMISSION
REGULAR MEETING
FEBRUARY 10, 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. Election of Chair and Vice Chair
 - d. Agenda Approval

2. **SCHEDULED PUBLIC COMMENTS** *(Public comment limited to ten (10) minutes per speaker)*
 - a. **USCG Sector Anchorage, LTJG Scott Peters & CWO Thad Wagner – 2019 Kenai Dip Net Fishery**

3. **UNSCHEDULED PUBLIC COMMENT** *(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

4. **APPROVAL OF MEETING SUMMARY**
 - a. November 4, 2019
 - b. November 25, 2019 (Joint Meeting)
 - c. January 6, 2020

5. **UNFINISHED BUSINESS**

6. **NEW BUSINESS**
 - a. **Discussion/Recommendation – Special Use Permit Fee for City Crane Access**

7. **REPORTS**
 - a. Public Works Director
 - b. Commission Chair
 - c. City Council Liaison

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – March 9, 2020

9. **COMMISSIONER COMMENTS AND QUESTIONS**

10. **ADDITIONAL PUBLIC COMMENT**

11. **INFORMATION ITEMS**

12. **ADJOURNMENT**

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| <p>PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING: JACQUELYN -- 283-8231 OR, KAYLA -- 283-8236</p> |
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**KENAI HARBOR COMMISSION
NOVEMBER 4, 2019 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
CHAIR MIKE DUNN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Dunn called the meeting to order at approximately 6:00 p.m.

a. Pledge of Allegiance

Chair Dunn led those assembled in the Pledge of Allegiance.

b. Roll Call

Roll was confirmed as follows:

Commissioners present: Chair M. Dunn, Vice-Chair C. Crandall, B. Peters, G. Greenberg, C. Hutchison, N. Berga

Commissioners absent: J. Desimone

Staff/Council Liaison present: Public Works Director S. Curtin, Public Works Assistant K. Feltman, Council Member J. Glendinging

A quorum was present.

c. Agenda Approval

MOTION:

Commissioner Crandall **MOVED** to approve the agenda and Commissioner Peters **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. SCHEDULED PUBLIC COMMENTS – (10 minutes) None scheduled.

3. UNSCHEDULED PUBLIC COMMENT – None.

4. APPROVAL OF MEETING SUMMARY

a. September 16, 2019

MOTION:

Commissioner Peters **MOVED** to approve the meeting summary of September 16, 2019; and Commissioner Crandall **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. UNFINISHED BUSINESS – None.

6. NEW BUSINESS

a. **Discussion/Recommendation** – Harbor Commission Title 11

The Commission discussed postponing this item for further review of Kenai Municipal Code (KMC) Title 11 proposed changes.

MOTION:

Commissioner Hutchison **MOVED** to postpone discussion of Harbor Title 11 to a special Commission meeting on January 6 and Commissioner Berga **SECONDED** the motion. There were no objections; **SO ORDERED**.

b. **Discussion** – Dock and Harbor Facility Survey Results

The survey results were reviewed and the Public Works Director discussed capital improvement projects for the dock.

c. **Discussion** - Monitoring and Counting Fish from City Beaches

The U.S. Fish and Game (USF&G) fish count was reviewed. It was noted USF&G Representative, Pat Shields would be invited to attend the February 11 Commission meeting and answer questions.

MOTION:

Commissioner Crandall **MOVED** to send a letter to USF&G on how to monitor and count fish coming off Kenai beaches during personal use fishery; Commissioner Berga **SECONDED** the motion.

MOTION TO POSTPONE:

Commissioner Hutchison **MOVED** to postpone sending a letter until more details were provided on USF&G fishing rules. Commissioner Berga **SECONDED** the motion.

Commissioner Crandall withdrew the original motion. There were no objections.

