



Kenai City Council - Regular Meeting

May 05, 2021 – 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)

1. **Peter Torkelson** - Alaska Redistricting Board's Upcoming Map-Drawing Cycle.

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **Ordinance No. 3205-2021** - Authorizing a Budget Transfer in the General Fund, Fire and Non-Departmental Departments and Increasing Estimated Revenues and Appropriations in the Public Safety Improvement Capital Project Fund to Provide Supplemental Funding to the Fire Station #2 Station Alerting Project and the Dispatch Base Station Radio Replacement Project. (Administration)
2. **Ordinance No. 3206-2021** - Accepting and Appropriating Private Donations to the Kenai Animal Shelter for the Care of Animals. (Administration)
3. **Ordinance No. 3207-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting Funds from Both the Department of Justice and Alaska Municipal League Joint Insurance Association for the Purchase of Ballistic Vests. (Administration)

- 4. Ordinance No. 3209-2021** - Accepting and Appropriating a Grant from Derek Kaufman Fund through the Alaska Community Foundation for the Purchase of Library Materials. (Administration)
- 5. Ordinance No. 3210-2021** - Amending Kenai Municipal Code Sections 23.25.020 - Pay Plan and Adoption, 23.55.020 – Compensation Structure by Grade for Employees in the Classified Service, 23.55.050 – Hourly Rates, Removing the Appended Salary Schedule from the City’s Code of Ordinances to Allow for Adoption of the Salary Schedule through the Ordinance Adopting a Budget for the Following Fiscal Year or by Resolution. (Administration)
- 6. Resolution No. 2021-28** - Adopting the City's Capital Improvement Plan for Fiscal Years 2022-2026. (Administration)
- 7. Resolution No. 2021-29** - Authorizing a Budget Transfer in the Personal Use Fishery Fund for the Purchase of Automatic External Defibrillators with Enclosures for the City’s Dock, North Beach and South Beach. (Administration)

E. MINUTES

- 1.** *Special Meeting of April 20, 2021. (City Clerk)
- 2.** *Regular Meeting of April 21, 2021. (City Clerk)
- 3.** *Special Meeting of April 22, 2021. (City Clerk)
- 4.** *Work Session Summary of April 24, 2021. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

- 1.** ***Action/Approval** - Bills to be Ratified. (Administration)
- 2.** ***Action/Approval** - Non-Objection to the Renewal of Liquor Licenses for Oaken Keg #1808 and Kenai Joe's Taphouse, LLC. (City Clerk)
- 3.** ***Ordinance No. 3211-2021** - Adopting the Annual Budget for the Fiscal Year Commencing July 1, 2021 and Ending June 30, 2022 and Committing \$4,898,000 of General Fund, Fund Balance for Future Capital Improvements. (Administration)
- 4.** ***Ordinance No. 3212-2021** - Increasing Estimated Revenues and Appropriations in the Airport Fund, Airfield and Administration Departments for Expenditures in Excess of Budgeted Amounts Related to Additional Temporary Hours and Overtime Hours Needed for Winter Snow Removal Activity and Leave Cash-In Amounts in Excess of Budgeted Amounts Caused by Employee Retirement. (Administration)
- 5.** ***Ordinance No. 3213-2021** - Increasing Revenues and Appropriations in the General, Airport, Water and Sewer and Senior Citizen Funds for City Employee COVID-19 Resilience Pay and Authorizing Payments to Employees on a Retroactive Monthly Basis. (Council Member Glendening, Council Member Winger)

- 6. Action/Approval** - Donation of \$500 to Mountain View Elementary School to be Used for Purchasing Bike Helmets for Their Annual Bike Rodeo Event. (Council Member Winger)
- 7. Action/Approval** - Amending Employment Agreements between the City of Kenai and City Attorney, City Clerk, and City Manager. (Mayor Gabriel)
- 8. Discussion** - Replacement Chairs for Dais and Executive Session Conference Room. (Mayor Gabriel)
- 9. Discussion** - COVID-19 Response. (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

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/85151446831>

Meeting ID: 851 5144 6831 **Passcode:** 802258

OR

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

Meeting ID: 851 5144 6831 **Passcode:** 802258



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3205-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, AUTHORIZING A BUDGET TRANSFER IN THE GENERAL FUND, FIRE AND NON-DEPARTMENTAL DEPARTMENTS AND INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE PUBLIC SAFETY IMPROVEMENT CAPITAL PROJECT FUND TO PROVIDE SUPPLEMENTAL FUNDING TO THE FIRE STATION #2 STATION ALERTING PROJECT AND THE DISPATCH BASE STATION RADIO REPLACEMENT PROJECT.

WHEREAS, funding was provided through State Homeland Security Program (SHSP) 2019 to upgrade and install Station Alerting equipment at the Airport Station (Station 2) as well as radio upgrades to our 911 Dispatch Center; and,

WHEREAS, upon completion of the original project, operations and functionality of the apparatus bay doors at both Station 2 and Station 1 were lost or partially lost; and,

WHEREAS, additional work is needed to complete the interface with Station Alerting at Station 2 as well as work to regain local operations/control of the bay doors through our dispatch center at Station 1; and,

WHEREAS, Kachemak Electric was able to complete the interface at Station 2; and,

WHEREAS, bids have been received from Kachemak Electric, US Digital Design, and Randy's Glass that combined, come to \$10,643 to purchase equipment/materials needed and labor to restore operational functions at Station 1, including connectivity to upgraded equipment installed by ProComm during the Dispatch Base Station Radio Upgrade,

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

Section 1. That the following budget revision is authorized

General Fund

Transfer From - Fire Department	
Salaries	<u>\$10,643</u>
Transfer To – Non-Departmental	
Transfer to Other Funds	<u>\$10,643</u>

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

Public Safety Improvement Capital Project Fund:
Increase Estimated Revenues –

Transfer from General Fund \$10,643

Increase Appropriations:	
Fire Station #2 Station Alerting – Construction	\$1,000
Dispatch Base Station Radio Replacement – Construction	<u>\$9,643</u>
	<u>\$10,643</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 5th day of May, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, MMC, City Clerk

Approved by Finance: 

Introduced: April 21, 2021
Enacted: May 5, 2021
Effective: May 5, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members
THROUGH: Paul Ostrander, City Manager
FROM: Tony Prior, Fire Chief
DATE: April 12, 2021
SUBJECT: Ordinance 3205-2021

The City of Kenai was awarded grant funding from the State of Alaska Homeland Security Program (Ordinance 3093-2019), and \$393,000 of the grant was an upgrade to the Base Station Radio System for Kenai Dispatch Center and \$45,000 to install Station Alerting Equipment at the Airport Station (Station 2). During the installation of the new equipment at the Public Safety building, by Pro-Comm, we experienced a partial loss of control of our apparatus bay doors at Station 1 and all local controls of bay doors at the Airport Fire Station. Kachemak Electric was consulted to figure a solution and regain operations of the apparatus bay doors and restore operations to the status prior to changing/updating equipment. They were able to get the front bay doors of Station 1 operational, but were unable to get rear doors of Station 1 operational. Old wiring of the doors and electrical contacts were not replaced/upgraded, causing the loss of local control after installation of the new radio system. It was recommended that we install new wiring and reroute it into new components installed by Pro-Comm. With that upgrade we will also be able to program the door functions into the Station Alerting system making functions identical to the functions programmed at the Airport Fire Station.

Work has been completed at the airport station to connect Station Alerting to the functions of the bay doors there, however, local control by dispatch center was lost.

We have received quotes totaling \$10,643.00 for labor, materials, and equipment to complete upgrades to our Public Safety building (Station 1). This will restore local control of the apparatus bay doors at Station 1 and integrate Station Alerting operations of doors at Station 1.

We respectfully request your support of Ordinance 3205-2021.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3206-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, ACCEPTING AND APPROPRIATING PRIVATE DONATIONS TO THE KENAI ANIMAL SHELTER FOR THE CARE OF ANIMALS.

WHEREAS, the Kenai Animal Shelter recently received monetary donations from a number of donors totaling \$1,021.30, and those funds are intended to support the care of animals at the shelter; and,

WHEREAS, the Animal Control Chief has identified equipment needs, including technology improvements, for the utilization of those donated funds; and,

WHEREAS, the acceptance of these donations to further the mission of the Animal Shelter 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 these donated funds and to expend them as authorized by this ordinance and in line with the intentions of the donors.

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

General Fund:	
Increase Estimated Revenues –	
Donations – Animal Control	<u>\$1,021.30</u>
Increase Appropriations –	
Animal Control – Small Tools	<u>\$1,021.30</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.


Ordinance No. 3206-2021
Page 2 of 2

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 5th day of May, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, MMC, City Clerk

Approved by Finance: 

Introduced: April 21, 2021
Enacted: May 5, 2021
Effective: May 5, 2021



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: David Ross – Police Chief

DATE: April 7, 2021

SUBJECT: **Ordinance No. 3206-2021, Donation to Kenai Animal Shelter**

The Kenai Animal shelter received a number of unsolicited private donations recently totaling \$1021.30. The individual donors include: Shannon Richards, Shari Tanttila, Robert & Karen Honda, Angela Vermillion, James Carpenter, Peninsula Radiation Oncology, Lowell Frank, Shasta Brinner, Rita Drahein, Viann Mac and 3 anonymous donors. The Animal Control Chief has identified improvements to be made at the shelter with these funds that will improve the care of animals. Those improvements being pursued will allow for digital display of animals in the lobby of the shelter and the ability to share that digital display at other city facilities.

I am respectfully requesting consideration of the ordinance accepting and appropriating those donated funds to assist in the care of animals as they were intended.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3207-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE GENERAL FUND – POLICE DEPARTMENT AND ACCEPTING GRANTS FROM THE UNITED STATES DEPARTMENT OF JUSTICE AND ALASKA MUNICIPAL LEAGUE JOINT INSURANCE ASSOCIATION FOR THE PURCHASE OF BALLISTIC VESTS.

WHEREAS, the Kenai Police Department participates in a Ballistic Vest Partnership (BVP) grant program through the Department of Justice, which covers 50% of the cost of ballistic vests purchased for officers; and,

WHEREAS, the City’s current insurance company, Alaska Municipal League Joint Insurance Association (AMLJIA), also has a ballistic vest reimbursement program, which covers 50% of the cost of ballistic vest purchased for officers; and,

WHEREAS, three ballistic vests were recently purchased for a total of \$2,950.20 and the two programs together will cover 100% of the cost of those ballistic vests.

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 and expend United States Department of Justice and AMLJIA grant funds for the purchase of ballistic vests.

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

General Fund:

Increase Estimated Revenues –	
Federal Grants – Police	\$1,475.10
Miscellaneous Grants	<u>1,475.10</u>
	<u>\$2,950.20</u>
Increase Appropriations –	
Police – Small Tools	<u>\$2,950.20</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 5TH day of May, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, MMC, City Clerk

Approved by Finance: 

Introduced: April 21, 2021
Enacted: May 5, 2021
Effective: May 5, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Paul Ostrander, City Manager

FROM: David Ross, Police Chief

DATE: April 12, 2021

SUBJECT: **Ordinance No. 3207-2021 Accepting Grant Funds for Ballistic Vests**

The police department participates in the United States Department of Justice' Ballistic Vest Partnership (BVP), which provides grant funds for half the cost of Officer ballistic vests. The City's insurance carrier, AMLJIA, also has a grant program by which they cover half the cost of ballistic vests purchased by officers.

The Police Department recently purchased three ballistic vests for officers, at a total cost of \$2,950.20, and anticipates that cost to be covered 100% by the two programs.

I am respectfully requesting consideration of the ordinance accepting and appropriating the grant funds for the purpose they were intended.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3209-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, ACCEPTING AND APPROPRIATING A GRANT FROM DEREK KAUFMAN FUND THROUGH THE ALASKA COMMUNITY FOUNDATION FOR THE PURCHASE OF LIBRARY MATERIALS.

WHEREAS, the Kenai Community Library received a \$500 grant for general support from Derek Kaufman Fund, a Hilcorp donor advised fund of the Alaska Community Foundation; and,

WHEREAS, the grant will be used to purchase library materials; and,

WHEREAS, it is in the best interest of the City of Kenai and the Kenai Community Library to appropriate these grant funds for the purpose intended.

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 \$500 from the Alaska Community Foundation, execute any necessary grant agreements, and to expend the grant in accordance with grant provisions and this Ordinance.

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

General Fund:

Increase Estimated Revenues –	
Other Grants - Library	<u>\$500</u>
Increase Appropriations –	
Books - Library	<u>\$500</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 5th day of May, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, MMC, City Clerk

Approved by Finance: 

Introduced: April 21, 2021
Enacted: May 5, 2021
Effective: May 5, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Paul Ostrander, City Manager

FROM: Katja Wolfe, Library Director

DATE: April 12, 2021

SUBJECT: **Ordinance 3209-2021 – Grant from Derek Kaufman Fund**

The purpose of this ordinance is to accept and appropriate a \$500 grant for general support from Derek Kaufman Fund, a Hilcorp donor advised fund of the Alaska Community Foundation. The funds will be used for the purchase of library materials. We would like to thank the Hilcorp donor for their generosity.

Your consideration is appreciated.



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3210-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA AMENDING KENAI MUNICIPAL CODE SECTIONS 23.25.020 - PAY PLAN AND ADOPTION, 23.55.020 – COMPENSATION STRUCTURE BY GRADE FOR EMPLOYEES IN THE CLASSIFIED SERVICE, 23.55.050 – HOURLY RATES, REMOVING THE APPENDED SALARY SCHEDULE FROM THE CITY’S CODE OF ORDINANCES TO ALLOW FOR ADOPTION OF THE SALARY SCHEDULE THROUGH THE ORDINANCE ADOPTING A BUDGET FOR THE FOLLOWING FISCAL YEAR OR BY RESOLUTION.

WHEREAS, the City of Kenai fiscal year budget includes the annual Salary Schedule, which reflects cost of living allowance increases or personnel amendments approved by City Council and is adopted annually with the budget for the following fiscal year; and,

WHEREAS, the current fiscal year Salary Schedule for classified employees and department head service employees is appended to Kenai Municipal Code Chapter 23.55; and,

WHEREAS, the City Manager is responsible for administration of the Personnel Code and preparing recommended revisions and amendments as necessary; and,

WHEREAS, concurrent adoption of the Salary Schedule with the budget is necessary to assure that the City Council can consider the financial implications of any changes to the Salary Schedule on the annual budget; and,

WHEREAS, by requiring the current fiscal year Salary Schedule to be appended to Code, which requires 30 days to become effective, the City is prevented from adopting the budget for the following fiscal year after June 1st as allowed by Kenai Municipal Code 7.25.010 (g), which allows the budget to be adopted following a public hearing up to the tenth day of June; and,

WHEREAS, amending the process for adopting the Salary Schedule to allow adoption by the budget ordinance or by resolution ensures public notification and an opportunity to be heard concerning the salary ranges and steps for City employees prior to its effective date as well as allow for greater flexibility in adopting the budget for the following fiscal year; and,

WHEREAS, amending Kenai Municipal Code to remove the appended Salary Schedule table allows concurrent adopting of the salary schedule and the budget for the following fiscal year up to the tenth day of June and is in the best interests of the City.

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

Section 1. Amendment of Section of the Kenai Municipal Code: That Kenai Municipal Code, Section 23.25.020 – Pay plan and adoption, is hereby amended as follows:

The City Manager shall submit the pay plan and rules for its administration to the City Council for adoption. Before the pay plan and the rules for its administration are adopted by the Council, the City Manager shall assign each job class to one (1) of the pay ranges provided in the pay plan. A salary schedule [FOR THE DEPARTMENT HEAD SERVICE SHALL BE PART OF THE PAY PLAN. THE COUNCIL SHALL ADOPT A PLAN AND RULES BY ORDINANCE SALARY SCHEDULE] shall be effective upon enactment by City Council of the ordinance adopting a budget for the following fiscal year or by resolution.

Section 2. Amendment of Section of the Kenai Municipal Code: That Kenai Municipal Code, Section 23.55.020 – Compensation structure by grade for employees in the classified service, is hereby amended as follows:

(a) Compensation structure by grade for employees in the classified service is hereby established in accordance with the [TABLE THAT IS APPENDED TO THIS TITLE AND WHICH MAY BE AMENDED, MODIFIED, OR REPLACED BY ORDINANCE, IN WHICH CASE A COPY OF THE AMENDED, MODIFIED, OR REPLACEMENT TABLE SHALL BE SUBSTITUTED FOR THE PRIOR TABLE AND PLACED IN THE CODE AT THE END OF THIS TITLE] most recent Salary Schedule effective upon enactment by City Council of the ordinance adopting a budget for the following fiscal year or by resolution.

Section 3. Amendment of Section of the Kenai Municipal Code: That Kenai Municipal Code, Section 23.55.050 – Hourly rates is hereby amended as follows:

(a) Hourly rates for employees in the classified service not exempted from minimum wage and overtime provisions of the Fair Labor Standards Act (with various experience, skills, and responsibilities) are hereby established in accordance with the [TABLE THAT IS APPENDED TO THIS TITLE AND WHICH MAY BE AMENDED, MODIFIED, OR REPLACED BY ORDINANCE, IN WHICH CASE A COPY OF THE AMENDED, MODIFIED, OR REPLACEMENT TABLE SHALL BE SUBSTITUTED FOR THE PRIOR TABLE AND PLACED IN THE CODE AT THE END OF THIS TITLE] most recent Salary Schedule effective upon enactment by City Council of the ordinance adopting a budget for the following fiscal year or by resolution.

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, 2021.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 5th day of May, 2021.


BRIAN GABRIEL SR., MAYOR

Ordinance No. 3210-2021

Page 2 of 3

ATTEST:

Jamie Heinz, MMC, City Clerk

Approved by Finance: 

Introduced: April 21, 2021

Enacted: May 5, 2021

Effective: July 1, 2021



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
FROM: Paul Ostrander, City Manager
DATE: April 15, 2021
SUBJECT: **Ordinance No. 3210-2021 – Salary Schedules**

Ordinance 3210-2021 addresses a long-standing concern regarding the City's employee salary schedule. The Kenai Municipal Code requires that the salary schedule be adopted and appended to the pay plan, and under this process, the ordinance does not go into effect until one month after passage. It is also a requirement of Code that the City Council adopt a budget for the following fiscal year no later than June 10. Because the salary schedule is an integral component of the budget and should be considered concurrently with the budget, but is not effective until 30 days after adoption, the City is forced to adopt the budget a meeting earlier than Code allows. This Ordinance would amend the process for adopting the Salary Schedule to allow adoption by the budget Ordinance or resolution, which would ensure public notification and an opportunity to be heard concerning the salary ranges and steps for City employees prior to its effective date as well as allow for greater flexibility in adopting the budget for the following fiscal year.

Your consideration is appreciated.



Sponsored by: Administration

CITY OF KENAI

RESOLUTION NO. 2021 - 28

A RESOLUTION OF THE CITY OF KENAI, ALASKA, ADOPTING THE CITY'S CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2022-2026.

WHEREAS, the City Council held a Special Work Session on April 24, 2021 where the draft budget and Capital Improvement Plan were reviewed and discussed; and,

WHEREAS, the Capital Improvement Plan included with this Resolution is inclusive of the comments and minor revision requests received to date; and,

WHEREAS, Administration is in support of and recommends adoption of the Plan; and,

WHEREAS, adoption of this Plan is in the best interest of the City; and,

WHEREAS, the Capital Improvement Plan is intended to be a living document that will be adjusted periodically to meet the ongoing needs of the City.

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

Section 1. That the Kenai City Council adopts the Capital Improvement Plan FY2022-2026

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

ADOPTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 5th day of May, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, MMC, City Clerk



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Scott Curtin, Public Works Director

DATE: April 29, 2021

SUBJECT: Resolution 2021-28

The purpose of this memo is to request Council's support of Resolution 2021-28 in the adoption of the FY2022-2026 Capital Improvement Plan. The Plan is a collective effort with input received from City staff and the community. Projects were provided by Department Heads starting last fall, brought forth for discussion at the City's various commission meetings in February and March as well as a Council Special Session Meeting on April 24, 2021. The document before you today is the result of those efforts.

I would like to thank everyone that participated in the development of this document as well as Council for the opportunity to present the projects at the Budget Work Session meeting.

Council's support is respectfully requested.





Sponsored by: Administration

CITY OF KENAI

RESOLUTION NO. 2021-29

A RESOLUTION OF THE CITY OF KENAI, ALASKA, AUTHORIZING A BUDGET TRANSFER IN THE PERSONAL USE FISHERY FUND FOR THE PURCHASE OF AUTOMATIC EXTERNAL DEFIBRILLATORS WITH ENCLOSURES FOR THE CITY'S DOCK, NORTH BEACH AND SOUTH BEACH.

WHEREAS, the City evaluated safety measures to enhance the personal use fishery; and,

WHEREAS, locating Automated External Defibrillators (AED's) at the City Dock, North Beach and South Beach will provide public access to life saving equipment; and,

WHEREAS, the equipment identified is compatible with the Fire Department's existing Advanced Life Saving Life Pak 15's; and;

WHEREAS, the AED's can be used at other City facilities when not in use during the personal use fishery; and,

WHEREAS, it is in the best interest of the City to provide public access AED's to enhance the safety of all participants in the Personal Use Fishery.

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

Section 1. That the following budget revision is authorized.

Personal Use Fishery Fund

Decrease Appropriations:

Street Department – Rentals	\$(3,647)
Parks, Recreation & Beautification – Repair & Maintenance	(4,000)
Parks, Recreation & Beautification – Operating Supplies	<u>(1,100)</u>
	<u>\$(8,747)</u>

Increase Appropriations:

Public Safety – Small Tools	\$8,747
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Section 2. That this resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 5th day of May, 2021.




Resolution No. 2021-29
Page 2 of 2

BRIAN GABRIEL, SR., MAYOR

ATTEST:

Jamie Heinz, MMC, City Clerk

Approved by Finance: 



MEMORANDUM

TO: Mayor Gabriel and Council Members

THROUGH: Paul Ostrander, City Manager

FROM: Tony Prior, Fire Chief

DATE: April 27, 2021

SUBJECT: Resolution 2021-29 AED's

The Fire Department has identified public access to AED's as a desired safety improvement during the personal use fishery (dipnet season). We routinely have at least one cardiac arrest event on our beaches each year. Early defibrillation and CPR are key to the survival of patients who experience sudden cardiac arrest, and who are in a shockable rhythm. We have trained our TEO's in CPR and the use of AED's, along with many other employees of the City. We also find that on many occasions, there are others nearby, participating in the fishery, that are trained in CPR and the use of AED's. We would like to place public access AED's on the North beach, South beach, City Dock as well as on the 2 Rangers that the TEO's use on North and South beach. We believe this will greatly decrease the time to early defibrillation and increase the chance of survival for patients in these particular events.

The City currently uses Physio Control AED's that have compatible defibrillation pads that are plug-and-play to the Fire Department's advanced monitors. The City also has a maintenance contract with Physio Control to service our AED's and Life Pack monitors. There are currently four AED's throughout the City that are Samaritans, which are older units without the capability of plug-and-play pads for our advanced monitors. Due to COVID-19 we looked into units that would have the least amount of pausing for CPR and could work in conjunction with our current Lucas devices (battery operated chest compression) for minimized patient contact. We are recommending trade-in of the four Samaritan units for the newest CR2 AED's. These new units have the ability to be turned on with the push of a button, place pads and automatically assess the rhythm of the patient while CPR is being performed. They will also automatically charge and shock a patient that has a shockable rhythm present. These units have an audible voice command when powered up that includes placing of the pads, analyzing, and stand clear for shock. Three of these AED's would be placed in mounted cabinets in each of the three locations for quick public access, then placed back in their normal locations once dip net season is over. The cost of these four AED's is \$7,708.00, with trade-in value. Four mountable/secure cabinets are \$1,438.50 and we will work with building maintenance to secure them to our designated locations. We have included \$1,265 in FY22 Public Safety PU Fishery budget to cover the service contract with Stryker for this equipment. Total cost of this proposal is \$10,011.30.

**KENAI CITY COUNCIL – SPECIAL MEETING
APRIL 20, 2021 – 6:00 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 20, 2021, in City Hall Council Chambers, Kenai, AK. Mayor Gabriel called the meeting to order at 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	Teea Winger
Jim Glendening	Glenese Pettey
Victoria Askin	

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)] and requested the attendance of City Attorney, Scott Bloom, as needed. Council Member Knackstedt **SECONDED** the motion.

VOTE:

YEA: Glendening, Knackstedt, Molloy, Pettey, Winger, Gabriel, Askin
 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 7:25 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 Knackstedt **SECONDED** the motion and requested **UNANIMOUS CONSENT**.

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

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 8:17 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of April 20, 2021.

Jamie Heinz, MMC
 City Clerk

**KENAI CITY COUNCIL – REGULAR MEETING
APRIL 21, 2021 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
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 on April 21, 2021, in City Hall Council Chambers, 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
Henry Knackstedt
Jim Glendening
Victoria Askin

Robert Molloy
Teea Winger
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

MOTION:

Vice Mayor Molloy **MOVED** to approve the agenda. 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**; and 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 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.

With no objections, Mayor Gabriel delivered a proclamation in honor of Doctor Peter Hansen, recognizing his life of service to the City of Kenai.

B. SCHEDULED PUBLIC COMMENTS

1. **Dr. Keith Hamilton** - Update on Alaska Christian College's Program, Goals, and Future Hopes

Dr. Keith Hamilton, President of Alaska Christian College, gave a presentation which outlined the history, and growth of the College since its establishment in 2001. He noted some of the more recent developments, including the Peninsula Conference Center and 64-bed dormitory which was completed in 2018. He explained ACC's mission, what they offer to students, and their vision for the future.

C. UNSCHEDULED PUBLIC COMMENTS – None.

D. PUBLIC HEARINGS

1. **Ordinance No. 3202-2021** - Amending Kenai Municipal Code Sections 1.15.120, Rules Of Order, and 1.90.050, Proceedings, to Adopt the Most Current Edition of Robert's Rules of Order Newly Revised as the Adopted Rules of Parliamentary Procedure for the City Council and for City Boards, Commissions, and Committees. (City Clerk)

MOTION:

Vice Mayor Molloy **MOVED** to enact Ordinance 3202-2021 and 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 Clerk was thanked for the second memo which provided additional clarification. The Clerk summarized the situations in which the changes would apply, noting that it does not make any substantive changes to Council's normal processes.

VOTE:

YEA: Gabriel, Askin, Glendening, Knackstedt, Molloy, Pettey, Winger
 NAY:

MOTION PASSED UNANIMOUSLY.

With no objection, Mayor Gabriel suspended the rules to move item D.6 to be next under Public Hearings.

- 6. Resolution No. 2021-26 - Allocating Previously Appropriated Funds For The Wildwood Drive Rehabilitation Project. (Administration)**

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2021-26 and Council Member Askin **SECONDED** the motion.

Mayor Gabriel opened for public hearing.

Linda Anderson, 29-year resident of Wildwood Drive, explained the great need to have the road paved. She stated that she had been requesting that the road be paved and receive better maintenance for years, as it frequently has issues with dangerous potholes.

There being no one else wishing to be heard, the public hearing was closed.

Council discussed whether there are other stakeholders who could contribute. It was clarified that Administration had reached out to the State of Alaska Department of Corrections and the Kenai Native Association. Concerns were expressed about the lack of drainage, noting that it could contribute to the deterioration of the asphalt and that ditching is an important part of the structure and maintenance of the road. City Manager Ostrander explained that he intends to get an engineer to design and advise on the ditching issue, which will then be resolved with the Kenai Native Association before an RFP is issued. The addition of "Slow Down" or "Children at Play" signs were suggested, and it was noted that these can be incorporated into the project.

UNANIMOUS CONSENT was requested.

VOTE: There being no objection; **SO ORDERED.**

- 2. Ordinance No. 3203-2021 - Accepting and Appropriating a Volunteer Fire Assistance 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)**

MOTION:

Vice Mayor Molloy **MOVED** to enact Ordinance No. 3203-2021 and Council Member Knackstedt **SECONDED** the motion.

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

Clarification was provided that, with funding shortages, this grant was limited to \$5,000 this year, dropping down from the previous five years. It was also noted that the Division of Forestry does the Kenai Fire Department's annual training for which they are grateful.

VOTE:

YEA: Askin, Glendening, Knackstedt, Molloy, Pettey, Winger, Gabriel
 NAY:

MOTION PASSED UNANIMOUSLY.

3. **Ordinance No. 3208-2021** - Accepting and Appropriating a Grant from the State of Alaska – Department of Health and Social Services – Division of Public Health – COVID-19 Emergency Operations Center, for Community Funding to Support Efforts to Increase Access to Testing and Vaccinations and Decrease Health Inequities for All Alaskans. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)

MOTION FOR INTRODUCTION:

Council Member Knackstedt **MOVED** to introduce Ordinance No. 3208-2021 and requested **UNANIMOUS CONSENT**. Vice Mayor Molloy **SECONDED** the motion

VOTE ON INTRODUCTION: There being no objection; **SO ORDERED.**

MOTION FOR SECOND READING:

Council Member Knackstedt **MOVED** to hold a second reading of Ordinance No. 3208-2021 and Vice Mayor Molloy **SECONDED** the motion.

VOTE ON SECOND READING:

YEA: Glendening, Knackstedt, Molloy, Pettey, Winger, Gabriel, Askin
 NAY:

MOTION PASSED UNANIMOUSLY.

MOTION FOR ENACTMENT:

Council Member Knackstedt **MOVED** to enact Ordinance No. 3208-2021 and Council Member Glendening **SECONDED** the motion.

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

Clarification was provided regarding how the State offered these funds as a means to give people the opportunity to get vaccinated or tested for COVID-19, and the amount of money granted being proportional to the area's population. It was explained that a group had been formed to discuss options for using these funds to best benefit the community and a need was identified to provide

access to people with limited mobility. It was decided a mobile vaccination unit could fill the need as there is a reserve ambulance that can be used and it is intended to be used for homebound residents, seasonal workers, people who are living remotely, and at schools. The State funding could cover rental fees for the mobile unit, employee time, equipment, and supplies.

VOTE ON MOTION TO ENACT:

YEA: Knackstedt, Molloy, Winger, Gabriel, Askin, Glendening
 NAY: Pettey

MOTION PASSED.

- 4. Resolution No. 2021-24** - Authorizing the City Manager to Enter an Airline Operating Agreement and Terminal Area Lease with Hageland Aviation, D/B/A Rambler Air, LLC. (Administration)

Council Member Knackstedt **MOVED** to adopt Resolution No. 2021-24 and Council Member Glendening **SECONDED** the motion.

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

Clarification was provided that staff had been working with Hageland Aviation for the last few months, and is excited for there to be three scheduled airlines at the Kenai Airport.

UNANIMOUS CONSENT was requested.

VOTE: There being no objection; **SO ORDERED.**

- 5. Resolution No. 2021-25** - Awarding a Contract for External Audit Services to BDO USA, LLP. (Administration)

MOTION:

Vice Mayor Molloy **MOVED** to adopt Resolution No. 2021-25 and Council Member Askin **SECONDED** the motion.

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

Clarification was provided that a team had met to review two proposers for this contract and BDO USA had scored highest in their evaluation.

UNANIMOUS CONSENT was requested.

VOTE: There being no objection; **SO ORDERED.**

- 6. Resolution No. 2021-26** - Allocating Previously Appropriated Funds For The Wildwood Drive Rehabilitation Project. (Administration)

[Clerk's note: The rules were suspended to move this item earlier in Public Hearings.]

7. **Resolution No. 2021-27** - Authorizing a Budget Transfer in the General Fund, Fire Department. (Administration)

MOTION:

Council Member Knackstedt **MOVED** to adopt Resolution No. 2021-27 and Council Member Pettey **SECONDED** the motion.

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

Clarification was provided that the City's updated Emergency Operations Plan will address all hazards, incorporating all hazard teams. It was also explained that the new temporary employee has previously worked on the Borough's Emergency Operations Plan.

UNANIMOUS CONSENT was requested.

VOTE: There being no objection; **SO ORDERED.**

G. NEW BUSINESS

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

Approved by the consent agenda.

2. ***Action/Approval** - Non-Objection to the Renewal of the Liquor License for Don Jose's. (City Clerk)

Approved by the consent agenda.

3. ***Action/Approval** - Special Use Permit to State of Alaska Department of Natural Resources, Division of Forestry for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.

4. ***Action/Approval** - Special Use Permit to Pacific Star Seafoods for Aircraft Loading and Off-Loading. (Administration)

Approved by the consent agenda.

5. ***Action/Approval** - Special Use Permit to Everts Air Fuel for Aircraft Parking. (Administration)

Approved by the consent agenda.

6. ***Action/Approval** - Special Use Permit to United Parcel Service Company, Inc. for Aircraft Loading and Parking. (Administration)

Approved by the consent agenda.

7. ***Action/Approval** - Special Use Permit to Empire Airlines, Inc. for Aircraft Parking. (Administration)

Approved by the consent agenda.

8. ***Action/Approval** - First Amendment to Janitorial Agreement to Reborn Again Janitorial. (Administration)

Approved by the consent agenda.

9. ***Ordinance No. 3205-2021** - Authorizing a Budget Transfer in the General Fund, Fire and Non-Departmental Departments and Increasing Estimated Revenues and Appropriations in the Public Safety Improvement Capital Project Fund to Provide Supplemental Funding to the Fire Station #2 Station Alerting Project and the Dispatch Base Station Radio Replacement Project. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

10. ***Ordinance No. 3206-2021** - Accepting and Appropriating Private Donations to the Kenai Animal Shelter for the Care of Animals. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

11. ***Ordinance No. 3207-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting Funds from Both the Department of Justice and Alaska Municipal League Joint Insurance Association for the Purchase of Ballistic Vests. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

12. ***Ordinance No. 3209-2021** - Accepting and Appropriating a Grant from Derek Kaufman Fund through the Alaska Community Foundation for the Purchase of Library Materials. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

13. ***Ordinance No. 3210-2021** - Amending Kenai Municipal Code Chapter 23.55 - Pay Plan, Chapter 23.25.020-Pay Plan and Adoption, and 23.35.030 – Pay Plan Amendment to Amend the Salary Schedule, Provide for a Temporary Employee Salary Schedule, and Require that Changes to the Salary Schedule be Proposed by the City Manager and be Effective After Approval of the City Council. (Administration)

Introduced by the consent agenda and Public Hearing set for May 5, 2021.

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

MOTION:

Vice Mayor Molloy **MOVED** to approve Purchase Orders Over \$15,000 and Council Member Glendening **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

It was noted that the device being purchased would move people safely and securely.

VOTE: There being no objection; **SO ORDERED.**

15. Discussion - COVID-19 Response.

City Manager Ostrander reported that there was currently no City employees in COVID-19 protocol, and that Central Peninsula General Hospital has seen an increase in hospitalizations and currently has an average of four to five COVID-19 patients. He discussed the recent concerns that some members of the public had expressed about the Library's mask requirements and, after meeting with the Library Director it was decided to defer to her suggestion to keep the mask requirement in place. He noted that this requirement follows current CDC guidelines, and that the Library has implemented a number of options to accommodate people who don't want to wear a mask, including remote printing and drive-through pickup service. He also provided an update on the Senior Center, noting that they are continuing to increase services and activities are also picking up.

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging – Council Member Pettey reported on the actions of the April 8, 2021 meeting, noting that next meeting will include a discussion on changing the Council's name. Next meeting May 13, 2021.
2. Airport Commission – Council Member Knackstedt reported on the actions of the April 8, 2021 meeting. Next meeting May 13, 2021.
3. Harbor Commission – Vice Mayor Molloy reported on the actions of the April 12, 2021 meeting. Next meeting May 10, 2021.
4. Parks and Recreation Commission – No report. Next meeting May 6, 2021.
5. Planning and Zoning Commission – Council Member Glendening reported on the actions of the April 14, 2021 meeting. Next meeting April 28, 2021.
6. Beautification Committee – Council Member Askin reported on the actions of the April 13, 2021 meeting. Next meeting May 11, 2021.
7. Mini-Grant Steering Committee – No report.

I. REPORT OF THE MAYOR

Mayor Gabriel reported on the following:

- Attended the joint Chamber luncheon with Representative Don Young, and was able to spend some one-on-one time with him;
- Participated in a teleconference with Governor Dunleavy on creating a collaborative effort in our communities to ramp up vaccine participation;

- Attended Dr. Peter Hansen's memorial service, and was honored to present a proclamation on behalf of Council;
- Has reached out to City Manager and Planning Director regarding Kenai Peninsula Housing Initiative's request to make another land donation, and has asked administration to include this in the next Council agenda.

