

**KENAI HARBOR COMMISSION
REGULAR MEETING
APRIL 12, 2021 – 6:00 P.M.
KENAI CITY HALL
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. January 25, 2021.....Pg. 3
- b. February 8, 2021.....Pg. 5

5. UNFINISHED BUSINESS

6. NEW BUSINESS

- a. **Discussion** – Update on Bluff Erosion RFP

7. REPORTS

- a. Public Works Director
- b. Commission Chair
- c. City Council Liaison.....Pg. 8

8. NEXT MEETING ATTENDANCE NOTIFICATION

- a. May 10, 2021

9. COMMISSIONER COMMENTS AND QUESTIONS

10. ADDITIONAL PUBLIC COMMENT

11. INFORMATION ITEMS

12. ADJOURNMENT

Join Zoom Meeting

<https://us02web.zoom.us/j/87156785984>

Meeting ID: 871 5678 5984 **Password:** 462962

OR

Dial in by your Location: (253) 215-8782 or (301) 715-8592

Meeting ID: 871 5678 5984 **Password:** 462962

**KENAI HARBOR COMMISSION
SPECIAL MEETING
JANUARY 25, 2021 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
COMMISSION CHAIR 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

Commissioner Chair Dunn led those assembled in the Pledge of Allegiance.

b. Roll Call

Roll was confirmed as follows:

Commissioners present: Chair M. Dunn, C. Crandall, B. Bornemann, C. Hutchison, N. Berga, D. Peck

Commissioners absent: B. Peters

Staff/Council Liaison present: Public Works Director S. Curtin, Deputy Clerk M. Thibodeau, Council Member B. Molloy

A quorum was present.

MOTION:

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

2. UNSCHEDULED PUBLIC COMMENT – None.

3. NEW BUSINESS

a. Discussion/Recommendation – Commission Formal Approval of Harbor-Related Capital Projects.

Public Works Director Curtin provided an overview of Harbor-related Capital Projects. He noted that the ones up for approval tonight are the same ones that the Harbor Commission discussed and vetted out last year, and they are just continuing to work the plan. Float replacements and concrete ramp repairs are included for this next year, with another round of float replacements in 2023. Regarding the dredging, he noted that the City does not have enough information at this time in regards to cost, funding, and Corps assistance to include in the plan. As this information becomes available, it will be added to the plan at a later date.

MOTION:

Commissioner Crandall **MOVED** to approve the Harbor-Related Capital Projects as presented, and Commissioner Bornemann **SECONDED** the motion.

VOTE:

YEA: Dunn, Bornemann, Hutchison, Peck, Crandall, Berga
NAY:

MOTION PASSED UNANIMOUSLY.

4. **NEXT MEETING ATTENDANCE NOTIFICATION** – February 8, 2021

5. **COMMISSIONER COMMENTS AND QUESTIONS**

Commissioner Crandall thanked everyone for attending and welcomed new Commissioner Peck.

Commissioner Peck noted that it was good to meet everyone, and he looks forward to meeting in person.

Commissioner Hutchison requested that the Public Works Director provide an update on the Bluff Erosion Project for the February 8th meeting.

6. **ADDITIONAL PUBLIC COMMENT** – None.

7. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 6:15 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

**KENAI HARBOR COMMISSION
REGULAR MEETING
FEBRUARY 8, 2021 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
COMMISSION CHAIR DUNN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

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

a. Pledge of Allegiance

Commissioner Chair Dunn led those assembled in the Pledge of Allegiance.

b. Roll Call

Roll was confirmed as follows:

Commissioners present: Chair M. Dunn, C. Crandall, B. Bornemann, B. Peters, C. Hutchison, N. Berga, D. Peck

Commissioners absent:

Staff/Council Liaison present: Public Works Director S. Curtin, Deputy City Clerk M. Thibodeau, Council Member J. Glendening

A quorum was present.

c. Election of Chair and Vice-Chair

MOTION:

Commissioner Crandall **MOVED** to re-elect Chair Dunn; Commissioner Peters **SECONDED** the motion.

