



Kenai City Council - Regular Meeting

May 06, 2020 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

Telephonic/Virtual Information on Page 4

www.kenai.city

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. Ordinance No. 3117-2020** - Appropriating Funds in the Airport Fund, Accepting a Grant From the Federal Aviation Administration and Appropriating Funds in the Airport Equipment Capital Project Fund for the Purchase of Snow Removal Equipment (SRE) – Loader With Attachments. (Administration)
- 2. Ordinance No. 3118-2020** - Increasing Estimated Revenues and Appropriations by \$1,287.44 in the General Fund – Police Department for State Traffic Grant Overtime Expenditures. (Administration)
- 3. Ordinance No. 3119-2020** - Increasing General Fund Estimated Revenues and Appropriations by \$26,542 in the General Fund Parks, Recreation and Beautification Department for an Increase of a Grant from the United States Environmental Protection Agency Passed Through the State of Alaska Department of Environmental Conservation for Bacteria Level Monitoring on the City’s Beaches from March 1, 2020 Through June 30, 2020. (Administration)

- 4. Ordinance No. 3123-2020** - Accepting and Appropriating Funds in the Airport Fund, and Accepting a Grant From the Federal Aviation Administration for a CARES Act Grant. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)

- 5. Ordinance No. 3126-2020** - Accepting and Appropriating Federal CARES Act Funding Passed Through the State of Alaska for Expenditures in Response to the COVID-19 Pandemic, Waiving the \$5,000 Limitation in KMC 7.25.020 (A) on These Funds to Allow the City Manager to Allocate the Funds to the Proper Account as Needs Arise and Declaring an Emergency. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)

- 6. Resolution No. 2020-21** - Authorizing a Budget Transfer in the General Fund City Clerk Department for a Software Add-On. (City Clerk)

- 7. Resolution No. 2020-22** - Authorizing the City of Kenai to Issue General Obligation Refunding Bonds in the Principal Amount of Not to Exceed the Sum of \$1,250,000 to Refund Certain Outstanding General Obligation Bonds of the City, Fixing Certain Details of Such Bonds and Authorizing Their Sale. (Administration)

- 8. Resolution No. 2020-23** - Approving an Exception to the Collections Policy for Delinquent Ambulance Bills to Eliminate Out of Pocket Collection for COVID-19 Treatment/Transport to Comply with Federal Funding Requirements. (Legal)

- 9. Resolution No. 2020-24** - Selecting the Successful Firm for the Professional Environmental / Civil Engineering & Construction Administration Services for Kenai Municipal Water, Sewer and Wastewater Capital Improvement Projects Request for Proposals. (Administration)

E. MINUTES

- 1.** *Regular Meeting of April 15, 2020. (City Clerk)
- 2.** *Special Meeting of April 16, 2020. (City Clerk)
- 3.** *Work Session Summary of April 25, 2020. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

- 1.** *Action/Approval - Bills to be Ratified. (Administration)
- 2.** *Action/Approval - Purchase Orders Over \$15,000. (Administration)
- 3.** *Ordinance No. 3120-2020 - Accepting \$26,545.90 in Asset Forfeiture Sharing Funds and Appropriating those Funds into the Police Machinery & Equipment and Small Tools Accounts for the Purpose of Purchasing Law Enforcement Equipment. (Administration)

- [4.](#) ***Ordinance No. 3121-2020** - Adopting the Annual Budget for the Fiscal Year Commencing July 1, 2020 and Ending June 30, 2021, Amending the Salary Schedule in Kenai Municipal Code Chapter 23.55- Pay Plan and Amending Employee Classifications in Kenai Municipal Code Chapter 23.50. (Administration)
- [5.](#) ***Ordinance No. 3122-2020** - Accepting and Appropriating a Volunteer Fire Assistance (VFA) Grant From the United States Department of Agriculture Forest Service Passed Through the State of Alaska Division of Forestry for the Purchase of Forestry Firefighting Equipment. (Administration)
- [6.](#) ***Ordinance No. 3124-2020** - Accepting and Appropriating a Meals on Wheels COVID-19 Response Fund Grant From Meals on Wheels America for Kenai Senior Center Expenditures in Support of COVID-19 Pandemic Response. (Administration)
- [7.](#) ***Ordinance No. 3125-2020** - Accepting and Appropriating Additional Nutrition, Transportation and Support Services Grant Funds From the United States Department of Health and Human Services Passed Through the State of Alaska Department of Health and Social Services for Kenai Senior Center Expenditures in Support of COVID-19 Pandemic Response. (Administration)
- 8. Discussion** – Election Method. (Mayor Gabriel)
- 9. Discussion** - City Response to COVID-19. (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**

1. Purchase Orders Between \$2,500 and \$15,000.
2. Cook Inlet Regional Citizens Advisory Council Board of Directors Update

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/82022095414>

Meeting ID: 820 2209 5414

Password: 976726

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

Meeting ID: 820 2209 5414

Password: 976726



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CITY OF KENAI

ORDINANCE NO. 3117-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, APPROPRIATING FUNDS IN THE AIRPORT FUND, ACCEPTING A GRANT FROM THE FEDERAL AVIATION ADMINISTRATION AND APPROPRIATING FUNDS IN THE AIRPORT EQUIPMENT CAPITAL PROJECT FUND FOR THE PURCHASE OF SNOW REMOVAL EQUIPMENT (SRE) – LOADER WITH ATTACHMENTS.

WHEREAS, the 2002 521D Case loader at the airport is starting to require excessive and costly repairs; and,

WHEREAS, new, upgraded and reliable equipment ensures the Airport’s capability to effectively perform snow and ice control with dependable equipment; and,

WHEREAS, snow removal equipment is FAA eligible and grant funds are available and the City has been awarded a grant totaling \$ xxx,xxx comprised of 93.75% FAA \$ xxx,xxx and requiring a 6.25% local share of \$xx,xxx; and,

WHEREAS, the City advertised an Invitation to Bid on April 8, 2020 with bids due on April 21, 2020; and,

WHEREAS, the following bids were received:

Bidder	Price
xxxxxxxxxxxx	\$ xxx,xxx
xxxxxxxxxxxx	\$ xxx,xxx

WHEREAS, xx bids were received and xxxxxxxxxxxxxxxxx was the lowest responsive bid; and,

WHEREAS, award of the bid to xxxxxxxxxxxxxxxxx is in the best interest of the City; and,

WHEREAS, the recommendation from City Administration is to award the contract to xxxxxxxxxxxxx for the total cost of \$ xxx,xxx.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to accept grant funding for \$xxx,xxx from the Federal Aviation Administration and to execute a grant agreement and to expend grant funds to fulfill the purpose and intent of this ordinance.

Section 2. That the estimated revenues and appropriations be increased as follows:

Airport Capital Equipment Fund:	
Increase Estimated Revenues –	
Federal Grant	<u>\$XXX,XXX</u>
Increase Appropriations –	
Equipment	<u>\$XXX,XXX</u>

Section 3. That the City Manager is authorized to execute a purchase order to xxxxxxxxxxxx for \$xxx,xxx.

Section 4. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

Section 5. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 6th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: _____

Introduced: April 15, 2020
Enacted: May 6, 2020
Effective: May 6, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Mary Bondurant, Airport Manager

DATE: April 6, 2020

SUBJECT: **Ordinance No. 3117-2020 – Acquire Snow Removal Equipment (SRE)**

The 2002 521D Case loader is 18 years old with maintenance issues on the rise. A new loader is grant eligible. Federal guidance requests a grant application based on hard bids by May 18, 2020.

In order to meet the deadline, the City issued the Invitation to Bid on April 8, 2020 with bids due on April 21, 2020. The City will review the bids and Airport Administration will submit a grant application with the lowest responsive bid by the FAA deadline.

A substitute ordinance will be included in the May 6, 2020 Council packet with the results of the Invitation to Bid filling in the blanks on this ordinance.

Thank you for your consideration.



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Scott Curtin, Director Public Works

DATE: April 28, 2020

SUBJECT: **Ordinance No. 3117-2020 – Acquire Snow Removal Equipment (SRE)**
POSTPONEMENT

The Federal Aviation Administration has requested the City to temporarily postpone the release of this Bid as opportunities and requirements surrounding the CARES Act funding are being determined. As a result we are requesting to delay Council's action until the next meeting on May 20, 2020 when staff hopes to have more information from the Federal Aviation Administration on this issue.

Thank you for your consideration.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3118-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS BY \$1,287.44 IN THE GENERAL FUND – POLICE DEPARTMENT FOR STATE TRAFFIC GRANT OVERTIME EXPENDITURES.

WHEREAS, the Kenai Police Department joins with other law enforcement agencies statewide to support Alaska Highway Safety Office (AHSO) traffic safety programs to reduce fatalities and injuries on roadways; and,

WHEREAS, AHSO traffic-related overtime funds require no local match and allow the department to provide specific traffic safety patrols; and,

WHEREAS, actual AHSO overtime expenditures for traffic safety patrols totaled \$1,287.44 from December 11, 2019 through January 1, 2020; and,

WHEREAS, overtime for these additional traffic safety patrols was not budgeted and the department is requesting appropriation into the overtime budget equal to the amount of the AHSO grant funding received.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to accept these grant funds from the State of Alaska in the amount of \$1,287.44 and to expend grant funds to fulfill the purpose and intent of this ordinance.

Section 2. That the estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues –	
State Grants - Police	<u>\$1,127.44</u>
Increase Appropriations –	
Police - Overtime	<u>\$1,127.44</u>

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances.

The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

Section 4. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 6th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, City Clerk

Approved by Finance: *J. Luk*

Introduced: April 15, 2020
Enacted: May 6, 2020
Effective: May 6, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: David Ross, Police Chief
DATE: April 6, 2020
SUBJECT: **Ordinance No. 3118-2020, Accepting AHSO Grant Funds**

The Kenai Police Department continues to participate in traffic enforcement overtime patrols, reimbursed to the City of Kenai through a grant by the Alaska Highway Safety Office (AHSO).

Actual overtime costs for traffic enforcement between December 11, 2019 and January 1, 2020, which qualified for AHSO reimbursement, was \$1,287.44.

AHSO overtime reimbursements are deposited into the general fund. I would respectfully request consideration of the ordinance accepting and appropriating the grant amount to the police overtime account.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3119-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING GENERAL FUND ESTIMATED REVENUES AND APPROPRIATIONS BY \$26,542 IN THE GENERAL FUND PARKS, RECREATION AND BEAUTIFICATION DEPARTMENT FOR AN INCREASE OF A GRANT FROM THE UNITED STATES ENVIRONMENTAL PROTECTION AGENCY PASSED THROUGH THE STATE OF ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION FOR BACTERIA LEVEL MONITORING ON THE CITY'S BEACHES FROM MARCH 1, 2020 THROUGH JUNE 30, 2020.

WHEREAS, the City of Kenai has a current Beach Grant Agreement in place with the Alaska Department of Environmental Conservation for 2020 bacteria level monitoring; and,

WHEREAS, the State of Alaska Department of Environmental Conservation is amending the grant amount to allow for additional sampling at the mouth of the Kenai river which is required to build an adequate database for future modeling efforts and will be provided through a cooperative agreement with the Kenai Watershed Forum; and,

WHEREAS, bacteria levels during the testing period in the past have exceeded water recreation standards as established by the State of Alaska Department of Environmental Conservation in Register 226 that could pose a health risk to the fishery participants and City residents utilizing the beach; and,

WHEREAS, it is in the best interest of the City to monitor the bacteria level on its beaches.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to accept a grant from the United States Environmental Protection Agency passed through the State of Alaska Department of Environmental Conservation and to expend the funds to fulfill the purpose the grant and of this Ordinance.

Section 2. That FY2020 estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues:	
Federal Grants - Other	<u>\$26,542</u>
Increase Appropriations:	
Parks, Recreation & Beautification –	
Professional Services	<u>\$26,542</u>

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

Section 4. Effective Date: That pursuant to KMC 1.15.070(f), Section 1 of this ordinance shall take effect upon adoption.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 6th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: April 15, 2020
Enacted: May 6, 2020
Effective: May 6, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Robert J. Frates, Parks & Recreation Director
DATE: April 7, 2020
SUBJECT: **Ordinance No. 3119-2020**

The purpose of this memorandum is to recommend passage of Ordinance No. 3119-2020 requesting an increase to the estimated revenue and appropriations in the Parks, Recreation & Beautification Professional Services account to allow for additional water quality sampling on the City's beaches.

The State of Alaska Department of Environmental Conservation wishes to amend the current Kenai Beach Monitoring and MST (Microbial Source Tracking) Grant to allow for additional sampling to be performed through June 30, 2020. The additional parameters have not been regularly collected in the past but are required for using predicative models developed by the Environmental Protection Agency.

Approval of Ordinance No. 3119-2020 will add an additional \$26,542 to the existing ACWA-19-B11 grant and the new amended grant total will be \$87,319.

Council's support and approval is respectfully requested.

44129 Sterling Highway | Soldotna, AK 99669 | 907-260-5449 | www.kenaiwatershed.org
Working Together for Healthy Watersheds on the Kenai Peninsula

Amending ACWA-19-B11 Grant: Kenai Beach Monitoring and MST Assessment

Prepared for: Kenai City Council members

Prepared by: Maggie Harings and Branden Bornemann, Kenai Watershed Forum

Summary

The Kenai Watershed Forum (KWF) was contracted by the City of Kenai in 2019 to sample for bacteria and microbial source tracking (MST) throughout the lower Kenai River and its beaches. It was recently brought to light that DEC seeks a continuation of sampling through 2020 which would require the following:

- Passing an ordinance at the City Council meeting on May 6, 2020 to amend this grant, thereby accepting an additional \$26,542 from DEC for FY20. The amended grant *total* would then be \$87,319.
- Passing an additional ordinance at a later date, thereby accepting funds from DEC for FY21 to cover sampling throughout the second half of the summer.
 - KWF will work with DEC to include a budget line item in the FY21 amendment for administrative costs incurred while facilitating this grant

Intended outcome of 2020 Sampling

DEC reportedly intends to phase out of intensive summer sampling following 2020 data collected. In the future, predictive modeling will replace previous sampling schedules and will only require occasional sampling "spot checks" to confirm that the model is working correctly.

Background

- Bacteria monitoring was initiated in Kenai in 2010
- Bacteria grab samples describe "health" of river, providing *snapshots* of bacteria concentrations at a single moment in time once/week at each sampling location
- Bacteria is present in the lower Kenai River + its beaches throughout the summer due to the presence of gulls
 - North, South Kenai Beaches generally see their highest bacteria concentrations of the summer during the dipnet PUF
 - Warren Ames Memorial Bridge sampling site serves as the "control" and results in few-to-no bacteria exceedances each summer
- Illness has never been linked publically to exposure from participating in the dipnet PUF

Positive outcomes of sampling

- 2010-2014 sampling results led to cooperative efforts between City of Kenai, DEC and KWF resulting in:
 - drastically improved best management practices (dumpsters, raking).
 - thousands of fishermen educated about the importance of implementing proper washing, filleting, storage techniques for their catch.
- Ability to use predictive modeling in future years.
- Higher bacteria spikes during dipnet PUF could be used to argue reduction or elimination of PUF (should the city ever need to do so).

Should members of the Kenai City Council wish to seek more information regarding this topic, they may access DEC reports published online here: <https://dec.alaska.gov/water/water-quality/beach-program/> or reach out to Sarah Apsens of DEC.



Kenai BEACH Monitoring Program

Frequently Asked Questions

Alaska Department of Environmental Conservation

- **What is the BEACH Program?**

The Beaches Environmental Assessment and Coastal Health (BEACH) Act was passed by the U.S. Congress in 2002 in response to increased occurrences of water-borne illnesses. The U.S. Environmental Protection Agency (EPA) administers grant funds to states, tribes and territories under the Act to establish monitoring and public notification programs. The BEACH program has established national marine water quality monitoring and reporting standards for fecal waste contamination and notifies the public when levels exceed state standards. The Department of Environmental Conservation (DEC) has been implementing the BEACH program since 2002, and at Kenai Beaches since 2010.

- **What Services Does the BEACH Program provide?**

- DEC works with local partners to conduct sanitary surveys and water quality sampling
- DEC provides weekly updates on water quality to key stakeholders and members of the public
- DEC conducts outreach to inform beach users on how they can minimize bacteria level by keeping the beach clean and how to keep themselves healthy while recreating

- **Where does the funding come from?**

The State of Alaska BEACH program receives funding from the EPA.

The 2020 BEACH sampling will be funded by two amendments, one for State Fiscal Year 2020 and one for State Fiscal Year 2021 (the State Fiscal Year starts on July 1st). Ideally, we'd approve the two amendments together, but the SFY21 BEACH funding is not yet available.

Unlike other DEC grants, no funding match is required for BEACH program grants.

- **What is the plan for the 2020 recreation season?**

In 2020 DEC plans to:

- 1) Continue to monitor bacteria at the north and south Kenai beaches, the gull rookery sites, and the Warren Ames Memorial Bridge
- 2) Issue a general notification (press release) at the start of the recreation season
- 3) Provide weekly updates to stakeholders via listserv during the recreation season, and update the Alaska Beach Monitoring webpage with monitoring results

Notifications are posted on the Alaska BEACH Monitoring webpage. Weekly results are distributed to stakeholders.

- **What do these advisories look like? Who can view advisories and monitoring results?**

Past advisories can be found here: <https://dec.alaska.gov/beaches/>

DEC will post a general advisory at the start of the recreation season. Weekly monitoring results will be posted on the Alaska Beach Program website <https://dec.alaska.gov/beaches/>. Weekly updates will be forward weekly to Beach listserv participants and posted on DEC social media.

The City and Borough may post an advisory sign at the affected beach.

The Alaska Beach Program website also will have a new interactive map showing advisories at specific beaches, monitoring reports, press releases, and other project resources.

- **How was the current sampling plan designed?**

The monitoring locations on the north and south Kenai River beaches are used for recreation during the personal use fishery season. The Warren Ames bridge location is a reference location, upstream of the area most likely to be impacted by human activities on the Kenai Beaches. The monitoring locations by the gull rookery serve as reference locations to determine fecal contamination close to area where the gulls are nesting.

- **What are the water quality criteria for Kenai Beaches?**

DEC revised the water quality standards for bacteria for all state waters in 2016. DEC adopted revised numeric values (i.e., criteria) based on EPA-recommended recreational criteria issued on a national basis in 2012.

Exceedances are determined in two ways: statistical threshold value (STV) and geometric mean. The STV value is used to determine if an individual sample exceeds criteria. The geometric mean is used to determine if average bacteria levels over a 30-day period exceeds criteria.

These recreational water quality criteria were determined by the EPA to protect the public from exposure to harmful levels of pathogens.

Water recreation, contact	In a 30-day period, the geometric mean of samples may not exceed 35 enterococci colony forming units (CFU) /100 ml, and not more than 10% of the samples may exceed a statistical threshold value of 130 CFU/100 ml.
Water recreation, secondary	In a 30-day period, the geometric mean of samples may not exceed 200 fecal coliform/100 ml, and not more than 10% of the samples may exceed 400 fecal coliform/100 ml.
Harvest for consumption of raw mollusks or other raw seafood	The geometric mean of samples may not exceed 14 fecal coliform/100 ml; and not more than 10% of the samples may exceed 31 CFU per 100 ml for a membrane filtration test.

Figure 1. Water quality standards for bacteria in recreational waters.

- **What are the bacteria levels on our beaches?**

You can see past results on the DEC Beach Webpage: <https://dec.alaska.gov/water/water-quality/beach-program/>

A final report for the 2019 season is available on the BEACH webpage.

- **What are the sources of bacteria on Kenai Beaches?**

Seagulls and other birds are a significant source of fecal waste on Kenai River beaches. We know this because of Microbial Source Tracking (MST) used during the 2011, 2014, and 2019 seasons.

DEC's key message to the public is to reduce attractants to birds by properly disposing of fish waste and picking up trash off the beach.

MST sampling from past years indicated that dogs, an ungulate, and some human source bacteria were also present. Beachgoers are highly encouraged to use provided outhouses and pick up after their pets.

- **What is the plan for future seasons?**

DEC intends to phase out active monitoring starting in 2021. Instead of weekly sampling events, DEC will use predictive modeling to forecast bacteria levels. Occasional sampling will take place to spot check the model.

Data collected during the 2020 season will be essential in developing a robust predictive modeling tool.

DEC updated the Kenai BEACH communication plan for 2020. The BEACH Program webpage is being updated as well, and will include an interactive map of sampling sites and recent bacteria levels.

- **Where else does BEACH Monitoring occur?**

There is an active beach program in Ketchikan Alaska. Communities with past programs include: Anchor Point, Anchorage, Dillingham, Douglas Island, Haines, Homer, Juneau, Kasilof, King Salmon, Naknek, Nome, Petersburg, and Wrangell. Outside of Alaska, there are beach programs in Wisconsin, Washington, Florida, and other coastal and Great Lakes states. The websites for some of these programs are provided below:

- The State of Washington Beach webpage: <https://ecology.wa.gov/Water-Shorelines/Water-quality/Saltwater/BEACH-program>
- The State of Wisconsin Beach Health webpage: <https://www.wibeaches.us/apex/f?p=BEACH:HOME>
- The State of California Beach Report Card: <https://beachreportcard.org/33.91029999999999/-118.51929100000001/11>



You Are Here: [DCC](#) / [Commish](#) / [Press Releases](#) / DEC Lifts Advisory For Kenai North Beach

DEC LIFTS ADVISORY FOR KENAI NORTH BEACH

FOR IMMEDIATE RELEASE — June 20, 2019

CONTACT: [Nancy Sonafrank](#), Division of Water, 907-451-2726

SOLDOTNA, AK — The Alaska Department of Environmental Conservation (DEC) has lifted the beach advisory issued on June 6 for the Kenai North Beach due to elevated levels of enterococci found in the marine water. Two consecutive weekly samples have shown enterococci levels at safe levels.

Water samples were collected on June 11 and 18. All five of the monitoring locations met water quality criteria for enterococci bacteria. These levels indicate that contact recreation, such as wading and swimming are safe.

Fecal coliform bacteria results were above state limits of 31 cfu/100ml set to protect humans from consumption of raw fish and shellfish at three monitoring locations (North Kenai Beach, South Kenai Beach and Kenai River Gull Rookery 1) with levels ranging from 46 to 84 cfu/100ml. DEC continues to advise that people take precautionary measures when fishing along the Kenai River Beaches by rinsing fish with clean water after harvesting from the area. As always, people should cook seafood to a minimum internal temperature of 145 degrees Fahrenheit to destroy pathogens.

Water quality samples were collected at the following locations:

- North Kenai Beach
- South Kenai Beach
- Kenai River Gull Rookery 1 (60.53660N, -151.25400W)
- Kenai River Gull Rookery 2 (60.55180N, -151.24400W)
- Warren Ames Bridge

As part of a statewide recreational beach monitoring program, marine water samples will be collected at the listed coastal areas to evaluate enterococci bacteria and fecal coliform levels weekly from May to September 2019. Monitoring locations maps and sampling information are shown on the [Alaska BEACH Grant Program website](#).

Enterococci bacteria can come from any warm blooded animal, including birds, seals, and dogs, as well as humans. Based on microbial source testing for bacteria genetic identification, the primary source of this bacteria on Kenai beaches is gulls. Contact with water impacted by enterococci bacteria may cause stomach aches, diarrhea, or ear, eye, and skin infections.

The BEACH sampling program is funded and implemented by DEC. It is part of a nationwide effort to decrease the incidence of water-borne illness at public beaches under the federal Beaches Environmental Assessment and Coastal Health (BEACH) Act. Water samples have been collected periodically at Kenai River beaches since 2010. For more information about the Alaska BEACH monitoring program, visit the [Alaska BEACH Grant Program website](#).



Figure 1. Example of a public advisory from the 2019 monitoring season. Past advisories can be found on the DEC BEACH Program webpage: <https://dec.alaska.gov/water/water-quality/beach-program/>



You Are Here: [DEC](#) / [Water](#) / [Water-Quality](#) / [Beach-Program](#) / [Kenai River Beaches](#)

KENAI RIVER BEACHES

2020

2019

2018

2020 Kenai River Beaches

Alaska DEC Beach Advisories Map

[View this Map on ArcGIS Online \(Suggested for Mobile/Smartphone users\)](#)



The Kenai Beach Monitoring Program will begin bacteria sampling for the 2020 recreational season in May at North and South Kenai River beaches. Marine water samples will be collected weekly from mid-May through early September to evaluate potential health risks indicated by fecal coliform and enterococci bacteria, and to notify the public when levels exceed state standards. For more detailed information, click on the document links below.

[Press Releases](#)

LISTSERV

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CONTACT INFORMATION

[Sarah Apsens](#)
Kenai Beach Project Manager
907-262-3411

Figure 2. A screen clip of the updated Kenai River Beaches monitoring page. The color coded map will be updated weekly (green = low bacteria, red = exceedances). Members of the public can view past bacteria levels and learn about the BEACH program.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3123-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, ACCEPTING AND APPROPRIATING FUNDS IN THE AIRPORT FUND, AND ACCEPTING A GRANT FROM THE FEDERAL AVIATION ADMINISTRATION FOR A CARES ACT GRANT.

WHEREAS, on March 27, 2020 the Secretary of Transportation announced that nearly \$10 billion was being provided to eligible U.S. airports to prevent, prepare for, and respond to coronavirus impacts, including for continuing airport operations; and,

WHEREAS, on April 14, 2020, the Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Public Law 116-136 awarded the Kenai Municipal Airport \$1,622,758 to keep the airport in reliable, safe operation to serve the aviation industry, the travelling public, support the economy, keep airport and aviation workers employed, and keep airport credit ratings stable; and,

WHEREAS, the funds are available for any purpose for which airport revenues may lawfully be used; and,

WHEREAS, on April 24, 2020, the City Manager submitted a grant application to the Federal Aviation Administration for \$1,622,758 which may be used for any purpose for which airport funds may be lawfully used, as found in the Office of Airports Revenue Use Policy, except airport development or land acquisition; and

WHEREAS, legislative action designating authority for execution of the grant is required by end of business on May 20, 2020 in order for the grant to be valid; and

WHEREAS, pursuant to KMC 1.15.70(d) the City may introduce and finally pass on the same day, an ordinance making, repealing, transferring or otherwise changing an appropriation; and,

WHEREAS, keeping the airport in reliable, safe operation is in the best interest of the Kenai Municipal Airport.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to accept a grant in the amount of \$ 1,622,758.

Section 2. That the estimated revenues and appropriations be increased as follows:

Airport Fund:

Increase Estimated Revenues –
Federal Grant

\$ 1,622,758

Increase Appropriations –
Administration - Contingency \$ 1,622,758

Section 3. That the City Manager is authorized to accept grant funding for \$ 1,622,758 from the Federal Aviation Administration and to execute a grant agreement and to expend grant funds to fulfill the purpose and intent of this ordinance.

Section 4. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 5. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 6th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: May 6, 2020
Enacted: May 6, 2020
Effective: May 6, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Mary Bondurant, Airport Manager

DATE: April 27, 2020

SUBJECT: **Ordinance No. 3123-2020 – CARES Act Grant**

On April 14, 2020, the Secretary of Transportation announced that the Kenai Municipal Airport was the recipient of \$1,622,758 due to the Coronavirus Aid, Relief, and Economic Security Act (CARES Act). Because the grant must be executed by the City Manager on or before May 20, 2020 after authorizing legislative action has been taken, I am requesting this Ordinance be read twice and enacted at the same meeting to avoid any potential issues.

This grant is generally available for any purpose for which airport revenues may lawfully be used.

Thank you for your consideration.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3126-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, ACCEPTING AND APPROPRIATING FEDERAL CARES ACT FUNDING PASSED THROUGH THE STATE OF ALASKA FOR EXPENDITURES IN RESPONSE TO THE COVID-19 PANDEMIC, WAIVING THE \$5,000 LIMITATION IN KMC 7.25.020 (A) ON THESE FUNDS TO ALLOW THE CITY MANAGER TO ALLOCATE THE FUNDS TO THE PROPER ACCOUNT AS NEEDS ARISE AND DECLARING AN EMERGENCY.

WHEREAS, the World Health Organization declared COVID-19 as a pandemic on March 11, 2020; and,

WHEREAS, the first coronavirus patient in Alaska was diagnosed in Anchorage on March 12, 2020, and other positive diagnoses have since occurred on the Kenai Peninsula; and,

WHEREAS, Governor Mike Dunleavy issued a Declaration of Public Health Disaster Emergency on March 11, 2020, and the President of the United States issued a Proclamation Declaring a National Emergency on March 13, 2020; and,

WHEREAS, on March 18, 2020, the City Manager declared a local disaster emergency that was extended the same day by the City Council; and,

WHEREAS, on March 24, 2020, the City Council enacted Ordinance 3115-2020 granting the City Manager City certain emergency powers; and,

WHEREAS, on April 9, 2020 President Donald J. Trump approved a Disaster Declaration for the State of Alaska; and,

WHEREAS, pursuant to KMC 1.15.70(d) the City may introduce and finally pass on the same day, an ordinance making, repealing, transferring or otherwise changing an appropriation; and,

WHEREAS, state law and City Charter allow for emergency ordinances when necessary to preserve public, peace health and safety; and,

WHEREAS, Kenai Municipal Code 7.25.020 – City Budget Control, limits the City Manager’s authority to allocate funds in amounts \$5,000 or greater; and,

WHEREAS, as federal CARES Act funds become available, the City Manager needs authority to allocate funds as expenditures related to the COVID-19 Pandemic arise in a time sensitive manner.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. Classification: that this Ordinance is not of a general and permanent nature and shall not be codified.

Section 2. Declaration of Emergency: That the COVID-19 pandemic has created an emergency recognized on the federal, state and local level and that this Ordinance is necessary to immediately preserve public peace, health and safety.

Section 3. That the City Manager is authorized to accept a federal grant passed through the State of Alaska for expenditures in support of the City’s response to the COVID-19 Pandemic.

Section 4. That the estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues –
Federal Grants \$50,000

Increase Appropriations –
Non-Departmental – General Contingency \$50,000

Section 5. That the \$5,000 limitation in KMC 7.25.020 is waived for these funds to allow the City Manager to allocate funds to the correct accounts as expenditures arise.

Section 6. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 7. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 6th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: May 6, 2020
Enacted: May 6, 2020
Effective: May 6, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Terry Eubank, Finance Director
DATE: April 29, 2020
SUBJECT: Ordinance 3126-2020

The purpose of this memo is to recommend enactment of Ordinance 3126-2020 which will appropriate \$50,000 of anticipated grant fund from the CARES Act passed through the State of Alaska for COVID-19 Pandemic related expenditures and waive the \$5,000 limitation of KMC 7.25.020 to provide the City Manager the authority to allocate the \$50,000 to the necessary accounts as expenditures are made.

To date the City has not received a formal grant award and this appropriation is being made in anticipation of a grant. Should a grant not materialize any expenditures made from these funds would be the responsibility of the City. The administration believes there is a strong likelihood a grant is forthcoming and all expenditures being made by the City in response to COVID-19 will be reimbursable from a CARES Act grant or funding from FEMA.

The request to waive the \$5,000 limitation on budget adjustments for these funds provides the administration the flexibility to allocate these funds where needed as those needs arise. The administration's traditional budgetary control is at the account level and in amounts of less than \$5,000. This ordinance expands the administration's budgetary control for these funds to the account level and the amount of the appropriation, \$50,000.

Your support for enactment of Ordinance 3126-2020 is respectfully requested.



Sponsored by: City Clerk

CITY OF KENAI

RESOLUTION NO. 2020-21

A RESOLUTION OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, AUTHORIZING A BUDGET TRANSFER IN THE GENERAL FUND - CITY CLERK DEPARTMENT FOR A SOFTWARE ADD-ON.

WHEREAS, the City has utilized Laserfiche software since before 2001 and has historically utilized it as a records repository for long-term or permanent records; and,

WHEREAS, Laserfiche has expanded its capabilities providing for increased efficiencies and data tracking and reduction in paperwork circulation through automated processes which can be utilized city-wide; and,

WHEREAS, the acquisition of the Laserfiche Forms Portal software add-on would allow for the full realization of these efficiencies by providing a portal on our website for the public or staff without Laserfiche seats to complete and submit forms, initializing automation processes; and,

WHEREAS, the cost of the software add-on is \$7,995 and annual maintenance costs are \$1,599; and,

WHEREAS, the Clerk's Office has been interested in the purchase of the software add-on for two years, however, project funding made available for special projects within the City was utilized in other ways; and,

WHEREAS, excess funding exists in the salaries budget due to Family Medical Leave and in the transportation budget due to canceled conferences and a budget transfer would allow for the purchase of the software add-on.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

Section 1. That the following budget amendment be approved:

General Fund

Decrease – City Clerk	
Salaries	\$9,000
Transportation	<u>1,000</u>
	<u>\$10,000</u>
Increase – City Clerk	
Software	<u>\$10,000</u>

Section 2. That this Resolution takes effect immediately upon passage.




PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 6th day of May, 2020.