7. REPORTS

a. **Public Works Director** – S. Curtin reported the following:

- Whittier Seafoods was interested in leasing the property at the City Dock this year; a special use permit was provided to use the cranes;
- An update was provided on the Bluff Erosion project, Dock Repair project, and the Peninsula Avenue Bluff Erosion project; and
- The Personal Use Fishery Report was included in the upcoming City Council packet.

b. **Commission Chair** – No report.

c. **City Council Liaison** – J. Glendening provided an overview of the Personal Use Fishery Report and the actions at the October 16 Council Meeting. He added that

budget discussions were coming up and any project ideas should be brought to Council.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – January 6, 2020

It was noted the special meeting in January was for the purpose of discussing KMC Title 11.

9. **COMMISSIONER COMMENTS AND QUESTIONS**

Commissioner Berga commented on diversifying the City Dock.

Commissioner Hutchison inquired about the dredging at the City Dock and noted the survey results were good.

Commissioner Greenberg commented that the survey was valuable and inquired about the deed and commercial business use. He also thanked Commission members and Council Member Glendening for being so supportive to the work of the Harbor Commission, noting he would not be renewing his term.

Commissioners Crandall and Dunn thanked members and staff, and a warm farewell of Commissioner Greenberg.

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

11. **INFORMATION ITEMS** – None.

12. **ADJOURNMENT**

MOTION:

Commissioner Hutchison **MOVED** to adjourn and Commissioner Peters **SECONDED** the motion. There were no objections; **SO ORDERED.**

There being no further business before the Commission, the meeting was adjourned at 8:23 p.m.

Meeting summary prepared and submitted by:

Jacquelyn LaPlante
Deputy City Clerk

**JOINT KENAI HARBOR COMMISSION AND
KENAI PARKS & RECREATION COMMISSION
NOVEMBER 25, 2019 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
HARBOR COMMISSION CHAIR MIKE DUNN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Dunn called the meeting to order at approximately 6:00 p.m.

a. Pledge of Allegiance

Chair Dunn led those assembled in the Pledge of Allegiance.

b. Roll Call

Roll was confirmed as follows:

Commissioners present: M. Dunn, C. Crandall, B. Peters, G. Greenberg, C. Hutchison, N. Berga, J. Desimone, G. Wisniewski, J. Joanis, C. Stephens, J. Dennis, T. Winger

Commissioners absent: S. Kisena

Staff/Council Liaison present: Parks and Recreation Director B. Frates, Public Works Director S. Curtin, City Manager P. Ostrander, Public Works Assistant K. Feltman, IT Manager D. Castimore, Council Members B. Molloy and R. Peterkin

A quorum was present.

c. Agenda Approval

MOTION:

Commissioner Stephens **MOVED** to approve the agenda and Commissioner Crandall **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. UNSCHEDULED PUBLIC COMMENT

Council Member Jim Glendening reported on the Alaska Municipal League meeting and the need of repair and maintenance of harbors throughout the state. He reminded folks that the City of Kenai always needed commissioners to fill spots on various Committees and Commissions.

3. UNFINISHED BUSINESS – None.

4. NEW BUSINESS

a. Discussion/Recommendation – Personal Use Fishery Capital Projects

The City Manager stated he intended to forward a recommendation to Kenai City Council on

December 4 with respect to Personal Use Fishery Capital Projects. He provided a history of the grant from the State of Alaska and an explanation of how the money was to be used for improvements on the north and south beaches. The City Manager also reviewed the top four projects along with the scoring criteria, such as, quality of life, safety, timelines, operating expenses and potential revenue. The projects suggested include: 1) Vault Restrooms (north and south beach); 2) Spruce Campground; 3) Little League Permanent Restrooms, and 4): South Beach Shack Replacement.

It was also reported that the grant may be extended per a recent notification from the State of Alaska.

Clarification was provided that the top three priorities for the City of Kenai were Bluff, Waste Water Upgrades and Streets. Clarification was also provided that a campground is compatible with the Municipal Lands Plan although a location was not specified;

Considering other projects instead of the South Beach Shack project, the expense of portable restroom rentals, applying leftover funds to other projects, fencing on South Beach being important to prevent ATV use, and a private property owner installing a bridge to protect certain areas were topics discussed.