MOTION:

Commissioner Crandall **MOVED** to re-elect Vice-Chair Berga; Commissioner Bornemann **SECONDED** the motion.

UNANIMOUS CONSENT was requested for both motions.

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

d. Agenda Approval

MOTION:

Commissioner Crandall **MOVED** to approve the agenda as written and Commissioner Peck **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. November 9, 2020

MOTION:

Commissioner Crandall **MOVED** to approve the meeting summary of November 9, 2020 and requested **UNANIMOUS CONSENT**. Commissioner Peters **SECONDED** the motion. There were no objections; **SO ORDERED**.

b. b. January 25, 2021

It was noted that the first page header on this summary read “KENAI HARBOR COMMISSION REGULAR MEETING” and it was actually a Special Meeting. Clarification was provided that the summary would be corrected and included in the next Harbor Commission meeting packet for approval.

5. **UNFINISHED BUSINESS** – None.

6. **NEW BUSINESS**

a. **Discussion** – Request for Proposals (RFP) 2021 City of Kenai Bluff Bank Stabilization Professional Engineering Services

Public Works Director Curtin provided an overview of the project status. He noted that there is an active RFP out right now, and they are in the process of obtaining professional engineering design services. He hopes to have engineering team on board in March 2021, and expects that they will take a year to get through design phase and prepare bid-ready documents. He intends to have the documents ready to go out for construction bids as early as spring 2022, but the release is dependent on the funding they receive from the Army Corps of Engineers.

b. **Discussion** – KMC Title 11.10 Overview of Commission Responsibilities

Public Works Director Curtin provided an overview of commission responsibilities for the benefit of new and returning commissioners.

7. **REPORTS**

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

- Provided update on dock repair project;
- Discussed upcoming thoughts on future capital project needs;
- Timeframe for capital project considerations to be approved by the commissions at the November meeting.

b. **Harbor Commission Chair** – No report.

- c. **City Council Liaison** – Council Member Glendening reported on the actions of the City Council meetings of November 23, 2020; December 2, 2020; December 16, 2020; January 6, 2021; January 20, 2021 and February 3, 2021.

8. NEXT MEETING ATTENDANCE NOTIFICATION – March 8, 2021

9. COMMISSIONER COMMENTS AND QUESTIONS

Vice Chair Berga asked Commissioner Bornemann about what kind of data collection and testing had been done by the Kenai Watershed Forum.

Commissioner Bornemann addressed Vice Chair Berga's question. He went on to provide an update on the activities of the Anadromous Waters Habitat Protection task force, from his perspective of sitting on this board. He noted that the Bluff Erosion Project was not taken into consideration during the task force discussions.

Commissioner Peters congratulated Chair Dunn and Vice Chair Berga on their re-election, and welcomed Commissioner Peck to the Harbor Commission.

Commissioner Crandall thanked Chair Dunn and Vice Chair Berga for their continued service to the Harbor Commission.

Chair Dunn said that he enjoys serving as Chair on the Harbor Commission, and hopes they are making a positive impact on the City of Kenai, and he appreciates the help of the Council Liaison and all commissioners.

10. ADDITIONAL PUBLIC COMMENT – None.

11. INFORMATION ITEMS – None.

12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:27 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk



Kenai City Council - Regular Meeting

February 03, 2021 – 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. 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. **Brandy Niclai and Bill Lierman, Alaska Permanent Capital Management - 2020 Financial Performance, Financial Projections, and Recommended 2021 Asset Allocation for the City's Permanent Fund Investments.**

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. 3179-2021** - Amending Positions in the Classified Service in the Public Works and Senior Center Departments as Established by the Annual Budget.
2. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3180-2021** - Amending Kenai Municipal Code 3.05.070-Citation Procedure, and Kenai Municipal Code 13.10.015 – Minor Offense Fine Schedule to Incorporate Various Animal Control Offenses into the Minor Offense Fine Schedule and Make Other Housekeeping Changes.
3. **ENACTED UNANIMOUSLY. Ordinance No. 3181-2021** - Waiving Kenai Municipal Code 21.10.130 - Lease Execution and Approving a Lease Execution Extension to July 27, 2021 to Kenai Aviation Operations, LLC for Lot 9A, Block 5, General Aviation Apron Subdivision No. 5.