BRIAN GABRIEL, SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
FROM: Jamie Heinz, City Clerk
DATE: April 25, 2020
SUBJECT: Resolution 2020-21

For two years, the City Clerk's department has desired to purchase the Forms Portal Add-On to our Laserfiche software; however, balancing the budget has been difficult and the funding hasn't been available. Because of Family Medical Leave utilization and canceled training conferences within the City Clerk's department, unspent salary and transportation funding could be transferred to the software budget to purchase the add-on. Given the City's focus on finding efficiencies, combined with the current pandemic and the desire to significantly reduce shuffling paperwork, I request to transfer the funds and purchase the software add-on.

This Forms Portal is a web portal that will allow for electronic submission of applications eliminating the need for staff to enter the data from applications into spreadsheets, documents, and other tracking methods. The electronic submission can also kick off automated processes, creating efficiencies and a reduction in paperwork shuffling, city-wide. In the FY2020 budget, the Planning & Zoning Department, Buildings Department, and Library Department all mentioned future considerations for automating processes. The Fire Department has also expressed interest in automating processes. Laserfiche and this web portal can be utilized to automate processes for all departments city-wide, eliminating the need for each department to purchase their own software. The records created will also be retained in what has been the record repository used by the City since before 2001. Reporting capabilities can also be utilized to increase data used in data driven decisions.

A few examples of processes that can benefit from automation include: public record requests, mobile food vendor permits, burn permits, conditional use permits, variance applications, and travel authorizations. Automation is already being utilized in liquor license renewal processing, building maintenance requests, and will be soon utilized for the building permit process.

The cost of the portal is \$7,995 and the annual maintenance is \$1,599. Both staff members of the Clerk's office have been trained in creating forms and work flows within the software.

Thank you for your consideration.



Sponsored by: Administration

CITY OF KENAI**RESOLUTION NO. 2020-22**

A RESOLUTION AUTHORIZING THE CITY OF KENAI TO ISSUE GENERAL OBLIGATION REFUNDING BONDS IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED THE SUM OF \$1,250,000 TO REFUND CERTAIN OUTSTANDING GENERAL OBLIGATION BONDS OF THE CITY, FIXING CERTAIN DETAILS OF SUCH BONDS AND AUTHORIZING THEIR SALE.

WHEREAS, the City of Kenai, Alaska (the "City") is a home rule City and under Section 11 of Article X of the Alaska Constitution may exercise all legislative power not prohibited by law or the charter of the City, and it has been determined that the matters set forth in this resolution are not prohibited by law or the charter; and,

WHEREAS, there is now outstanding the General Obligation Bond, 2010 Series B (Taxable) of the City maturing on March 1 in the years 2021 through 2030 in the aggregate principal amount of \$1,165,000 (the "2010 Bond"), issued under Resolution 2010-05 of the City; and,

WHEREAS, the Council finds that it is in the best interest of the City to provide for the refunding, including the payment of principal of, and premium and interest on, those maturities of the 2010 Bond (the "Refunded Bond") whose refunding the City Manager or Finance Director determines will produce the percentage debt service savings specified in this resolution, by the issuance of general obligation refunding bonds (the "Bonds") in the aggregate principal amount of not to exceed \$1,250,000; and,

WHEREAS, Article IX, Section 11 of the Alaska Constitution and Section 29.47.320 of the Alaska Statutes provide that general obligation refunding bonds may be issued without an election, Section 29.47.300 of the Alaska Statutes provides that their issuance may be authorized by resolution, and Section 29.47.410 of the Alaska Statutes provides that the Council by resolution may provide for the form and manner of sale of bonds and notes; and,

WHEREAS, the Alaska Municipal Bond Bank and the City intend to enter into an Amendatory Loan Agreement, which amends the Loan Agreement dated as of March 1, 2010, between the Alaska Municipal Bond Bank and the City, to provide for the refunding of the Refunded Bond through its exchange for the Bonds, and related matters; and,

WHEREAS, the Council finds that it is necessary and appropriate to delegate to the City Manager and the Finance Director authority to determine the maturity amounts, interest rates and other details of the Bonds, and to determine other matters that are not provided for in this resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

Section 1. Definitions. The following terms shall have the following meanings in this resolution:

- A. "Amendatory Loan Agreement" means the Amendatory Loan Agreement between the City and the Bond Bank, amending the 2010 Loan Agreement, to provide for the refunding of the Refunded Bond through its exchange for the Bonds, and related matters.
- B. "Bond" or "Bonds" means any of the "General Obligation Refunding Bonds" of the City of Kenai the issuance and sale of which are authorized herein.
- C. "Bond Bank" means the Alaska Municipal Bond Bank, a public corporation of the State of Alaska.
- D. "Bond Bank Bonds" means general obligation bonds issued by the Bond Bank to refund all or part of its outstanding General Obligation Bonds, 2010B Series One (Taxable).
- E. "Bond Register" means the registration books maintained by the Registrar, which include the names and addresses of the Registered Owners of the Bonds or their nominees.
- F. "City" means the City of Kenai, a municipal corporation of the State of Alaska, organized as a home rule city under Title 29 of the Alaska Statutes.
- G. "Council" means the Council of the City, as the general legislative authority of the City, as the same shall be duly and regularly constituted from time to time.
- H. "Code" means the Internal Revenue Code of 1986, as amended from time to time, together with all regulations applicable thereto.
- I. "Government Obligations" means obligations that are either (i) direct obligations of the United States of America, or (ii) obligations of an agency or instrumentality of the United States of America the timely payment of the principal of and interest on which is unconditionally guaranteed by the United States of America
- J. "Loan Agreement" means the 2010 Loan Agreement, as amended by the Amendatory Loan Agreement.
- K. "Refunded Bond" means the maturities of the 2010 Bond whose refunding is approved by the City Manager or Finance Director under Section 12.
- L. "Registered Owner" means the person named as the registered owner of a Bond in the Bond Register.
- M. "Registrar" means the City Finance Director, or any successor that the City may appoint by resolution.
- N. "Resolution" means this Resolution 20-__ of the City.
- O. "2010 Loan Agreement" means the Loan Agreement dated as of March 1, 2010 between the Bond Bank and the City.

Section 2. Authorization of Bonds and Purpose of Issuance. For the purpose of effecting the refunding by exchange of the Refunded Bond in the manner set forth in this Resolution and the Amendatory Loan Agreement, and to pay all costs incidental thereto and to the issuance of the Bonds, the City hereby authorizes and determines to issue and sell the Bonds in the aggregate principal amount of not to exceed \$1,250,000.

Section 3. Obligation of Bonds. The Bonds shall be direct and general obligations of the City and the full faith and credit of the City are hereby pledged to the payment of the principal of and interest on the Bonds. The City hereby irrevocably pledges and covenants that it will levy and collect taxes upon all taxable property within the City without limitation as to rate or amount, in amounts sufficient, together with other funds legally available therefor, to pay the principal of and interest on the Bonds as the same become due and payable.

Section 4. Designation, Maturities, Interest Rates, and Other Details of Bonds. The Bonds shall be designated "City of Kenai, Alaska, General Obligation Refunding Bonds." The Bonds shall be in the denomination of \$5,000 or any integral multiple thereof, shall be numbered separately in the manner and with such additional designation as the Registrar deems necessary for purposes of identification, and may have endorsed thereon such legends or text as may be necessary or appropriate to conform to the rules and regulations of any governmental authority or any usage or requirement of law with respect thereto.

The Bonds shall mature in one or more years commencing no earlier than 2021 and ending no later than 2030. The Bonds shall bear interest from their date, payable commencing on or after July 1, 2020, and semiannually thereafter. Interest will be computed on the basis of a 360-day year consisting of twelve 30-day months.

Subject to Section 2 and the remainder of this section, the aggregate principal amount, the principal amount of each maturity, the interest rates, the dated date, the principal and interest payment dates and the record dates for principal and interest payments on the Bonds shall be determined at the time of execution of the Amendatory Loan Agreement under Section 16.

Section 5. Optional Redemption. The Bonds shall not be subject to optional redemption by the City prior to maturity.

Section 6. Form of Bond. Each Bond shall be in substantially the following form, with such variations, omissions and insertions as may be required or permitted by this Resolution:

UNITED STATES OF AMERICA
STATE OF ALASKA

CITY OF KENAI
(A Municipal Corporation of the State of Alaska)

NO. _____ \$ _____

GENERAL OBLIGATION REFUNDING BOND, 2020 SERIES ____

Registered Owner

Principal Amount DOLLARS

The City of Kenai (the "City"), a municipal corporation of the State of Alaska, hereby acknowledges itself to owe and for value received promises to pay to the Registered Owner identified above, or registered assigns, the principal amount shown above in the following installments on _____ 1 of each of the following years, and to pay interest on such installments from the date hereof, payable on _____ 1, 2020 and semiannually thereafter on the ____ days of _____ and _____ of each year, at the rates per annum as follows:

Year Principal Amount Interest Rate Year Principal Amount Interest Rate

When this Bond is owned by the Alaska Municipal Bond Bank (the “Bond Bank”), payment of principal and interest shall be made as provided in the Loan Agreement between the Bond Bank and the City dated as of March 1, 2010, as amended. When this Bond is not owned by the Bond Bank, installments of principal and interest on this Bond shall be paid by check or draft mailed by first class mail to the Registered Owner as of the close of business on the 15th day of the month preceding each installment payment date; provided that the final installment of principal and interest on this Bond shall be payable upon presentation and surrender of this Bond by the Registered Owner at the office of the Registrar. Interest will be computed on the basis of a 360-day year consisting of twelve 30-day months. Both principal of and interest on this Bond are payable in lawful money of the United States of America which, on the respective dates of payment thereof, shall be legal tender for the payment of public and private debts.

This Bond is one of the General Obligation Refunding Bonds, 2020 Series __ of the City of Kenai, Alaska, of like tenor and effect except as to interest rate, serial number and maturity, aggregating \$_____ in principal amount, and constituting Bonds authorized for the purpose of refunding certain general obligation bonds issued by the City, and is issued under Resolution No. 2020-__ of the City entitled:

A RESOLUTION AUTHORIZING THE CITY OF KENAI TO ISSUE GENERAL OBLIGATION REFUNDING BONDS IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED THE SUM OF \$1,250,000 TO REFUND CERTAIN OUTSTANDING GENERAL OBLIGATION BONDS OF THE CITY, FIXING CERTAIN DETAILS OF SUCH BONDS AND AUTHORIZING THEIR SALE.

(the “Resolution”).

Installments of principal of this Bond shall not be subject to prepayment at the option of the City prior to maturity.

This Bond is transferable as provided in the Resolution, (i) only upon the bond register of the City, and (ii) upon surrender of this Bond together with a written instrument of transfer duly executed by the Registered Owner or the duly authorized attorney of the Registered Owner, and thereupon a new fully registered Bond or Bonds in the same aggregate principal amount and maturity shall be issued to the transferee in exchange therefor as provided in the Resolution and upon the payment of charges, if any, as therein prescribed. The City may treat and consider the person in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price, if any, hereof and interest due hereon and for all other purposes whatsoever.

This Bond is a general obligation of the City of Kenai and the full faith and credit of the City are pledged for the payment of the principal of and interest on this Bond as the same shall become due.

IT IS HEREBY CERTIFIED AND RECITED that all conditions, acts or things required by the constitution or statutes of the State of Alaska and the home rule charter of the City to exist, to have happened or to have been performed precedent to or in the issuance of this Bond exist, have happened and have been performed, and that the series of Bonds of which this is one,

together with all other indebtedness of the City, is within every debt and other limit prescribed by said constitution, statutes or charter.

IN WITNESS WHEREOF, THE CITY OF KENAI, ALASKA, has caused this Bond to be signed in its name and on its behalf by the manual or facsimile signature of its Mayor and its corporate seal (or a facsimile thereof) to be impressed or otherwise reproduced hereon and attested by the manual or facsimile signature of its Clerk, all as of the ____ day of _____ 2020.

Brian Gabriel, Mayor

A T T E S T:

Jamie Heinz, CMC, City Clerk

[S E A L]

ASSIGNMENT

For value received, the undersigned sells, assigns and transfers to (print or typewrite name, address, zip code and Social Security number or other tax identification number of Transferee)

this Bond and irrevocably constitutes and appoints _____
attorney to transfer this Bond on the Bond Register, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of this Bond.

Section 7. Execution. The Bonds shall be executed in the name of the City by the manual or facsimile signature of the Mayor, and its corporate seal (or a facsimile thereof) shall be impressed or otherwise reproduced thereon and attested by the manual or facsimile signature of the City Clerk. The execution of a Bond on behalf of the City by persons who at the time of the execution are duly authorized to hold the proper offices shall be valid and sufficient for all purposes, although any such person shall have ceased to hold office at the time of delivery of the Bond or shall not have held office on the date of the Bond.

Section 8. Payment of Principal and Interest. The Bonds shall be payable in lawful money of the United States of America which at the time of payment is legal tender for the payment of public and private debts. When the Bond Bank is the Registered Owner of the Bonds, payment of principal and interest on the Bonds shall be made as provided in the Loan Agreement. When the

Bond Bank is not the Registered Owner of the Bonds, installments of principal and interest on the Bonds shall be paid by check mailed by first class mail to the Registered Owner as of the record date for the installment payment at the address appearing on the Bond Register; provided that the final installment of principal and interest on a Bond shall be payable upon presentation and surrender of the Bond by the Registered Owner at the office of the Registrar.

Section 9. Registration. The Bonds shall be issued only in registered form as to both principal and interest. The City designates the City Finance Director as Registrar for the Bonds. The Registrar shall keep, or cause to be kept, the Bond Register at the principal office of the City. The City covenants that, until all Bonds have been surrendered and canceled, it will maintain a system for recording the ownership of each Bond that complies with the provisions of Section 149 of the Code. The City and the Registrar may treat the person in whose name any Bond shall be registered as the absolute owner of such Bond for all purposes, whether or not the Bond shall be overdue, and all payments of principal of and interest on a Bond made to the Registered Owner thereof or upon its order shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid, and neither the City nor the Registrar shall be affected by any notice to the contrary.

Section 10. Transfer and Exchange. Bonds shall be transferred only upon the books for the registration and transfer of Bonds kept at the office of the Registrar. Upon surrender for transfer or exchange of any Bond at such office, with a written instrument of transfer or authorization for exchange in form and with guaranty of signature satisfactory to the Registrar, duly executed by the Registered Owner or the duly authorized attorney of the Registered Owner, the City shall execute and deliver an equal aggregate principal amount of Bonds of the same maturity of any authorized denominations, subject to such reasonable regulations as the City may prescribe and upon payment sufficient to reimburse it for any tax, fee or other governmental charge required to be paid in connection with such transfer or exchange. All Bonds surrendered for transfer or exchange shall be canceled by the Registrar.

Section 11. Bonds Mutilated, Destroyed, Stolen or Lost. Upon surrender to the Registrar of a mutilated Bond, the City shall execute and deliver a new Bond of like maturity and principal amount. Upon filing with the Registrar of evidence satisfactory to the City that a Bond has been destroyed, stolen or lost and of the ownership thereof, and upon furnishing the City with indemnity satisfactory to it, the City shall execute and deliver a new Bond of like maturity and principal amount. The person requesting the execution and delivery of a new Bond under this section shall comply with such other reasonable regulations as the City may prescribe and pay such expenses as the City may incur in connection therewith.

Section 12. Designation of Refunded Bond. The City Manager and the Finance Director each is authorized to designate which, if any, maturities of the 2010 Bond authorized to be refunded in this Resolution shall be refunded, provided that the refunding of the 2010 Bond so designated shall realize a debt service savings in the aggregate of at least three percent of its principal amount, net of all issuance costs and underwriting discount, on a present value basis.

Section 13. Tax Covenants. The City covenants to comply with any and all applicable requirements set forth in the Code in effect from time to time to the extent that such compliance shall be necessary for the exclusion of the interest on the Bonds from gross income for federal income tax purposes. Without limiting the generality of the foregoing, the City covenants that it will make no use or investment of the proceeds of the Bonds that will cause the Bonds to be "arbitrage bonds" subject to federal income taxation by reason of section 148 of the Code, and

that it will not take or permit any action that would cause the Bonds to be “private activity bonds” as defined in Section 141 of the Code.

Section 14. Amendatory and Supplemental Resolutions.

A. The Council from time to time and at any time may adopt a resolution or resolutions supplemental hereto, which resolution or resolutions thereafter shall become a part of this Resolution, for any one or more of the following purposes:

1. To add to the covenants and agreements of the City in this Resolution other covenants and agreements thereafter to be observed, or to surrender any right or power herein reserved to or conferred upon the City.
2. To make such provisions for the purpose of curing any ambiguities or of curing, correcting or supplementing any defective provision contained in this Resolution or in regard to matters or questions arising under this Resolution as the Council may deem necessary or desirable and not inconsistent with this Resolution and which shall not adversely affect the interests of the Registered Owners of the Bonds.

Any such supplemental resolution may be adopted without the consent of the Registered Owner of any of the Bonds at any time outstanding, notwithstanding any of the provisions of subsection B of this section.

B. With the consent of the Registered Owners of not less than 60 percent in aggregate principal amount of the Bonds at the time outstanding, the Council may adopt a resolution or resolutions supplemental hereto for the purpose of adding any provisions to or changing in any manner or eliminating any of the provisions of this Resolution or of any supplemental resolution; provided, however, that no such supplemental resolution shall:

1. Extend the fixed maturity of any of the Bonds, or reduce the rate of interest thereon, or extend the time of payments of interest from their due date, or reduce the amount of the principal thereof, or reduce any premium payable on the redemption thereof, without the consent of the Registered Owners of each Bond so affected (the Bond Bank as Registered Owner of each Bond so affected may give such consent by executing an amendment to the Loan Agreement that includes the changes that are effected by such supplemental resolution); or
2. Reduce the aforesaid percentage of Registered Owners of Bonds required to approve any such supplemental resolution without the consent of the Registered Owners of all of the Bonds then outstanding.

It shall not be necessary for the consent of the Registered Owners of the Bonds under this subsection to approve the particular form of any proposed supplemental resolution, but it shall be sufficient if such consent approves the substance thereof.

C. Upon the adoption of any supplemental resolution under this section, this Resolution shall be deemed to be modified and amended in accordance therewith, and the respective rights, duties and obligations under this Resolution of the City and all Registered Owners of outstanding Bonds shall thereafter be subject in all respects to such modification and amendment, and all the terms and conditions of the supplemental resolution shall be deemed to be part of the terms and conditions of this Resolution for any and all purposes.

- D. Bonds executed and delivered after the execution of any supplemental resolution adopted under this section may bear a notation as to any matter provided for in such supplemental resolution, and if such supplemental resolution shall so provide, new Bonds modified so as to conform, in the opinion of the City, to any modification of this Resolution contained in any such supplemental resolution may be prepared by the City and delivered without cost to the Registered Owners of the Bonds then outstanding, upon surrender for cancellation of such Bonds in equal aggregate principal amounts.

Section 15. Defeasance. In the event money and/or non-callable Government Obligations maturing at such times and bearing interest to be earned thereon in amounts sufficient to redeem and retire any or all of the Bonds in accordance with their terms are set aside in a special trust account to effect such redemption or retirement and such moneys and the principal of and interest on such Government Obligations are irrevocably set aside and pledged for such purpose, then no further payments need be made to pay or secure the payment of the principal of and interest on such Bonds and such Bonds shall be deemed not to be outstanding.

Section 16. Exchange of Bonds; Amendatory Loan Agreement. The Bonds shall be delivered to the Bond Bank in exchange for the Refunded Bond. Subject to the limitations provided in Sections 2 and 4, each of the City Manager and the Finance Director is hereby authorized to determine the aggregate principal amount, maturity amounts, interest rates, yields, dated date, principal and interest payment dates, record dates for principal and interest payments, and other details of the Bonds; provided that: (i) the principal amount of each maturity of the Bonds shall not exceed the principal amount of the portion of the corresponding maturity of the Bond Bank Bonds that is allocated to the making of a loan to the City; and (ii) the interest rate on each maturity of the Bonds shall not exceed the interest rate on the corresponding maturity of the Bond Bank Bonds. Based upon the foregoing determinations, each of the City Manager and the Finance Director is authorized to negotiate and execute the Amendatory Loan Agreement.

Section 17. Authority of Officers. The Mayor, the acting Mayor, the City Manager, the acting City Manager, the Finance Director, the acting Finance Director, the City Clerk, and the acting City Clerk each is authorized and directed to do and perform all things and determine all matters not determined by this Resolution, to the end that the City may carry out its obligations under the Bonds and this Resolution. The City Manager and the Finance Director each is further authorized from time to time to approve a revised schedule of principal payment amounts and interest rates for the Bonds, in accordance with the refinancing provisions of the Loan Agreement, in connection with a refunding of the Bond Bank Bonds, so long as the said officer finds that the revised debt service schedule is financially advantageous to the City. The City Manager and the Finance Director, each is authorized to sign an amendment to the Loan Agreement that sets forth the revised debt service schedule, and the City Manager, acting City Manager, the Finance Director, acting Finance Director, , the City Clerk and the acting City Clerk and other appropriate officers of the City are authorized and directed to take such steps, to do such other things, and to execute such letters, certificates, agreements, or instruments as in their judgment may be necessary, appropriate or desirable for refinancing the Bonds in connection with a refunding of the Bond Bank Bonds.

Section 18. Prohibited Sale of Bonds. No person, firm or corporation, or any agent or employee thereof, acting as financial consultant to the City under an agreement for payment in connection with the sale of the Bonds, is eligible to purchase the Bonds as a member of the original underwriting syndicate either at public or private sale.

Section 19. Ongoing Disclosure. The City acknowledges that, under Rule 15c2-12 of the Securities and Exchange Commission (the “Rule”), the City may now or in the future be an “obligated person” with respect to the Bond Bank Bonds. In accordance with the Rule and as the Bond Bank may require, the City shall enter into a continuing disclosure agreement and undertake to provide certain annual financial information and operating data as shall be set forth in the Amendatory Loan Agreement.

Section 20. Miscellaneous.

- A. All payments made by the City of, or on account of, the principal of or interest on the Bonds shall be made on the several Bonds ratably and in proportion to the amount due thereon, respectively, for principal or interest as the case may be.
- B. No recourse shall be had for the payment of the principal of or the interest on the Bonds or for any claim based thereon or on this Resolution against any member of the Council or officer of the City or any person executing the Bonds. The Bonds are not and shall not be in any way a debt or liability of the State of Alaska or of any political subdivision thereof, except the City, and do not and shall not create or constitute an indebtedness or obligation, either legal, moral or otherwise, of said state or of any political subdivision thereof, except the City.

Section 21. Severability. If any one or more of the provisions of this resolution shall be declared by any court of competent jurisdiction to be contrary to law, then such provision shall be null and void and shall be deemed separable from the remaining provisions of this Resolution and shall in no way affect the validity of the other provisions of this Resolution or of the Bonds.

Section 22. Effective Date. This resolution shall take effect upon adoption.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 6th day of May, 2020.

BRIAN GABRIEL, SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

**FORM OF
AMENDATORY LOAN AGREEMENT**

THIS AMENDATORY LOAN AGREEMENT, dated as of the [___] day of [____] 20[___] (the "Loan Agreement"), between the Alaska Municipal Bond Bank (the "Bank"), a body corporate and politic constituted as an instrumentality of the State of Alaska (the "State") exercising public and essential governmental functions, created pursuant to the provisions of Chapter 85, Title 44, Alaska Statutes, as amended (the "Act"), having its principal place of business at Juneau, Alaska, and [_____], Alaska, a duly constituted _____ of the State (the "[City] [Borough]"):

WITNESSETH:

WHEREAS, pursuant to the Act, the Bank is authorized to issue bonds and loan money (the "Loans") to governmental units; and

WHEREAS, the [City] [Borough] is a "Governmental Unit" as defined in the General Bond Resolution of the Bank hereinafter mentioned and is authorized to accept a Loan from the Bank, evidenced by its municipal bond; and

WHEREAS, to provide for the issuance of bonds of the Bank to obtain from time to time money with which to make, and or refinance, municipal Loans, the Board of Directors of the Bank (the "Board") adopted its General Obligation Bond Resolution on July 13, 2005, as amended (the "General Bond Resolution"); and

WHEREAS, the Board approved certain modifications to the General Bond Resolution, effective on the date when all bonds issued under the terms of the General Bond Resolution, prior to February 19, 2013, cease to be outstanding; and

WHEREAS, the Bank made a Loan to the [City] [Borough] from proceeds of the Bank's _____ Bonds, _____ Series ____ ("_____ Series __ Bonds") in the amount of \$_____, evidenced by a Loan Agreement dated _____ 1, _____ (the "Loan Agreement") between the Bank and the [City] [Borough]; and

WHEREAS, the Bank's _____ Series ____ Bonds were issued pursuant to the terms of the Bank's General Bond Resolution, as amended and supplemented by a series resolution; and

WHEREAS, as security for repayment of the Loan and as provided in the [_____] Loan Agreement, the [City] [Borough] issued its _____ Bond, _____ Series __, dated _____, _____ (the "Municipal Bond") of which the Bank is the registered owner; and

WHEREAS, the Bank has determined that refunding a portion of the outstanding ____ Series __ Bonds will result in a debt service savings thereon and on the Municipal Bond; and

WHEREAS, on April 29, 2020, the Board adopted Series Resolution No. 2020-01 (the "Series Resolution" and, together with the General Bond Resolution, the "Bond Resolution") authorizing, among other things, the issuance of its General Obligation and Refunding Bonds, 2020 Series One (the "Refunding Bonds"), in part to refund a portion of the ____ Series __ Bonds; and

WHEREAS, to effect the proposed refunding and resulting debt service savings on the ____ Series __ Bonds and the Municipal Bond, and to conform the terms of the Loan Agreement to the current practices of the Bank, it is necessary to amend the terms of the Loan Agreement and to provide for the issuance by the [City][Borough] to the Bank of the [City's][Borough's] _____ Bond (the "_____ Municipal Bonds" and together with the _____ Municipal Bond, the "Municipal Bond") and for the refunding of the [City's][Borough's] Municipal Bond as provided herein.

NOW, THEREFORE, the parties agree as follows:

1. The Bank will refund a portion of the outstanding _____ Series __ Bonds as provided in the Series Resolution. The amounts of the principal installments of the Municipal Bond corresponding to the refunded maturities of the ____ Series __ Bonds, and the interest payable thereon, shall be adjusted pro rata in accordance with the debt service payable on the Refunding Bonds, as set forth in the _____ Municipal Bond delivered to the Bank in exchange for the ____ Municipal Bond. The ____ Municipal Bond shall mature in the principal amounts and bear interest at the rates per annum as stated on Exhibit A appended hereto.

2. Section 2 of the _____ Loan Agreement is amended to include the following paragraph:

The [City] [Borough] represents that it has duly adopted or will adopt all necessary ordinances or resolutions, including [Ordinance] [Resolution] No. _____, adopted on _____ __, 20__ (the "[City] [Borough] Refunding [Ordinance] [Resolution]" and together with the [City's][Borough's] _____ [Resolution][Ordinance], the "[City's][Borough's] [Resolution][Ordinance]"), and has taken or will take all proceedings required by law to enable it to enter into this Amendatory Loan Agreement and to issue its _____ Municipal Bond to the Bank and that the _____ Municipal Bond will constitute [a general obligation bond, secured by the full faith and credit] [a revenue bond, a special and limited obligation] of the [City] [Borough], all duly authorized by the [City] [Borough] Refunding [Ordinance] [Resolution].

3. The _____ Municipal Bond shall be subject to optional prepayment prior to maturity on and after the same date, and on the same terms as the Refunding Bonds may be subject to optional redemption as set forth in Appendix A.

4. [] of the ____ Loan Agreement is amended to include the following paragraph:

The [City][Borough] represents that the [City's][Borough's] [Resolution][Ordinance] is in full force and effect and has not been amended, supplemented or otherwise modified, other than by the [City][Borough] Refunding [Resolution]Ordinance] and as previously certified by the [City][Borough] to the Bank.

5. [Section [] of the ____ Loan Agreement is amended by replacing the current language with the following:

The [City] [Borough] agrees that if its bonds constitute twenty percent (20%) or more of the outstanding principal of municipal bonds held by the Bank under its General Bond Resolution it shall provide to the Bank for inclusion in future official statements of the Bank and the Bank's annual reports, to the extent required by the Bank's continuing disclosure undertakings, financial and operating information of the City of the type and in the form requested by the Bank.

The [City] [Borough] further agrees that if its bonds constitute twenty percent (20%) or more of the outstanding principal of municipal bonds held by the Bank under its General Bond Resolution, it shall execute a continuing disclosure agreement prepared by the Bank for purpose of Securities and Exchange Commission Rule 15c2-12, adopted under the Securities and Exchange Act of 1934.]

[6. A new Section __ is added to the Loan Agreement, as follows:

The [City] [Borough] hereby agrees to keep and retain, until the date six years after the retirement of the ____ Municipal Bond, or any bond issued to refund the ____ Municipal Bond, or such longer period as may be required by the [City's] [Borough's] record retention policies and procedures, records with respect to the investment, expenditure and use of the proceeds derived from the sale of its ____ Municipal Bond, including without limitation, records, schedules, bills, invoices, check registers, cancelled checks and supporting documentation evidencing use of proceeds, and investments and/or reinvestments of proceeds. The [City] [Borough] agrees that all records required by the preceding sentence shall be made available to the Bank upon request.]

[7. A new Section __ is added to the ____ Loan Agreement, as follows:

The [City] [Borough] hereby agrees that it shall fully fund, at the time of loan funding, its debt service reserve fund (in an amount equal to \$_____) which secures payment of principal and interest on its Municipal Bond, and that such fund shall be held in the name of the [City] [Borough] with the Trustee. The [City] [Borough] further agrees that the yield on amounts held in such debt service reserve account shall be restricted to a yield not in excess of _____ percent.]

8. A new Section __ is added to the ____ Loan Agreement, as follows:

(a) The [City] [Borough] hereby certifies that all ____ Municipal Bond proceeds, except for those proceeds that are accounted for as transferred proceeds in the arbitrage certificate for its ____ Municipal Bond, have been expended prior to the date hereof.

(b) The [City] [Borough] hereby certifies that to date all required rebate calculations relating to the ____ Municipal Bond have been timely performed and the [City] [Borough] has remitted any necessary amount(s) to the Internal Revenue Service.

(c) The [City] [Borough] hereby certifies that (i) the ____ Municipal Bond was issued exclusively for new money purposes; and (ii) the ____ Municipal Bond has not previously been used to directly or indirectly advance refund a prior issue of any municipal bonds of the [City][Borough].]

9. A new Section __ is added to the ____ Loan Agreement, as follows:

Except as heretofore amended and as amended hereby, the Loan Agreement will remain in full force and effect so long as the ____ Municipal Bond remains outstanding.

IN WITNESS WHEREOF, the parties hereto have executed this Amendatory Loan Agreement as of the date first set forth above.

ALASKA MUNICIPAL BOND BANK

By: _____
DEVEN MITCHELL
Executive Director

[CITY] [BOROUGH], ALASKA

By: _____

Its: _____

EXHIBIT A

_____, Alaska
_____, _____ Series __, As Amended on _____, 20__

Principal Sum of \$ _____

Principal Payment Date
(_____ 1, 20__)

Principal
Amount

Interest
Rate

Principal installments shall be payable on _____ 1 in each of the years, and in the amounts set forth above. Interest on the _____ Municipal Bond shall be payable on _____ 1, 20__, and thereafter on _____ 1 and _____ 1 of each year.

[Prepayment Provisions: The Municipal Bond principal installments are not subject to prepayment prior to maturity.]

Optional Prepayment: The Municipal Bond principal installments due on or after _____ 1, 20__ are subject to prepayment in whole or in part at the option of the [City] [Borough] on any date on or after _____ 1, 20__, at a price of 100% of the principal amount thereof to be prepaid, plus accrued interest to the date of prepayment.



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Terry Eubank
DATE: April 3, 2020
SUBJECT: **Resolution 2020-22**

The purpose of this memo is to recommend adoption of Resolution 2020-22 which will authorize the advanced refunding of the City's 2010 Library Expansion Bonds.

The 2010 Library Expansion Bonds totaled \$2,000,000 and were issued for to expand the Kenai Community Library. The original bonds were a combination of traditional tax-exempt bonds and taxable Recovery Zone Economic Development Bonds. All tax-exempt bonds have been retired leaving only the taxable Recovery Zone Economic Development Bonds. These bonds are callable in October of this year.

Resolution 2020-22 will authorize the issuance of new tax-exempt bonds from which the proceeds will be used to retire the original bonds. The new bonds will be at a lower interest rate resulting in lower debt service over the remaining ten years of the debt. Total savings are estimated at \$84,802.69 with a present value of \$75,620.08. Future debt service will be reduced by an average of \$8,480 per year.

Your support is respectfully requested.



Sponsored by: Legal

CITY OF KENAI

RESOLUTION NO. 2020-23

A RESOLUTION OF THE CITY OF KENAI, ALASKA, APPROVING AN EXCEPTION TO THE COLLECTIONS POLICY FOR DELINQUENT AMBULANCE BILLS TO ELIMINATE OUT OF POCKET COLLECTION FOR COVID-19 TREATMENT/TRANSPORT TO COMPLY WITH FEDERAL FUNDING REQUIREMENTS.