MOTION:

Commissioner Hutchison **MOVED** that all four (4) projects listed on page 7 of the Personal Use Fishery Capital Project list be forwarded to Council; Commissioner Berga **SECONDED** the motion.

There was discussion regarding the campground and it being available for RV and tent camping, purchasing the lot adjacent to the proposed campground being included in the development costs, the campground paying for itself, support for the vault restroom project were topics discussed.

Clarification was provided on the breakdown of the costs for the fee shack project.

It was suggested that someone could divide the question and separate out the projects individually.

Commissioner Hutchison required the division of the question to each individual project.

1. Restrooms

VOTE:

YEA: Wisniewski, Hutchison, Stephens, Desimone, Dennis, Dunn, Joanis, Greenberg, Winger, Peters, Berga, Crandall

NAY:

MOTION PASSED UNANIMOUSLY.

2. Spruce Campground

VOTE:

YEA: Stephens, Wisniewski, Desimone, Dennis, Hutchison, Joanis, Dunn, Greenberg,

Crandall, Peters, Berga

NAY: Winger

MOTION PASSED.

3. Little League Permanent Restrooms

VOTE:

YEA: Wisniewski, Hutchison, Stephens, Desimone, Dennis, Dunn, Joanis, Greenberg,
Winger, Peters, Berga, Crandall

NAY:

MOTION PASSED UNANIMOUSLY.

4. South Beach Shack Replacement

VOTE:

YEA: Wisniewski, Hutchison, Stephens, Desimone, Dennis, Dunn, Joanis, Greenberg,
Winger, Crandall, Peters, Berga

NAY:

MOTION PASSED UNANIMOUSLY.

The Public Works Director stated that it would be beneficial if another project could be identified in the event one of the top four (4) projects was dismissed for some reason.

MOTION:

Commissioner Hutchison **MOVED** that the South Beach Fence Completion project be identified as an alternative; Commissioner Peters **SECONDED** the motion.

VOTE:

YEA: Wisniewski, Hutchison, Stephens, Desimone, Dennis, Dunn, Joanis, Greenberg,
Peters, Berga, Crandall

NAY: Winger

MOTION PASSED.

5. COMMISSIONER COMMENTS AND QUESTIONS

Parks & Recreation Commissioner Joanis thanked administration for all the work put into bringing this forward.

Harbor Chair Dunn thanked administration for the clarification on the cost of the gates for the south beach shacks.

6. ADDITIONAL PUBLIC COMMENT

Council Member Glendening thanked everyone for their time and coming out tonight for this important discussion.

7. ADJOURNMENT

There being no further business before the Commissions, the meeting was adjourned at 6:59 p.m.

Meeting summary prepared and submitted by:

Jacquelyn LaPlante
Deputy City Clerk

DRAFT

**KENAI HARBOR COMMISSION
JANUARY 6, 2020 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
CHAIR MIKE DUNN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Dunn called the meeting to order at approximately 6:00 p.m.

a. Pledge of Allegiance

Chair Dunn led those assembled in the Pledge of Allegiance.

b. Roll Call

Roll was confirmed as follows:

Commissioners present: Chair M. Dunn, Vice-Chair C. Crandall, B. Peters, C. Hutchison, J. Desimone, N. Berga

Commissioners absent:

Staff/Council Liaison present: Public Works Director S. Curtin, City Attorney S. Bloom, Public Works Assistant K. Feltman, Council Member J. Glendening

A quorum was present.

c. Agenda Approval

MOTION:

Commissioner Hutchison **MOVED** to approve the agenda and Commissioner Crandall **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. UNSCHEDULED PUBLIC COMMENT – None.

3. UNFINISHED BUSINESS

a. Discussion/Recommendation – Harbor Commission Title 11

The City Attorney provided an update of Kenai Municipal Code (KMC) Title 11 proposed changes as revised by the Harbor Commission Sub-Committee. A few additional edits were discussed as detailed in the memo provided and it was noted Title 11 was condensed to fewer pages in a legislative format.

It was noted that the Harbor Master Plan for the future would be placed on a later meeting agenda for further discussion.