4. **ADOPTED UNANIMOUSLY. Resolution No. 2021-05** - Designating the Investment and Allocation Plan for the City's Permanent Funds and Establishing Appropriate Benchmarks to Measure Performance For Calendar Year 2021.
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-06** - Authorizing the City Manager to Enter Into an Amended Bar/Lounge Concession Agreement at the Kenai Municipal Airport with the Upper Deck Lounge.
6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-07** - Adopting the City of Kenai's Capital Improvement Plan Priority List for State Funding Requests for the Fiscal Year 2022.

E. MINUTES

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Bills to be Ratified.
2. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021. *Ordinance No. 3182-2021** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue Fund for the 2021 Airport Sand Screening Project.
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021. *Ordinance No. 3183-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department, and Accepting a Grant From the US Department of Transportation Passed through the State of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures.
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021. *Ordinance No. 3184-2021** - Amending Kenai Municipal Code 23.30.050 – Business Hours and Hours of Work to Allow for Alternate Work Schedules in the Police Department.
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021. *Ordinance No. 3185-2021** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Amending a Professional Services Agreement for the 2021 Airfield Drainage Rehabilitation Project at the Kenai Municipal Airport.
6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021. *Ordinance No. 3186-2021** - Increasing Estimated Revenues and Appropriations in the General Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's General Fund.
7. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021. *Ordinance No. 3187-2021** - Increasing Estimated Revenues and Appropriations in the Airport Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's Airport Fund.
8. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021. *Ordinance No. 3188-2021** - Increasing Estimated Revenues and Appropriations in the

Water and Sewer Special Revenue and Wastewater Treatment Plant Improvements Capital Project Funds for a Replacement Sludge Press.

9. ***INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021.***
***Ordinance No. 3189-2021** - Increasing Estimated Revenues and Appropriations in the General Fund and the Public Safety Capital Project Fund to Provide Supplemental Funding to the Fire Department's Station Alerting Project and Authorizing a Purchase Order in Excess of \$15,000 to Kachemak Electric for Performance of the Work.
10. ***INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021.***
***Ordinance No. 3190-2021** - Increasing Estimated Revenues and Appropriations in the General Fund and Authorizing a Grant Disbursement Program for Small Businesses that Did Not Previously Apply for Full Assistance from the City in 2020.
11. ***INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 2/17/2021.***
***Ordinance No. 3191-2021** - Increasing Estimated Revenues and Appropriations in the General Fund to Provide Assistance to Kenai Residents Impacted by the COVID-19 Public Health Emergency with the Purchase of Groceries and Necessary Household Goods in Kenai and Award a Professional Service Agreement to the Kenai Chamber of Commerce and Visitors Center for Administration of the Program.
12. **Discussion** - COVID-19 Response.

F. UNFINISHED BUSINESS

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks & Recreation Commission
5. Planning & 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. Alaska LNG ROW Leases

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/82761963751>

Meeting ID: 827 6196 3751 **Passcode:** 225113

OR

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

Meeting ID: 827 6196 3751 **Passcode:** 225113



Kenai City Council - Regular Meeting

February 17, 2021 – 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. 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. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3191-2021** - Increasing Estimated Revenues and Appropriations in the General Fund to Provide Assistance to Kenai Residents Impacted by the COVID-19 Public Health Emergency with the Purchase of Groceries and Necessary Household Goods in Kenai and Award a Professional Service Agreement to the Kenai Chamber of Commerce and Visitors Center for Administration of the Program.
2. **ENACTED UNANIMOUSLY. Ordinance No. 3182-2021** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue Fund for the 2021 Airport Sand Screening Project.
3. **ENACTED UNANIMOUSLY. Ordinance No. 3183-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department, and Accepting a Grant From the US Department of Transportation Passed through the State of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures.
4. **ENACTED UNANIMOUSLY. Ordinance No. 3184-2021** - Amending Kenai Municipal Code 23.30.050 – Business Hours and Hours of Work to Allow for Alternate Work Schedules in the Police Department.

