

**KENAI PARKS & RECREATION COMMISSION  
REGULAR MEETING  
NOVEMBER 7, 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. October 3, 2019
5. **UNFINISHED BUSINESS** – None.
6. **NEW BUSINESS**
  - a. **Discussion/Recommendation** – Personal Use Fishery Capital Projects
7. **REPORTS**
  - a. Parks & Recreation Director
  - b. Commission Chair
  - c. City Council Liaison
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – December 5, 2019
9. **COMMISSION QUESTIONS AND COMMENTS**
10. **ADDITIONAL PUBLIC COMMENT**
11. **INFORMATION ITEMS**
  - a. Multi-Purpose Facility Ice Schedule – November 2019
12. **ADJOURNMENT**

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

*(This page was intentionally left blank)*

**KENAI PARKS & RECREATION COMMISSION  
OCTOBER 3, 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 6:05 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: T. Wisniewski, J. Dennis, S. Kisen, T. Winger

Commissioners absent: C. Stephens, J. Joanis

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

A quorum was present.

**c. Agenda Approval**

**MOTION:**

Commissioner Winger **MOVED** to approve the agenda as presented and Commissioner Kisen **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. September 5, 2019**

**MOTION:**

Commissioner Kisen **MOVED** to approve the meeting summary of September 5, 2019 and Commissioner Dennis **SECONDED** the motion. There were no objections; **SO ORDERED**.

**5. UNFINISHED BUSINESS – None.**

**6. NEW BUSINESS**

**a. Discussion – Kenai Multi-Purpose Facility Improvements**

The Parks and Recreation Director noted the blue tarps on the Multi-Purpose Facility needed

replacement. He added staff was looking at different banners to hang in the facility to help improve the ambience as well, referring to some examples provided in the packet. The Director noted each banner would be 6 ft. x 10 ft. and placed over the players' bench. It was explained that the blue tarps were originally put up in advance at Kenai Central High School hockey games to help keep in the heat, while they also assisted in the summer in keeping the sun out. He noted that staff was looking at replacing the tarps with five retardant, vinyl tarps, with red being the preferred color.

## 7. REPORTS

- a. **Parks and Recreation Director** – The Parks and Recreation Director reported on the following:
  - Crews put in a pedestrian trail behind the Little League fields. This was a project that the Kenai Latter-Day Saints Church volunteers provided about 20 hours of labor to do;
  - The Department winterized restroom facilities and irrigation areas, as well as cleaning out flowerbeds;
  - As part of a restoration project, 15-20 small spruce trees were transplanted at the Lawton Dr. trail extension near the gate on the Kenai side. In addition, some Department of Transportation Right-of-Way grass seed will be used in that area;
  - The Fourth Annual Fall Pumpkin Festival was scheduled for October 12;
  - The Kenai River Marathon was this past weekend with over 200 registered runners; and
  - Staff removed and donated 148 pounds of kale to the Food Bank.
- b. **Commission Chair** – No report.
- c. **City Council Liaison** – Knackstedt reported on the action items and topics of interest from the September 18 City Council meeting.

## 8. NEXT MEETING ATTENDANCE NOTIFICATION – November 7, 2019

## 9. COMMISSION QUESTIONS & COMMENTS

Commissioner Joanis reported on a meeting held with various stakeholders with interest in promoting baseball in the community. She added that it was especially fascinating how the various organizations could work together creating opportunities and helping each other become successful. She noted that more dialogue was needed to promote softball and baseball on the Peninsula.

## 10. ADDITIONAL PUBLIC COMMENT – None.

## 11. INFORMATION – None.

## 12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:00 p.m.

Meeting summary prepared and submitted by:

---

Jacquelyn LaPlante, Deputy Clerk



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

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



# MEMO:

---

---

**TO:** Parks & Recreation Commission Members  
**FROM:** Robert J. Frates, Parks & Recreation Director  
**DATE:** October 31, 2019  
**RE:** Personal Use Fishery Capital Projects

---

Purpose of this memorandum is to inform you that City administration is interested in pursuing four capital projects related to the personal use fishery.

Attached is a memorandum authored by Dan Castimore, IT Manager, outlining the available money, explanation of the process used for determining projects along with project narratives.

The Kenai City Council has referred the requested projects to the Parks & Recreation Commission and the Harbor Commission for recommendation.

Thank you and please contact me should you have any questions.

Attachments

# Personal Use Fishery Capital Project Scoring Matrix Results

<b>Project</b>	<b>Cost</b>	<b>Score</b>
Vault Restrooms	\$ 180,000	167
Spruce Campground	\$ 400,000	140
Little League Permanent Restroom	\$ 125,000	124
Kenai Ave Water/Sewer	\$ 1,000,000	122
North Beach Parking Lot Asphalt	\$ 350,000	120
Kenai Ave Asphalt	\$ 250,000	115
Anchor Campground	\$ 350,000	113
South Beach Shack Replacement	\$ 35,000	110
Kenai Ave Electric	\$ 100,000	97
South Beach Fence Completion	\$ 40,000	77
South Beach Parking Area	\$ 100,000	51

These scores are the total amount of the three individuals who scored the projects.

## Personal Use Fishery Capital Improvement Request – Scoring Rubric

Describe how this project would improve safety to residents or participants: (up to 15 points)

- 15 points - project would significantly improve safety for members of the public.
- 15 points – project would directly improve safety for personal use fishery employees.
- 10 points – project would moderately improve safety for members of the public.
- 5 points – project may improve safety for members of the public.
- 0 points – project would not impact public safety.

Describe how this project would reduce operating expenses: (up to 15 points)

- 15 points – project would result in a reduction of operating expenses year-round.
- 10 points – project would result in a reduction of operating expenses during the fishery.
- 5 points – project may result in a reduction of operating expenses.
- 0 points – project wouldn't reduce, or would increase, operating expenses.

Describe how this project would increase revenue: (up to 15 points)

- 15 points – project would result in an increase of revenue year-round.
- 10 points – project would result in an increase of revenue during the fishery.
- 5 points – project may result in an increase of revenue.
- 0 points – project wouldn't increase, or may decrease, revenue.

Describe how this project would improve the quality of life (QoL) for residents: (up to 40 points)

- 40 points – project would result in an increase QoL for **most** residents year-round.
- 30 points – project would result in an increase QoL for **some** residents year-round.
- 20 points – project would result in an increase QoL for **most** residents for part of the year.
- 10 points – project would result in an increase QoL for **some** residents for part of the year.
- 0 points – project wouldn't increase, or may decrease, QoL for residents.

Provide an estimated timeline for completion of this project: (up to 15 points)

- 15 points – project can be completed with minimal effort in 3 months or less.
- 12 points – Project can be completed with some effort before June 30, 2019.
- 8 points – Project can be completed with significant effort before June 30, 2019.
- 4 points – Project is unlikely to be completed before June 30, 2019.
- 0 points – Project will take more than 1 year to complete.

