



## Kenai City Council - Regular Meeting

September 03, 2025 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

[www.kenai.city](http://www.kenai.city)

**\*\*Telephonic/Virtual Information on Page 3\*\***

### Agenda

#### **A. CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items 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 ADMINISTRATIVE REPORTS**

#### **C. SCHEDULED PUBLIC COMMENTS (*Public comments limited to ten (10) minutes per speaker; twenty (20) minutes aggregated*)**

#### **D. UNSCHEDULED PUBLIC COMMENTS (*Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)**

#### **E. PUBLIC HEARINGS**

1. **Ordinance No. 3482-2025** - Amending the Official Zoning Map and Land Use Table by Rezoning Thirteen Properties Zoned with Multiple Zones and Assigning One Zoning District Per Parcel, Tract, or Government Lot. (Douthit) [*On August 6, 2025 this item was referred to the Planning & Zoning Commission's August 27, 2025 meeting, and the public hearing was scheduled for September 3, 2025 City Council meeting.*]
2. **Ordinance No. 3484-2025** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund and Accepting a Grant from the Federal Aviation Administration for the Kenai Municipal Airport Rehabilitate Runway 02L/20R; Reconstruct Runway 02L/20R Edge Lighting System Project. (Administration) [*KMC 1.15.070(d)*]
  1. Motion for Introduction
  2. Motion for Second Reading (Requires a Unanimous Vote)
  3. Motion for Enactment (Requires Five Affirmative Votes)
3. **Resolution No. 2025-56** - Authorizing the Use of the Equipment Replacement Fund for Datacenter Equipment and Awarding a Contract for the Purchase of Datacenter Equipment. (Administration)
4. **Resolution No. 2025-57** - Amending City of Kenai Student Representative Policy No. 20.100 to Remove the City Residency Requirements for Student Representatives to Council and to Include Sophomores as Eligible Applicants. (City Clerk)

- [5.](#) **Resolution No. 2025-58** - Authorizing an Agreement for Rehabilitation of the Airfield Lighting at the Kenai Municipal Airport. (Administration)
- [6.](#) **Resolution No. 2025-59** - Authorizing a Contract Award for the Kenai Municipal Airport - Rehabilitation Runway 02L/20R Project. (Administration)
- [7.](#) **Action/Approval** - Amending Previously Adopted Resolution No. 2025-53 Authorizing A Contract Award for the City Dock Floats Purchase. (Administration)

**F. MINUTES**

- [1.](#) \*Regular Meeting of August 20, 2025. (City Clerk)

**G. UNFINISHED BUSINESS**

**H. NEW BUSINESS**

- [1.](#) \***Action/Approval** - Bills to be Ratified. (Administration)
- [2.](#) \***Ordinance No. 3485-2025** - Accepting and Appropriating a Grant from the State of Alaska for the Purchase of Library Materials. (Administration)
- [3.](#) **Discussion/Action** - Scheduling a Board of Adjustment Meeting for the Purpose of Approving Minutes. (City Clerk)

**I. COMMISSION REPORTS**

1. Council on Aging Commission
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Commission

**J. REPORT OF THE MAYOR**

**K. ADMINISTRATION REPORTS**

1. City Manager
2. City Attorney
3. City Clerk

**L. ADDITIONAL PUBLIC COMMENTS**

1. Citizens Comments (*Public comments limited to five (5) minutes per speaker*)
2. Council Comments

**M. EXECUTIVE SESSION**

**N. PENDING ITEMS**

**O. ADJOURNMENT**

**P. INFORMATION ITEMS**

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://www.kenai.city). Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk at 907-283-8231.*

**Registration is required to join the meeting remotely through Zoom.** Please use the following link to register:

<https://us02web.zoom.us/meeting/register/9BpDcr9pRoKXktv4PyECBQ>



Sponsored by: Douthit

**CITY OF KENAI  
ORDINANCE NO. 3482-2025**

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP AND LAND USE TABLE BY REZONING THIRTEEN PROPERTIES ZONED WITH MULTIPLE ZONES AND ASSIGNING ONE ZONING DISTRICT PER PARCEL, TRACT, OR GOVERNMENT LOT.