WHEREAS, the City of Kenai Fire Department provides emergency healthcare and ambulance services with certain associated fees; and,

WHEREAS, Resolution No. 2011-06 approved a Collection Policy for Delinquent City Ambulance Bills; and,

WHEREAS, \$15,000 has been deposited in City accounts from the CARES Act Provider Relief Fund; and,

WHEREAS, these funds are federal payments to healthcare providers, such as the City's Fire Department, conditioned on providers agreeing not to seek out-of-pocket payments from COVID-19 patients; and,

WHEREAS, it is in the best interest of the City of Kenai to amend its Collection Policy for Delinquent City Ambulance Bills to eliminate out-of-pocket collection for COVID-19 treatment and transport.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

Section 1. That the City's Collection Policy for Delinquent City Ambulance Bills is amended by adding a new Section 4 to read as follows:

Patients who have an unpaid balance after receiving a minimum of two invoices, and after receiving notification of the City's Charity Care Policy, shall be subject to the following collection procedures:

1. The City shall issue a demand for payment indicating the balance owed and providing documentation of the City's Charity Care Policy. The demand shall include a date by which the City must be paid in full or by which the patient must make written repayment arrangements with the City.
2. Patients may enter into a payment plan with the City for payment of their past-due balance. A payment plan may include a signed confession of judgement, a written repayment agreement, an assignment of their Alaska Permanent Fund dividend, or any combination thereof.

3. Patients failing to satisfy their account by payment, by approval for charity care, and/or by entering into a repayment plan by the due date may be turned over to the City's third-party collection agent for further collection action.
4. As an exception to this Policy and any other billing policies or practices of the City of Kenai, patients treated or transported for COVID-19 symptoms by the City of Kenai Fire Department shall not be billed for out-of-pocket expenses.

Section 2. That this resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 6th day of May, 2020.

BRIAN GABRIEL, SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
FROM: Scott Bloom, City Attorney
DATE: April 28, 2020
SUBJECT: **Resolution 2020-23**

The City received \$15,000 from the CARES Act Provider Relief Fund for healthcare services provided by the Fire Department. As a condition of acceptance of the funds, the City must agree to forego out-of-pocket payments from patients treated and transported for COVID-19. Amending the City's current Collection Policy for Delinquent City Ambulance Bills to exclude out-of-pocket collection from patients treated and transported for COVID-19 will assure compliance with the CARES Act Provider Relief Fund. The proposed amendment is provided below in underline:

Patients who have an unpaid balance after receiving a minimum of two invoices, and after receiving notification of the City's Charity Care Policy, shall be subject to the following collection procedures:

1. The City shall issue a demand for payment indicating the balance owed and providing documentation of the City's Charity Care Policy. The demand shall include a date by which the City must be paid in full or by which the patient must make written repayment arrangements with the City.
2. Patients may enter into a payment plan with the City for payment of their past-due balance. A payment plan may include a signed confession of judgement, a written repayment agreement, an assignment of their Alaska Permanent Fund dividend, or any combination thereof.
3. Patients failing to satisfy their account by payment, by approval for charity care, and/or by entering into a repayment plan by the due date may be turned over to the City's third-party collection agent for further collection action.
4. As an exception to this Policy and any other billing policies or practices of the City of Kenai, patients treated or transported for COVID-19 symptoms by the City of Kenai Fire Department shall not be billed for out-of-pocket expenses.

Your consideration is appreciated.



Sponsored by: Administration

CITY OF KENAI

RESOLUTION NO. 2020 - 24

A RESOLUTION OF THE CITY OF KENAI, ALASKA, SELECTING THE SUCCESSFUL FIRM FOR THE PROFESSIONAL ENVIRONMENTAL / CIVIL ENGINEERING & CONSTRUCTION ADMINISTRATION SERVICES FOR KENAI MUNICIPAL WATER, SEWER AND WASTEWATER CAPITAL IMPROVEMENT PROJECTS REQUEST FOR PROPOSALS.

WHEREAS, the City of Kenai released a Request for Proposals on March 9, 2020 for a term agreement to provide Professional Engineering Services for the Kenai Municipal Water, Sewer and Wastewater Capital Improvement Projects; and,

WHEREAS, proposals were due on March 31, 2020; and,

WHEREAS, the City received proposals from HDL Engineering Consultants, HDR Engineering and Jacobs; and,

WHEREAS, a selection committee reviewed all of the proposals with the scoring results indicated below; and,

Firm	Score
HDL Engineering Consultants	286
HDR Engineering	276
Jacobs	241.6

WHEREAS, Administration recommends retaining HDL Engineering Consultants, to provide the requested Engineering Services from approximately May 18, 2020 through May18, 2023, with an option to extend for two one year terms with both parties consent; and,

WHEREAS, each individual Project shall be negotiated separately with HDL Engineering Consultants within budgeted amounts and with no minimum quantity of work guaranteed; and,

WHEREAS, Administration and the Public Works Department are in concurrence that award of this agreement is in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

Section 1. That the Kenai City Council authorizes the City Manager to execute a term agreement with HDL Engineering Consultants, to provide Professional Engineering Services to the City for three years beginning on approximately May 18, 2020 with the option to extend for two successive one-year terms by mutual consent of the parties at the discretion of the City Manager. Each project shall be negotiated separately with HDL Engineering Consultants, within budgeted amounts and no minimum quantity of work is guaranteed.

Section 2. That this Resolution takes effect immediately upon adoption.

ADOPTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 6th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Scott Curtin
DATE: May 6, 2020
SUBJECT: **Resolution 2020-24**

The City released a Request for Proposals on March 9, 2020 with Proposals due on March 31, 2020 for a term contract to provide Professional Engineering Services for the Kenai Municipal Water, Sewer, and Wastewater Capital Improvement Projects.

Three proposals were received with HDL Engineering Consultants providing the highest scoring proposal.

Administration recommends retaining HDL Engineering Consultants to provide the requested AE Services from approximately May 18, 2020 through May 18, 2023, with an option to extend for two one year terms with consent from both parties.

Each individual project that arises will be negotiated separately with HDL Engineering within budgeted amounts with no minimum quantity of work guaranteed. Approval of this Resolution will allow the Public Works Department to begin to address the City's needs related to Water, Sewer & Wastewater as detailed within the Capital Improvement Plan.

Council's support is respectfully requested.

**KENAI CITY COUNCIL – REGULAR MEETING
APRIL 15, 2020 – 6:00 P.M.
KENAI CITY HALL
210 FIDALGO AVE., KENAI, AK 99611
MAYOR BRIAN GABRIEL, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai City Council was held virtually on April 15, 2020, in City Hall, Kenai, AK. Mayor Gabriel called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Mayor Gabriel led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Brian Gabriel, Mayor	Robert Molloy
Henry Knackstedt	Tim Navarre
Jim Glendening	Robert Peterkin
Glenese Pettey	

A quorum was present.

Also in attendance were:

Paul Ostrander, City Manager
Scott Bloom, City Attorney
Jamie Heinz, City Clerk

3. Agenda Approval

Mayor Gabriel noted the following revisions to the agenda and packet:

Add to item D.3.	Resolution 2020-19
	<ul style="list-style-type: none"> • Amendment Memo • Amendment Memo • Written Public Comments (two)

Add item D.4.	Resolution No. 2020-20
---------------	-------------------------------

Add to item J.1.	Ordinance No. 3114-2020
	<ul style="list-style-type: none"> • February KVCC Report

MOTION:

Vice Mayor Molloy **MOVED** to approve the agenda with the requested additions to the agenda and packet. Council Member Knackstedt **SECONDED** the motion and requested **UNANIMOUS CONSENT**.

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

4. **Consent Agenda**

MOTION:

Council Member Knackstedt **MOVED** to approve the consent agenda and requested **UNANIMOUS CONSENT**. Vice Mayor Molloy **SECONDED** the motion.

The items on the Consent Agenda were read into the record.

Mayor Gabriel opened the floor for public comment; there being no one wishing to be heard, the public comment period was closed.

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

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 councilmember 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

1. **Tim Dillon, Kenai Peninsula Economic Development District - COVID-19 Economic Impact Survey.**

Mr. Dillon reported that a survey was developed a couple of weeks ago to gather some baseline data to estimate and the regional impact to our economy. Due to COVID-19, the survey was conducted March 20 – 27 and was completed by 721 businesses across the Borough. He further noted the federal emergency funding process and clarified that in the next 30-45 days another survey was being conducted and he should have additional information, and could provide it to the City Clerk.

C. UNSCHEDULED PUBLIC COMMENTS – None.

D. PUBLIC HEARINGS

1. **Ordinance No. 3116-2020 - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Authorizing a Professional Services Agreement for the Design of the Airport Operations Sand Storage Facility Project. (Administration)**
 - **Substitute Ordinance No. 3116-2020**

MOTION:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3116-2020 and Council Member Navarre **SECONDED** the motion.

Mayor Gabriel opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

MOTION TO AMEND:

Council Member Navarre **MOVED** to amend by substitute Ordinance No. 3116-2020 and requested **UNANIMOUS CONSENT**; Council Member Knackstedt **SECONDED** the motion.

VOTE ON THE AMENDMENT: There being no objections, **SO ORDERED.**

The City Manager noted the storage facility would have a dual-purpose use and was significantly needed. It was clarified that some funding would be provided by the FAA and the location of the storage facility would be just north of the existing Airport Operations Facility.

VOTE ON MAIN MOTION AS AMENDED:

YEA: Gabriel, Peterkin, Glendening, Pettey, Molloy, Navarre, Knackstedt

NAY:

MOTION PASSED UNANIMOUSLY.

2. **Resolution No. 2020-18** - Awarding a Contract to Provide a Cybersecurity Audit. (Administration)

MOTION:

Council Member Navarre **MOVED** to adopt Resolution No. 2020-18 and requested **UNANIMOUS CONSENT**. Council Member Knackstedt **SECONDED** the motion.

Mayor Gabriel opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

The City Manager noted this was a grant from the Department of Homeland Security as part of a larger grant that the City received, and Securance Consulting was deemed the best option for the work. It was clarified the intent was for a one-time audit.

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

3. **Resolution No. 2020-19** - Recognizing the Successful Efforts of the State Leadership and Alaskan Residents to Slow the Spread of COVID-19 and Encouraging the Governor to Rescind or Modify COVID-19 Health Mandates 003: State Wide Closure Restaurants, Bars, Entertainment, 009: Personal Care Services and Gatherings, and 012: Intrastate Travel, as Soon as Reasonably Practical to Allow Alaskan Businesses to Resume Operations, Employees to Return to Work and Residents to Receive Services in a Safe Manner Observing Social Distancing Requirements. (Council Member Peterkin)

MOTION:

Council Member Peterkin **MOVED** to adopt Resolution No. 2020-19 and Vice Mayor Molloy **SECONDED** the motion.

Mayor Gabriel opened for public hearing; there being no one wishing to be heard, the public hearing was closed.

MOTION TO AMEND:

Council Member Peterkin **MOVED** to amend by adding a new section 3 to read, "Upon passage, a copy of this legislation shall be forwarded to Governor Mike Dunleavy and Kenai Peninsula Legislators Senator Peter Micciche, Senator Gary Stevens, Representative Gary Knopp, Representative Ben Carpenter and Representative Sarah Vance," and requested **UNANIMIOUS CONSENT**. Vice Mayor Molloy **SECONDED** the motion.

VOTE ON THE AMENDMENT: There being no objections, **SO ORDERED**.

MOTION TO AMEND:

Vice Mayor Molloy **MOVED** to amend Resolution No. 2020-19 by adding a whereas clause as the last whereas clause on page 2 to read, "Whereas, the City Council recognizes that Governor Dunleavy must make unprecedented, difficult decisions to limit the spread of COVID-19 virus statewide while protecting Alaskans' health and safety and Alaska's economy, and that changes to the restrictions in health mandates may be implemented in phases to meet the goal of flattening the infection curve and disrupting the spread of this virus." Council Member Peterkin **SECONDED** the motion.

Vice Mayor Molloy clarified the purpose to this amendment was to include words of support and compassion to the Governor and recognized the aggressive efforts to slow the spread of COVID-19. He further clarified that the whereas placement in the resolution had no priority preference, it did not affect the intent of the resolution.

The City Attorney noted there were no legal concerns with the resolution.

The City Manager noted the intent of the resolution was to recognize the Governor's efforts and efforts of all Alaskans in the aggressive actions, as well as suggested to specifically look at the three mandates and consider modifying or rescinding them as soon as practical.

MOTION TO AMEND THE AMENDMENT:

Council Member Knackstedt **MOVED** to place the new whereas clause as the 11th clause and Vice Mayor Molloy seconded. **UNANIMOUS CONSENT** was requested.

VOTE ON THE AMENDMENT TO THE AMENDMENT: There being no objections, **SO ORDERED**.

UNANIMOUS CONSENT was requested on the motion to amend.

VOTE ON THE MAIN MOTION AS AMENDED: There being no objection; **SO ORDERED**.

MOTION TO AMEND:

Council Member Navarre **MOVED** to amend Resolution No. 2020-19 by adding a whereas clause to read, "Whereas, the Governor's decision about when and how to re-open non-essential businesses, along with schools and other issues should put the health of residents first, and rely on science rather than politics;" and Vice Mayor Molloy **SECONDED** the motion.

Concern was expressed that it would make the message of urgency in getting people back to work, ineffective. It was also noted that it implied that the Governor was being persuaded by politics and not by science right now.

MOTION TO AMEND THE AMENDMENT:

Council Member Navarre **MOVED** to amend the amendment by removing "rather than politics" and Council Member Knackstedt **SECONDED** the motion and requested **UNANIMOUS CONSENT**.

The City Attorney noted that this whereas clause would need to be in conjunction with a title change because it noted schools.

VOTE ON THE AMENDMENT TO THE AMENDMENT: There being no objections, **SO ORDERED**.

MOTION TO AMEND THE AMENDMENT:

Council Member Navarre **MOVED** to amend the amendment by removing "along with schools and other issues", to now read as, "Whereas, the Governor's decision about when and how to re-open non-essential businesses should put the health of residents first, and rely on science." Council Member Knackstedt **SECONDED** the motion and requested **UNANIMOUS CONSENT**.

VOTE ON THE AMENDMENT TO THE AMENDMENT: There being no objections, **SO ORDERED**.

VOTE ON THE AMENDMENT:

YEA: Molloy, Navarre, Knackstedt
NAY: Peterkin, Glendening, Pettey, Gabriel

MOTION FAILED.

MOTION TO AMEND:

Council Member Navarre **MOVED** to amend Resolution No. 2020-19 by moving language in the title to read, "...Encouraging the Governor as Soon as Reasonably Practical to Rescind or Modify...; and Vice Mayor Molloy **SECONDED** the motion.

It was clarified that the purpose of moving the wording was to put more emphasis on caution by having it at the forefront, not change the intent of the resolution.

VOTE ON THE AMENDMENT:

YEA: Glendening, Pettey, Molloy, Navarre, Knackstedt, Gabriel
NAY: Peterkin

MOTION PASSED.

5. **Resolution No. 2020-20** – Supporting H.R. 6467-Coronavirus Community Relief Act, Providing Enhanced Coronavirus Relief Funds to Units of Local Governments with a Population of 500,000 or Less. (Mayor Gabriel)

[Clerk's Note: This item was added during approval of the agenda.]

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2020-20 and Vice Mayor Molloy **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

It was clarified that this would be in support of House Bill 6467 to allocate funding for smaller communities across the country, a relief funding to help bridge the gap that was occurring with COVID-19 and would make the City of Kenai eligible.

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

E. MINUTES

1. *Regular Meeting of March 18, 2020. (City Clerk)

Approved by the consent agenda.

2. *Special Meeting of March 24, 2020. (City Clerk)

Approved by the consent agenda.

3. *Regular Meeting of April 1, 2020. (City Clerk)

Approved by the consent agenda.

F. UNFINISHED BUSINESS – None.

G. NEW BUSINESS

1. ***Action/Approval** – Bills to be Ratified. (Administration)

Approved by the consent agenda.

2. ***Action/Approval** - Purchase Orders Over \$15,000. (Administration)

Approved by the consent agenda.

3. ***Ordinance No. 3117-2020** - Appropriating Funds in the Airport Fund, Accepting a Grant from the Federal Aviation Administration and Appropriating Funds in the Airport Equipment Capital Project Fund for the Purchase of Snow Removal Equipment (SRE) – Loader With Attachments. (Administration)

Introduced by the consent agenda and public hearing set for May 6, 2020.

4. ***Ordinance No. 3118-2020** - Increasing Estimated Revenues and Appropriations By \$1,287.44 in the General Fund – Police Department for State Traffic Grant Overtime Expenditures. (Administration)

Introduced by the consent agenda and public hearing set for May 6, 2020.

5. ***Ordinance No. 3119-2020** - Increasing General Fund Estimated Revenues and Appropriations by \$26,542 in the General Fund Parks, Recreation and Beautification Department for an Increase of a Grant from the United States Environmental Protection Agency Passed Through the State of Alaska Department of Environmental Conservation for Bacteria Level Monitoring on the City's Beaches from March 1, 2020 Through June 30, 2020. (Administration)

Introduced by the consent agenda and public hearing set for May 6, 2020.

6. **Discussion** – Schedule a Work Session to Review and Discuss the Fiscal Year 2021 City of Kenai Budget. (Mayor Gabriel)

The work session was set for Saturday, April 25 beginning at 9 a.m. via Zoom virtual meeting. The City Clerk noted hard copies of the budget would be mailed to Council Members.

7. **Discussion** - City Response to COVID-19. (Administration)

The City Manager reported COVID-19 was a primary focus with the health and safety of the employees and continuing to provide critical support to the residents. He noted an update of the 114 employees, there was an increase for need in the workplace, reducing the employees at home from 32 to 26 and the Governor's Health Mandate 014 on April 13 would allow FEMA reimbursement for those employees. He added that the next effort was with City of Kenai Resolution 2020-20 supporting Legislative Bill 6467 offering financial support of lost revenues to smaller municipalities. Additionally, the City of Kenai received \$1.6 million from the CARES Act in support of the Kenai Municipal Airport.

The City Manager reported that Department heads met to discuss how and when to begin bringing employees back to work, with the health and safety as top priority. He clarified regarding the Personal Use fishery this summer, noting measures taken to allow opening and safety for the attendant such as a payment kiosk outside and a microphone system.

The City Attorney clarified the Governor had the ultimate authority in an emergency but because the City declared a disaster declaration, the City could exercise police powers for the health and safety of the residents and further regulate.

H. COMMISSION/COMMITTEE REPORTS

1. Council on Aging – No report; next meeting May 14.
2. Airport Commission – No report; next meeting May 14.
3. Harbor Commission – No report; next meeting May 11.
4. Parks and Recreation Commission – No report; next meeting May 7.

5. Planning and Zoning Commission – Met on April 8 – approved two plats; next meeting May 13.
6. Beautification Committee – No report; next meeting May 12.
7. Mini-Grant Steering Committee – No report.

I. REPORT OF THE MAYOR

Mayor Gabriel reported that Chamber luncheons were being canceled, but a joint proclamation was declared through a Zoom meeting broadcast for National Public Safety Telecommunications Week on April 12-18, 2020. He further thanked City Administration and the employees for their dedication, proactiveness, and offered reassurance to residents during this trying time.

J. ADMINISTRATION REPORTS

1. City Manager – City Manager P. Ostrander reported on the following:
 - Hired new Deputy Chief, Mark Anderson, a long-time employee of the Kenai Fire Department;
 - The new Fire Truck arrived today, provided by a grant several years ago; Fire Department excited to have it here;
 - Trying to determine how to best manage the Recreation Center and the Boys and Girls Club for the remainder of this fiscal year;
 - Provided an update on the Bluff Erosion Project - progressing forward; and
 - In discussion with the City of Soldotna, there was interest in offering a financial incentive to residents to spend locally and get a credit towards utilities accounts or a refund check; he could bring forth a resolution for Council review at the next meeting.
2. City Attorney – City Attorney S. Bloom reported Administration was working through Ravn Airlines no longer working at the Kenai Municipal Airport; gathering information to determine best path forward. He also reported that online tax was now being collected through the Commission and should receive a report at the end of the month to see what the financials look like for the City.
3. City Clerk – City Clerk J. Heinz provided a reminder that the findings of the feasibility study on elections by mail would be presented to the Kenai Peninsula Borough Assembly on May 5 and she would provide an update to Council. She shared concerns by other municipalities regarding COVID-19 come election time.

K. ADDITIONAL PUBLIC COMMENT

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*) - None.
2. Council Comments

Council members expressed support of a resolution offering financial incentive to Kenai residents that support local businesses and thanked the City Clerk with all her assistance and a smooth meeting through Zoom.

Council Member Peterkin thanked Administration for help with Resolution No. 2020-19 and noted positively about seeing all members over video for the meeting.

Council Member Glendening spoke in favor of meeting in-person as soon as practical, noting discussions without distraction in-person was more efficient.

Council Member Knackstedt expressed appreciation for the City Manager’s hard work, leadership, and teamwork at the City especially right now.

Council Member Molloy thanked Administration for their thorough reports and Resolution No. 2020-20 brought forward, the benefit and information of COVID-19 on the agenda, and was looking forward to meeting in Council Chambers again.

Council Member Navarre noted the concern about the schools and businesses shut down but the benefits of the early decisions in hunkering down to address COVID-19, and encouraged everyone to stay safe and follow the Governor’s recommendations while finding a best way forward for businesses.

Council Member Pettey noted that the situation with COVID-19 illustrated the connectivity of the community and the gain of an appreciation when getting to go in public or shaking a hand without worry. She also noted excitement on the progress of the Kenai Municipal Airport. She thanked all community members shopping locally, to stay safe and keep social distancing so that everyone return to more normal activities sooner.

L. EXECUTIVE SESSION

- 1. Discussion of the City Manager’s Evaluation which may be a Subject that Tends to Prejudice the Reputation and Character of the City Manager [AS 44.62.310(C)(2)].

MOTION:

Vice Mayor Molloy **MOVED** to enter into executive session to discuss the City Manager’s Evaluation which may be a Subject that Tends to Prejudice the Reputation and Character of the City Manager [AS 44.62.310(C)(2)], and requested the presence, as needed, of the City Manager. Council Member Glendening **SECONDED** the motion.

VOTE:

YEA: Gabriel, Peterkin, Glendening, Pettey, Molloy, Navarre, Knackstedt
NAY:

MOTION PASSED UNANIMOUSLY.

Council reconvened in open session and it was noted for the record that Council met in executive session and reviewed and discussed the City Manager’s performance evaluation with the City Manager and reported the evaluation of his performance was positive.

M. PENDING ITEMS – None.

N. ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 10:33 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of April 15, 2020.

Jamie Heinz, CMC
City Clerk

**KENAI CITY COUNCIL – SPECIAL MEETING
APRIL 16, 2020 – 5:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611**

MINUTES

A. CALL TO ORDER

A Special Meeting of the Kenai City Council was held on April 16, 2020, in City Hall Council Chambers, Kenai, AK. Mayor Gabriel called the meeting to order at 5:00 p.m.

1. Pledge of Allegiance

Mayor Gabriel led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

- | | |
|----------------------|----------------|
| Brian Gabriel, Mayor | Robert Molloy |
| Henry Knackstedt | Tim Navarre |
| Jim Glendening | Glenese Pettey |
| Robert Peterkin | |

A quorum was present.

Also in attendance were:

- Scott Bloom, City Attorney
- Jamie Heinz, City Clerk

3. Agenda Approval

MOTION:

Vice Mayor Molloy **MOVED** to approve the agenda and requested **UNANIMOUS CONSENT**. Council Member Knackstedt **SECONDED** the motion.

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

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

There was no one in attendance to provide public testimony.

C. EXECUTIVE SESSION

- 1. Review and Discussion of the City Attorney’s Evaluation which may be a Subject that Tends to Prejudice the Reputation and Character of the City Attorney [AS 44.62.310(C)(2)].

MOTION:

Vice Mayor Molloy **MOVED** to enter into executive session to review and discuss the City Attorney’s evaluation which may be a subject that tends to prejudice the reputation and character of the City Attorney [AS44.62.310(C)(2)]; requested the attendance of City Attorney, Scott Bloom, as needed. Council Member Knackstedt **SECONDED** the motion.

VOTE:

YEA: Knackstedt, Gabriel, Glendening, Navarre, Molloy, Peterkin, Pettey
NAY:

MOTION PASSED UNANIMOUSLY.

Council reconvened in open session and it was noted for the record that Council met in executive session and reviewed and discussed the City Attorney’s performance evaluation with the City Attorney and reported the evaluation of his performance was positive.

City Attorney Bloom was dismissed from the meeting at 6:17 p.m.

- 2. Review and Discussion of the City Clerk’s Evaluation which may be a Subject that Tends to Prejudice the Reputation and Character of the City Clerk [AS 44.62.310(C)(2)].

MOTION:

Vice Mayor Molloy **MOVED** to enter into executive session to review and discuss the City Clerk’s evaluation which may be a subject that tends to prejudice the reputation and character of the City Clerk [AS44.62.310(C)(2)]; requested the attendance of City Clerk, Jamie Heinz, as needed. Council Member Navarre **SECONDED** the motion.

VOTE:

YEA: Knackstedt, Gabriel, Peterkin, Navarre, Glendening, Pettey, Molloy
NAY:

MOTION PASSED UNANIMOUSLY.

Council reconvened in open session and it was noted for the record that Council met in executive session and reviewed and discussed the City Clerk’s performance evaluation with the City Clerk and reported the evaluation of her performance was positive.

D. ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 7:13 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of April 16, 2020.

Jamie Heinz, CMC
City Clerk

**KENAI CITY COUNCIL WORK SESSION
FY2121 BUDGET
APRIL 25, 2020 – 9:00 A.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
MAYOR GABRIEL, PRESIDING**

NOTES

Council present: Mayor Gabriel, Vice-Mayor Molloy, J. Glendening, H. Knackstedt, R. Peterkin, G. Pettey, T. Navarre

Others present: City Manager P. Ostrander, Finance Director T. Eubank, City Attorney S. Bloom, City Clerk J. Heinz, Human Resources Director S. Brown, City Planner E. Appleby, Public Works Director S. Curtin, Buildings Official M. Wesson, Airport Director M. Bondurant, Parks & Recreation Director B. Frates, Senior Center Director K. Romain, Library Director K. Wolfe, Fire Chief T. Prior, Police Chief D. Ross

A. Call to Order

Mayor Gabriel called the work session to order at approximately 9:00 a.m.

B. Budget Introduction – Paul Ostrander, City Manager

City Manager Ostrander provided an introduction on the FY2021 Budget process, noting the difficulty in preparing the budget given the current pandemic and unknown levels of funding. He added that the capital budget had been decreased and pushed out, a 14-hour per week driver position was eliminated from the Senior Center, the staff share of health insurance benefits was being increased by 1%, and the use of General Fund, Fund Balance of \$XX. Ostrander discussed the Capital Improvement Plan and a 0.9% seasonal sales tax, beginning FY2022, to fund the plan. Focusing on keeping Kenai in the best position possible.

C. General and Revenue Overview Presentation – Terry Eubank, Finance Director

Finance Director Eubank provided a general overview including COVID-19 factors, Cost of Living Allowance increase to salaries, health benefits, and on-behalf PERS funding. He also discussed the Capital Projects Funding included in the budget. He also reviewed the transition of staff share of health benefits from 10% to 15% in future years, the fleet replacement plan and a reduction in vehicles being maintained, general fund revenues, special and capital expenditures, and Fund Balance Policy compliance.

D. Department Presentations

1. City Manager

City Manager Ostrander provided an overview of his mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting changes in the marketing budget.

Visitor Center – an overview of the visitor center mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget was provided.

Land Administration – overview of the land administration mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget was provided noting finalization of the land management plan and leasing incentive implementation.

2. Human Resources

Human Resources Director Brown provided an overview of the Human Resources mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget. Noting shifts in performance measures and contracts for recruitment software.

3. Planning & Zoning

City Planner Appleby provided an overview of the Planning and Zoning mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget. Sign code and GIS mapping projects were discussed.

4. Finance

Finance Director Eubank provided an overview of the Finance Department mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting the fleet replacement plan, the need for additional IT staff, and introduction of electronic timekeeping. Technology protections were discussed. Eubank also noted the possibility of the development of a fleet replacement fund.

Non-Departmental - an overview of the Non-Departmental budget was provided noting PERS on-half funding, the use of airline mileage to reduce travel costs, library bonds, special projects, and capital improvement projects. Eubank also discussed the plan to transition from janitorial contracts to staffing three or four – fourteen hour positions for janitorial.

5. Legal

City Attorney Bloom highlighted the Legal Department's mission, FY20 Goals and FY21 Goals from the draft budget noting an increase to professional services for bond counsel as the library bond is refinanced.

6. Police

Chief Ross provided an overview of the Police Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting statistics was difficult to track due to changes in the law and now the pandemic. Also noted the school resource officer was able to get back into schools since the department's staffing is sufficient; investigators have caught up on their work and are able to switch to crime prevention.

Communications – an overview of the Communication Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting they were focusing on speed of dispatching the department was facing loss of long-term staff. Ross also discussed grants.

Animal Control - an overview of the Animal Control Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting the number of animals taken in had seen an uptick somewhat due to the collaboration with Soldotna Animal Control; continuously trying to increase patrols and responsible ownership trainings.

7. Fire

Fire Chief Prior provided an overview of the Fire Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting the need for knowing what businesses were located in Kenai to do fire inspections in those establishments, increasing collaboration with senior and assisted living facilities, and with Home Depot for supply of fire alarms and CO detectors.

8. Public Works

Public Works Director Curtin provided an overview of the Public Works Administration's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting the implementation of the Capital Improvement Plan and the Fleet Replacement Plan to the best of their ability.

Safety – an overview of the Safety Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget was provided noting communications testing due to the pandemic.

Shop - an overview of the Shop Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget was provided noting the reduction in pieces of equipment in the Fleet Replacement Plan and reduction in maintenance supplies.

Streets – an overview of the Streets Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget was provided noting an intention to lease two graders, reducing the fleet; also Beaver Loop Road coming online, increasing the lane miles that are maintained.

Buildings – an overview of the Buildings Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget was provided noting facility maintenance, city-wide, was a focus.

Street Lighting - an overview of the Street Lighting Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget was provided noting GIS system was being updated on a regular basis with street light data.

Boating Facility – an overview of the Boating Facility Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget was provided noting dock repairs and cathodic protection would be accomplished soon.

9. Library

Director Wolfe provided an overview of the Library Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting the increase in virtual programming due to the pandemic.

10. Parks, Recreation & Beautification

Director Frates provided an overview of the Parks, Recreation, & Beautification Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting some of the planned changes to the dipnet fee shack operations which will help the department remain fully staffed and the upcoming work to eliminate and reforest due to spruce bark beetle kill.

11. City Clerk

City Clerk Heinz provided an overview of the City Clerk Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting the

Legislative – an overview of the Legislative Department's mission, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting reductions to travel and grants.

It was asked that the travel and \$2,000 for miscellaneous grants be put back into the budget.

12. Personal Use Fishery Fund

a. General, Revenue, and Department Overview

Director Eubank noted revenue projections for the Personal Use Fishery Fund for FY21. Capital Improvements, efficiencies, and modifications to operations due to the pandemic were discussed.

13. Water & Sewer Fund

a. General and Revenue Overview

Director Eubank advised 97% of water & sewer fund revenues were usage fees and fees were not being proposed to be changed. He also reviewed capital improvements and noted the rate survey accomplished in 2011 provided a fund balance which would be utilized to maintain the infrastructure.

b. Water & Sewer Departments

Public Works Director Curtin provided an overview of staffing, upcoming projects, and budget reductions due to purchases made in FY2020. Curtin also noted the master plan documents were set to be updated.

c. Wastewater Treatment Plant

An overview of staffing, operations, the plant's capabilities, and proposed projects was provided.

14. Airport Fund

a. General and Revenue Overview

Director Eubank presented an overview of the Airport Fund, including revenue sources, CARES Act funding, the fund balance, and special and capital projects.

b. Airport Departments

Director Bondurant provided an overview of the five Airport Department budgets missions, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting the desire to bring and keep concessions and leasing to 100%. Bondurant also discussed special project requests, maintaining certain FAA certification, and positive feedback on the new training props at the training facility.

15. Senior Citizen Fund

a. General and Revenue Overview

Director Eubank provided an overview of revenue sources noting most funding came from state and other grants, explained a discrepancy in the grant from Kenai Peninsula Borough, expenditures, and fund balance supplements.

b. Senior Citizen Fund Departments

Director Romain provided an overview of the Senior Citizen Fund Departments missions, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting cost savings realized in the fleet and the opportunity to make food selections at the Food Bank. Romain also explained a past increase in drivers due to the choice waiver program noting the program had significantly reduced and the reduction in meals drivers followed suit and combining job duties would eliminate any shortfall in the meals delivery. She also explained the reasons behind cancelling the March for Meals fundraiser.