## Personal Use Fishery Capital Improvement Request

Project Name: Vault Restrooms

Project Location: Misc Estimated Cost: \$180,000

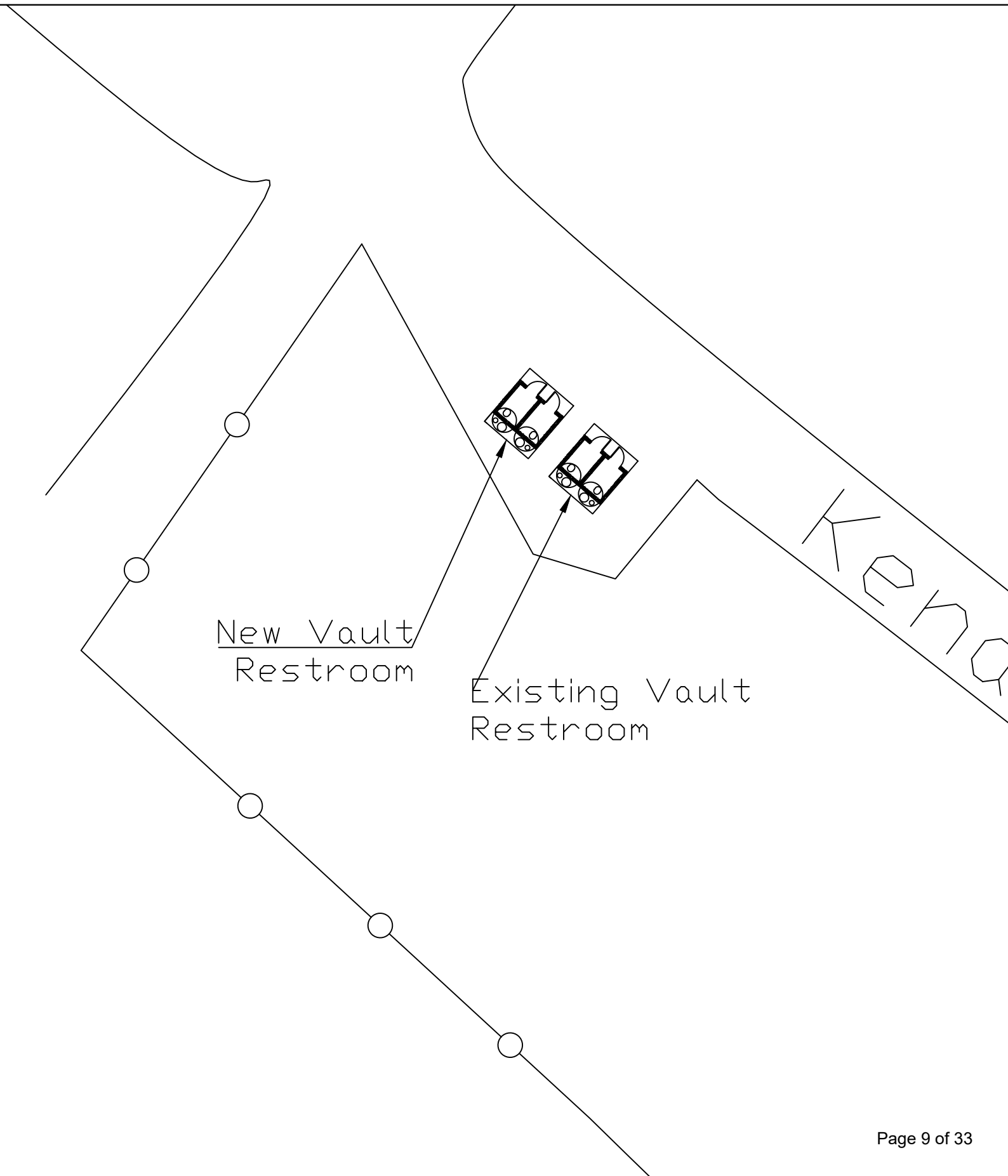
<b>Project Description:</b>	<b>Score</b>
Install Vault restrooms to replace portable toilets in locations that are accessible by road. Install 4 stalls at the intersection of Meeks Trail and Kenai Ave, 2 additional stalls at the end of Spruce St, and 2 additional stalls in the parking lot on South Beach. In 2010 three of these units were installed for a price of \$32,000 each.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b>	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b>	
This would eliminate the need for portable toilets at all locations except the dock and south beach camping area.	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b>	
This would provide additional restrooms for residents year round.	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b>	
July 2020. Existing engineered drawings and contract documents from 2010 exist.	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore Department: Finance