WHEREAS, the Planning Department has identified thirteen properties in the City that each have more than one zoning district, known as split zoning; and,

WHEREAS, individual properties with multiple zones can cause ambiguity and confusion, hinder efficient development, and limit commercial financing opportunities; and,

WHEREAS, there are no provisions in the Kenai Zoning Code to address which zoning regulations may take precedence in the event of conflicting guidance; and,

WHEREAS, the property owners of the thirteen parcels, not owned by the City, have been contacted by the Planning Department and do not object to the proposed rezoning; and,

WHEREAS, amendments to the Official Zoning Map may be initiated by Kenai City Council in accordance with Kenai Municipal Code (KMC) 14.20.270(b)(1)(A) *Amendment Procedures*; and,

WHEREAS, the proposed rezone to the proposed zoning districts would eliminate split zoned parcels within the City; and,

WHEREAS, the rezone is consistent with the Imagine Kenai 2030 Comprehensive Plan and aligns with the Land Use Plan and addresses Goal 3 – *Land Use: Develop land use strategies to implement a forward-looking approach to community growth and development* and is in the best interest of the City; and,

WHEREAS, at their regularly scheduled meeting held on August 27, 2025, the City of Kenai Planning and Zoning Commission \_\_\_\_\_ the subject properties be rezoned as proposed above.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** Amendment of City of Kenai Official Zoning Map: That City of Kenai, Official Zoning Map is hereby amended as follows:

<u>Parcel #</u>	<u>Physical Address</u>	<u>Lot Size (acres)</u>	<u>Legal Description</u>	<u>Zoning</u>
04336023	280 Airport Way	10.0	Tract B, FBO Sub #3	[CG/IL] <u>IL</u>
04336044	281 Marathon Rd.	14.78	Lot A, Baron Park 2006 Replat	[CG/IL] <u>IL</u>
04336041	405 Marathon Rd.	9.97	Tract A, Baron Park Kenai Youth Addn	[IL/C] <u>IL</u>



<b>04520026</b>	8195 Kenai Spur Highway	2.05	Tract A1, Integrity Plaza II	[CG/RS] <u>CG</u>
<b>04923051</b>	5839 Kenai Spur Highway	2.19	Lot 7A, Block 2, Valhalla Heights 2024 Addn	[LC/RR] <u>LC</u>
<b>04901119</b>	545 Bridge Access Road	0.86	Lot 2, Jahrig Subdivision	[RS/IH] <u>RS</u>
<b>04901107</b>	609 Bridge Access Road	3.34	Portion of Government Lot 5, T 5N, R 11 W, Sec. 4	[RS/IH] <u>RS</u>
<b>04318046</b>	N. Willow St.	43.97	Tract C, FBO Sub #10	[ALI/IL] <u>ALI</u>
<b>04701031</b>	320 S. Spruce St.	7.41	Tract 2-A City Park Sub 2023 Replat	[RS/RU] <u>RU</u>
<b>04910014</b>	Kenai River Flats	616.9	Portions of Sections 8, 9 & 17, T 5N R 11W	[RR/C] <u>C</u>
<b>04945002</b>	1591 Boat Launch Rd.	12.06	Tract A, City of Kenai Boat Ramp & ROW Dedication	[WW/C] <u>WW</u>
<b>04945008</b>	1568 Beaver Loop Rd.	24.0	Government Lots 1 & 2, Lying East of Kenai River Rd Crossing & South of Beaver Loop Rd Excluding USS 679	[IH/RR] <u>RR</u>
<b>04901048</b>	750 Lawton Drive	37.65	Govt Lot 2 Excluding Therefrom Inlet View Sub	[ED/RR] <u>ED</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 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF SEPTEMBER, 2025.

\_\_\_\_\_  
Brian Gabriel Sr., Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Introduced: August 6, 2025  
Enacted: September 3, 2025  
Effective: October 3, 2025



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Kevin Buettner, Planning Director

**DATE:** July 28, 2025

**SUBJECT:** **Ordinance No. 3482-2025 – An Ordinance Amending the Official Zoning Map by Rezoning Thirteen Properties Zoned with Multiple Zones and Assigning One Zoning District Per Parcel, Tract, or Government Lot**

Upon review of the existing zoning in the City of Kenai, Planning & Zoning staff determined there were thirteen parcels within the city that had two or more zoning districts applied within the boundaries of the parcel, tract, or government lot.

The purpose of the rezone is to assign one zoning district per parcel, tract, or government lot (or portion thereof). This rezone will reduce ambiguity and confusion and ensure all existing parcels are readily evident as to their purpose and allowable, efficient development. As there are no provisions to determine which zone would take precedence in the event of conflicting guidance, it is determined this rezone would eliminate any confusion. The Planning & Zoning Department has developed new protocols to track potential rezoning needs in the future when land is subdivided.

There will be no non-conforming uses created by the completion of this rezoning effort. This rezone also would not develop small, isolated zones. Each change enlarges an adjacent zoning district. For undeveloped parcels, proposed zones were determined by surrounding development types and/or the zoning of the majority of the parcel. For developed parcels, all uses are either permitted by right, or have an existing Conditional Use Permit.

The Comprehensive Plan supports this rezoning in the following identified goal:

*Goal 3 – Land Use: Develop land use strategies to implement a forward-looking approach to community growth and development.*

- *LU-3: Review existing zoning and subdivision codes to determine if they address current and future land uses adequately.*

Thank you for your consideration.

