

**KENAI PARKS & RECREATION COMMISSION  
REGULAR MEETING  
AUGUST 1, 2019 – 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. 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. February 7, 2019.....Pg. 2
  - b. March 7, 2019.....Pg. 5
  - c. April 4, 2019.....Pg. 7
  - d. May 2, 2019.....Pg. 9
  
5. **UNFINISHED BUSINESS** – None.
  
6. **NEW BUSINESS**
  - a. **Discussion/Recommendation** – Bike Rack Locations .....Pg. 11
  
7. **REPORTS**
  - a. Parks & Recreation Director
  - b. Commission Chair
  - c. City Council Liaison
  
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – September 5, 2019
  
9. **COMMISSION QUESTIONS AND COMMENTS**
  
10. **ADDITIONAL PUBLIC COMMENT**
  
11. **INFORMATION ITEMS**
  
12. **ADJOURNMENT**

<p><b>PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING: JAMIE -- 283-8231 OR, BOB -- 283-8261</b></p>
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**KENAI PARKS & RECREATION COMMISSION  
FEBRUARY 7, 2019 – 6:00 PM  
KENAI CITY COUNCIL CHAMBERS  
CHAIR CHARLIE STEPHENS, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

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

**a. Pledge of Allegiance**

Chair Stephens led those assembled in the Pledge of Allegiance.

**b. Roll was confirmed as follows:**

Commissioners present: Chair C. Stephens, J. Joanis, F. Perez, J. Dennis

Commissioners absent: T. Wisniewski, S. Kisenia

Staff/Council Liaison present: Parks & Rec Director B. Frates, Council Liaison H. Knackstedt

A quorum was present.

**c. Elections of Chair and Vice-Chair**

**MOTION:**

Commissioner Joanis **MOVED** to re-appoint Commissioner Stephens as Chair; Commissioner Perez **SECONDED** the motion. There were no objections; **SO ORDERED**.

**MOTION:**

Commissioner Joanis **MOVED** to appoint Commissioner Wisniewski as Vice-Chair; Commissioner Dennis **SECONDED** the motion. There were no objections; **SO ORDERED**.

**d. Agenda Approval**

**MOTION:**

Commissioner Perez **MOVED** to approve the agenda as presented; Commissioner Joanis **SECONDED** the motion. There were no objections; **SO ORDERED**.

**2. SCHEDULED PUBLIC COMMENTS**

**a. Elizabeth Appleby – Bike Friendly Community Update**

City of Kenai City Planner Elizabeth Appleby noted that she attended the 2019 Alaska Planning Conference and wanted to share the keynote presenter's information that she thought was

relevant to the Parks and Recreation Commission. Moreover, E. Appleby provided information concerning community bike racks and a grant submittal to the Alaska Department of Transportation for a bike path along a portion of Bridge Access Road.

**3. UNSCHEDULED PUBLIC COMMENT – None.**

**4. APPROVAL OF MEETING SUMMARY**

- a. January 3, 2019

**MOTION:**

Commissioner Perez **MOVED** to approve the meeting summary of January 3, 2019 and Commissioner Joanis **SECONDED** the motion. There were no objections; **SO ORDERED.**

**5. UNFINISHED BUSINESS**

- a. **Discussion** – Parks and Recreation Calendar

Commissioners were presented with a 2019 calendar while Parks and Recreation Director thanked the body for various suggestions and input during the development phase. Commissioners were reminded that they could submit pictures anytime for consideration for next year's calendar and staff always welcomed suggestions for improvement.

**6. NEW BUSINESS**

- a. **Discussion** – Bike Friendly Community Survey Results

The Parks and Recreation Director reviewed the 2018 Bicycle Friendly Community Survey Results for Kenai as provided by the League of American Bicyclists. The Director noted the survey results almost mirrored exactly the survey results from other communities in terms of safety related items and needed infrastructure. Survey results for both Kenai and communities as a whole indicated more bike paths as the top change people would like to see local government make. Survey comments also suggested more secure bike racks were needed. Currently, Kenai only has bike racks at the Visitors Center and the Recreation Center.