5. **ENACTED UNANIMOUSLY. Ordinance No. 3185-2021** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Amending a Professional Services Agreement for the 2021 Airfield Drainage Rehabilitation Project at the Kenai Municipal Airport.
6. **ENACTED UNANIMOUSLY. Ordinance No. 3186-2021** - Increasing Estimated Revenues and Appropriations in the General Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's General Fund.
7. **ENACTED UNANIMOUSLY. Ordinance No. 3187-2021** - Increasing Estimated Revenues and Appropriations in the Airport Land Sale Permanent Fund to Transfer Earnings in Excess of Budgeted Amounts to the City's Airport Fund.
8. **ENACTED UNANIMOUSLY. Ordinance No. 3188-2021** - Increasing Estimated Revenues and Appropriations in the Water and Sewer Special Revenue and Wastewater Treatment Plant Improvements Capital Project Funds for a Replacement Sludge Press.
9. **ENACTED UNANIMOUSLY. Ordinance No. 3189-2021** - Increasing Estimated Revenues and Appropriations in the General Fund and the Public Safety Capital Project Fund to Provide Supplemental Funding to the Fire Department's Station Alerting Project and Authorizing a Purchase Order in Excess of \$15,000 to Kachemak Electric for Performance of the Work.
10. **ENACTED UNANIMOUSLY. Ordinance No. 3190-2021** - Increasing Estimated Revenues and Appropriations in the General Fund and Authorizing a Grant Disbursement Program for Small Businesses that Did Not Previously Apply for Full Assistance from the City in 2020.
11. **ADOPTED UNANIMOUSLY. Resolution No. 2021-08** - Awarding a Professional Services Contract at the Kenai Municipal Airport for Airport Security Guard Services.
12. **ADOPTED UNANIMOUSLY. Resolution No. 2021-09** - Further Extending the Disaster Emergency Declaration for the City of Kenai Made on March 18, 2020 in Response to the COVID-19 Health Emergency.

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of January 20, 2021.
2. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting Minutes of February 3, 2021.

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified.
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Special Use Permit to State of Alaska - Division of Forestry for Apron Parking.

3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 3/3/2021.**
*Ordinance No. 3192-2021 - Increasing Estimated Revenues and Appropriations in the General Fund Parks, Recreation and Beautification Department, and Authorizing an Increase to the Multi-Purpose Facility Management Services Purchase Order to Red Line Sports for Additional Ice Maintenance Services.
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 3/3/2021.**
*Ordinance No. 3193-2021 - Accepting and Appropriating an Increase in the Title III Grant from the State of Alaska Department of Health and Social Services for Nutrition, Transportation and Support Services and a Grant from the United States Treasury Passed Through the State of Alaska Department of Health and Social Services to Support the Kenai Senior Center's Response to the COVID-19 Public Health Emergency.
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 3/3/2021.**
*Ordinance No. 3194-2021 - Accepting and Appropriating Insurance Proceeds for Damage to Wellhouse Number One in the Water and Sewer Capital Projects Fund, Authorizing a Budget Transfer in the Water and Sewer Special Revenue Fund – Water Department, and Appropriating the Estimated Residual Amount Needed to Relocate the Damaged Facility to the Water and Sewer Complex on Shotgun Drive in the Water and Sewer and Water and Sewer Capital Project Funds.
6. **APPOINTMENT OF GWEN WOODARD CONFIRMED. Action/Approval** - Confirmation of Gwen Woodard, Nominated by the Mayor to Fill a Vacancy on the Planning and Zoning Commission.
7. **APPOINTMENT OF BARBARA ROLAND CONFIRMED. Action/Approval** - Confirmation of Barbara Roland, Nominated by the Mayor to Fill a Vacancy on the Beautification Committee.
8. **APPROVED AS WRITTEN. Action/Approval** - Letter Supporting Bluff Erosion Project Funding.
9. **Discussion** - COVID-19 Response.