16. Congregate Housing

a. General and Revenue Overview

Director Eubank provided an overview of revenue sources, occupancy, and capital projects related to the congregate housing fund.

b. Congregate Housing Fund Departments

Director Romain provided an overview of the Senior Citizen Fund Departments missions, FY20 Goals, FY21 Goals, and future considerations from the draft budget noting occupancy and turnover which impacted maintenance costs; also noted a possible internal move policy and discussed the waiting list maintenance they have conducted.

17. Employee Health Care Fund

a. General, Revenue, and Department Overview

Director Eubank provided an overview of the Employee Health Care Fund, which was an internal service fund, noting it was in its fourth year and was created to offset annual increases. Projected revenue sources, the need for protecting the reserves, utilization, and fund balance were discussed. The transition to increased staff share was discussed.

18. Equipment Replacement Fund

a. General, Revenue, and Department Overview

Director Eubank provided an overview of the Equipment Replacement Fund noting it funds equipment replacements for General Fund departments; explained how the fund worked and provided an overview of the schedule of replacement.

19. Fleet Replacement Fund

a. General, Revenue, and Department Overview

Director Eubank provided an overview of the Fleet Replacement Fund, explaining its inception, efficiency adjustments made, and a utilization plan. An overview of the amount the fund charged departments and the schedule of replacement was provided.

20. Permanent Funds

a. General, Revenue, and Department Overview

Director Eubank provided an overview of the General Land Sale Permanent Fund noting how it can be utilized and reviewed projected revenues; also explained the recent sharp decline was not reflected in the projections. He also noted the need to maintain in the market despite sharp reductions. Director Eubank also provided an overview of the Airport Land Sale Permanent Fund and the projected revenues for the fund. He also noted the projected draw from the Airport Land Sale Permanent Fund.

21. Debt Service

Director Eubank provided an overview of the debt service methodology noting it was currently being refinanced.

E. Public Comment

There was no one wishing to be heard.

F. Council Comments

The exceptional work of the staff was noted

Council Member Knackstedt expressed gratitude for the process noting he expected a mil rate increase; will be interested in hearing more on the seasonal sales tax in future years; appreciated the fund balance.

Council Member Peterkin expressed gratitude for the work accomplished.

Council Member Pettey expressed appreciation for the budget process and safeguards in place that kept the City financially secure.

Council Member Navarre noted great job on the budget; hopes forecasts are off; believes residents will be happy with the budget.

Council Member Glendening noted he was pleased with what he heard; suggested other agencies might be able to assist with parks and sidewalks.

Vice Mayor Molloy expressed gratitude to staff for the work of administration for the thoughtful budget; appreciated the slides ahead of time; noted good discussion.

Mayor Gabriel expressed appreciation for time spent producing the budget despite the trying circumstances; are on the right course as well as we can be at this time.

G. Adjournment

The work session adjourned at 5:55 p.m.

Notes were prepared by:

Jamie Heinz, CMC
City Clerk

PAYMENTS OVER \$15,000.00 WHICH NEED COUNCIL RATIFICATION
 COUNCIL MEETING OF: MAY 6, 2020

VENDOR	DESCRIPTION	DEPARTMENT	ACCOUNT	AMOUNT
PERS	PERS	VARIOUS	LIABILITY	91,444.95
HOMER ELECTRIC	ELECTRIC USAGE	VARIOUS	UTILITIES	100,756.77
ENSTAR NATURAL GAS	GAS USAGE	VARIOUS	UTILITIES	46,407.26
INTEGRITY JANITORIAL	MARCH SERVICE AT CITY HALL	NON-DEPT.	REPAIR & MAINTENANCE	1,389.00
PRECIOUS JANITORIAL	MARCH SERVICE AT LIBRARY	LIBRARY	REPAIR & MAINTENANCE	2,795.00
PRECIOUS JANITORIAL	MARCH SERVICE AT TERMINAL	AIRPORT	REPAIR & MAINTENANCE	4,495.00
PRECIOUS JANITORIAL	MARCH SERVICE AT POLICE	POLICE	REPAIR & MAINTENANCE	978.00

INVESTMENTS

VENDOR	DESCRIPTION	MATURITY DATE	AMOUNT	Effect. Int.
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PURCHASE ORDERS OVER \$15,000.00 WHICH NEED COUNCIL APPROVAL
 COUNCIL MEETING OF: MAY 6, 2020

VENDOR	DESCRIPTION	DEPT.	ACCOUNT	AMOUNT
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INCREASE OF EXISTING PURCHASE ORDER

VENDOR	DESCRIPTION	P.O. # - DEPT.	REASON	AMOUNT	TOTAL PO AMT
SADLER PROPERTY MGMT.	FY20 CONTRACTOR'S FEE	118373 - CONGREGATE HOUSING	EMERGENCY REPAIRS & COVID-19 RELATED SERVICES	4,999.99	68,409.55



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Kathy Romain, Senior Center Director
DATE: April 3, 2020
SUBJECT: **Purchase Order Increase to Sadler Property Management**

The purpose of this memo is to request a change order to purchase order #118373 to Sadler Property Management for the FY20 Contractor's Fee for Vintage Pointe Manor.

Due to the increased amount of snow fall during the winter months requiring more time and the extra services provided for the COVID-19 Pandemic, the purchase order requires additional funds and would be broken down as follows:

*Emergency Repairs and Parts	\$1,999.99
COVID-19 Related Services	<u>3,000.00</u>
Total	<u>\$4,999.99</u>

*Emergency parts and repairs historically were paid through the department. The current contract dated October 1, 2019, allows these to be paid through the Contractor.

Thank you for your consideration.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3120-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, ACCEPTING \$26,545.90 IN ASSET FORFEITURE SHARING FUNDS AND APPROPRIATING THOSE FUNDS INTO THE POLICE MACHINERY & EQUIPMENT AND SMALL TOOLS ACCOUNTS FOR THE PURPOSE OF PURCHASING LAW ENFORCEMENT EQUIPMENT.

WHEREAS, In March of 2020 the Kenai Police Department received asset forfeiture sharing funds in the amount of \$26,545.90 from the United States Drug Enforcement Administration (DEA); and,

WHEREAS, the Police Department, pursuant to conditions of acceptance, will utilize the forfeiture funds to purchase law enforcement equipment for use by the Police Department.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to accept these Equitable Sharing Funds in the amount of \$26,545.90 and to expend the funds to fulfill the purpose and intent of this ordinance.

Section 2. That the estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues –	
Forfeitures	<u>\$26,545.90</u>
 Increase Appropriations –	
Police – Small Tools	\$ 376.35
Police – Machinery & Equipment	<u>26,169.55</u>
	<u>\$26,545.90</u>

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 4. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 20th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, City Clerk

Approved by Finance: 

Introduced: May 6, 2020
Enacted: May 20, 2020
Effective: May 20, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: David Ross, Police Chief

DATE: April 20, 2020

SUBJECT: **Ordinance No. 3120-2020, Accepting Drug Forfeiture Funds**

The Kenai Police Department received \$26,545.90 in asset forfeiture sharing funds from the United States Drug Enforcement Administration (DEA). Those funds were shared with the Kenai Police Department after being forfeited to the DEA and are subject to federal "Equitable Sharing" requirements to be used for Law Enforcement. The funds were forfeited in connection with drug investigation cases, for which the regional drug task force (including the Kenai Police Department) was involved.

I am respectfully requesting consideration of the ordinance appropriating \$26,545.90 into the General Fund Accounts: Police- Small Tools - \$376.35 and Police – Machinery & Equipment - \$25,545.90 accounts to pay for law enforcement equipment. The primary purchases made with these funds are anticipated to be a new recording system for the dispatch center that will record 911 calls and radio traffic, and two new mobile radios to go in anticipated FY21 purchased police vehicles.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3121-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2020 AND ENDING JUNE 30, 2021, AMENDING THE SALARY SCHEDULE IN KENAI MUNICIPAL CODE CHAPTER 23.55- PAY PLAN AND AMENDING EMPLOYEE CLASSIFICATIONS IN KENAI MUNICIPAL CODE CHAPTER 23.50.

WHEREAS, it is a requirement of the Code of the City of Kenai, Alaska, that the City Council, not later than the tenth day of June, adopt a budget for the following fiscal year and make appropriation of the monies needed; and,

WHEREAS, the fiscal year 2021 Budget includes a 0.22% increase to the City's Salary Schedule; and,

WHEREAS, the pay increase will go into effect beginning July 1, 2020.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That certain document entitled "City of Kenai Fiscal Year 2021 Annual Budget" which is available for examination by the public in the Office of the City Clerk, the City's website and is incorporated herein by reference is hereby adopted as the budget for the City of Kenai for the fiscal year commencing July 1, 2020 and ending June 30, 2021.

Section 2. The following sums of money are hereby appropriated for the operations of the City of Kenai for the fiscal year commencing on the first day of July, 2020, and ending the 30th day of June, 2021, to be expended consistent with and subject to the restrictions, procedures, and purposes set forth in the Code of the City of Kenai and to be expended substantially by line item in the manner shown in the budget adopted by Section 1 hereof:

General Fund	\$ 16,890,473
Enterprise Fund –	
Congregate Housing Fund	755,181
Internal Service Funds:	
Equipment Replacement Fund	590,633
Fleet Replacement Fund	74,811
Employee Health Care Fund	<u>3,133,762</u>
Total Internal Service Funds	3,799,206
Special Revenue Funds:	
Personal Use Fishery Fund	478,062

Water & Sewer Fund	3,492,330
Airport Fund	3,109,245
Senior Citizen Fund	<u>935,002</u>
Total Special Revenue Funds	8,014,639

Permanent Funds:	
Airport Land Sale Permanent Fund	955,050
General Land Sale Permanent Fund	<u>139,523</u>
Total Permanent Revenue Funds	1,094,573

Debt Service Fund – Library Expansion Bonds	<u>172,011</u>
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Total All Funds	<u><u>\$30,726,083</u></u>
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Section 3. Amendment of Salary Schedule in Chapter 23.55 of the Kenai Municipal Code: That the Salary Schedule in Kenai Municipal Code Chapter 23.55-Pay Plan, is hereby replaced in its entirety to read as follows:

Classified employees excluding those engaged in fire protection activities.

Range	A	B	C	D	E	F	AA	BB	CC
Step									
1	\$10.52	\$10.78	\$11.05	\$11.31	\$11.57	\$11.84	\$12.10	\$12.36	\$12.62
1.1	11.04	11.32	11.59	11.87	12.14	12.42	12.70	12.97	13.25
2	11.75	12.04	12.34	12.63	12.93	13.22	13.51	13.81	14.10
2.1	12.37	12.68	12.99	13.30	13.61	13.92	14.23	14.53	14.84
2.2	13.08	13.41	13.73	14.06	14.39	14.72	15.04	15.37	15.70
2.3	13.74	14.08	14.43	14.77	15.11	15.46	15.80	16.14	16.49
2.4	16.04	16.44	16.84	17.24	17.64	18.05	18.45	18.85	19.25
2.5	18.18	18.63	19.09	19.54	20.00	20.45	20.91	21.36	21.82
3	18.29	18.75	19.20	19.66	20.12	20.58	21.03	21.49	21.95
4	19.21	19.69	20.17	20.65	21.13	21.61	22.09	22.57	23.05
5	20.16	20.66	21.17	21.67	22.18	22.68	23.18	23.69	24.19
6	21.16	21.69	22.22	22.75	23.28	23.81	24.33	24.86	25.39
7	22.24	22.80	23.35	23.91	24.46	25.02	25.58	26.13	26.69
8	23.36	23.94	24.53	25.11	25.70	26.28	26.86	27.45	28.03
9	24.52	25.13	25.75	26.36	26.97	27.59	28.20	28.81	29.42
10	25.73	26.37	27.02	27.66	28.30	28.95	29.59	30.23	30.88
11	27.02	27.70	28.37	29.05	29.72	30.40	31.07	31.75	32.42
12	28.40	29.11	29.82	30.53	31.24	31.95	32.66	33.37	34.08
13	29.79	30.53	31.28	32.02	32.77	33.51	34.26	35.00	35.75
14	31.29	32.07	32.85	33.64	34.42	35.20	35.98	36.77	37.55
15	32.84	33.66	34.48	35.30	36.12	36.95	37.77	38.59	39.41
16	34.49	35.35	36.21	37.08	37.94	38.80	39.66	40.53	41.39
17	36.21	37.12	38.02	38.93	39.83	40.74	41.64	42.55	43.45
18	38.01	38.96	39.91	40.86	41.81	42.76	43.71	44.66	45.61
19	39.92	40.92	41.92	42.91	43.91	44.91	45.91	46.91	47.90
20	41.92	42.97	44.02	45.06	46.11	47.16	48.21	49.26	50.30
21	44.04	45.14	46.24	47.34	48.44	49.55	50.65	51.75	52.85
22	46.20	47.36	48.51	49.67	50.82	51.98	53.13	54.29	55.44
23	48.53	49.74	50.96	52.17	53.38	54.60	55.81	57.02	58.24
24	51.02	52.30	53.57	54.85	56.12	57.40	58.67	59.95	61.22

Classified employees engaged in fire protection activities

Range	A	B	C	D	E	F	AA	BB	CC
	Step								
13	21.28	21.81	22.34	22.88	23.41	23.94	24.47	25.00	25.54
14	22.35	22.91	23.47	24.03	24.59	25.14	25.70	26.26	26.82
15	23.47	24.06	24.64	25.23	25.82	26.40	26.99	27.58	28.16
16	24.64	25.26	25.87	26.49	27.10	27.72	28.34	28.95	29.57
17	25.88	26.53	27.17	27.82	28.47	29.12	29.76	30.41	31.06

Department Head Service employees

Range	Minimum	Maximum
18	\$79,084	\$104,382
19	81,108	109,586
20	87,201	115,117
21	91,591	120,903
22	96,108	126,857
23	100,944	133,256
24	106,120	140,076

Section 4. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

Section 5. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect July 1, 2020.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 20th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, City Clerk

Approved by Finance: *J. Lub*

Introduced: May 6, 2020
Enacted: May 20, 2020
Effective: July 1, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Terry Eubank

DATE: April 3, 2020

SUBJECT: Ordinance 3121-2020 Adopting the FY2021 City of Kenai Budget

The purpose of this memo is to summarize the changes that have been proposed to the FY2021 Budget since disbursement of work session materials on April 15th, and to communicate the result of these changes on each of the City’s operating funds. The following are the Administration’s recommended changes that have been incorporated into the draft budget and appropriating ordinance. Amounts in brackets () are decreases and amounts without bracket are increases. New summary pages for the all funds, after incorporating the changes, are attached for your review.

Administration Recommended Amendments:

General Fund

Expenditures:

Clerk – Health & Life Insurance	\$(574)
Legal – Health & Life Insurance	(574)
Manager – Health & Life Insurance	(574)
Human Resources – Health & Life Insurance	(287)
Finance – Health & Life Insurance	(1,363)
Non-Departmental Transfers Out	(1,225)
Planning & Zoning – Health & Life Insurance	(488)
Police – Health & Life Insurance	(5,453)
Fire – Health & Life Insurance	(5,740)
Communications – Health & Life Insurance	(2,296)
Animal Control – Health & Life Insurance	(861)
Public Works Administration – Health & Life Insurance	(418)
Shop – Health & Life Insurance	(861)
Streets – Health & Life Insurance	(1,559)
Buildings – Health & Life Insurance	(665)
Library – Health & Life Insurance	(1,865)
Parks, Recreation & Beautification – Health & Life Insurance	(1,251)
Boating Facility – Health & Life Insurance	(80)
	<u>\$(26,134)</u>

These changes are the result of increasing the employee's share of health and life insurance costs by 1% to 11% from 10%.

General Fund

Expenditures:

Visitor Center – Professional Services	\$10,000
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This increase is needed to reflect the negotiated amount for the facility management services to be provided by the Kenai Chamber of Commerce

General Fund

Expenditures:

Manager – Travel & Transportation	\$(3,000)
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Recommended reduction by City Manager.

General Fund

Expenditures:

Non-Departmental – Salaries	\$ 21,948
Non-Departmental - Medicare	318
Non-Departmental – Social Security	1,361
Non-Departmental – Unemployment Insurance	110
Non-Departmental – Workers Compensation	345
Non-Departmental – Repair & Maintenance Supplies	1,228
Non-Departmental – Small Tools	610
Non-Departmental – Repair & Maintenance	(20,000)
Police – Salaries	10,609
Police - Medicare	154
Police – Social Security	658
Police – Unemployment Insurance	53
Police – Workers Compensation	167
Police – Repair & Maintenance Supplies	1,176
Police – Small Tools	305
Police – Repair & Maintenance	(11,736)
Library – Salaries	10,609
Library - Medicare	154
Library – Social Security	658
Library – Unemployment Insurance	53
Library – Workers Compensation	167
Library – Repair & Maintenance Supplies	1,176
Library – Small Tools	305
Library – Repair & Maintenance	(33,540)
	<u><u>\$(13,112)</u></u>

These changes are needed to implement the plan to hire four (4), fourteen (14) hour per week janitors to provide janitorial services to the Kenai Community Library, Kenai City Hall, and Kenai Police Department in lieu of contracting these services out.



General Fund

Expenditures:

Non-Departmental – Machinery & Equipment	\$14,000
Non-Departmental – Printing & Binding	(2,900)
	<u>\$11,100</u>

To provide for the purchase of a replacement copier for City Hall with a payback period of less than four years because of lower per copy costs for maintenance and supplies.

General Fund

Expenditures:

Shop – Operating Supplies	\$(7,400)
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Recommended reduction by department because of reductions in the size of the City’s overall fleet which it is maintaining.

General Fund

Expenditures:

Streets – Rentals	\$48,800
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The cost for rental of two (2) moto graders for five months each year was inadvertently omitted from the draft document. Its inclusion is critical to the plan to sell two (2) existing moto graders and replace with rented units annually.

General Fund

<u>Total Administration Recommended Expenditure Changes</u>	<u>\$20,254</u>
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Personal Use Fishery Fund

Expenditures:

Streets – Health & Life Insurance	\$(44)
Parks, Recreation & Beautification – Health & Life Insurance	(182)
Dock – Health & Life Insurance	(33)

<u>Total Administration Recommended Expenditure Changes</u>	<u>\$(259)</u>
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These changes are the result of increasing the employee’s share of health and life insurance costs by 1% to 11% from 10%.

Airport Fund

Revenues:

Terminal Rents & Leases	\$(107,856)
Terminal Parking Fees	(25,000)
Usage Fees – Landing	(56,626)

<u>Total Administration Recommended Revenue Changes</u>	<u>\$(189,482)</u>
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Revision to original revenue estimates projecting no second signatory airline for one-half (1/2) of the fiscal year.

Expenditures:

Terminal – Health & Life Insurance	\$(479)
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Airfield – Health & Life Insurance	(573)
Administration – Health & Life Insurance	(479)
Other Buildings & Areas – Health & Life Insurance	(184)
<u>Total Administration Recommended Expenditure Changes</u>	<u>\$(1,715)</u>

These changes are the result of increasing the employee’s share of health and life insurance costs by 1% to 11% from 10%.

Congregate Housing Fund

Expenditures -

Congregate Housing – Health & Life Insurance	<u>\$(172)</u>
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These changes are the result of increasing the employee’s share of health and life insurance costs by 1% to 11% from 10%.

Water & Sewer Fund

Expenditures:

Water – Health & Life Insurance	\$(703)
Sewer – Health & Life Insurance	(670)
Wastewater Treatment Plant– Health & Life Insurance	(895)
<u>Total Administration Recommended Expenditure Changes</u>	<u>\$(2,268)</u>

These changes are the result of increasing the employee’s share of health and life insurance costs by 1% to 11% from 10%.

Senior Citizen Fund

Revenues -

Transfer From General Fund	<u>\$(1,225)</u>
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Senior Citizen Fund

Expenditures:

Access – Health & Life Insurance	\$(359)
Congregate Meals – Health & Life Insurance	(334)
Home Meals – Health & Life Insurance	(285)
Transportation – Health & Life Insurance	(86)
Choice Waiver– Health & Life Insurance	(199)
<u>Total Administration Recommended Expenditure Changes</u>	<u>\$(1,263)</u>

These changes are the result of increasing the employee’s share of health and life insurance costs by 1% to 11% from 10%.

Employee Health Care Fund

Revenues:

Charge for Services	\$(30,619)
Participant Premiums	<u>30,960</u>
<u>Total Administration Recommended Revenue Changes</u>	<u>\$ 341</u>

These are the revenue impacts of increasing the employee’s share of health and life insurance costs by 1% to 11% from 10%.



City of Kenai
Fiscal Year 2021 Operating Budget

General Fund
Budget Projection

	Actual FY2018	Actual FY2019	Original Budget FY2020	Projection FY2020	Proposed FY2021	Projection FY2022	Projection FY2023
TAXABLE VALUES (000'S)	\$ 871,076	\$ 871,829	\$ 892,023	\$ 894,277	\$ 907,656	\$ 921,528	\$ 935,891
MILL RATE	4.35	4.35	4.35	4.35	4.35	4.35	4.35
REVENUES							
Property & Sales Taxes							
Property Tax	3,868,445	3,890,087	3,940,692	3,950,304	3,977,338	4,078,474	4,139,703
Sales Tax	6,854,253	7,159,094	7,387,175	6,988,193	7,116,759	8,856,364	9,077,773
Total Property & Sales Taxes	<u>10,722,698</u>	<u>11,049,181</u>	<u>11,327,867</u>	<u>10,938,497</u>	<u>11,094,097</u>	<u>12,934,838</u>	<u>13,217,476</u>
Intergovernmental Revenue:							
PERS Funding	218,726	414,458	470,553	470,553	634,517	653,553	673,160
Community Assistance	250,852	210,345	171,001	174,116	76,068	76,068	76,068
Fish Tax	118,543	128,413	130,000	61,077	100,000	103,000	106,090
Other	101,120	140,088	60,500	210,428	110,300	115,815	121,606
Total State/Federal Revenue	<u>689,241</u>	<u>893,304</u>	<u>832,054</u>	<u>916,174</u>	<u>920,885</u>	<u>948,436</u>	<u>976,924</u>
Other Revenue							
Licenses and Permits	93,863	85,212	105,500	111,000	86,000	88,580	91,237
Ambulance Fees	443,544	410,409	500,000	450,000	500,000	515,000	530,450
Interest	45,801	378,064	180,000	150,000	150,000	90,084	92,131
Other	585,268	652,774	659,146	713,045	659,911	679,708	700,099
Total Other Revenue	<u>1,168,476</u>	<u>1,526,459</u>	<u>1,444,646</u>	<u>1,424,045</u>	<u>1,395,911</u>	<u>1,373,372</u>	<u>1,413,917</u>
Total Revenues	<u>12,580,415</u>	<u>13,468,944</u>	<u>13,604,567</u>	<u>13,278,716</u>	<u>13,410,893</u>	<u>15,256,646</u>	<u>15,608,317</u>
Transfer From Other Funds							
Charges to other funds	1,542,390	1,568,593	1,596,000	1,596,000	1,681,100	1,731,533	1,783,479
Capital Projects / Special Revenue	-	283,221	50,000	50,000	50,000	50,000	50,000
Enterprise	400,000	-	-	-	-	-	-
Trust Fund	161,561	-	124,252	137,239	139,523	142,313	145,159
Total Transfers	<u>2,103,951</u>	<u>1,851,814</u>	<u>1,770,252</u>	<u>1,783,239</u>	<u>1,870,623</u>	<u>1,923,846</u>	<u>1,978,638</u>
Total Revenues and Transfers	<u>14,684,366</u>	<u>15,320,758</u>	<u>15,374,819</u>	<u>15,061,955</u>	<u>15,281,516</u>	<u>17,180,492</u>	<u>17,586,955</u>
EXPENDITURES/APPROPRIATIONS							
General Government	2,347,926	2,905,898	3,397,394	3,424,760	3,711,889	3,788,535	3,860,369
Public Safety	7,075,417	7,227,836	7,733,840	7,889,718	7,975,853	8,120,733	8,268,511
Public Works	2,270,210	2,267,632	2,399,834	2,416,629	2,511,588	2,455,007	2,500,534
Parks, Recreation & Cultural	2,134,422	2,117,734	2,244,028	2,289,066	2,172,565	2,076,262	2,114,527
Total Operating Expenditures	13,827,975	14,519,100	15,775,096	16,020,173	16,371,895	16,440,537	16,743,941
Transfers or Non-Operating	833,913	622,298	781,205	794,114	518,578	1,357,219	1,554,358
Total Expenditures/Appropriations	14,661,888	15,141,398	16,556,301	16,814,287	16,890,473	17,797,756	18,298,299
Total Surplus (Deficit)	22,478	179,360	(1,181,482)	(1,752,332)	(1,608,957)	(617,264)	(711,344)
Projected Lapse - 5%	-	-	788,755	801,009	818,595	822,027	837,197
Adjusted Surplus (Deficit)	22,478	179,360	(392,727)	(951,323)	(790,362)	204,763	125,853
Beginning Fund Balance	10,548,206	10,570,684	10,240,277	10,750,044	9,798,721	9,008,359	9,213,122
Ending Fund Balance	10,570,684	10,750,044	9,847,550	9,798,721	9,008,359	9,213,122	9,338,975
Restricted	(682,068)	(741,748)	(754,068)	(781,748)	(817,748)	(853,748)	(889,748)
Committed	(6,976,762)	(7,116,039)	(6,841,807)	(7,048,917)	(6,081,646)	(6,738,914)	(6,992,196)
Assigned	(2,416,658)	(2,418,240)	(2,251,675)	(1,968,056)	(2,108,965)	(1,620,460)	(1,457,031)
Unassigned Fund Balance	<u>\$ 495,196</u>	<u>\$ 474,017</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**City of Kenai
Fiscal Year 2021 Operating Budget**

**Budget Projection
Fund: 006 - Personal Use Fishery Fund**

	Actual FY2018	Actual FY2019	Original Budget FY2020	Projection FY2020	Proposed FY2021
Revenues					
PERS Grant	\$ 1,546	\$ 2,743	\$ 4,637	\$ 4,169	\$ 5,688
Usage Fees					
Beach Parking	174,613	118,309	146,460	144,330	146,460
Beach Camping	210,269	129,938	170,100	149,788	164,900
Dock Launch & Park	111,528	91,358	101,600	105,515	106,000
Dock Parking Only	12,010	9,547	10,800	11,736	12,000
Participant Drop-off Fee	7,481	5,943	6,715	4,698	6,715
Total Usage Fees	515,901	355,095	435,675	416,067	436,075
Miscellaneous Revenues					
Investment earnings	1,522	7,624	750	750	750
Other	674	(3,250)	(3,500)	(4,208)	(4,000)
Total Miscellaneous Revenues	2,196	4,374	(2,750)	(3,458)	(3,250)
Total Revenue	519,643	362,212	437,562	416,778	438,513
Expenditures					
Public Safety	114,542	92,515	88,051	88,146	81,211
Streets	32,938	42,695	55,235	55,290	50,389
Boating Facility	56,380	45,077	64,161	64,279	90,850
Parks, Recreation & Beautification	225,445	277,025	241,588	245,362	205,612
Total Expenditures	429,305	457,312	449,035	453,077	428,062
Transfers - General Fund	-	-	50,000	50,000	50,000
Total Expenditures & Transfers	429,305	457,312	499,035	503,077	478,062
Contribution To/(From) Fund Balance:	90,338	(95,100)	(61,473)	(86,299)	(39,549)
Projected Lapse	-	-	18,722	83,327	15,428
Adjusted (Deficit)/Surplus	90,338	(95,100)	(42,751)	(2,972)	(24,121)
Beginning Fund Balance	203,556	293,894	169,622	198,794	195,822
Ending Fund Balance	\$ 293,894	\$ 198,794	\$ 126,871	\$ 195,822	\$ 171,701

City of Kenai
Fiscal Year 2021 Operating Budget

Budget Projection
Fund: 010 - Water and Sewer Fund

	Actual FY2018	Actual FY2019	Original Budget FY2020	Projection FY2020	Proposed FY2021
Revenues					
PERS Grant	\$ 17,347	\$ 35,066	\$ 42,205	\$ 42,205	\$ 55,288
Usage Fees					
Service Hook-up	2,608	2,408	3,063	3,063	3,185
Residential Water	830,102	832,835	872,821	872,821	872,822
Commercial Water	327,519	328,718	349,128	349,128	349,129
Residential Sewer	1,182,083	1,183,824	1,245,429	1,245,429	1,245,430
Commercial Sewer	453,930	467,204	484,901	484,901	484,901
Total Usage Fees	<u>2,796,242</u>	<u>2,814,989</u>	<u>2,955,342</u>	<u>2,955,342</u>	<u>2,955,467</u>
Miscellaneous Revenues					
Penalty and Interest	36,959	43,415	41,600	41,600	41,600
Interest Earnings	11,775	108,222	12,480	12,480	12,480
Other	24,775	14,916	3,000	3,000	3,000
Total Miscellaneous Revenues	<u>73,509</u>	<u>166,553</u>	<u>57,080</u>	<u>57,080</u>	<u>57,080</u>
Total Revenues	<u>2,887,098</u>	<u>3,016,608</u>	<u>3,054,627</u>	<u>3,054,627</u>	<u>3,067,835</u>
Expenditures					
Water Department	841,231	898,037	1,037,087	1,098,432	919,415
Sewer Department	456,195	394,495	594,826	594,826	588,881
Wastewater Treatment Plant Department	1,116,312	1,141,780	2,055,544	2,055,544	1,984,034
Total Expenditures	<u>2,413,738</u>	<u>2,434,312</u>	<u>3,687,457</u>	<u>3,748,802</u>	<u>3,492,330</u>
Contribution To/(From) Fund Balance:	473,360	582,296	(632,830)	(694,175)	(424,495)
Projected Lapse (6%)	-	-	140,997	144,078	137,895
Adjusted (Deficit)/Surplus			(491,833)	(550,097)	(286,600)
Beginning Fund Balance	<u>2,070,432</u>	<u>2,543,792</u>	<u>2,936,894</u>	<u>3,126,088</u>	<u>2,575,991</u>
Ending Fund Balance	<u>\$ 2,543,792</u>	<u>\$ 3,126,088</u>	<u>\$ 2,445,061</u>	<u>\$ 2,575,991</u>	<u>\$ 2,289,391</u>

**City of Kenai
Fiscal Year 2021 Operating Budget**

**Fund: 008 - Airport Fund
Department: Airport Fund Summary**

	<u>Actual FY2018</u>	<u>Actual FY2019</u>	<u>Original Budget FY2020</u>	<u>Projection FY2020</u>	<u>Proposed FY2021</u>
Revenues					
State & Federal Grants	\$ 21,891	\$ 36,883	\$ 42,663	\$ 1,665,421	\$ 55,254
Usage Fees					
Fuel Sales	10,685	21,650	17,500	28,000	28,000
Fuel Flowage	12,093	9,571	15,000	10,000	15,000
Float Plane	722	1,554	750	750	750
Tie Down	6,832	7,130	7,500	7,500	7,500
Landing	401,556	410,697	505,500	307,500	300,874
Plane Parking	9,018	10,287	10,000	10,000	10,000
Total Usage Fees	<u>440,906</u>	<u>460,889</u>	<u>556,250</u>	<u>363,750</u>	<u>362,124</u>
Rents and Leases					
Land	691,152	570,675	563,293	563,293	504,665
Total Rents and Leases	<u>691,152</u>	<u>570,675</u>	<u>563,293</u>	<u>563,293</u>	<u>504,665</u>
Miscellaneous					
Penalty and Interest	7,513	4,926	5,000	5,000	5,000
Interest on Investments	20,563	155,283	35,000	35,000	35,000
Other	9,769	23,285	10,000	10,000	10,000
Total Miscellaneous	<u>37,845</u>	<u>183,494</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>
Terminal Revenue					
Parking Fees	223,360	229,757	250,000	175,000	200,000
Rents and Leases	317,431	355,868	395,344	355,344	367,645
Penalty and Interest	3,989	7,516	4,500	7,500	7,500
Car Rental Commissions	171,096	178,767	180,000	200,000	120,000
Advertising Commissions	10,648	13,940	9,000	9,000	12,000
Miscellaneous	3,983	3,366	1,500	3,000	3,000
Total Terminal Revenue	<u>730,507</u>	<u>789,214</u>	<u>840,344</u>	<u>749,844</u>	<u>710,145</u>
Transfers In					
Airport Land Trust Fund	1,210,348	1,203,690	908,811	928,251	955,050
Total Transfers In	<u>1,210,348</u>	<u>1,203,690</u>	<u>908,811</u>	<u>928,251</u>	<u>955,050</u>
Total Revenues	<u>3,132,649</u>	<u>3,244,845</u>	<u>2,961,361</u>	<u>4,320,559</u>	<u>2,637,238</u>
Expenditures					
Airport Terminal	578,328	2,121,504	616,753	617,312	666,607
Airport Airfield	1,631,810	1,744,189	1,750,795	1,776,919	1,874,687
Airport Administration	621,759	533,185	348,507	340,024	358,462
Airport Other Buildings and Areas	261,943	152,640	248,777	256,036	171,014
Airport Training Facility	36,125	257,088	38,474	507,209	38,475
Total Expenditures	<u>3,129,965</u>	<u>4,808,606</u>	<u>3,003,306</u>	<u>3,497,500</u>	<u>3,109,245</u>
Contribution To/(From) Fund Balance:	2,684	(1,563,761)	(41,945)	823,059	(472,007)
Projected Lapse (6%)	-	-	116,016	116,015	122,079
Adjusted (Deficit)/Surplus			74,071	939,074	(349,928)
Beginning Fund Balance	5,076,306	5,078,990	3,592,404	3,515,229	4,454,303
Ending Fund Balance	<u>\$ 5,078,990</u>	<u>\$ 3,515,229</u>	<u>\$ 3,666,475</u>	<u>\$ 4,454,303</u>	<u>\$ 4,104,375</u>