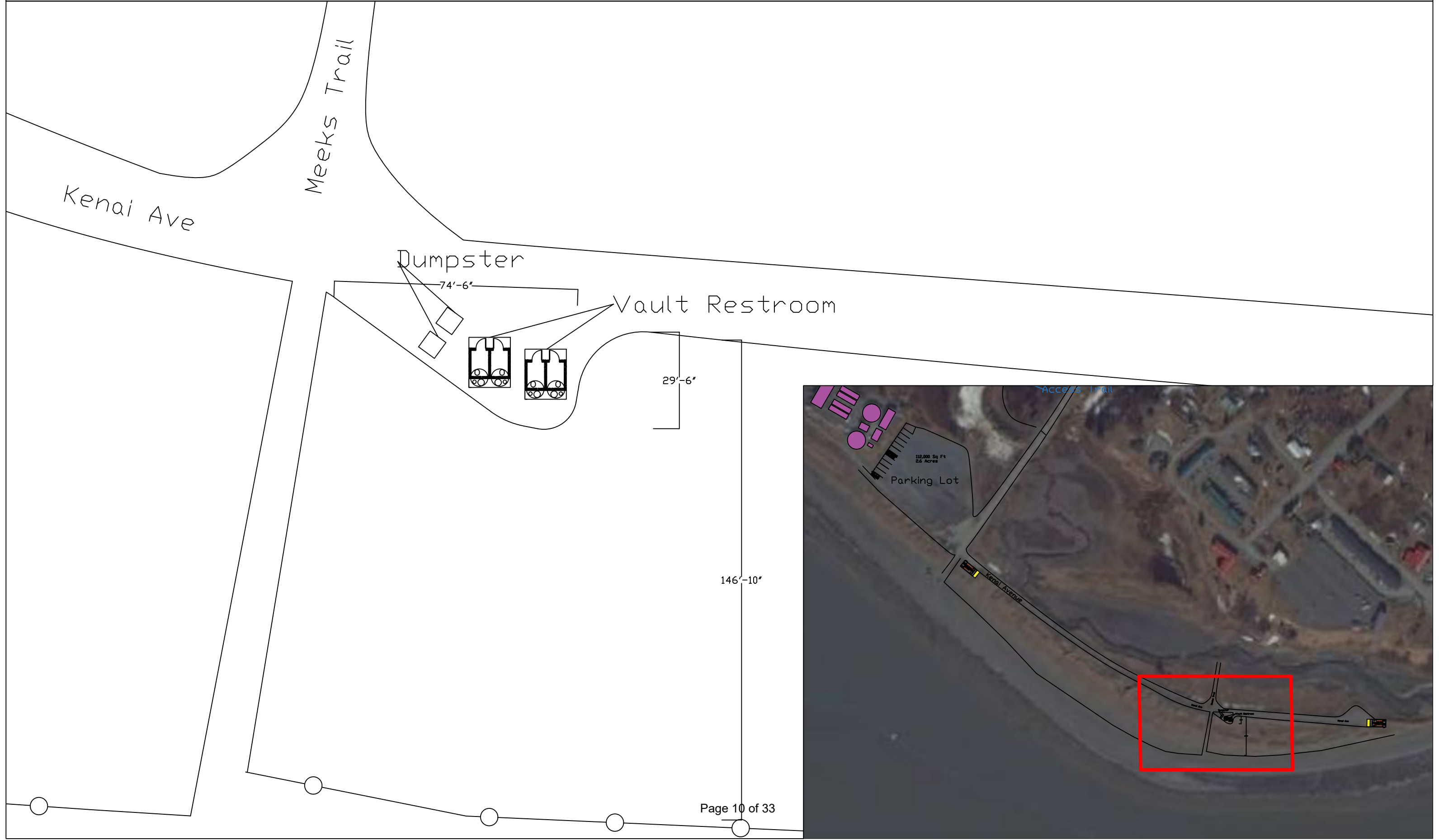
**Reset Form**



# North Beach Parking Lot Vault Restrooms



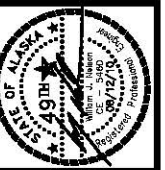
# Meeks Trail Vault Restrooms



# South Beach Vault Restroom







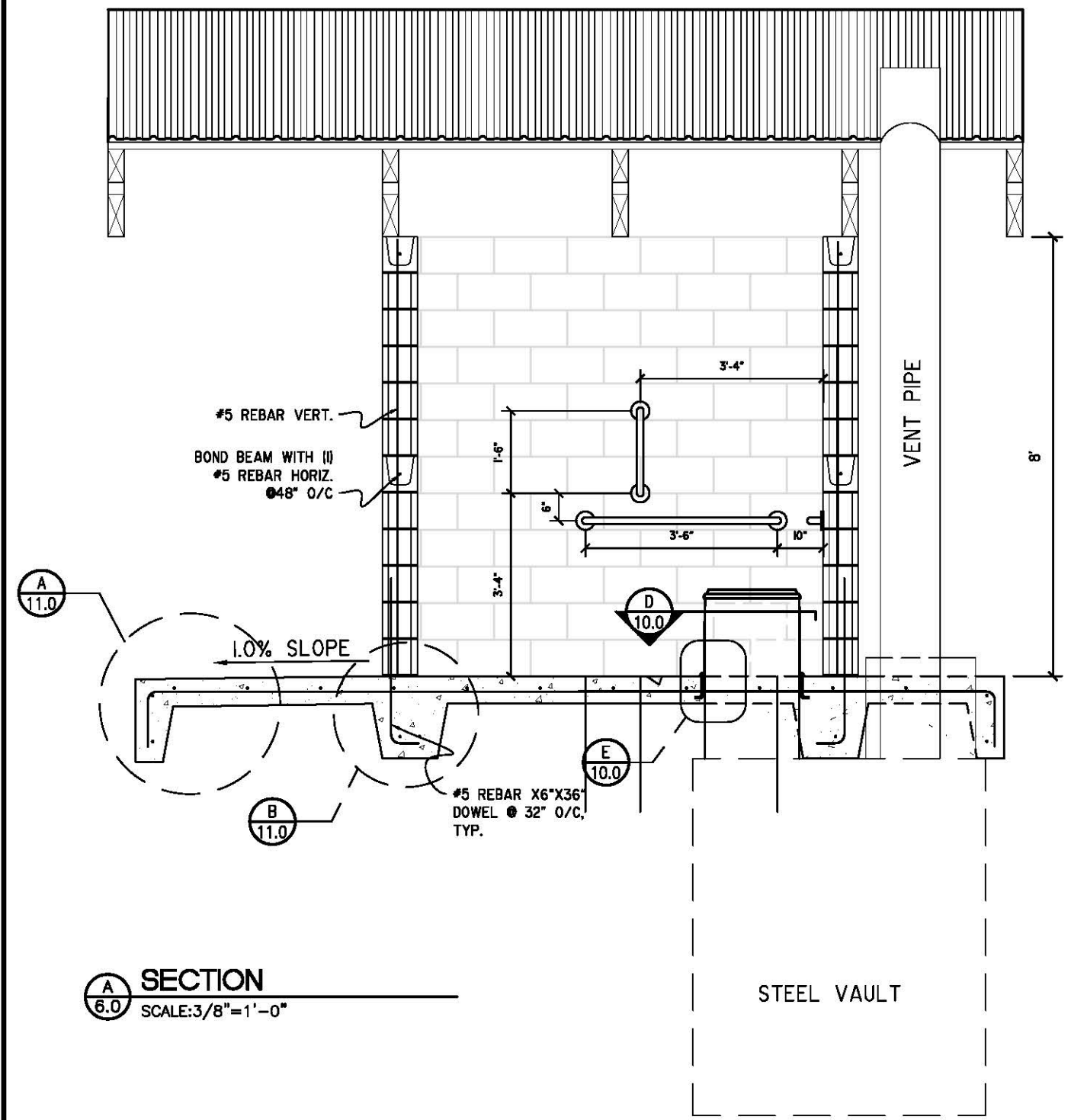
NO.	REVISION	DATE
1	VERT. REBAR II/08/10	
2	REBAR BARS II/08/10	

CONSULTING ENGINEERS  
STRUCTURAL/CIVIL  
155 BIDARKA ST  
KENAI, AK 99611  
TEL. (907) 283 - 3583  
NELSONENGINEER@ALASKA.NET

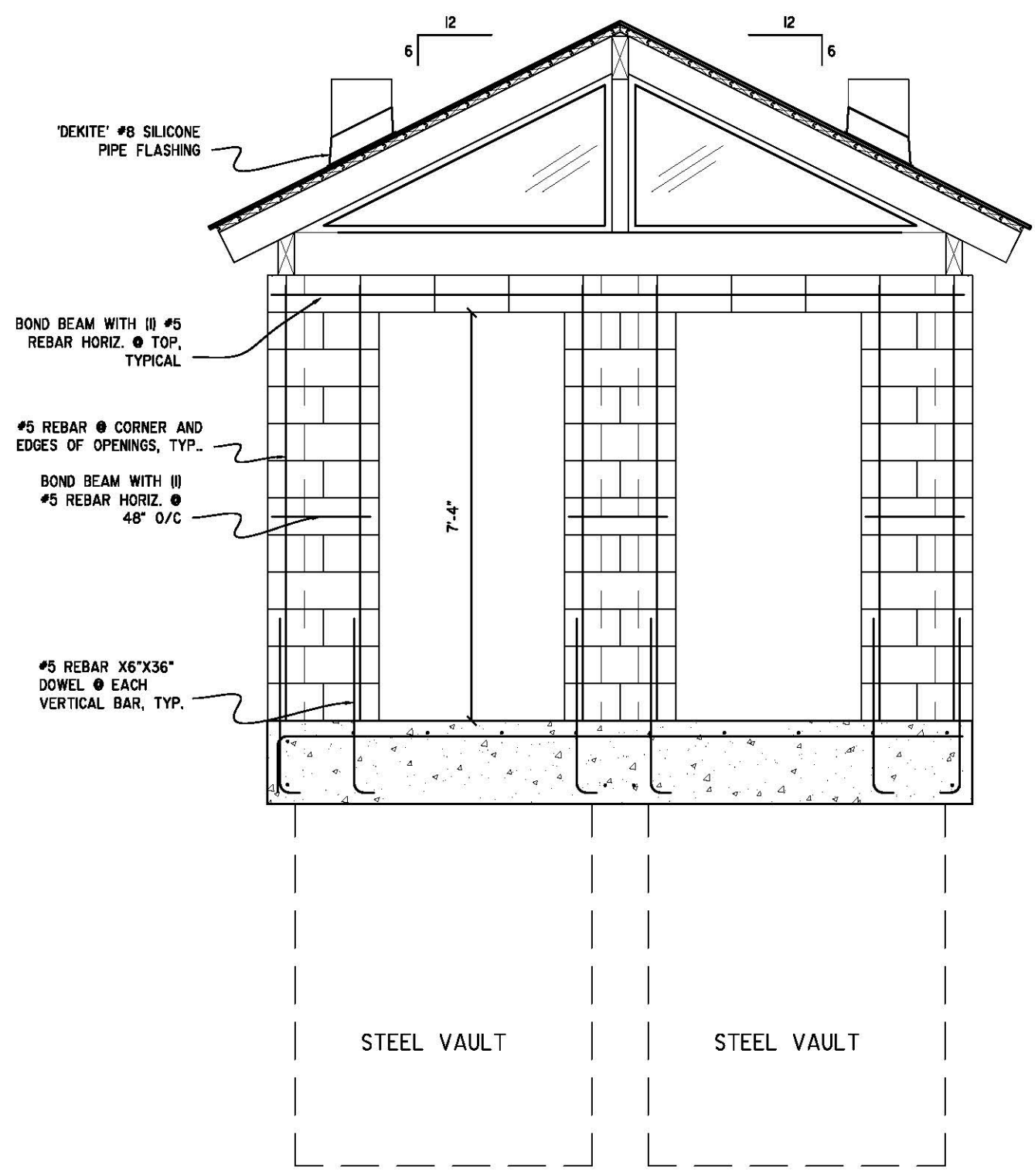


**KENAI NORTH SHORE IMPROVEMENTS**  
RESTROOMS  
TYPICAL SECTIONS

PROJECT NO.  
1034.1  
DRAWN BY:  
MEH  
CHECKED BY:  
WJN  
DATE: 08/04/10  
SCALES: NOTED  
HORIZ. NOTED  
VERT. NOTED  
SHEET  
**36.0**  
6 of 12