J. ADMINISTRATION REPORTS

1. City Manager - City Manager P. Ostrander reported on the following:
 - Second interviews for Airport Manager position and Public Works positions are taking place this week, and noted the difficult hiring environment;
 - Met with Finance Director Eubank and Mark Hyland of the Beacon training facility, and the RFP for building management will be put out on the street at some point in the future when the bidding environment is better;
 - Plat submitted yesterday for phase four of Windhaven Estates, a 31-lot subdivision, and the plan is to beginning building new houses in this subdivision this summer;
 - The Peninsula Clarion today was titled the "Kenai Clarion" and reported on the finances of the City and included an articles about the Police and Animal Control departments;
 - Recognized Mary Bondurant on her excellent service as Airport Manager, noting that she has incredible institutional knowledge and great relationships with the Airport's tenants and the FAA, and that she will be missed in her retirement;
 - Bluff project update: working through contract with HDR, and expect to get a complete cost proposal from them next week. Will be providing a historical summary up to date of the bluff project for Senator Sullivan's meeting with Alaska District Commander of the Corps.
2. City Attorney – No report.
4. City Clerk – City Clerk Heinz reported on the following:
 - Noted that pursuant to Council's recognition policy, in lieu of flowers for Dr. Peter Hansen's celebration of life ceremony, the City Council donated \$150 to the Boy Scouts of America Great Alaska Council.

K. ADDITIONAL PUBLIC COMMENT

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

Council Member Glendening reported that he attended the joint Chamber luncheon with Representative Don Young and found it was quite entertaining. He also attended the celebration of life for Dr. Peter Hansen, and told a story about the first time he met him back in the 1970's.

Council Member Askin reported that she attended the opening night of the Penni Anne Cross Art Show and Sale, noting that she had a lot of very nice prints. She noted that she has been working with the Chamber to help with shop local voucher processing, and that she believes all the money for that program will be spent. Encouraged everyone to enjoy the sunshine.

Council Member Winger discussed community events, including an upcoming chili cook-off at the Compass in Nikiski, Chamber of Commerce luncheon, high school prom that was organized by parents, Kenai Kite Festival, and the KSRM Easter Egg Hunt. Gave condolences to the family of Dr. Peter Hansen and noted he was a pillar of our community. She also discussed the upcoming Mountain View Bike Rodeo, and shared that they are in need of volunteers.

Council Member Pettey acknowledged Dr. Peter Hansen, noting that he was a wonderful contributor to our community and his legacy will always be remembered in our town. Thanked Airport Manager Bondurant for her thankful dedicated service to the City.

Vice Mayor Molloy offered condolences to the family of Dr. Peter Hansen and thanked the Mayor for his proclamation. Thanked Airport Manager Bondurant for the Airport Land Brochure included in the packet, and noted it was put together well. Stated that he would like to be a sponsor for the legislation to donate lands to Kenai Peninsula Housing Initiative. Explained that he would be bringing forth a resolution at the next City Council Meeting that will be in support of House Bill 51, which proposes to amend a state statute on penalties for crimes to include sexual orientation as an aggravating factor for sentencing, and that this resolution would be consistent with one that City Council had passed last year. Noted that he appreciated the presentation from Alaska Christian College.

Council Member Knackstedt appreciated hearing the proclamation and everything that had been said about Dr. Peter Hansen, noting that he was also the secretary and treasurer of the Kenai Community Foundation and he was very glad to have him on the board. Remembered his time working with Mary Bondurant and noted that it would be hard to imagine the Airport without her. Been preparing for Saturday's Budget Work Session, thanked everyone who had contributed to the Budget work book and looks forward to reading the draft Capital Improvement Plan.

Mayor Gabriel told a story of when he met Mary Bondurant, and wished her the best for her retirement.

L. EXECUTIVE SESSION – None.

M. PENDING ITEMS – None.

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000.
2. Updated Kenai Municipal Airport Land Brochure

There being no further business before the Council, the meeting was adjourned at 8:20 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of April 21, 2021.

Jamie Heinz, MMC
City Clerk

**KENAI CITY COUNCIL – SPECIAL MEETING
APRIL 22, 2021 – 6:00 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 22, 2021, in City Hall Council Chambers, Kenai, AK. Mayor Gabriel called the meeting to order at 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	Teea Winger
Jim Glendening	Glenese Pettey
Victoria Askin	

A quorum was present.

Also in attendance were:

Paul Ostrander, City Manager
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 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 review and discuss the City Manager'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 Manager, Paul Ostrander, as needed. Council Member Knackstedt **SECONDED** the motion and requested **UNANIMOUS CONSENT**.

Vice Mayor Molloy requested the attendance of the City Manager as appropriate.

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

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.

D. ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 8:02 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of April 22, 2021.

Jamie Heinz, MMC
City Clerk

KENAI CITY COUNCIL WORK SESSION
FY2022 BUDGET
APRIL 24, 2021 – 9:00 A.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
MAYOR GABRIEL, PRESIDING

NOTES

Council present: B. Gabriel, H. Knackstedt, B. Molloy, T. Winger J. Glendening, G. Pettet, V. Askin

Others present: City Manager P. Ostrander, Finance Director T. Eubank, City Attorney S. Bloom, City Clerk J. Heinz, Planning Director R. Foster, Public Works Director S. Curtin, 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 9:00 a.m.

B. Budget Introduction – Paul Ostrander, City Manager

City Manager Ostrander provided an introduction on the FY2022 Budget process noting downward pressure on operations to focus on Capital Improvement Projects.

C. Department Presentations

1. Airport Fund

a. General and Revenue Overview

Director Eubank presented an overview of the Airport Fund, including revenue sources, the Airport Permanent Fund, and special and capital projects.

b. Airport Departments

Director Bondurant provided an overview of the five Airport Department proposed budgets, a review of the FY21 Goals, FY22 Goals, and future considerations from the draft budget noting the future runway pavement project. Bondurant also discussed future plans for Fire Training Facility management.

2. General Fund General & Revenue Overview Presentation

Finance Director Eubank provided a general overview including general fund revenues, health care expenses, and Capital Projects Funding included in the budget. He also reviewed Fund Balance Policy compliance.

3. City Manager

City Manager Ostrander provided an overview of the City Manager and Visitor Center proposed budgets noting FY21 Goals and FY22 Goals noting the desire to partner with the Chamber of Commerce to drive economic growth and also for marketing the City. Appreciation was expressed for the addition of cultural learning opportunities.

4. Human Resources

City Manager Ostrander provided an overview of the Human Resources proposed budget noting the tremendous amount of time spent on COVID-19 issues, decrease in workplace accidents, and monitoring of regrettable employee losses.

5. Planning & Zoning

Planning Director Foster provided an overview of the Planning and Zoning proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting bringing forth electronic applications, reviews, and filing for the future. He also reviewed the Lands Administration budget.

6. Finance

Finance Director Eubank provided an overview of the Finance Department's proposed budget noting the department's supportive roll within the City and the addition of a part time IT Technician. He reviewed FY21 Goals, FY22 Goals, and special projects from the draft budget noting the increase of electronic processes as a result of COVID and network switching.

Non-Departmental - an overview of the Non-Departmental proposed budget was provided noting a special project to analyze the tower on the Public Safety Building and develop a project to add or replace the tower to grow with the communications of the City.

7. Legal

City Attorney Bloom highlighted the Legal Department's proposed budget, FY21 Goals and FY22 Goals from the draft budget noting no big changes to the budget.

8. Police

Chief Ross provided an overview of the Police Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting the department was at full staff and also noted statistics. Chief Ross further noted the desire to get back to citizen engagement and training after the pandemic.

Communications – an overview of the Communication Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting updates to computer aided dispatching in partnership with the borough and the updated radio system.

Animal Control - an overview of the Animal Control Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting the great collaboration with Soldotna Animal Control; continuously trying to increase patrols and responsible ownership trainings.

9. Fire

Fire Chief Prior provided an overview of the Fire Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting the need for resuming training, business registrations, and continuation of the paramedic program. He also noted the upcoming work on the Emergency Operations Plan.

10. Public Works

Public Works Director Curtin provided an overview of the Public Works Administration's proposed budget, staffing changes, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting the implementation of the Capital Improvement Plan and future needs for training.

Safety – an overview of the Safety Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting drug testing came from this department's budget; also noted ongoing recruitment for a Building Inspector due to the resignation of the former inspector.

Shop - an overview of the Shop Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget was provided noting training and Airport Rescue and Fire Fighting vehicles being delivered soon; being inspected by staff before they ship.

Streets – an overview of the Streets Department's proposed budget, staffing changes, FY21 Goals, FY22 Goals, and future considerations from the draft budget was provided noting the intent to purchase a grader instead of a previous intent to lease two graders and attending to drains during breakup. Also discussed taking over maintenance of Beaver Loop Road and other staffing options in the event more manhours needed.

Buildings – an overview of the Buildings Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget was provided noting the need to fill the vacant position and adopting the 2018 International Building Code. Appreciation was expressed for a building maintenance manual.

Street Lighting - an overview of the Street Lighting Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget was provided noting upgrades to LED when possible and the development of a lighting map.

Boating Facility – an overview of the Boating Facility Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget was provided noting dock repairs were still underway and cathodic protection was complete. Added that the widening of the road will help with ingress and egress of the facility.

11. Library

Director Wolfe provided an overview of the Library Department's mission, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting the desire to bring patronage back up to pre-pandemic numbers.

12. Parks, Recreation & Beautification

Director Frates provided an overview of the Parks, Recreation, & Beautification Department's staffing changes, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting some of the planned changes taking on management of the Recreation Center and future programming.

13. City Clerk

City Clerk Heinz provided an overview of the City Clerk Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting the desire to continue to utilize the Laserfiche software to its fullest extent.

Legislative – an overview of the Legislative Department's proposed budget, FY21 Goals, FY22 Goals, and future considerations from the draft budget and the desire to add funds to replace chairs for the dais and the conference room where executive sessions are held.

14. Personal Use Fishery Fund

a. General, Revenue, and Department Overview

Director Eubank noted revenue projections for the Personal Use Fishery Fund for FY22. Capital Improvements, efficiencies, and modifications to operations were discussed.

15. 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; added that a rate study will likely be conducted soon for future years.

b. Water & Sewer Departments

Public Works Director Curtin provided an overview of goals.

c. Sewer Treatment Plant

An overview of future goals was provided.

d. Wastewater Plant

Director Curtin reviewed the proposed budget, performance measures, and goals noting the permitting had recently been renewed and there were not severe restrictions associated; also discussed Capital Improvement Projects associated with the plant.

16. 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 and fund balance supplements; also reviewed Capital and Special Projects.

b. Senior Citizen Fund Departments

Director Romain provided an overview of the Senior Citizen Fund Department's proposed budget, staffing changes, FY21 Goals, FY22 Goals, and future considerations from the draft budget noting the incredible increases in home meal delivery due to COVID, a new 15-passenger van being purchased through the fleet replacement program, and becoming certified to serve gluten free and diabetic menus. Romain also explained the sliding door project.

17. Congregate Housing

a. General and Revenue Overview

Director Eubank provided an overview of revenue sources, market rental rates, and capital projects related to the congregate housing fund; also noted that revenues don't account for depreciation.

b. Congregate Housing Fund Departments

Director Romain provided an overview of the Senior Citizen Fund Departments proposed budget, FY21 Goals, FY22 Goals, and Capital Improvement Projects from the draft budget noting occupancy and turnover which impacted maintenance costs; also noted development of an internal move policy and discussed the waiting list maintenance they have conducted. Romain also discussed a future virtual tour of the facility.

18. 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 fifth 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.

19. Permanent Funds

a. General, Revenue, and Department Overview

Director Eubank provided an overview of the Airport and General Land Sale Permanent Funds noting how they can be utilized and reviewed projected revenues; also explained the recent sharp increase the projections. The benefits of staying the course were discussed.

20. Debt Service

a. General, Revenue, and Department Overview

Director Eubank provided an overview of the debt service methodology noting it had recently been refinanced. Noted the amortization schedule and that the City may utilize debt in the future with the reduction in Capital funding from the state.

21. 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; noted planned acquisitions for FY2022.

22. 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.

23. Five-Year Capital Plan Presentation

City Manager Ostrander provided an overview of the Capital Improvement Plan noting the FY2022 budget funded the FY2022 projects and the projects for FY2023 through FY2026 were plans; noted the plan would be adopted by resolution.

Public Works Director Curtin reviewed the FY2022 projects.

There was discussion regarding how and when to add funds to the Plan related to community projects; projects not incorporated in the list were discussed.

D. Public Comment

There was no one wishing to be heard.

E. Council Comments

Council Member Glendening noted it was a productive day; the City is in a good place and there is a path forward on a lot of the projects.

Council Member Askin expressed appreciation for the day noting she learned a lot.

Council Member Winger expressed gratitude and noted she learned a lot.

Council Member Pettey echoed gratitude and appreciation for the work that went into the draft budget and also expressed gratitude for the fiscal responsibility of the staff.

Vice Mayor Molloy noted it was an excellent draft budget and Capital Improvement Plan adding that there was good discussion and education during the work session and the Council would be well educated when adopting the document; echoed compliments and kudos. Also noted throughout the meeting that each department is well managed. Molloy also expressed gratitude for the City's outcome of the public health emergency appreciating that there wasn't a need to ask the public for an increase in taxes or fees. Expressed support for the proposal in the budget to find \$2 million in capital improvement projects; also expressed support for the staffing changes noted. Expressed he was not supportive of a business registration suggesting another avenue to inform the fire department of businesses in the City.

Council Member Knackstedt agreed with Vice Mayor Molloy noting the budget was an excellent document and expressing gratitude for the work session.

City Manager Ostrander noted this type of meeting, though long, shows the talent and knowledge that the department heads possess; added he and the City are lucky for having the group.

Mayor Gabriel agreed with City Manager Ostrander noting the humility also shown throughout the day; COVID-19 certainly affected many goals yet the departments still had successes and he felt good about where the City was at.

F. Adjournment

The work session adjourned at 5:09 p.m.

Notes were prepared by:

Jamie Heinz, MMC
City Clerk

**PAYMENTS OVER \$15,000.00 WHICH NEED COUNCIL RATIFICATION
COUNCIL MEETING OF: MAY 5, 2021**

VENDOR	DESCRIPTION	DEPARTMENT	ACCOUNT	AMOUNT
PERS	PERS	VARIOUS	LIABILITY	93,223.16

INVESTMENTS

VENDOR	DESCRIPTION	MATURITY DATE	AMOUNT	Effect. Int.
PIPER JAFFRAY	U.S. AGENCY SECURITY	4/25/2023	692,542.59	0.17%
PIPER JAFFRAY	U.S. AGENCY SECURITY	12/25/2024	375,757.25	0.29%
PIPER JAFFRAY	U.S. AGENCY SECURITY	8/25/2024	361,309.40	0.30%
PIPER JAFFRAY	U.S. AGENCY SECURITY	2/1/2025	480,487.89	0.75%



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
FROM: Jamie Heinz, City Clerk
DATE: April 26, 2021
SUBJECT: **Liquor License Renewal**

The following establishments submitted an application to the Alcohol and Marijuana Control Office for renewal of their liquor licenses:

- Carr-Gottstein Foods Co. D/B/A Oaken Keg #1808
- Kenai Joe's Taphouse, LLC D/B/A Kenai Joe's Taphouse, LLC

Pursuant to KMC 2.40, a review of City accounts has been completed on the applicants and they have satisfied all obligations to the City. With the approval of Council, letters of non-objection to the liquor license renewals will be forwarded to the ABC Board and the applicants.

Your consideration is appreciated.

- Submit** by Jamie Heinz 4/12/2021 1:57:05 PM (Form Submission)
- Approve** by Jeremy Hamilton 4/12/2021 2:09:06 PM (Fire Marshall Review)
■ *Inspected completed January-21*
- The task was assigned to Jeremy Hamilton. The due date is: April 21, 2021 5:00 PM 4/12/2021 1:57 PM
- Approve** by Jamie Heinz 4/20/2021 8:12:51 PM (Building Official Review)
■ *Approved per Bob Springer, contract Building Inspector.*
- Jamie Heinz reassigned the task to Jamie Heinz 4/12/2021 4:46 PM
 - An error occurred when trying to assign the task. The due date is: April 21, 2021 5:00 PM 4/12/2021 1:57 PM
- Approve** by Dave Ross 4/12/2021 2:58:17 PM (Police Department Review)
- Jamie Heinz reassigned the task to Dave Ross 4/12/2021 2:52 PM
 - The task was assigned to Jamie Heinz. The due date is: April 21, 2021 5:00 PM 4/12/2021 1:57 PM
- Approve** by Tina Williamson 4/12/2021 2:46:56 PM (Finance Asst Review)
- The task was assigned to Tina Williamson. The due date is: April 21, 2021 5:00 PM 4/12/2021 1:57 PM
- Approve** by Cindy Herr 4/12/2021 3:19:48 PM (Legal Asst Review)
■ *No monies owed in restitution or traffic fines.*
- The task was assigned to Cindy Herr. The due date is: April 21, 2021 5:00 PM 4/12/2021 1:57 PM
- Approve** by Wilma Anderson 4/13/2021 9:27:45 AM (Lands Review)
■ *There are no outstanding land issues.*
- The task was assigned to Wilma Anderson. The due date is: April 21, 2021 5:00 PM 4/12/2021 1:57 PM
- Approve** by Terry Eubank 4/13/2021 10:35:23 AM (Finance Review)
- The task was assigned to Terry Eubank. The due date is: April 22, 2021 5:00 PM 4/13/2021 9:27 AM
- Approve** by Scott Bloom 4/13/2021 9:34:35 AM (Legal Review)
- The task was assigned to Scott Bloom. The due date is: April 22, 2021 5:00 PM 4/13/2021 9:27 AM
- Approve** by Ryan Foster 4/13/2021 4:37:14 PM (P&Z Department Review)
- The task was assigned to Ryan Foster. The due date is: April 22, 2021 5:00 PM 4/13/2021 9:27 AM

AMCO License Application

Date

4/12/2021

Establishment Information

License Type

Package Liquor Store

Licensee

Carr-Gottstein Foods Co.

Doing Business As

Oaken Keg #1808

Premises Address

10576 Kenai Spur Highway

City, State

Kenai, AK

Contact Information

Contact Licensee

Gary Morton

Contact Phone No.

208-395-3856

Contact Email

gary.morton@albertsons.com

Additional Contact Information

Name

Phone No.

Email

Documents

File Upload

#3218 dba Oaken Keg #1808 Temp License and 21-22 Complete
Renewal.pdf

6.96MB

3218 LGB Notice - City of Kenai in KPB 4921.pdf

564.98KB



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

April 9, 2021

City of Kenai

Kenai Peninsula Borough

Via Email: jheinz@kenai.city ; MBerg@kpb.us ; MJenkins@kpb.us ; SNess@kpb.us ; BTaylor@kpb.us ; TShassetz@kpb.us ;

Re: Notice of Liquor License Renewal Application

Table with 6 columns: License Number, DBA, Type, City, Borough, Community Council. Row 1: 3218, Oaken Keg #1808, Package Store, Kenai, Kenai Peninsula Borough, NONE

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director and the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

[Handwritten signature of Glen Klinkhart]

Glen Klinkhart, Director amco.localgovernmentonly@alaska.gov



Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

Doing Business As:	Oaken Keg #1808	License Number:	3218
License Type:	Package Store		
Examiner:	Kristina S.	Transaction #:	100014645

Document	Received	Completed	Notes
AB-17: Renewal Application	12/16	4-6-2021	FP fees- 1000-64321
App and License Fees	12/21	4-6-2021	64325

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			64328
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit			
COI / COC / 5 Star			
FP Cards & Fees / AB-08a	12-16	4-6-2021	fees for fp needed, AB-08
Late Fee			

Names on FP Cards:	Bradley Beckstrom, Juliette Pryor, Laura Demala
--------------------	---

	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address and contact information different than in database (if yes, update database)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>

LGB 1 Response: City of Kenai LGB 2 Response: KPB

Waive
 Protest
 Lapsed
 Waive
 Protest
 Lapsed



Alaska Alcoholic Beverage Control Board

Form AB-17: 2021/2022 License Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2020 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2021 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Establishment Contact Information

Licensee (Owner):	Carr-Gottstein Foods CO.	License #:	3218
License Type:	PACKAGE STORE		
Doing Business As:	Oaken Keg #1808		
Premises Address:	10576 Kenai Spur Hwy		
Local Governing Body:	City of Kenai (Kenai Peninsula Borough)		
Community Council:	None		

If your mailing address has changed, write the NEW address below:

Mailing Address:	PO BOX 29096 MS 6531		
City:	PHOENIX	State:	AZ
		ZIP:	85308-9096

Section 1 – Licensee Contact Information

Contact Licensee: The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.

This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	GARY MORTON	Contact Phone:	(208) 395-3856
Contact Email:	GARY.MORTON@ALBERTSONS.COM		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee about your license, list them below:

Name of Contact:	NASC TAX	Contact Phone:	623-869-4376
Contact Email:	NASC.TAX@SAFEWAY.COM		

Name of Contact:		Contact Phone:	
Contact Email:			

Section 2 – Written Order Information

Do you intend to sell alcoholic beverages and ship them to another location in response to written solicitation in calendar years 2021 and/or 2022?

YES NO



Form AB-17: 2021/2022 License Renewal Application

Section 3 – Entity or Community Ownership Information

Sole Proprietors should skip this Section.

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.
<https://www.commerce.alaska.gov/cbp/main/search/entities>

Alaska CBPL Entity #:	10023528 (CARR-GOTTSTEIN FOODS CO.)
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READ BEFORE PROCEEDING: Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of \$48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The only exception to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- Corporations of any type including non-profit must list ONLY the following:
 - All shareholders who own 10% or more stock in the corporation
 - Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
- Limited Liability Corporations, of any type must list ONLY the following:
 - All Members with an ownership interest of 10% or more
 - All Managers (of the LLC, not the DBA) regardless of percentage owned
- Partnerships of any type, including Limited Partnerships must list ONLY the following:
 - Each Partner with an interest of 10% or more
 - All General Partners regardless of percentage owned

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You **must** list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. **If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.**

Name of Official:	PLEASE SEE ATTACHED OFFICERS LIST			
Title(s):	Phone:	% Owned:		
Mailing Address:				
City:	State:	ZIP:		

Name of Official:				
Title(s):	Phone:	% Owned:		
Mailing Address:				
City:	State:	ZIP:		

Name of Official:				
Title(s):	Phone:	% Owned:		
Mailing Address:				
City:	State:	ZIP:		

CARR-GOTTSTEIN FOODS CO.
 ENTITY #10023528
 Officers List

Name of Official:	BRADLEY BECKSTROM
Title(s):	ASSISTANT SECRETARY, DIRECTOR
Mailing Address:	250 E PARKCENTER BLVD, BOISE, ID 83706
Phone:	208-395-6200
% Owned	0%

Name of Official:	GARY MORTON
Title(s):	TREASURER, VICE PRESIDENT, DIRECTOR
Mailing Address:	250 E PARKCENTER BLVD, BOISE, ID 83706
Phone:	208-395-6200
% Owned	0%

Name of Official:	JULIETTE PRYOR
Title(s):	SECRETARY
Mailing Address:	250 E PARKCENTER BLVD, BOISE, ID 83706
Phone:	208-395-6200
% Owned	0%

Name of Official:	LAURA DONALD
Title(s):	ASSISTANT SECRETARY, DIRECTOR
Mailing Address:	250 E PARKCENTER BLVD, BOISE, ID 83706
Phone:	208-395-6200
% Owned	0%

Name of Official:	SSI-AK HOLDINGS, INC.
Title(s):	SHAREHOLDER
Mailing Address:	5918 STONERIDGE MALL ROAD, TAX DIVISION, PLEASANTON, CA 94588-3229
Phone:	208-395-6200
% Owned	100%

Name of Official:	VIVEK SANKARAN
Title(s):	PRESIDENT
Mailing Address:	250 E PARKCENTER BLVD, BOISE, ID 83706
Phone:	208-395-6200
% Owned	0%

Form AB-17: 2021/2022 License Renewal Application

Section 4 – Sole Proprietor Ownership Information

Corporations, LLC's and Partnerships of ALL kinds should skip this section.

READ BEFORE PROCEEDING: Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's, payment of \$48.25 for each new owner or officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone number, and mailing address for each owner or partner whose information we require. **If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.**

This individual is an: Applicant Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

This individual is an: Applicant Affiliate

Name:				Contact Phone:	
Mailing Address:					
City:		State:		ZIP:	
Email:					

Section 5 – License Operation

- Check ONE BOX for EACH CALENDAR YEAR that best describes how this liquor license was operated:
- | | | |
|---|-------------------------------------|-------------------------------------|
| | 2019 | 2020 |
| 1. The license was regularly operated continuously throughout each year. (Year-round) | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. The license was only operated during a specific season each year. (Seasonal)
<i>If your operation dates have changed, list them below:</i>
_____ to _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> | <input type="checkbox"/> | <input type="checkbox"/> |

If you have not met the minimum number of hours of operation in 2020, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.

Section 6 – Violations and Convictions

Have ANY Notices of Violation been issued for this license OR has ANY person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2019 or 2020?

Yes No

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)
If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.

Form AB-17: 2021/2022 License Renewal Application

Section 7 - Certifications

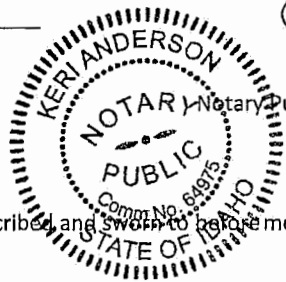
As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and accurately listed, and I have provided AMCO with all required changes of Shareholders (10% or more), Managers, Corporate Officers/Board of Directors, Partners, Controlling Interest or Ownership of the business license, and have provided all required documents for any new or changes in officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name from what is currently approved and on file with the Alcoholic Beverage Control Board.

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

DocuSigned by:
Gary Morton
7457D42C240842D...
Signature of licensee

Gary Morton
Printed name of licensee



[Handwritten Signature]
Signature of Notary Public
Notary Public in and for the State of: Idaho

My commission expires: 01/29/2021
Subscribed and sworn to before me this 10th day of December, 2020.

- Restaurant/Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site applications must include a completed Recreational Site Statement
- Tourism applications must include a completed Tourism Statement
- Wholesale applications must include a completed AB-25: Supplier Certification

All renewal and supplemental forms are available online

Any application that is not complete or does not include ALL required completed forms and fees will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.

FOR OFFICE USE ONLY

License Fee:	\$ 1500.00	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$ 1800.00



Alaska Alcoholic Beverage Control Board

Form AB-08a: Authorization of Records Release

What is this form?

This authorization of records release form is required for all liquor license applications. Each licensee and affiliate who is required to be listed on an application for a liquor license under AS 04.11.260 must provide written authorization for release of conviction and arrest records, as required by 3 AAC 304.105(a)(1).

The following individuals must complete this form:

- If the applicant is a sole proprietor, this form must be completed by the *applicant* and the applicant's *spouse*.
- If the applicant is a corporation, this form must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a limited liability organization, this form must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a partnership, including a limited partnership, this form must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Section 1 – Establishment Information

Enter information for licensed establishment.

Licensee:	CARR-GOTTSTEIN FOODS CO		
License Type:	PACKAGE STORE	License Number:	3218
Doing Business As:	OAKEN KEG #1808		
Premises Address:	10576 KENAI SPUR HWY		
City:	KENAI	State:	AK
		ZIP:	99611

Section 2 – Individual Information

Enter information for the individual licensee or affiliate.

Name:	JULIETTE PRYOR
Title:	SECRETARY
Date of Birth:	██████





Alaska Alcoholic Beverage Control Board Form AB-08a: Authorization of Records Release

Section 3 – Certifications and Approvals

Read each line below, and then sign your initials in the box to the right of any applicable statements:

Initials

I certify that I have **never** been convicted of a violation of AS 04 or regulations adopted by the ABC Board.



I certify that I have **never** been convicted of a violation of the alcoholic beverage control laws of another state, as a licensee of that state.



I certify that I have **not** been convicted of a felony in this state, the United States, or another state or territory, including a suspended imposition of sentence, during the 15 years immediately preceding the date of this form.



Sign your initials to the following statement only if you are unable to certify one or more of the above statements:

Initials

I have been convicted of one or more of the above offenses, and I have attached a written explanation that includes the type of offense and why it would be in the public interest for the ABC Board to approve me as a licensee.



I understand that by signing this form, I am providing written authorization for release of my conviction and arrest records to the Alaska Alcoholic Beverage Control Board through the Alaska Alcohol & Marijuana Control Office under AS 04.11.295 and 3 AAC 304.105. I understand that my fingerprints will be used to check the criminal history records of the Federal Bureau of Investigation (FBI), and that I have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. *The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.*

I declare under penalty of perjury that this form, including all attachments and accompanying schedules and statements, is true, correct, and complete.

Juliette Pryor
Signature of licensee/affiliate
Juliette Pryor
Printed name of licensee/affiliate

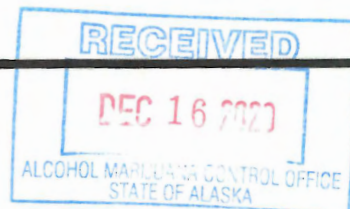


[Signature]
Signature of Notary Public

Notary Public in and for the State of Idaho

My commission expires: 4/29/25

Subscribed and sworn to before me this 14th day of December, 2024.





Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-08a: Authorization of Records Release

What is this form?

This authorization of records release form is required for all liquor license applications. Each licensee and affiliate who is required to be listed on an application for a liquor license under AS 04.11.260 must provide written authorization for release of conviction and arrest records, as required by 3 AAC 304.105(a)(1).

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- If the applicant is a **corporation**, this form must be completed for each *stockholder who owns 10% or more* of the stock in the corporation, and for each *president, vice-president, secretary, and managing officer*.
- If the applicant is a **limited liability organization**, this form must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a **partnership**, including a **limited partnership**, this form must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Section 1 – Establishment Information

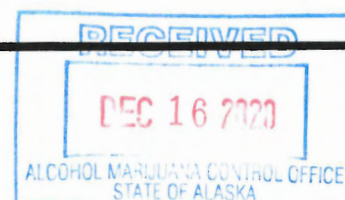
Enter information for licensed establishment.

Licensee:	CARR-GOTTSTEIN FOODS CO.		
License Type:	PACKAGE STORE	License Number:	3218
Doing Business As:	OAKEN KEG #1808		
Premises Address:	10576 KENAI SPUR HWY		
City:	KENAI	State:	AK
		ZIP:	99611

Section 2 – Individual Information

Enter information for the individual licensee or affiliate.

Name:	BRADLEY BECKSTROM
Title:	ASSISTANT SECRETARY, DIRECTOR
Date of Birth:	[REDACTED]





Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board
Form AB-08a: Authorization of Records Release

Section 3 – Certifications and Approvals

Read each line below, and then sign your initials in the box to the right of any applicable statements:

Initials

I certify that I have **never** been convicted of a violation of AS 04 or regulations adopted by the ABC Board.

BBB

I certify that I have **never** been convicted of a violation of the alcoholic beverage control laws of another state, as a licensee of that state.

BBB

I certify that I have **not** been convicted of a felony in this state, the United States, or another state or territory, including a suspended imposition of sentence, during the 15 years immediately preceding the date of this form.

BBB

Sign your initials to the following statement only if you are unable to certify one or more of the above statements:

Initials

I **have been convicted** of one or more of the above offenses, and I **have attached a written explanation** that includes the type of offense and why it would be in the public interest for the ABC Board to approve me as a licensee.

I understand that by signing this form, I am providing written authorization for release of my conviction and arrest records to the Alaska Alcoholic Beverage Control Board through the Alaska Alcohol & Marijuana Control Office under AS 04.11.295 and 3 AAC 304.105. I understand that my fingerprints will be used to check the criminal history records of the Federal Bureau of Investigation (FBI), and that I have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. *The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.*

I declare under penalty of perjury that this form, including all attachments and accompanying schedules and statements, is true, correct, and complete.

Bradley Beckstrom

Signature of licensee/affiliate

Bradley Beckstrom

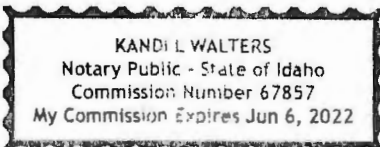
Printed name of licensee/affiliate

Colleen

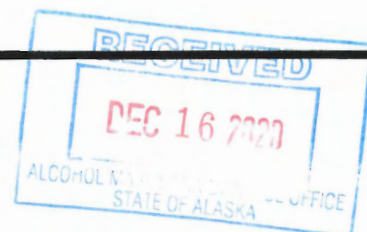
Signature of Notary Public

Notary Public in and for the State of Idaho

My commission expires June 6, 2022



Subscribed and sworn to before me this 15th day of December, 2020.





Alcohol and Marijuana Control Office
 550 W 7th Avenue, Suite 1600
 Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
 Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-08a: Authorization of Records Release

What is this form?

This authorization of records release form is required for all liquor license applications. Each licensee and affiliate who is required to be listed on an application for a liquor license under AS 04.11.260 must provide written authorization for release of conviction and arrest records, as required by 3 AAC 304.105(a)(1).

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- If the applicant is a **limited liability organization**, this form must be completed for each *member with an ownership interest of 10% or more*, and for each *manager*.
- If the applicant is a **partnership**, including a **limited partnership**, this form must be completed for each *partner with an interest of 10% or more*, and for each *general partner*.

This form must be completed and submitted to AMCO's main office before any license application will be considered complete.

Section 1 – Establishment Information

Enter information for licensed establishment.

Licensee:	CARR-GOTTSTEIN FOOD CO				
License Type:	PACKAGE STORE	License Number:			
Doing Business As:	PLEASE SEE ADDENDUM				
Premises Address:					
City:		State:		ZIP:	

Section 2 – Individual Information

Enter information for the individual licensee or affiliate.

Name:	LAURA DONALD
Title:	ASSISTANT SECRETARY/DIRECTOR
Date of Birth:	9/18/67



Alcohol and Marijuana Control Office
550 W 7th Avenue, Suite 1600
Anchorage, AK 99501
alcohol.licensing@alaska.gov
<https://www.commerce.alaska.gov/web/amco>
Phone: 907.269.0350

Alaska Alcoholic Beverage Control Board

Form AB-08a: Authorization of Records Release

Section 3 – Certifications and Approvals

Read each line below, and then sign your initials in the box to the right of any applicable statements:

Initials

I certify that I have **never** been convicted of a violation of AS 04 or regulations adopted by the ABC Board.

LD

I certify that I have **never** been convicted of a violation of the alcoholic beverage control laws of another state, as a licensee of that state.

LD

I certify that I have **not** been convicted of a felony in this state, the United States, or another state or territory, including a suspended imposition of sentence, during the 15 years immediately preceding the date of this form.

LD

Sign your initials to the following statement only if you are unable to certify one or more of the above statements:

Initials

I **have been convicted** of one or more of the above offenses, and I have attached a written explanation that includes the type of offense and why it would be in the public interest for the ABC Board to approve me as a licensee.

I understand that by signing this form, I am providing written authorization for release of my conviction and arrest records to the Alaska Alcoholic Beverage Control Board through the Alaska Alcohol & Marijuana Control Office under AS 04.11.295 and 3 AAC 304.105. I understand that my fingerprints will be used to check the criminal history records of the Federal Bureau of Investigation (FBI), and that I have the opportunity to complete or challenge the accuracy of the information contained in the FBI identification record. *The procedures for obtaining a change, correction, or updating an FBI identification record are set forth in Title 28, CFR, 16.34.*

I declare under penalty of perjury that this form, including all attachments and accompanying schedules and statements, is true, correct, and complete.

Laura a Donald

Signature of licensee/affiliate

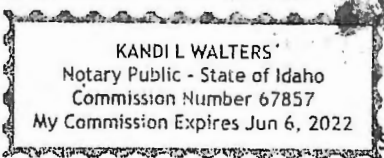
Laura Donald

Printed name of licensee/affiliate

Ceese

Signature of Notary Public

Notary Public in and for the State of Idaho



My commission expires: June 6, 2022

Subscribed and sworn to before me this: 29th day of March, 2021.