City of Kenai
Fiscal Year 2021 Operating Budget

Fund: 019 - Senior Citizens Fund
Department: Title III Summary

	Actual FY2018	Actual FY2019	Original Budget FY2020	Projection FY2020	Proposed FY2021
Revenues					
State Grants	\$ 198,577	\$ 204,464	\$ 205,831	\$ 205,831	\$ 212,504
USDA Grant	18,958	24,938	20,000	20,000	20,000
Choice Waiver	195,012	135,444	125,000	125,000	125,000
KPB Grant	126,207	126,207	126,207	126,207	161,612
United Way	9,598	3,631	15,000	-	-
Rents and Leases	8,324	8,174	13,000	13,000	13,000
Donations	47,668	8,494	32,000	32,500	32,500
Donation - Senior Connection	50,000	100,000	50,000	50,000	50,000
Meal Donations	82,837	67,998	82,500	72,500	72,500
Transfer from General Fund - Operations	176,739	182,027	239,208	239,899	224,801
Transfer from General Fund - Capital	-	-	14,100	14,100	-
Other	(42)	(9)	300	300	300
Total Revenue	913,878	861,368	923,146	899,337	912,217
Expenditures					
Senior Citizen Access	157,065	140,539	191,256	191,415	180,075
Congregate Meals	220,661	231,082	261,266	264,057	262,518
Home Meals	205,562	202,637	223,664	224,663	230,951
Senior Transportation	80,087	80,929	104,527	104,596	100,417
Choice Waiver	250,503	232,910	165,893	166,066	161,041
Total Expenditures	913,878	888,097	946,606	950,797	935,002
Contribution To/(From) Fund Balance:	-	(26,729)	(23,460)	(51,460)	(22,785)
Projected Lapse (3%)	-	-	23,460	23,586	22,785
Adjusted (Deficit)/Surplus	-	(26,729)	-	(27,874)	-
Beginning Fund Balance	-	-	-	(26,729)	(54,603)
Ending Fund Balance	\$ -	\$ (26,729)	\$ -	\$ (54,603)	\$ (54,603)

**City of Kenai
Fiscal Year 2021 Operating Budget**

**Budget Projection
Fund: 009 - Congregate Housing Fund**

	Actual FY2018	Actual FY2019	Original Budget FY2020	Projection FY2020	Proposed FY2021
Revenues					
PERS Grant	\$ 1,153	\$ 1,995	\$ 2,865	\$ 2,865	\$ 3,909
Rents and Leases	394,618	407,714	406,145	401,145	417,533
Interest on Investments	2,558	21,630	4,000	4,000	4,000
Miscellaneous	(300)	474	-	(707)	-
Total Revenues	398,029	431,813	413,010	407,303	425,442
 Expenses	475,300	455,468	496,568	496,568	495,181
Net Income (loss)	(77,271)	(23,655)	(83,558)	(89,265)	(69,739)
Beginning Retained Earnings	506,832	570,007	482,690	679,542	609,723
Capital Asset Acquisitions	-	(7,256)	-	(121,000)	-
Allocated to Capital Projects	-	(121,000)	-	-	(260,000)
Credit for Depreciation	140,446	140,446	140,446	140,446	140,446
Available Retained Earnings	\$ 570,007	\$ 558,542	\$ 539,578	\$ 609,723	\$ 420,430

**City of Kenai
Fiscal Year 2021 Operating Budget**

**Fund: 011 - Employee Health Care Fund
Department: 18 - Health Care Fund Summary**

	Actual FY2018	Actual FY2019	Original Budget FY2020	Projection FY2020	Proposed FY2021
Revenues					
Charge for Services	\$ 1,903,581	\$ 2,148,495	\$ 2,436,200	\$ 2,436,200	\$ 2,636,734
Participant premiums	236,949	258,664	282,312	252,345	369,849
Transfer from Other Funds	-	-	-	-	-
Interest Earnings	836	9,285	1,000	4,000	6,000
Total Revenues	2,141,366	2,416,444	2,719,512	2,692,545	3,012,583
Expenses					
	2,010,581	2,257,555	2,598,511	2,598,511	3,133,762
Net Income (loss)	130,785	158,889	121,001	94,034	(121,179)
Beginning Retained Earnings	117,637	248,422	100,000	407,311	501,345
Available Retained Earnings	\$ 248,422	\$ 407,311	\$ 221,001	\$ 501,345	\$ 380,166
	FY2019	FY2020	FY2021	Difference	% Change
Employer cost per position:					
Full-time	\$ 20,031	\$ 22,715	\$ 24,700	\$ 1,985	8.74%
Part-time	10,016	11,358	12,350	992	8.73%
Employee monthly premiums:					
Employee only	\$ 98.00	\$ 102.00	\$ 129.00	\$ 27.00	26.47%
Employee with child(ren)	178.00	204.00	234.00	30.00	14.71%
Employee with spouse	196.00	185.00	257.00	72.00	38.92%
Employee with family	268.00	278.00	353.00	75.00	26.98%
Part-time employee only	455.00	469.00	567.00	98.00	20.90%
Part-time employee w/Children	1,173.00	1,394.00	1,436.00	42.00	3.01%
Part-time employee w/Spouse	1,349.00	1,212.00	1,649.00	437.00	36.06%
Part-time employee w/Family	2,070.00	2,141.00	2,522.00	381.00	17.80%

**City of Kenai
Fiscal Year 2021 Operating Budget**

**Fund: 061 - Equipment Replacement Fund
Department: 59 - Equipment Replacement Fund Summary**

	Actual FY2018	Actual FY2019	Original Budget FY2020	Projection FY2020	Proposed FY2021
Revenues					
Rents & Leases	\$ 324,104	\$ 369,949	\$ 321,754	\$ 321,326	\$ 314,507
Interest Earnings	7,006	40,479	14,000	25,000	30,000
Other income	-	-	25,000	513,750	75,000
Total Revenues	331,110	410,428	360,754	860,076	419,507
Expenses - Depreciation	160,125	162,060	190,000	190,000	190,633
Net Income (loss)	170,985	248,368	170,754	670,076	228,874
Transfers out	(400,000)	-	-	-	(400,000)
Total net income (loss) and transfers out	(229,015)	248,368	170,754	670,076	(171,126)
Beginning Net Position	3,157,316	2,928,301	4,136,538	3,176,669	3,846,745
Ending Net Position	2,928,301	3,176,669	4,307,292	3,846,745	3,675,619
Invested in Capital Assets	(1,754,920)	(2,578,197)	(2,404,366)	(2,583,643)	(2,393,010)
Unrestricted Net Position	\$ 1,173,381	\$ 598,472	\$ 1,902,926	\$ 1,263,102	\$ 1,282,609

**City of Kenai
Fiscal Year 2021 Operating Budget**

**Fund: 063 - Fleet Replacement Fund
Department: 59 - Fleet Replacement Fund Summary**

	Actual FY2018	Actual FY2019	Original Budget FY2020	Projection FY2020	Proposed FY2021
Revenues					
Rents & Leases	\$ -	\$ -	\$ -	\$ -	\$ 147,821
Interest Earnings	-	-	-	-	8,000
Other income	-	-	-	-	62,589
Transfer In	-	-	-	-	400,000
Captial Contribution	-	-	-	269,693	-
Total Revenues	-	-	-	269,693	618,410
Expenses - Depreciation	-	-	-	-	74,811
Net Income (loss)	-	-	-	269,693	543,599
Transfers out	-	-	-	-	-
Total net income (loss) and transfers out	-	-	-	269,693	543,599
Beginning Net Position	-	-	-	-	269,693
Ending Net Position	-	-	-	269,693	813,292
Invested in Capital Assets	-	-	-	-	(491,652)
Unrestricted Net Position	\$ -	\$ -	\$ -	\$ 269,693	\$ 321,640

**City of Kenai
Fiscal Year 2021 Operating Budget**

**Budget Projection
Land Sales Permanent Funds**

	<u>Actual FY2018</u>	<u>Actual FY2019</u>	<u>Original Budget FY2020</u>	<u>FY2020 Projection</u>	<u>Proposed FY2021</u>
FUND 082-52 Airport Land Sales Permanent Fund					
Revenues					
Acct. 36610 Investments Earnings	\$ 1,513,454	\$ 1,279,938	\$ 1,333,556	\$ 3,891,464	\$ 1,486,160
Acct. 36645 Interest on Land Sale Contracts	-	14,276	10,000	10,000	10,000
Acct. 33640 Land Sales	<u>9,234</u>	<u>455,207</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	1,522,688	1,749,421	1,343,556	3,901,464	1,496,160
Expenses					
Transfer to Airport Land System Fund	<u>1,210,348</u>	<u>1,203,690</u>	<u>908,811</u>	<u>928,251</u>	<u>955,050</u>
Contributions To/(From) Fund Balance	312,340	545,731	434,745	2,973,213	541,110
Beginning Fund Balance	<u>24,280,015</u>	<u>24,592,355</u>	<u>24,892,866</u>	<u>25,138,086</u>	<u>28,111,299</u>
Ending Fund Balance	<u>\$ 24,592,355</u>	<u>\$ 25,138,086</u>	<u>\$ 25,327,611</u>	<u>\$ 28,111,299</u>	<u>\$ 28,652,409</u>
FUND 081-52 General Land Sales Permanent Fund					
Revenues					
Acct. 36610 Investments Earnings	\$ 187,598	\$ 164,838	\$ 175,829	\$ 578,494	\$ 194,330
Acct. 36645 Interest on Land Sale Contracts	-	-	-	-	-
Acct. 33640 Land Sales	<u>54,001</u>	<u>775</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	241,599	165,613	175,829	578,494	194,330
Expenses					
Transfer to General Fund	<u>161,561</u>	<u>-</u>	<u>124,252</u>	<u>137,239</u>	<u>139,523</u>
Contributions To/(From) Fund Balance	80,038	165,613	51,577	441,255	54,807
Beginning Fund Balance	<u>3,049,939</u>	<u>3,129,977</u>	<u>3,156,822</u>	<u>3,295,590</u>	<u>3,736,845</u>
Ending Fund Balance	<u>\$ 3,129,977</u>	<u>\$ 3,295,590</u>	<u>\$ 3,208,399</u>	<u>\$ 3,736,845</u>	<u>\$ 3,791,652</u>

**City of Kenai
Fiscal Year 2021 Operating Budget**

Fund 048 - Debt Service

	Actual FY2018	Actual FY2019	Original Budget FY2020	Projection FY2020	Proposed FY2021
Revenues					
Bond Interest Subsidy	34,996	35,127	32,607	32,607	30,493
Transfer from General Fund	142,002	143,271	140,097	140,097	141,518
Total Revenue	176,998	178,398	172,704	172,704	172,011
Expenditures					
Parks, Recreation & Culture	176,998	178,398	172,704	172,704	172,011
Contributions To/From Fund Balance	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-
Ending Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3122-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, ACCEPTING AND APPROPRIATING A VOLUNTEER FIRE ASSISTANCE (VFA) GRANT FROM THE UNITED STATES DEPARTMENT OF AGRICULTURE FOREST SERVICE PASSED THROUGH THE STATE OF ALASKA DIVISION OF FORESTRY FOR THE PURCHASE OF FORESTRY FIREFIGHTING EQUIPMENT.

WHEREAS, City of Kenai Fire Department is a cooperator with Division of Forestry and has contracted personnel and equipment on major fire incidents on the Kenai Peninsula; and,

WHEREAS, grant funding will be used to purchase personal protective equipment (PPE) for our personnel, to be used while responding to Forest Fire Incidents; and,

WHEREAS, additional equipment will be purchased to improve response capabilities in our service area and assist Division of Forestry on incidents as a cooperator; and,

WHEREAS, the State of Alaska Division of Forestry has provided a grant in the amount of \$7,398.90 to assist the City of Kenai Fire Department in purchasing forestry firefighting gear, and,

WHEREAS, appropriation of this grant for its intended purpose is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to accept a grant from the United States Department of Agriculture Forest Service passed through the State of Alaska Division of Forestry in the amount of \$7,398.90 for the purchase of forestry firefighting equipment and is authorized to execute a grant agreement and to expend the grant funds to fulfill the purpose and intent of this Ordinance.

Section 2. That the estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues –	
Federal Grant – Fire	<u>\$7,398.90</u>

Increase Appropriations –	
Fire – Small Tools/Minor Equipment	<u>\$7,398.90</u>

Section 4. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such

judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 5. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 20th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: May 6th, 2020
Enacted: May 20th, 2020
Effective: May 20th, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Tony Prior, Fire Chief
DATE: April 3, 2020
SUBJECT: **Ordinance No. 3122-2020**

The City of Kenai Fire Department has been awarded a Volunteer Fire Assistance (VFA) grant in the amount of \$7,398.90 for the purchase of forestry firefighting gear from the United States Department of Agriculture Forest Service through State of Alaska Division of Forestry. The grant will fund the purchase of forestry firefighting pants and shirts for our newest personnel, along with equipment to place on our designated forestry response apparatus. This gear and equipment will enable us to respond in the appropriately with tools needed on forestry incidents.

Your consideration is appreciated.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3124-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, ACCEPTING AND APPROPRIATING A MEALS ON WHEELS COVID-19 RESPONSE FUND GRANT FROM MEALS ON WHEELS AMERICA FOR KENAI SENIOR CENTER EXPENDITURES IN SUPPORT OF COVID-19 PANDEMIC RESPONSE.

WHEREAS, the Kenai Senior Center is a long-standing member of the Meals on Wheels Association America; and,

WHEREAS, Meals on Wheels America launched its COVID-19 Response Fund and the corresponding grant program provides "stop-gap" emergency grants of up to \$25,000 to members working to secure additional food and supplies and adapt to new procedures and delivery methods, all while experiencing a rapid increase in demand for services; and,

WHEREAS, the Kenai Senior Center has been providing additional home meals through the COVID-19 Pandemic and has increased costs for food and supplies; and,

WHEREAS, acceptance of this grant is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to accept a grant in the amount of \$20,000 from the Meals on Wheels COVID-19 Response Fund of Meals on Wheels America for Kenai Senior Center expenditures in support of its response to the COVID-19 Pandemic.

Section 2. That the estimated revenues and appropriations be increased as follows:

Senior Citizen Fund:

Increase Estimated Revenues –	
Miscellaneous Grants	<u>\$20,000</u>
Increase Appropriations –	
Home Meals – Operating & Repair Supplies	\$15,000
Congregate Meals – Operating & Repair Supplies	<u>5,000</u>
	<u>\$20,000</u>

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances.

The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 4. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 20th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: May 6, 2020
Enacted: May 20, 2020
Effective: May 20, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Kathy Romain
DATE: April 27, 2020
SUBJECT: **Ordinance No. 3124-2020**

The Kenai Senior Center has received a \$20,000 COVID-19 Response grant from Meals On Wheels America in support of the services provided to Meals On Wheels recipients through this pandemic.

I respectfully request consideration of the ordinance accepting and appropriating these grant funds.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3125-2020

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, ACCEPTING AND APPROPRIATING ADDITIONAL NUTRITION, TRANSPORTATION AND SUPPORT SERVICES GRANT FUNDS FROM THE UNITED STATES DEPARTMENT OF HEALTH AND HUMAN SERVICES PASSED THROUGH THE STATE OF ALASKA DEPARTMENT OF HEALTH AND SOCIAL SERVICES FOR KENAI SENIOR CENTER EXPENDITURES IN SUPPORT COVID-19 PANDEMIC RESPONSE.

WHEREAS, the City of Kenai receives funding for the Senior Center through the State of Alaska Title III Nutrition, Transportation and Services Grant; and,

WHEREAS, the State of Alaska received additional COVID-19 Pandemic funding for the provision of meals, food boxes and other forms of nutrition for Alaskan seniors; and,

WHEREAS, the Senior Center has been providing additional home meals through the COVID-19 Pandemic; and,

WHEREAS, the Senior Center applied for a supplemental grant through the State of Alaska and has been awarded a grant in the amount of \$18,375; and,

WHEREAS, acceptance of this grant is in the best interest of the City and its residents.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

Section 1. That the City Manager is authorized to accept a grant in the amount of \$18,375 from the United States Department of Health and Human Services passed through the State of Alaska Department of Health and Social Services for Kenai Senior Center expenditures in support of its response to the COVID-19 Pandemic.

Section 2. That the estimated revenues and appropriations be increased as follows:

Senior Citizen Fund:

Increase Estimated Revenues –	
Federal Grants	<u>\$18,375</u>
Increase Appropriations –	
Home Meals – Operating & Repair Supplies	\$13,781
Congregate Meals – Operating & Repair Supplies	<u>4,594</u>
	<u>\$18,375</u>

Section 3. Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.


Section 4. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 20th day of May, 2020.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, CMC, City Clerk

Approved by Finance: 

Introduced: May 6, 2020
Enacted: May 20, 2020
Effective: May 20, 2020



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Kathy Romain, Senior Center Director
DATE: April 27, 2020
SUBJECT: **Ordinance No. 3125-2020**

The Kenai Senior Center has received a supplemental funding appropriation through the State of Alaska Title III - Nutrition, Transportation and Services in the amount of \$18,374.00. These funds are a pass-through grant from the United States Department of Health and Human Services in support of the COVID-19 Pandemic.

I respectfully request consideration of the Ordinance accepting and appropriating these grant funds.

**KENAI PLANNING & ZONING COMMISSION
REGULAR MEETING
APRIL 8, 2020 – 7:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVENUE, KENAI, ALASKA
CHAIR JEFF TWAIT, PRESIDING**

MINUTES

A. CALL TO ORDER

Commission Chair J. Twait called the meeting to order at 7:02 p.m.

1. Pledge of Allegiance

Commission Chair J. Twait led those assembled in the Pledge of the Allegiance.

2. Roll Call

Commissioners present: J. Twait, D. Fikes, G. Greenberg, V. Askin, R. Springer, J.

Commissioners absent: T. McIntyre, Halstead

Staff/Council Liaison present: City Planner E. Appleby, Deputy Clerk J. LaPlante, Council Liaison H. Knackstedt

A quorum was present.

3. Agenda Approval

MOTION:

Commissioner Askin **MOVED** to approve the agenda as presented and Commissioner Fikes **SECONDED** the motion. There were no objections; **SO ORDERED**.

4. Consent Agenda

MOTION:

Commissioner Askin **MOVED** to approve the consent agenda and Commissioner Fikes **SECONDED** the motion. There were no objections; **SO ORDERED**.

All items listed with an asterisk () are considered to be routine and non-controversial by the Commission and will be approved by one motion. There will be no separate discussion of these items unless a Commission 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.

5. *Excused absences – T. McIntyre, J. Halstead

B. APPROVAL OF MINUTES

1. *March 11, 2020

The minutes were approved by the Consent Agenda.

C. SCHEDULED PUBLIC COMMENT – None.**D. UNSCHEDULED PUBLIC COMMENT – None.****E. CONSIDERATION OF PLATS**

1. **Resolution PZ2020-05** - Preliminary Subdivision Plat of Kristine Subdivision No. 1, submitted by McLane Consulting, Inc., P.O. Box 468, Soldotna AK 99669, on behalf of the Estate of Donald Frederickson, P.O. Box 770987, Eagle River, AK 99577.

MOTION:

Commissioner Springer **MOVED** to approve Resolution PZ2020-05 and Commissioner Fikes **SECONDED** the motion.

The City Planner provided the staff report noting the owner was subdividing the two larger parcels into three smaller lots to be described as Lots 1, 2, and 3, Kristine Subdivision No. 1, adding the street name would be corrected from Child Street to Child Avenue to accurately reflect the street name. It was further noted that water and sewer lines were within the right-of-way of Bridge Access Road but the existing facilities located on the property were not connected to City water and sewer services.

Approval of the plat was recommended, subject to the following conditions:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations; and
- Childs Street was incorrectly referenced on the plat and should be changed to Childs Avenue.

Commission Chair Twait opened the floor for public testimony. There being no one wishing to be heard, public comment was closed.

It was clarified if there was development on the property within 200 feet of the City water and sewer lines, the owner would need to either connect or request to use their own source on the property and pay a fee.

VOTE:

YEA: Greenberg, Springer, Fikes, Askin, Twait
NAY:

MOTION PASSED UNANIMOUSLY.

2. **Resolution PZ2020-06** - Preliminary Plat of General Aviation Apron Tract A, submitted

by Segesser Surveys, Inc., 30485 Roseland St., Soldotna AK 99669, on behalf of the City of Kenai, 210 Fidalgo Ave., Kenai, AK 99611.

The City Planner provided the staff report noting the parcel would be divided into two separate lots. The new Tract A1 would be retained by the City as it was part of the runway while the new Tract A2 would be leased to SOAR International Ministries, LLC. It was further noted that the 10-foot utility easement on North Willow Street would remain the same.

City staff recommended approval of the preliminary plat of General Aviation Apron Tract A subject to the following condition:

- Further development of the property shall conform to all federal, State of Alaska, and local regulations.

MOTION:

Commissioner Springer **MOVED** to approve Resolution PZ2020-05 and Commissioner Fikes **SECONDED** the motion.

Commission Chair Twait opened the floor for public testimony. There being no one wishing to be heard, public comment was closed.

It was agreed it met City standards.

VOTE:

YEA: Fikes, Springer, Askin, Greenberg, Twait

NAY:

MOTION PASSED UNANIMOUSLY.

F. **PUBLIC HEARINGS** – None.

G. **UNFINISHED BUSINESS** – None.

H. **NEW BUSINESS** – None.

I. **PENDING ITEMS** – None.

J. REPORTS

1. **City Council** – Council Member Knackstedt reported on the actions from the March 18, March 23, and April 1, 2020 City Council meetings, including the new logo and information on the City actions in response to COVID-19, as updated on the City of Kenai website.
2. **Borough Planning** – The next Planning Commission meeting was scheduled for April 13 and would also be done virtually.
3. **Administration** – City Planner Appleby reported on the following:
 - All of the Planning and Zoning forms were updated with the new logo and most of

the forms were now fillable online;

- Letters were sent to lessees noting the individual lease rate changes, effective July 1, 2020;
- Most of the assisting staff were teleworking from home but were available and moving City business forward as best as possible; and
- She encouraged supporting local businesses and restaurants that are open for take-out during this trying time.

K. ADDITIONAL PUBLIC COMMENT

L. INFORMATIONAL ITEMS

M. NEXT MEETING ATTENDANCE NOTIFICATION – April 22, 2020

N. COMMISSION COMMENTS & QUESTIONS

Commissioners Fikes and Askin expressed appreciation for the ease and smooth meeting in a virtual setting, thanking the City Clerk.

O. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:41 p.m.

Minutes prepared and submitted by:

Jacquelyn LaPlante
Deputy City Clerk



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Terry Eubank
DATE: April 29, 2020
SUBJECT: **March 31, 2020 Quarterly Financial Report**

Attached is a relatively easily produced quarterly financial report for the General Fund, Personal Use Fishery Fund, Airport Fund, Water/Sewer Fund, and Senior Fund as of March 31, 2020.

This report is essentially on a cash basis, so there are accounts that may not look reasonable. In the General Fund for example, sales and property tax revenue only includes payments made to the City by the Borough through February. The first calendar quarter 2020 sales tax filings and tax payments are not in at this point and we will not be received for this quarter until the end of April or early May.

State and Federal is below budget in all funds because of PERS aid. The State doesn't actually give us any money. Instead they make an 'on-behalf' payment to the pension system. Similarly we have not booked expenditures for the PERS the State is covering, so the Non-Departmental department is way under budget. At year-end we will record revenue and expenditures for these items.

**Quarterly General Fund
Expenditure Report
For Quarter Ended March 31, 2020**

	FY2019 <u>Actual</u>	Original * FY2020 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
REVENUES						
Appropriation of Fund Balance	\$ -	\$ 1,222,687	\$ 1,263,158	\$ -	\$ (1,263,158)	0.00%
Taxes	11,049,181	11,327,867	11,327,867	8,355,616	(2,972,251)	73.76%
Licenses/Permits and Ambulance	535,038	647,500	647,500	462,637	(184,863)	71.45%
State/Federal	943,704	982,382	1,030,531	442,992	(587,539)	42.99%
Dock/Multipurpose/Miscellaneous	144,574	138,500	138,500	117,742	(20,758)	85.01%
Fines and Forfeitures	92,076	93,000	93,000	81,106	(11,894)	87.21%
Interest and Miscellaneous	704,371	515,346	543,479	698,556	155,077	128.53%
Transfers/Central Admin Fees	<u>1,851,814</u>	<u>1,770,252</u>	<u>1,770,252</u>	<u>1,268,750</u>	<u>(501,502)</u>	<u>71.67%</u>
Total Revenues	<u>15,320,758</u>	<u>16,697,533</u>	<u>16,814,287</u>	<u>11,427,399</u>	<u>(5,386,888)</u>	<u>67.96%</u>
EXPENDITURES & TRANSFERS						
General Government						
01 City Clerk	\$ 298,831	\$ 301,564	\$ 301,564	\$ 194,251	\$ 107,313	35.59%
11 Legislative	162,769	162,868	162,868	134,198	28,670	17.60%
12 Legal	326,469	348,786	348,786	234,296	114,490	32.83%
13 City Manager	334,928	364,214	369,114	259,199	109,915	29.78%
14 Human Resources	113,691	173,045	173,045	122,237	50,808	29.36%
15 Finance	670,699	739,025	744,025	515,392	228,633	30.73%
16 Land Administration	12,878	21,354	21,354	2,087	19,267	90.23%
18 Non-Departmental	772,823	1,048,345	1,049,633	537,146	512,487	48.83%
19 Planning and Zoning	208,010	235,222	235,222	155,158	80,064	34.04%
20 Safety	<u>4,800</u>	<u>19,150</u>	<u>19,150</u>	<u>460</u>	<u>18,690</u>	<u>97.60%</u>
Total General Government	<u>2,905,898</u>	<u>3,413,573</u>	<u>3,424,761</u>	<u>2,154,424</u>	<u>1,270,337</u>	<u>37.09%</u>
Public Safety						
21 Police	2,996,873	3,298,413	3,317,900	2,322,406	995,494	30.00%
22 Fire	3,038,836	3,234,703	3,262,836	2,244,231	1,018,605	31.22%
23 Communications	789,112	867,178	867,178	612,162	255,016	29.41%
29 Animal Control	<u>403,015</u>	<u>441,804</u>	<u>441,804</u>	<u>301,313</u>	<u>140,491</u>	<u>31.80%</u>
Total Public Safety	<u>7,227,836</u>	<u>7,842,098</u>	<u>7,889,718</u>	<u>5,480,112</u>	<u>2,409,606</u>	<u>30.54%</u>
Public Works						
31 Public Works Administration	128,129	194,711	194,711	120,044	74,667	38.35%
32 Shop	609,296	644,715	644,715	419,886	224,829	34.87%
33 Streets	1,017,766	1,013,174	1,013,174	548,327	464,847	45.88%
34 Buildings	337,504	373,427	373,427	260,910	112,517	30.13%
35 Street Lighting	174,937	190,602	190,602	114,851	75,751	39.74%
60 Dock	<u>35,018</u>	<u>66,066</u>	<u>66,066</u>	<u>33,803</u>	<u>32,263</u>	<u>48.83%</u>
Total Public Works	<u>2,302,650</u>	<u>2,482,695</u>	<u>2,482,695</u>	<u>1,497,821</u>	<u>984,874</u>	<u>39.67%</u>
Parks and Recreation & Culture						
03 Visitor Center	175,310	173,198	175,818	121,890	53,928	30.67%
40 Library	831,690	903,284	910,284	604,757	305,527	33.56%
45 Parks, Recreation & Beautification	<u>1,075,716</u>	<u>1,101,480</u>	<u>1,136,898</u>	<u>784,398</u>	<u>352,500</u>	<u>31.01%</u>
Total Parks and Recreation & Culture	<u>2,082,716</u>	<u>2,177,962</u>	<u>2,223,000</u>	<u>1,511,045</u>	<u>711,955</u>	<u>32.03%</u>
Total Operating Expenditures	<u>14,519,100</u>	<u>15,916,328</u>	<u>16,020,173</u>	<u>10,643,402</u>	<u>5,376,771</u>	<u>33.56%</u>
Transfer to other funds						
Street Improvement Capital Project Fund	200,000	200,000	200,000	200,000	-	0.00%
Senior Center Impr. Capital Projects	34,500	-	-	-	-	-
Kenai Recreation Center Capital Project Fund	27,500	100,000	100,000	100,000	-	0.00%
Trail Construction Capital Project Fund	-	37,800	37,800	37,800	-	0.00%
Public Safety Building Capital Proj. Fund	35,000	-	-	-	-	-
Public Safety Capital Project Fund	-	-	12,218	12,218	-	0.00%
Library Improvement Capital Proj. Fund	-	50,000	50,000	50,000	-	0.00%
Senior Citizen Special Revenue Fund	182,027	253,308	253,999	60,493	193,506	76.18%
Debt Service	<u>143,271</u>	<u>140,097</u>	<u>140,097</u>	<u>139,853</u>	<u>244</u>	<u>0.17%</u>
Total Transfer to other funds	<u>622,298</u>	<u>781,205</u>	<u>794,114</u>	<u>600,364</u>	<u>193,750</u>	<u>24.40%</u>
Total Expenditures & Transfers	<u>15,141,398</u>	<u>16,697,533</u>	<u>16,814,287</u>	<u>11,243,766</u>	<u>5,570,521</u>	<u>33.13%</u>
Net Revenues over(under) Expenditures	<u>\$ 179,360</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 183,633</u>	<u>\$ 183,633</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2019.

**Quarterly Personal Use Fishery Fund
Expenditure Report
For Quarter Ended March 31, 2020**

	FY2019 <u>Actual</u>	Original * FY2020 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	Variance	%
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 64,973	\$ 65,515	\$ -	\$ (65,515)	-100.00%
Beach Parking	118,308	146,460	146,460	144,330	(2,130)	-1.45%
Beach Camping	129,939	170,100	170,100	149,788	(20,312)	-11.94%
Dock Launch & Park	91,358	101,600	101,600	105,395	3,795	3.74%
Dock Parking Only	9,547	10,800	10,800	11,736	936	8.67%
Participant Drop-off Fee	5,943	6,715	6,715	4,698	(2,017)	-30.04%
Interest Earnings	7,624	750	750	-	(750)	-100.00%
PERS Grant	2,743	4,637	4,637	-	(4,637)	-100.00%
Credit Card Fees	(3,250)	(3,500)	(3,500)	(4,283)	(783)	22.37%
Total Revenue	<u>362,212</u>	<u>502,535</u>	<u>503,077</u>	<u>411,664</u>	<u>(91,413)</u>	<u>-18.17%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Public Safety	\$ 92,515	\$ 88,051	\$ 88,146	\$ 74,147	\$ 13,999	15.88%
Streets	42,695	55,235	55,290	28,465	26,825	48.52%
Boating Facility	45,077	64,161	64,279	48,672	15,607	24.28%
Parks, Recreation & Beautification	<u>227,025</u>	<u>245,088</u>	<u>245,362</u>	<u>195,575</u>	<u>49,787</u>	<u>20.29%</u>
Total Operating Expenditures	<u>407,312</u>	<u>452,535</u>	<u>453,077</u>	<u>346,859</u>	<u>106,218</u>	<u>23.44%</u>
Transfers to Other Funds - General Fund	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>50,000</u>	<u>-</u>	<u>0.00%</u>
Total Expenditures & Transfers	<u>457,312</u>	<u>502,535</u>	<u>503,077</u>	<u>396,859</u>	<u>106,218</u>	<u>21.11%</u>
Net Revenues over Expenditures	<u>\$ (95,100)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 14,805</u>	<u>\$ (197,631)</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2019.