### Attachments

Location Map



## SPLIT ZONED PARCELS



## SPLIT ZONED PARCELS & RECOMMENDATIONS

### HEA/U-Haul/Baron Park Youth Center



- Parcel 04336023 (HEA) – Rezone to Light Industrial which allows for Storage Yard & Business Services. Extends similar zones to north and west
- Parcel 04336044 (U-Haul) – Rezone to Light Industrial which allows for Mini-Storage Facility. Extends similar zones to north, east, and west
- Parcel 04336041 (Baron Park Youth Center) – Rezone to Light Industrial which allows for Governmental Buildings. Extends similar zones to north, east, and south

## SPLIT ZONED PARCELS & RECOMMENDATIONS

### 8195 Kenai Spur Hwy



- Parcel 04520026 – Rezone to General Commercial. Lots were merged and zoning was not changed at that time.

## SPLIT ZONED PARCELS & RECOMMENDATIONS

### Peninsula Memorial Chapel

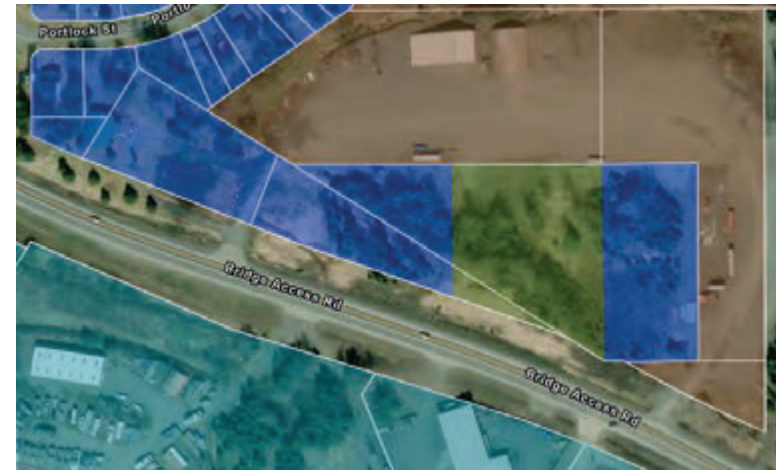


- Parcel 04923051 – Rezone to Limited Commercial. Lots were merged and zoning was not changed at that time.

## SPLIT ZONED PARCELS & RECOMMENDATIONS

- Parcel 04901119 (545 Bridge Access Rd.) – Rezone to Suburban Residential. Owner's house is on directly adjacent parcel to west.
- Parcel 04901107 (609 Bridge Access Rd.) – Rezone to Suburban Residential. Majority of parcel is already zoned as such. No drainage or sensitive land areas to justify Conservation Zoning District.

545 & 609 Bridge Access Road



## SPLIT ZONED PARCELS & RECOMMENDATIONS

### FBO #10



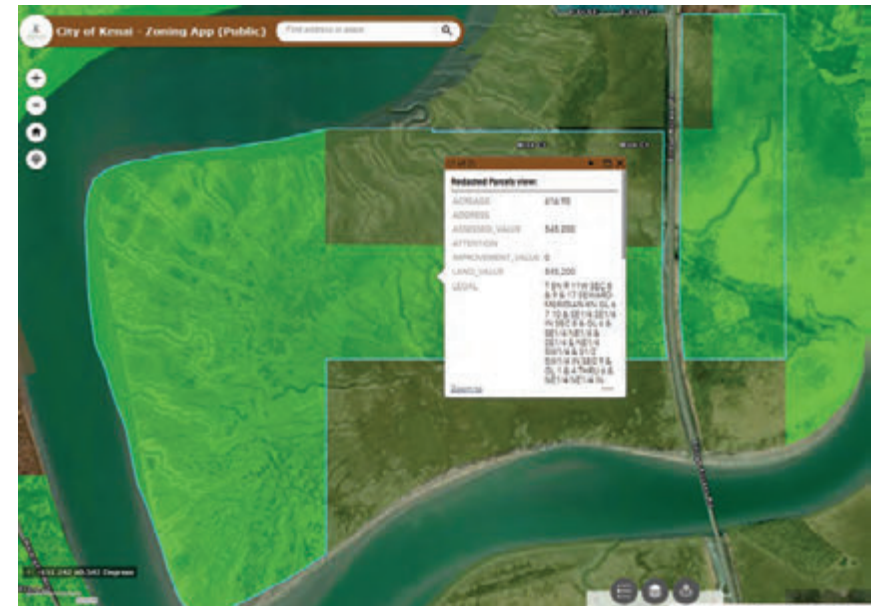
- Parcel 04318046 – Rezone to Airport Light Industrial. Remainder of larger parcel is ALI and is within Airport Reserve Boundary.