ADDENDUM TO AB-08a:

LICENSE #	FAC:	DBA:	ADDRESS	City	State	Zip
792	1802	OAKEN KEG #1802	1340 Gambell Street	Anchorage	AK	99501
793	1805	OAKEN KEG #1805	1650 W. Northern Lights Blvd.	Anchorage	AK	99517
799	1809	OAKEN KEG SPIRIT SHOP #1809	5668 Debarr Road	Anchorage	AK	99504
1336	1843	OAKEN KEG SPIRIT SHOP #1843	3678 College Road	Fairbanks	AK	99709
1397	1812	OAKEN KEG #1812	4000 West Dimond Blvd.	Anchorage	AK	99502
1464	1807	OAKEN KEG #1807	11409 Business Park Blvd.	Eagle River	AK	99577
1799	1813	OAKEN KEG #1813	1465 E. Huffman Road	Anchorage	AK	99515
2094	1817	OAKEN KEG #1817	7731 East Northern Lights Blvd	Anchorage	AK	99504
2098	1739	OAKEN KEG #1739	664 East Palmer. Wasilla	Palmer	AK	99645
2266	1811	OAKEN KEG #1811	595 East Parks Highway Hwy	Wasilla	AK	99654
3218	1808	OAKEN KEG #1808	10576 Kenai Spur Highway	Kenai	AK	99611
4334	2728	OAKEN KEG #2728	1907 Seward Hwy.	Seward	AK	99664
4361	1818	OAKEN KEG #1818	2417 Tongass Ave.	Ketchikan	AK	99901

Department of Commerce, Community, and Economic Development DIVISION OF CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Business License / License #1010874

LICENSE DETAILS

License #: 1010874

[Print Business License](#)

Business Name: OAKEN KEG

Status: Active

Issue Date: 09/22/2014

Expiration Date: 12/31/2021

Mailing Address: PO BOX 29096
PHOENIX, AZ 85038

Physical Address: 20427 N 27TH AVE
PHOENIX , AZ 85027

Owners

CARR-GOTTSTEIN FOODS CO

Activities

Line of Business	NAICS	Professional License #
42 - Trade	445310 - BEER, WINE, AND LIQUOR STORES	

Endorsements

End				Action	Action	Address
#	Issue	Renew	Expiration	End	Note	
1	11/6/2017	11/19/2019	12/31/2021			#1802 1340 GAMBELL STREET, ANCHORAGE, AK 99501
2	11/6/2017	11/19/2019	12/31/2021			#1805 1650 W NORTHERN LIGHTS BLVD, ANCHORAGE, AK 99503
3	9/22/2014		12/31/2015			#1806 600 E NORTHERN LIGHTS BLVD, ANCHORAGE, AK 99501
4	11/6/2017	11/19/2019	12/31/2021			#1812 4000 W DIMOND BLVD, ANCHORAGE, AK 99515

End	# Issue	Renew	Expiration	Action	Action	Address
	5	11/6/2017	11/19/2019	12/31/2021		#1813 1465 E HUFFMAN ROAD, ANCHORAGE, AK 99515
	6	11/6/2017	11/19/2019	12/31/2021		#1817 7731 E NORTHERN LIGHTS BLVD, ANCHORAGE, AK 99504
	7	11/6/2017	11/19/2019	12/31/2021		#1807 11409 BUSINESS PARK BLVD, EAGLE RIVER, AK 99577
	8	11/6/2017	11/19/2019	12/31/2021		#1820 3033 VINTAGE BLVD, JUNEAU, AK 99801
	9	11/6/2017	11/19/2019	12/31/2021		#1808 10576 KENAI SPUR HWY, KENAI, AK 99611
	10	11/6/2017	11/19/2019	12/31/2021		#1818 2417 TONGASS AVE, KETCHIKAN, AK 99901
	11	11/6/2017	11/19/2019	12/31/2021		#1739 664 W EVERGREEN, PALMER, AK 99645
	12	11/6/2017	11/19/2019	12/31/2021		#2728 1907 SEWARD HWY, SEWARD, AK 99664
	13	11/6/2017	11/19/2019	12/31/2021		#1811 595 E PARKS HWY, WASILLA, AK 99654
	14	7/29/2019		12/31/2019		2920 SEWARD HWY, ANCHORAGE, AK 99503

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.

Department of Commerce, Community, and Economic Development CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Corporations / Entity Details

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	Carr-Gottstein Foods Co

Entity Type: Business Corporation

Entity #: 10023528

Status: Good Standing

AK Formed Date: 9/16/2014

Duration/Expiration: Perpetual

Home State: DELAWARE

Next Biennial Report Due: 1/2/2022

Entity Mailing Address: DANIELLE KNIGHT, PO BOX 20, BOISE, ID 83726-0020

Entity Physical Address: 11555 DUBLIN CANYON RD, PLEASANTON, CA 94588

Registered Agent

Agent Name: DOLORES OWEN

Registered Mailing Address: 9360 GLACIER HWY, SUITE 202, JUNEAU, AK 99801

Registered Physical Address: 9360 GLACIER HWY, SUITE 202, JUNEAU, AK 99801

Officials

Show Former

AK Entity #	Name	Titles	Owned
	BRADLEY BECKSTROM	Assistant Secretary, Director	
	GARY MORTON	Treasurer, Vice President, Director	
	JULIETTE PRYOR	Secretary	

AK Entity #	Name	Titles	Owned
	LAURA DONALD	Assistant Secretary, Director	
	SSI-AK HOLDINGS, INC.	Shareholder	100.00
	VIVEK SANKARAN	President	

Filed Documents

Date Filed	Type	Filing	Certificate
9/16/2014	Creation Filing	Click to View	Click to View
4/02/2015	Correction	Click to View	Click to View
5/13/2015	Change of Officials	Click to View	
5/13/2015	Agent Change	Click to View	
10/19/2015	Biennial Report	Click to View	
12/15/2017	Biennial Report	Click to View	
10/03/2019	Biennial Report	Click to View	
11/03/2020	Change of Officials	Click to View	
11/16/2020	Agent Change	Click to View	



Office of the Borough Clerk

144 North Binkley Street, Soldotna, Alaska 99669 • (907) 714-2160 • (907) 714-2388 Fax

Johni Blankenship, MMC
Borough Clerk

April 15, 2021

Sent via email: jheinz@kenai.city

Kenai City Hall
City of Kenai

RE: Non-Objection of Application

Licensee/Applicant	:	Carr-Gottstein Foods Co.
Business Name	:	Safeway - Oaken Keg #1808
License Type	:	Package Store
License Location	:	10576 Kenai Spur Highway, Kenai, AK 99611, City of Kenai
License No.	:	3218
Application Type	:	License Renewal

Dear Ms. Heinz,

This serves to advise that the Kenai Peninsula Borough has reviewed the above referenced application and has no objection.

Should you have any questions, or need additional information, please do not hesitate to let us know.

Sincerely,

Johni Blankenship, MMC
Borough Clerk

JB/ts

Encl.

cc: gary.morton@albertsons.com; jheinz@kenai.city; MBerg@kpb.us; SNess@kpb.us; MJenkins@kpb.us

Submit

by Jamie Heinz 4/20/2021 8:06:42 PM (Form Submission)

Approve

by Jamie Heinz 4/26/2021 10:18:37 AM (Fire Marshall Review)

■ *Approved per email from Jeremy Hamilton*

- Jamie Heinz reassigned the task to Jamie Heinz 4/26/2021 10:17 AM

■ *The Fire Marshall provided the City Clerk his approval by email due to him being out of town.*

- The task was assigned to Jeremy Hamilton. The due date is: April 29, 2021 5:00 PM
4/20/2021 8:06 PM

Approve

by Jamie Heinz 4/24/2021 9:26:10 AM (Building Official Review)

■ *Approved per Contract Building Inspector 4/23/2021.*

- The task was assigned to Jamie Heinz. The due date is: April 29, 2021 5:00 PM
4/20/2021 8:06 PM

Approve

by Dave Ross 4/21/2021 9:59:16 AM (Police Department Review)

- Jamie Heinz reassigned the task to Dave Ross 4/20/2021 8:07 PM

- The task was assigned to Jamie Heinz, Dave Ross. The due date is: April 29, 2021 5:00 PM
4/20/2021 8:06 PM

Approve

by Tina Williamson 4/21/2021 9:38:32 AM (Finance Asst Review)

- The task was assigned to Tina Williamson. The due date is: April 29, 2021 5:00 PM
4/20/2021 8:06 PM

Approve

by Cindy Herr 4/21/2021 9:44:22 AM (Legal Asst Review)

■ *No monies owed for traffic citations or restitution.*

- The task was assigned to Cindy Herr. The due date is: April 29, 2021 5:00 PM 4/20/2021 8:06 PM

Approve

by Wilma Anderson 4/21/2021 9:37:28 AM (Lands Review)

■ *There are no outstanding land issues for Kenai Joe's Taphouse, LLC*

- The task was assigned to Wilma Anderson. The due date is: April 29, 2021 5:00 PM
4/20/2021 8:06 PM

Approve

by Terry Eubank 4/21/2021 10:41:15 AM (Finance Review)

- The task was assigned to Terry Eubank. The due date is: April 30, 2021 5:00 PM
4/21/2021 9:44 AM

Approve

by Scott Bloom 4/21/2021 9:46:00 AM (Legal Review)

- The task was assigned to Scott Bloom. The due date is: April 30, 2021 5:00 PM
4/21/2021 9:44 AM

Approve

by Ryan Foster 4/26/2021 11:10:03 AM (P&Z Department Review)

- The task was assigned to Ryan Foster. The due date is: April 30, 2021 5:00 PM
4/21/2021 9:44 AM

AMCO License Application

Date

4/20/2021

Establishment Information

License Type

Beverage Dispensary

Licensee

Kenai Joe's Taphouse, LLC

Doing Business As

Kenai Joe's Taphouse, LLC

Premises Address

800 Cook Ave.

City, State

Kenai, AK

Contact Information

Contact Licensee

Joseph Gilman

Contact Phone No.

953-7004

Contact Email

jegilman@gmail.com

Additional Contact Information

Name

Phone No.

Email

Documents

File Upload

#626 dba Kenai Joes Taphouse LLC Temp License and 21-22 Complete Renewal.pdf	3.83MB
626 LGB Notice - City of Kenai in KPB 41621.pdf	564.68KB



THE STATE of ALASKA GOVERNOR MIKE DUNLEAVY

Department of Commerce, Community, and Economic Development

ALCOHOL & MARIJUANA CONTROL OFFICE 550 West 7th Avenue, Suite 1600 Anchorage, AK 99501 Main: 907.269.0350

April 16, 2021

City of Kenai

Kenai Peninsula Borough

Via Email: jheinz@kenai.city ; MBerg@kpb.us ; MJenkins@kpb.us ; SNess@kpb.us ; BTaylor@kpb.us ; TShassetz@kpb.us ;

Re: Notice of Liquor License Renewal Application

Table with 6 columns: License Number, DBA, Type, City, Borough, Community Council. Row 1: 626, Kenai Joe's Taphouse LLC, Beverage Dispensary, Kenai, Kenai Peninsula Borough, NONE

We have received a completed renewal application for the above listed license (see attached application documents) within your jurisdiction. This is the notice required under AS 04.11.480.

A local governing body may protest the approval of an application(s) pursuant to AS 04.11.480 by furnishing the director and the applicant with a clear and concise written statement of reasons for the protest within 60 days of receipt of this notice, and by allowing the applicant a reasonable opportunity to defend the application before a meeting of the local governing body, as required by 3 AAC 304.145(d). If a protest is filed, the board will deny the application unless the board finds that the protest is arbitrary, capricious, and unreasonable.

To protest the application referenced above, please submit your written protest within 60 days, and show proof of service upon the applicant and proof that the applicant has had a reasonable opportunity to defend the application before a meeting of the local governing body.

Sincerely,

Glen Klinkhart, Director amco.localgovernmentonly@alaska.gov



Alaska Alcoholic Beverage Control Board

Master Checklist: Renewal Liquor License Application

Doing Business As:	Kenai Joe's Taphouse, LLC	License Number:	626
License Type:	Beverage Dispensary		
Examiner:	Kristina S.	Transaction #:	100029842

Document	Received	Completed	Notes
AB-17: Renewal Application	12/28	4-14-2021	
App and License Fees	12/30	4-14-2021	

Supplemental Document	Received	Completed	Notes
Tourism/Rec Site Statement			
AB-25: Supplier Cert (WS)			
AB-29: Waiver of Operation			
AB-30: Minimum Operation			
AB-33: Restaurant Affidavit			
COI / COC / 5 Star			
FP Cards & Fees / AB-08a			
Late Fee			

Names on FP Cards:	
--------------------	--

	Yes	No
Selling alcohol in response to written order (package stores)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Mailing address and contact information different than in database (if yes, update database)?	<input type="checkbox"/>	<input checked="" type="checkbox"/>
In "Good Standing" with CBPL (skip this and next question for sole proprietor)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Officers and stockholders match CBPL and database (if "No", determine if transfer necessary)?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

LGB 1 Response: *City of Kenai*

LGB 2 Response: *KPB*

Waive
 Protest
 Lapsed
 Waive
 Protest
 Lapsed



Alaska Alcoholic Beverage Control Board
Form AB-17: 2021/2022 License Renewal Application

- This form and any required supplemental forms must be completed, signed by the licensee, and postmarked no later than 12/31/2020 per AS 04.11.270, 3 AAC 304.160, with all required fees paid in full, or a non-refundable \$500.00 late fee applies.
- Any complete application for renewal or any fees for renewal that have not been postmarked by 02/28/2021 will be expired per AS 04.11.540, 3 AAC 304.160(e).
- All fields of this application must be deemed complete by AMCO staff and must be accompanied by the required fees and all documents required, or the application will be returned without being processed, per AS 04.11.270, 3 AAC 304.105
- Receipt and/or processing of renewal payments by AMCO staff neither indicates nor guarantees in any way that an application will be deemed complete, renewed, or that it will be scheduled for the next ABC Board meeting.

Establishment Contact Information

Licensee (Owner):	Kenai Joes Taphouse, LLC.	License #:	626
License Type:	Beverage Dispensary		
Doing Business As:	Kenai Joes Taphouse, LLC.		
Premises Address:	800 Cook Ave. Kenai Ak 99611		
Local Governing Body:	City of Kenai		
Community Council:			

If your mailing address has changed, write the NEW address below:

Mailing Address:	PO Box 1401				
City:	Kenai	State:	AK	ZIP:	99611

Section 1 - Licensee Contact Information

Contact Licensee: The individual listed below must be listed in Section 2 or 3 as an Official/Owner/Shareholder of your entity and must be listed on CBPL with the same name and title.

This person will be the designated point of contact regarding this license, unless the Optional contact is completed.

Contact Licensee:	Joseph Gilman	Contact Phone:	907-953-7004
Contact Email:	jegilman@gmail.com		

Optional: If you wish for AMCO staff to communicate with anyone other than the Contact Licensee about your license, list them below:

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			

Name of Contact:		Contact Phone:	
Contact Email:			



Alaska Alcoholic Beverage Control Board

Form AB-17: 2021/2022 License Renewal Application

Section 2 - Entity or Community Ownership Information

Sole Proprietors should skip this Section.

Use the link from Corporations, Business and Professional Licensing (CBPL) below to assist you in finding the Entity #.
https://www.commerce.alaska.gov/cbp/main/search/entities

Alaska CBPL Entity #: 10099338

READ BEFORE PROCEEDING: Any new or changes to Shareholders (10% or more), Managers, Corporate Officers, Board of Directors, Partners, Controlling Interest or Ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI-approved card stock, AB-08a's, payment of \$48.25 for each new officer with a date-stamped copy of the CBPL change per AS 04.11.045, 50 & 55, or a Notice of Violation will be issued to your establishment and your application will be returned.

The only exception to this is a Corporation who can meet the requirements set forth in AS 04.11.050(c).

DO NOT LIST OFFICERS OR TITLES THAT ARE NOT REQUIRED FOR YOUR ENTITY TYPE.

- Corporations of any type including non-profit must list ONLY the following:
- All shareholders who own 10% or more stock in the corporation
- Each President, Vice-President, Secretary, and Managing Officer regardless of percentage owned
Limited Liability Corporations, of any type must list ONLY the following:
- All Members with an ownership interest of 10% or more
- All Managers (of the LLC, not the DBA) regardless of percentage owned
Partnerships of any type, including Limited Partnerships must list ONLY the following:
- Each Partner with an interest of 10% or more
- All General Partners regardless of percentage owned

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, all required titles, phone number, percentage of shares owned (if applicable) and a full mailing address for each official of your entity whose information we require. If more space is needed: attach additional completed copies of this page. Additional information not on this page will be rejected.

Name of Official: Joseph Gilman
Title(s): member Phone: 907-953-7004 % Owned: 50
Mailing Address: PO Box 918
City: Kaslof State: AK ZIP: 99610

Name of Official: Kara McCormick
Title(s): member Phone: 907-599-0329 % Owned: 25
Mailing Address: 375 W Riverview Ave
City: Soldotna State: AK ZIP: 99669

Name of Official: Colton Heccog
Title(s): member Phone: 575-765-3221 % Owned: 25
Mailing Address: 375 W Riverview Ave
City: Soldotna State: AK ZIP: 99669



Alaska Alcoholic Beverage Control Board Form AB-17: 2021/2022 License Renewal Application

Section 3 – Sole Proprietor Ownership Information

Corporations, LLC's and Partnerships of ALL kinds should skip this section.

READ BEFORE PROCEEDING: Any new or changes to the ownership of the business license must be reported to the ABC Board within 10 days of the change and must be accompanied by a full set of fingerprints on FBI approved cardstock, AB-08a's, payment of \$48.25 for each new owner or officer and a date stamped copy of the CBPL change per AS 04.11.045, or a Notice of Violation will be issued to your establishment and your application will be returned.

Important Note: All entries below must match our records, or your application will be returned per AS 04.11.270, 3 AAC 304.105. You must list full legal names, phone number, and mailing address for each owner or partner whose information we require.

If more space is needed, attach additional copies of this page. Additional owners not listed on this page will be rejected.

This individual is an:	<input type="checkbox"/> Applicant	<input type="checkbox"/> Affiliate
Name:		Contact Phone:
Mailing Address:		
City:	State:	ZIP:
Email:		
This individual is an:	<input type="checkbox"/> Applicant	<input type="checkbox"/> Affiliate
Name:		Contact Phone:
Mailing Address:		
City:	State:	ZIP:
Email:		

Section 4 – License Operation

Check ONE BOX for EACH CALENDAR YEAR that best describes how this liquor license was operated:

- | | 2019 | 2020 |
|---|-------------------------------------|-------------------------------------|
| 1. The license was regularly operated continuously throughout each year. (Year-round) | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. The license was only operated during a specific season each year. (Seasonal)
<i>If your operation dates have changed, list them below:</i>
_____ to _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. The license was only operated to meet the minimum requirement of 240 total hours each calendar year.
<i>A complete AB-30: Proof of Minimum Operation Checklist, and all documentation must be provided with this form.</i> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. The license was not operated at all or was not operated for at least the minimum requirement of 240 total hours each year, during one or both calendar years. <i>A complete Form AB-29: Waiver of Operation Application and corresponding fees must be submitted with this application for each calendar year during which the license was not operated.</i> | <input type="checkbox"/> | <input type="checkbox"/> |

If you have not met the minimum number of hours of operation in 2020, you are not required to pay the fees, however a complete AB-29 is required with Section 2 marked "OTHER" and COVID is listed as the reason.

Section 5 – Violations and Convictions

Have ANY Notices of Violation been issued for this license OR has ANY person or entity in this application been convicted of a violation of Title 04, 3AAC 304 or a local ordinance adopted under AS 04.21.010 in 2019 or 2020?

Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>

If you checked YES, you MUST attach a list of all Notices of Violation and/or Convictions per AS 04.11.270(a)(2)

If you are unsure if you have received any Notices of Violation, contact the office before submitting this form.



Alaska Alcoholic Beverage Control Board Form AB-17: 2021/2022 License Renewal Application

Section 6 – Certifications

As an applicant for a liquor license renewal, I declare under penalty of perjury that I have read and am familiar with AS 04 and 3 AAC 304, and that this application, including all accompanying schedules and statements, are true, correct, and complete.

- I agree to provide all information required by the Alcoholic Beverage Control Board or requested by AMCO staff in support of this application and understand that failure to do so by any deadline given to me by AMCO staff will result in this application being returned and potentially expired if I do not comply with statutory or regulatory requirements.
- I certify that all current licensees (as defined in AS 04.11.260) and affiliates have been listed on this application, and that in accordance with AS 04.11.450, no one other than the licensee(s) has a direct or indirect financial interest in the licensed business.
- I certify that this entity is in good standing with Corporations, Business and Professional Licensing (CBPL) and that all entity officials and stakeholders are current and accurately listed, and I have provided AMCO with all required changes of Shareholders (10% or more), Managers, Corporate Officers/Board of Directors, Partners, Controlling Interest or Ownership of the business license, and have provided all required documents for any new or changes in officers.
- I certify that all licensees, agents, and employees who sell or serve alcoholic beverages or check identification of patrons have completed an alcohol server education course approved by the ABC Board and keep current, valid copies of their course completion cards on the licensed premises during all working hours, if applicable for this license type as set forth in AS 04.21.025 and 3 AAC 304.465.
- I certify that I have not altered the functional floor plan or reduced or expanded the area of the licensed premises, and I have not changed the business name from what is currently approved and on file with the Alcoholic Beverage Control Board.

I certify on behalf of myself or of the organized entity that I understand that providing a false statement on this form or any other form provided by AMCO is grounds for rejection or denial of this application or revocation of any license issued.

Joseph Gilman
Signature of licensee

Joseph Gilman
Printed name of licensee

January P. Yeager
Signature of Notary Public

Notary Public in and for the State of: Alaska

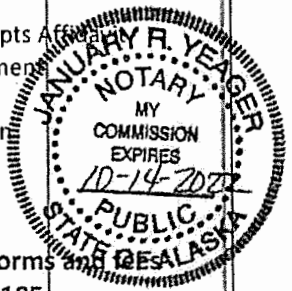
My commission expires: 10-14-2022

Subscribed and sworn to before me this 28 day of December, 2020

- Restaurant/Eating Place applications must include a completed AB-33: Restaurant Receipts Affidavit
- Recreational Site applications must include a completed Recreational Site Statement
- Tourism applications must include a completed Tourism Statement
- Wholesale applications must include a completed AB-25: Supplier Certification

All renewal and supplemental forms are available online

Any application that is not complete or does not include ALL required completed forms will not be processed and will be returned per AS 04.11.270, 3 AAC 304.105.



FOR OFFICE USE ONLY

License Fee:	\$ 2500	Application Fee:	\$ 300.00	Misc. Fee:	\$
Total Fees Due:					\$ 2800

Department of Commerce, Community, and Economic Development
DIVISION OF CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

[State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Business License / License #2084627](#)

LICENSE DETAILS

License #: 2084627

[Print Business License](#)

Business Name: Kenai Joe's Taphouse, LLC.

Status: Active

Issue Date: 03/24/2019

Expiration Date: 12/31/2021

Mailing Address: P.O. Box 1401
 Kenai, AK 99611

Physical Address: 800 Cook Avenue
 Kenai, AK 99611

Owners

KENAI JOE'S TAPHOUSE, LLC.

Activities

Line of Business	NAICS	Professional License #
72 - Accommodation and Food Services	722110 - FULL-SERVICE RESTAURANTS	
72 - Accommodation and Food Services	722410 - DRINKING PLACES (ALCOHOLIC BEVERAGES)	

Endorsements

No Endorsements Found

License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

Department of Commerce, Community, and Economic Development
CORPORATIONS, BUSINESS & PROFESSIONAL LICENSING

[State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Corporations / Entity Details](#)

ENTITY DETAILS

Name(s)

Type	Name
Legal Name	KENAI JOE'S TAPHOUSE, LLC.

Entity Type: Limited Liability Company

Entity #: 10099338

Status: Good Standing

AK Formed Date: 2/4/2019

Duration/Expiration: Perpetual

Home State: ALASKA

Next Biennial Report Due: 1/2/2023

Entity Mailing Address: P.O. BOX 1401, KENAI, AK 99611

Entity Physical Address: 800 COOK AVENUE, KENIA, AK 99611

Registered Agent

Agent Name: JOSEPH GILMAN

Registered Mailing Address: P.O. BOX 918, KASILOF, AK 99610

Registered Physical Address: 26802 WILLIWA STREET, KASILOF, AK 99610

Officials

Show Former

AK Entity #	Name	Titles	Owned
	COLTON HERZOG	Member	25.00
	JOSEPH GILMAN	Member	50.00
	KARA MCCORMICK	Member	25.00

Filed Documents

Date Filed	Type	Filing	Certificate
2/04/2019	Creation Filing	Click to View	Click to View
2/04/2019	Initial Report	Click to View	
2/16/2021	Biennial Report	Click to View	

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Office of the Borough Clerk

144 North Binkley Street, Soldotna, Alaska 99669 • (907) 714-2160 • (907) 714-2388 Fax

Johni Blankenship, MMC
Borough Clerk

April 22, 2021

Sent via email: jheinz@kenai.city

Kenai City Hall
City of Kenai

RE: Non-Objection of Application

Licensee/Applicant	:	Kenai Joe's Taphouse, LLC
Business Name	:	Kenai Joe's Taphouse, LLC
License Type	:	Beverage Dispensary
License Location	:	800 Cook Avenue, Kenai, AK 99611, City of Kenai
License No.	:	626
Application Type	:	License Renewal

Dear Ms. Heinz,

This serves to advise that the Kenai Peninsula Borough has reviewed the above referenced application and has no objection.

Should you have any questions, or need additional information, please do not hesitate to let us know.

Sincerely,

Johni Blankenship, MMC
Borough Clerk

JB/ts

Encl.

cc: jegilman@gmail.com; jheinz@kenai.city; MBerg@kpb.us; SNess@kpb.us;
MJenkins@kpb.us



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3211-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2021 AND ENDING JUNE 30, 2022 AND COMMITTING \$4,898,000 OF GENERAL FUND, FUND BALANCE FOR FUTURE CAPITAL IMPROVEMENTS.

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, pursuant to Kenai City Charter section 2-4, the City Council has the power to adopt a budget, raise revenue, and make appropriations; and regulate salaries and wages and all other fiscal affairs of the City; and,

WHEREAS, adoption of this Ordinance constitutes Council meeting its obligation to adopt a budget, raise revenue, and make appropriations; and,

WHEREAS, through adoption of the document entitled "Annual Budget for the City of Kenai, Alaska July 1, 2021 – June 30, 2022", which includes the City Manager presented table of Authorized Personnel Staffing and Salary Schedules, Council meets its obligation to adopt the Salary Schedule of the City for fiscal year 2022; and,

WHEREAS, committed fund balance represents resources whose use is constrained by Council self-imposed limitations at its highest level of decision making, an Ordinance, and that remain binding unless removed in the same manner; and,

WHEREAS, in recognition of deferred and ongoing maintenance needs of City facilities and in support of the City's Fiscal Year 2021 – 2026 Capital Improvement Plan (The Plan), Council commits \$4,898,000, the General Fund amount required for full funding of The Plan for fiscal years 2023-2026.

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

Section 1. That certain document entitled " Annual Budget for the City of Kenai, Alaska July 1, 2021 – June 30, 2022" 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, 2021 and ending June 30, 2022.

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, 2021, and ending the 30th day of June, 2022, 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	\$ 19,083,063
Enterprise Fund –	
Congregate Housing Fund	646,731
Internal Service Funds:	
Equipment Replacement Fund	205,378
Fleet Replacement Fund	73,344
Employee Health Care Fund	<u>3,508,398</u>
Total Internal Service Funds	3,787,120
Special Revenue Funds:	
Personal Use Fishery Fund	525,146
Water & Sewer Fund	3,198,015
Airport Fund	3,777,458
Senior Citizen Fund	<u>975,191</u>
Total Special Revenue Funds	8,475,810
Permanent Funds:	
Airport Land Sale Permanent Fund	1,012,722
General Land Sale Permanent Fund	<u>148,315</u>
Total Permanent Revenue Funds	1,161,037
Capital Project Funds:	
Cemetery Improvement	260,000
Kenai Recreation Center Improvement	1,036,000
Kenai Senior Center Improvement	88,000
Personal Use Fishery Improvement	50,000
Municipal Roadway Improvement	78,387
Kenai Public Safety Improvement	225,000
Animal Control Improvement	40,000
Congregate Housing Improvement	140,000
Airport Operations Facility Improvement	185,000
Airport Improvement	500,000
Water & Sewer Improvement	400,000
Waste Water Treatment Plant	<u>130,000</u>
Total Capital Project Funds	<u>3,132,387</u>
Debt Service Fund – Library Expansion Bonds	<u>129,625</u>
Total All Funds	<u>\$36,415,773</u>

Section 3. Council hereby commits \$4,898,000 of Unassigned General Fund, Fund Balance for future renovations and improvements to City facilities.

Section 4. Council hereby adopts the Salary Schedule presented by the City Manager and included in the “Annual Budget for the City of Kenai, Alaska July 1, 2021 – June 30, 2022”:

Classified employees excluding those engaged in fire protection activities.

Range	A	B	C	D	E	F	AA	BB	CC
	Step								
1	\$12.75	\$13.07	\$13.39	\$13.71	\$14.03	\$14.34	\$14.66	\$14.98	\$15.30
2	13.39	13.72	14.06	14.39	14.73	15.06	15.40	15.73	16.07
3	14.06	14.41	14.76	15.11	15.47	15.82	16.17	16.52	16.87
4	14.76	15.13	15.50	15.87	16.24	16.61	16.97	17.34	17.71
5	15.50	15.89	16.28	16.66	17.05	17.44	17.83	18.21	18.60
6	16.28	16.69	17.09	17.50	17.91	18.32	18.72	19.13	19.54
7	17.09	17.52	17.94	18.37	18.80	19.23	19.65	20.08	20.51
8	18.29	18.75	19.20	19.66	20.12	20.58	21.03	21.49	21.95
9	19.21	19.69	20.17	20.65	21.13	21.61	22.09	22.57	23.05
10	20.16	20.66	21.17	21.67	22.18	22.68	23.18	23.69	24.19
11	21.16	21.69	22.22	22.75	23.28	23.81	24.33	24.86	25.39
12	22.24	22.80	23.35	23.91	24.46	25.02	25.58	26.13	26.69
13	23.36	23.94	24.53	25.11	25.70	26.28	26.86	27.45	28.03
14	24.52	25.13	25.75	26.36	26.97	27.59	28.20	28.81	29.42
15	25.73	26.37	27.02	27.66	28.30	28.95	29.59	30.23	30.88
16	27.02	27.70	28.37	29.05	29.72	30.40	31.07	31.75	32.42
17	28.40	29.11	29.82	30.53	31.24	31.95	32.66	33.37	34.08
18	29.79	30.53	31.28	32.02	32.77	33.51	34.26	35.00	35.75
19	31.29	32.07	32.85	33.64	34.42	35.20	35.98	36.77	37.55
20	32.84	33.66	34.48	35.30	36.12	36.95	37.77	38.59	39.41
21	34.49	35.35	36.21	37.08	37.94	38.80	39.66	40.53	41.39
22	36.21	37.12	38.02	38.93	39.83	40.74	41.64	42.55	43.45
23	38.01	38.96	39.91	40.86	41.81	42.76	43.71	44.66	45.61
24	39.92	40.92	41.92	42.91	43.91	44.91	45.91	46.91	47.90
25	41.92	42.97	44.02	45.06	46.11	47.16	48.21	49.26	50.30
26	44.04	45.14	46.24	47.34	48.44	49.55	50.65	51.75	52.85
27	46.20	47.36	48.51	49.67	50.82	51.98	53.13	54.29	55.44
28	48.53	49.74	50.96	52.17	53.38	54.60	55.81	57.02	58.24
29	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								
18	\$21.28	\$21.81	\$22.34	\$22.88	\$23.41	\$23.94	\$24.47	\$25.00	\$25.54
19	22.35	22.91	23.47	24.03	24.59	25.14	25.70	26.26	26.82
20	23.47	24.06	24.64	25.23	25.82	26.40	26.99	27.58	28.16
21	24.64	25.26	25.87	26.49	27.10	27.72	28.34	28.95	29.57
22	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
17	\$59,072	\$74,177
18	61,963	77,975
19	65,083	85,914
20	68,307	90,170
21	71,739	94,700
22	75,317	99,414
23	79,084	104,382

24	81,108	109,586
25	87,201	115,117
26	91,591	120,903
27	96,108	126,857
28	100,944	133,256
29	106,120	140,076

Temporary employees excluding those engaged in fire protection activities.

Range	A	B	C
	Step		
T1	\$12.75	\$13.07	\$13.39
T2	13.39	13.72	14.06
T3	14.06	14.41	14.76
T4	14.76	15.13	15.50
T5	15.50	15.89	16.28
T6	16.28	16.69	17.09
T7	17.09	17.52	17.94
T8	18.29	18.75	19.20
T9	19.21	19.69	20.17
T10	20.16	20.66	21.17
T11	21.16	21.69	22.22
T12	22.24	22.80	23.35
T13	23.36	23.94	24.53
T14	24.52	25.13	25.75
T15	25.73	26.37	27.02
T16	27.02	27.70	28.37
T17	28.40	29.11	29.82
T18	29.79	30.53	31.28
T19	31.29	32.07	32.85
T20	32.84	33.66	34.48
T21	34.49	35.35	36.21
T22	36.21	37.12	38.02
T23	38.01	38.96	39.91
T24	39.92	40.92	41.92
T25	41.92	42.97	44.02
T26	44.04	45.14	46.24
T27	46.20	47.36	48.51
T28	48.53	49.74	50.96
T29	51.02	52.30	53.57

Temporary employees engaged in fire protection activities.

Range	A	B	C
	Step		
T18	\$21.28	\$21.81	\$22.34
T19	22.35	22.91	23.47
T20	23.47	24.06	24.64
T21	24.64	25.26	25.87
T22	25.88	26.53	27.17

Section 5. 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

Ordinance No. 3211-2021
Page 5 of 5

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 6. Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect July 1, 2021.


ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 19th day of May, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, MMC, City Clerk

Introduced: May 5, 2021
Enacted: May 19, 2021
Effective: July 1, 2021

Approved by Finance: 



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Terry Eubank

DATE: April 27, 2021

SUBJECT: Ordinance 3211-2021 Adopting the FY2022 City of Kenai Budget

The purpose of this memo is to summarize the changes that have been proposed to the FY2022 Budget since disbursement of work session materials on April 9th, and to communicate the impact of these changes on each of the City’s operating funds. The following are the recommended changes that have been incorporated into the draft budget and appropriating ordinance. Amounts in brackets () are decreases and amounts without brackets are increases. New summary pages for the all funds, after incorporating the changes, are attached for your review.

Administration Recommended Amendments:

General Fund

Expenditures:

Visitor Center – Professional Services	\$10,000
--	----------

The operating agreement with the Kenai Chamber of Commerce for operations of the facility is \$105,000 annually and the draft budget incorrectly included the amount at \$95,000.

General Fund

Expenditures:

Legislative – Professional Services	\$3,683
-------------------------------------	---------

This increase is required to fund the recently awarded three-year agreement to perform the City’s annual financial statement and compliance audits.

General Fund

Expenditures:

Manager – Professional Services	\$53,050
---------------------------------	----------

To increase the FY21 City marketing campaign.

General Fund

Expenditures:

Non-Departmental – Salaries	\$ 223
Non-Departmental - Medicare	3
Non-Departmental – Social Security	13
Non-Departmental – Unemployment Insurance	1
Non-Departmental – Workers Compensation	4
Transfer to Senior Citizen Fund	1,205
Police – Salaries	274
Police - Medicare	3
Police – Social Security	17
Police – Unemployment Insurance	1
Police – Workers Compensation	4
Parks, Recreation & Beautification – Salaries	4,411
Parks, Recreation & Beautification – Overtime	4
Parks, Recreation & Beautification - Leave	83
Parks, Recreation & Beautification - Medicare	64
Parks, Recreation & Beautification – Social Security	243
Parks, Recreation & Beautification – PERS	117
Parks, Recreation & Beautification – Unemployment Insurance	22
Parks, Recreation & Beautification – Workers Compensation	110
Parks, Recreation & Beautification – Supplemental Retirement	106
Library – Salaries	1,133
Library – Leave	6
Library - Medicare	16
Library – Social Security	45
Library – PERS	90
Library – Unemployment Insurance	6
Library – Workers Compensation	6
Library – Supplemental Retirement	6
	\$ 8,216

These changes are needed to the FY2022 City of Kenai Salary Schedule which included making the minimum rate of pay \$12.75 and recalculating pay rates for ranges below the current range 3 to provide consistency in pay practices in the City’s Salary Schedule and creating a separate Salary Schedule for temporary City employees.