**A**  
SECTION  
SCALE: 3/8" = 1'-0"



**B**  
SECTION  
SCALE: 3/8" = 1'-0"

## Personal Use Fishery Capital Improvement Request

Project Name: Spruce Campground

Project Location: 330 South Spruce St

Estimated Cost: \$400,000

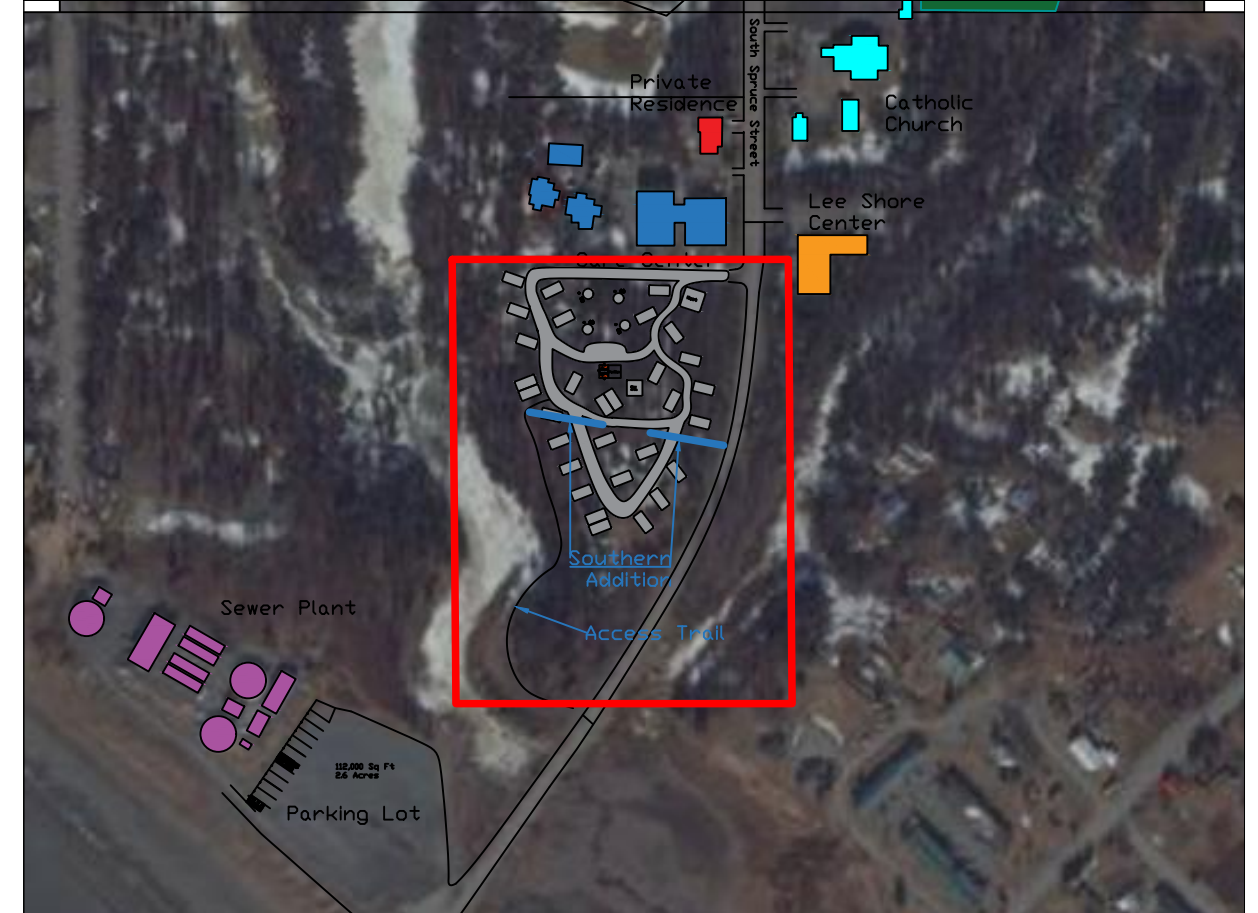
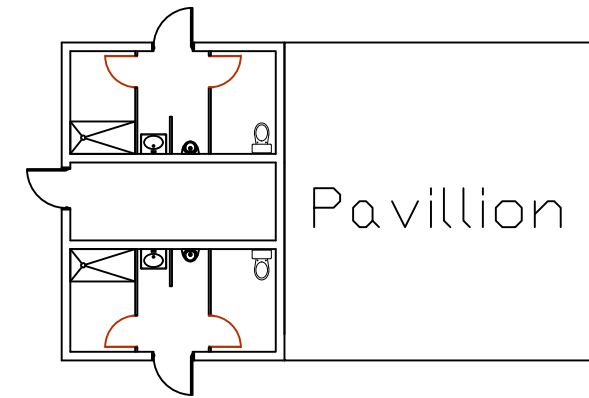
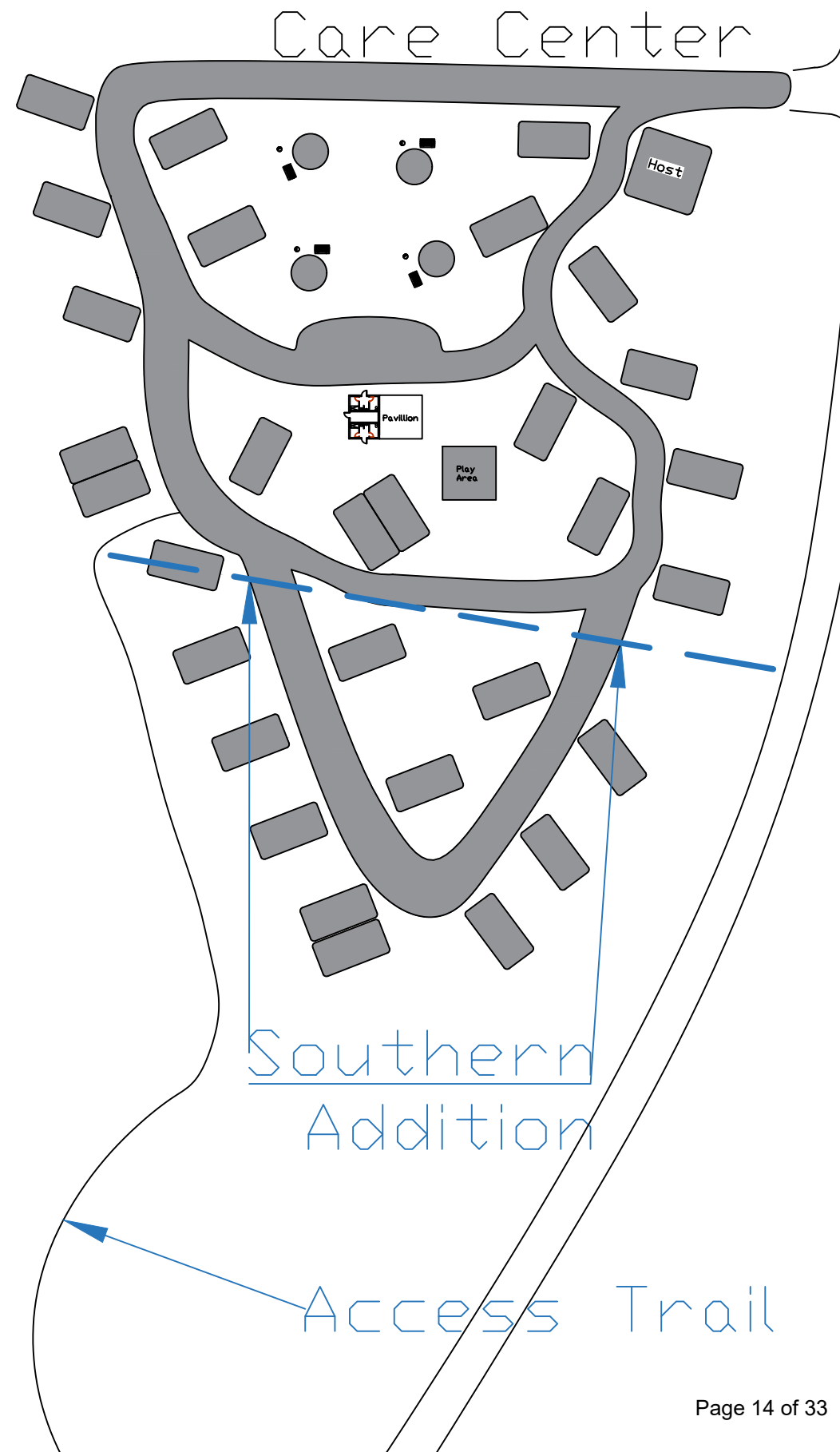
Project Description:	Score
<p>Create a campground on City land at 330 South Spruce Street. This 2 acre parcel is mostly flat terrain, with all utilities adjacent. A right of way separates this property and the care center, and is already partially improved. This site would accommodate full length RV spaces along with a small restroom, pavilion, play area, and several tent sites or a group camp site. An additional parcel to the south is privately held. If the City acquired this parcel, an additional 10 spaces could be added, along with a trail for better access to the fishery.</p>	
<p><b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b></p> <p>By providing power at each site users would not run generators, which are a fire hazard and source of carbon monoxide. Full hookups at each site would provide clean water and sewer to improve overall sanitation. A running water restroom with showers would also improve sanitation and provide a source of potable water.</p>	
<p><b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b></p> <p>This would likely increase the operating expenses as the electrical service would have reoccurring costs. This could be offset by higher fees for these sites.</p>	
<p><b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b></p> <p>Higher fees could be charged for these sites.</p>	
<p><b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b></p> <p>This would provide a municipal campground for visitors year round. The pavilion would be available to residents year round.</p>	
<p><b>Provide an estimated timeline for completion of this project: (up to 15 points)</b></p> <p>This project would likely 12+ months to complete.</p>	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore

Department: Finance

**Reset Form**

# Spruce Campground



## Personal Use Fishery Capital Improvement Request

Project Name: Little League Permanent Restrooms

Project Location: Kenai Little League Fields Estimated Cost: \$100,000

<b>Project Description:</b>	<b>Score</b>
Construction of a 24'x26' CMU permanent restroom attached to the existing concession building. Restroom would have water and sewer and be used seasonally May through September.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b>	
Permanent restrooms constructed in the suggested location would improve safety by reducing the hazard created by children walking across a busy parking lot to access portable toilets. By providing running water sinks, sanitation for restroom users would improve.	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b>	
Would reduce operating expense of the fishery by approximately \$4,300 by eliminating the rental and servicing of contracted portable toilets.	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b>	
Permanent restrooms would reduce, and in most cases, eliminate the need for several community organizations to rent portable toilets throughout the baseball/softball season, thus, allowing these groups to better utilize their funds for other purposes. Organizations include KCHS, American Legion Post 20 Baseball and Kenai Little League.	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b>	
June 30, 2019	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Robert J. Frates Department: Parks & Recreation

**Reset Form**

# Little League Permanent Restrooms





## Personal Use Fishery Capital Improvement Request

Project Name: Kenai Ave Water & Sewer Extension

Project Location: Kenai Ave Estimated Cost: \$1,000,000

<b>Project Description:</b>	<b>Score</b>
Install additional lift station at the end of Kenai Ave. Install 2,800 feet of water main from WWTP to end of Kenai Ave.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b>  This will enable running water restrooms which will improve sanitation and provide potable water to participants. Fire hydrants would be installed along Kenai Ave to improve fire safety.	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b>  This would enable the installation of running water restrooms throughout the fishery area, eliminating the need for any portable restrooms.	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>  	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b>  Permanent restrooms would be available to residents year round.	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b>  Project would likely take more than 12 months to complete.	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore Department: Finance

**Reset Form**

## Personal Use Fishery Capital Improvement Request

Project Name: North Beach Parking Lot Asphalt

Project Location: North Beach Estimated Cost: \$350,000

Project Description:	Score
This project would provide an asphalt parking lot on North Beach. Area to be paved is approximately 120,000 sq ft.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b>	
An asphalt parking lot could be striped, clearly delineating traffic patterns. Eliminating potholes during rainy times would reduce vehicle wear.	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b>	
Less time would be required to maintain the parking lot during rainy periods. Dust control would no longer be required.	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>	
Parking would be easier to control as parking spaces would be clearly defined. Currently vehicles will take up more room than allowed due to poor markings.	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b>	
An asphalt surface would reduce vehicle wear, reduce dust, and provide for better parking control.	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b>	
July 2021	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore Department: Finance

**Reset Form**

## Personal Use Fishery Capital Improvement Request

Project Name: Kenai Ave Asphalt

Project Location: Kenai Ave Estimated Cost: \$250,000

<b>Project Description:</b>	<b>Score</b>
This project would provide an asphalt driving surface on Kenai Ave. Approximately 1800 feet of road surface, averaging 18' in width, would be paved.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b> An asphalt road could be striped, clearly delineating the lanes. Eliminating potholes during rainy times would reduce vehicle wear.	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b> Less time would be required to maintain the gravel road during rainy periods. Dust control would no longer be required.	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b> An asphalt surface would reduce vehicle wear, reduce dust, and provide for increased safety due to clear lane delineation.	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b> July 2021	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore Department: Finance