The City Attorney clarified the meeting was to make any additional changes to Title 11 and

recommendation to Council that the Harbor Commission would like action on.

MOTION:

Commissioner Crandall **MOVED** to recommend to Council approval of KMC Title 11 as revised and Commissioner Hutchison **SECONDED** the motion. There were no objections; **SO ORDERED.**

4. **NEXT MEETING ATTENDANCE NOTIFICATION** – February 10, 2020

5. **COMMISSIONER COMMENTS AND QUESTIONS**

Commissioner Peters expressed appreciation to the Public Works Director for clarifying that the Harbor Commission was an advisory Commission to City Council.

It was requested that a Master Plan be provided to the Harbor Commission.

It was reported that USCG Scott Peters was invited to the next meeting to discuss the 2019 dip netting season.

6. **ADDITIONAL PUBLIC COMMENT**

Jim Glendening commented that review and revision of Title 11 has been ongoing for two years. He thanked the Commissioners for their efforts. He suggested the Commission hold a work session in February to discuss marketing the Harbor and making it available.

7. **INFORMATION ITEMS** – None.

8. **ADJOURNMENT**

MOTION:

Commissioner Hutchison **MOVED** to adjourn and Commissioner Peters **SECONDED** the motion. There were no objections; **SO ORDERED.**

There being no further business before the Commission, the meeting was adjourned at 6:51 p.m.

Meeting summary prepared and submitted by:

Jacquelyn LaPlante
Deputy City Clerk

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Kenai City Council - Regular Meeting

January 15, 2020 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

ACTION AGENDA

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. **Purple Heart City Proclamation**
5. 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)

C. UNSCHEDULED PUBLIC COMMENTS

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

D. PUBLIC HEARINGS

1. **ADOPTED UNANIMOUSLY. Resolution No. 2020-01** - Recommending that the Kenai Peninsula Borough Assembly Not Enact Ordinance 2019-24 Substitute. (Administration)
2. **ADOPTED UNANIMOUSLY. Resolution No. 2020-02** - Authorizing the Joint Purchase of Self Contained Breathing Apparatuses (SCBA) Equipment for the City of Kenai, Nikiski Fire, and Central Emergency Services. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA** *Regular Meeting of December 4, 2019. (City Clerk)
2. **APPROVED BY THE CONSENT AGENDA** *Regular Meeting of December 18, 2019. (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 Liquor License Renewals for Country Liquor, Upper Deck, and Walmart. (City Clerk)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 02/05/2020. *Ordinance No. 3101-2020** - Accepting and Appropriating a Grant from the Rasmuson Foundation for the Purchase and Installation of Security Cameras at the City's Historical Cabins in Old Town Kenai. (Administration)
4. **INTRODUCED/REFERRED TO PLANNING & ZONING/PUBLIC HEARING SET FOR 02/05/2020. Ordinance No. 3102-2020** - Amending Kenai Municipal Code 14.20.280 Public Hearings and Notifications, to Reduce the Newspaper Posting Requirement. (Council Member Knackstedt)
5. **ADOPTED UNANIMOUSLY. Action/Approval** - Purchase Orders Over \$15,000. (Administration)
6. **ADOPTED UNANIMOUSLY. Action/Approval** - Lease Assignment from Kenai Fabric Center, Inc. to SOAR International Ministries, Inc. Located at 105 and 115 North Willow Street. (Administration)
7. **KAYE REED REAPPOINTED TO BEAUTIFICATION COMMITTEE AND BRANDEN BORNEMANN APPOINTED TO THE HARBOR COMMISSION UNANIMOUSLY. Action/Approval** - Mayoral Nominations for Appointments to the Beautification Committee and Harbor Commission. (Mayor Gabriel)
8. **NO ACTION TAKEN. Discussion/Action** - Remote Seller Sales Tax Implementation. (Legal)

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Park 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. FERC Revised Environmental Assessment Schedule - Trans Foreland Project
3. Kenai Visitor and Cultural Center Report - November 2019

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.