General Fund

Expenditures:

Non-Departmental – Transfer to Senior Center Improvement Capital Project Fund	\$(35,000)
--	------------

To reduce the General Fund transfer for the amount to be provided by grants for the remodel of the Senior Center’s front entry doors.

General Fund

Expenditures:

Non-Departmental – PERS	\$ (929)
-------------------------	----------



Reduction in PERS On-behalf funding for all proposed personnel changes in the General Fund. Note there is a corresponding decrease in PERS On-behalf revenue for this change.

General Fund

Expenditures:

Planning & Zoning – Professional Services \$42,000

For inclusion of two special projects including \$30,000 for surveying in Old Town and \$12,000 for assessment and provide recommended enhancements of the City’s Geographic Information System (GIS).

General Fund

Expenditures:

Police – Salaries	\$ 9,755
Police - Leave	488
Police - Medicare	151
Police – Social Security	17
Police – PERS	2,146
Police – Unemployment Insurance	51
Police – Workers Compensation	<u>313</u>
	\$12,904

Pay increase for the Police Chief upon voluntarily entering the City’s Department Head Service.

General Fund

Expenditures:

Streets – Salaries	\$(55,886)
Streets – Overtime	(172)
Streets - Leave	(1,505)
Streets - Medicare	(834)
Streets – PERS	(12,333)
Streets – Unemployment Insurance	(287)
Streets – Workers Compensation	(2,155)
Streets – Health & Life Insurance	(23,979)
Streets – Supplemental Retirement	<u>(1,500)</u>
Boating Facility – Salaries	73
Boating Facility – Overtime	2
Boating Facility - Leave	26
Boating Facility - Medicare	2
Boating Facility – PERS	17
Boating Facility – Workers Compensation	4
Boating Facility – Health & Life Insurance	(2)
Boating Facility – Supplemental Retirement	<u>(68)</u>
	<u>\$(98,597)</u>

Elimination of a Street Operator position.

General Fund

Total Administration Recommended Expenditure Changes \$ **(4,673)**



City Council Recommended Amendments:

General Fund

Expenditures:

City Clerk – Salaries	\$9,875
City Clerk - Leave	380
City Clerk - Medicare	149
City Clerk – PERS	2,172
City Clerk – Unemployment Insurance	52
City Clerk – Workers Compensation	26
Legal – Salaries	10,581
Legal - Leave	407
Legal - Medicare	159
Legal – PERS	2,327
Legal – Unemployment Insurance	55
Legal – Workers Compensation	24
City Manager – Salaries	13,380
City Manager - Leave	360
City Manager - Medicare	199
City Manager – PERS	2,944
City Manager – Workers Compensation	<u>35</u>
	\$43,125

To incorporate compensation adjustments for Council contract employees based upon FY2021 performance evaluations.

General Fund

Expenditures:

Legislative – Small Tools	\$ <u>10,000</u>
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For replacement of chairs in Council Chambers and in the Clerk’s Conference Room.

General Fund

<u>Total City Council Recommended Expenditure Changes</u>	\$<u>53,125</u>
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Total General Fund Recommended Expenditure Changes	\$<u>48,452</u>
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Administration Recommended Amendments:

Personal Use Fishery Fund

Expenditures:

Public Safety	\$8,800
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Inclusion of a special project to provide a boat operator course to fire department personnel.

Personal Use Fishery Fund

Expenditures:

Streets – Salaries	\$ 58
Streets – Overtime	6
Streets - Leave	19



Streets – PERS	20
Streets – Workers Compensation	5
Streets – Supplemental Retirement	(51)
Dock – Salaries	29
Dock – Overtime	7
Dock - Leave	10
Dock – PERS	11
Dock – Workers Compensation	<u>2</u>
	\$ 116

Elimination of a Street Operator position.

Personal Use Fishery Fund

Expenditures:

Parks, Recreation & Beautification – Salaries	\$ 559
Parks, Recreation & Beautification – Overtime	349
Parks, Recreation & Beautification - Medicare	13
Parks, Recreation & Beautification – Social Security	56
Parks, Recreation & Beautification – PERS	4
Parks, Recreation & Beautification – Unemployment Insurance	4
Parks, Recreation & Beautification – Workers Compensation	<u>24</u>
	<u>\$1,009</u>

Personal Use Fishery Fund

Expenditures:

Public Safety – Repair & Maintenance	\$1,265
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Inclusion of funds for AED annual servicing.

Personal Use Fishery

Total Administration Recommended Expenditure Changes **\$11,190**

Administration Recommended Amendments:

Congregate Housing Fund

Expenditures:

Salaries	\$ 67
Medicare	1
Social Security	<u>4</u>
<u>Total Administration Recommended Expenditure Changes</u>	<u>\$ 72</u>

These changes are needed to the FY2022 City of Kenai Salary Schedule which included making the minimum rate of pay \$12.75 and recalculating pay rates for ranges below the current range 3 to provide consistency in pay practices in the City's Salary Schedule and creating a separate Salary Schedule for temporary City employees.

Administration Recommended Amendments:

Water & Sewer Fund

Expenditures:



Water – Small Tools	\$ 8,750
Water – Professional Services	8,750
Water – Transfer to Water & Sewer Improvement Capital Project Fund	(17,500)
Sewer – Small Tools	8,750
Sewer – Professional Services	8,750
Sewer – Transfer to Water & Sewer Improvement Capital Project Fund	(17,500)
Wastewater Treatment Plant– Small Tools	17,500
Sewer – Professional Services	17,500
Sewer – Transfer to Water & Sewer Improvement Capital Project Fund	(35,000)
<u>Total Administration Recommended Expenditure Changes</u>	\$ <u>-0-</u>

Convert SCADA integration projects into operating fund expenditures rather than capital projects.

Administration Recommended Amendments:

Senior Citizen Fund

Expenditures:

Access – Salaries	\$2,067
Access – Medicare	30
Access – Social Security	128
Access – Unemployment Insurance	11
Access – Workers’ Compensation	57
Congregate Meals – Salaries	(1,390)
Congregate Meals – Leave	(101)
Congregate Meals – Medicare	(21)
Congregate Meals – Social Security	33
Congregate Meals – PERS	(576)
Congregate Meals –Unemployment Insurance	(6)
Congregate Meals – Workers’ Compensation	(85)
Congregate Meals – Supplemental Retirement	(87)
Home Meals – Salaries	(1,195)
Home Meals – Leave	(86)
Home Meals – Medicare	(16)
Home Meals – Social Security	28
Home Meals – PERS	(494)
Home Meals –Unemployment Insurance	(7)
Home Meals – Workers’ Compensation	(73)
Home Meals – Supplemental Retirement	(74)
Transportation – Salaries	3,614
Transportation – Medicare	52
Transportation – Social Security	224
Transportation – Unemployment Insurance	17
Transportation – Workers’ Compensation	134
Choice Waiver – Salaries	(828)
Choice Waiver – Leave	(59)
Choice Waiver – Medicare	(14)
Choice Waiver – Social Security	19
Choice Waiver – PERS	(344)
Choice Waiver –Unemployment Insurance	(4)



Choice Waiver – Workers’ Compensation	(51)
Choice Waiver – Supplemental Retirement	<u>(52)</u>
<u>Total Administration Recommended Expenditure Changes</u>	<u>\$851</u>

These changes are needed to the FY2022 City of Kenai Salary Schedule which included making the minimum rate of pay \$12.75 and recalculating pay rates for ranges below the current range 3 to provide consistency in pay practices in the City’s Salary Schedule, creating a separate Salary Schedule for temporary City employees and correcting allocations which were incorrect in the draft budget.

Employee Health Care Fund

Expenditures:

Professional Services	\$ (42)
Insurance	<u>(42,106)</u>
<u>Total Administration Recommended Revenue Changes</u>	<u>\$(42,148)</u>

Elimination of a Street Operator position and correction of incorrect amounts included in the draft budget.

Total Expenditure Changes All Funds	<u>\$18,417</u>
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General Fund
Budget Projection

	Actual FY2019	Actual FY2020	Original Budget FY2021	Projection FY2021	Manager Requested FY2022	Projection FY2023	Projection FY2024
TAXABLE VALUES (000'S)	\$ 871,829	\$ 871,829	\$ 907,656	\$ 894,277	\$ 905,283	\$ 919,851	\$ 934,887
MILL RATE	4.35	4.35	4.35	4.35	4.35	4.35	4.35
REVENUES							
Property & Sales Taxes							
Property Tax	3,890,087	3,955,484	3,977,338	3,912,972	3,965,604	4,071,325	4,135,423
Sales Tax	7,159,094	7,690,916	7,116,759	7,708,917	7,929,191	8,069,378	8,367,950
Total Property & Sales Taxes	11,049,181	11,646,400	11,094,097	11,621,889	11,894,795	12,140,703	12,503,373
Intergovernmental Revenue:							
PERS Funding	414,458	479,272	634,517	634,517	586,380	603,971	622,090
Community Assistance	210,345	174,116	76,068	76,068	108,469	108,469	108,469
Fish Tax	128,413	61,247	100,000	78,289	75,000	77,250	79,568
Other	140,088	244,470	57,500	117,754	52,500	55,125	57,881
Total State/Federal Revenue	893,304	959,105	868,085	906,628	822,349	844,815	868,008
Other Revenue							
Licenses and Permits	85,212	171,772	86,000	192,000	141,000	145,230	149,587
Ambulance Fees	410,409	428,807	500,000	425,000	450,000	463,500	477,405
Interest	378,064	412,403	150,000	150,000	150,000	140,351	129,158
Other	652,774	798,442	712,711	785,478	766,431	789,424	813,107
Total Other Revenue	1,526,459	1,811,424	1,448,711	1,552,478	1,507,431	1,538,505	1,569,257
Total Revenues	13,468,944	14,416,929	13,410,893	14,080,995	14,224,575	14,524,023	14,940,638
Transfer From Other Funds							
Charges to other funds	1,525,293	1,558,800	1,643,800	1,643,800	1,620,500	1,669,115	1,719,188
Capital Projects / Special Revenue	283,221	50,000	50,000	92,500	75,000	75,000	75,000
Enterprise	43,300	37,200	37,300	37,300	42,700	43,981	45,300
Trust Fund	-	137,239	139,523	145,750	148,315	151,281	154,307
Total Transfers	1,851,814	1,783,239	1,870,623	1,919,350	1,886,515	1,939,377	1,993,795
Total Revenues and Transfers	15,320,758	16,200,168	15,281,516	16,000,345	16,111,090	16,463,400	16,934,433
EXPENDITURES/APPROPRIATIONS							
General Government	2,905,898	3,089,325	3,702,864	4,564,552	4,014,767	3,916,656	4,001,029
Public Safety	7,227,836	5,440,230	7,975,853	5,132,474	8,193,984	8,289,167	8,454,950
Public Works	2,267,632	2,257,649	2,511,588	2,513,309	2,478,512	2,446,482	2,495,412
Parks, Recreation & Cultural	2,117,734	2,078,746	2,172,565	2,248,086	2,323,425	2,290,334	2,336,141
Total Operating Expenditures	14,519,100	12,865,950	16,362,870	14,458,421	17,010,688	16,942,639	17,287,532
Transfers or Non-Operating	622,298	793,870	510,969	2,290,394	2,072,375	1,487,146	1,722,289
Total Expenditures/Appropriations	15,141,398	13,659,820	16,873,839	16,748,815	19,083,063	18,429,785	19,009,821
Total Surplus (Deficit)	179,360	2,540,348	(1,592,323)	(748,470)	(2,971,973)	(1,966,385)	(2,075,388)
Projected Lapse - 5%	-	-	818,144	3,614,605	850,534	847,132	864,377
Adjusted Surplus (Deficit)	179,360	2,540,348	(774,179)	2,866,135	(2,121,439)	(1,119,253)	(1,211,011)
Beginning Fund Balance	10,570,684	10,750,044	9,798,721	13,290,392	16,156,527	14,035,088	12,915,835
Ending Fund Balance	10,750,044	13,290,392	9,024,542	16,156,527	14,035,088	12,915,835	11,704,824
Restricted	(741,748)	(811,030)	(817,748)	(851,030)	(887,030)	(923,030)	(959,030)
Committed	(7,116,039)	(6,047,560)	(6,059,110)	(8,415,650)	(10,192,401)	(9,089,136)	(7,761,353)
Assigned	(2,418,240)	(2,235,128)	(2,147,684)	(2,687,289)	(2,955,657)	(2,903,669)	(2,984,441)
Unassigned Fund Balance	\$ 474,017	\$ 4,196,674	\$ -	\$ 4,202,558	\$ -	\$ -	\$ -

Budget Projection
Fund: 006 - Personal Use Fishery Fund

	<u>Actual FY2019</u>	<u>Actual FY2020</u>	<u>Original Budget FY2021</u>	<u>Projection FY2021</u>	<u>Proposed FY2022</u>
Revenues					
PERS Grant	\$ 2,743	\$ 3,355	\$ 5,688	\$ 5,688	\$ 4,696
Usage Fees					
Beach Parking	118,309	144,330	146,460	175,980	183,775
Beach Camping	129,938	149,788	164,900	214,248	179,725
Dock Launch & Park	91,358	105,275	106,000	115,463	109,600
Dock Parking Only	9,547	11,736	12,000	13,377	13,400
Participant Drop-off Fee	5,943	4,698	6,715	4,792	4,205
Total Usage Fees	<u>355,095</u>	<u>415,827</u>	<u>436,075</u>	<u>523,860</u>	<u>490,705</u>
Miscellaneous Revenues					
Investment earnings	7,624	8,836	750	750	750
Other	<u>(3,250)</u>	<u>(4,306)</u>	<u>(4,000)</u>	<u>(12,682)</u>	<u>(13,000)</u>
Total Miscellaneous Revenues	<u>4,374</u>	<u>4,530</u>	<u>(3,250)</u>	<u>(11,932)</u>	<u>(12,250)</u>
Transfer In, Capital Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,215</u>	<u>-</u>
Total Revenue	<u>362,212</u>	<u>423,712</u>	<u>438,513</u>	<u>519,831</u>	<u>483,151</u>
Expenditures					
Public Safety	92,515	81,775	81,211	81,334	96,161
Streets	42,695	30,743	50,389	50,449	53,332
Boating Facility	45,077	52,494	52,126	52,241	52,588
Parks, Recreation & Beautification	<u>227,025</u>	<u>206,172</u>	<u>205,612</u>	<u>242,515</u>	<u>196,800</u>
Total Expenditures	407,312	371,184	389,338	426,539	398,881
Transfers					
General Fund	50,000	50,000	50,000	50,000	75,000
Capital Projects	<u>-</u>	<u>-</u>	<u>38,724</u>	<u>38,724</u>	<u>50,000</u>
Total Transfers	<u>50,000</u>	<u>50,000</u>	<u>88,724</u>	<u>88,724</u>	<u>125,000</u>
Total Expenditures & Transfers	<u>457,312</u>	<u>421,184</u>	<u>478,062</u>	<u>515,263</u>	<u>523,881</u>
Contribution To/(From) Fund Balance:	(95,100)	2,528	(39,549)	4,568	(40,730)
Projected Lapse	<u>-</u>	<u>-</u>	<u>15,428</u>	<u>83,327</u>	<u>11,261</u>
Adjusted (Deficit)/Surplus	(95,100)	2,528	(24,121)	87,895	(29,469)
Beginning Fund Balance	<u>293,894</u>	<u>198,794</u>	<u>195,822</u>	<u>201,322</u>	<u>289,217</u>
Ending Fund Balance	<u>\$ 198,794</u>	<u>\$ 201,322</u>	<u>\$ 171,701</u>	<u>\$ 289,217</u>	<u>\$ 259,748</u>

City of Kenai
Fiscal Year 2022 Operating Budget

Budget Projection
Fund: 010 - Water and Sewer Fund

	Actual FY2019	Actual FY2020	Original Budget FY2021	Projection FY2021	Proposed FY2022
Revenues					
PERS Grant	\$ 35,066	\$ 40,373	\$ 55,288	\$ 55,288	\$ 52,873
Usage Fees					
Service Hook-up	2,408	1,803	3,185	3,185	3,313
Residential Water	832,835	866,911	872,822	872,822	872,823
Commercial Water	328,718	336,836	349,129	349,129	349,129
Residential Sewer	1,183,824	1,229,742	1,245,430	1,245,430	1,245,431
Commercial Sewer	467,204	483,645	484,901	484,901	484,901
Total Usage Fees	2,814,989	2,918,937	2,955,467	2,955,467	2,955,597
Miscellaneous Revenues					
Penalty and Interest	43,415	31,873	41,600	41,600	41,600
Interest Earnings	108,222	131,375	12,480	12,480	12,480
Other	14,916	12,424	3,000	3,090	3,000
Total Miscellaneous Revenues	166,553	175,672	57,080	57,170	57,080
Transfer In, Capital Projects	-	-	-	23,496	-
Total Revenues	3,016,608	3,134,982	3,067,835	3,091,421	3,065,550
Expenditures					
Water Department	787,637	777,624	901,915	959,415	920,377
Sewer Department	394,495	380,979	508,804	508,804	535,079
Wastewater Treatment Plant Department	1,141,780	1,073,771	1,199,034	1,221,943	1,212,559
Total Expenditures	2,323,912	2,232,374	2,609,753	2,690,162	2,668,015
Transfers					
Capital Projects	110,400	1,070,000	882,577	1,670,873	530,000
Total Expenditures & Transfers	2,434,312	3,302,374	3,492,330	4,361,035	3,198,015
Contribution To/(From) Fund Balance:	582,296	(167,392)	(424,495)	(1,269,614)	(132,465)
Projected Lapse (6%)	-	-	137,895	137,710	142,747
Adjusted (Deficit)/Surplus			(286,600)	(1,131,904)	10,282
Beginning Fund Balance	2,543,792	3,126,088	2,575,991	2,958,696	1,826,792
Ending Fund Balance	\$ 3,126,088	\$ 2,958,696	\$ 2,289,391	\$ 1,826,792	\$ 1,837,074

**City of Kenai
Fiscal Year 2022 Operating Budget**

Airport Fund Summary by Line Item

	<u>Actual FY2019</u>	<u>Actual FY2020</u>	<u>Original Budget FY2021</u>	<u>Projection FY2021</u>	<u>Proposed FY2022</u>
Revenues					
State & Federal Grants	\$ 36,883	\$ 833,516	\$ 55,254	\$ 2,216,252	\$ 42,413
Usage Fees					
Fuel Sales	21,650	25,927	28,000	15,000	28,000
Fuel Flowage	9,571	11,113	15,000	7,500	15,000
Float Plane	1,554	626	750	500	750
Tie Down	7,130	8,580	7,500	7,500	7,500
Landing	410,697	337,097	300,874	250,000	300,874
Plane Parking	10,287	4,429	10,000	10,000	10,000
Total Usage Fees	<u>460,889</u>	<u>387,772</u>	<u>362,124</u>	<u>290,500</u>	<u>362,124</u>
Rents and Leases - Land	<u>570,675</u>	<u>523,663</u>	<u>504,665</u>	<u>504,665</u>	<u>512,255</u>
Miscellaneous					
Penalty and Interest	4,926	52,389	5,000	5,000	5,000
Interest on Investments	155,283	136,276	35,000	35,000	35,000
Other	23,285	12,881	10,000	10,105	10,000
Total Miscellaneous	<u>183,494</u>	<u>201,546</u>	<u>50,000</u>	<u>50,105</u>	<u>50,000</u>
Terminal Revenue					
Parking Fees	229,757	170,366	200,000	100,000	200,000
Rents and Leases	355,868	338,522	367,645	391,264	478,325
Penalty and Interest	7,516	8,217	7,500	7,500	7,500
Car Rental Commissions	178,767	211,756	120,000	110,000	120,000
Advertising Commissions	13,940	13,268	12,000	12,000	12,000
Miscellaneous	3,366	4,185	3,000	5,550	3,000
Total Terminal Revenue	<u>789,214</u>	<u>746,314</u>	<u>710,145</u>	<u>626,314</u>	<u>820,825</u>
Transfers In					
Capital Project Fund	-	-	-	105,651	-
Airport Land Trust Fund	1,203,690	928,251	955,050	969,922	1,012,722
Total Transfers In	<u>1,203,690</u>	<u>928,251</u>	<u>955,050</u>	<u>1,075,573</u>	<u>1,012,722</u>
Total Revenues	<u>3,244,845</u>	<u>3,621,062</u>	<u>2,637,238</u>	<u>4,763,409</u>	<u>2,800,339</u>
Expenditures					
Airport Terminal	550,783	565,649	666,607	668,625	617,684
Airport Airfield	1,691,992	1,734,691	1,874,687	1,929,528	1,893,217
Airport Administration	299,964	299,665	358,462	2,481,466	337,960
Airport Other Buildings and Areas	152,640	186,741	171,014	205,597	189,457
Airport Training Facility	41,088	26,551	38,475	38,475	54,140
Total Expenditures	<u>2,736,467</u>	<u>2,813,297</u>	<u>3,109,245</u>	<u>5,323,691</u>	<u>3,092,458</u>
Transfers					
Transfer to Capital Projects	1,838,918	799,875	-	2,109,567	685,000
Transfer to General Fund	233,221	-	-	-	-
Total Transfers	<u>2,072,139</u>	<u>799,875</u>	<u>-</u>	<u>2,109,567</u>	<u>685,000</u>
Total Expenditures & Transfers	4,808,606	3,613,172	3,109,245	7,433,258	3,777,458
Contribution To/(From) Fund Balance:	(1,563,761)	7,890	(472,007)	(2,669,849)	(977,119)
Projected Lapse (6%)	-	-	122,079	2,389,643	120,915
Adjusted (Deficit)/Surplus			(349,928)	(280,206)	(856,204)
Beginning Fund Balance	<u>5,078,990</u>	<u>3,515,229</u>	<u>4,454,303</u>	<u>3,523,119</u>	<u>3,242,913</u>
Ending Fund Balance	<u>\$ 3,515,229</u>	<u>\$ 3,523,119</u>	<u>\$ 4,104,375</u>	<u>\$ 3,242,913</u>	<u>\$ 2,386,709</u>

City of Kenai
Fiscal Year 2022 Operating Budget

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

	<u>Actual FY2019</u>	<u>Actual FY2020</u>	<u>Original Budget FY2021</u>	<u>Projection FY2021</u>	<u>Proposed FY2022</u>
Revenues					
State Grants	\$ 204,464	\$ 246,012	\$ 212,504	\$ 295,863	\$ 238,442
Federal Grants	-	-	-	39,231	-
USDA Grant	24,938	20,471	20,000	20,000	20,000
Choice Waiver	135,444	117,208	125,000	125,000	125,000
KPB Grant	126,207	126,207	169,221	169,221	169,221
United Way	3,631	-	-	-	-
Rents and Leases	8,174	9,811	13,000	7,500	13,000
Donations	8,494	36,768	32,500	30,000	32,000
Donation - Senior Connection	100,000	50,430	50,000	50,000	50,000
Meal Donations	67,998	56,244	72,500	49,800	82,500
Transfer from General Fund - Operations	182,027	253,999	217,192	217,192	220,518
Transfer from General Fund - Capital	-	-	-	-	-
Other	(9)	95	300	300	300
Total Revenue	<u>861,368</u>	<u>917,245</u>	<u>912,217</u>	<u>1,004,107</u>	<u>950,981</u>
Expenditures					
Senior Citizen Access	140,539	171,711	180,075	179,940	237,332
Congregate Meals	231,082	248,997	262,518	306,317	247,084
Home Meals	202,637	236,220	230,951	302,929	221,853
Senior Transportation	80,929	101,066	100,417	100,579	106,805
Choice Waiver	232,910	145,815	161,041	168,397	162,117
Total Expenditures	<u>888,097</u>	<u>903,809</u>	<u>935,002</u>	<u>1,058,162</u>	<u>975,191</u>
Contribution To/(From) Fund Balance:	(26,729)	13,436	(22,785)	(54,055)	(24,210)
Projected Lapse (3%)	-	-	22,785	67,348	24,210
Adjusted (Deficit)/Surplus	(26,729)	13,436	-	13,293	-
Beginning Fund Balance	-	(26,729)	(54,603)	(13,293)	-
Ending Fund Balance	<u>\$ (26,729)</u>	<u>\$ (13,293)</u>	<u>\$ (54,603)</u>	<u>\$ -</u>	<u>\$ -</u>

**City of Kenai
Fiscal Year 2022 Operating Budget**

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

	<u>Actual FY2019</u>	<u>Actual FY2020</u>	<u>Original Budget FY2021</u>	<u>Projection FY2021</u>	<u>Proposed FY2022</u>
Revenues					
PERS Grant	\$ 1,995	\$ 3,008	\$ 3,909	\$ 2,865	\$ 3,666
Rents and Leases	407,714	401,768	417,533	416,634	416,313
Interest on Investments	21,630	27,502	4,000	4,000	4,000
Miscellaneous	474	707	-	-	-
Total Revenues	<u>431,813</u>	<u>432,985</u>	<u>425,442</u>	<u>423,499</u>	<u>423,979</u>
Expenses	<u>455,468</u>	<u>491,298</u>	<u>495,181</u>	<u>501,001</u>	<u>646,731</u>
Net Income (loss)	(23,655)	(58,313)	(69,739)	(77,502)	(222,752)
Beginning Retained Earnings	570,007	679,542	609,723	761,675	450,875
Capital Asset Acquisitions	(7,256)	-	(260,000)	(373,744)	-
Allocated to Capital Projects	(121,000)	(113,744)	-	-	-
Credit for Depreciation	<u>140,446</u>	<u>140,446</u>	<u>140,446</u>	<u>140,446</u>	<u>140,446</u>
Available Retained Earnings	<u>\$ 558,542</u>	<u>\$ 647,931</u>	<u>\$ 420,430</u>	<u>\$ 450,875</u>	<u>\$ 368,569</u>

**City of Kenai
Fiscal Year 2022 Operating Budget**

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

	<u>Actual FY2019</u>	<u>Actual FY2020</u>	<u>Original Budget FY2021</u>	<u>Projection FY2021</u>	<u>Proposed FY2022</u>
Revenues					
Charge for Services	\$ 2,148,495	\$ 2,436,201	\$ 2,636,734	\$ 2,636,734	\$ 2,823,679
Participant premiums	258,664	276,695	349,257	349,257	450,084
Transfer from Other Funds	-	-	-	-	-
Interest Earnings	9,285	21,806	6,000	6,000	6,000
Total Revenues	<u>2,416,444</u>	<u>2,734,702</u>	<u>2,991,991</u>	<u>2,991,991</u>	<u>3,279,763</u>
Expenses					
	<u>2,257,555</u>	<u>2,411,828</u>	<u>2,964,277</u>	<u>2,964,277</u>	<u>3,508,398</u>
Net Income (loss)	158,889	322,874	27,714	27,714	(228,635)
Beginning Retained Earnings	<u>248,422</u>	<u>407,311</u>	<u>501,345</u>	<u>730,185</u>	<u>757,899</u>
Available Retained Earnings	<u>\$ 407,311</u>	<u>\$ 730,185</u>	<u>\$ 529,059</u>	<u>\$ 757,899</u>	<u>\$ 529,264</u>
	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>Difference</u>	<u>% Change</u>
Employer cost per position:					
Full-time	\$ 22,715	\$ 24,700	\$ 26,676	\$ 1,976	8.00%
Part-time	11,358	12,350	13,338	988	8.00%
Employee monthly premiums:					
Employee only	\$ 102.00	\$ 123.00	\$ 157.00	\$ 34.00	27.64%
Employee with child(ren)	204.00	222.00	285.00	63.00	28.38%
Employee with spouse	185.00	244.00	313.00	69.00	28.28%
Employee with family	278.00	333.00	429.00	96.00	28.83%
Part-time employee only	469.00	519.00	631.00	112.00	21.58%
Part-time employee w/Children	1,394.00	1,325.00	1,598.00	273.00	20.60%
Part-time employee w/Spouse	1,212.00	1,523.00	1,835.00	312.00	20.49%
Part-time employee w/Family	2,141.00	2,331.00	2,805.00	474.00	20.33%

**City of Kenai
Fiscal Year 2022 Operating Budget**

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

	<u>Actual FY2019</u>	<u>Actual FY2020</u>	<u>Original Budget FY2021</u>	<u>Projection FY2021</u>	<u>Proposed FY2022</u>
Revenues					
Rents & Leases	\$ 369,949	\$ 321,754	\$ 314,507	\$ 314,507	\$ 348,185
Interest Earnings	40,479	44,273	30,000	30,000	14,000
Other income	-	424,050	75,000	75,000	-
Total Revenues	<u>410,428</u>	<u>790,077</u>	<u>419,507</u>	<u>419,507</u>	<u>362,185</u>
Expenses - Depreciation	<u>162,060</u>	<u>185,844</u>	<u>190,633</u>	<u>190,633</u>	<u>205,378</u>
Net Income (loss)	248,368	604,233	228,874	228,874	156,807
Transfers out	-	-	(400,000)	(400,000)	-
Total net income (loss) and transfers out	248,368	604,233	(171,126)	(171,126)	156,807
Beginning Net Position	<u>2,928,301</u>	<u>3,176,669</u>	<u>3,846,745</u>	<u>3,780,902</u>	<u>3,609,776</u>
Ending Net Position	3,176,669	3,780,902	3,675,619	3,609,776	3,766,583
Invested in Capital Assets	<u>(2,578,197)</u>	<u>(2,367,646)</u>	<u>(2,393,010)</u>	<u>(2,177,013)</u>	<u>(1,971,635)</u>
Unrestricted Net Position	<u>\$ 598,472</u>	<u>\$ 1,413,256</u>	<u>\$ 1,282,609</u>	<u>\$ 1,432,763</u>	<u>\$ 1,794,948</u>

**City of Kenai
Fiscal Year 2022 Operating Budget**

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

	<u>Actual FY2019</u>	<u>Actual FY2020</u>	<u>Original Budget FY2021</u>	<u>Projection FY2021</u>	<u>Proposed FY2022</u>
Revenues					
Rents & Leases	\$ -	\$ -	\$ 147,821	\$ 147,821	\$ 146,067
Interest Earnings	-	-	8,000	8,000	7,294
Other income	-	-	62,589	62,589	6,344
Transfer In	-	272,625	400,000	400,000	-
Capital Contribution	-	-	-	-	-
Total Revenues	<u>-</u>	<u>272,625</u>	<u>618,410</u>	<u>618,410</u>	<u>159,705</u>
Expenses - Depreciation	<u>-</u>	<u>-</u>	<u>74,811</u>	<u>74,811</u>	<u>73,344</u>
Net Income (loss)	-	272,625	543,599	543,599	86,361
Transfers out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total net income (loss) and transfers out	-	272,625	543,599	543,599	86,361
Beginning Net Position	<u>-</u>	<u>-</u>	<u>269,693</u>	<u>272,625</u>	<u>816,224</u>
Ending Net Position	-	272,625	813,292	816,224	902,585
Invested in Capital Assets	<u>-</u>	<u>-</u>	<u>(491,652)</u>	<u>(569,395)</u>	<u>(496,050)</u>
Unrestricted Net Position	<u>\$ -</u>	<u>\$ 272,625</u>	<u>\$ 321,640</u>	<u>\$ 246,829</u>	<u>\$ 406,535</u>

**City of Kenai
Fiscal Year 2022 Operating Budget**

Fund 048 - Debt Service

	<u>Actual FY2019</u>	<u>Actual FY2020</u>	<u>Original Budget FY2021</u>	<u>Projection FY2021</u>	<u>Manager Proposed FY2022</u>
Revenues					
Bond Interest Subsidy	35,127	32,851	30,493	10,739	-
Transfer from General Fund	<u>143,271</u>	<u>139,853</u>	<u>141,518</u>	<u>133,979</u>	<u>129,625</u>
Total Revenue	<u>178,398</u>	<u>172,704</u>	<u>172,011</u>	<u>144,718</u>	<u>129,625</u>
Expenditures					
Parks, Recreation & Culture	<u>178,398</u>	<u>172,704</u>	<u>172,011</u>	<u>144,718</u>	<u>129,625</u>
Contributions To/From Fund Balance	-	-	-	-	-
Beginning Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**Budget Projection
Land Sales Permanent Funds**

	<u>Actual FY2019</u>	<u>Actual FY2020</u>	<u>Original Budget FY2021</u>	<u>FY2021 Projection</u>	<u>Proposed FY2022</u>
FUND 082-52 Airport Land Sales Permanent Fund					
Revenues					
Acct. 36610 Investments Earnings	\$ 1,279,938	\$ 793,631	\$ 1,486,160	\$ 2,514,656	\$ 1,717,924
Acct. 36645 Interest on Land Sale Contracts	14,276	11,933	10,000	10,000	10,000
Acct. 33640 Land Sales	<u>455,207</u>	<u>616,250</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	1,749,421	1,421,814	1,496,160	2,524,656	1,727,924
Expenses					
Transfer to Airport Land System Fund	<u>1,203,690</u>	<u>928,251</u>	<u>955,050</u>	<u>969,922</u>	<u>1,012,722</u>
Contributions To/(From) Fund Balance	545,731	493,563	541,110	1,554,734	715,202
Beginning Fund Balance	<u>24,592,355</u>	<u>25,138,086</u>	<u>28,111,299</u>	<u>25,631,649</u>	<u>27,186,383</u>
Ending Fund Balance	<u>\$ 25,138,086</u>	<u>\$ 25,631,649</u>	<u>\$ 28,652,409</u>	<u>\$ 27,186,383</u>	<u>\$ 27,901,585</u>
FUND 081-52 General Land Sales Permanent Fund					
Revenues					
Acct. 36610 Investments Earnings	\$ 164,838	\$ 93,670	\$ 194,330	\$ 350,022	\$ 209,880
Acct. 36645 Interest on Land Sale Contracts	-	-	-	-	-
Acct. 33640 Land Sales	<u>775</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	165,613	93,670	194,330	350,022	209,880
Expenses					
Transfer to General Fund	<u>-</u>	<u>137,239</u>	<u>139,523</u>	<u>145,750</u>	<u>148,315</u>
Contributions To/(From) Fund Balance	165,613	(43,569)	54,807	204,272	61,565
Beginning Fund Balance	<u>3,129,977</u>	<u>3,295,590</u>	<u>3,736,845</u>	<u>3,252,021</u>	<u>3,456,293</u>
Ending Fund Balance	<u>\$ 3,295,590</u>	<u>\$ 3,252,021</u>	<u>\$ 3,791,652</u>	<u>\$ 3,456,293</u>	<u>\$ 3,517,858</u>



Sponsored by: Administration

CITY OF KENAI

ORDINANCE NO. 3212-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE AIRPORT FUND, AIRFIELD AND ADMINISTRATION DEPARTMENTS FOR EXPENDITURES IN EXCESS OF BUDGETED AMOUNTS RELATED TO ADDITIONAL TEMPORARY HOURS AND OVERTIME HOURS NEEDED FOR WINTER SNOW REMOVAL ACTIVITY AND LEAVE CASH-IN AMOUNTS IN EXCESS OF BUDGETED AMOUNTS CAUSED BY EMPLOYEE RETIREMENT.

WHEREAS, the Kenai Airport experienced heavy snowfall during the 2020-2021 winter season; and,

WHEREAS, budgeted hours for salaries and overtime hours were not sufficient requiring supplemental funding of \$ 23,909; and,

WHEREAS, sufficient funding for leave cash-in amounts due to the retirement of the Airport Manager requires supplemental funding; and,

WHEREAS, a total appropriation of \$52,286 is required.

