

**KENAI PARKS & RECREATION COMMISSION  
REGULAR MEETING  
OCTOBER 3, 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. September 5, 2019
5. **UNFINISHED BUSINESS** – None.
6. **NEW BUSINESS**
  - a. **Discussion** – Kenai Multi-Purpose Facility Improvements
7. **REPORTS**
  - a. Parks & Recreation Director
  - b. Commission Chair
  - c. City Council Liaison
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – November 7, 2019
9. **COMMISSION QUESTIONS AND COMMENTS**
10. **ADDITIONAL PUBLIC COMMENT**
11. **INFORMATION ITEMS**
12. **ADJOURNMENT**

**PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING:  
JACQUELYN -- 283-8231 OR, BOB -- 283-8261**

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**KENAI PARKS & RECREATION COMMISSION  
SEPTEMBER 5, 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, T. Wisniewski, J. Joanis, S. Kisena, T. Winger

Commissioners absent: J. Dennis, F. Perez

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

A quorum was present.

**c. Agenda Approval**

**MOTION:**

Commissioner Joanis **MOVED** to approve the agenda as presented and Commissioner Kisena **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. August 1, 2019**

**MOTION:**

Commissioner Wisniewski **MOVED** to approve the meeting summary of August 1, 2019 and Commissioner Winger **SECONDED** the motion. There were no objections; **SO ORDERED**.

**5. UNFINISHED BUSINESS – None.**

## 6. NEW BUSINESS

### a. Discussion/Recommendation – September and October Events

The Parks and Recreation Director reported on two major events coming up in September and October. The first event scheduled was the Kenai River Marathon on September 29 with 121 runners currently registered to participate. He added that the number of participants may lessen due to this year's course not being certified. The second event was the Fall Festival on October 12. Parks and Recreation staff was currently seeking possible sponsors for the pumpkins and face painting. It was noted that Mountain View Elementary PTA may be interested in doing face painting. Other activities at the festival would include music, food trucks, a hay maze, petting zoo, hayride, and a Farmer's Market. It was mentioned that Everything Bagels had a photo booth that was very popular at other events.

## 7. REPORTS

### a. Parks and Recreation Director – The Parks and Recreation Director reported on the following:

- The Department was working on their 2<sup>nd</sup> Pathway of Poetry Contest, geared towards adults with the topic of "Man's Best Friend," noting the poems would be installed on the trail at Daubenspeck Park;
- A third Little Free Library station was donated and would also be installed at the Daubenspeck Park;
- The Dog Park Group was still working with Home Depot for a grant and was recently notified they were the recipient of a technical grant from the National Park System;
- Funds may be sought in FY21 budget for chain link dugouts to replace the wooden ones at the softball fields; and
- The Latter Day Saints Church would be performing 4-5 hours of community service on September 28.

### b. Commission Chair – Stephens thanked the Parks and Recreation Director for the Beautification tour and the additional fencing at the Lawton trail extension. He also thanked the Commission members for their participation.

### c. City Council Liaison – Knackstedt reported on the action items and presentations from the recent City Council meetings.

## 8. NEXT MEETING ATTENDANCE NOTIFICATION – October 3, 2019

Chairman Stephens noted he would not be in attendance.

## 9. COMMISSION QUESTIONS & COMMENTS

Commissioner Joanis reported on the Kenai Little League's Fall Ball Program.

Commissioner Winger reported that Mountain View Elementary would be sponsoring a bike rack and they would like it placed at the Visitor's Center.

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

11. **INFORMATION** – None.

12. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:12 p.m.

Meeting summary prepared and submitted by:

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Jacquelyn LaPlante  
Deputy Clerk

DRAFT

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*"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:** October 3, 2019

**RE:** Kenai Multi-Purpose Facility Improvements

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Purpose of this memorandum is to advise you that the department is looking at a couple simple improvements for the ice rink. If you have particular suggestions for color and/or type material, please be prepared to discuss at the October 3, 2019 meeting.

1. The existing blue tarps on the exterior of the building (see attachment) are reaching their life expectancy. We are proposing going with a solid vinyl material in red.
2. The inside of the facility needs some décor. We are proposing three (3) vinyl banners measuring approximately 6'x10' each depicting a skater (see attachment). These would be suspended from the rafters opposite of the spectator area.

Additionally, staff will be running speaker wire from the scoreboard to the spectator area and mounting additional speakers for improved acoustics.

Attachments







# Kenai



# Ice



# Rink





**Kenai City Council - Regular Meeting**

**September 18, 2019 – 6:00 PM**

**Kenai City Council Chambers**

**210 Fidalgo Avenue, Kenai, Alaska**

[www.kenai.city](http://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. Ordinance No. 3084-2019** - Increasing Estimated Revenues and Appropriations in the General Fund for Reimbursement Received for Support of the Swan Lake Fire Suppression Efforts. (Administration)
2. **ADOPTED UNANIMOUSLY. Resolution No. 2019-64** - Approving an Agency Fund Agreement with Kenai Senior Connection, Inc. (Administration)
3. **ADOPTED. Resolution No. 2019-65** - Adopting Joint Resolution No. 2019-001 of the Assembly of the Kenai Peninsula Borough and Councils of the Cities of Homer, Kachemak, Kenai, Seldovia, Seward, and Soldotna, Recognizing the Recommendations of the Kenai Peninsula Borough's Election Stakeholder's Group and Directing Staff to Explore Implementation of the Recommendations. (Council Member Peterkin)

4. **ADOPTED UNANIMOUSLY. Resolution No. 2019-66** - Approving a One year Extension for Facility Management Services at the City of Kenai Multi-Purpose Facility. (Administration)

**E. MINUTES**

1. **APPROVED BY THE CONSENT AGENDA.** \*Regular Meeting of September 4, 2019
2. **APPROVED BY THE CONSENT AGENDA.** \*Work Session of September 3, 2019.