**Quarterly Airport Fund
Expenditure Report
For Quarter Ended March 31, 2020**

	FY2019 <u>Actual</u>	Original * FY2020 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 41,945	\$ 536,139	\$ 536,139	\$ -	0.00%
State/Federal	36,883	42,663	42,663	-	(42,663)	0.00%
Interest , Leases & Fees	728,771	737,260	737,260	533,926	(203,334)	72.42%
Terminal Revenues	864,804	767,127	767,127	540,773	(226,354)	70.49%
Landing Fees	410,697	505,500	505,500	290,563	(214,937)	57.48%
Transfers In	<u>1,203,690</u>	<u>908,811</u>	<u>908,811</u>	<u>-</u>	<u>(908,811)</u>	<u>0.00%</u>
Total Revenues	<u>3,244,845</u>	<u>3,003,306</u>	<u>3,497,500</u>	<u>1,901,401</u>	<u>(1,596,099)</u>	<u>54.36%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Terminal Area	\$ 550,783	\$ 616,753	\$ 617,312	\$ 385,354	\$ 231,958	37.58%
Airfield	1,691,992	1,750,795	1,751,460	1,241,057	510,403	29.14%
Administration	299,964	348,507	340,024	203,837	136,187	40.05%
Other Buildings & Areas	152,640	208,777	216,036	104,959	111,077	51.42%
Training Facility	<u>41,088</u>	<u>38,474</u>	<u>38,474</u>	<u>12,198</u>	<u>26,276</u>	<u>68.30%</u>
Total Expenditures	<u>2,736,467</u>	<u>2,963,306</u>	<u>2,963,306</u>	<u>1,947,405</u>	<u>1,015,901</u>	<u>34.28%</u>
Transfer to other funds						
Airport Improvement Capital Projects	<u>2,072,139</u>	<u>40,000</u>	<u>534,194</u>	<u>494,194</u>	<u>40,000</u>	<u>0.00%</u>
Total Transfer to other funds	<u>2,072,139</u>	<u>40,000</u>	<u>534,194</u>	<u>494,194</u>	<u>40,000</u>	<u>7.49%</u>
Total Expenditures & Transfers	<u>4,808,606</u>	<u>3,003,306</u>	<u>3,497,500</u>	<u>2,441,599</u>	<u>1,055,901</u>	<u>30.19%</u>
Net Revenues over Expenditures	<u>\$ (1,563,761)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ (540,198)</u>	<u>\$ (540,198)</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2019.

**Quarterly Water Sewer Fund
Expenditure Report
For Quarter Ended March 31, 2020**

	FY2019 Actual	Original * FY2020 Budget	Amended Budget	YTD Actual	Variance	%
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 1,699,830	\$ 1,699,830	\$ 385,390	\$ (1,314,440)	22.67%
State/Federal	35,066	42,205	42,205	-	(42,205)	0.00%
Water/Sewer Fees	2,814,989	2,955,342	2,955,342	2,219,166	(736,176)	75.09%
Penalty and Interest	43,415	41,600	41,600	35,916	(5,684)	86.34%
Interest and Miscellaneous	123,138	15,480	15,480	10,355	(5,125)	66.89%
Total Revenues	<u>3,016,608</u>	<u>4,754,457</u>	<u>4,754,457</u>	<u>2,650,827</u>	<u>(2,103,630)</u>	<u>55.75%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Water	\$ 787,637	\$ 1,044,087	\$ 1,044,087	\$ 549,846	\$ 494,241	47.34%
Sewer	394,495	594,826	594,826	265,342	329,484	55.39%
Wastewater Treatment Plant	1,141,780	2,055,544	2,055,544	765,639	1,289,905	62.75%
Total Expenditures	<u>2,323,912</u>	<u>3,694,457</u>	<u>3,694,457</u>	<u>1,580,827</u>	<u>2,113,630</u>	<u>57.21%</u>
Transfer to other funds -						
Water & Sewer Capital Projects	110,400	1,060,000	1,060,000	1,070,000	(10,000)	-
Total Transfer to other funds	<u>110,400</u>	<u>1,060,000</u>	<u>1,060,000</u>	<u>1,070,000</u>	<u>(10,000)</u>	<u>-</u>
Total Expenditures & Transfers	<u>2,434,312</u>	<u>4,754,457</u>	<u>4,754,457</u>	<u>2,650,827</u>	<u>2,103,630</u>	<u>44.25%</u>
Net Revenues over Expenditures	<u>\$ 582,296</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2019.

**Quarterly Senior Fund
Expenditure Report
For Quarter Ended March 31, 2020**

	FY2019 <u>Actual</u>	Original * FY2020 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 23,460	\$ 23,460	\$ -	\$ (23,460)	0.00%
State Grants	204,464	205,831	205,831	143,885	(61,946)	69.90%
USDA Grant	24,938	20,000	20,000	11,207	(8,793)	56.04%
Choice Waiver	135,444	125,000	125,000	92,871	(32,129)	74.30%
KPB Grant	126,207	126,207	126,207	126,207	-	100.00%
United Way	3,631	15,000	15,000	-	(15,000)	0.00%
Rents & Leases	8,174	13,000	13,000	9,471	(3,529)	72.85%
Miscellaneous Donations	4,278	25,000	28,500	18,806	(9,694)	65.99%
Donations - Senior Connection	100,000	50,000	50,000	430	(49,570)	0.86%
Meal Donations	67,997	82,500	82,500	47,613	(34,887)	57.71%
Ride Donations	4,215	7,000	7,000	2,570	(4,430)	36.71%
Transfer from General Fund - Operations	170,857	239,208	239,899	179,925	(59,974)	75.00%
Transfer from General Fund - Capital	11,170	14,100	14,100	-	(14,100)	0.00%
Other	(7)	300	300	95	(205)	31.67%
Total Revenues	<u>861,368</u>	<u>946,606</u>	<u>950,797</u>	<u>633,080</u>	<u>(317,717)</u>	<u>66.58%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Senior Citizen Access	\$ 140,539	\$ 191,256	\$ 191,415	\$ 122,485	\$ 68,930	36.01%
Congregate Meals	231,082	261,266	264,057	176,569	87,488	33.13%
Home Meals	202,637	223,664	224,663	147,999	76,664	34.12%
Senior Transportation	80,929	104,527	104,596	73,507	31,089	29.72%
Choice Waiver	232,910	165,893	166,066	105,974	60,092	36.19%
Total Expenditures	<u>888,097</u>	<u>946,606</u>	<u>950,797</u>	<u>626,534</u>	<u>324,263</u>	<u>34.10%</u>
Transfer to other funds -	-	-	-	-	-	-
Total Transfer to other funds	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Transfers	<u>888,097</u>	<u>946,606</u>	<u>950,797</u>	<u>626,534</u>	<u>324,263</u>	<u>34.10%</u>
Net Revenues over Expenditures	<u>\$ (26,729)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,546</u>	<u>\$ 6,546</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2019.



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Terry Eubank

DATE: April 29, 2020

SUBJECT: **March 31, 2020 Quarterly Investment Report**

City of Kenai Investment Portfolio

At March 31, 2020 the City had investments with a market value of \$21,555,810. That is down from \$24,265,086 at December 31, 2019. The total portfolio size is decreasing as it typically does this time of year when tax revenues from the fall, which were greater than expenditures for those months, are utilized because current tax revenues are less than current expenditures. The portfolio is also being impacted by large expenditures on capital projects for which grant reimbursement has yet to be received. The City's portfolio is yielding 2.04% that is up from 2.02% at December 31, 2019. The Federal Reserve reduced the Federal Funds Rate twice in March 2020 in response to the COVID-19 Pandemic Emergency. The result is an increase in the portfolios change in fair market value which was \$9,752 at June 30, 2019 and \$181,378 at the end of March 2020. There is an inverse relationship between bond values and interest rates meaning when interest rates decrease, bond values increase. When interest rates decrease the market value of existing bonds increases. Unfortunately, as higher yielding securities mature they will be replaced at lower yields, causing the portfolio's rate of return to decrease in the future

City's Investment Portfolio

US Agency Securities	\$ 2,510,545
AML Investment Pool	2,961,122
Wells Fargo Money Market	2,118,749
FDIC Insured Certificates of Deposit	15,367,993
Bank Balance	<u>1,306,677</u>
Total	\$ <u>24,265,086</u>

Permanent Fund Investments

The first quarter 2020 was like no other quarter in the history of the United States Economy. The Standard and Poor's Stock Market Index (S&P 500) was down 12.35% in the month of March

alone and down 19.60% for the quarter, the price of oil plunged more than 60%, and the yield on the 10-year US Treasuries dropped to an all-time low. All related to the COVID-19 Pandemic Emergency. Returns for the first quarter of 2020 were (11.86)%. Since inception the portfolio has returned 6.86%. As of March 31, 2020 the portfolio value was \$27,065,756, comprised of \$23,018,744 (85.05%) Airport Land Sale Permanent Fund, \$3,023,914 (11.17%) General Land Sale Permanent Fund monies, \$141,709 (0.52%) Kenai Community Foundation holdings, and \$881,359 (3.26%) Kenai Senior Connection holdings. The annual transfers for the City's permanent funds have not been made to date but will be made prior to year end.

Funds were received from the Kenai Senior Connection in December 2019 and incorporated into the portfolio in January 2020 with the start of the new quarter.

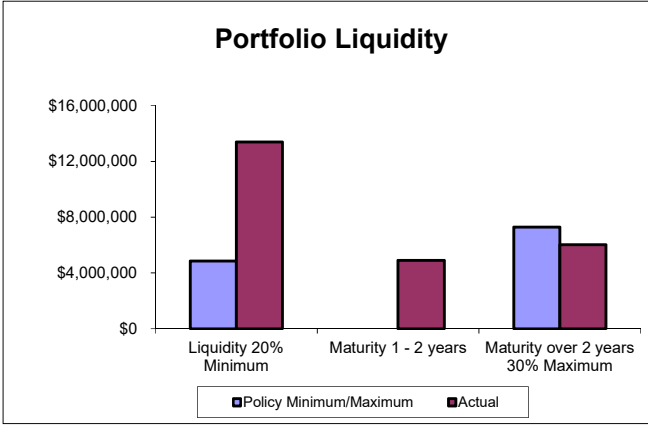
While not a prediction of future performance, it should be noted that the market has recovered some in April 2020 with some federal stimulus packages and the easing of COVID-19 restrictions and mandates. Through April 29, 2020 the S&P 500 was up 13.81% for the month which is 13.31% below its previous high but significantly better than where it was on March 31, 2020.



CITY OF KENAI
INVESTMENT PORTFOLIO SUMMARY
March 31, 2020

	March 31, 2020 Fair Market Value	Current Yield
Cash & Cash Equivalents		
Wells Fargo Checking	\$ 190,118	0.40%
Wells Fargo Secured Money Market	2,722,797	1.44%
FDIC Insured Certificates of Deposit	14,949,050	2.22%
Alaska Municipal League Investment Pool	1,173,960	1.08%
Total Cash & Cash Equivalents	19,035,925	2.02%
Government Securities		
Maturities Less than 1 Year	1,518,790	2.44%
Maturities 1 to 2 Years	500,800	1.50%
Maturities Greater than 2 Years	500,295	2.00%
Total Government Securities	2,519,885	2.17%
Total Portfolio	\$ 21,555,810	2.04%

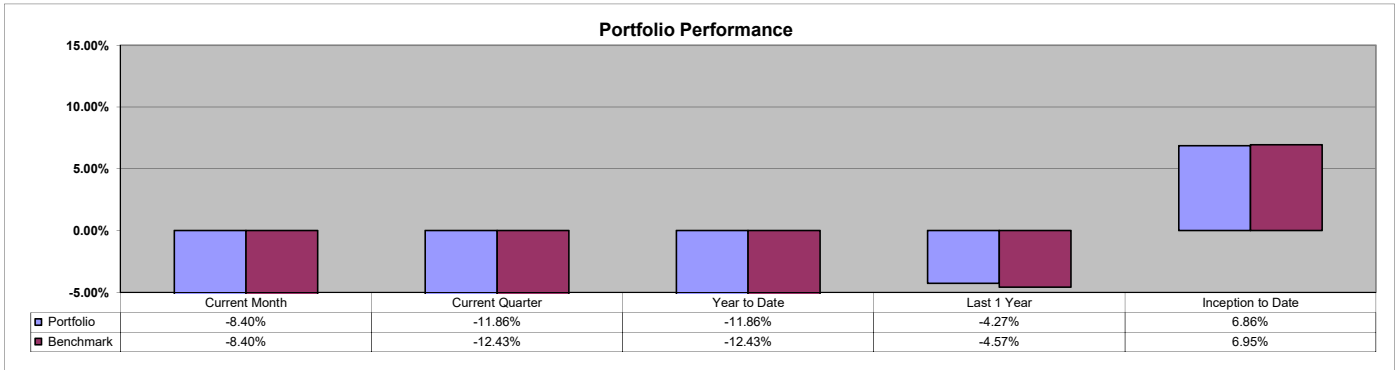
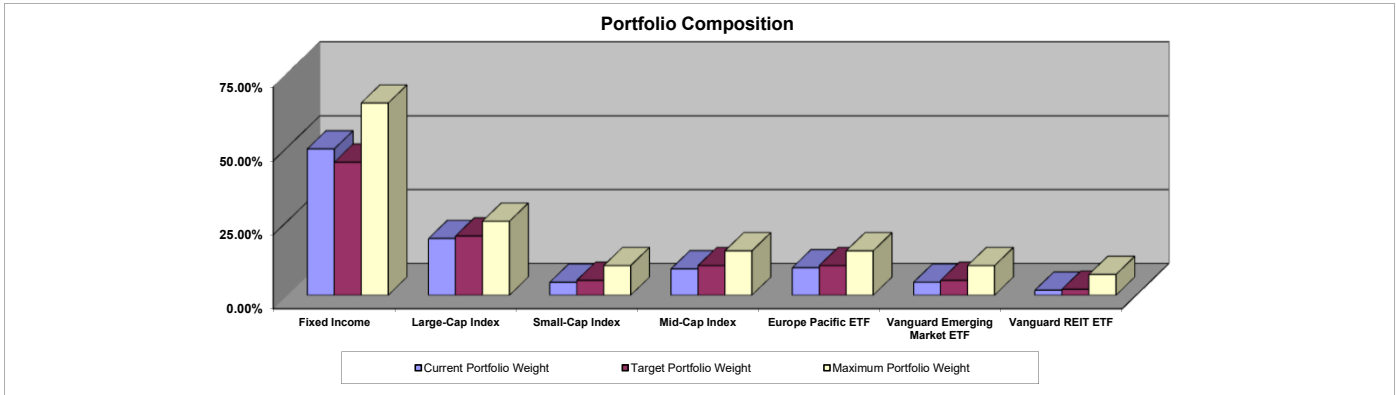
Investment Portfolio - Purchase Price	\$ 21,375,899
Investment Portfolio - Fair Value 06/30/19	21,385,651
Fair Value Adjustment - 06/30/19	9,752
Fair Value Adjustment thru - 3/31/2020	171,626
Cummulative Change in Fair Value	\$ 181,378

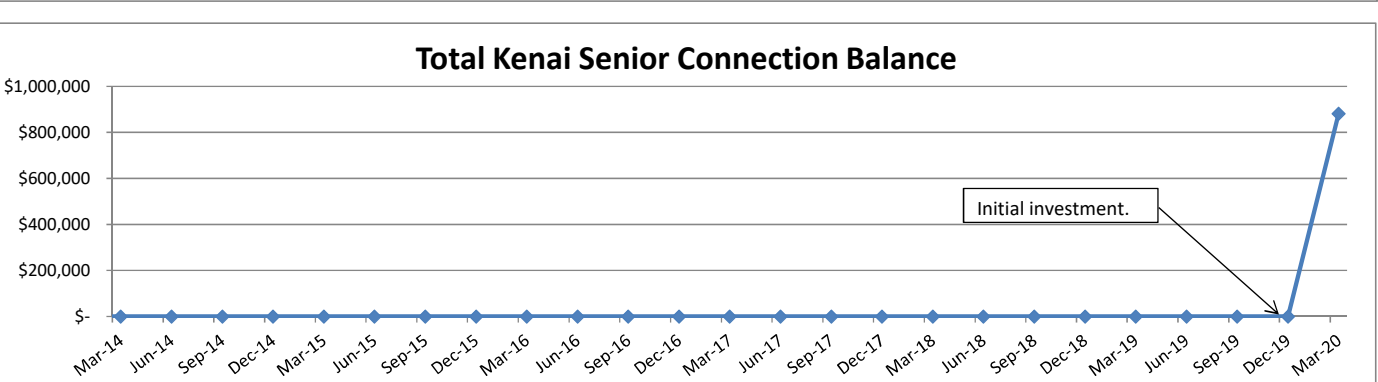
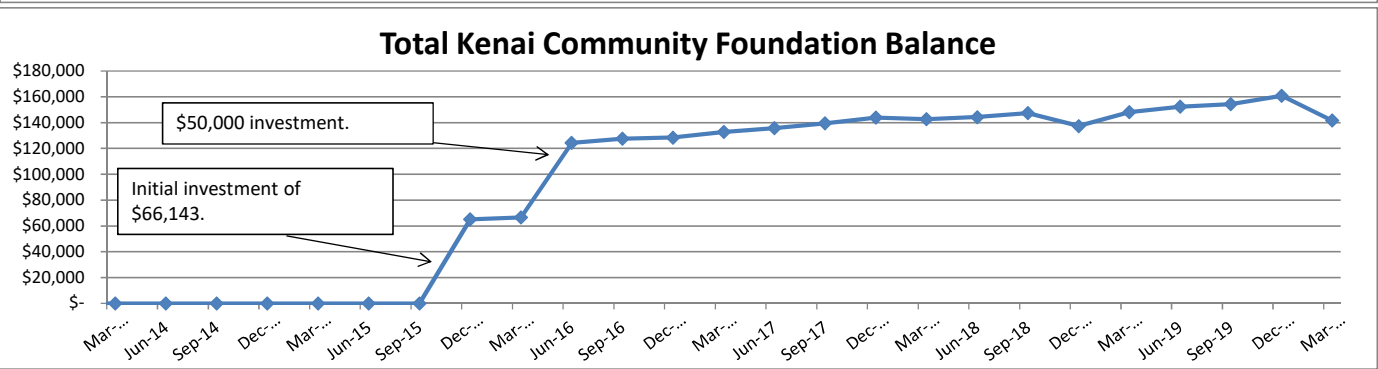
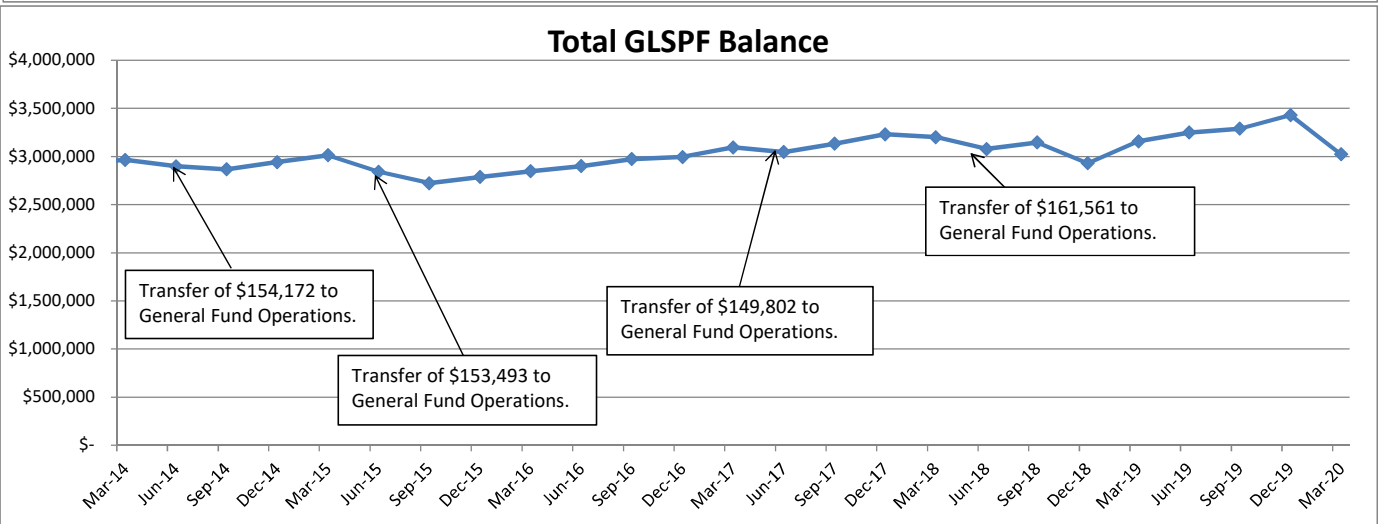
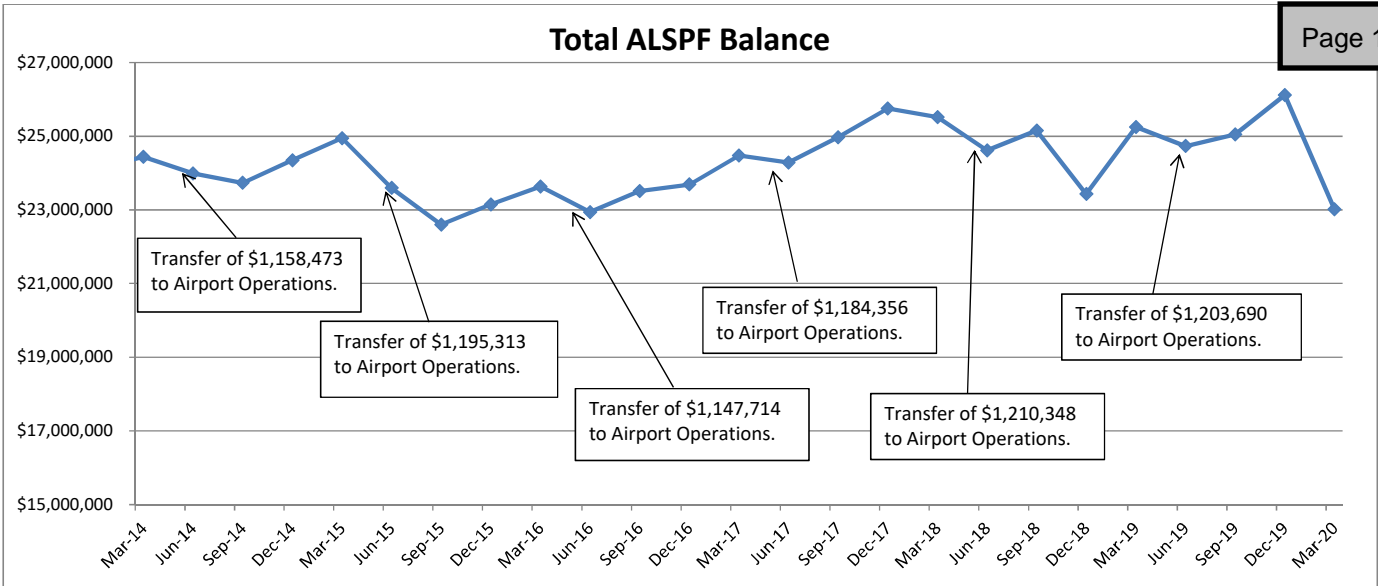


SECURITY	Expected Call or Maturity	CUSIP	original cost	Current year cost or 06/30/19 Market Value	03/31/20 Market Value	Unrealized Gain or Loss	Accrued Interest	EFFECT. RATE
FHLB 2.0 10/17/22	Qtrly w/ 5 days 4/17/20	3130AHCZ4	500,000	500,000.00	500,295.00	295.00	4,555.56	2.000
FHLMC 1.70 8/24/20	1 TIME 5/24/18 w/ 5 days	3134GBMD1	1,000,000	997,600.00	1,005,070.00	7,470.00	1,747.22	1.700
FNMA 1.50 5/25/21	11/25/2016 Quarterly w/10 days.	3136G3MW2	502,479	494,930.00	500,800.00	5,870.00	2,625.00	1.500
TVA 3.875 2/15/21	Bullet	880591EL2	555,678	515,870.00	513,720.00	(2,150.00)	2,475.69	3.875
TOTAL			2,558,156.88	2,508,400.00	2,519,885.00	11,485.00	11,403.47	2.269
FDIC Insured CD's	CD - 12/31/10							
2.45 GMATBK 5/3/21		57803 02007GJR5	245,082	246,109.85	248,153.15	2,043.30	2,483.23	2.450
3.55 AXP 12/4/23		27471 02589AA28	249,998	254,721.60	263,061.40	8,339.80	2,829.70	3.160
1.50 AMERPL 4/26/21		58469 02905LBN0	245,000	245,000.00	245,634.55	634.55	80.55	1.500
2.45 BWW 5/10/22		35141 05580ARK2	245,000	246,325.45	250,532.10	4,206.65	2,351.66	2.450
1.65 BAC 10/23/20		3510 06051VP34	245,000	245,000.00	245,810.95	810.95	764.20	1.650
1.65 BOBIN 12/11/20		33681 06063HJH7	247,000	247,000.00	247,960.83	960.83	1,228.23	1.650
1.75 SECSTB 12/18/24		8941 062163BN9	245,000	245,000.00	247,386.30	2,386.30	164.45	1.750
3.10 BANK MIDWEST CD 9/15/23		5170 063615BM9	245,000	250,130.30	258,465.20	8,334.90	312.12	3.100
1.60 OZK 11/6/20		110 06417NPQ0	247,000	247,000.00	247,780.52	780.52	281.51	1.600
2.45 SONHBT 5/23/22		24540 06426KBB3	245,000	246,332.80	250,625.20	4,292.40	148.01	2.450
2.30 BACR 10/18/22		57203 06740KLD7	245,000	244,605.55	250,473.30	5,867.75	2,562.77	2.300
2.85 BAY ST. SVGS BK 4/6/20		90311 072623AK7	245,000	246,271.55	245,078.40	(1,193.15)	2,238.23	2.850
1.65 BSVBK 4/8/20		57833 07370YS37	247,000	247,000.00	247,037.05	37.05	1,250.56	1.650
1.60 BRKL 2/12/21		17798 11373QHS0	245,000	245,000.00	245,901.60	901.60	204.05	1.600
2.4 COF 4/19/22		33954 140420E9	247,000	247,995.41	252,206.76	4,211.35	2,679.78	2.400
2.4 COF 8/30/22		4297 14042RHS3	245,000	245,656.60	250,875.10	5,218.50	483.29	2.400
2.60 CENBKK 6/18/20		35450 156444BG5	245,000	245,999.60	245,857.50	(142.10)	244.33	2.600
3.15 CFBANK 9/18/23		28263 15721UCQ0	245,000	250,632.55	258,874.35	8,241.80	296.01	3.150
3.30 C 9/7/23		7213 17312QS34	245,000	252,053.55	259,986.65	7,933.10	553.77	3.300
1.75 CNBMIL 12/9/24		3814 17801GBW8	245,000	245,000.00	247,388.75	2,388.75	270.17	1.750
1.55 CONTUT 3/29/21		57571 211163JT8	245,000	245,000.00	245,735.00	735.00	655.46	1.550
1.65 NCBKPA 3/29/21		34444 23204HHX9	245,000	245,000.00	245,977.55	977.55	55.38	1.650
2.75 DISCOVER BANK 9/21/20		5649 254673TS5	245,000	246,685.60	247,006.55	320.95	239.97	2.750
2.55 CMS 1/18/22		57293 29278TAK6	245,000	246,908.55	250,311.60	3,403.05	273.86	2.550
1.65 ESSA 7/29/21		28262 29667RSB0	245,000	245,000.00	246,183.35	1,183.35	697.75	1.650
2.85 FIBIND 6/30/20		34607 32056GDE7	245,000	246,643.95	246,131.90	(512.05)	19.13	2.850
1.70 FNLC 7/30/21		4256 32117BDW5	245,000	245,000.00	246,349.95	1,349.95	353.74	1.700
2.70 FRC 7/7/20		59017 33816CBR0	245,000	246,308.30	246,127.00	(181.30)	453.08	2.700
3.10 SRCE 10/21/22		9087 33646CKJ2	245,000	250,808.95	255,427.20	4,618.25	228.89	3.100
2.80 FIRST WESTN TR BK		57607 337504AE4	245,000	246,225.00	245,264.60	(960.40)	206.74	2.800
2.35 GS 8/30/22		33124 38148PNS2	245,000	245,281.75	250,583.55	5,301.80	473.22	2.350
1.80 JPM 12/13/21	Quarterly after 6/30/20	628 48128LRC6	247,000	247,000.00	247,422.37	422.37	231.44	1.800
2.30 KENNEB 08/24/20		17897 489265A21	245,000	245,333.20	246,254.40	921.20	602.10	2.300
1.85 LIVOAK 12/11/24		58665 538036HF4	245,000	245,000.00	248,496.15	3,496.15	384.95	1.850
1.65 MEDBNK 12/6/21		57449 58404DFV8	247,000	247,000.00	248,363.44	1,363.44	290.31	1.650
1.60 MONONA 10/21/20		33458 610092CU0	245,000	245,021.48	245,737.45	715.97	762.52	1.600
2.60 MS 2/15/22		32992 61747MK83	245,000	247,236.85	250,720.75	3,483.90	802.79	2.600
1.75 MS 12/6/21		34221 61760A3R8	247,000	247,000.00	248,770.99	1,770.99	1,397.41	1.750
2.05 NTLNYC 8/30/22		18734 634116CM7	245,000	243,040.00	248,831.80	5,791.80	27.52	2.050
3.40 NCBSVC 12/21/23		32612 635573AL2	247,234	253,219.75	261,936.85	8,717.10	2,327.84	3.220
2.15 NRTHFL 10/25/22		28710 66612ABX5	245,000	243,390.35	249,576.60	6,186.25	2,294.61	2.150
2.80 ORIENTAL BANK 9/14/20		31469 68621KCC3	245,000	246,805.65	246,986.95	181.30	375.89	2.800
1.65 PARKBT 4/2/20		19008 70153RJU3	247,000	247,000.00	247,009.88	9.88	1,071.91	1.650
1.70 RCKCAN 12/20/23		33542 77183VAD0	245,000	245,000.00	246,896.30	1,896.30	136.93	1.700
1.60 SAFR 1/4/21		26876 78658RBF7	245,000	245,000.00	245,908.95	908.95	1,275.36	1.600
2.80 SALLMA 4/17/24		58177 795450ZH7	245,000	246,771.35	257,438.65	10,667.30	3,138.68	2.590
1.65 SMARTB 4/16/20		58463 83172HFJ4	247,000	247,000.00	247,076.57	76.57	212.15	1.650
1.65 SOME 4/30/21		11112 835104BX7	245,000	245,000.00	246,031.45	1,031.45	686.67	1.650
1.75 SOWNAT 5/8/20		4801 845182BA1	245,000	244,105.75	245,205.80	1,100.05	281.92	1.750
2.75 SBIIN 02/16/23		33682 856285HZ7	245,000	247,572.50	254,042.95	6,470.45	830.65	2.750
1.60 10/27/20		1833 856309BR9	245,000	245,000.00	245,749.70	749.70	53.70	1.600
1.65 SNV 12/9/21		873 87164DPS3	245,000	245,000.00	246,352.40	1,352.40	254.73	1.650
2.35 SYF 10/20/22		27314 87164WTC2	245,000	244,980.40	250,786.90	5,806.50	2,583.01	2.350
2.15 EVER 10/28/22		34775 87270LAV5	245,000	243,360.95	249,601.10	6,240.15	2,222.45	2.150
1.7 TCBI 5/11/20		34383 88224PLC1	247,000	247,000.00	247,209.95	209.95	1,288.46	1.700
2.05 THFDL 10/27/21		30012 88413QBT4	245,000	244,039.60	247,824.85	3,785.25	2,160.36	2.050
3.00 TOWN 9/27/21		35095 89214PCA5	245,000	249,184.60	251,169.10	1,984.50	120.82	3.000
2.80 UBS 9/14/20		57565 90348JDQ0	245,000	246,810.55	246,955.10	144.55	338.30	2.800
3.25 VYSTAR CREDIT UNION 12/11/20		68490 92891CCB6	245,000	248,719.10	248,672.55	(46.55)	21.82	3.250
1.60 ZION 11/25/20		2270 98970LAA5	247,087	247,086.62	247,832.39	745.77	1,361.56	1.600
TOTAL FDIC Insured CD's			14,729,400.84	14,790,375.61	14,949,050.25	158,674.64	52,620.70	2.218
WELLS MONEY MKT AML POOL - City ACCT	Agreed to Amlip		2,722,797.12	2,722,797.12	2,722,797.12		1,487.38	1.443
			1,173,959.68	1,173,959.68	1,173,959.68		1,421.43	1.080
	Agreed to GL		21,184,314.52	21,195,532.41	21,365,692.05	170,159.64	66,932.98	
WF Cash	Agreed to WF		190,118.45	190,118.45	190,118.45	-	-	0.400
TOTAL			21,374,432.97	21,385,650.86	21,555,810.50	170,159.64	66,932.98	
TOTAL CURRENT YIELD		MONTHS			181,377.53			2.0353%
	Max/Min	Return	Actual	Difference				
Maturity over 2 years 30% Maximum	6,466,743.15	2.4449%	6,063,788	402,954.99	OK			
Liquidity 20% Minimum	4,311,162.10	1.8558%	11,767,934	(7,456,772.29)	OK			
Maturity 1 - 2 years		1.9353%	3,724,088					
		2.0353%	21,555,811					