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

Section 1. That the estimated revenues and appropriations be increased as follows:

Airport Fund:

Increase Estimated Revenues –	
Appropriation of Fund Balance	<u>\$52,286</u>
Increase Appropriations –	
Airfield	
Salaries	\$14,860
Overtime	6,000
Medicare	302
Social Security	921
PERS	1,320
Workers' Compensation	402
Unemployment Insurance	<u>104</u>
Total Airfield	\$23,909
Administration	
Leave	\$27,768
Medicare	402

Workers' Compensation	68
Unemployment Insurance	<u>139</u>
Total Administration	<u>\$28,377</u>
Total Appropriations	<u>\$52,286</u>

Section 2. 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 3. 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 19th day of May, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, MMC, City Clerk

Approved by Finance: 

Introduced: May 5, 2021
Enacted: May 19, 2021
Effective: May 19, 2021



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Mary Bondurant, Airport Manager

DATE: April 27, 2021

SUBJECT: **Ordinance 3212 - 2021 - Airport Funds Appropriation**

The Airport crew experienced over 47 rain, ice, and snow events over the 2020-2021 winter season. It was necessary to work overtime and get additional support from the temporary equipment operators to ensure the Airport was safe for operations. This resulted in the airfield overtime and benefit accounts to be short \$ 28,377.

In addition, supplemental funding is necessary to fund the leave cash-in amounts due to the retirement of the Airport Manager.

Thank you for your consideration.



Sponsored by: Council Members Winger and Glendening

CITY OF KENAI

ORDINANCE NO. 3213-2021

AN ORDINANCE OF THE COUNCIL OF THE CITY OF KENAI, ALASKA, INCREASING REVENUES AND APPROPRIATIONS IN THE GENERAL, AIRPORT, WATER AND SEWER AND SENIOR CITIZEN FUNDS FOR CITY EMPLOYEE COVID-19 RESILIENCE PAY AND AUTHORIZING PAYMENTS TO EMPLOYEES ON A RETROACTIVE MONTHLY BASIS.

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

WHEREAS, the first coronavirus patient in Alaska was diagnosed in Anchorage on March 12, 2020; 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 Council first extended the City Manager's Disaster Emergency Declaration in response to the COVID-19 Pandemic; and,

WHEREAS, the City's Disaster Emergency Declaration currently remains in effect; and,

WHEREAS, the state and federal governments' efforts to contain the pandemic resulted in school closures, business disruptions, travel restrictions, restrictions on gathering and other limitations on numerous facets of daily life; and,

WHEREAS, these limitations had significant impacts on business, commerce and the local economy; and,

WHEREAS, throughout the public health emergency City employees experienced diverse challenges in employment from facility closures, reduced staffing levels, potential exposures, constant evolution of work procedures, and in many cases juggling a changing home life that involved the closure of schools, daycare facilities, and quarantines while continuing to provide emergency responses and other critical City services; and,

WHEREAS, City employees continue to play a critical role in response to the public health emergency from addressing community needs to providing vaccine opportunities; and

WHEREAS, like employees in other settings, City employees performed their duties during the public health emergency in an environment of uncertainty and increased stress; and,

WHEREAS, in recognition of City employees' efforts and work conditions during the public health emergency, it is in the City's best interest to use available funding to retroactively compensate employees for working in stressful and often hazardous conditions.

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

Section 1. That this Ordinance authorizes retroactive payments to all current permanent City employees, other than those working directly for the City Council, in a monthly amount of \$175 for full time employees, beginning March 18, 2020 for a maximum of 14 months, prorated as appropriate for various part-time positions and periods of work.

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

General Fund:

Increase Estimated Revenues –	
Appropriation of Fund Balance	<u>\$300,000</u>

Increase Appropriations:

Non-Departmental:

Salaries	\$ 150
Social Security	9
Medicare	2
Workers' Compensation	3
Transfer to Other Funds	<u>50,893</u>
Total Non-Departmental	51,057

Animal Control:

Salaries	4,900
PERS	1,078
Medicare	72
Workers' Compensation	<u>98</u>
Total Animal Control	6,148

Buildings:

Salaries	4,900
PERS	1,078
Medicare	72
Workers' Compensation	<u>98</u>
Total Buildings	6,148

City Clerk:

Salaries	1,225
PERS	270
Medicare	18
Workers' Compensation	<u>25</u>
Total City Clerk	1,538

Communications:

Salaries	17,675
PERS	3,889
Medicare	260
Workers' Compensation	<u>354</u>
Total Communications	22,178

Finance:

Salaries	13,207
PERS	2,906
Medicare	194
Workers' Compensation	<u>264</u>
Total Finance	16,571

Fire:

Salaries	47,775
PERS	10,511
Medicare	701
Workers' Compensation	<u>1,956</u>
Total Fire	60,943

Human Resources:

Salaries	2,450
PERS	539
Medicare	36
Workers' Compensation	<u>49</u>
Total Human Resources	3,074

Legal:

Salaries	2,450
PERS	539
Medicare	36
Workers' Compensation	<u>49</u>
Total Legal	3,074

Library:

Salaries	16,643
PERS	3,445
Social Security	62
Medicare	244
Workers' Compensation	<u>333</u>
Total Library	20,727

City Manager:

Salaries	2,450
PERS	539
Medicare	36
Workers' Compensation	<u>49</u>
Total City Manager	3,074

Parks, Recreation & Beautification:	
Salaries	12,250
PERS	2,695
Medicare	180
Workers' Compensation	<u>245</u>
Total Parks, Recreation & Beautification	15,370
Planning:	
Salaries	3,325
PERS	732
Medicare	49
Workers' Compensation	<u>67</u>
Total Planning	4,173
Police:	
Salaries	43,068
PERS	9,433
Social Security	12
Medicare	632
Workers' Compensation	<u>1,862</u>
Total Police	55,007
Public Works Administration:	
Salaries	4,900
PERS	1,078
Medicare	72
Workers' Compensation	<u>98</u>
Total Public Works Administration	6,148
Shop:	
Salaries	7,350
PERS	1,617
Medicare	108
Workers' Compensation	<u>347</u>
Total Shop	9,422
Streets:	
Salaries	12,075
PERS	2,657
Medicare	177
Workers' Compensation	<u>439</u>
Total Streets	<u>15,348</u>
Total General Fund	<u>\$300,000</u>

Section 3. That Airport Fund estimated revenues and appropriations be increased as follows:

Airport Fund:	
Increase Estimated Revenues –	
Transfer from General Fund	<u>\$12,296</u>

Increase Appropriations:

Administration:

Salaries	\$ 2,450
PERS	539
Medicare	36
Workers' Compensation	<u>49</u>
Total Administration	3,074

Airfield:

Salaries	7,350
PERS	1,617
Medicare	108
Workers' Compensation	<u>147</u>
Total Airfield	<u>9,222</u>

Total Airport Fund \$12,296

Section 4. That Water & Sewer Fund estimated revenues and appropriations be increased as follows:

Water & Sewer Fund:

Increase Estimated Revenues –
Transfer from General Fund \$24,592

Increase Appropriations:

Water:

Salaries	\$ 6,125
PERS	1,347
Medicare	90
Workers' Compensation	<u>123</u>
Total Water	7,685

Sewer:

Salaries	6,125
PERS	1,347
Medicare	90
Workers' Compensation	<u>123</u>
Total Sewer	7,685

Wastewater Treatment Plant:

Salaries	7,350
PERS	1,617
Medicare	108
Workers' Compensation	<u>147</u>
Total Wastewater Treatment Plant	<u>9,222</u>

Total Water & Sewer Fund \$24,592

Section 5. That Senior Citizen Fund estimated revenues and appropriations be increased as follows:

Senior Citizen Fund:	
Increase Estimated Revenues –	
Transfer from General Fund	<u>\$14,005</u>
Increase Appropriations -	
Home Meal:	
Salaries	\$11,270
PERS	2,291
Social Security	54
Medicare	165
Workers' Compensation	<u>225</u>
Total Home Meals	<u>\$14,005</u>

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 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 19 day of May, 2021.

BRIAN GABRIEL SR., MAYOR

ATTEST:

Jamie Heinz, MMC, City Clerk

Approved by Finance: 

Introduced: May 5, 2021
Enacted: May 19, 2021
Effective: May 19, 2021



MEMORANDUM

TO: Mayor Gabriel and Council Members
FROM: Council Members Winger and Glendening
DATE: April 26, 2021
SUBJECT: Ordinance No. 3213 – 2021 - City Employee COVID-19 Resilience Pay

On March 18, 2020 the City Council extended a local Disaster Emergency Declaration issued by the City Manager to assist the City in managing the COVID-19 Pandemic. This Disaster Emergency Declaration remains in effect, currently scheduled to end on June 1, 2021. During this time, the City faced the unknown, and asked its employees to bravely work through the uncertainty of this public health emergency. Employees were asked to step up, work additional shifts, take on additional tasks and maintain flexibility in their work lives. Many employees experienced facility closures, potential exposures, increased stress, and a constant evolution of changing procedures and safety protocols. Many juggled a home life in flux that included schools closures, sports and activity cancellations, day care facility closures, and quarantines.

Through everything, City employee resilience in delivering emergency responses and other necessary City services ensured the recovery the City is beginning to experience. City employees continue to play a critical role in the response to the public health emergency.

The amount of \$175 a month for full time permanent employees, requires a \$300,000 appropriation. The three employees working directly for the City Council are excluded from these payments. While this is not true "Hazard Pay" it results in a small hourly increase, similar to other hazard pay programs across the country that result in a \$1 to \$2 an hour raise. This sum seems reasonable in light of other recovery programs utilizing CARES Act funding, with the understanding that this program is not directly funded through the CARES Act.

We kindly ask for your support for this Ordinance, recognizing the efforts of City employees in their work throughout this pandemic and providing a modest retroactive compensation increase for them.



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
FROM: Council Member Winger
DATE: April 29, 2021
SUBJECT: **Donation for Bike Helmets**

I am requesting council to consider a \$500 donation to Mountain View Elementary, Bike Rodeo. This event will be held May 12th and is expected to host over 100 students.

I have been a long time parent volunteer and believe this event helps many students have a safer summer riding their bikes. Many students have never rode a bike or had proper safety instructions.

The continued partnership with Kenai Police Department and Safe Kids helps to make this a successful annual event. Students learn biking hand signals, safe stops, and register their bikes incase they're lost or stolen. Students can purchase new helmets and properly fitted for \$5, from Safe Kids. With this donation, helmets will be provided and properly fit to all participating students. We appreciate the continued support and partnership to making this event successful for the students.

Your consideration is appreciated.



KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
FROM: Jamie Heinz, City Clerk
DATE: April 30, 2021
SUBJECT: **Chairs Discussion**

The purpose of this memo is to start the discussion of replacing the chairs in Council Chambers and the Clerk's Conference room which have been in use since before 2006.

In the following pages, I've provided information for chairs for which I have gotten quotes. The first set are executive chairs which I imagined would be for the dais and the second set are office chairs which I imagined would be in the conference room but I welcome your input and feedback. Please note that despite the list price indicated for each type of chair, our pricing for the chairs is near or below \$500.

I have also included information on the different types of chair functions in case there is a preferred function that isn't provided by one of the chairs we have estimates on.

Executive Chairs

HON Define High-Back Executive Chair



SKU: BSX VL108SB11

0.0

No Reviews [Write the First Review](#)



List Price: **\$585.00 (EA)**

Black SofThread Leather Seat - Black SofThread Leather Back - High Back - 5-star Base

- Tuxedo design on the back creates a contemporary aesthetic
- Polished Chrome base and arm accents reflect a professional appearance
- Waterfall seat edge promotes better leg circulation
- High-back design is scaled to fit a variety of users
- Backed by the HON Limited 5-Year Warranty

GENERAL INFORMATION ▼

Manufacturer	The HON Company
Manufacturer Part Number	VL108SB11
Brand Name	HON
Product Line	Define
Product Model	HVL108
Product Name	Define High-Back Executive Chair
Marketing Information	<p>High-back executive chair features a tuxedo design on the back that creates a contemporary aesthetic. Polished chrome base and arm accents reflect a professional appearance with stylish, comfortable SofThread Leather upholstery. Layers of multi-density foam in seat and back provide long-lasting comfort. The intuitive design allows you to easily adjust your comfort. Simple, understandable controls include seat and arm height to fit your body and 2-to-1 synchro-tilt to provide comfort. Other functions include pneumatic seat-height adjustment from 17" to 21" , 360-degree swivel, tilt tension and tilt lock. Chair capacity is 250 lb.</p> <p>More from the Manufacturer</p>
Product Type	Chair

PRODUCT INFORMATION

Chair/Seat Type	Executive Chair
Adjustable Seat	✓
Maximum Load Capacity	250 lb
Seat Material	SofThread Leather
Seat Color	Black
Minimum Seat Height	17"
Maximum Seat Height	21"
Back Type	High Back
Back Material	SofThread Leather
Back Color	Black
Arm Color	Polished Chrome
Base Shape	5-star
Base Color	Polished Chrome
Number of Casters	5
Filling Material	Foam
Tilt Mechanism	✓
Features	<ul style="list-style-type: none"> ▪ Contemporary Style ▪ Comfortable ▪ Long Lasting ▪ Synchro Tilt

PHYSICAL CHARACTERISTICS

Height	46.9"
Width	29.8"
Depth	29.8"

MISCELLANEOUS

Recycled	No
Assembly Required	✓
Country of Origin	China
Catalog Page Number	158
Packing, Level 1	1 EA/CT
Weight	47.3 lbs
UPSable	✓

UPC	889218803579
UNSPSC	56112104
Custom	No
Special Order	No
Color	BK
Quantity Per Selling Unit	1
Non-returnable	No

WARRANTY ▼

Limited Warranty Lifetime

La-Z-Boy High-back Leather Chair



SKU: LZB 49317BLK

0.0

No Reviews [Write the First Review](#)

L A **Z** B O Y

List Price: **\$879.00 (EA)**

Black Bonded Leather Seat - Black Bonded Leather Back - High Back - 5-star Base - Yes - 1 Each

- Bonded leather exterior offers professional style for use in any setting
- Durable arms with padded top offer increased comfort
- Knee-tilt seat plate adjusts to fit your exact requirements
- Designed to support up to 275 lb.

Back Color: **Black:**

Seat Color: **Black:**

GENERAL INFORMATION

Manufacturer	La-Z-Boy, Inc
Manufacturer Part Number	49317BLK
Brand Name	La-Z-Boy
Product Name	High-back Leather Chair
Marketing Information	Chair features a commercial-grade bonded leather exterior to provide a timeless look along with elegant comfort. Durable arms with a padded top offer extra support for maximum comfort. Four-point, knee-tilt seat plate allows you to adjust the chair to fit your exact needs. Durable nylon base supports up to 275 lb.

Packaged Quantity 1 Each

Product Type Chair

PRODUCT INFORMATION

Chair/Seat Type Executive Chair

Maximum Load Capacity 275 lb

Seat Material Bonded Leather

Seat Color	Black
Back Type	High Back
Back Material	Bonded Leather
Back Color	Black
Base Shape	5-star
Base Material	Nylon
Number of Casters	5
Armrest	✓
Tilt Mechanism	✓
Features	<ul style="list-style-type: none"> ▪ Knee Tilt ▪ Comfortable ▪ Padded Arm ▪ Durable

PHYSICAL CHARACTERISTICS ▼

Height	49.3"
Width	27.3"
Length	30"

MISCELLANEOUS ▼

Recycled	No
Assembly Required	✓
Country of Origin	China
Catalog Page Number	160
Packing, Level 1	1 EA/CT
Weight	53.4 lbs
UPSable	✓
UPC	656292501734
UNSPSC	56112104
Custom	No
Special Order	No
Color	BK
Quantity Per Selling Unit	1
Non-returnable	No

WARRANTY ▼

Office/Conference Room Chairs

HON Ignition Mesh Back Task Chair



SKU: HON I2L1AMLC10TK



0.0

No Reviews [Write the First Review](#)

HON.

List Price: **\$589.00 (EA)**

Black Fabric Seat - Fabric Back - Black Frame - 5-star Base - 1 Each

- 4-way stretch mesh back for cradling comfort
- Synchro-tilt mechanism with seat slider offers a full range of reclining positions
- Adjustable lumbar support customizes your lower back comfort
- Height/width-adjustable arms for a custom fit
- Hard casters roll quietly and effortlessly

GENERAL INFORMATION

Manufacturer	The HON Company
Manufacturer Part Number	I2L1AMLC10TK
Brand Name	HON
Product Line	Ignition
Product Name	Ignition Mesh Back Task Chair
Marketing Information	No matter who you are, how you work or where you work, Ignition seating from HON fits. This mesh-back task chair delivers style, customizable control and advanced features. Breathable, four-way stretch mesh back cradles your spine with natural lumbar support and increases airflow. Synchro-tilt control mechanism with seat slider reclines the back and seat in the perfect ratio to give you a natural posture whether sitting upright or leaning back. Height-adjustable, width-adjustable arms and an adjustable lumbar support provide a custom fit. Other functions include pneumatic seat-height adjustment from 17" to 21" , 360-degree swivel, tilt tension and tilt lock. The 30" diameter five-star base is equipped with hard dual-wheel casters. Task chair also offers black fabric upholstery on the cushioned seat and a black frame. 19" wide seat provides a usable seat depth from 16" to 18". Back size is 18" wide x 26" high. Weight capacity is 300 lb.
Packaged Quantity	1 Each

Product Type Chair

PRODUCT INFORMATION

Chair/Seat Type Task Chair

Adjustable Seat ✓

Adjustable Arm ✓

Maximum Load Capacity 300 lb

Seat Material Fabric

Seat Color Black

Seat Feature

- Upholstered
- Cushioned

Minimum Seat Height 17"

Maximum Seat Height 21"

Seat Width 19"

Seat Depth 18"

Back Material Fabric

Back Height 26"

Back Width 18"

Frame Color Black

Base Shape 5-star

Number of Casters 5

Height Adjustment Type Pneumatic

Swivel ✓

Lumbar Support ✓

Tilt Mechanism ✓

Casters ✓

Application/Usage Office

Features

- Synchro Tilt
- Breathable
- Tilt Lock
- Seat Slider
- Dual Wheel Caster
- Mesh Back
- Tilt Tension
- Arm Width Adjustment
- Arm Height Adjustment

PHYSICAL CHARACTERISTICS

Height	40.5"
Width	26"
Depth	26.5"

MISCELLANEOUS

Certifications & Standards	level
Recycled	✓
Recycled Content	42%
Post-consumer-waste%	39%
Assembly Required	✓
Environmentally Friendly	✓
Environmental Certification	SCS Indoor Advantage Gold
Country of Origin	United States
Catalog Page Number	130
Packing, Level 1	1 EA/CT
Weight	54 lbs
UPSable	✓
UPC	888206956891
UNSPSC	56112102
Custom	No
Special Order	No
Color	BK
Quantity Per Selling Unit	1
Non-returnable	No

WARRANTY

Limited Warranty	Lifetime
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HON Ignition Adjustable Arms Fabric Task Chair



SKU: HON I2UL2AC10TK

0.0

No Reviews [Write the First Review](#)

HON.

List Price: **\$683.00 (EA)**

Fabric Seat - Fabric Back - Black Frame - 5-star Base -
Black - Yes - 1 Each

- Supports every body type, work style and office activity
- Adjustable lumbar to increase lower back comfort
- Advanced synchro-tilt control mechanism for customized reclining
- Adjustable arms for the perfect fit
- Covered by the HON Full Lifetime Warranty

GENERAL INFORMATION

Manufacturer	The HON Company
Manufacturer Part Number	I2UL2AC10TK
Brand Name	HON
Product Line	Ignition
Product Name	Ignition Adjustable Arms Fabric Task Chair
Marketing Information	Look good and feel even better no matter who you are, how you work and where you work with this Ignition Task Chair. Adjustable lumbar moves up and down to increase lower back comfort and put support where you need it. To support collaboration and computing, the advanced synchro-tilt control mechanism reclines the way you like. Customize your support even more with arms that adjust in height and width. Cushioned seat and back are upholstered with fabric. Black frame matches any aesthetic.

Packaged Quantity 1 Each

Product Type Chair

PRODUCT INFORMATION

Chair/Seat Type Task Chair

Adjustable Seat	✓
Adjustable Arm	✓
Seat Material	Fabric
Seat Feature	Cushioned
Back Material	Fabric
Frame Color	Black
Base Shape	5-star
Number of Casters	5
Armrest	✓
Seat Glide	✓
Lumbar Support	✓
Tilt Mechanism	✓
Application/Usage	Conference Room
Features	<ul style="list-style-type: none"> ▪ Arm Width Adjustment ▪ Arm Height Adjustment ▪ Cushioned Back ▪ Comfortable ▪ Synchro Tilt ▪ Reclined ▪ Tilt Lock ▪ Tilt Tension

PHYSICAL CHARACTERISTICS

Color	Black
Height	44.5"
Width	27"
Depth	28.5"

MISCELLANEOUS

Certifications & Standards	Level
Recycled	✓
Recycled Content	11%
Post-consumer-waste%	11%
Assembly Required	No
Country of Origin	United States
Catalog Page Number	130
Packing, Level 1	1 EA/CT

UPSable	✓
UPC	193492616399
UNSPSC	56112102
Custom	No
Special Order	No
Color	BK
Quantity Per Selling Unit	1
Non-returnable	No

WARRANTY ▼

Limited Warranty Lifetime

Lorell Conjure Executive High-back Mesh Back Chair



Assembly Instructions



SKU: LLR 62000



0.0

No Reviews [Write the First Review](#)



List Price: **\$429.00 (EA)**

Black Seat - Black Back - High Back - 5-star Base

- Mesh back helps you stay cool throughout your day
- Upholstered seat cushion offers sturdy support for lasting use
- Lumbar support helps prevent lower back strain through extended seating
- Fully adjustable, ergonomic seat mechanism
- Also offers ratchet back, tilt tension and more

PEOPLE WHO BOUGHT THIS PRODUCT ALSO BOUGHT



Lorell Conjure Executive Mi...
LLR 62001 **\$399.00 (EA)**

0.0

No Reviews



Lorell Guest Chair - Black F...
LLR 30956 **\$229.00 (EA)**

0.0

No Reviews



Lorell Essentials Hanging Fi...
LLR 69604 **\$296.00 (EA)**

0.0

No Reviews



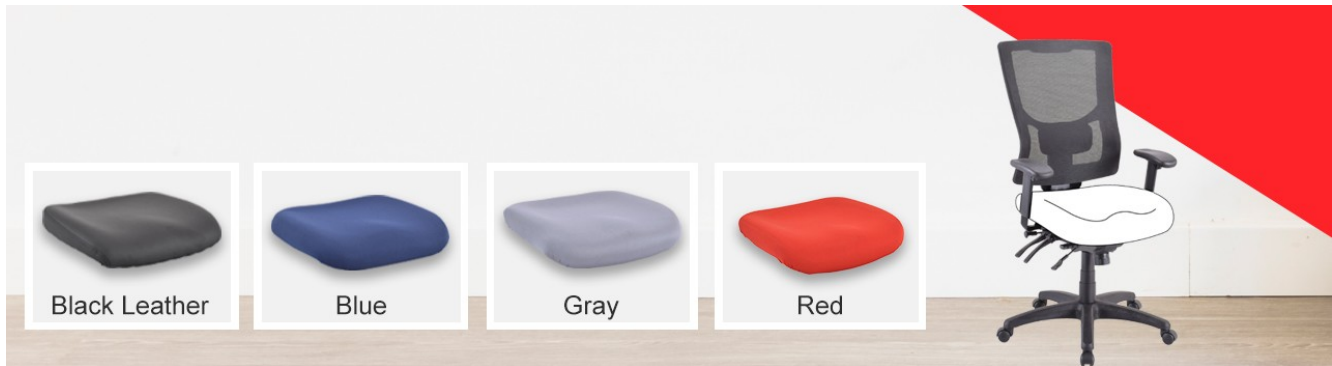
Lorell Esser
LLR 69979

No



Overview

Lorell Conjure Executive Seating



The Lorell® Conjure executive seating series comprises ergonomically designed high-back and mid-back chairs with mesh back and multiple upholstered seat options. These chairs have up to 275 lb. capacity.

Multi-function mechanisms, adjustable lumbar support and tilt sliders are some of the noteworthy features of this executive seating collection that makes it one of the most comfortable seating options for you. You could either buy a complete chair in black or select the frame and sea cushion in a color of your choice.

High-Back Mesh Chair





The LLR62000 is a high-back mesh chair that features an ergonomic design with independent seat and back angle tilts, adjustable arm rests and more. This chair offers plush, comfortable seating with extra thick padded seat for long duration stress-free use.

Highlights



Warranty



Meets ANSI/BIFMA Standards

About the Brand



Feedback

Chair Functions

Resources

Product
FAQs ▶

Serial
Number
Locator ▶

Chair
Functions ▶

Glossary ▶

Product Care
▶

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Arm Options

These adjustments accommodate different sized users and support keyboarding

People are different; different sizes, different shapes, different tastes. That's why HON offers a wide range of chair types that come with a variety of adjustments that allows the user to further customize their chair for maximum comfort and support.



Adjustable

Height Arms:

Moves up or down for shoulder and upper body support.



Adjustable
Width Arms:

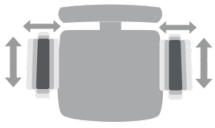
Moves the arms toward and away from the body to adapt to various body sizes.



Height And
Width
Adjustable
Arms:

Moves up and down, and towards and away from the body to adapt

to various
body sizes.



All Adjustable

Arms:

Arms adjust in
height, width,
depth, and
pivot.



Pivot Arms:

Move the arms
toward and
away from the
body to adapt
to various
body sizes.

Proportional Adjustments

These controls adapt the dimensions of the chair to fit the user.



Pneumatic
Seat Height
Adjustment:

Moves the seat up and down to adapt to various body heights.



Back Height
Adjustment:

Moves the seat back rest up or down to fit various body sizes.



Seat Depth
Adjustment:

Moves the seat cushion forward or back to adapt to upper leg length.



Seat Glide

Mechanism:

Moves the seat cushion forward or back to adapt to upper leg length.

Posture Controls

These controls modify the position and angle of the seat and back to respond to changing tasks.



360° Swivel:

Provides freedom of

movement in any direction.



Center Tilt:

Rotates the seat from a point at the center of the chair to comfortably recline.



Mid-Range

Knee Tilt:

Mechanism rotates the seat from a point near the front to comfortably recline.



Synchronized

Knee Tilt:

Mechanism
reclines the
back at a
higher ratio
than the seat
for proper
back
alignment.
Pivot point
located near
front edge of
chair.



Synchro-Tilt:

Mechanism
reclines the
back at a
higher ratio
than the seat
for proper
back
alignment.



Tilt Tension:

Controls the rate and ease of recline.



Tilt Lock:

Tilt lock allows the user to lock out the tilt function.



Posture

Mechanism/Lock:

Back angles adjusts independently of seat, and can be locked in an infinite

number of positions within a fixed range.



Multi-Task

Control:

Simultaneously adjusts the angles of the seat and back using a single lever to provide customized support.



Asynchronous

Control:

Uses multiple independent controls to provide the widest range of comfort options.



Adjustable

Lumbar

Support:

Easily adjusts to enhance comfort and support lowerback.



Independent

Back Angle:

Adjusts the angle of the back separately from the seat to reduce pressure on the lower spine.



Side Tilt

Tension:

Controls the rate and ease of recline.

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**KENAI COUNCIL ON AGING
REGULAR MEETING
APRIL 8, 2021 – 4:30 P.M.
KENAI SENIOR CENTER
VICE CHAIR CHARLES THORNTON, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

The meeting was called to order by Vice Chair Thornton at 4:32 p.m.

a. Pledge of Allegiance

Vice Chair Thornton led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Members Present: R. Williams, R. Craig, V. Geller, M. Milewski, C. Thornton,
Members Absent: D. Erwin, L. Nelson, S. Modigh,

A quorum was present.

Staff/Council Liaison
Present: Senior Center Director Romain, Administrative Assistant Clary,
Council Liaison Pettey

c. Agenda Approval

MOTION:

Member Gellar **MOVED** for approval of the agenda as presented and Member Craig **SECONDED** the motion. There were no objections. **SO ORDERED.**

2. **SCHEDULED PUBLIC COMMENTS** (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregate*) – None.

3. **UNSCHEDULED PUBLIC COMMENT** (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregate*) -- None.

4. APPROVAL OF MEETING SUMMARY

MOTION:

Member Williams **MOVED** to approve the March 11, 2021 Meeting Summary as written and Member Craig **SECONDED** the motion. There were no objections. **SO ORDERED.**

5. **UNFINISHED BUSINESS** -- None.

6. **NEW BUSINESS** –

a. Discussion – 2021 Goals

Senior Center Director Romain reported that the Center has been successfully meeting reopening

goals so far.

Member Craig presented the idea of revising and/or changing the name of Council on Aging due to the concern that “Aging” brings about a negative connotation. Member Milewski asked “would we need to change the bi-laws if the name is officially changed”. Members agreed to table the discussion and bring their name change ideas back to the May 13th meeting.

b. **Discussion** – Changes in Code of Conduct

Senior Director Romain presented a rough draft of changes to the Code of Conduct per the March 11 meeting. Members had continued discussion and came to a resolution of approved changes. A revised Code of Conduct will be presented at the May 13th meeting.

c. **Discussion** – Senior Center Opening

Senior Director Romain presented an update regarding the Center re-opening plan. Approved phases are on track and have been successful. Additional activities and services are continually being added. The community has been excited and attendance of scheduled activities and congregating meals is increasing.

7. **REPORTS**

- a. Senior Center Director – Romain provided an update regarding the Greenhouse Project. After discussion with Kenai Senior Connection, Inc. a decision was made regarding the style and price range for purchase of a greenhouse. The Center will be partnering with additional City Departments to complete the Greenhouse Project in the near future.
- b. Council on Aging Chair – Vice Chair Thornton, no report.
- c. City Council Liaison – Council Member Pettey reviewed the Action Agenda for the Council’s March 17, 2021 meeting which was included in the packet, noting ordinances and resolutions passed.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – May 13, 2021

There were no announcements of absences for the May 13, 2021 meeting.

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS** – None.

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

11. **INFORMATION ITEMS** – None.

12. **ADJOURNMENT**

MOTION:

Member Geller **MOVED** for adjournment and Member Milewski **SECONDED** the motion. There were no objections. **SO ORDERED.**

There being no further business, the Council on Aging meeting adjourned at 5:52pm.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

DRAFT

**KENAI AIRPORT COMMISSION
 REGULAR MEETING
 APRIL 8, 2021 – 6:00 P.M.
 KENAI CITY COUNCIL CHAMBERS
 CHAIR GLENDA FEEKEN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

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

a. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Commissioners Present: G. Feeken, K. Dodge, D. Leichliter, J. Bielefeld

Commissioners Absent: P. Minelga, J. Zirul, D. Pitts

Staff/Council Liaison Present: Airport Manager M. Bondurant, Council Liaison H. Knackstedt

A quorum was present.

c. Agenda Approval

MOTION:

Vice Chair Dodge **MOVED** to approve the agenda and Commissioner Bielefeld **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. SCHEDULED PUBLIC COMMENT

a. Joel Caldwell, Kenai Aviation – Update on Airport Activities

Joel Caldwell did not attend the meeting to speak to the commission.

3. UNSCHEDULED PUBLIC COMMENT – None.

4. APPROVAL OF MEETING SUMMARY

a. March 11, 2021

MOTION:

Commissioner Liechliter **MOVED** to approve the meeting summary of March 11, 2021 and Vice Chair Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. UNFINISHED BUSINESS

a. **Discussion** – Final Project Status – Information Sign at Float Plane Basin

Airport Manager Bondurant reported that she had talked with the Alaska Channel about including a QR code on the information sign, and they recommended to have the code direct users to Yelp, as it would have everything people would want to know about the Kenai Peninsula. A draft of the sign presented for discussion. It was noted that a clean and simple design would be better for advertising. There was general consensus that the new design was preferred.

b. **Discussion** – Final Conference Room Use Agreement

The final conference room agreement was presented to commissioners. Airport Manager Bondurant reported that it now includes a lockbox for users to be able to access conference room when staff is unavailable. It was noted that the frosted glass looks nice.

c. **Discussion** – FY22 Airport Budget Narratives (drafts)

Airport Manager Bondurant included the FY22 Budget narratives for information, and gave an explanation for each department. She reported that the budget would be presented to Council on Saturday, April 24, 2021.

6. NEW BUSINESS

a. **Discussion/Recommendation** – Special Use Permit to DNR/Forestry for Aircraft Loading and Off-Loading

Vice Chair Dodge **MOVED** to approve the Special Use Permit to DNR/Forestry for Aircraft Loading and Off-Loading and Commissioner Leichliter **SECONDED** the motion. There were no objections; **SO ORDERED**.

b. **Discussion/Recommendation** – Special Use Permit to Pacific Star Seafoods Inc. for Aircraft Loading and Off-Loading

Commissioner Leichliter **MOVED** to approve the Special Use Permit to Pacific Star Seafoods Inc. for Aircraft Loading and Off-Loading and Vice Chair Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

c. **Discussion/Recommendation** – Special Use Permit to Everts Air Fuel for Aircraft Parking

Commissioner Leichliter **MOVED** to approve the Special Use Permit to Everts Air Fuel for Aircraft Parking and Vice Chair Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

d. **Discussion/Recommendation** – Special Use Permit to UPSCO United Parcel Service Co., Inc. for Aircraft Loading and Parking

Commissioner Leichliter **MOVED** to approve the Special Use Permit to UPSCO United Parcel

Service Co., Inc. for Aircraft Loading and Parking and Vice Chair Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

- e. **Discussion/Recommendation** – Special Use Permit to Empire Airlines, Inc. for Aircraft Parking

Commissioner Leichliter **MOVED** to approve the Special Use Permit to Empire Airlines, Inc. for Aircraft Parking and Vice Chair Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

- f. **Discussion/Recommendation** – First Amendment to Janitorial Agreement to Reborn Again Janitorial

Commissioner Leichliter **MOVED** to approve the First Amendment to Janitorial Agreement to Reborn Again Janitorial and Vice Chair Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

- g. **Discussion** – Updated Airport Land Brochure

It was noted that the Airport Land Brochure was originally published in 2018, and is a great way to promote airport lands. The updated brochure was presented to the commission and included updates and changes made by Administration. The final draft has been submitted, and Bondurant recommended updating it annually so it will always be current.

7. REPORTS

- a. **Airport Manager** – Bondurant reported on the following:
- The approval of phase II of the sand storage building;
 - Money has been appropriated for the new multi-purpose broom/blower;
 - The project to repair skink holes is currently going through environmental reviews;
 - Council awarded a contract for sand screening at the April 7, 2021 meeting.
- b. **City Council Liaison** – Council Member Knackstedt reported on the actions of the March 17, 2021 and April 7, 2021 Council Meetings. He asked commissioners how much money they think Airport Manager Bondurant had received for the Kenai Airport from grants, and told them it had been an impressive total of \$41 million.

8. NEXT MEETING ATTENDANCE NOTIFICATION – May 13, 2021

9. COMMISSIONER COMMENTS AND QUESTIONS

Commissioner Leichliter thanked Airport Manager Bondurant for everything she's done for airport and community.

Commissioner Bielefeld stated that he was going to miss Airport Manager Bondurant. He also asked about when the runway project might start, and Bondurant reported she believed it would be August 2021.

Vice Chair Dodge noted that she is going to miss Airport Manager Bondurant. She hopes she enjoys her retirement, and that things will go on but won't be the same

Chair Feeken stated that Bondurant is going to be a hard act to follow, and she will be missed.

10. ADDITIONAL PUBLIC COMMENT – None.

11. INFORMATION ITEMS

- a. March 2021 Mid-Month Report
- b. Resolution No. 2021-22 Resolution Authorizing Budget Transfer and Award
- c. Ordinance No. 3201-2021 Appropriating Funds to Purchase Snow Removal Equipment
- d. February 2021 Enplanements
- e. Resolution No. 2021-21 Approving Development Incentives for a Lease
- f. Important Information About Your Role in Preventing Human Trafficking. – Kristi Warden email of March 5, 2021

12. ADJOURNMENT

MOTION:

There being no further business before the Commission, the meeting was adjourned at 6:38 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

**KENAI PARKS & RECREATION COMMISSION
APRIL 1, 2021 – 6:00 PM
KENAI CITY COUNCIL CHAMBERS
VICE CHAIR T. GRANT WISNIEWSKI, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Vice Chair Wisniewski called the meeting to order at 6:18 p.m.

a. Pledge of Allegiance

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

b. Roll was confirmed as follows:

Commissioners present: T. Wisniewski, J. Dennis, S. Kisen, D. Rigall, M. Bernard,

Commissioners absent: C. Stephens, J. Joanis, R. Tomrdle

Staff/Council Liaison present: Parks & Rec Director B. Frates, Council Liaison T. Winger

A quorum was present.

c. Agenda Approval

MOTION:

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

2. SCHEDULED PUBLIC COMMENTS

a. Former Mayor Pat Porter – Kenai Community Park Presentation

Former Mayor Porter reviewed the project and brought the commission up to date with where the project stands currently. She continued to report that there are businesses and civic organizations willing to assist and these groups are being engaged. Salamatof has committed to assisting with leveling and seeding. Additionally, the Mission Church group coming up at the end of June will be available to help, a children’s naming contest is being planned for naming of the dog park.