Written comments were agreed with that the lack of separation between the bike path and the Kenai Spur Highway should be considered to provide a better buffer.

**7. REPORTS**

- a. **Parks and Recreation Director** – Frates reported on the following:
- The Monthly Activity Report was provided in the meeting packet;
  - Department Heads were busy working on the FY20 Budget; and
  - Staff is working on three upcoming events, including an Easter Egg Hunt for children ages 3 – 7 years old.
- b. **Commission Chair** – Stephens thanked everyone for their support.

- c. **City Council Liaison** – Knackstedt reported on the action items of the January City Council meetings, and the Ordinances considered during the February 6 meeting.

**8. NEXT MEETING ATTENDANCE NOTIFICATION** – March 7, 2019

It was noted that Chair Stephens and Commissioner Joanis would be absent.

**9. COMMISSION QUESTIONS & COMMENTS** – None.

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

**11. INFORMATION**

- a. February Monthly Report
- b. MPF Ice Schedule (February)
- c. Department Newsletter - “Kenai Breeze”

The Parks and Recreation Director reported that the Department Newsletter was new and if Commission members would like to receive an emailed copy let him know.

**12. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:08 p.m.

Meeting summary prepared and submitted by:

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Jacquelyn LaPlante  
Deputy City Clerk

**KENAI PARKS & RECREATION COMMISSION  
MARCH 7, 2019 – 6:00 PM  
KENAI CITY COUNCIL CHAMBERS  
VICE-CHAIR GRANT WISNIEWSKI, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

Vice-Chair Wisniewski called the meeting to order at 6:10 p.m.

**a. Pledge of Allegiance**

Vice-Chair Wisniewski led those assembled in the Pledge of Allegiance.

**b. Roll was confirmed as follows:**

Commissioners present: Vice-Chair T. Wisniewski, J. Dennis

Commissioners absent: Chair C. Stephens, J. Joanis, S. Kisen, F. Perez

Staff/Council Liaison present: Parks & Rec Director B. Frates, Council Member H. Knackstedt

No quorum was present.

**c. Agenda Approval**

**2. SCHEDULED PUBLIC COMMENTS – None.**

**3. UNSCHEDULED PUBLIC COMMENT**

**4. APPROVAL OF MEETING SUMMARY**

a. February 7, 2019

**5. UNFINISHED BUSINESS – None.**

**6. NEW BUSINESS**

a. **Discussion** – 2019 Non-Routine Work Tasks & Project List

**7. REPORTS**

- a. Parks and Recreation Director
- b. Commission Chair
- c. City Council Liaison

**8. NEXT MEETING ATTENDANCE NOTIFICATION – April 4, 2019**

**9. COMMISSION QUESTIONS & COMMENTS**

**10. ADDITIONAL PUBLIC COMMENT**

**11. INFORMATION**

- a. MPF Ice Schedule (March)

**12. ADJOURNMENT**

Meeting summary prepared and submitted by:

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Jacquelyn LaPlante  
Deputy City Clerk

DRAFT

**KENAI PARKS & RECREATION COMMISSION  
APRIL 4, 2019 – 6:00 PM  
KENAI CITY COUNCIL CHAMBERS  
PRESIDENT PRO TEMPORE JENNIFER JOANIS, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

Commissioner Joanis called the meeting to order at 6:10 p.m.

**a. Pledge of Allegiance**

Commissioner Joanis led those assembled in the Pledge of Allegiance.

**b. Roll was confirmed as follows:**

Commissioners present: J. Joanis, J. Dennis

Commissioners absent: Chair C. Stephens, Vice-Chair T. Wisniewski J. Joanis, S. Kisená, F. Perez

Staff/Council Liaison present: Parks & Rec Director B. Frates, Council Member H. Knackstedt

No quorum was present.