CITY OF KENAI
PERMANENT FUND
INVESTMENT PORTFOLIO SUMMARY
March 31, 2020

	Fair Market Value					Current or Average Yield	Current Portfolio Weight	Target Weight	Portfolio Maximum
	31-Mar-19	30-Jun-19	30-Sep-19	31-Dec-19	31-Mar-20				
Fixed Income									
Cash & Cash Equivalents	1,545,212	1,431,086	1,560,919	1,687,069	1,643,681	1.79%	6.07%		
Total Cash & Cash Equivalents	1,545,212	1,431,086	1,560,919	1,687,069	1,643,681				
Government & Corporate Securities									
Government Securities	6,821,504	9,265,968	9,099,594	9,439,519	9,104,954	2.04%	33.64%		
Corporate Securities	4,570,777	1,984,868	2,007,674	2,026,809	2,644,059	2.68%	9.77%		
Total Government & Corporate Securities	11,392,281	11,250,836	11,107,268	11,466,328	11,749,013	2.31%	43.41%		
Total Fixed Income	12,937,493	12,681,922	12,668,187	13,153,397	13,392,694	2.29%	49.48%	45.00%	65.00%
Equities									
Domestic Equities									
Large-Cap Index	5,751,108	5,619,537	5,704,808	6,005,088	5,188,021		19.17%	20.00%	25.00%
Small-Cap Index	1,323,301	1,385,556	1,445,878	1,557,514	1,179,713		4.36%	5.00%	10.00%
Mid-Cap Index	2,807,855	2,818,713	2,885,890	2,986,448	2,412,532		8.91%	10.00%	15.00%
Total Domestic Equities	9,882,264	9,823,806	10,036,576	10,549,050	8,780,266		32.44%	35.00%	50.00%
International Equities									
Europe Pacific ETF	2,845,695	2,800,691	2,908,363	2,963,145	2,514,175		9.29%	10.00%	15.00%
Vanguard Emerging Market ETF	1,449,173	1,432,090	1,432,364	1,570,867	1,182,533		4.37%	5.00%	10.00%
Total International Equities	4,294,868	4,232,781	4,340,727	4,534,012	3,696,708		13.66%	15.00%	25.00%
Real Estate									
Vanguard REIT ETF	1,443,620	546,130	585,455	576,946	456,116		1.69%	2.00%	7.00%
Total Real Estate	1,443,620	546,130	585,455	576,946	456,116		1.69%	2.00%	7.00%
Infrastructure									
Flexshares Stoxx Global Broad Infrastructure	-	847,875	860,178	895,755	739,971		2.73%	3.00%	8.00%
Total Infrastructure	-	847,875	860,178	895,755	739,971		2.73%	3.00%	8.00%
Total Equities	15,620,752	15,450,592	15,822,936	16,555,763	13,673,061				
Total Portfolio	28,558,245	28,132,514	28,491,123	29,709,160	27,065,755	-11.86%	100.00%	100.00%	155.00%
Total ALSPF Balance	25,251,842	24,731,368	25,046,623	26,117,403	23,018,774				
Total GLSPF Balance	3,158,393	3,248,893	3,290,307	3,430,972	3,023,913				
Total Kenai Community Foundation	148,011	152,252	154,193	160,785	141,709				
Total Kenai Senior Connection	-	-	-	-	881,359				







ALASKA PERMANENT
CAPITAL MANAGEMENT
Registered Investment Adviser

CITY OF KENAI PERMANENT FUNDS

Account Statement - Period Ending March 31, 2020

ACCOUNT ACTIVITY

Portfolio Value on 02-29-20	29,547,931
Contributions	0
Withdrawals	-438
Change in Market Value	-2,562,618
Interest	29,167
Dividends	51,714

Portfolio Value on 03-31-20 27,065,756

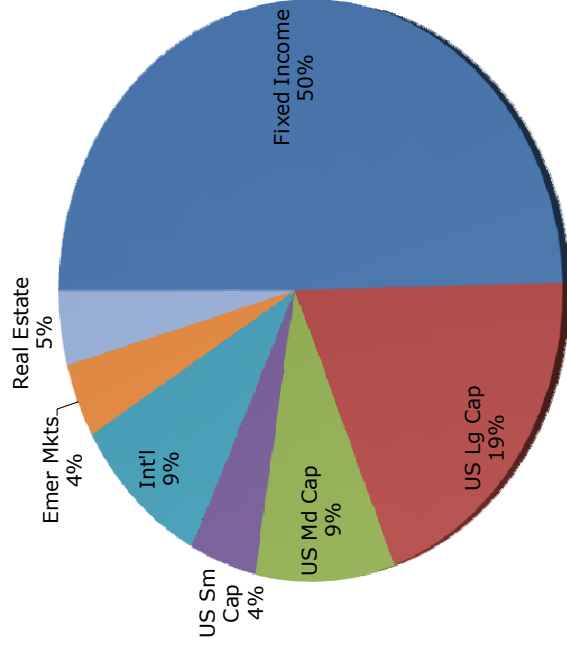
MANAGEMENT TEAM

Client Relationship Manager: Amber Frizzell, AIF®
Amber@apcm.net

Your Portfolio Manager: Bill Lierman, CFA®

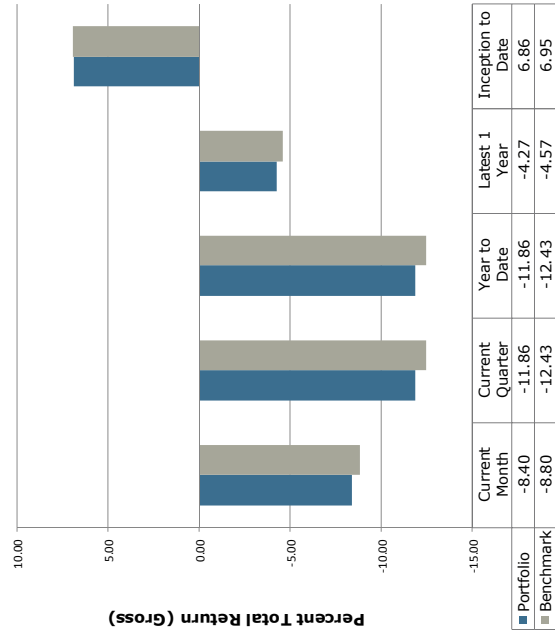
Contact Phone Number: 907/272 -7575

PORTFOLIO COMPOSITION



INVESTMENT PERFORMANCE

Current Account Benchmark: Equity Blend



Performance is Annualized for Periods Greater than One Year

Clients are encouraged to compare this report with the official statement from their custodian.

Alaska Permanent Capital Management Co.
PORTFOLIO SUMMARY AND TARGET
CITY OF KENAI PERMANENT FUNDS
March 31, 2020

Asset Class & Target	Market Value	% Assets	Range
FIXED INCOME (45%)			
US Fixed Income (40.0%)	11,757,872	43.4	35% to 65%
Cash (5.0%)	1,661,254	6.1	0% to 10%
Subtotal:	13,419,126	49.6	
EQUITY (50%)			
US Large Cap (20.0%)	5,161,590	19.1	15% to 25%
US Mid Cap (10.0%)	2,412,532	8.9	5% to 15%
US Small Cap (5.0%)	1,179,713	4.4	0% to 10%
Developed International Equity (10.0%)	2,514,175	9.3	5% to 15%
Emerging Markets (5.0%)	1,182,533	4.4	0% to 10%
Subtotal:	12,450,543	46.0	
ALTERNATIVE INVESTMENTS (5%)			
Real Estate (2.0%)	456,116	1.7	0% to 5%
Infrastructure (3.0%)	739,971	2.7	0% to 6%
Subtotal:	1,196,088	4.4	
TOTAL PORTFOLIO	27,065,756	100	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS

March 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
FNMA & FHLMC									
15,375	FHLMC POOL G14203 4.000% Due 04-01-26	104.56	16,076	105.45	16,212	0.06	615	51	1.07
127,148	FG POOL C91270 4.500% Due 10-01-29	105.67	134,359	108.87	138,423	0.51	5,722	477	1.13
122,823	FG POOL J30401 3.000% Due 01-01-30	101.30	124,416	105.54	129,631	0.48	3,685	307	1.20
129,210	FG POOL G16255 2.500% Due 07-01-32	99.70	128,826	104.06	134,453	0.50	3,230	269	1.36
126,489	FNCL POOL 995373 4.500% Due 02-01-39	106.72	134,987	109.40	138,375	0.51	5,692	474	2.11
361,953	FN POOL AJ1405 4.000% Due 09-01-41	104.48	378,184	108.10	391,260	1.45	14,478	1,207	1.37
165,769	FN POOL AT2324 3.000% Due 01-01-43	100.20	166,106	105.77	175,331	0.65	4,973	83	1.80
230,989	FG POOL V80057 3.000% Due 05-01-43	100.23	231,531	106.16	245,220	0.91	6,930	577	1.89
150,670	FN POOL AL3180 3.000% Due 05-01-43	100.20	150,976	105.77	159,362	0.59	4,520	377	1.82
275,682	FG POOL G08722 3.500% Due 09-01-46	102.09	281,432	106.59	293,841	1.09	9,649	804	1.20
95,101	FN AS8483 3.000% Due 12-01-46	102.95	97,909	105.41	100,244	0.37	2,853	238	1.57
102,320	FN POOL BD2453 3.000% Due 01-01-47	99.89	102,208	105.61	108,060	0.40	3,070	256	1.85
523,410	FN POOL AS8810 3.500% Due 02-01-47	102.04	534,082	106.01	554,856	2.05	18,319	1,527	1.00
184,988	FN POOL MA2930 4.000% Due 03-01-47	103.56	191,578	107.21	198,328	0.73	7,400	617	1.30
130,016	FG G61893 3.000% Due 07-01-47	101.14	131,499	105.48	137,137	0.51	3,900	325	1.46
95,971	FN MA3276 3.500% Due 02-01-48	105.75	101,490	105.56	101,311	0.37	3,359	280	0.84
177,165	FN MA3305 3.500% Due 03-01-48	103.02	182,507	105.56	187,018	0.69	6,201	517	0.98
68,713	FN POOL MA3638 4.000% Due 04-01-49	103.09	70,839	106.54	73,207	0.27	2,749	229	0.94
97,341	FR RA1343 3.000% Due 09-01-49	104.69	101,904	105.08	102,284	0.38	2,920	243	1.30
97,743	FN MA3834 3.000% Due 11-01-49	101.90	99,598	104.80	102,438	0.38	2,932	244	1.00
98,465	FN MA3871 3.000% Due 12-01-49	101.91	100,342	104.78	103,176	0.38	2,954	246	1.02
98,419	FR QA5517 3.000% Due 12-01-49	102.31	100,695	105.25	103,587	0.38	2,953	246	1.11

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS

March 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
99,694	FN MA3960 3.000% Due 03-01-50 Accrued Interest	102.31	102,000	104.86	104,537	0.39	2,991	249	1.11
			3,663,546		9,843	0.04		9,843	
					3,808,136	14.07			
CORPORATE BONDS									
100,000	ABBVIE INC 2.900% Due 11-06-22	101.31	101,307	101.09	101,090	0.37	2,900	1,168	2.46
100,000	GOLDMAN SACHS GROUP INC 3.625% Due 01-22-23	101.98	101,985	102.62	102,622	0.38	3,625	695	2.65
75,000	STARBUCKS CORP 3.100% Due 03-01-23	98.54	73,902	101.83	76,370	0.28	2,325	194	2.44
100,000	AVALONBAY COMMUNITIES 2.850% Due 03-15-23	100.82	100,816	98.87	98,875	0.37	2,850	127	3.25
100,000	AFLAC INC 3.625% Due 06-15-23	104.97	104,975	99.82	99,817	0.37	3,625	1,067	3.68
200,000	BANK OF NEW YORK MELLON 2.200% Due 08-16-23	97.83	195,666	100.44	200,890	0.74	4,400	550	2.06
200,000	JPMORGAN CHASE & CO 3.875% Due 02-01-24	105.18	210,362	107.09	214,190	0.79	7,750	1,292	1.94
100,000	MORGAN STANLEY IND FINANCIAL SRV 3.875% Due 04-29-24	103.71	103,711	105.06	105,058	0.39	3,875	1,636	2.56
100,000	WELLS FARGO & COMPANY 3.300% Due 09-09-24	99.88	99,882	104.12	104,119	0.38	3,300	202	2.32
150,000	KIMCO REALTY CORP 3.300% Due 02-01-25	94.92	142,377	97.92	146,881	0.54	4,950	825	3.77
150,000	REYNOLDS AMERICAN INC 4.450% Due 06-12-25	108.47	162,700	100.60	150,895	0.56	6,675	2,021	4.32
150,000	CITIGROUP INC 3.700% Due 01-12-26	101.65	152,470	103.26	154,890	0.57	5,550	1,218	3.08
100,000	KROGER CO 2.650% Due 10-15-26	99.82	99,820	101.47	101,466	0.37	2,650	1,222	2.41
100,000	GENERAL DYNAMICS CORP 3.500% Due 04-01-27	106.12	106,120	107.62	107,618	0.40	3,500	58	2.31
100,000	ENBRIDGE INC 3.700% Due 07-15-27	101.13	101,135	94.92	94,916	0.35	3,700	781	4.52
100,000	ANHEUSER-BUSCH INBEV WORLDWIDE 4.000% Due 04-13-28	114.31	114,309	105.43	105,430	0.39	4,000	1,867	3.23
100,000	INTEL CORP 2.450% Due 11-15-29	105.62	105,622	102.42	102,420	0.38	2,450	885	2.17
100,000	AT&T INC 6.375% Due 03-01-41	119.32	119,320	128.21	128,213	0.47	6,375	531	4.31
100,000	HOME DEPOT INC 4.875% Due 02-15-44	115.63	115,627	123.60	123,602	0.46	4,875	623	3.42
100,000	CARDINAL HEALTH 4.900% Due 09-15-45	111.47	111,470	102.21	102,214	0.38	4,900	218	4.75

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS

March 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
100,000	BANK OF AMERICA CORP 4.443% Due 01-20-48	106.31	106,308	117.76	117,764	0.44	4,443	876	3.44
100,000	Sysco Corporation 4.450% Due 03-15-48	120.54	120,536	95.18	95,184	0.35	4,450	198	4.76
	Accrued Interest				18,253	0.07			
			2,650,421		2,652,778	9.80		18,253	
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
3,350	FLEXSHARES QUAL DIV ETF	40.58	135,935	35.96	120,466	0.45	NA		
1,505	ISHARES EDGE MSCIUSA QUALITY FACTOR ETF	101.40	152,607	81.04	121,965	0.45	NA		
19,085	SPDR S&P 500 ETF	185.51	3,540,431	257.75	4,919,159	18.17	NA		
			3,828,972		5,161,590	19.07			
DOMESTIC MID CAP EQUITY FUNDS/ETF									
16,770	ISHARES CORE S&P MIDCAP 400 ETF	89.17	1,495,411	143.86	2,412,532	8.91	NA		
DOMESTIC SMALL CAP EQUITY FUNDS/ETF									
21,025	ISHARES S&P SMALLCAP 600 INDEX ETF	39.83	837,519	56.11	1,179,713	4.36	NA		
INTERNATIONAL EQUITY FUNDS/ETF									
20,080	ISHARES ETF CORE MSCI EAFE	55.58	1,115,985	49.89	1,001,791	3.70	NA		
28,290	ISHARES MSCI EAFE INDEX FUND	63.36	1,792,521	53.46	1,512,383	5.59	NA		
			2,908,506		2,514,175	9.29			
EMERGING MARKET FUNDS/ETF									
29,220	ISHARES ETF CORE MSCI EMERGING MKT	42.36	1,237,704	40.47	1,182,533	4.37	NA		
REAL ESTATE & INFRASTRUCTURE									
17,125	FLEXSHAR STX GLOBAL BROAD INF ETF	49.61	849,646	43.21	739,971	2.73	NA		
7,065	JPMORGAN BETABUILDERS MSCI US REIT ETF	77.47	547,326	64.56	456,116	1.69	NA		
			1,396,972		1,196,088	4.42			
U.S. TREASURY									
235,000	US TREASURY NOTES 2.125% Due 06-30-21	99.34	233,439	102.50	240,884	0.89	4,994	1,262	0.12
240,000	US TREASURY NOTES 1.125% Due 07-31-21	99.18	238,021	101.27	243,055	0.90	2,700	452	0.17
200,000	US TREASURY NOTES 2.000% Due 08-31-21	100.66	201,312	102.55	205,110	0.76	4,000	348	0.19
50,000	US TREASURY NOTES 1.500% Due 09-30-21	99.80	49,898	101.95	50,974	0.19	750	2	0.20
340,000	US TREASURY NOTES 2.000% Due 10-31-21	100.66	342,258	102.82	349,588	1.29	6,800	2,858	0.21

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS

March 31, 2020

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
40,000	US TREASURY NOTES 2.000% Due 12-31-21	101.31	40,524	103.11	41,244	0.15	800	202	0.22
150,000	US TREASURY NOTES 1.875% Due 01-31-22	100.09	150,129	103.03	154,552	0.57	2,812	471	0.22
325,000	US TREASURY NOTES 2.125% Due 06-30-22	97.12	315,644	104.30	338,991	1.25	6,906	1,746	0.21
280,000	US TREASURY NOTES 2.625% Due 02-28-23	99.72	279,213	106.80	299,043	1.10	7,350	639	0.28
150,000	US TREASURY NOTES 1.625% Due 10-31-23	99.41	149,109	104.69	157,036	0.58	2,437	1,025	0.31
425,000	US TREASURY NOTES 2.375% Due 08-15-24	101.53	431,507	108.74	462,136	1.71	10,094	1,276	0.36
75,000	US TREASURY NOTES 2.750% Due 06-30-25	99.71	74,780	112.09	84,064	0.31	2,062	521	0.42
210,000	US TREASURY NOTES 2.500% Due 02-28-26	99.75	209,482	111.71	234,593	0.87	5,250	457	0.49
200,000	US TREASURY NOTES 1.625% Due 05-15-26	95.63	191,269	106.72	213,446	0.79	3,250	1,232	0.51
250,000	US TREASURY NOTES 2.000% Due 11-15-26	95.26	238,145	109.52	273,800	1.01	5,000	1,896	0.54
300,000	US TREASURY NOTES 3.125% Due 11-15-28	102.38	307,141	120.72	362,169	1.34	9,375	3,554	0.65
240,000	US TREASURY NOTES 2.625% Due 02-15-29	101.74	244,179	116.88	280,519	1.04	6,300	796	0.66
325,000	US TREASURY NOTES 3.875% Due 08-15-40	127.11	413,113	150.09	487,792	1.80	12,594	1,592	1.12
55,000	US TREASURY NOTES 3.125% Due 02-15-43	117.36	64,546	136.97	75,333	0.28	1,719	217	1.26
525,000	US TREASURY NOTES 2.875% Due 05-15-49	102.98	540,653	136.45	716,357	2.65	15,094	5,722	1.36
	Accrued Interest				26,268	0.10			
			4,714,362		5,296,958	19.57		26,268	
	CASH AND EQUIVALENTS								
	DIVIDEND ACCRUAL		26,432		26,432	0.10			
	WF ADV GOVT MMFD-INSTL #1751		1,634,823		1,634,823	6.04			
			1,661,254		1,661,254	6.14			
	TOTAL PORTFOLIO		24,394,668		27,065,756	100	325,549	54,364	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
CORPORATE BONDS				
03-03-20	03-05-20	ANHEUSER-BUSCH INBEV WORLDWIDE 4.000% Due 04-13-28	100,000	114,309.00
03-03-20	03-05-20	INTEL CORP 2.450% Due 11-15-29	100,000	105,622.00
03-19-20	03-23-20	STARBUCKS CORP 3.100% Due 03-01-23	75,000	73,902.00
03-26-20	03-30-20	KROGER CO 2.650% Due 10-15-26	100,000	99,820.00
03-26-20	03-30-20	GENERAL DYNAMICS CORP 3.500% Due 04-01-27	100,000	106,120.00
				499,773.00
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
03-05-20	03-09-20	SPDR S&P 500 ETF	790.0000	241,207.22
03-27-20	03-31-20	FLEXSHARES QUAL DIV ETF	140.0000	5,014.80
03-27-20	03-31-20	SPDR S&P 500 ETF	280.0000	71,570.52
				317,792.54
DOMESTIC MID CAP EQUITY FUNDS/ETF				
03-05-20	03-09-20	ISHARES CORE S&P MIDCAP 400 ETF	955.0000	175,984.54
03-27-20	03-31-20	ISHARES CORE S&P MIDCAP 400 ETF	865.0000	123,612.91
				299,597.45
DOMESTIC SMALL CAP EQUITY FUNDS/ETF				
03-05-20	03-09-20	ISHARES S&P SMALLCAP 600 INDEX ETF	580.0000	42,450.20

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-27-20	03-31-20	ISHARES S&P SMALLCAP 600 INDEX ETF	1,870.0000	103,966.95
FNMA & FHLMC				
03-20-20	03-24-20	FN MA3960	99,694.18	101,999.61
		3.000% Due 03-01-50		
03-20-20	03-24-20	FR QAS517	98,419.16	100,695.10
		3.000% Due 12-01-49		
03-24-20	03-26-20	FR RA1343	97,340.77	101,903.62
		3.000% Due 09-01-49		
03-24-20	03-26-20	FN MA3276	95,971.29	101,489.64
		3.500% Due 02-01-48		
INTERNATIONAL EQUITY FUNDS/ETF				
03-05-20	03-09-20	ISHARES MSCI EAFE INDEX FUND	1,275.0000	80,407.75
03-05-20	03-09-20	ISHARES ETF CORE MSCI EAFE	895.0000	52,957.15
				133,364.90
				1,803,033.01
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
03-31-20	03-31-20	MANAGEMENT FEES		3,922.15
				3,922.15
DIVIDEND				
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
03-20-20	04-30-20	SPDR S&P 500 ETF		26,431.54
03-26-20	03-26-20	FLEXSHARES QUAL DIV ETF		845.74

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-31-20	03-31-20	ISHARES EDGE MSCI USA QUALITY FACTOR ETF		617.57
				<u>27,894.85</u>
		DOMESTIC MID CAP EQUITY FUNDS/ETF		
03-31-20	03-31-20	ISHARES CORE S&P MIDCAP 400 ETF		12,738.28
		DOMESTIC SMALL CAP EQUITY FUNDS/ETF		
03-31-20	03-31-20	ISHARES S&P SMALLCAP 600 INDEX ETF		4,824.49
		REAL ESTATE & INFRASTRUCTURE		
03-26-20	03-26-20	FLEXSHAR STX GLOBAL BROAD INF ETF		3,742.65
03-27-20	03-27-20	JPMORGAN BETABUILDERS MSCI US REIT ETF		2,513.80
				<u>6,256.45</u>
				51,714.07
		INTEREST		
		CASH AND EQUIVALENTS		
03-02-20	03-02-20	WF ADV GOVT MM FD-INSTL #1751		1,935.36
		CORPORATE BONDS		
03-02-20	03-02-20	AT&T INC 6.375% Due 03-01-41		3,187.50
03-09-20	03-09-20	WELLS FARGO & COMPANY 3.300% Due 09-09-24		1,650.00
03-16-20	03-16-20	AVALONBAY COMMUNITIES 2.850% Due 03-15-23		1,425.00

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-16-20	03-16-20	CARDINAL HEALTH 4.900% Due 09-15-45		2,450.00
03-16-20	03-16-20	Sysco Corporation 4.450% Due 03-15-48		2,225.00
				<u>10,937.50</u>
FNMA & FHLMC				
03-16-20	03-16-20	FHLMC POOL G14203 4.000% Due 04-01-26		52.66
03-16-20	03-16-20	FG POOL G16255 2.500% Due 07-01-32		272.73
03-16-20	03-16-20	FG POOL G08722 3.500% Due 09-01-46		819.91
03-16-20	03-16-20	FG POOL C91270 4.500% Due 10-01-29		485.86
03-16-20	03-16-20	FG POOL J30401 3.000% Due 01-01-30		316.01
03-16-20	03-16-20	FG POOL V80057 3.000% Due 05-01-43		580.86
03-16-20	03-16-20	FG G61893 3.000% Due 07-01-47		328.72
03-25-20	03-25-20	FN POOL AJ1405 4.000% Due 09-01-41		1,219.51
03-25-20	03-25-20	FN POOL AT2324 3.000% Due 01-01-43		418.98
03-25-20	03-25-20	FN AS8483 3.000% Due 12-01-46		240.41
03-25-20	03-25-20	FN POOL AS8810 3.500% Due 02-01-47		1,562.82
03-25-20	03-25-20	FN POOL AL3180 3.000% Due 05-01-43		383.26
03-25-20	03-25-20	FN POOL BD2453 3.000% Due 01-01-47		258.02
03-25-20	03-25-20	FNCL POOL 995373 4.500% Due 02-01-39		477.81

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-25-20	03-25-20	FN POOL MA2930		636.37
		4.000% Due 03-01-47		
03-25-20	03-25-20	FN MA3305		527.34
		3.500% Due 03-01-48		
03-25-20	03-25-20	FN POOL MA3638		239.90
		4.000% Due 04-01-49		
03-25-20	03-25-20	FN MA3834		246.11
		3.000% Due 11-01-49		
03-25-20	03-25-20	FN MA3871		247.30
		3.000% Due 12-01-49		
				9,314.58

U.S. TREASURY				
03-31-20	03-31-20	US TREASURY NOTES		375.00
		1.500% Due 09-30-21		
				22,562.44

PRINCIPAL PAYDOWNS				
FNMA & FHLMC				
03-15-20	03-16-20	FHLMC POOL G14203	422.44	422.44
		4.000% Due 04-01-26		
03-15-20	03-16-20	FG POOL G16255	1,699.58	1,699.58
		2.500% Due 07-01-32		
03-15-20	03-16-20	FG POOL G08722	5,430.86	5,430.86
		3.500% Due 09-01-46		
03-15-20	03-16-20	FG POOL C91270	2,416.16	2,416.16
		4.500% Due 10-01-29		
03-15-20	03-16-20	FG POOL J30401	3,581.36	3,581.36
		3.000% Due 01-01-30		
03-15-20	03-16-20	FG POOL V80057	1,353.61	1,353.61
		3.000% Due 05-01-43		
03-15-20	03-16-20	FG G61893	1,470.28	1,470.28
		3.000% Due 07-01-47		
03-25-20	03-25-20	FN POOL AJ1405	3,900.71	3,900.71
		4.000% Due 09-01-41		

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-25-20	03-25-20	FN POOL AT2324	1,822.78	1,822.78
		3.000% Due 01-01-43		
03-25-20	03-25-20	FN AS8483	1,063.01	1,063.01
		3.000% Due 12-01-46		
03-25-20	03-25-20	FN POOL AS8810	12,414.04	12,414.04
		3.500% Due 02-01-47		
03-25-20	03-25-20	FN POOL AL3180	2,633.20	2,633.20
		3.000% Due 05-01-43		
03-25-20	03-25-20	FN POOL BD2453	889.53	889.53
		3.000% Due 01-01-47		
03-25-20	03-25-20	FNCL POOL 995373	926.88	926.88
		4.500% Due 02-01-39		
03-25-20	03-25-20	FN POOL MA2930	5,924.11	5,924.11
		4.000% Due 03-01-47		
03-25-20	03-25-20	FN MA3305	3,636.28	3,636.28
		3.500% Due 03-01-48		
03-25-20	03-25-20	FN POOL MA3638	3,257.27	3,257.27
		4.000% Due 04-01-49		
03-25-20	03-25-20	FN MA3834	700.87	700.87
		3.000% Due 11-01-49		
03-25-20	03-25-20	FN MA3871	456.76	456.76
		3.000% Due 12-01-49		
				53,999.73
				53,999.73

PURCHASED ACCRUED INTEREST

CORPORATE BONDS				
03-03-20	03-05-20	ANHEUSER-BUSCH INBEV WORLDWIDE		1,577.78
		4.000% Due 04-13-28		
03-03-20	03-05-20	INTEL CORP		707.78
		2.450% Due 11-15-29		
03-19-20	03-23-20	STARBUCKS CORP		142.08
		3.100% Due 03-01-23		
03-26-20	03-30-20	KROGER CO		1,214.58
		2.650% Due 10-15-26		

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-26-20	03-30-20	GENERAL DYNAMICS CORP 3.500% Due 04-01-27		48.61
				<u>3,690.83</u>
FNMA & FHLMC				
03-20-20	03-24-20	FN MA3960 3.000% Due 03-01-50		191.08
03-20-20	03-24-20	FR QA5517 3.000% Due 12-01-49		188.64
03-24-20	03-26-20	FR RA1343 3.000% Due 09-01-49		202.79
03-24-20	03-26-20	FN MA3276 3.500% Due 02-01-48		233.26
				<u>815.77</u>
				4,506.60

SALES, MATURITIES, AND CALLS

U.S. TREASURY				
03-03-20	03-05-20	US TREASURY NOTES 2.625% Due 02-15-29	200,000	229,078.13
03-05-20	03-06-20	US TREASURY NOTES 4.375% Due 11-15-39	170,000	259,462.50
03-05-20	03-06-20	US TREASURY NOTES 2.000% Due 12-31-21	130,000	133,250.00
03-20-20	03-23-20	US TREASURY NOTES 2.625% Due 02-28-23	70,000	74,284.77
03-20-20	03-23-20	US TREASURY NOTES 3.875% Due 08-15-40	45,000	64,717.38
03-20-20	03-23-20	US TREASURY NOTES 2.625% Due 02-15-29	55,000	62,865.43
03-20-20	03-23-20	US TREASURY NOTES 2.750% Due 06-30-25	75,000	83,220.70
03-24-20	03-25-20	US TREASURY NOTES 1.875% Due 01-31-22	100,000	102,644.53

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-24-20	03-25-20	US TREASURY NOTES 2.625% Due 02-15-29	100,000	115,324.22
03-26-20	03-27-20	US TREASURY NOTES 1.500% Due 09-30-21	200,000	203,710.94
03-27-20	03-30-20	US TREASURY NOTES 1.125% Due 07-31-21	340,000	344,077.34
				1,672,635.94
				1,672,635.94

SOLD ACCRUED INTEREST

U.S. TREASURY				
03-03-20	03-05-20	US TREASURY NOTES 2.625% Due 02-15-29		274.04
03-05-20	03-06-20	US TREASURY NOTES 4.375% Due 11-15-39		2,288.46
03-05-20	03-06-20	US TREASURY NOTES 2.000% Due 12-31-21		471.43
03-20-20	03-23-20	US TREASURY NOTES 2.625% Due 02-28-23		114.84
03-20-20	03-23-20	US TREASURY NOTES 3.875% Due 08-15-40		177.25
03-20-20	03-23-20	US TREASURY NOTES 2.625% Due 02-15-29		146.75
03-20-20	03-23-20	US TREASURY NOTES 2.750% Due 06-30-25		470.30
03-24-20	03-25-20	US TREASURY NOTES 1.875% Due 01-31-22		278.16
03-24-20	03-25-20	US TREASURY NOTES 2.625% Due 02-15-29		281.25
03-26-20	03-27-20	US TREASURY NOTES 1.500% Due 09-30-21		1,467.21
03-27-20	03-30-20	US TREASURY NOTES 1.125% Due 07-31-21		619.99
				6,589.68
				6,589.68

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Security	Quantity	Trade Amount
WITHDRAW				
CASH AND EQUIVALENTS				
03-02-20	03-02-20	CASH RECEIVABLE		4,593.75
03-02-20	03-02-20	CASH RECEIVABLE		2,625.00
03-02-20	03-02-20	CASH RECEIVABLE		2,000.00
03-20-20	03-20-20	WF ADV GOVT MM FD-INSTL #1751		437.95
				9,656.70
				9,656.70

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF KENAI PERMANENT FUNDS

From 03-01-20 Through 03-31-20

Date	Quantity	Security	Avg. Cost		Gain Or Loss
			Basis	Proceeds	
03-03-20	200,000	US TREASURY NOTES 2.625% Due 02-15-29	203,482.54	229,078.13	25,595.59
03-05-20	170,000	US TREASURY NOTES 4.375% Due 11-15-39	219,089.84	259,462.50	40,372.66
03-05-20	130,000	US TREASURY NOTES 2.000% Due 12-31-21	131,703.35	133,250.00	1,546.65
03-15-20	422.44	FHLMC POOL G14203 4.000% Due 04-01-26	441.71	422.44	-19.27
03-15-20	1,699.58	FG POOL G16255 2.500% Due 07-01-32	1,694.53	1,699.58	5.05
03-15-20	5,430.86	FG POOL G08722 3.500% Due 09-01-46	5,544.14	5,430.86	-113.28
03-15-20	2,416.16	FG POOL C91270 4.500% Due 10-01-29	2,553.20	2,416.16	-137.04
03-15-20	3,581.36	FG POOL J30401 3.000% Due 01-01-30	3,627.81	3,581.36	-46.45
03-15-20	1,353.61	FG POOL V80057 3.000% Due 05-01-43	1,356.78	1,353.61	-3.17
03-15-20	1,470.28	FG G61893 3.000% Due 07-01-47	1,487.05	1,470.28	-16.77
03-20-20	70,000	US TREASURY NOTES 2.625% Due 02-28-23	69,803.13	74,284.77	4,481.64
03-20-20	45,000	US TREASURY NOTES 3.875% Due 08-15-40	57,200.31	64,717.38	7,517.07
03-20-20	55,000	US TREASURY NOTES 2.625% Due 02-15-29	55,957.70	62,865.43	6,907.73
03-20-20	75,000	US TREASURY NOTES 2.750% Due 06-30-25	74,780.27	83,220.70	8,440.42
03-24-20	100,000	US TREASURY NOTES 1.875% Due 01-31-22	100,085.94	102,644.53	2,558.59
03-24-20	100,000	US TREASURY NOTES 2.625% Due 02-15-29	101,741.27	115,324.22	13,582.95
03-25-20	3,900.71	FN POOL AJ1405 4.000% Due 09-01-41	4,075.63	3,900.71	-174.92
03-25-20	1,822.78	FN POOL AT2324 3.000% Due 01-01-43	1,826.48	1,822.78	-3.70