MOTION:

Commissioner Bernard **MOVED** to approve the conceptual design of the dog park and Commissioner Kisen **SECONDED** the motion. There were no objections; **SO ORDERED**.

3. UNSCHEDULED PUBLIC COMMENT – None

4. APPROVAL OF MEETING SUMMARY

a. March 4, 2021

MOTION:

Commissioner Rigall **MOVED** to approve the meeting summary of March 4, 2021 and Commissioner Kisena **SECONDED** the motion. There were no objections; **SO ORDERED.**

5. UNFINISHED BUSINESS – None.**6. NEW BUSINESS****a. Discussion – Dog Park**

Questions were raised about the maintenance work required and if there were lessons learned from the Soldotna dog park. Director Frates stated there would be maintenance that would mostly involve keeping the turf mowed and trimmed and hauling off trash. As for lessons learned, the entry way needs to be covered so that snow doesn't collect around the gates, preventing them from opening and closing properly.

7. REPORTS

- a. Parks and Recreation Director** – Director Frates reported that summer positions are open and the Parks and Recreation department is getting geared up for spring maintenance activities.
- b. Commission Chair** – Vice Chair Wisniewski thanked everyone for their work.
- c. City Council Liaison** – Council Member Winger reported on the actions of the March 17th City Council meeting, including the shop local program extension and her interest in working with the Kenai Peninsula Borough on spruce bark beetle kill issues.

8. NEXT MEETING ATTENDANCE NOTIFICATION – May 6, 2021

Commissioner Rigall noted he will be absent at the next meeting.

9. COMMISSION QUESTIONS & COMMENTS

Commissioner Kisena inquired about dugout costs. Director Frates replied it would be approximately \$2k for the concrete slabs and that the league should be able to assist with the chain-link fencing.

10. ADDITIONAL PUBLIC COMMENT – None.**11. INFORMATION**

- a. Softball Dugouts**

12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 6:40 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

DRAFT

**KENAI BEAUTIFICATION COMMITTEE
REGULAR MEETING
APRIL 13, 2021 – 6:00 P.M.
KENAI CITY HALL
CHAIR LISA GABRIEL, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Gabriel called the meeting to order at 6:09 p.m.

a. Pledge of Allegiance

Chair Gabriel led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Committee Members present: Chair L. Gabriel, T. Wilson, L. Craycraft, E. Heale, T. Wilson, S. Douthit, J. Phillips, B. Roland

Committee Members absent:

Staff/Council Liaison present: Parks and Recreation Director B. Frates, Council Liaison V. Askin

A quorum was present.

c. Election of Chair and Vice Chair

MOTION:

Committee Member Wilson **MOVED** to re-elect Chair Gabriel. There being no objections, **SO ORDERED.**

MOTION:

Committee Member Heale **MOVED** to elect Vice-Chair Wilson. There being no objections, **SO ORDERED.**

d. Agenda Approval

MOTION:

Committee Member Heale **MOVED** to approve the agenda and Vice Chair Wilson **SECONDED** the motion. There were no objections; **SO ORDERED.**

2. SCHEDULED PUBLIC COMMENTS

a. June Harris – Historic Cabin Sign Flower Bed

June introduced herself to the committee and gave a brief overview of the cabins and operations for the upcoming summer. It is anticipated cabins will be open first part of June. She further noted that she is requesting that the committee considers putting in a flowerbed at the base of the cabins sign that was relocated. She explained that there are some flower boxes inside the park that can be removed and indicated they may need help this summer maintaining some of the grounds inside the park.

3. UNSCHEDULED PUBLIC COMMENT – None.

4. APPROVAL OF MEETING SUMMARY

- a. October 13, 2020

MOTION:

Vice Chair Wilson **MOVED** to approve the October 13, 2020 minutes and Committee Member Heale **SECONDED** the motion. There were no objections; **SO ORDERED.**

5. UNFINISHED BUSINESS – None.

6. NEW BUSINESS

- a. **Discussion/Recommendation – 2021 Flower List & Volunteer Plant Day**

A brief description of what has occurred in the past was explained for the benefit of the new members. Director Frates noted that last year's Plant Day was handled differently due to COVID-19. Frates stated that the participation was high last year and he attributed that to the flexibility people were given to selecting from several days. He noted that unless there is objection, his staff is prepared to do the same this year. There was no objection and a list of beds will be brought forward for the May meeting. It was suggested that Facebook, KSRM "What's Happening" and Public Service announcements be used to promote the activity.

- b. **Discussion/Recommendation – 2021-22 Goals & Objectives**

Frates reviewed the goals and objectives calling attention to an in-house evaluation tool that allows staff to objectively evaluate parks and open space locations based on standards and desired conditions. Also pertinent to Beautification is a) continuation of minimum of ten trees; b) replacing of wood benches as Leif Hansen Memorial Park; c) staining fence at 4th and Forest; d) new flowerbed at Historic Cabin Park sign; and e) beetle-kill trees at City Hall, Public Safety and Library. It was noted the staining of the fence will be added.

- c. **Discussion – CIP & FY22 Budget**

Frates noted that the 2020-2025 CIP in the packet was discussed at a joint work session with Parks and Recreation and no new items were listed for the 2021-2026 list. Because of an issue with the Kenai Recreation Center roof leaking, the roof replacement project is projected to be scheduled for 2022. The remaining were briefly reviewed.

- d. **Discussion/Recommendation – Garden Tour**

The Garden Tour schedule was discussed and it was decided that August 10, 2021 at 5pm would work for committee members. It was noted that this is an opportunity to review areas and make suggestions for next season's beds.

e. **Discussion** – Bush Doctor's Cabin (Flowers & Shrubs)

Director Frates stated that there will be an opportunity for some landscaping at the cabin although he wasn't sure exactly what the final flower and shrub beds will look like. Once the snow is cleared, staff will take a look at it and formulate a plan. It was noted that it would be a good idea to utilize some native plant material.

7. REPORTS

- a. **Parks & Recreation Director** – Parks and Recreation Director B. Frates reported on the following:
- The temporary summer maintenance positions are open and will close April 21, 2021;
 - Parks Operator Randy Dodge has been juggling between tending to the greenhouse and grooming trails;
 - Kite Festival is coming along nicely. Administrative Assistant Carol Bannock has been doing a great job planning for this. Date of event is May 29, 2021.
- b. **Committee Chair** - Chair Gabriel noted that she looks forward to summer planting season and welcomed new members.
- c. **City Council Liaison** – Council Member Askin reported on the actions of recent Council meetings, specifically calling attention to the purchase of Airport tractor, shop local and grocery programs, 4th Avenue Park quick deed, Animal Control fine schedule, emergency COVID-19 planning, proposed changes to the commercial drift fishing and Airport Manager Bondurant's retirement.

8. NEXT MEETING ATTENDANCE NOTIFICATION – May 11, 2021

9. COMMITTEE MEMBER QUESTIONS AND COMMENTS

Committee Member Heale commented she looks forward to the Kite Festival.

Committee Member Douthit inquired about the Historic Cabin flowerbed, and Director Frates replied that he would include pictures in the next meeting packed of what was done in the past.

Committee Member Roland stated she found the meeting informative.

10. ADDITIONAL PUBLIC COMMENT

11. INFORMATION – None.

12. ADJOURNMENT

There being no further business before the Committee, the meeting was adjourned at 7:55 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

DRAFT



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Terry Eubank
DATE: April 28, 2021
SUBJECT: **March 31, 2021 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, 2021.

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 2021 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, 2021**

	FY2020 <u>Actual</u>	Original * FY2021 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	Variance	%
REVENUES						
Appropriation of Fund Balance	\$ -	\$ 1,630,773	\$ 4,234,960	\$ -	\$ (4,234,960)	0.00%
Taxes	11,646,400	11,094,097	11,094,097	8,674,074	(2,420,023)	78.19%
Licenses/Permits and Ambulance	687,247	671,000	671,000	478,061	(192,939)	71.25%
State/Federal	1,008,704	918,385	991,543	260,041	(731,502)	26.23%
Dock/Multipurpose/Miscellaneous	143,254	143,500	158,500	163,517	5,017	103.17%
Fines and Forfeitures	73,774	87,500	109,182	80,555	(28,627)	73.78%
Interest and Miscellaneous	857,550	496,411	508,333	503,598	(4,735)	99.07%
Transfers/Central Admin Fees	1,783,239	1,870,623	1,870,623	1,353,218	(517,405)	72.34%
Total Revenues	<u>16,200,168</u>	<u>16,912,289</u>	<u>19,638,237</u>	<u>11,513,064</u>	<u>(8,125,173)</u>	<u>58.63%</u>
EXPENDITURES & TRANSFERS						
General Government						
01 City Clerk	\$ 270,870	\$ 306,417	\$ 306,417	\$ 209,127	\$ 97,290	31.75%
11 Legislative	149,184	163,614	163,614	127,382	36,232	22.14%
12 Legal	316,915	351,880	351,880	235,342	116,538	33.12%
13 City Manager	357,534	442,081	443,881	291,882	151,999	34.24%
14 Human Resources	167,185	177,224	180,723	129,610	51,113	28.28%
15 Finance	694,039	759,848	809,848	537,507	272,341	33.63%
16 Land Administration	7,006	14,713	14,713	1,361	13,352	90.75%
18 Non-Departmental	917,287	1,256,466	2,010,429	1,312,416	698,013	34.72%
19 Planning and Zoning	208,515	230,646	230,646	140,812	89,834	38.95%
20 Safety	790	19,150	19,150	560	18,590	97.08%
Total General Government	<u>3,089,325</u>	<u>3,722,038</u>	<u>4,531,301</u>	<u>2,985,999</u>	<u>1,545,302</u>	<u>34.10%</u>
Public Safety						
21 Police	2,187,246	3,400,122	3,411,507	968,698	2,442,809	71.60%
22 Fire	2,272,757	3,259,311	3,298,043	958,250	2,339,793	70.94%
23 Communications	576,433	886,835	886,835	237,121	649,714	73.26%
29 Animal Control	403,794	445,097	445,097	306,760	138,337	31.08%
Total Public Safety	<u>5,440,230</u>	<u>7,991,365</u>	<u>8,041,482</u>	<u>2,470,829</u>	<u>5,570,653</u>	<u>69.27%</u>
Public Works						
31 Public Works Administration	163,211	196,456	198,177	138,694	59,483	30.02%
32 Shop	608,981	646,827	646,827	422,088	224,739	34.74%
33 Streets	948,981	1,068,845	1,068,845	552,666	516,179	48.29%
34 Buildings	358,511	407,277	407,277	271,230	136,047	33.40%
35 Street Lighting	177,965	192,183	192,183	109,452	82,731	43.05%
60 Dock	50,843	62,232	62,232	16,607	45,625	73.31%
Total Public Works	<u>2,308,492</u>	<u>2,573,820</u>	<u>2,575,541</u>	<u>1,510,737</u>	<u>1,064,804</u>	<u>41.34%</u>
Parks and Recreation & Culture						
03 Visitor Center	165,169	133,981	144,991	92,424	52,567	36.26%
40 Library	805,319	863,016	873,724	598,760	274,964	31.47%
45 Parks, Recreation & Beautification	1,057,415	1,117,100	1,166,354	792,613	373,741	32.04%
Total Parks and Recreation & Culture	<u>2,027,903</u>	<u>2,114,097</u>	<u>2,185,069</u>	<u>1,483,797</u>	<u>701,272</u>	<u>32.09%</u>
Total Operating Expenditures	<u>12,865,950</u>	<u>16,401,320</u>	<u>17,333,392</u>	<u>8,451,362</u>	<u>8,882,030</u>	<u>51.24%</u>
Transfer to other funds						
Street Improvement Capital Project Fund	200,000	-	1,116,560	1,116,560	-	0.00%
Kenai Recreation Center Capital Project Fund	100,000	-	60,000	60,000	-	0.00%
Trail Construction Capital Project Fund	37,800	-	-	-	-	-
Public Safety Building Capital Proj. Fund	12,218	-	-	-	-	-
Public Safety Capital Project Fund	-	-	11,746	11,746	-	0.00%
Kenai Multipurpose Facility Capital Proj. Fund	-	152,259	152,259	152,259	-	0.00%
Library Improvement Capital Proj. Fund	50,000	-	58,000	58,000	-	0.00%
Visitor Center Improvement Capital Proj. Fund	-	-	182,000	182,000	-	0.00%
Information Technology Capital Proj. Fund	-	-	35,000	35,000	-	0.00%
City Hall Improvement Capital Proj. Fund	-	-	210,000	210,000	-	0.00%
Kenai Fine Arts Center Imp. Cap. Proj. Fund	-	-	120,000	120,000	-	0.00%
Senior Citizen Special Revenue Fund	253,999	217,192	217,762	163,464	54,298	24.93%
Debt Service	139,853	141,518	141,518	105,400	36,118	25.52%
Total Transfer to other funds	<u>793,870</u>	<u>510,969</u>	<u>2,304,845</u>	<u>2,214,429</u>	<u>90,416</u>	<u>3.92%</u>
Total Expenditures & Transfers	<u>13,659,820</u>	<u>16,912,289</u>	<u>19,638,237</u>	<u>10,665,791</u>	<u>8,972,446</u>	<u>45.69%</u>
Net Revenues over(under) Expenditures	<u>\$ 2,540,348</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 847,273</u>	<u>\$ 847,273</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.

**Quarterly General Fund
Expenditure Report
For Quarter Ended March 31, 2021**

	FY2020 <u>Actual</u>	Original * FY2021 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 64,973	\$ 76,750	\$ -	\$ (76,750)	-100.00%
Beach Parking	144,331	146,460	146,460	175,980	29,520	20.16%
Beach Camping	149,788	164,900	164,900	214,248	49,348	29.93%
Dock Launch & Park	105,275	106,000	106,000	115,423	9,423	8.89%
Dock Parking Only	11,736	12,000	12,000	13,377	1,377	11.48%
Participant Drop-off Fee	4,698	6,715	6,715	4,792	(1,923)	-28.64%
Interest Earnings	8,836	750	750	-	(750)	-100.00%
PERS Grant	3,355	5,688	5,688	-	(5,688)	-100.00%
Credit Card Fees	(4,306)	(4,000)	(4,000)	(12,732)	(8,732)	218.30%
Transfer from CP Funds	-	-	-	2,215	2,215	N/A
Total Revenue	<u>423,713</u>	<u>503,486</u>	<u>515,263</u>	<u>513,303</u>	<u>(1,960)</u>	<u>-0.38%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Public Safety	\$ 81,775	\$ 81,211	\$ 81,334	\$ 60,259	\$ 21,075	25.91%
Streets	30,743	50,389	50,449	32,208	18,241	36.16%
Boating Facility	52,494	90,850	90,965	82,781	8,184	9.00%
Parks, Recreation & Beautification	206,172	207,152	242,515	159,580	82,935	34.20%
Total Operating Expenditures	<u>371,184</u>	<u>429,602</u>	<u>465,263</u>	<u>334,828</u>	<u>130,435</u>	<u>28.03%</u>
Transfers to Other Funds - General Fund	50,000	50,000	50,000	50,000	-	0.00%
Total Expenditures & Transfers	<u>421,184</u>	<u>479,602</u>	<u>515,263</u>	<u>384,828</u>	<u>130,435</u>	<u>25.31%</u>
Net Revenues over Expenditures	<u>\$ 2,529</u>	<u>\$ 23,884</u>	<u>\$ -</u>	<u>\$ 128,475</u>	<u>\$ (132,395)</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.

**Quarterly General Fund
Expenditure Report
For Quarter Ended March 31, 2021**

	FY2020 <u>Actual</u>	Original * FY2021 <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	\$ 1,835,022	\$ 1,292,337	\$ (542,685)	0.00%
State/Federal	833,516	55,254	2,216,252	850,407	(1,365,845)	38.37%
Interest , Leases & Fees	725,424	702,009	702,009	615,618	(86,391)	87.69%
Terminal Revenues	796,773	624,051	624,051	414,887	(209,164)	66.48%
Landing Fees	337,097	300,874	300,874	163,899	(136,975)	54.47%
Transfers In	928,251	955,050	955,050	105,651	(849,399)	11.06%
Total Revenues	<u>3,621,061</u>	<u>2,679,183</u>	<u>6,633,258</u>	<u>3,442,799</u>	<u>(3,190,459)</u>	<u>51.90%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Terminal Area	\$ 565,649	\$ 666,607	\$ 668,625	\$ 406,342	\$ 262,283	39.23%
Airfield	1,734,690	1,874,687	1,928,832	1,368,949	559,883	29.03%
Administration	299,666	358,462	2,482,162	232,685	2,249,477	90.63%
Other Buildings & Areas	186,740	174,462	205,597	109,221	96,376	46.88%
Training Facility	26,551	38,475	38,475	16,035	22,440	58.32%
Total Expenditures	<u>2,813,296</u>	<u>3,112,693</u>	<u>5,323,691</u>	<u>2,133,232</u>	<u>3,190,459</u>	<u>59.93%</u>
Transfer to other funds						
Airport Improvement Capital Projects	<u>799,875</u>	<u>-</u>	<u>1,309,567</u>	<u>1,309,567</u>	<u>-</u>	<u>0.00%</u>
Total Transfer to other funds	<u>799,875</u>	<u>-</u>	<u>1,309,567</u>	<u>1,309,567</u>	<u>-</u>	<u>0.00%</u>
Total Expenditures & Transfers	<u>3,613,171</u>	<u>3,112,693</u>	<u>6,633,258</u>	<u>3,442,799</u>	<u>3,190,459</u>	<u>48.10%</u>
Net Revenues over Expenditures	<u>\$ 7,890</u>	<u>\$ (433,510)</u>	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ (0)</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.

**Quarterly General Fund
Expenditure Report
For Quarter Ended March 31, 2021**

	FY2020 <u>Actual</u>	Original * FY2021 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 447,404	\$ 1,293,200	\$ 1,084,360	\$ (208,840)	83.85%
State/Federal	40,373	55,288	55,288	-	(55,288)	0.00%
Water/Sewer Fees	2,918,937	2,955,467	2,955,467	2,186,407	(769,060)	73.98%
Penalty and Interest	31,873	41,600	41,600	-	(41,600)	0.00%
Interest and Miscellaneous	143,799	15,480	15,480	2,863	(12,617)	18.49%
Transfer from CP Funds	-	-	-	23,496	23,496	N/A
Total Revenues	<u>3,134,982</u>	<u>3,515,239</u>	<u>4,361,035</u>	<u>3,297,126</u>	<u>(1,063,909)</u>	<u>75.60%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Water	\$ 777,623	\$ 901,915	\$ 959,415	\$ 632,796	\$ 326,619	34.04%
Sewer	380,979	508,804	508,804	275,491	233,313	45.86%
Wastewater Treatment Plant	<u>1,073,772</u>	<u>1,221,943</u>	<u>1,221,943</u>	<u>717,966</u>	<u>503,977</u>	<u>41.24%</u>
Total Expenditures	<u>2,232,374</u>	<u>2,632,662</u>	<u>2,690,162</u>	<u>1,626,253</u>	<u>1,063,909</u>	<u>39.55%</u>
Transfer to other funds -						
Water & Sewer Capital Projects	-	882,577	1,670,873	1,670,873	-	-
Total Transfer to other funds	-	882,577	1,670,873	1,670,873	-	-
Total Expenditures & Transfers	<u>2,232,374</u>	<u>3,515,239</u>	<u>4,361,035</u>	<u>3,297,126</u>	<u>1,063,909</u>	<u>24.40%</u>
Net Revenues over Expenditures	<u>\$ 902,608</u>	<u>\$ -</u>	<u>\$ (0)</u>	<u>\$ -</u>	<u>\$ 0</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.

**Quarterly General Fund
Expenditure Report
For Quarter Ended March 31, 2021**

	FY2020 <u>Actual</u>	Original * FY2021 <u>Budget</u>	Amended <u>Budget</u>	YTD <u>Actual</u>	<u>Variance</u>	<u>%</u>
<u>REVENUES</u>						
Appropriation of Fund Balance	\$ -	\$ 65,799	\$ 22,785	\$ -	\$ (22,785)	0.00%
State Grants	246,012	212,504	313,094	219,738	(93,356)	70.18%
USDA Grant	20,471	20,000	20,000	10,990	(9,010)	54.95%
Choice Waiver	117,208	125,000	125,000	83,600	(41,400)	66.88%
KPB Grant	126,207	126,207	169,221	169,221	-	100.00%
Rents & Leases	9,811	13,000	13,000	7,223	(5,777)	55.56%
Miscellaneous Donations	34,198	28,500	28,500	12,355	(16,145)	43.35%
Donations - Senior Connection	50,430	50,000	50,000	1,040	(48,960)	2.08%
Meal Donations	56,243	72,500	72,500	29,487	(43,013)	40.67%
Ride Donations	2,570	4,000	4,000	-	(4,000)	0.00%
Transfer from General Fund - Operations	242,829	203,092	203,662	163,464	(40,198)	80.26%
Transfer from General Fund - Capital	11,170	14,100	14,100	-	(14,100)	0.00%
Other	97	300	300	6	(294)	2.00%
Total Revenues	<u>917,246</u>	<u>935,002</u>	<u>1,036,162</u>	<u>697,124</u>	<u>(339,038)</u>	<u>67.28%</u>
<u>EXPENDITURES & TRANSFERS</u>						
Senior Citizen Access	\$ 171,710	\$ 180,075	\$ 179,940	\$ 98,567	\$ 81,373	45.22%
Congregate Meals	248,997	262,518	284,317	168,022	116,295	40.90%
Home Meals	236,221	230,951	302,929	166,548	136,381	45.02%
Senior Transportation	101,065	100,417	100,579	54,394	46,185	45.92%
Choice Waiver	145,816	161,041	168,397	100,653	67,744	40.23%
Total Expenditures	<u>903,809</u>	<u>935,002</u>	<u>1,036,162</u>	<u>588,184</u>	<u>447,978</u>	<u>43.23%</u>
Transfer to other funds -	-	-	-	-	-	-
Total Transfer to other funds	-	-	-	-	-	-
Total Expenditures & Transfers	<u>903,809</u>	<u>935,002</u>	<u>1,036,162</u>	<u>588,184</u>	<u>447,978</u>	<u>43.23%</u>
Net Revenues over Expenditures	<u>\$ 13,437</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 108,940</u>	<u>\$ 108,940</u>	

* Note: The original budget includes outstanding encumbrances at 6/30/2020.



MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council

THROUGH: Paul Ostrander, City Manager

FROM: Terry Eubank

DATE: April 23, 2021

SUBJECT: **March 31, 2021 Quarterly Investment Report**

City of Kenai Investment Portfolio

At March 31, 2021 the City had investments with a market value of \$27,288,397. That is down from \$28,310,031 at December 31, 2020. 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 City's portfolio is yielding 0.84% that is down from 0.90% at December 31, 2020. Unfortunately, as higher yielding securities mature they are being replaced at lower yields, causing the portfolio's rate of return to decrease.

City's Investment Portfolio

US Agency Securities	\$10,313,966
AML Investment Pool	424,414
Wells Fargo Money Market	6,331,461
FDIC Insured Certificates of Deposit	9,119,807
Bank Balance	<u>1,098,749</u>
Total	<u>\$ 27,288,397</u>

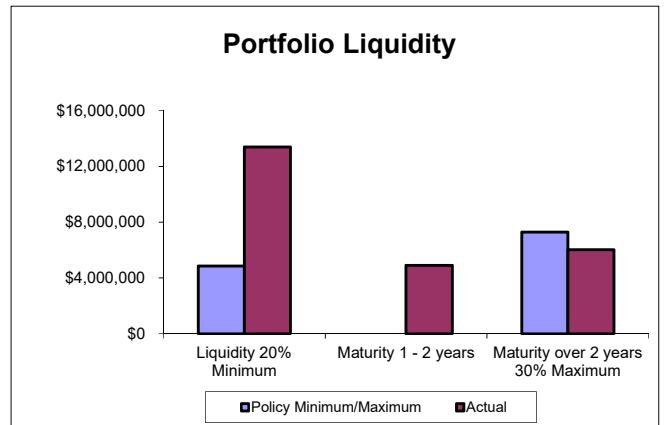
Permanent Fund Investments

The first quarter 2021 saw strong performance in equity markets and normalization in fixed income markets. Returns for the first quarter of 2021 were 3.77% and the one-year return was 30.49%. Since inception the portfolio has returned 8.59%. As of March 31, 2021, the portfolio value was \$34,826,254, comprised of \$29,710,505 (85.05%) Airport Land Sale Permanent Fund, \$3,781,000 (11.17%) General Land Sale Permanent Fund monies, \$184,881 (0.52%) Kenai Community Foundation holdings, and \$1,149,869 (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.

CITY OF KENAI INVESTMENT PORTFOLIO SUMMARY March 31, 2021

	March 31, 2021 Fair Market Value	Current Yield
Cash & Cash Equivalents		
Wells Fargo Checking	\$ 1,098,749	0.01%
Wells Fargo Secured Money Market	6,331,461	0.01%
FDIC Insured Certificates of Deposit	9,119,807	2.19%
Alaska Municipal League Investment Pool	424,414	0.01%
Total Cash & Cash Equivalents	16,974,431	1.18%
Government Securities		
Maturities Less than 1 Year	3,052,160	0.70%
Maturities 1 to 2 Years	4,802,017	0.09%
Maturities Greater than 2 Years	2,459,789	0.37%
Total Government Securities	10,313,966	0.34%
Total Portfolio	\$ 27,288,397	0.84%

Investment Portfolio - Purchase Price	\$ 26,913,447
Investment Portfolio - Fair Value 03/31/21	27,288,397
Fair Value Adjustment - 06/30/20	374,950
Fair Value Adjustment thru - 03/31/2021	(203,829)
Cummulative Change in Fair Value	\$ 171,121



CITY OF KENAI
INVESTMENTS
3/31/2021

SECURITY	Expected Call or Maturity	CUSIP	original cost	Current year cost or 06/30/20 Market Value	03/31/21 Market Value	Unrealized Gain or Loss	Accrued Interest
FFCB 0.10 4/27/22	7/27/21 One Time	3133EMNU2	1,000,006	1,000,005.56	999,080.00	(925.56)	177.78
FFCB 0.125 2/3/23	Bullet	3133EMPH9	1,000,200	1,000,200.00	999,470.00	(730.00)	201.39
FNMA 2.0 1/5/22	Bullet	3135GOS38	1,019,341	1,019,341.44	1,014,360.00	(4,981.44)	4,777.78
FNMA 2.625 1/11/22	Bullet	3135GOU92	1,025,576	1,025,576.33	1,019,810.00	(5,766.33)	5,833.33
FHMS K053 A1	Bullet	3137BN6F6	599,762	568,977.11	563,629.39	(5,347.72)	1,147.19
FHLMC 2.375 1/13/22	Bullet	3137EADB2	1,023,074	1,023,073.50	1,017,990.00	(5,083.50)	5,145.83
FHMS KSMC A2 2.615 1/25/23	Bullet	3137BO4Y7	2,652,004	2,652,003.98	2,637,059.10	(14,944.88)	5,524.19
FN AN3349	Bullet	3138LFWK0	299,202	297,647.57	295,752.87	(1,894.70)	499.64
FN AM4716	Bullet	3138L5G20	644,282	641,408.24	639,823.42	(1,584.82)	1,735.06
FN Am47124	Bullet	3138L74J2	857,957	854,388.91	843,182.89	(11,206.02)	2,097.02
FNR 2003-79 NJ Mtge	Bullet	31393EER6	176,991	168,192.19	166,407.42	(1,784.77)	668.72
FHR 2935 AC Mtge	Bullet	31395MQ28	122,944	118,468.07	117,400.92	(1,067.15)	464.97

TOTAL 10,421,337.81 10,369,282.90 10,313,966.01 (55,316.89) 28,272.90

FDIC Insured CD's CD - 12/31/10

2.45 GMATBK 5/3/21	57803	02007GJR5	245,082	249,797.10	245,539.00	(4,258.10)	2,466.78
3.55 AXP 12/4/23	27471	02589AA28	249,998	271,462.45	266,479.15	(4,983.30)	2,809.97
1.50 AMERPL 4/26/21	58469	02905LBK0	245,000	247,731.75	245,257.25	(2,474.50)	80.55
2.45 BWW 5/10/22	35141	05580ARK2	245,000	255,250.80	251,396.95	(3,853.85)	2,335.22
1.75 SECSTB 12/18/24	8941	062163BN9	245,000	257,833.10	256,706.10	(1,127.00)	164.45
0.20 HAPOAL 11/27/22	33686	06251A2M1	249,000	249,000.00	249,268.92	268.92	184.19
3.10 BANK MIDWEST CD 9/15/23	5170	063615BM9	245,000	266,555.10	262,358.25	(4,196.85)	312.12
2.45 SONHBT 5/23/22	24540	06426KBB3	245,000	255,397.80	251,600.30	(3,797.50)	148.01
2.30 BACR 10/18/22	57203	06740KLD7	245,000	256,551.75	253,236.90	(3,314.85)	2,547.33
2.4 COF 4/19/22	33954	140420E9	247,000	256,788.61	252,989.75	(3,798.86)	2,663.54
2.4 COF 8/30/22	4297	14042RHS3	245,000	256,512.55	252,969.85	(3,542.70)	483.29
3.15 CFBANK 9/18/23	28263	15721UCQ0	245,000	266,898.10	262,581.20	(4,316.90)	296.01
3.30 C 9/7/23	7213	17312QS34	245,000	267,909.95	263,340.70	(4,569.25)	553.77
1.75 CNBMIL 12/9/24	3814	17801GBW8	245,000	257,823.30	256,669.35	(1,153.95)	270.17
2.55 CMS 1/18/22	57293	29278TAK6	245,000	253,947.40	249,865.70	(4,081.70)	273.86
1.65 ESSA 7/29/21	28262	29667RSB0	245,000	248,924.90	246,305.85	(2,619.05)	686.67
1.70 FNLC 7/30/21	4256	32117BDW5	245,000	249,069.45	246,347.50	(2,721.95)	353.74
3.10 SRCE 10/21/22	9087	33646CKJ2	245,000	261,108.75	256,390.05	(4,718.70)	228.89
2.35 GS 8/30/22	33124	38148PNS2	245,000	256,247.95	252,795.90	(3,452.05)	473.22
1.85 LIVOAK 12/11/24	58665	538036HF4	245,000	258,901.30	257,575.85	(1,325.45)	384.95
1.65 MEDBNK 12/6/21	57449	58404DFV8	247,000	252,182.06	249,687.36	(2,494.70)	290.31
2.60 MS 2/15/22	32992	61747MK83	245,000	254,574.60	250,441.45	(4,133.15)	785.34
1.75 MS 12/6/21	34221	61760A3R8	247,000	252,564.91	249,867.67	(2,697.24)	1,385.57
2.05 NTLNYC 8/30/22	18734	634116CM7	245,000	254,633.40	251,695.85	(2,937.55)	27.52
3.40 NCBSVG 12/21/23	32612	635573AL2	247,234	270,499.60	265,807.85	(4,691.75)	2,305.01
0.30 NYCB 11/9/23	16022	649447UE7	249,000	249,000.00	249,293.82	293.82	292.66
2.15 NRTHFL 10/25/22	28710	66612ABX5	245,000	255,784.90	252,759.15	(3,025.75)	2,280.18
1.70 RCKCAN 12/20/23	33542	77183VAD0	245,000	256,078.90	254,486.40	(1,592.50)	136.93
2.80 SALLMA 4/17/24	58177	7954502H7	245,000	266,863.80	263,372.55	(3,491.25)	3,119.89
1.65 SOME 4/30/21	11112	835104BX7	245,000	248,072.30	245,325.85	(2,746.45)	675.60
2.75 SBIN 02/16/23	33682	856285HZ7	245,000	260,817.20	256,975.60	(3,841.60)	812.19
1.65 SNV 12/9/21	873	87164DPS3	245,000	250,196.45	247,707.25	(2,489.20)	254.73
2.35 SYF 10/20/22	27314	87164WTC2	245,000	256,858.00	253,454.95	(3,403.05)	2,568.01
2.15 EVER 10/28/22	34775	87270LAV5	245,000	255,870.65	252,840.00	(3,030.65)	2,208.02
2.05 THFDSL 10/27/21	30012	88413QBT4	245,000	251,090.70	247,807.70	(3,283.00)	2,146.60
3.00 TOWN 9/27/21	35095	89214PCA5	245,000	253,621.55	248,608.85	(5,012.70)	120.82

TOTAL FDIC Insured CD's 8,841,314.22 9,232,421.13 9,119,806.82 (112,614.31) 37,126.11

WELLS MONEY MKT AML POOL - City ACCT Agreed to Amlip 6,331,460.67 6,331,460.67 6,331,460.67 49.65
424,414.16 424,414.16 424,414.16 3.67

Agreed to GL

26,018,526.86 26,357,578.86 26,189,647.66 (167,931.20) 65,452.33

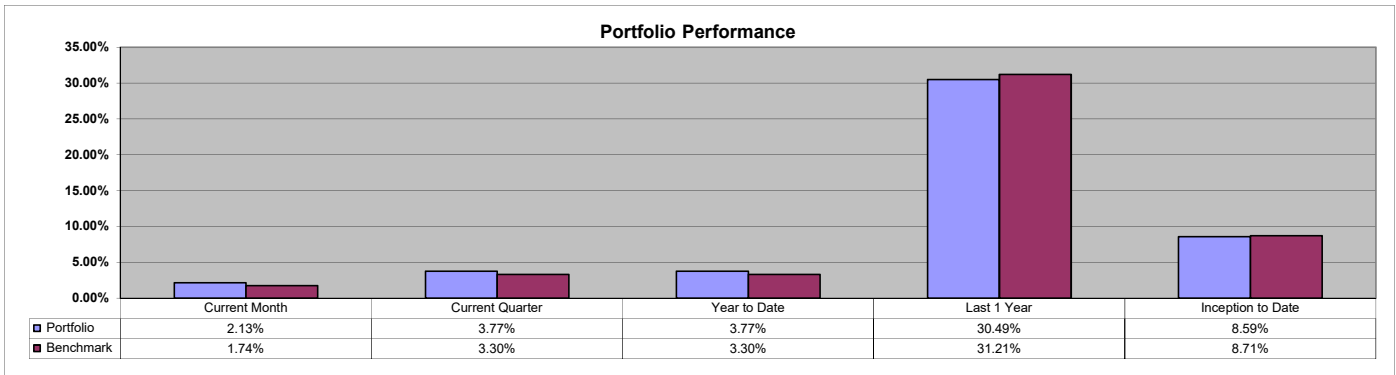
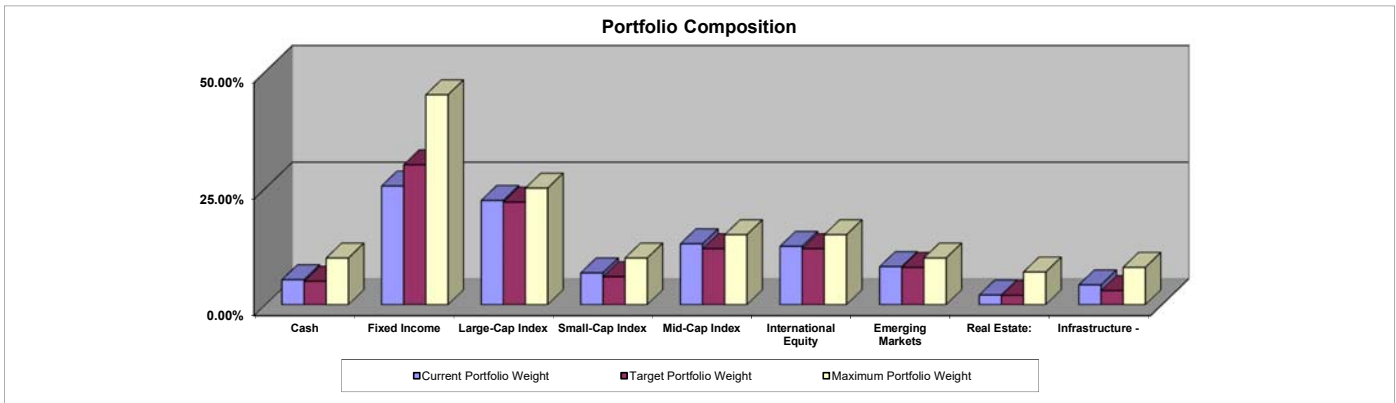
WF Cash Agreed to WF 1,098,749.33 1,098,749.33 1,098,749.33 - -