**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 – Purchase Orders Exceeding \$15,000. (Administration)
3. **APPROVED BY THE CONSENT AGENDA.** \*Action/Approval - Non-Objection to the Renewal of a Marijuana Product Manufacturing Facility License and a Standard Marijuana Cultivation Facility License for Red Run Cannabis Cultivators, LLC, a Retail Marijuana Store License for Red Run Cannabis Company, LLC, and a Limited Marijuana Cultivation Facility License for Grateful Bud, LLC. (City Clerk)
4. **APPROVED UNANIMOUSLY. Action/Approval** - Approving Election Workers for the October 1, 2019 Regular Election. (City Clerk)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 10/2/19. \*Ordinance No. 3085-2019** - Authorizing the Appropriation of \$44,345.00 from the Water and Sewer Fund for the Purchase of Well Radius Property to Protect the City's Public Water System. (Administration)
6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 10/2/19. \*Ordinance No. 3086-2019** - Accepting and Appropriating a Grant from the Rasmuson Foundation and Accepting and Appropriating Private Donations in the Senior Center Capital Improvement Fund for the Purchase of New Flooring for the Dining Room and Administration Offices of the Kenai Senior Center. (Administration)
7. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 10/2/19. \*Ordinance No. 3087-2019** - Authorizing a Budget Transfer in the Senior Center Capital Improvement Fund and Increasing Estimated Revenues and Appropriations in the Public Safety Improvement Capital Project Fund to Provide Supplemental Funding for the Fire Department Kitchen Remodel Project. (Administration)

8. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 10/2/19. \*Ordinance No. 3088-2019** - Amending Kenai Municipal Code, Section 14.20.330 – Standards for Commercial Marijuana Establishments, to Incorporate Limitations on Hours of Operation for Retail Marijuana Establishments. (Administration)
9. **APPROVED UNANIMOUSLY. Action/Approval** - Assignment of Shore Fishery Lease from Michael Markham to Nancy Hillman-Scow for Tract Two, Shore Fishery Plat No. 71. (Administration)
10. **APPROVED UNANIMOUSLY. Action/Approval** - Assignment of Tidelands Lease from Snug Harbor Seafoods, Inc., to CRS Can Operate, Inc., for Tract B, Kenai Tidelands Survey No. 2, According to Plat No. 89-2. (Administration)
11. **APPROVED UNANIMOUSLY. Action/Approval** - Assignment of Three (3) Kenai Municipal Airport Reserve Leases from SOAR International Ministries, Inc., to Schilling Rentals, LLC, for Lot 3, Block 1 and Lot 2, Block 3, General Aviation Apron Subdivision No. 1 Amended and Lot 1A, Block 2, General Aviation Subdivision No. 3. (Administration)

**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**

1. **Ordinance No. 3072-2019** - Renaming, Repealing and Re-Enacting Kenai Municipal Code Title 22-General Fund Lands, Renaming Title 21-City Airport and Airport Lands, and Repealing Kenai Municipal Code Chapter 21.15-Lease and Sale of Airport Lands Outside of the Airport Reserve to Encourage Responsible Growth and Development to Support a Thriving Business, Residential, Recreational and Cultural Community through Responsible Land Policies and Practices. (Administration) **[Clerk's Note: At the September 4 Meeting, this item was Postponed to the October 2 Council Meeting. A Motion to Enact as Amended is On the Floor.]**
2. **Ordinance No. 3083-2019** - Amending Kenai Municipal Code 14.20.175 - Adult Businesses, To Increase The Buffer Distances Between Adult Businesses And Sensitive Uses From 500 Feet To 1000 Feet And Define Sensitive Uses. (Council Member Pettey) **[Clerk's Note: At the September 4 Meeting, this item was Referred to the Planning & Zoning Commission for a Recommendation and to be Scheduled for a Second Public Hearing at the October 2. A Motion to Enact as Amended is On the Floor.]**
3. **Resolution No. 2019-58** - Amending its Comprehensive Schedule of Rates, Charges, and Fees to Incorporate Changes to Application Fees for Lands Outside the Airport Reserve. (Administration) **[Clerk's Note: At the September 4 Meeting, this item was Postponed to the October 2 Council Meeting. A Motion to Enact is On the Floor.]**

N. **ADJOURNMENT**

O. **INFORMATION ITEMS**

1. Purchase Orders between \$2,500 and \$15,000.
2. Kenai Historical Society - September 2019 Newsletter

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://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.*