**Reset Form**

## Personal Use Fishery Capital Improvement Request

Project Name: Anchor Campground

Project Location: 11823 Kenai Spur Highway

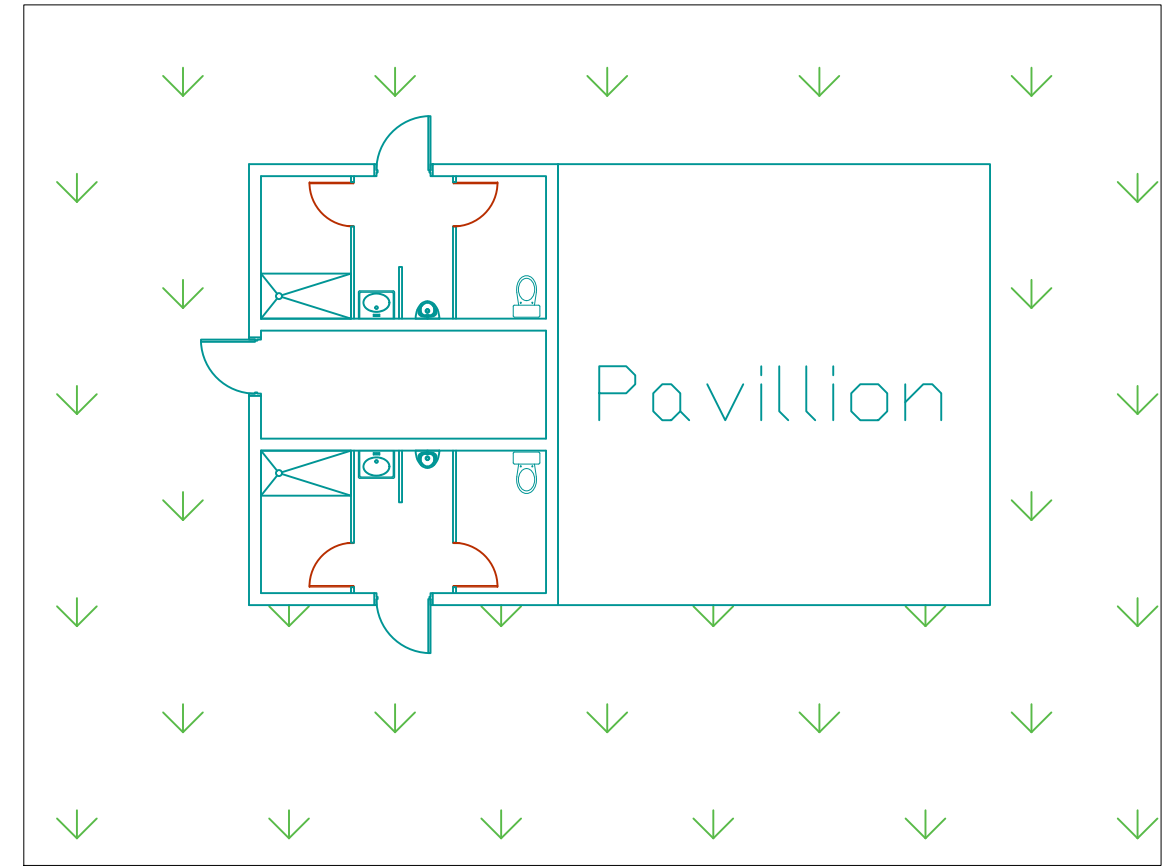
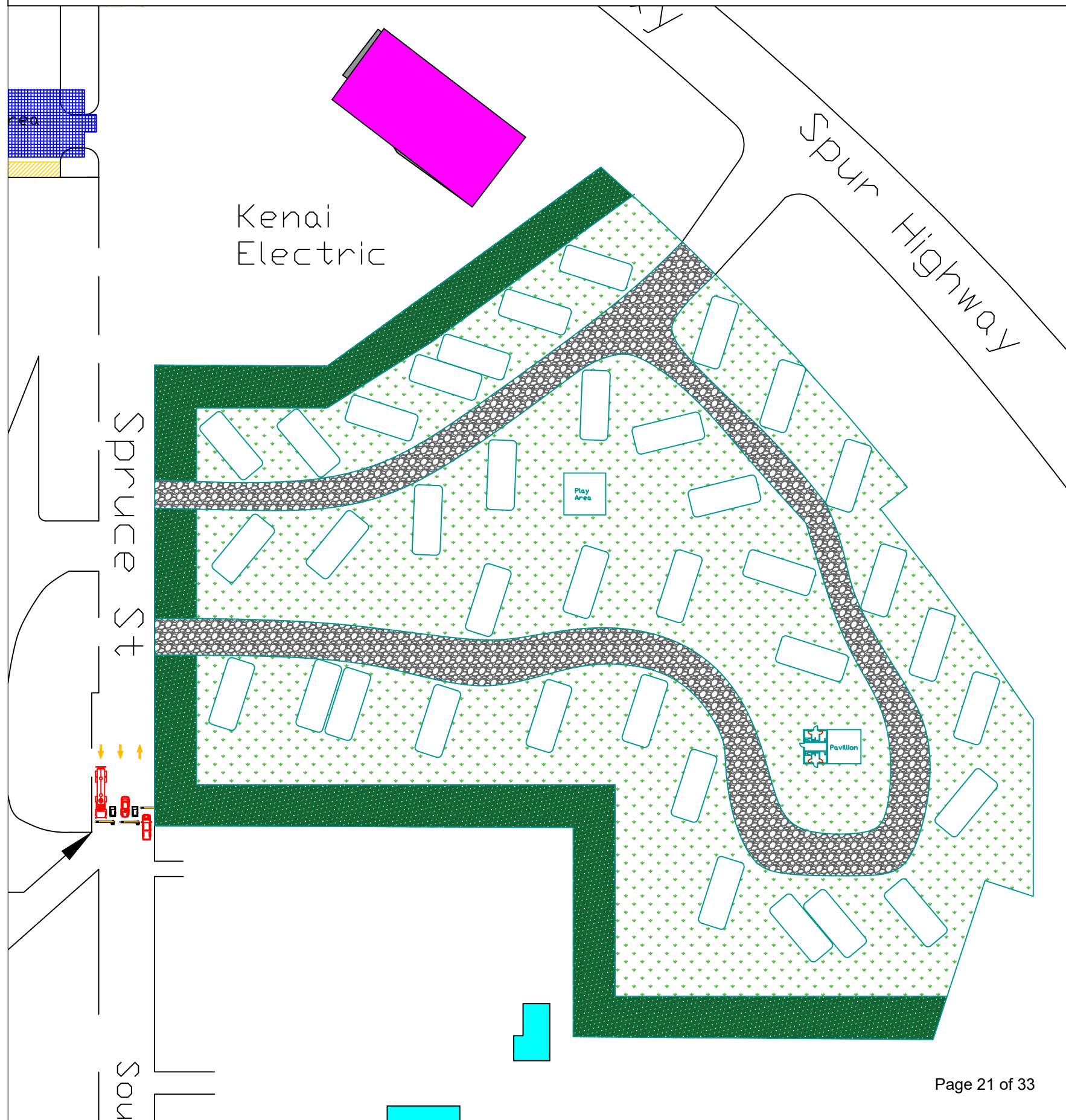
Estimated Cost: \$350,000 + Land

Project Description:	Score
Acquire the previous Anchor Trailer Park land. This 5 acre parcel is already developed, with water and sewer, electricity and natural gas already on the property. This site would accommodate full length RV spaces, along with a small bathroom, pavilion, and play area. Approximately 40 RV spaces would be possible.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b>	
By providing power at each site, this would prevent people from operating generators around the clock. Generators are a fire hazard and a source of carbon monoxide. By providing full hookups at each site, sanitation would be greatly improved.	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b>	
This would likely increase the operating expenses as the electrical service would have reoccurring costs. This could be offset by higher fees for these sites.	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>	
Higher fees could be charged for these sites.	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b>	
This would provide a municipal campground for visitors year round. The pavilion would be available to residents year round. The proximity to the ball fields would provide additional opportunities for tournaments.	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b>	
After land acquisition, project should take less than 6 months due to the current state of the property.	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore Department: Finance

**Reset Form**

# Anchor Campground



## Personal Use Fishery Capital Improvement Request

Project Name: South Beach Shack Replacement

Project Location: South Beach

Estimated Cost: \$35,000

Project Description:	Score
Replace one existing shack on South beach and install gates on the incoming and outgoing lanes. The second shack would no longer be deployed to South beach which would increase the size of the parking area for contractors. The new shack would be larger and would have heating and air conditioning.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b>	
Current shack has very limited visibility and a wooden door. Providing a gate on the exit lane would prevent vehicle collisions when people bypass the fee shack.	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b>	
By reducing the number of shacks on South Beach, setup will take less time.	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>	
Installing gates on both incoming and outgoing lanes would prevent people from bypassing the fee shacks.	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b>	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b>	
This project could be completed by July 1.	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore

Department: Finance

**Reset Form**

## Personal Use Fishery Capital Improvement Request

Project Name: Kenai Avenue Electric

Project Location: Kenai Avenue Estimated Cost: \$50,000 - 100,000

Project Description:	Score
Extend HEA power underground to the end of Kenai Avenue. Provide power meters at each of the two southern crossings over the dunes. Install light pole with camera equipment at each location.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b>	
Providing lighting and cameras would improve safety to participants year round.	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b>	
This would likely increase the operating expenses as the electrical service would have reoccurring costs.	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b>	
This project would enable many future options such as operating a restroom trailer, providing lighting, providing power for events.	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b>	
This project could be completed by July 1.	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore Department: Finance