TOTAL MONTHS 27,117,276.19 27,456,328.19 27,288,396.99 (167,931.20) 65,452.33
171,120.80

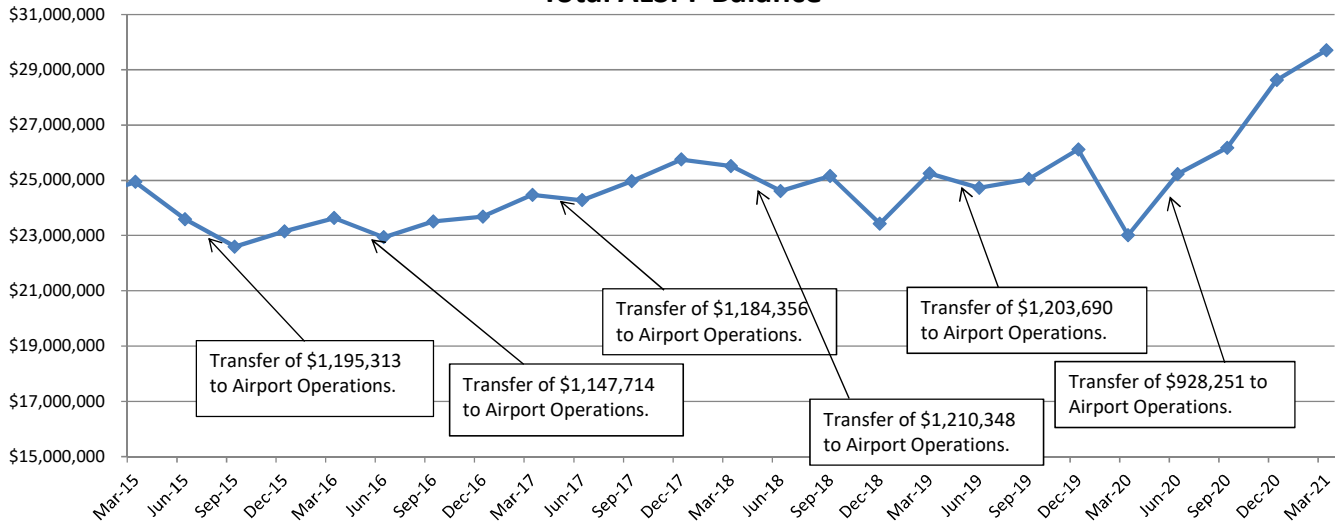
TOTAL CURRENT YIELD	Max/Min	Return	Actual	Difference	
Maturity over 2 years 30% Maximum	8,186,519.10	1.6267%	5,575,436	2,611,082.79	OK
Liquidity 20% Minimum	5,457,679.40	0.3708%	13,628,507	(8,170,827.96)	OK
Maturity 1 - 2 years		1.0767%	8,084,453		
		0.8365%	27,288,397		

**CITY OF KENAI
PERMANENT FUND
INVESTMENT PORTFOLIO SUMMARY
March 31, 2021**

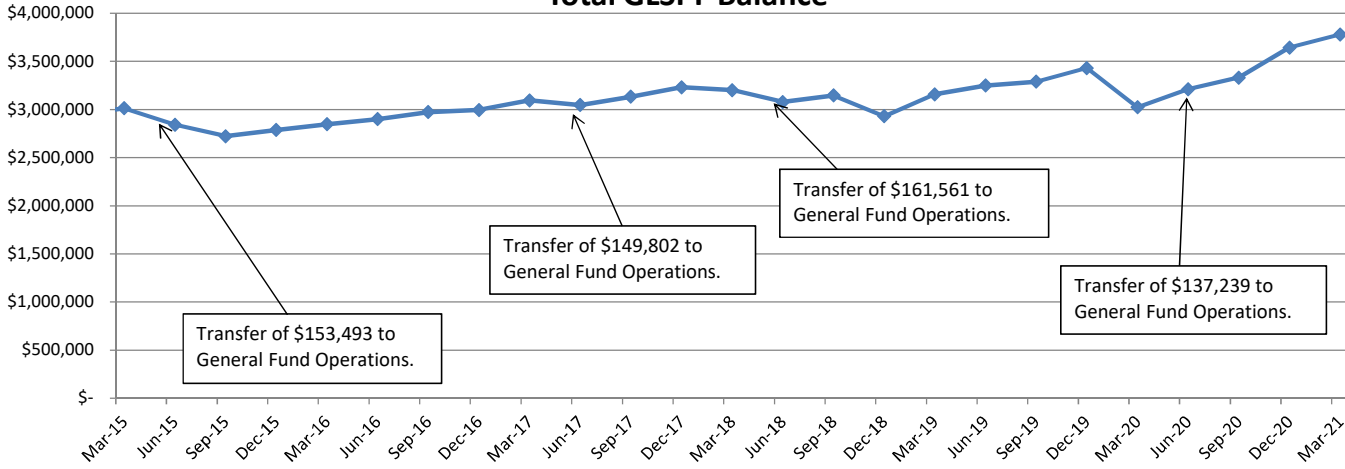
	Fair Market Value					Current or Average Yield	Current Portfolio Weight	Target Weight	Portfolio Maximum
	31-Mar-20	30-Jun-20	30-Sep-20	31-Dec-20	31-Mar-21				
Cash									
Cash & Cash Equivalents	1,643,681	1,686,563	1,675,498	2,070,212	1,859,760	0.01%	5.35%	5.00%	10.00%
Fixed Income									
Government & Corporate Securities									
Government Securities	9,104,954	8,908,043	9,029,809	9,059,561	5,510,068	1.50%	15.82%		
Corporate Securities	<u>2,644,059</u>	<u>2,951,572</u>	<u>2,954,951</u>	<u>3,008,315</u>	<u>3,358,495</u>	<u>2.00%</u>	<u>9.64%</u>		
Total Fixed Income	11,749,013	11,859,615	11,984,760	12,067,876	8,868,563	1.71%	25.46%	30.00%	45.00%
Equities:									
Domestic Equities:									
Large-Cap Index	5,188,021	6,216,950	6,277,450	7,044,122	7,785,032		22.35%	22.00%	25.00%
Small-Cap Index	1,179,713	1,428,285	1,504,959	1,969,325	2,373,660		6.82%	6.00%	10.00%
Mid-Cap Index	<u>2,412,532</u>	<u>2,937,586</u>	<u>3,040,011</u>	<u>3,587,646</u>	<u>4,544,749</u>		<u>13.05%</u>	<u>12.00%</u>	<u>15.00%</u>
Total Domestic Equities	8,780,266	10,582,821	10,822,420	12,601,093	14,703,441		42.22%	40.00%	50.00%
International Equities:									
International Equity	2,514,175	2,820,829	3,135,397	3,408,193	4,360,394		12.52%	12.00%	15.00%
Emerging Markets	<u>1,182,533</u>	<u>1,385,874</u>	<u>1,555,963</u>	<u>1,772,297</u>	<u>2,839,434</u>		<u>8.15%</u>	<u>8.00%</u>	<u>10.00%</u>
Total International Equities	3,696,708	4,206,703	4,691,360	5,180,490	7,199,828		<u>20.67%</u>	20.00%	25.00%
Real Estate:									
JP Morgan Beta Builders MSCI Reit	456,116	372,699	443,932	488,356	542,069		1.56%		
Pacer Benchmark Industrial Real Estat	-	-	145,812	159,528	174,858		<u>0.50%</u>		
Total Real Estate	456,116	372,699	589,744	647,884	716,927		2.06%	2.00%	7.00%
Infrastructure -									
Flexshares Stoxx Global Broad Infrastructure	<u>739,971</u>	<u>866,614</u>	<u>922,410</u>	<u>994,560</u>	<u>1,477,735</u>		<u>4.24%</u>	<u>3.00%</u>	<u>8.00%</u>
Total Equities	<u>13,673,061</u>	<u>16,028,837</u>	<u>17,025,934</u>	<u>19,424,027</u>	<u>24,097,931</u>		<u>69.19%</u>	<u>65.00%</u>	<u>90.00%</u>
Total Portfolio	<u>27,065,755</u>	<u>29,575,015</u>	<u>30,686,192</u>	<u>33,562,115</u>	<u>34,826,254</u>	<u>3.77%</u>	<u>100.00%</u>	<u>100.00%</u>	<u>145.00%</u>
Total ALSPF Balance	23,018,774	25,230,638	26,178,591	28,632,059	29,710,505				
Total GLSPF Balance	3,023,913	3,210,886	3,331,523	3,643,755	3,781,000				
Total Kenai Community Foundation	141,709	157,004	162,903	178,171	184,881				
Total Kenai Senior Connection	881,359	976,487	1,013,175	1,108,130	1,149,869				



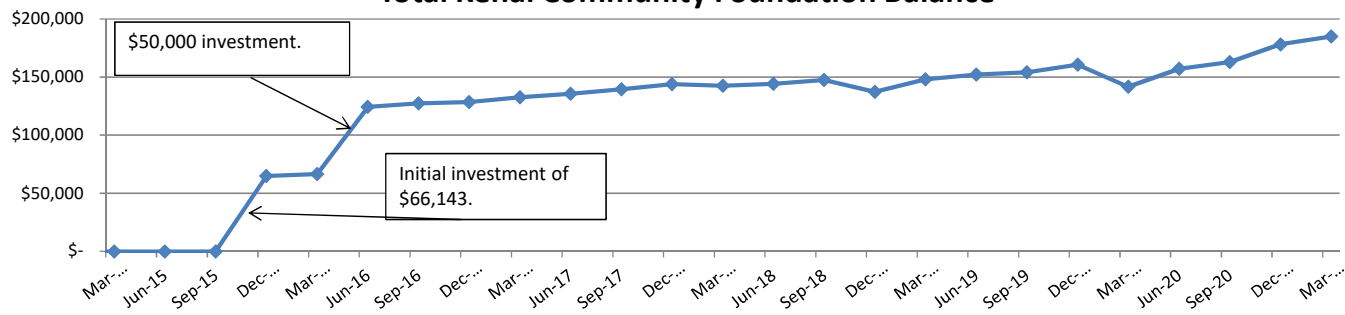
Total ALSPF Balance



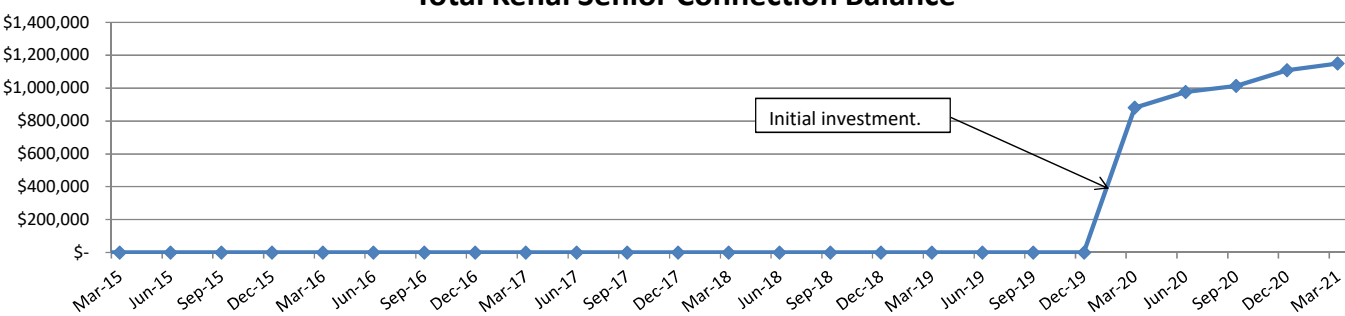
Total GLSPF Balance



Total Kenai Community Foundation Balance



Total Kenai Senior Connection Balance



CITY OF KENAI PERMANENT FUNDS

Account Statement - Period Ending March 31, 2021



ALASKA PERMANENT
CAPITAL MANAGEMENT
Registered Investment Adviser

ACCOUNT ACTIVITY

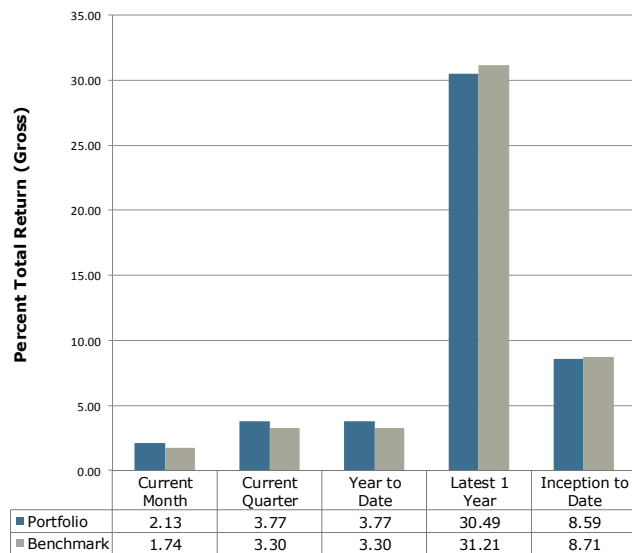
Portfolio Value on 02-28-21	34,101,782
Contributions	0
Withdrawals	-776
Change in Market Value	655,559
Interest	20,376
Dividends	49,217
<hr/>	
Portfolio Value on 03-31-21	34,826,158

MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Bill Lierman, CFA®
Contact Phone Number:	907/272 -7575

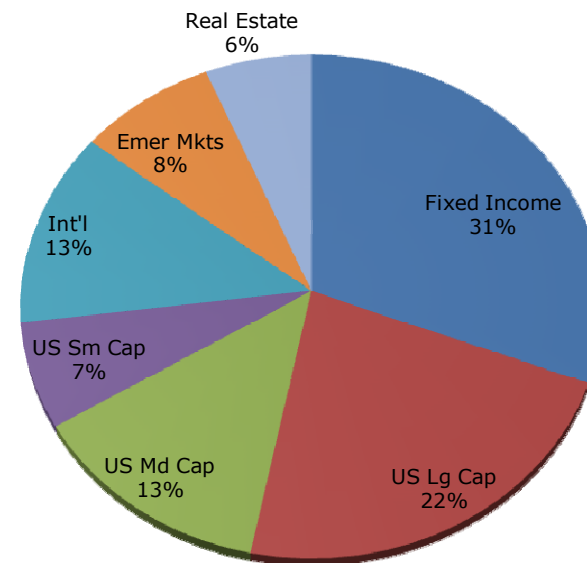
INVESTMENT PERFORMANCE

**Current Account Benchmark:
Equity Blend**



Performance is Annualized for Periods Greater than One Year

PORTFOLIO COMPOSITION



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, 2021

Asset Class & Target	Market Value	% Assets	Range
FIXED INCOME (35%)			
US Fixed Income (30.0%)	8,868,481	25.5	25% to 45%
Cash (5.0%)	1,884,187	5.4	0% to 10%
Subtotal:	10,752,668	30.9	
EQUITY (60%)			
US Large Cap (22.0%)	7,760,591	22.3	17% to 27%
US Mid Cap (12.0%)	4,544,749	13.0	7% to 17%
US Small Cap (6.0%)	2,373,660	6.8	0% to 11%
Developed International Equity (12.0%)	4,360,394	12.5	7% to 17%
Emerging Markets (8.0%)	2,839,434	8.2	0% to 13%
Subtotal:	21,878,828	62.8	
ALTERNATIVE INVESTMENTS (5%)			
Real Estate (2.0%)	716,927	2.1	0% to 5%
Infrastructure (3.0%)	1,477,735	4.2	0% to 6%
Subtotal:	2,194,661	6.3	
TOTAL PORTFOLIO	34,826,158	100	

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
March 31, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
FNMA & FHLMC									
10,126	FHLMC POOL G14203 4.000% Due 04-01-26	104.56	10,588	106.71	10,806	0.03	405	34	-0.46
94,712	FG POOL C91270 4.500% Due 10-01-29	105.67	100,084	109.79	103,989	0.30	4,262	355	0.60
89,579	FG POOL J30401 3.000% Due 01-01-30	101.30	90,741	106.54	95,442	0.27	2,687	224	0.64
99,219	FG POOL G16255 2.500% Due 07-01-32	99.70	98,924	105.12	104,298	0.30	2,480	207	1.07
98,239	FNCL POOL 995373 4.500% Due 02-01-39	106.72	104,839	112.64	110,656	0.32	4,421	368	1.57
113,489	FR RB5095 MTGE 2.000% Due 01-01-41	103.84	117,842	101.08	114,712	0.33	2,270	38	1.65
255,581	FN POOL AJ1405 4.000% Due 09-01-41	104.48	267,043	110.70	282,941	0.81	10,223	852	1.57
136,391	FN POOL AT2324 3.000% Due 01-01-43	100.20	136,668	106.33	145,021	0.42	4,092	68	1.61
194,571	FG POOL V80057 3.000% Due 05-01-43	100.23	195,027	106.69	207,588	0.60	5,837	486	1.64
124,148	FN POOL AL3180 3.000% Due 05-01-43	100.20	124,400	106.33	132,006	0.38	3,724	310	1.66
156,417	FG POOL G08722 3.500% Due 09-01-46	102.09	159,680	107.09	167,502	0.48	5,475	456	1.85
56,583	FN AS8483 3.000% Due 12-01-46	102.95	58,254	105.53	59,710	0.17	1,697	141	1.74
82,795	FN POOL BD2453 3.000% Due 01-01-47	99.89	82,705	105.68	87,501	0.25	2,484	207	1.74
281,733	FN POOL AS8810 3.500% Due 02-01-47	102.04	287,478	106.55	300,181	0.86	9,861	822	1.91
95,503	FN POOL MA2930 4.000% Due 03-01-47	103.56	98,905	108.23	103,367	0.30	3,820	318	2.02
79,908	FG G61893 3.000% Due 07-01-47	101.14	80,820	105.11	83,994	0.24	2,397	200	1.72
45,656	FN MA3276 3.500% Due 02-01-48	105.75	48,281	105.71	48,262	0.14	1,598	133	1.83
83,018	FN MA3305 3.500% Due 03-01-48	103.02	85,521	106.02	88,013	0.25	2,906	242	1.73
29,059	FN POOL MA3638 4.000% Due 04-01-49	103.09	29,958	107.29	31,177	0.09	1,162	97	2.06
67,219	FR RA1343 3.000% Due 09-01-49	104.69	70,370	104.85	70,483	0.20	2,017	168	1.82
47,558	FN MA3834 3.000% Due 11-01-49	101.90	48,461	104.08	49,499	0.14	1,427	119	1.82
50,211	FN MA3871 3.000% Due 12-01-49	101.91	51,168	104.14	52,292	0.15	1,506	126	1.82

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
March 31, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
56,901	FR QA5517 3.000% Due 12-01-49	102.31	58,217	104.24	59,316	0.17	1,707	142	1.82
54,954	FN MA3960 3.000% Due 03-01-50	102.31	56,225	104.17	57,244	0.16	1,649	137	2.05
88,528	FANNIE MAE POOL 2.500% Due 05-01-50	104.98	92,941	102.64	90,865	0.26	2,213	184	1.96
157,378	FANNIE MAE POOL 2.500% Due 08-01-50	105.11	165,419	103.03	162,145	0.47	3,934	328	1.96
113,186	FN CA7738 MTGE 2.500% Due 11-01-50	105.64	119,570	102.74	116,287	0.33	2,830	236	1.96
113,807	FN MA4237 MTGE 2.000% Due 01-01-51	103.73	118,057	99.77	113,551	0.33	2,276	38	2.00
	Accrued Interest				7,038	0.02			
			2,958,186		3,055,887	8.77		7,038	
CORPORATE BONDS									
100,000	ABBVIE INC 2.900% Due 11-06-22	101.31	101,307	103.71	103,708	0.30	2,900	1,168	0.56
100,000	GOLDMAN SACHS GROUP INC 3.625% Due 01-22-23	101.98	101,985	105.44	105,438	0.30	3,625	695	0.60
75,000	STARBUCKS CORP 3.100% Due 03-01-23	98.54	73,902	104.87	78,655	0.23	2,325	194	0.54
100,000	AVALONBAY COMMUNITIES 2.850% Due 03-15-23	100.82	100,816	103.91	103,908	0.30	2,850	127	0.83
100,000	AFLAC INC 3.625% Due 06-15-23	104.97	104,975	107.05	107,047	0.31	3,625	1,067	0.41
200,000	BANK OF NEW YORK MELLON 2.200% Due 08-16-23	97.83	195,666	104.00	207,992	0.60	4,400	550	0.50
200,000	JPMORGAN CHASE & CO 3.875% Due 02-01-24	105.18	210,362	108.92	217,840	0.63	7,750	1,292	0.69
100,000	MORGAN STANLEY IND FINANCIAL SRV 3.875% Due 04-29-24	103.71	103,711	109.18	109,185	0.31	3,875	1,636	0.84
100,000	WELLS FARGO & COMPANY 3.300% Due 09-09-24	99.88	99,882	108.01	108,007	0.31	3,300	202	0.93
150,000	KIMCO REALTY CORP 3.300% Due 02-01-25	94.92	142,377	107.11	160,663	0.46	4,950	825	1.39
150,000	REYNOLDS AMERICAN INC 4.450% Due 06-12-25	108.47	162,700	110.92	166,387	0.48	6,675	2,021	1.74
150,000	CITIGROUP INC 3.700% Due 01-12-26	101.65	152,470	109.79	164,679	0.47	5,550	1,218	1.57
100,000	KROGER CO 2.650% Due 10-15-26	99.82	99,820	105.43	105,428	0.30	2,650	1,222	1.62
100,000	GENERAL DYNAMICS CORP 3.500% Due 04-01-27	106.12	106,120	110.30	110,298	0.32	3,500	1,750	1.69
35,000	DARDEN RESTAURANTS INC 3.850% Due 05-01-27	110.59	38,706	108.80	38,082	0.11	1,347	561	2.29

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
 March 31, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
110,000	BORGWARNER INC 2.650% Due 07-01-27	107.34	118,072	103.78	114,156	0.33	2,915	729	2.00
100,000	ENBRIDGE INC 3.700% Due 07-15-27	101.13	101,135	108.56	108,560	0.31	3,700	781	2.23
100,000	ANHEUSER-BUSCH INBEV WORLDWIDE 4.000% Due 04-13-28	114.31	114,309	111.39	111,388	0.32	4,000	1,867	2.24
100,000	INTEL CORP 2.450% Due 11-15-29	105.62	105,622	102.30	102,302	0.29	2,450	926	2.16
50,000	KOHL'S CORPORATION 3.375% Due 05-01-31	99.80	49,901	100.08	50,041	0.14	1,687	5	3.37
100,000	AT&T INC 6.375% Due 03-01-41	119.32	119,320	136.46	136,458	0.39	6,375	531	3.76
100,000	HOME DEPOT INC 4.875% Due 02-15-44	115.63	115,627	126.72	126,719	0.36	4,875	623	3.22
100,000	CARDINAL HEALTH 4.900% Due 09-15-45	111.47	111,470	114.40	114,405	0.33	4,900	218	3.97
100,000	BANK OF AMERICA CORP 4.443% Due 01-20-48	106.31	106,308	115.90	115,897	0.33	4,443	876	3.52
100,000	Sysco Corporation 4.450% Due 03-15-48	120.54	120,536	112.62	112,621	0.32	4,450	198	3.70
50,000	TELUS CORP 4.300% Due 06-15-49	121.52	60,762	111.19	55,597	0.16	2,150	633	3.66
110,000	MAGELLAN MIDSTEAM PARTN 3.950% Due 03-01-50	109.07	119,976	98.22	108,045	0.31	4,345	362	4.05
110,000	KANSAS CITY SOUTHERN 3.500% Due 05-01-50	108.00	118,801	99.82	109,807	0.32	3,850	1,604	3.51
75,000	NUTRIEN LTD 3.950% Due 05-13-50	99.74	74,803	107.55	80,659	0.23	2,962	1,136	3.53
	Accrued Interest				25,015	0.07			
			3,231,442		3,358,989	9.65		25,015	
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
3,362	FLEXSHARES QUAL DIV ETF	40.53	136,258	53.30	179,195	0.51	NA		
19,129	SPDR S&P 500 ETF	209.90	4,015,098	396.33	7,581,397	21.77	NA		
			4,151,356		7,760,591	22.28			
DOMESTIC MID CAP EQUITY FUNDS/ETF									
17,461	ISHARES CORE S&P MIDCAP 400 ETF	115.77	2,021,492	260.28	4,544,749	13.05	NA		
DOMESTIC SMALL CAP EQUITY FUNDS/ETF									
21,871	ISHARES S&P SMALLCAP 600 INDEX ETF	50.32	1,100,631	108.53	2,373,660	6.82	NA		
INTERNATIONAL EQUITY FUNDS/ETF									
60,519	ISHARES ETF CORE MSCI EAFE	66.21	4,007,210	72.05	4,360,394	12.52	NA		

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
 March 31, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
EMERGING MARKET FUNDS/ETF									
44,118	ISHARES ETF CORE MSCI EMERGING MKTS	51.77	2,284,143	64.36	2,839,434	8.15	NA		
REAL ESTATE & INFRASTRUCTURE									
26,327	FLEXSHAR STX GLOBAL BROAD INF ETF	50.57	1,331,268	56.13	1,477,735	4.24	NA		
6,309	JPMORGAN BETABUILDERS MSCI US REIT ETF	76.90	485,167	85.92	542,069	1.56	NA		
4,502	PACER INDUSTRIAL REAL ESTATE ETF	35.21	158,512	38.84	174,858	0.50	NA		
			1,974,947		2,194,661	6.30			
U.S. TREASURY									
50,000	US TREASURY NOTES 0.125% Due 07-31-22	100.02	50,010	100.01	50,006	0.14	62	10	0.12
20,000	US TREASURY NOTES 0.125% Due 07-15-23	100.00	19,999	99.79	19,959	0.06	25	5	0.22
190,000	US TREASURY NOTE 0.125% Due 10-15-23	99.75	189,532	99.66	189,354	0.54	237	110	0.26
150,000	US TREASURY NOTES 1.625% Due 10-31-23	99.41	149,109	103.51	155,268	0.45	2,437	1,023	0.26
205,000	US TREASURY NOTES 1.375% Due 01-31-25	104.70	214,633	102.86	210,855	0.61	2,819	467	0.62
75,000	US TREASURY NOTES 2.750% Due 06-30-25	99.71	74,780	108.45	81,340	0.23	2,062	518	0.73
20,000	US TREASURY NOTES 0.250% Due 07-31-25	100.16	20,032	97.78	19,555	0.06	50	8	0.77
75,000	US TREASURY NOTES 1.625% Due 05-15-26	95.63	71,726	103.23	77,425	0.22	1,219	461	0.98
200,000	US TREASURY NOTES 2.000% Due 11-15-26	95.26	190,516	104.87	209,750	0.60	4,000	1,514	1.10
15,000	US TREASURY NOTES 0.375% Due 07-31-27	99.90	14,985	94.41	14,161	0.04	56	9	1.30
160,000	US TREASURY NOTES 3.125% Due 11-15-28	102.38	163,808	111.75	178,800	0.51	5,000	1,892	1.49
20,000	US TREASURY NOTES 2.625% Due 02-15-29	101.74	20,348	108.09	21,617	0.06	525	65	1.53
225,000	US TREASURY NOTES 1.500% Due 02-15-30	108.51	244,143	98.70	222,082	0.64	3,375	420	1.66
10,000	US TREASURY NOTES 0.625% Due 05-15-30	100.79	10,079	90.93	9,093	0.03	62	24	1.70
20,000	US TREASURY NOTE 0.625% Due 08-15-30	99.73	19,945	90.55	18,109	0.05	125	16	1.72
125,000	US TREASURY NOTES 0.875% Due 11-15-30	97.64	122,046	92.39	115,489	0.33	1,094	414	1.74
75,000	US TREASURY NOTE 1.125% Due 02-15-31	95.51	71,631	94.41	70,804	0.20	844	105	1.74

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL
CITY OF KENAI PERMANENT FUNDS
March 31, 2021

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
125,000	US TREASURY NOTES 3.875% Due 08-15-40	127.11	158,890	125.85	157,315	0.45	4,844	602	2.23
115,000	US TREASURY NOTES 1.375% Due 11-15-40	95.68	110,031	84.83	97,552	0.28	1,581	598	2.34
55,000	US TREASURY NOTES 3.125% Due 02-15-43	117.36	64,546	113.51	62,432	0.18	1,719	214	2.33
95,000	US TREASURY NOTES 2.875% Due 05-15-49	102.98	97,832	109.48	104,010	0.30	2,731	1,034	2.41
15,000	US TREASURY NOTES 1.250% Due 05-15-50	100.74	15,111	75.21	11,282	0.03	187	71	2.44
115,000	US TREASURY NOTES 1.625% Due 11-15-50	96.64	111,133	83.00	95,450	0.27	1,869	707	2.43
	Accrued Interest				10,288	0.03			
			2,204,866		2,201,997	6.32		10,288	
AGENCIES									
125,000	FEDERAL HOME LOAN BANK 0.600% Due 08-27-25	99.90	124,875	98.51	123,134	0.35	750	71	0.95
125,000	FHLB 1.625% Due 03-12-27	104.27	130,335	102.64	128,296	0.37	2,031	107	1.16
	Accrued Interest				178	0.00			
			255,210		251,608	0.72		178	
CASH AND EQUIVALENTS									
	DIVIDEND ACCRUAL		24,443		24,443	0.07			
	WF ADV GOVT MM FD-INSTL #1751		1,859,744		1,859,744	5.34			
			1,884,187		1,884,187	5.41			
TOTAL PORTFOLIO			26,073,670		34,826,158	100	243,492	42,519	

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
PURCHASES				
CORPORATE BONDS				
03-29-21	03-31-21	KOHL'S CORPORATION 3.375% Due 05-01-31	50,000	49,901.00
INTERNATIONAL EQUITY FUNDS/ETF				
03-01-21	03-03-21	ISHARES ETF CORE MSCI EAFE	34,274.0000	2,449,103.51
U.S. TREASURY				
03-23-21	03-24-21	US TREASURY NOTE 1.125% Due 02-15-31	75,000	71,630.86
				2,570,635.37
DEPOSITS AND EXPENSES				
MANAGEMENT FEES				
03-31-21	03-31-21	MANAGEMENT FEES		4,568.85
				4,568.85
DIVIDEND				
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
03-19-21	04-30-21	SPDR S&P 500 ETF		24,442.81
03-25-21	03-25-21	FLEXSHARES QUAL DIV ETF		759.79
				<u>25,202.60</u>
DOMESTIC MID CAP EQUITY FUNDS/ETF				
03-31-21	03-31-21	ISHARES CORE S&P MIDCAP 400 ETF		11,649.82
DOMESTIC SMALL CAP EQUITY FUNDS/ETF				
03-31-21	03-31-21	ISHARES S&P SMALLCAP 600 INDEX ETF		5,808.63

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
REAL ESTATE & INFRASTRUCTURE				
03-25-21	03-25-21	FLEXSHAR STX GLOBAL BROAD INF ETF		4,736.23
03-26-21	03-26-21	JPMORGAN BETABUILDERS MSCI US REIT ETF		1,080.98
03-26-21	03-26-21	PACER INDUSTRIAL REAL ESTATE ETF		738.27
				6,555.48
				49,216.53
INTEREST				
AGENCIES				
03-12-21	03-12-21	FHLB 1.625% Due 03-12-27		1,015.63
CASH AND EQUIVALENTS				
03-01-21	03-01-21	WF ADV GOVT MM FD-INSTL #1751		12.22
CORPORATE BONDS				
03-01-21	03-01-21	AT&T INC 6.375% Due 03-01-41		3,187.50
03-01-21	03-01-21	MAGELLAN MIDSTEAM PARTN 3.950% Due 03-01-50		2,172.50
03-01-21	03-01-21	STARBUCKS CORP 3.100% Due 03-01-23		1,162.50
03-09-21	03-09-21	WELLS FARGO & COMPANY 3.300% Due 09-09-24		1,650.00
03-15-21	03-15-21	AVALONBAY COMMUNITIES 2.850% Due 03-15-23		1,425.00
03-15-21	03-15-21	CARDINAL HEALTH 4.900% Due 09-15-45		2,450.00

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-15-21	03-15-21	Sysco Corporation 4.450% Due 03-15-48		2,225.00
				14,272.50
FNMA & FHLMC				
03-15-21	03-15-21	FHLMC POOL G14203 4.000% Due 04-01-26		35.22
03-15-21	03-15-21	FG POOL G16255 2.500% Due 07-01-32		209.49
03-15-21	03-15-21	FG POOL G08722 3.500% Due 09-01-46		480.49
03-15-21	03-15-21	FG POOL C91270 4.500% Due 10-01-29		367.95
03-15-21	03-15-21	FG POOL J30401 3.000% Due 01-01-30		229.62
03-15-21	03-15-21	FG POOL V80057 3.000% Due 05-01-43		496.17
03-15-21	03-15-21	FG G61893 3.000% Due 07-01-47		209.12
03-25-21	03-25-21	FR QA5517 3.000% Due 12-01-49		149.60
03-25-21	03-25-21	FR RA1343 3.000% Due 09-01-49		176.81
03-25-21	03-25-21	FR RB5095 MTGE 2.000% Due 01-01-41		190.06
03-25-21	03-25-21	FN POOL AJ1405 4.000% Due 09-01-41		867.82
03-25-21	03-25-21	FN POOL AT2324 3.000% Due 01-01-43		345.79
03-25-21	03-25-21	FN AS8483 3.000% Due 12-01-46		149.04
03-25-21	03-25-21	FN POOL AS8810 3.500% Due 02-01-47		861.55
03-25-21	03-25-21	FN POOL AL3180 3.000% Due 05-01-43		321.89

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-25-21	03-25-21	FN POOL BD2453 3.000% Due 01-01-47		210.16
03-25-21	03-25-21	FANNIE MAE POOL 2.500% Due 05-01-50		189.02
03-25-21	03-25-21	FANNIE MAE POOL 2.500% Due 08-01-50		342.16
03-25-21	03-25-21	FN CA7738 MTGE 2.500% Due 11-01-50		236.51
03-25-21	03-25-21	FNCL POOL 995373 4.500% Due 02-01-39		377.05
03-25-21	03-25-21	FN POOL MA2930 4.000% Due 03-01-47		337.69
03-25-21	03-25-21	FN MA3305 3.500% Due 03-01-48		259.51
03-25-21	03-25-21	FN MA3276 3.500% Due 02-01-48		142.12
03-25-21	03-25-21	FN POOL MA3638 4.000% Due 04-01-49		103.77
03-25-21	03-25-21	FN MA3834 3.000% Due 11-01-49		128.33
03-25-21	03-25-21	FN MA3871 3.000% Due 12-01-49		135.96
03-25-21	03-25-21	FN MA3960 3.000% Due 03-01-50		149.96
03-25-21	03-25-21	FN MA4237 MTGE 2.000% Due 01-01-51		190.47
				7,893.33
				23,193.68

PRINCIPAL PAYDOWNS

FNMA & FHLMC

03-15-21	03-15-21	FHLMC POOL G14203 4.000% Due 04-01-26	440.00	440.00
03-15-21	03-15-21	FG POOL G16255 2.500% Due 07-01-32	1,338.68	1,338.68