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF KENAI PERMANENT FUNDS

From 03-01-20 Through 03-31-20

Date	Quantity	Security	Avg. Cost Basis	Proceeds	Gain Or Loss
03-25-20	1,063.01	FN AS8483 3.000% Due 12-01-46	1,094.40	1,063.01	-31.39
03-25-20	12,414.04	FN POOL AS8810 3.500% Due 02-01-47	12,667.17	12,414.04	-253.13
03-25-20	2,633.20	FN POOL AL3180 3.000% Due 05-01-43	2,638.55	2,633.20	-5.35
03-25-20	889.53	FN POOL BD2453 3.000% Due 01-01-47	888.56	889.53	0.97
03-25-20	926.88	FNCL POOL 995373 4.500% Due 02-01-39	989.16	926.88	-62.28
03-25-20	5,924.11	FN POOL MA2930 4.000% Due 03-01-47	6,135.16	5,924.11	-211.05
03-25-20	3,636.28	FN MA3305 3.500% Due 03-01-48	3,745.94	3,636.28	-109.66
03-25-20	3,257.27	FN POOL MA3638 4.000% Due 04-01-49	3,358.04	3,257.27	-100.77
03-25-20	700.87	FN MA3834 3.000% Due 11-01-49	714.18	700.87	-13.31
03-25-20	456.76	FN MA3871 3.000% Due 12-01-49	465.47	456.76	-8.71
03-26-20	200,000	US TREASURY NOTES 1.500% Due 09-30-21	199,593.75	203,710.94	4,117.19
03-27-20	340,000	US TREASURY NOTES 1.125% Due 07-31-21	337,196.17	344,077.34	6,881.17
TOTAL GAINS					122,007.69
TOTAL LOSSES					-1,310.25
			1,605,938.23	1,726,635.67	120,697.44

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CASH RECEIVABLE					
03-01-20			Beginning Balance		9,218.75
03-02-20	03-02-20	wd	Transfer to	WF ADV GOVT MM FD-INSTL #1751	-4,593.75
03-02-20	03-02-20	wd	Transfer to	WF ADV GOVT MM FD-INSTL #1751	-2,625.00
03-02-20	03-02-20	wd	Transfer to	WF ADV GOVT MM FD-INSTL #1751	-2,000.00
03-31-20			Ending Balance		0.00
WF ADV GOVT MM FD-INSTL #1751					
03-01-20			Beginning Balance		1,652,511.15
03-02-20	03-02-20	dp	Interest	AT&T INC 6.375% Due 03-01-41	3,187.50
03-02-20	03-02-20	dp	Interest	WF ADV GOVT MM FD-INSTL #1751	1,935.36
03-02-20	03-02-20	dp	Transfer from	CASH RECEIVABLE	4,593.75
03-02-20	03-02-20	dp	Transfer from	CASH RECEIVABLE	2,625.00
03-02-20	03-02-20	dp	Transfer from	CASH RECEIVABLE	2,000.00
03-03-20	03-05-20	wd	Purchase	ANHEUSER-BUSCH INBEV WORLDWIDE	-114,309.00
03-03-20	03-05-20	wd	Accrued Interest	4.000% Due 04-13-28 ANHEUSER-BUSCH INBEV WORLDWIDE	-1,577.78
03-03-20	03-05-20	wd	Purchase	4.000% Due 04-13-28 INTEL CORP	-105,622.00
03-03-20	03-05-20	wd	Accrued Interest	2.450% Due 11-15-29 INTEL CORP	-707.78
03-03-20	03-05-20	dp	Sale	2.450% Due 11-15-29 US TREASURY NOTES 2.625% Due 02-15-29	229,078.13

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-03-20	03-05-20	dp	Accrued Interest	US TREASURY NOTES 2.625% Due 02-15-29	274.04
03-05-20	03-09-20	wd	Purchase	SPDR S&P 500 ETF	-241,207.22
03-05-20	03-09-20	wd	Purchase	ISHARES MSCI EAFE INDEX FUND	-80,407.75
03-05-20	03-09-20	wd	Purchase	ISHARES CORE S&P MIDCAP 400 ETF	-175,984.54
03-05-20	03-09-20	wd	Purchase	ISHARES S&P SMALLCAP 600 INDEX ETF	-42,450.20
03-05-20	03-09-20	wd	Purchase	ISHARES ETF CORE MSCI EAFE	-52,957.15
03-05-20	03-06-20	dp	Sale	US TREASURY NOTES 4.375% Due 11-15-39	259,462.50
03-05-20	03-06-20	dp	Accrued Interest	US TREASURY NOTES 4.375% Due 11-15-39	2,288.46
03-05-20	03-06-20	dp	Sale	US TREASURY NOTES 2.000% Due 12-31-21	133,250.00
03-05-20	03-06-20	dp	Accrued Interest	US TREASURY NOTES 2.000% Due 12-31-21	471.43
03-09-20	03-09-20	dp	Interest	WELLS FARGO & COMPANY 3.300% Due 09-09-24	1,650.00
03-15-20	03-16-20	dp	Paydown	FHLMC POOL G14203 4.000% Due 04-01-26	422.44
03-15-20	03-16-20	dp	Paydown	FG POOL G16255 2.500% Due 07-01-32	1,699.58
03-15-20	03-16-20	dp	Paydown	FG POOL G08722 3.500% Due 09-01-46	5,430.86
03-15-20	03-16-20	dp	Paydown	FG POOL C91270 4.500% Due 10-01-29	2,416.16
03-15-20	03-16-20	dp	Paydown	FG POOL J30401 3.000% Due 01-01-30	3,581.36

Alaska Permanent Capital Management Co.

CASH LEDGER

CITY OF KENAI PERMANENT FUNDS

From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-15-20	03-16-20	dp	Paydown	FG POOL V80057	1,353.61
03-15-20	03-16-20	dp	Paydown	3.000% Due 05-01-43	
				FG G61893	1,470.28
03-16-20	03-16-20	dp	Interest	3.000% Due 07-01-47	
				AVALONBAY COMMUNITIES	1,425.00
03-16-20	03-16-20	dp	Interest	2.850% Due 03-15-23	
				CARDINAL HEALTH	2,450.00
03-16-20	03-16-20	dp	Interest	4.900% Due 09-15-45	
				Sysco Corporation	2,225.00
03-16-20	03-16-20	dp	Interest	4.450% Due 03-15-48	
				FHLMC POOL G14203	52.66
03-16-20	03-16-20	dp	Interest	4.000% Due 04-01-26	
				FG POOL G16255	272.73
03-16-20	03-16-20	dp	Interest	2.500% Due 07-01-32	
				FG POOL G08722	819.91
03-16-20	03-16-20	dp	Interest	3.500% Due 09-01-46	
				FG POOL C91270	485.86
03-16-20	03-16-20	dp	Interest	4.500% Due 10-01-29	
				FG POOL J30401	316.01
03-16-20	03-16-20	dp	Interest	3.000% Due 01-01-30	
				FG POOL V80057	580.86
03-16-20	03-16-20	dp	Interest	3.000% Due 05-01-43	
				FG G61893	328.72
03-19-20	03-23-20	wd	Purchase	3.000% Due 07-01-47	
				STARBUCKS CORP	-73,902.00
03-19-20	03-23-20	wd	Accrued Interest	3.100% Due 03-01-23	
				STARBUCKS CORP	-142.08
03-20-20	03-23-20	dp	Sale	3.100% Due 03-01-23	
				US TREASURY NOTES	74,284.77
				2.625% Due 02-28-23	

Alaska Permanent Capital Management Co.

CASH LEDGER

CITY OF KENAI PERMANENT FUNDS

From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-20-20	03-23-20	dp	Accrued Interest	US TREASURY NOTES	114.84
				2.625% Due 02-28-23	
03-20-20	03-24-20	wd	Purchase	FN MA3960	-101,999.61
				3.000% Due 03-01-50	
03-20-20	03-24-20	wd	Accrued Interest	FN MA3960	-191.08
				3.000% Due 03-01-50	
03-20-20	03-24-20	wd	Purchase	FR QA5517	-100,695.10
				3.000% Due 12-01-49	
03-20-20	03-24-20	wd	Accrued Interest	FR QA5517	-188.64
				3.000% Due 12-01-49	
03-20-20	03-23-20	dp	Sale	US TREASURY NOTES	64,717.38
				3.875% Due 08-15-40	
03-20-20	03-23-20	dp	Accrued Interest	US TREASURY NOTES	177.25
				3.875% Due 08-15-40	
03-20-20	03-23-20	dp	Sale	US TREASURY NOTES	62,865.43
				2.625% Due 02-15-29	
03-20-20	03-23-20	dp	Accrued Interest	US TREASURY NOTES	146.75
				2.625% Due 02-15-29	
03-20-20	03-23-20	dp	Sale	US TREASURY NOTES	83,220.70
				2.750% Due 06-30-25	
03-20-20	03-23-20	dp	Accrued Interest	US TREASURY NOTES	470.30
				2.750% Due 06-30-25	
03-20-20	03-20-20	wd	Withdrawal	from Portfolio	-437.95
03-24-20	03-26-20	wd	Purchase	FR RA1343	-101,903.62
				3.000% Due 09-01-49	
03-24-20	03-26-20	wd	Accrued Interest	FR RA1343	-202.79
				3.000% Due 09-01-49	
03-24-20	03-26-20	wd	Purchase	FN MA3276	-101,489.64
				3.500% Due 02-01-48	
03-24-20	03-26-20	wd	Accrued Interest	FN MA3276	-233.26
				3.500% Due 02-01-48	

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-24-20	03-25-20	dp	Sale	US TREASURY NOTES 1.875% Due 01-31-22	102,644.53
03-24-20	03-25-20	dp	Accrued Interest	US TREASURY NOTES 1.875% Due 01-31-22	278.16
03-24-20	03-25-20	dp	Sale	US TREASURY NOTES 2.625% Due 02-15-29	115,324.22
03-24-20	03-25-20	dp	Accrued Interest	US TREASURY NOTES 2.625% Due 02-15-29	281.25
03-25-20	03-25-20	dp	Interest	FN POOL AJ1405 4.000% Due 09-01-41	1,219.51
03-25-20	03-25-20	dp	Paydown	FN POOL AJ1405 4.000% Due 09-01-41	3,900.71
03-25-20	03-25-20	dp	Paydown	FN POOL AT2324 3.000% Due 01-01-43	1,822.78
03-25-20	03-25-20	dp	Interest	FN POOL AT2324 3.000% Due 01-01-43	418.98
03-25-20	03-25-20	dp	Interest	FN AS8483 3.000% Due 12-01-46	240.41
03-25-20	03-25-20	dp	Paydown	FN AS8483 3.000% Due 12-01-46	1,063.01
03-25-20	03-25-20	dp	Paydown	FN POOL AS8810 3.500% Due 02-01-47	12,414.04
03-25-20	03-25-20	dp	Interest	FN POOL AS8810 3.500% Due 02-01-47	1,562.82
03-25-20	03-25-20	dp	Interest	FN POOL AL3180 3.000% Due 05-01-43	383.26
03-25-20	03-25-20	dp	Paydown	FN POOL AL3180 3.000% Due 05-01-43	2,633.20
03-25-20	03-25-20	dp	Paydown	FN POOL BD2453 3.000% Due 01-01-47	889.53

Alaska Permanent Capital Management Co.

CASH LEDGER

CITY OF KENAI PERMANENT FUNDS

From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-25-20	03-25-20	dp	Interest	FN POOL BD2453	258.02
03-25-20	03-25-20	dp	Interest	3.000% Due 01-01-47	
03-25-20	03-25-20	dp	Interest	FNCL POOL 995373	477.81
03-25-20	03-25-20	dp	Paydown	4.500% Due 02-01-39	
03-25-20	03-25-20	dp	Paydown	FNCL POOL 995373	926.88
03-25-20	03-25-20	dp	Paydown	4.500% Due 02-01-39	
03-25-20	03-25-20	dp	Paydown	FN POOL MA2930	5,924.11
03-25-20	03-25-20	dp	Interest	4.000% Due 03-01-47	
03-25-20	03-25-20	dp	Interest	FN POOL MA2930	636.37
03-25-20	03-25-20	dp	Interest	4.000% Due 03-01-47	
03-25-20	03-25-20	dp	Interest	FN MA3305	527.34
03-25-20	03-25-20	dp	Paydown	3.500% Due 03-01-48	
03-25-20	03-25-20	dp	Paydown	FN MA3305	3,636.28
03-25-20	03-25-20	dp	Interest	3.500% Due 03-01-48	
03-25-20	03-25-20	dp	Interest	FN POOL MA3638	239.90
03-25-20	03-25-20	dp	Paydown	4.000% Due 04-01-49	
03-25-20	03-25-20	dp	Paydown	FN POOL MA3638	3,257.27
03-25-20	03-25-20	dp	Paydown	4.000% Due 04-01-49	
03-25-20	03-25-20	dp	Paydown	FN MA3834	700.87
03-25-20	03-25-20	dp	Interest	3.000% Due 11-01-49	
03-25-20	03-25-20	dp	Interest	FN MA3834	246.11
03-25-20	03-25-20	dp	Interest	3.000% Due 11-01-49	
03-25-20	03-25-20	dp	Interest	FN MA3871	247.30
03-25-20	03-25-20	dp	Paydown	3.000% Due 12-01-49	
03-25-20	03-25-20	dp	Paydown	FN MA3871	456.76
03-26-20	03-30-20	wd	Purchase	3.000% Due 12-01-49	
03-26-20	03-30-20	wd	Purchase	KROGER CO	-99,820.00
03-26-20	03-30-20	wd	Accrued Interest	2.650% Due 10-15-26	
03-26-20	03-30-20	wd	Accrued Interest	KROGER CO	-1,214.58
03-26-20	03-30-20	wd	Accrued Interest	2.650% Due 10-15-26	

Alaska Permanent Capital Management Co.

CASH LEDGER**CITY OF KENAI PERMANENT FUNDS***From 03-01-20 To 03-31-20*

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-26-20	03-30-20	wd	Purchase	GENERAL DYNAMICS CORP 3.500% Due 04-01-27	-106,120.00
03-26-20	03-30-20	wd	Accrued Interest	GENERAL DYNAMICS CORP 3.500% Due 04-01-27	-48.61
03-26-20	03-27-20	dp	Sale	US TREASURY NOTES 1.500% Due 09-30-21	203,710.94
03-26-20	03-27-20	dp	Accrued Interest	US TREASURY NOTES 1.500% Due 09-30-21	1,467.21
03-26-20	03-26-20	dp	Dividend	FLEXSHAR STX GLOBAL BROAD INF ETF	3,742.65
03-26-20	03-26-20	dp	Dividend	FLEXSHARES QUAL DIV ETF	845.74
03-27-20	03-31-20	wd	Purchase	ISHARES CORE S&P MIDCAP 400 ETF	-123,612.91
03-27-20	03-31-20	wd	Purchase	FLEXSHARES QUAL DIV ETF	-5,014.80
03-27-20	03-31-20	wd	Purchase	SPDR S&P 500 ETF	-71,570.52
03-27-20	03-31-20	wd	Purchase	ISHARES S&P SMALLCAP 600 INDEX ETF	-103,966.95
03-27-20	03-30-20	dp	Sale	US TREASURY NOTES 1.125% Due 07-31-21	344,077.34
03-27-20	03-30-20	dp	Accrued Interest	US TREASURY NOTES 1.125% Due 07-31-21	619.99
03-27-20	03-27-20	dp	Dividend	JPMORGAN BETABUILDERS MSCI US REIT ETF	2,513.80
03-31-20	03-31-20	dp	Dividend	ISHARES CORE S&P MIDCAP 400 ETF	12,738.28
03-31-20	03-31-20	dp	Dividend	ISHARES S&P SMALLCAP 600 INDEX ETF	4,824.49
03-31-20	03-31-20	dp	Dividend	ISHARES EDGE MSCI USA QUALITY FACTOR ETF	617.57

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-20 To 03-31-20

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-31-20	03-31-20	dp	Interest	US TREASURY NOTES 1.500% Due 09-30-21	375.00
03-31-20			Ending Balance		1,634,822.66
DIVIDEND ACCRUAL					
03-01-20			Beginning Balance		0.00
03-20-20	04-30-20	dp	Dividend	SPDR S&P 500 ETF	26,431.54
03-31-20			Ending Balance		26,431.54

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL sort by CUSIP
CITY OF KENAI PERMANENT FUNDS

March 31, 2020

Cusip9	Original Face	Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Annual Income
FNMA & FHLMC									
3128MC3L7	256,397,000	15,374.8500	FHLMC POOL G14203	104.562501	16,076.33	105.44700	16,212.32	51.25	614.99
3128MFE46	190,000,000	129,209.9500	FG POOL G16255	99.703123	128,826.36	104.05800	134,453.29	269.19	3,230.25
3128MJYU8	477,000,000	275,681.7000	FG POOL G08722	102.085937	281,432.25	106.58700	293,840.85	804.07	9,648.86
3128P7MT7	2,000,000,000	127,147.8000	FG POOL C91270	105.671877	134,359.47	108.86800	138,423.27	476.80	5,721.65
31307LNS3	301,000,000	122,823.1900	FG POOL J30401	101.296875	124,416.05	105.54300	129,631.28	307.06	3,684.70
3132L5B28	450,000,000	230,989.2300	FG POOL V80057	100.234376	231,530.61	106.16100	245,220.48	577.47	6,929.68
3133CC69	150,000,000	130,016.1600	FG G61893	101.140626	131,499.16	105.47700	137,137.15	325.04	3,900.48
3133A0DW1	100,000,000	98,419.1600	FR QA5517	102.312497	100,695.10	105.25100	103,587.15	246.05	2,952.57
3133KGP44	100,000,000	97,340.7700	FR RA1343	104.687501	101,903.62	105.07800	102,283.73	243.35	2,920.22
3138ASKR38	1,500,000,000	361,952.6700	FN POOL AJ1405	104.484375	378,183.98	108.09700	391,259.98	1,206.51	14,478.11
3138EKRA5	374,582,000	165,769.4300	FN POOL AT2324	100.203126	166,106.15	105.76800	175,331.01	82.88	4,973.08
3138WJM96	125,000,000	95,101.0000	FN AS8483	102.953126	97,909.45	105.40800	100,244.06	237.75	2,853.03
3138WJYG7	783,285,000	523,409.8100	FN POOL AS8810	102.039062	534,082.46	106.00800	554,856.27	1,526.61	18,319.34
3138WPSN5	335,507,000	150,669.6400	FN POOL AL3180	100.203125	150,975.69	105.76900	159,361.77	376.67	4,520.09
3140F9WP6	139,000,000	102,319.6500	FN POOL BD2453	99.890625	102,207.74	105.61000	108,059.78	255.80	3,069.59
31416BXA1	4,000,000,000	126,488.8400	FNCL POOL 995373	106.718781	134,987.35	109.39700	138,375.00	474.33	5,692.00
31418CHG2	148,000,000	184,988.1400	FN POOL MA2930	103.562500	191,578.34	107.21100	198,327.63	616.63	7,399.53
31418CU77	225,000,000	177,164.5600	FN MA3305	103.015627	182,507.18	105.56200	187,018.45	516.73	6,200.76
31418CUA0	125,000,000	95,971.2900	FN MA3276	105.750001	101,489.64	105.56400	101,311.13	279.92	3,359.00
31418DBG6	101,000,000	68,713.3200	FN POOL MA3638	103.093756	70,839.14	106.54000	73,207.17	229.04	2,748.53
31418DHL9	100,000,000	97,742.5500	FN MA3834	101.898438	99,598.13	104.80400	102,438.10	244.36	2,932.28
31418DJR4	100,000,000	98,465.1400	FN MA3871	101.906254	100,342.14	104.78400	103,175.71	246.16	2,953.95
31418DMJ8	100,000,000	99,694.1800	FN MA3960	102.312502	101,999.61	104.85800	104,537.32	249.24	2,990.83
Accrued I					3,663,545.95		3,808,135.84	9,842.92	122,093.52
CORPORATE BONDS									
001055AL6	100,000,000	100,000,000	AFLAC INC	104.975000	104,975.00	99.81700	99,817.00	1,067.36	3,625.00
00206RDG4	100,000,000	100,000,000	AT&T INC	119.320000	119,320.00	128.21300	128,213.00	531.25	6,375.00
00287YAL3	100,000,000	100,000,000	ABBVIE INC	101.307000	101,307.00	101.09000	101,090.00	1,168.06	2,900.00
035240AL4	100,000,000	100,000,000	ANHEUSER-BUSCH INBEV WORLDWIDE	114.309000	114,309.00	105.43000	105,430.00	1,866.67	4,000.00
05348EAR0	100,000,000	100,000,000	AVALONBAY COMMUNITIES	100.816000	100,816.00	98.87500	98,875.00	126.67	2,850.00
06051GGG8	100,000,000	100,000,000	BANK OF AMERICA CORP	106.308000	106,308.00	117.76400	117,764.00	876.26	4,443.00
06406FAD5	200,000,000	200,000,000	BANK OF NEW YORK MELLON	97.833000	195,666.00	100.44500	200,890.00	550.00	4,400.00
14149YBD9	100,000,000	100,000,000	CARDINAL HEALTH	111.470000	111,470.00	102.21400	102,214.00	217.78	4,900.00
172967KG5	150,000,000	150,000,000	CITIGROUP INC	101.647000	152,470.50	103.26000	154,890.00	1,217.92	5,550.00
29250NAR6	100,000,000	100,000,000	ENBRIDGE INC	101.135000	101,135.00	94.91600	94,916.00	781.11	3,700.00
369550BL1	100,000,000	100,000,000	GENERAL DYNAMICS CORP	106.120000	106,120.00	107.61800	107,618.00	58.33	3,500.00
38141GRD8	100,000,000	100,000,000	GOLDMAN SACHS GROUP INC	101.985000	101,985.00	102.62200	102,622.00	694.79	3,625.00
437076BD3	100,000,000	100,000,000	HOME DEPOT INC	115.627000	115,627.00	123.60200	123,602.00	622.92	4,875.00
458140BH2	100,000,000	100,000,000	INTEL CORP	105.622000	105,622.00	102.42000	102,420.00	884.72	2,470.00
46625HTT8	200,000,000	200,000,000	JPMORGAN CHASE & CO	105.181000	210,362.00	107.09500	214,190.00	1,291.67	7,700.00
49446RAU3	150,000,000	150,000,000	KIMCO REALTY CORP	94.918000	142,377.00	97.92100	146,881.50	825.00	4,900.00
501044DE8	100,000,000	100,000,000	KROGER CO	99.820000	99,820.00	101.46600	101,466.00	1,221.94	2,600.00
61746BDQ6	100,000,000	100,000,000	MORGAN STANLEY IND FINANCIAL	103.711000	103,711.00	105.05800	105,058.00	1,636.11	3,800.00
761713BG0	150,000,000	150,000,000	REYNOLDS AMERICAN INC	108.467000	162,700.50	100.59700	150,895.50	2,021.04	6,600.00

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL sort by CUSIP
CITY OF KENAI PERMANENT FUNDS

March 31, 2020

Cusip9	Original Face	Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Annual Income
855244AN9	75,000.0000	75,000.0000	STARBUCKS CORP	98.536000	73,902.00	101.82700	76,370.25	193.75	2,325.00
871829BH9	100,000.0000	100,000.0000	Sysco Corporation	120.536000	120,536.00	95.18400	95,184.00	197.78	4,450.00
94974BGA2	100,000.0000	100,000.0000	WELLS FARGO & COMPANY	99.882000	99,882.00	104.11900	104,119.00	201.67	3,300.00
Accrued I					2,650,421.00		18,252.79		93,168.00
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
33939L860	3,350.0000	3,350.0000	FLEXSHARES QUAL DIV ETF	40.577600	135,934.96	35.96000	120,466.00		0.00
46432F339	1,505.0000	1,505.0000	ISHARES EDGE MSCI USA QUALITY	81.040000	152,606.85	81.04000	121,965.20		0.00
78462F103	19,085.0000	19,085.0000	SPDR S&P 500 ETF	185.508545	3,540,430.57	257.75000	4,919,158.75		0.00
					3,828,972.38		5,161,589.95		0.00
DOMESTIC MID CAP EQUITY FUNDS/ETF									
464287507	16,770.0000	16,770.0000	ISHARES CORE S&P MIDCAP 400	143.860000	1,495,411.34	143.86000	2,412,532.20		0.00
464287804	21,025.0000	21,025.0000	ISHARES S&P SMALLCAP 600	56.110000	837,519.31	56.11000	1,179,712.75		0.00
INTERNATIONAL EQUITY FUNDS/ETF									
464287465	28,290.0000	28,290.0000	ISHARES MSCI EAFE INDEX FUND	53.460000	1,792,520.80	53.46000	1,512,383.40		0.00
46432F842	20,080.0000	20,080.0000	ISHARES ETF CORE MSCI EAFE	49.890000	1,115,984.91	49.89000	1,001,791.20		0.00
					2,908,505.71		2,514,174.60		0.00
EMERGING MARKET FUNDS/ETF									
46434G103	29,220.0000	29,220.0000	ISHARES ETF CORE MSCI EMERGING	40.470000	1,237,704.05	40.47000	1,182,533.40		0.00
REAL ESTATE & INFRASTRUCTURE									
33939L795	17,125.0000	17,125.0000	FLEXSHAR STX GLOBAL BROAD IN	614380	849,646.25	43.21000	739,971.25		0.00
46641Q738	7,065.0000	7,065.0000	JPMORGAN BETABUILDERS MSCI	64.560000	547,325.58	64.56000	456,116.40		0.00
					1,396,971.83		1,196,087.65		0.00
U.S. TREASURY									
912810QK7	325,000.0000	325,000.0000	US TREASURY NOTES	127.111805	413,113.37	150.09000	487,792.50	1,591.52	12,593.75
912810QZ4	55,000.0000	55,000.0000	US TREASURY NOTES	117.355473	64,545.51	136.96900	75,332.95	217.20	1,718.75
912810SH2	525,000.0000	525,000.0000	US TREASURY NOTES	102.981445	540,652.59	136.44900	716,357.25	5,722.36	15,093.75
912828A45	280,000.0000	280,000.0000	US TREASURY NOTES	99.718751	279,212.50	106.80100	299,042.80	639.13	7,350.00
9128285M8	300,000.0000	300,000.0000	US TREASURY NOTES	102.380210	307,140.63	120.72300	362,169.00	3,554.26	9,375.00
9128286B1	240,000.0000	240,000.0000	US TREASURY NOTES	101.741271	244,179.05	116.88300	280,519.20	796.15	6,300.00
9128286F2	210,000.0000	210,000.0000	US TREASURY NOTES	99.753551	209,482.46	111.71100	234,593.10	456.52	5,250.00
912828D56	425,000.0000	425,000.0000	US TREASURY NOTES	101.531020	431,506.83	108.73800	462,136.50	1,275.58	10,093.75
912828D72	200,000.0000	200,000.0000	US TREASURY NOTES	100.656250	201,312.50	102.55500	205,110.00	347.83	4,000.00
912828F96	340,000.0000	340,000.0000	US TREASURY NOTES	100.664062	342,257.81	102.82000	349,588.00	2,858.24	6,800.00
912828R36	200,000.0000	200,000.0000	US TREASURY NOTES	191.269420	191,269.42	106.72300	213,446.00	1,232.14	3,200.00
912828S76	240,000.0000	240,000.0000	US TREASURY NOTES	99.175343	238,020.82	101.27300	243,055.20	452.47	2,700.00
912828T91	150,000.0000	150,000.0000	US TREASURY NOTES	99.406253	149,109.38	104.69100	157,036.50	1,024.55	2,400.00
912828U24	250,000.0000	250,000.0000	US TREASURY NOTES	95.257812	238,144.53	109.52000	273,800.00	1,895.60	5,000.00

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL sort by CUSIP
CITY OF KENAI PERMANENT FUNDS

March 31, 2020

Cusip9	Original Face	Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Annual Income
912828U81	40,000.0000	40,000.0000	US TREASURY NOTES	101.310269	40,524.11	103.10900	41,243.60	202.20	800.00
912828V72	150,000.0000	150,000.0000	US TREASURY NOTES	100.085940	150,128.91	103.03500	154,552.50	471.33	2,812.50
912828WR7	235,000.0000	235,000.0000	US TREASURY NOTES	99.335939	233,439.46	102.50400	240,884.40	1,262.16	4,993.75
912828XG0	325,000.0000	325,000.0000	US TREASURY NOTES	97.121094	315,643.56	104.30500	338,991.25	1,745.54	6,906.25
912828XZ8	75,000.0000	75,000.0000	US TREASURY NOTES	99.707033	74,780.27	112.08600	84,064.50	521.29	2,062.50
912828YJ3	50,000.0000	50,000.0000	US TREASURY NOTES	99.796876	49,898.44	101.94900	50,974.50	2.05	750.00
Accrued I					4,714,362.14		5,296,957.87	26,268.12	110,287.50
CASH AND EQUIVALENTS									
VP4560000			DIVIDEND ACCRUAL		26,431.54		26,431.54		0.00
			WF ADV GOVT MM FD-INSTL #1751		1,634,822.66		1,634,822.66		0.00
					1,661,254.20		1,661,254.20		0.00
TOTAL PORTFOLIO					24,394,667.91		27,065,756.49	54,363.83	325,549.02

PURCHASE ORDERS BETWEEN \$2,500.00 AND \$15,000.00 FOR COUNCIL REVIEW

COUNCIL MEETING OF: MAY 6, 2020

VENDOR	DESCRIPTION	DEPT.	ACCOUNT	AMOUNT
OVERDRIVE	ECONTENT	LIBRARY	BOOKS	4,000.00
MUNICIPAL CODE CORP.	WEBSITE HOSTING MAINTENANCE	CLERK	SOFTWARE	2,900.00
HOME DEPOT	SUPPLIES - SOUTH BEACH SHACK	MUNICIPAL ROADWAY	CONSTRUCTION	3,551.99
SOUTHCENTRAL COMMUNICATIONS	TOWER WIRE REPLACEMENT	COMMUNICATIONS	REPAIR & MAINTENANCE	4,900.00
KENAI FEED & SUPPLY	FERTILIZER	RECREATION	OPERATING SUPPLIES	4,548.00
ALASKA GARDEN & PET SUPPLY	FERTILIZER	RECREATION	OPERATING SUPPLIES	2,560.29
TECH LOGIC CORP.	SELF-CHECKOUT	LIBRARY	SMALL TOOLS	3,436.00
DETROIT HUAFONE TECHNOLOGY	INTERCOM KIT	MUNICIPAL ROADWAY	CONSTRUCTION	3,540.00



Update from the Board of Directors
Cook Inlet Regional Citizens Advisory Council

John Williams, President, representing the City of Kenai

Due to the Covid-19 virus, we were unable to gather in Kenai for our annual meeting on April 3rd. Like everyone, we're learning to adjust to this new reality. Beginning March 16th, CIRCAC staff began working from the home. The safety and health of our staff and council members is our top priority, and so council business is being conducted remotely via teleconference for the foreseeable future while we continue reviewing options for video conferencing.

Though brief, we were still able to complete important work at the annual meeting, including board elections and appointments. We're happy to welcome Mr. Scott Arndt to the Council, who will be representing the Kodiak Island Borough. And Dr. John Morton is a welcome addition to the Environmental Monitoring Committee.

Our outreach campaign regarding the Department of Environmental Conservation's proposed changes to spill response regulations also continues. The public comment period closed in March. We are analyzing those comments which, by a heavy majority, called on the state to leave current regulations intact or expand on them. Staying engaged in this process remains one of our top goals in 2020.

We are nearing completion of an assessment of Cook Inlet pipeline infrastructure, working in partnership with ADEC and several local, state and federal entities. We brought together a panel of experts from a variety of fields to analyze the 300-plus miles of land and subsea pipelines within the Cook Inlet basin. Now in the third phase, the panel is working on proposals for specific, practical risk reduction measures with measurable outcomes. Recommendations from the panel will create the framework to address any potential concerns that could compromise the integrity of critical infrastructure.

A complete board packet is available online at: <https://www.circac.org/who-we-are/council-meetings-minutes/>

We are looking forward to our next board meeting in Seldovia on August 28th, contingent on any public health or travel mandates in effect at that time. Please stay safe and healthy as we all look forward to a quick end to the current public health emergency.