**c. Agenda Approval**

**2. SCHEDULED PUBLIC COMMENTS – None.**

**3. UNSCHEDULED PUBLIC COMMENT**

**4. APPROVAL OF MEETING SUMMARY**

a. February 7, 2019

b. March 7, 2019

**5. UNFINISHED BUSINESS – None.**

**6. NEW BUSINESS**

a. **Discussion** – 2019 Non-Routine Work Tasks & Project List

b. Review and Demonstration of new Parks & Recreation Website

**7. REPORTS**

a. Parks and Recreation Director

b. Commission Chair

c. City Council Liaison

8. **NEXT MEETING ATTENDANCE NOTIFICATION – May 2, 2019**
9. **COMMISSION QUESTIONS & COMMENTS**
10. **ADDITIONAL PUBLIC COMMENT**
11. **INFORMATION**
12. **ADJOURNMENT**

Meeting summary prepared and submitted by:

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Jacquelyn LaPlante  
Deputy City Clerk

DRAFT



**KENAI PARKS & RECREATION COMMISSION  
MAY 2, 2019 – 6:00 PM  
KENAI CITY COUNCIL CHAMBERS  
CHAIR CHARLIE STEPHENS, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

Chair Stephens called the meeting to order at 6:10 p.m.

**a. Pledge of Allegiance**

Chair Stephens led those assembled in the Pledge of Allegiance.

**b. Roll was confirmed as follows:**

Commissioners present: Chair C. Stephens, S. Kisen, F. Perez

Commissioners absent: Vice-Chair T. Wisniewski, J. Joanis, J. Dennis

Staff/Council Liaison present: Parks & Rec Director B. Frates, Council Member H. Knackstedt

No quorum was present.

**c. Agenda Approval**

**2. SCHEDULED PUBLIC COMMENTS – None.**

**3. UNSCHEDULED PUBLIC COMMENT**

**4. APPROVAL OF MEETING SUMMARY**

- a. February 7, 2019
- b. March 7, 2019
- c. April 4, 2019

**5. UNFINISHED BUSINESS – None.**

**6. NEW BUSINESS**

- a. **Discussion** – 2019 Non-Routine Work Tasks & Project List
- b. **Discussion** – August Activity Planning

**7. REPORTS**

- a. Parks and Recreation Director
- b. Commission Chair
- c. City Council Liaison

8. **NEXT MEETING ATTENDANCE NOTIFICATION** –June 6, 2019
9. **COMMISSION QUESTIONS & COMMENTS**
10. **ADDITIONAL PUBLIC COMMENT**
11. **INFORMATION**
  - a. April/May Monthly Report
  - b. Department Newsletter - “Kenai Breeze”
12. **ADJOURNMENT**

Meeting summary prepared and submitted by:

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Jacquelyn LaPlante  
Deputy City Clerk

DRAFT



*"Village with a Past, City with a Future"*

210 Fidalgo Avenue, Kenai, Alaska 99611-7794  
Telephone: 907-283-7535 / FAX: 907-283-3014



# MEMO:

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**TO:** Parks & Recreation Commission Members  
**FROM:**  Robert J. Frates, Parks & Recreation Director  
**DATE:** July 25, 2019  
**RE:** **Bike Rack Locations**

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The purpose of this correspondence is to inform you that the department has acquired four bike racks from the Biking in Kenai & Soldotna (BIK&S) group. Areas have been determined, however, I need assistance selecting specific locations.

Three of the four bike racks were donated and the fourth was purchased by the City of Kenai. The three donors include the Kenaitze Indian Tribe (Old Town Park), Foster Construction (Municipal Park) and Friends of the Library (Kenai Library). The suggested location for the fourth bike rack is S. Forest Dr.

At your convenience, please visit the above locations in advance of the meeting. We will also review some aerials during the meeting to help facilitate the discussion.

Thank you and please let me know should you have any questions.

Attachments