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-15-21	03-15-21	FG POOL G08722 3.500% Due 09-01-46	8,322.96	8,322.96
03-15-21	03-15-21	FG POOL C91270 4.500% Due 10-01-29	3,407.08	3,407.08
03-15-21	03-15-21	FG POOL J30401 3.000% Due 01-01-30	2,269.85	2,269.85
03-15-21	03-15-21	FG POOL V80057 3.000% Due 05-01-43	3,895.70	3,895.70
03-15-21	03-15-21	FG G61893 3.000% Due 07-01-47	3,738.81	3,738.81
03-25-21	03-25-21	FR QA5517 3.000% Due 12-01-49	2,938.04	2,938.04
03-25-21	03-25-21	FR RA1343 3.000% Due 09-01-49	3,503.27	3,503.27
03-25-21	03-25-21	FR RB5095 MTGE 2.000% Due 01-01-41	546.77	546.77
03-25-21	03-25-21	FN POOL AJ1405 4.000% Due 09-01-41	4,765.95	4,765.95
03-25-21	03-25-21	FN POOL AT2324 3.000% Due 01-01-43	1,925.73	1,925.73
03-25-21	03-25-21	FN AS8483 3.000% Due 12-01-46	3,031.07	3,031.07
03-25-21	03-25-21	FN POOL AS8810 3.500% Due 02-01-47	13,654.22	13,654.22
03-25-21	03-25-21	FN POOL AL3180 3.000% Due 05-01-43	4,606.62	4,606.62
03-25-21	03-25-21	FN POOL BD2453 3.000% Due 01-01-47	1,267.71	1,267.71
03-25-21	03-25-21	FANNIE MAE POOL 2.500% Due 05-01-50	2,201.73	2,201.73
03-25-21	03-25-21	FANNIE MAE POOL 2.500% Due 08-01-50	6,860.09	6,860.09
03-25-21	03-25-21	FN CA7738 MTGE 2.500% Due 11-01-50	340.17	340.17
03-25-21	03-25-21	FNCL POOL 995373 4.500% Due 02-01-39	2,308.80	2,308.80

Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-25-21	03-25-21	FN POOL MA2930 4.000% Due 03-01-47	5,804.05	5,804.05
03-25-21	03-25-21	FN MA3305 3.500% Due 03-01-48	5,957.55	5,957.55
03-25-21	03-25-21	FN MA3276 3.500% Due 02-01-48	3,071.45	3,071.45
03-25-21	03-25-21	FN POOL MA3638 4.000% Due 04-01-49	2,071.24	2,071.24
03-25-21	03-25-21	FN MA3834 3.000% Due 11-01-49	3,775.54	3,775.54
03-25-21	03-25-21	FN MA3871 3.000% Due 12-01-49	4,174.91	4,174.91
03-25-21	03-25-21	FN MA3960 3.000% Due 03-01-50	5,031.67	5,031.67
03-25-21	03-25-21	FN MA4237 MTGE 2.000% Due 01-01-51	477.72	477.72
				101,727.38
				101,727.38

PURCHASED ACCRUED INTEREST

CORPORATE BONDS

03-29-21	03-31-21	KOHL'S CORPORATION 3.375% Due 05-01-31		0.00
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U.S. TREASURY

03-23-21	03-24-21	US TREASURY NOTE 1.125% Due 02-15-31		86.24
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				86.24
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SALES, MATURITIES, AND CALLS

DOMESTIC MID CAP EQUITY FUNDS/ETF

03-01-21	03-03-21	ISHARES CORE S&P MIDCAP 400 ETF	121.0000	30,908.49
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Alaska Permanent Capital Management Co.
TRANSACTION SUMMARY
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Security	Quantity	Trade Amount
DOMESTIC SMALL CAP EQUITY FUNDS/ETF				
03-01-21	03-03-21	ISHARES S&P SMALLCAP 600 INDEX ETF	262.0000	28,223.39
INTERNATIONAL EQUITY FUNDS/ETF				
03-01-21	03-03-21	ISHARES MSCI EAFE INDEX FUND	33,294.0000	2,502,477.47
U.S. TREASURY				
03-23-21	03-24-21	US TREASURY NOTES 1.875% Due 01-31-22	75,000	76,160.16
03-30-21	03-31-21	US TREASURY NOTES 2.000% Due 11-15-26	50,000	52,515.63
				128,675.79
				2,690,285.14
SOLD ACCRUED INTEREST				
U.S. TREASURY				
03-23-21	03-24-21	US TREASURY NOTES 1.875% Due 01-31-22		202.00
03-30-21	03-31-21	US TREASURY NOTES 2.000% Due 11-15-26		375.69
				577.69
				577.69
WITHDRAW				
CASH AND EQUIVALENTS				
03-01-21	03-01-21	CASH RECEIVABLE		375.00
03-22-21	03-22-21	WF ADV GOVT MM FD-INSTL #1751		775.82
				1,150.82
				1,150.82

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 Through 03-31-21

Date	Quantity	Security	Avg. Cost Basis	Proceeds	Gain Or Loss
03-01-21	33,294.0000	ISHARES MSCI EAFE INDEX FUND	2,170,640.12	2,502,477.47	331,837.35
03-01-21	121.0000	ISHARES CORE S&P MIDCAP 400 ETF	14,008.39	30,908.49	16,900.10
03-01-21	262.0000	ISHARES S&P SMALLCAP 600 INDEX ETF	13,184.83	28,223.39	15,038.56
03-15-21	440.00	FHLMC POOL G14203 4.000% Due 04-01-26	460.08	440.00	-20.08
03-15-21	1,338.68	FG POOL G16255 2.500% Due 07-01-32	1,334.71	1,338.68	3.97
03-15-21	8,322.96	FG POOL G08722 3.500% Due 09-01-46	8,496.57	8,322.96	-173.61
03-15-21	3,407.08	FG POOL C91270 4.500% Due 10-01-29	3,600.33	3,407.08	-193.25
03-15-21	2,269.85	FG POOL J30401 3.000% Due 01-01-30	2,299.29	2,269.85	-29.44
03-15-21	3,895.70	FG POOL V80057 3.000% Due 05-01-43	3,904.83	3,895.70	-9.13
03-15-21	3,738.81	FG G61893 3.000% Due 07-01-47	3,781.46	3,738.81	-42.65
03-23-21	75,000	US TREASURY NOTES 1.875% Due 01-31-22	75,064.45	76,160.16	1,095.70
03-25-21	2,938.04	FR QA5517 3.000% Due 12-01-49	3,005.98	2,938.04	-67.94
03-25-21	3,503.27	FR RA1343 3.000% Due 09-01-49	3,667.49	3,503.27	-164.22
03-25-21	546.77	FR RB5095 MTGE 2.000% Due 01-01-41	567.74	546.77	-20.97
03-25-21	4,765.95	FN POOL AJ1405 4.000% Due 09-01-41	4,979.67	4,765.95	-213.72
03-25-21	1,925.73	FN POOL AT2324 3.000% Due 01-01-43	1,929.64	1,925.73	-3.91
03-25-21	3,031.07	FN AS8483 3.000% Due 12-01-46	3,120.58	3,031.07	-89.51
03-25-21	13,654.22	FN POOL AS8810 3.500% Due 02-01-47	13,932.64	13,654.22	-278.42

Alaska Permanent Capital Management Co.
REALIZED GAINS AND LOSSES
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 Through 03-31-21

<u>Date</u>	<u>Quantity</u>	<u>Security</u>	<u>Avg. Cost Basis</u>	<u>Proceeds</u>	<u>Gain Or Loss</u>
03-25-21	4,606.62	FN POOL AL3180 3.000% Due 05-01-43	4,615.98	4,606.62	-9.36
03-25-21	1,267.71	FN POOL BD2453 3.000% Due 01-01-47	1,266.32	1,267.71	1.39
03-25-21	2,201.73	FANNIE MAE POOL 2.500% Due 05-01-50	2,311.47	2,201.73	-109.74
03-25-21	6,860.09	FANNIE MAE POOL 2.500% Due 08-01-50	7,210.60	6,860.09	-350.51
03-25-21	340.17	FN CA7738 MTGE 2.500% Due 11-01-50	359.36	340.17	-19.19
03-25-21	2,308.80	FNCL POOL 995373 4.500% Due 02-01-39	2,463.92	2,308.80	-155.12
03-25-21	5,804.05	FN POOL MA2930 4.000% Due 03-01-47	6,010.82	5,804.05	-206.77
03-25-21	5,957.55	FN MA3305 3.500% Due 03-01-48	6,137.21	5,957.55	-179.66
03-25-21	3,071.45	FN MA3276 3.500% Due 02-01-48	3,248.06	3,071.45	-176.61
03-25-21	2,071.24	FN POOL MA3638 4.000% Due 04-01-49	2,135.32	2,071.24	-64.08
03-25-21	3,775.54	FN MA3834 3.000% Due 11-01-49	3,847.22	3,775.54	-71.68
03-25-21	4,174.91	FN MA3871 3.000% Due 12-01-49	4,254.49	4,174.91	-79.58
03-25-21	5,031.67	FN MA3960 3.000% Due 03-01-50	5,148.03	5,031.67	-116.36
03-25-21	477.72	FN MA4237 MTGE 2.000% Due 01-01-51	495.56	477.72	-17.84
03-30-21	50,000	US TREASURY NOTES 2.000% Due 11-15-26	47,628.91	52,515.63	4,886.72
TOTAL GAINS					369,763.80
TOTAL LOSSES					-2,863.33
				2,425,112.05	2,792,012.52
					366,900.47

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
CASH RECEIVABLE					
03-01-21			Beginning Balance		375.00
03-01-21	03-01-21	wd	Transfer to	WF ADV GOVT MM FD-INSTL #1751	-375.00
03-31-21			Ending Balance		0.00
WF ADV GOVT MM FD-INSTL #1751					
03-01-21			Beginning Balance		1,590,309.12
03-01-21	03-03-21	wd	Purchase	ISHARES ETF CORE MSCI EAFE	-2,449,103.51
03-01-21	03-03-21	dp	Sale	ISHARES MSCI EAFE INDEX FUND	2,502,477.47
03-01-21	03-03-21	dp	Sale	ISHARES CORE S&P MIDCAP 400 ETF	30,908.49
03-01-21	03-03-21	dp	Sale	ISHARES S&P SMALLCAP 600 INDEX ETF	28,223.39
03-01-21	03-01-21	dp	Interest	WF ADV GOVT MM FD-INSTL #1751	12.22
03-01-21	03-01-21	dp	Interest	AT&T INC 6.375% Due 03-01-41	3,187.50
03-01-21	03-01-21	dp	Interest	MAGELLAN MIDSTEAM PARTN 3.950% Due 03-01-50	2,172.50
03-01-21	03-01-21	dp	Interest	STARBUCKS CORP 3.100% Due 03-01-23	1,162.50
03-01-21	03-01-21	dp	Transfer from	CASH RECEIVABLE	375.00
03-09-21	03-09-21	dp	Interest	WELLS FARGO & COMPANY 3.300% Due 09-09-24	1,650.00
03-12-21	03-12-21	dp	Interest	FHLB 1.625% Due 03-12-27	1,015.63
03-15-21	03-15-21	dp	Interest	AVALONBAY COMMUNITIES 2.850% Due 03-15-23	1,425.00

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-15-21	03-15-21	dp	Interest	CARDINAL HEALTH 4.900% Due 09-15-45	2,450.00
03-15-21	03-15-21	dp	Interest	Sysco Corporation 4.450% Due 03-15-48	2,225.00
03-15-21	03-15-21	dp	Interest	FHLMC POOL G14203 4.000% Due 04-01-26	35.22
03-15-21	03-15-21	dp	Paydown	FHLMC POOL G14203 4.000% Due 04-01-26	440.00
03-15-21	03-15-21	dp	Paydown	FG POOL G16255 2.500% Due 07-01-32	1,338.68
03-15-21	03-15-21	dp	Interest	FG POOL G16255 2.500% Due 07-01-32	209.49
03-15-21	03-15-21	dp	Interest	FG POOL G08722 3.500% Due 09-01-46	480.49
03-15-21	03-15-21	dp	Paydown	FG POOL G08722 3.500% Due 09-01-46	8,322.96
03-15-21	03-15-21	dp	Paydown	FG POOL C91270 4.500% Due 10-01-29	3,407.08
03-15-21	03-15-21	dp	Interest	FG POOL C91270 4.500% Due 10-01-29	367.95
03-15-21	03-15-21	dp	Interest	FG POOL J30401 3.000% Due 01-01-30	229.62
03-15-21	03-15-21	dp	Paydown	FG POOL J30401 3.000% Due 01-01-30	2,269.85
03-15-21	03-15-21	dp	Paydown	FG POOL V80057 3.000% Due 05-01-43	3,895.70
03-15-21	03-15-21	dp	Interest	FG POOL V80057 3.000% Due 05-01-43	496.17
03-15-21	03-15-21	dp	Interest	FG G61893 3.000% Due 07-01-47	209.12

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-15-21	03-15-21	dp	Paydown	FG G61893 3.000% Due 07-01-47	3,738.81
03-22-21	03-22-21	wd	Withdrawal	from Portfolio	-775.82
03-23-21	03-24-21	dp	Sale	US TREASURY NOTES 1.875% Due 01-31-22	76,160.16
03-23-21	03-24-21	dp	Accrued Interest	US TREASURY NOTES 1.875% Due 01-31-22	202.00
03-23-21	03-24-21	wd	Purchase	US TREASURY NOTE 1.125% Due 02-15-31	-71,630.86
03-23-21	03-24-21	wd	Accrued Interest	US TREASURY NOTE 1.125% Due 02-15-31	-86.24
03-25-21	03-25-21	dp	Dividend	FLEXSHAR STX GLOBAL BROAD INF ETF	4,736.23
03-25-21	03-25-21	dp	Dividend	FLEXSHARES QUAL DIV ETF	759.79
03-25-21	03-25-21	dp	Interest	FR QA5517 3.000% Due 12-01-49	149.60
03-25-21	03-25-21	dp	Paydown	FR QA5517 3.000% Due 12-01-49	2,938.04
03-25-21	03-25-21	dp	Paydown	FR RA1343 3.000% Due 09-01-49	3,503.27
03-25-21	03-25-21	dp	Interest	FR RA1343 3.000% Due 09-01-49	176.81
03-25-21	03-25-21	dp	Interest	FR RB5095 MTGE 2.000% Due 01-01-41	190.06
03-25-21	03-25-21	dp	Paydown	FR RB5095 MTGE 2.000% Due 01-01-41	546.77
03-25-21	03-25-21	dp	Paydown	FN POOL AJ1405 4.000% Due 09-01-41	4,765.95
03-25-21	03-25-21	dp	Interest	FN POOL AJ1405 4.000% Due 09-01-41	867.82

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-25-21	03-25-21	dp	Interest	FN POOL AT2324 3.000% Due 01-01-43	345.79
03-25-21	03-25-21	dp	Paydown	FN POOL AT2324 3.000% Due 01-01-43	1,925.73
03-25-21	03-25-21	dp	Interest	FN AS8483 3.000% Due 12-01-46	149.04
03-25-21	03-25-21	dp	Paydown	FN AS8483 3.000% Due 12-01-46	3,031.07
03-25-21	03-25-21	dp	Paydown	FN POOL AS8810 3.500% Due 02-01-47	13,654.22
03-25-21	03-25-21	dp	Interest	FN POOL AS8810 3.500% Due 02-01-47	861.55
03-25-21	03-25-21	dp	Interest	FN POOL AL3180 3.000% Due 05-01-43	321.89
03-25-21	03-25-21	dp	Paydown	FN POOL AL3180 3.000% Due 05-01-43	4,606.62
03-25-21	03-25-21	dp	Paydown	FN POOL BD2453 3.000% Due 01-01-47	1,267.71
03-25-21	03-25-21	dp	Interest	FN POOL BD2453 3.000% Due 01-01-47	210.16
03-25-21	03-25-21	dp	Interest	FANNIE MAE POOL 2.500% Due 05-01-50	189.02
03-25-21	03-25-21	dp	Paydown	FANNIE MAE POOL 2.500% Due 05-01-50	2,201.73
03-25-21	03-25-21	dp	Paydown	FANNIE MAE POOL 2.500% Due 08-01-50	6,860.09
03-25-21	03-25-21	dp	Interest	FANNIE MAE POOL 2.500% Due 08-01-50	342.16
03-25-21	03-25-21	dp	Interest	FN CA7738 MTGE 2.500% Due 11-01-50	236.51

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-25-21	03-25-21	dp	Paydown	FN CA7738 MTGE 2.500% Due 11-01-50	340.17
03-25-21	03-25-21	dp	Paydown	FNCL POOL 995373 4.500% Due 02-01-39	2,308.80
03-25-21	03-25-21	dp	Interest	FNCL POOL 995373 4.500% Due 02-01-39	377.05
03-25-21	03-25-21	dp	Interest	FN POOL MA2930 4.000% Due 03-01-47	337.69
03-25-21	03-25-21	dp	Paydown	FN POOL MA2930 4.000% Due 03-01-47	5,804.05
03-25-21	03-25-21	dp	Paydown	FN MA3305 3.500% Due 03-01-48	5,957.55
03-25-21	03-25-21	dp	Interest	FN MA3305 3.500% Due 03-01-48	259.51
03-25-21	03-25-21	dp	Interest	FN MA3276 3.500% Due 02-01-48	142.12
03-25-21	03-25-21	dp	Paydown	FN MA3276 3.500% Due 02-01-48	3,071.45
03-25-21	03-25-21	dp	Paydown	FN POOL MA3638 4.000% Due 04-01-49	2,071.24
03-25-21	03-25-21	dp	Interest	FN POOL MA3638 4.000% Due 04-01-49	103.77
03-25-21	03-25-21	dp	Interest	FN MA3834 3.000% Due 11-01-49	128.33
03-25-21	03-25-21	dp	Paydown	FN MA3834 3.000% Due 11-01-49	3,775.54
03-25-21	03-25-21	dp	Paydown	FN MA3871 3.000% Due 12-01-49	4,174.91
03-25-21	03-25-21	dp	Interest	FN MA3871 3.000% Due 12-01-49	135.96

Alaska Permanent Capital Management Co.
CASH LEDGER
CITY OF KENAI PERMANENT FUNDS
From 03-01-21 To 03-31-21

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
03-25-21	03-25-21	dp	Interest	FN MA3960 3.000% Due 03-01-50	149.96
03-25-21	03-25-21	dp	Paydown	FN MA3960 3.000% Due 03-01-50	5,031.67
03-25-21	03-25-21	dp	Paydown	FN MA4237 MTGE 2.000% Due 01-01-51	477.72
03-25-21	03-25-21	dp	Interest	FN MA4237 MTGE 2.000% Due 01-01-51	190.47
03-26-21	03-26-21	dp	Dividend	JPMORGAN BETABUILDERS MSCI US REIT ETF	1,080.98
03-26-21	03-26-21	dp	Dividend	PACER INDUSTRIAL REAL ESTATE ETF	738.27
03-29-21	03-31-21	wd	Purchase	KOHL'S CORPORATION 3.375% Due 05-01-31	-49,901.00
03-29-21	03-31-21	dp	Accrued Interest	KOHL'S CORPORATION 3.375% Due 05-01-31	0.00
03-30-21	03-31-21	dp	Sale	US TREASURY NOTES 2.000% Due 11-15-26	52,515.63
03-30-21	03-31-21	dp	Accrued Interest	US TREASURY NOTES 2.000% Due 11-15-26	375.69
03-31-21	03-31-21	dp	Dividend	ISHARES CORE S&P MIDCAP 400 ETF	11,649.82
03-31-21	03-31-21	dp	Dividend	ISHARES S&P SMALLCAP 600 INDEX ETF	5,808.63
03-31-21			Ending Balance		1,859,744.30
DIVIDEND ACCRUAL					
03-01-21			Beginning Balance		0.00
03-19-21	04-30-21	dp	Dividend	SPDR S&P 500 ETF	24,442.81
03-31-21			Ending Balance		24,442.81

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL sort by CUSIP
CITY OF KENAI PERMANENT FUNDS
 March 31, 2021

Cusip9	Original Face	Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Annual Income
FNMA & FHLMC									
3128MC3L7	256,397.0000	10,125.8400	FHLMC POOL G14203	104.562501	10,587.83	106.71400	10,805.69	33.75	405.03
3128MFE46	190,000.0000	99,218.7800	FG POOL G16255	99.703123	98,924.22	105.11900	104,297.79	206.71	2,480.47
3128MJYU8	477,000.0000	156,417.1800	FG POOL G08722	102.085937	159,679.94	107.08700	167,502.47	456.22	5,474.60
3128P7MT7	2,000,000.0000	94,711.9200	FG POOL C91270	105.671877	100,083.86	109.79500	103,988.95	355.17	4,262.04
31307LNS3	301,000.0000	89,579.2800	FG POOL J30401	101.296875	90,741.01	106.54500	95,442.24	223.95	2,687.38
3132L5B28	450,000.0000	194,571.1000	FG POOL V80057	100.234376	195,027.13	106.69000	207,587.91	486.43	5,837.13
31335CC69	150,000.0000	79,908.3800	FG G61893	101.140626	80,819.84	105.11300	83,994.10	199.77	2,397.25
3133A0DW1	100,000.0000	56,901.4800	FR QA5517	102.312497	58,217.32	104.24300	59,315.81	142.25	1,707.04
3133KGP44	100,000.0000	67,219.0400	FR RA1343	104.687501	70,369.93	104.85500	70,482.52	168.05	2,016.57
3133KYUU1	115,000.0000	113,488.8200	FR RB5095 MTGE	103.835939	117,842.18	101.07800	114,712.23	37.83	2,269.78
3138ASR38	1,500,000.0000	255,581.2900	FN POOL AJ1405	104.484375	267,042.51	110.70500	282,941.27	851.94	10,223.25
3138EKRA5	374,582.0000	136,390.5100	FN POOL AT2324	100.203126	136,667.55	106.32800	145,021.30	68.20	4,091.72
3138WJM96	125,000.0000	56,583.0200	FN AS8483	102.953126	58,253.99	105.52600	59,709.80	141.46	1,697.49
3138WJYG7	783,285.0000	281,733.3600	FN POOL AS8810	102.039062	287,478.08	106.54800	300,181.26	821.72	9,860.67
3138WPSN5	335,507.0000	124,148.3100	FN POOL AL3180	100.203125	124,400.49	106.32900	132,005.66	310.37	3,724.45
3140F9WP6	139,000.0000	82,795.3700	FN POOL BD2453	99.890625	82,704.81	105.68400	87,501.46	206.99	2,483.86
3140KESQ2	100,000.0000	88,528.3200	FANNIE MAE POOL	104.984378	92,940.91	102.64000	90,865.47	184.43	2,213.21
3140KLRM6	175,000.0000	157,377.6000	FANNIE MAE POOL	105.109373	165,418.61	103.02900	162,144.57	327.87	3,934.44
3140QFS42	115,000.0000	113,186.0900	FN CA7738 MTGE	105.640623	119,570.49	102.74000	116,287.39	235.80	2,829.65
31416BXA1	4,000,000.0000	98,238.8800	FNCL POOL 995373	106.718781	104,839.34	112.64000	110,656.27	368.40	4,420.75
31418CHG2	148,000.0000	95,502.6600	FN POOL MA2930	103.562500	98,904.94	108.23500	103,367.30	318.34	3,820.11
31418CU77	225,000.0000	83,017.6800	FN MA3305	103.015627	85,521.18	106.01700	88,012.85	242.13	2,905.62
31418CUA0	125,000.0000	45,655.7700	FN MA3276	105.750001	48,280.98	105.70800	48,261.80	133.16	1,597.95
31418DBG6	101,000.0000	29,059.4000	FN POOL MA3638	103.093756	29,958.43	107.28800	31,177.25	96.86	1,162.38
31418DHL9	100,000.0000	47,558.2000	FN MA3834	101.898438	48,461.06	104.08100	49,499.05	118.90	1,426.75
31418DJR4	100,000.0000	50,210.8200	FN MA3871	101.906254	51,167.97	104.14400	52,291.56	125.53	1,506.32
31418DMJ8	100,000.0000	54,953.7400	FN MA3960	102.312502	56,224.55	104.16800	57,244.21	137.38	1,648.61
31418DV74	115,000.0000	113,807.0600	FN MA4237 MTGE	103.734374	118,057.04	99.77500	113,550.99	37.94	2,276.14
Accrued I							7,037.55		
					2,958,186.20		3,055,886.71	7,037.55	91,360.66
CORPORATE BONDS									
001055AL6	100,000.0000	100,000.0000	AFLAC INC	104.975000	104,975.00	107.04700	107,047.00	1,067.36	3,625.00
00206RDG4	100,000.0000	100,000.0000	AT&T INC	119.320000	119,320.00	136.45800	136,458.00	531.25	6,375.00
00287YAL3	100,000.0000	100,000.0000	ABBVIE INC	101.307000	101,307.00	103.70800	103,708.00	1,168.06	2,900.00
035240AL4	100,000.0000	100,000.0000	ANHEUSER-BUSCH INBEV WORLDWIDE	111.890000	114,309.00	111.38800	111,388.00	1,866.67	4,000.00
05348EAR0	100,000.0000	100,000.0000	AVALONBAY COMMUNITIES	100.816000	100,816.00	103.90800	103,908.00	126.67	2,850.00
06051GGG8	100,000.0000	100,000.0000	BANK OF AMERICA CORP	106.308000	106,308.00	115.89700	115,897.00	876.26	4,443.00
06406FAD5	200,000.0000	200,000.0000	BANK OF NEW YORK MELLON	97.833000	195,666.00	103.99600	207,992.00	550.00	4,400.00
099724AL0	110,000.0000	110,000.0000	BORGWARNER INC	107.338000	118,071.80	103.77800	114,155.80	728.75	2,915.00
14149YBD9	100,000.0000	100,000.0000	CARDINAL HEALTH	111.470000	111,470.00	114.40500	114,405.00	217.78	4,900.00
172967KG5	150,000.0000	150,000.0000	CITIGROUP INC	101.647000	152,470.50	109.78600	164,679.00	1,217.92	5,550.00
237194AL9	35,000.0000	35,000.0000	DARDEN RESTAURANTS INC	110.588000	38,705.80	108.80500	38,081.75	561.46	1,347.50
29250NAR6	100,000.0000	100,000.0000	ENBRIDGE INC	101.135000	101,135.00	108.56000	108,560.00	781.11	3,700.00
369550BL1	100,000.0000	100,000.0000	GENERAL DYNAMICS CORP	106.120000	106,120.00	110.29800	110,298.00	1,750.00	3,500.00
38141GRD8	100,000.0000	100,000.0000	GOLDMAN SACHS GROUP INC	101.985000	101,985.00	105.43800	105,438.00	694.79	3,625.00

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL sort by CUSIP
CITY OF KENAI PERMANENT FUNDS
 March 31, 2021

Cusip9	Original Face	Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Annual Income
437076BD3	100,000.0000	100,000.0000	HOME DEPOT INC	115.627000	115,627.00	126.71900	126,719.00	622.92	4,875.00
458140BH2	100,000.0000	100,000.0000	INTEL CORP	105.622000	105,622.00	102.30200	102,302.00	925.56	2,450.00
46625HJT8	200,000.0000	200,000.0000	JPMORGAN CHASE & CO	105.181000	210,362.00	108.92000	217,840.00	1,291.67	7,750.00
485170BE3	110,000.0000	110,000.0000	KANSAS CITY SOUTHERN	108.001000	118,801.10	99.82500	109,807.50	1,604.17	3,850.00
49446RAU3	150,000.0000	150,000.0000	KIMCO REALTY CORP	94.918000	142,377.00	107.10900	160,663.50	825.00	4,950.00
500255AX2	50,000.0000	50,000.0000	KOHL'S CORPORATION	99.802000	49,901.00	100.08200	50,041.00	4.69	1,687.50
501044DE8	100,000.0000	100,000.0000	KROGER CO	99.820000	99,820.00	105.42800	105,428.00	1,221.94	2,650.00
559080AP1	110,000.0000	110,000.0000	MAGELLAN MIDSTEAM PARTN	109.069000	119,975.90	98.22300	108,045.30	362.08	4,345.00
61746BDQ6	100,000.0000	100,000.0000	MORGAN STANLEY IND FINANCI	103.711000	103,711.00	109.18500	109,185.00	1,636.11	3,875.00
67077MAX6	75,000.0000	75,000.0000	NUTRIEN LTD	99.738000	74,803.50	107.54600	80,659.50	1,135.62	2,962.50
761713BG0	150,000.0000	150,000.0000	REYNOLDS AMERICAN INC	108.467000	162,700.50	110.92500	166,387.50	2,021.04	6,675.00
855244AN9	75,000.0000	75,000.0000	STARBUCKS CORP	98.536000	73,902.00	104.87300	78,654.75	193.75	2,325.00
871829BH9	100,000.0000	100,000.0000	Sysco Corporation	120.536000	120,536.00	112.62100	112,621.00	197.78	4,450.00
87971MBK8	50,000.0000	50,000.0000	TELUS CORP	121.524200	60,762.10	111.19500	55,597.50	633.06	2,150.00
94974BGA2	100,000.0000	100,000.0000	WELLS FARGO & COMPANY	99.882000	99,882.00	108.00700	108,007.00	201.67	3,300.00
Accrued I							25,015.11		
					3,231,442.20		3,358,989.21	25,015.11	112,425.50
DOMESTIC LARGE CAP EQUITY FUNDS/ETF									
33939L860	3,362.0000	3,362.0000	FLEXSHARES QUAL DIV ETF	40.528831	136,257.93	53.30000	179,194.60		0.00
78462F103	19,129.0000	19,129.0000	SPDR S&P 500 ETF	209.895866	4,015,098.02	396.33000	7,581,396.57		0.00
					4,151,355.95		7,760,591.17		0.00
DOMESTIC MID CAP EQUITY FUNDS/ETF									
464287507	17,461.0000	17,461.0000	ISHARES CORE S&P MIDCAP 400	15.771848	2,021,492.23	260.28000	4,544,749.08		0.00
DOMESTIC SMALL CAP EQUITY FUNDS/ETF									
464287804	21,871.0000	21,871.0000	ISHARES S&P SMALLCAP 600	13.23765	1,100,631.06	108.53000	2,373,659.63		0.00
INTERNATIONAL EQUITY FUNDS/ETF									
46432F842	60,519.0000	60,519.0000	ISHARES ETF CORE MSCI EAFE	66.214080	4,007,209.92	72.05000	4,360,393.95		0.00
EMERGING MARKET FUNDS/ETF									
46434G103	44,118.0000	44,118.0000	ISHARES ETF CORE MSCI EMERGING	56.773486	2,284,142.66	64.36000	2,839,434.48		0.00
REAL ESTATE & INFRASTRUCTURE									
33939L795	26,327.0000	26,327.0000	FLEXSHAR STX GLOBAL BROAD	50.566646	1,331,268.09	56.13000	1,477,734.51		0.00
46641Q738	6,309.0000	6,309.0000	JPMORGAN BETABUILDERS MSCI	76.900791	485,167.09	85.92000	542,069.28		0.00
69374H766	4,502.0000	4,502.0000	PACER INDUSTRIAL REAL ESTATE	35.209214	158,511.88	38.84000	174,857.68		0.00
					1,974,947.06		2,194,661.47		0.00
U.S. TREASURY									
912810QK7	125,000.0000	125,000.0000	US TREASURY NOTES	127.111805	158,889.76	125.85200	157,315.00	602.12	4,843.75
912810QZ4	55,000.0000	55,000.0000	US TREASURY NOTES	117.355473	64,545.51	113.51200	62,431.60	213.66	1,718.75
912810SH2	95,000.0000	95,000.0000	US TREASURY NOTES	102.981445	97,832.37	109.48400	104,009.80	1,033.65	2,731.25
912810SN9	15,000.0000	15,000.0000	US TREASURY NOTES	100.738267	15,110.74	75.21100	11,281.65	70.96	187.50

Alaska Permanent Capital Management Co.
PORTFOLIO APPRAISAL sort by CUSIP
CITY OF KENAI PERMANENT FUNDS
 March 31, 2021

Cusip9	Original Face	Quantity	Security	Unit Cost	Total Cost	Price	Market Value	Accrued Interest	Annual Income
912810SS8	115,000.0000	115,000.0000	US TREASURY NOTES	96.637565	111,133.20	83.00000	95,450.00	707.23	1,868.75
912810ST6	115,000.0000	115,000.0000	US TREASURY NOTES	95.679174	110,031.05	84.82800	97,552.20	598.43	1,581.25
9128285M8	160,000.0000	160,000.0000	US TREASURY NOTES	102.380210	163,808.34	111.75000	178,800.00	1,892.27	5,000.00
9128286B1	20,000.0000	20,000.0000	US TREASURY NOTES	101.741271	20,348.25	108.08600	21,617.20	65.26	525.00
912828R36	75,000.0000	75,000.0000	US TREASURY NOTES	95.634709	71,726.03	103.23400	77,425.50	461.24	1,218.75
912828T91	150,000.0000	150,000.0000	US TREASURY NOTES	99.406253	149,109.38	103.51200	155,268.00	1,023.48	2,437.50
912828U24	200,000.0000	200,000.0000	US TREASURY NOTES	95.257812	190,515.62	104.87500	209,750.00	1,513.81	4,000.00
912828XZ8	75,000.0000	75,000.0000	US TREASURY NOTES	99.707033	74,780.27	108.45300	81,339.75	518.47	2,062.50
912828Z52	205,000.0000	205,000.0000	US TREASURY NOTES	104.699220	214,633.40	102.85600	210,854.80	467.20	2,818.75
912828Z94	225,000.0000	225,000.0000	US TREASURY NOTES	108.507813	244,142.58	98.70300	222,081.75	419.54	3,375.00
912828ZQ6	10,000.0000	10,000.0000	US TREASURY NOTES	100.793000	10,079.30	90.93400	9,093.40	23.65	62.50
912828ZY9	20,000.0000	20,000.0000	US TREASURY NOTES	99.996100	19,999.22	99.79300	19,958.60	5.25	25.00
91282CAB7	20,000.0000	20,000.0000	US TREASURY NOTES	100.160150	20,032.03	97.77700	19,555.40	8.29	50.00
91282CAC5	50,000.0000	50,000.0000	US TREASURY NOTES	100.019540	50,009.77	100.01200	50,006.00	10.36	62.50
91282CAD3	15,000.0000	15,000.0000	US TREASURY NOTES	99.898467	14,984.77	94.41000	14,161.50	9.32	56.25
91282CAE1	20,000.0000	20,000.0000	US TREASURY NOTE	99.726562	19,945.31	90.54700	18,109.40	15.54	125.00
91282CAP6	190,000.0000	190,000.0000	US TREASURY NOTE	99.753905	189,532.42	99.66000	189,354.00	109.62	237.50
91282CAV3	125,000.0000	125,000.0000	US TREASURY NOTES	97.636720	122,045.90	92.39100	115,488.75	413.93	1,093.75
91282CBL4	75,000.0000	75,000.0000	US TREASURY NOTE	95.507813	71,630.86	94.40600	70,804.50	104.89	843.75
Accrued I							10,288.17		
					2,204,866.09		2,201,996.97	10,288.17	36,925.00
AGENCIES									
3130AJ4B2	125,000.0000	125,000.0000	FHLB	104.268000	130,335.00	102.63700	128,296.25	107.20	2,031.25
3130AJZ36	125,000.0000	125,000.0000	FEDERAL HOME LOAN BANK	99.900000	124,875.00	98.50700	123,133.75	70.83	750.00
Accrued I							178.04		
					255,210.00		251,608.04	178.04	2,781.25
CASH AND EQUIVALENTS									
			DIVIDEND ACCRUAL		24,442.81		24,442.81		0.00
VP4560000			WF ADV GOVT MM FD-INSTL #1751		1,859,744.30		1,859,744.30		0.00
					1,884,187.11		1,884,187.11		0.00
TOTAL PORTFOLIO					26,073,670.47		34,826,157.82	42,518.87	243,492.41

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PURCHASE ORDERS BETWEEN \$2,500.00 AND \$15,000.00 FOR COUNCIL REVIEW
COUNCIL MEETING OF: MAY 5, 2021

VENDOR	DESCRIPTION	DEPT.	ACCOUNT	AMOUNT
BEACON OHSS	PROPANE FOR ARFF TRAINING	AIRFIELD	OPERATING SUPPLIES	5,000.00
L-TRON CORPORATION	BARCODE SCANNERS	POLICE	SMALL TOOLS	3,210.75
NORTHSTAR SUPPLY	CRACK SEAL MATERIAL	STREETS	OPERATING SUPPLIES	7,500.00
KACHEMAK ELECTRIC	LIFT STATION REPAIRS	SEWER	REPAIR & MAINTENANCE	4,555.00
MUNICIPAL CODE CORPORATION	ANNUAL WEBSITE HOSTING MAINT.	CLERK	SOFTWARE	3,500.00