**Reset Form**

## Personal Use Fishery Capital Improvement Request

Project Name: South Beach Fence Completion

Project Location: South Beach Estimated Cost: \$40,000

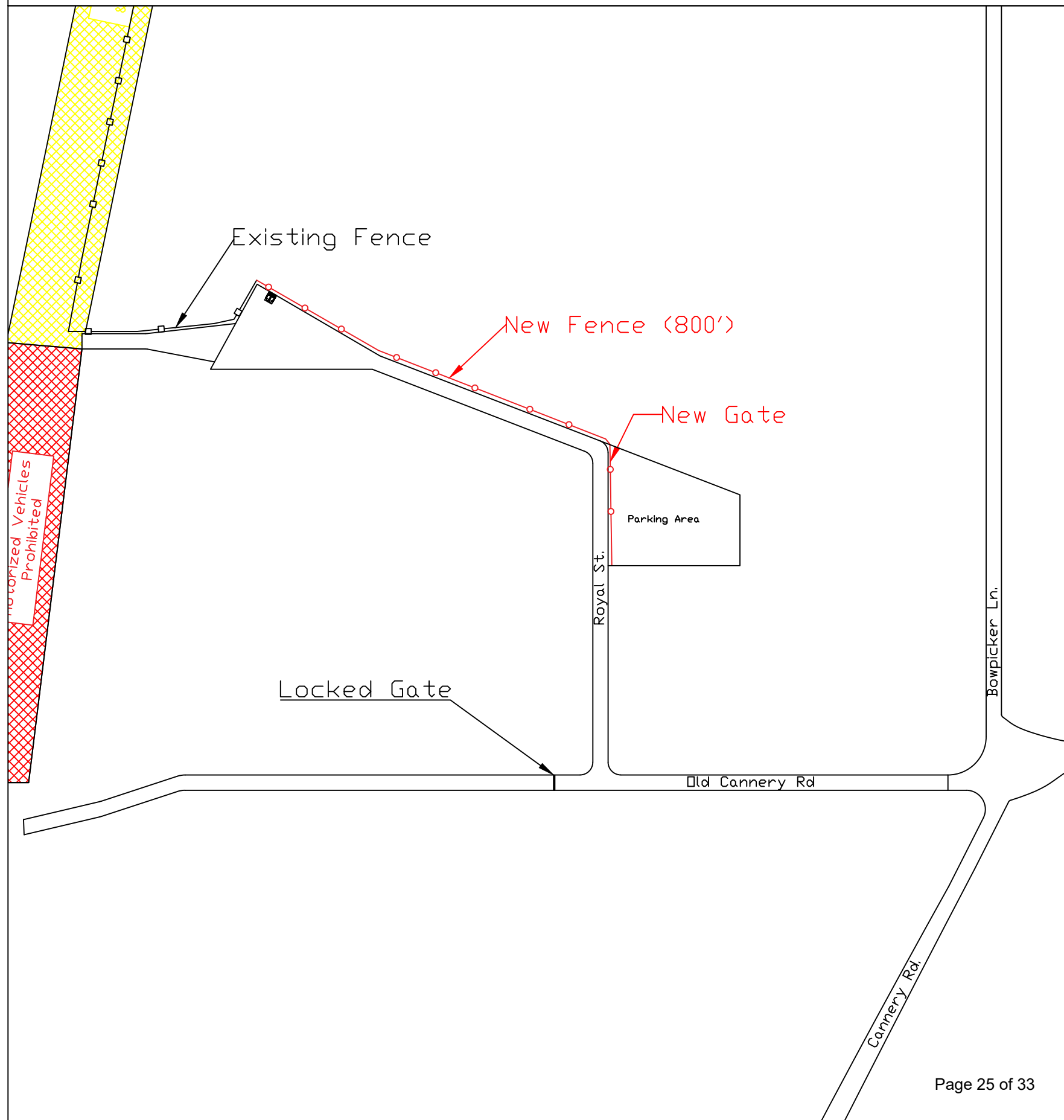
Project Description:	Score
Install fencing from the South East edge of the existing fence, to the Hilcorp pad on Royal Ct. This 800' fence would include a permanent gate adjacent to the gravel lot north of the Hilcorp pad.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b>	
This area is currently unfenced. Vehicle traffic has damaged vegetation along this area. Currently, 10 jersey barriers are used to block the gravel lot to the north of the Hilcorp pad.	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b>	
Each year, jersey barriers must be moved in this area. Permanent fencing would reduce the amount of setup time needed each year. In addition, the jersey barriers could be re purposed to another location.	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b>	
This would prevent vandalism to the flats by preventing ATV access. The permanent fence is more visually appealing than 10 large concrete barriers.	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b>	
Project could be completed before July 1st.	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore Department: Finance

**Reset Form**



# South Beach Fence Completion



## Personal Use Fishery Capital Improvement Request

Project Name: South Beach Parking Area

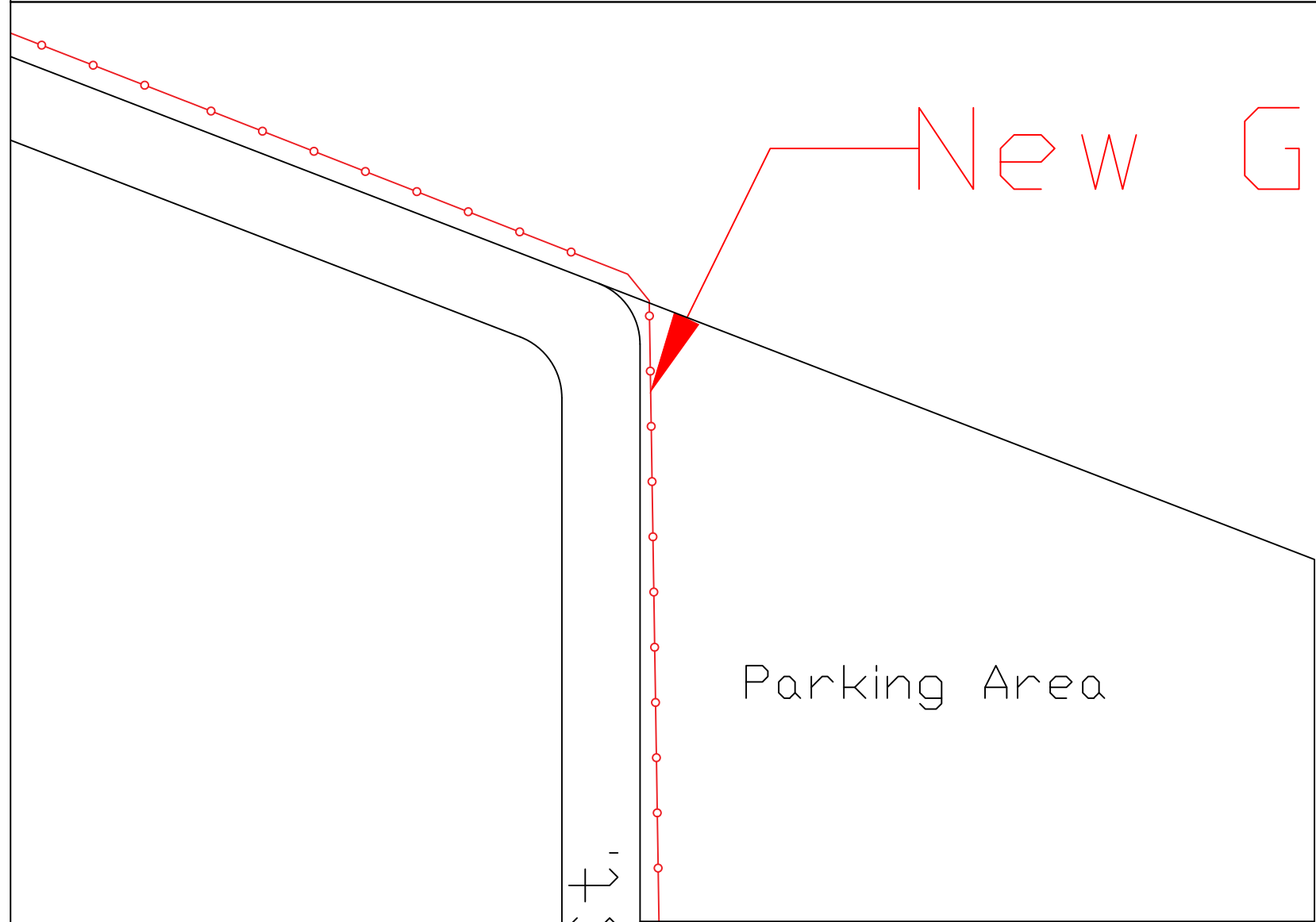
Project Location: South Beach Estimated Cost: \$100,000

Project Description:	Score
This project would provide a gravel parking lot on Royal Ct. to the north of the Hilcorp pad. This would require the existing pad to be brought up to a level grade.	
<b>Describe how this project would improve safety to residents or participants: (up to 15 points)</b>	
<b>Describe how this project would reduce operating expenses of the fishery: (up to 15 points)</b>	
<b>Describe how this project would increase revenue during the fishery: (up to 15 points)</b>	
Each year individuals request an area to park on South Beach. When Dunes Rd was used for access a parking lot was provided for users without 4 wheel drive vehicles. Users would park and unload ATVs for access down to the fishery.	
<b>Describe how this project would improve the quality of life for residents: (up to 40 points)</b>	
This project would likely have minimal impact for users outside of the fishery, as adequate parking is available in the current fee collection area.	
<b>Provide an estimated timeline for completion of this project: (up to 15 points)</b>	
July 2020	
<b>Total Score:</b>	<b>0</b>

Form prepared by: Dan Castimore Department: Finance

**Reset Form**

# South Beach Parking Area



*(This page was intentionally left blank)*





## Kenai City Council - Regular Meeting

October 16, 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. **Election Certification**
4. **Administer Oaths of Office**
5. Agenda Approval
6. 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 AS AMENDED. Ordinance No. 3089-2019** - Amending Kenai Municipal Code Section 1.15.040, Agenda, to Revise Public Notice Requirements and Amend the Agenda/Package Preparation, Distribution, and Publication Administrative Policies and Procedures to make Standard Revisions and Housekeeping Changes. (Council Members Molloy and Knackstedt)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3090-2019** - Increasing Estimated Revenues and Appropriations in the General and Public Safety Capital Project Funds and Accepting an Assistance to Firefighter Grant from the Federal Emergency Management Agency for the Cooperative Purchase of Self-Contained