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. State Department/Emergency Amendment Mask Implementation FAQ

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/83445786942>

Meeting ID: 834 4578 6942 **Passcode:** 497332

OR

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

Meeting ID: 834 4578 6942 **Passcode:** 497332



Kenai City Council - Regular Meeting

March 03, 2021 – 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. 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. **Tim Dillon** - Kenai Peninsula Economic Development District (KPEDD) Public Outreach and Engagement in the Development of the Kenai Peninsula's Comprehensive Economic Development Strategy.

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. 3192-2021** - Increasing Estimated Revenues and Appropriations in the General Fund Parks, Recreation and Beautification Department, and Authorizing an Increase to the Multi-Purpose Facility Management Services Purchase Order to Red Line Sports for Additional Ice Maintenance Services.
2. **ENACTED UNANIMOUSLY. Ordinance No. 3193-2021** - Accepting and Appropriating an Increase in the Title III Grant from the State of Alaska Department of Health and Social Services for Nutrition, Transportation and Support Services and a Grant from the United States Treasury Passed Through the State of Alaska Department of Health and Social Services to Support the Kenai Senior Center's Response to the COVID-19 Public Health Emergency.
3. **ENACTED UNANIMOUSLY. Ordinance No. 3194-2021** - Accepting and Appropriating Insurance Proceeds for Damage to Wellhouse Number One in the Water and Sewer Capital Projects Fund, Authorizing a Budget Transfer in the Water and Sewer Special Revenue

Fund – Water Department, and Appropriating the Estimated Residual Amount Needed to Relocate the Damaged Facility to the Water and Sewer Complex on Shotgun Drive in the Water and Sewer and Water and Sewer Capital Project Funds.

4. **ADOPTED UNANIMOUSLY. Resolution No. 2021-10** - Authorizing the City Manager to Execute a Professional Engineering Services Agreement for the Kenai Water, Sewer, and Waste Water SCADA Programming Services.
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-11** - Approving the Use of the Fleet Replacement Fund for the Purchase of a Fifteen Passenger Van for the Kenai Senior Center Utilizing the State of Alaska Equipment Fleet Contract.
6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-12** - A Resolution of the Council of the City of Kenai, Alaska Approving Development Incentives Per Kenai Municipal Code 21.10.100 Temporary Development Incentives for a Lease of Airport Reserve Lands Between The City of Kenai and Soar International Ministries on Tract A-2, General Aviation Apron Subdivision No. 7.
7. **ADOPTED UNANIMOUSLY. Resolution No. 2021-13** - Requesting the US Secretary of Commerce Veto the North Pacific Fishery Management Council's Adoption of Measures that will Close Commercial Salmon Fishing in the Cook Inlet Exclusive Economic Zone.

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of February 17, 2021.

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified.
2. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 3/17/2021.** *Ordinance No. 3195-2021 - Accepting and Appropriating Funds in the Airport Fund, and Accepting Grants from the Federal Aviation Administration Under the Coronavirus Response and Relief Supplemental Appropriation Act, 2021.
3. **APPOINTMENT OF SARAH DOUTHIT CONFIRMED. Action/Approval** - Confirmation of Sarah Douthit, Nominated by the Mayor to Fill a Vacancy on the Beautification Committee.
4. **Discussion** - Remote Electronic Participation in Council Meetings by Council Members and the Public.
5. **Discussion** - Water and Sewer Service Penalty, Interest, and Shutoffs for Non-Payment Beyond the COVID-19 Disaster Emergency Declaration.
6. **Discussion** - COVID-19 Response.