Breathing Apparatus for the City of Kenai Fire Department, Nikiski Fire Department and Central Emergency Services. (Administration)

3. **ENACTED UNANIMOUSLY. Ordinance No. 3091-2019** - Amending Kenai Municipal Code Section 17.10.010 – Mandatory Connection and Abandonment of Old Well, and Section 17.20.010 - Mandatory Connections and Abandonment of Old On-Site Sewer Systems, to Clarify the Intent of Ordinance 3003-2018 and Make Housekeeping Changes. (Council Member Knackstedt)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2019-67** - Establishing Dates for Regular Meetings of the City Council for 2020. (City Clerk)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2019-68** - Approving a Memorandum of Agreement between the U.S. Fish and Wildlife Service, Alaska Region, Alaska State Parks, and the City of Kenai for a Gateway to Public Lands Display in the Kenai Municipal Airport. (Administration)
6. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2019-69** - Awarding Non-Exclusive On-Airport Car Rental Concession to EAN Holdings, LLC, for the Period of December 1, 2019 through June 30, 2021. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2019-70** - Approving a Standard Lease Form for City Lands Outside the Airport Reserve. (Administration)
8. **POSTPONED UNANIMOUSLY TO 11/06/19. Resolution No. 2019-71** - Repealing Policy No. 2017-02, Supervisory Sub-Committee. (Council Member Knackstedt)

**E. MINUTES**

1. **APPROVED BY THE CONSENT AGENDA** \*Regular Meeting of October 2, 2019. (City Clerk)

**F. UNFINISHED BUSINESS**

**G. NEW BUSINESS**

1. **APPROVED BY THE CONSENT AGENDA \*Action/Approval** - Bills to be Ratified. (Administration)
2. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 11/06/19. \*Ordinance No. 3092-2019** - Amending Kenai Municipal Code, Section 1.10.030 – Organization Meeting, to Provide that the Terms of Office of the Mayor and Other Councilmembers Shall Begin the Monday Following Certification of the Election. (City Clerk)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 11/06/19. \*Ordinance No. 3093-2019** - Accepting and Appropriating a Grant From the U.S. Department of Homeland Security Passed through the State of Alaska Department of Military and Veterans' Affairs for the Purchase of a Fire Station

Alerting System, an IT Security Audit, and Base Radio System Replacement for Dispatch. (Administration)

4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 11/06/19. \*Ordinance No. 3094-2019** - Accepting and Appropriating a Donation from Hilcorp Energy Company to Assist with the Annual Kenai Senior Center Thanksgiving Dinner. (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**

**N. ADJOURNMENT**

**O. INFORMATION ITEMS**

*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.*

*(This page was intentionally left blank)*




2019

November



Kenai Multi-Purpose Facility  
Ice Schedule

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
<b>28</b> 1-2:30 Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45p AA U14	<b>29</b> 1-2:30 Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45p A U10   G U14 8-9p A U12   A U14	<b>30</b> 1-2:30 Public Skate 3:15-4:45p KCHS 5:30-6:30p Nikiski 6:45-7:45p A U12   A U14 8-9p AA U14	<b>31</b> 1-2:30 Public Skate 5-6p A U12 PIC 7:30-9:30p Kenai v Delta	<b>01</b> 1-2:30p Public Skate 4:45-5:45p A U10   G U14 6-7p HCAK (Northern Knights) PIC 7:30-9:30p Kenai v Dimond	<b>02</b> No Public Skate PIC 2-3:30p Delta v Dimond PIC 4:30-6:30p Kenai v SOHI	<b>03</b> 9-10:15a A U14 Game 1-2:30p Public Skate 2:45-3:45p U8 Pullout Practice 4-5p Queens 5:15-6:15p Queens
<b>04</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U12 6:45-7:45p AA U10 8-9p A U12   A U14	<b>05</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45p HCAK 8-9p AA U12	<b>06</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45p G U10   G U14 8-9p A U12	<b>07</b> 1-2:30p Public Skate 5:30-6:45p A U10   G U8 6:45-7:45p HCAK 8-9p A U14 9:15-10:15p Queens	<b>08</b> 1-2:30p Public Skate 3-4p KPHA Overway v KPHA McGlasson 4:15-5:15p Homer v Mustangs 5:30-6:30p KPHA Thompson v Comets 6:45-7:45p KPHA Witt v Mustangs	<b>09</b> 11a-12p KPHA Witt v Commets 12:15-1:15p KPHA Thompson v Mustangs 1:30-2:30p Public Skate 2:45-3:45p NIKISKI 4-5p AA U12 Game 5:15-6:15p KPHA McGlasson v Homer 6:30-7:30p Crossovers TBD 7:45-8:45p Crossovers TBD	<b>10</b> 7:30-8:30a Power Play2nd v 3rd 8:45-9:45a Power Play 2nd v 3rd 10-11a AA U12 Game 1-2:30p Public Skate 4-5p Queens 5:15-6:15p Queens
<b>11</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U12 6:45-7:45p AA U10 8-9p A U12   A U14	<b>12</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45p HCAK 8-9p AA U12   A U14	<b>13</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p A U10   G U10 6:45-7:45p A U10   A U14 8-9p AA U12	<b>14</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45p A U12 8-9p AA U14 9:15-10:15p Queens	<b>15</b> 1-2:30p Public Skate 6:30-9:30p KCHS GAME	<b>16</b> 9-10a HCAK 11:30a-2:30p KCHS GAME 2:45-3:45p Nikiski	<b>17</b> 9a-10a HCAK Game 11:30a-12:30p U8 Pullout Practice 1-2:30p Public Skate 2:45-3:45p HCAK Game 4-5p Queens 5:15-6:15p Queens
<b>18</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45p HCAK 8-9p AA U12	<b>19</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p A U10 6:45-7:45p AA U10 8-9p AA U12	<b>20</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p A U10   G U14 6:45-7:45p HCAK 8-9p A U12   A U14	<b>21</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p A U10   G U14 6:45-7:45p A U12   AA U12 8-9p AA U14 9:15-10:15p Queens	<b>22</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45 HCAK Game 8-9p A U12 A U14	<b>23</b> 9-10a HCAK Game 1-2:30p Public Skate 2:45-3:45p Nikiski 4-5p U8 Pullout Practice 5:15-6:30p A U14 Game 7-8:15p Queens Game 8:30-9:45p Queens Game	<b>24</b> 8:30-9:30a HOMER vs PALMER 9:45-11a A U14 Game 11:15-12:45p AA U18 Practice 1-2:30 Open Skate 2:45-3:45p A U12 Game 4-5p Queens 5:15-6:15p Queens
<b>25</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45p HCAK 8-9p AA U12	<b>26</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10 6:45-7:45p HCAK 8-9p AA U12	<b>27</b> 1-2:30p Public Skate 3:15-4:45p KCHS 5:30-6:30p AA U10   G U14 6:45-7:45p AA U10 8-9p A U12   A U14	<b>28</b> Thanksgiving Day 	<b>29</b> 1-2:15p Public Skate 2:30-3:30p AA U12 Game 5:30-6:30p G U10   G U14 6:45-7:45p A U12   A U14 8-9p Queens	<b>30</b> 9:15-10:15a AA U12 Game 1-2:30p Public Skate	<b>01</b> 1-2:30 Public Skate 4-5p Queens 5:15-6:15p Queens
<b>02</b> 1-2:30 Public Skate 3:15-4:45p KCHS	<b>03</b> 1-2:30 Public Skate 3:15-4:45p KCHS	<b>Notes:</b> This schedule is subject to frequent changes. Fees \$145 per hour + Tax Contact Carol at Kenai Park & Recreation Office; 907-283-8262 or cbannock@kenai.city Please, no sticks or pucks on ice during public skate.		This Calendar was last updated on: 11/1/2019 8:11		