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging

2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
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7. Mini-Grant Steering Committee

I. REPORT OF THE MAYOR

J. ADMINISTRATION REPORTS

1. City Manager
2. City Attorney
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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

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Join Zoom Meeting

<https://us02web.zoom.us/j/86891899097>

Meeting ID: 868 9189 9097 **Passcode:** 309458

OR

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

Meeting ID: 868 9189 9097 **Passcode:** 309458



Kenai City Council - Regular Meeting

March 17, 2021 – 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. 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

6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-18** - Authorizing an Amendment of the Shop Local Economic Stimulus Program to Extend the Dates of the Program and Authorizing the City Manager to Execute an Amendment to the Professional Services Agreement with the Kenai Chamber of Commerce and Visitor Center for Administration of the Program.
1. **ENACTED UNANIMOUSLY. Ordinance No. 3195-2021** - Accepting and Appropriating Funds in the Airport Fund, and Accepting Grants from the Federal Aviation Administration Under the Coronavirus Response and Relief Supplemental Appropriation Act, 2021.
2. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2021-14** - Further Extending the Disaster Emergency Declaration for the City of Kenai Made on March 18, 2020 in Response to the COVID-19 Health Emergency.
3. **ADOPTED UNANIMOUSLY. Resolution No. 2021-15** - Approving Development Incentives Per Kenai Municipal Code 21.10.100. for a Lease of Airport Reserve Lands Between the City of Kenai and Alaska Air Fuel, Inc. on 2.52± Acre Portion of Lot 5, FBO Subdivision No. 8.

4. **ADOPTED UNANIMOUSLY. Resolution No. 2021-16** - Approving an Application Extension Until October 8, 2021 Per Kenai Municipal Code 21.10.050 for Alaska Air Fuel, Inc. for a 2.52± Acre Portion of Lot 5, FBO Subdivision No. 8.
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-17** - Authorizing a Budget Transfer Within the General Fund – Buildings Division for Professional Services as a Result of Personnel Vacancy.
7. **ADOPTED UNANIMOUSLY. Resolution No. 2021-19** - Authorizing an Agreement for Professional Engineering Services to Begin Assessments for the Master Plan for Water & Sewer Facilities and Equipment.

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of March 3, 2021.

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified.
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Purchase Orders Over \$15,000.
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/7/2021.** *Ordinance No. 3196-2021 - Accepting and Appropriating Federal Funds from the Institute of Museum and Library Services Passed Through the Alaska State Library for Employee Training.
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/7/2021.** *Ordinance No. 3197-2021 - Amending Kenai Municipal Code Section 23.50.010 - Employee Classification, to Amend the Class, Title, and Range, to Include a Capital Projects Manager.
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/7/2021.** *Ordinance No. 3198-2021 - Amending Kenai Municipal Code Section 1.15.130 - Telephonic Participation, to Provide for Remote Electronic Participation.
6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/7/2021.** *Ordinance No. 3199-2021 - Conditionally Waiving Certain Provisions of Title 17- Public Utilities and Enterprises, Related to Penalty, Interest and Shutoff for Nonpayment of Fees for Water and Sewer Utility Customers that Certified to the City That They Were Impacted by COVID-19 Pursuant to the City Manager's Executive Order No. 2 During the Effective Period of the City's Emergency Disaster Declaration.
7. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/7/2021.** *Ordinance No. 3200-2021 - Accepting and Appropriating an Amendment to a COVID CARES Act for Older Adults and Their Caregivers 2021 Grant Passed through the State of Alaska for Kenai Senior Center Expenditures in Support of its Response to the COVID-19 Public Health Emergency.

8. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 4/7/2021.**
*Ordinance No. 3201-2021 - Increasing Estimated Revenues and Appropriations in the Airport Fund and Appropriating Funds in the Airport Snow Removal Equipment Capital Project Fund for the Purchase of Snow Removal Equipment – Multi-Purpose Broom/Blower.
9. **APPROVED UNANIMOUSLY. Action/Approval** - Special Use Permit to Alaska Air Fuel, Inc. for Office, Parking and Utilities.
10. **Discussion** - COVID-19 Response.
11. **SET FOR 4/20/2021 AND 4/22/2021. Discussion** - Set Meetings for Council Personnel Evaluations.

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. Kenai Peninsula Orchestra Letter of Thanks

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

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OR

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

Meeting ID: 850 2115 7210 **Passcode:** 245673