## SPLIT ZONED PARCELS & RECOMMENDATIONS

## West of Bridge Access

- Parcel 04910014 – Rezone to Conservation. Lands to the west of Bridge Access Road are within designated floodplain, as depicted in 2/28/25 FEMA FIRM maps.



## SPLIT ZONED PARCELS & RECOMMENDATIONS

### Boys & Girls Club



- Parcel 04701031 – Rezone to Urban Residential. Conditional Use Permit on this property. Size of parcel is 7.41 acres.

## SPLIT ZONED PARCELS & RECOMMENDATIONS

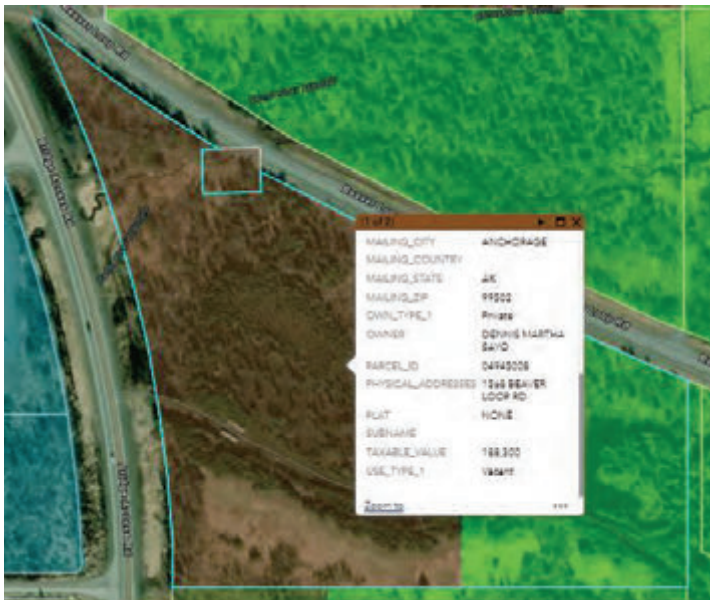
- Parcel 04945002 – Rezone to Working Waterfront. Development of southern half of parcel may be restricted by floodplain management requirements.

City Dock Area



## SPLIT ZONED PARCELS & RECOMMENDATIONS

### 1568 Beaver Loop Road

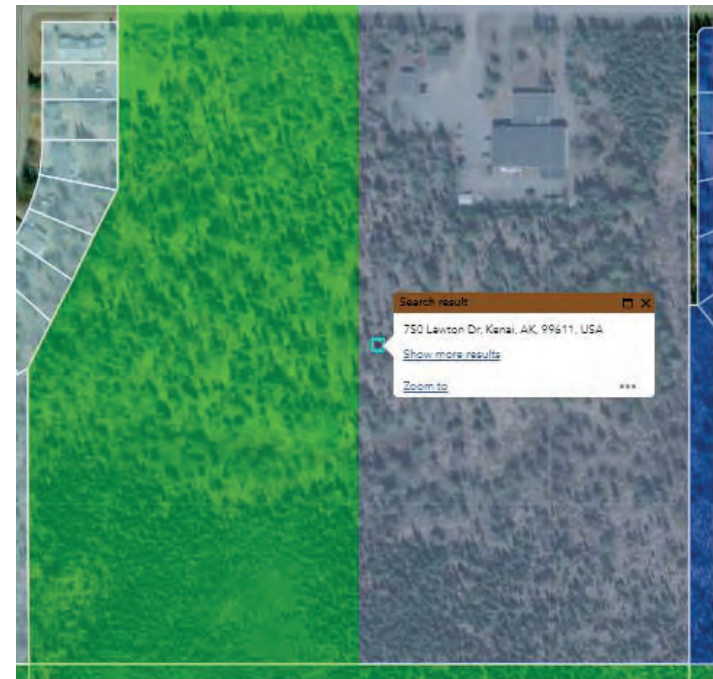


- Parcel 04945008 – Rezone to Rural Residential. No development in this area. Industrial classification would not be adjacent to other industrial zones

## SPLIT ZONED PARCELS & RECOMMENDATIONS

- Parcel 04901048 – Rezone to Education. Existing development is school district owned. Remainder of parcel is unsubdivided.

750 Lawton Drive



## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Kevin Buettner, Planning Director

**DATE:** August 27, 2025

**SUBJECT:** **Requested Amendment to Ordinance 3482-2025** - Amending the Official Zoning Map and Land Use Table by Rezoning Thirteen Properties Zoned with Multiple Zones and Assigning One Zoning District Per Parcel, Tract, or Government Lot.

---

This memo requests one amendment to Ordinance 3482-2025 which will amend the Official Kenai Zoning Map and assign one zoning district per parcel, tract, or government lot.

At the regularly scheduled Planning & Zoning Commission meeting of August 27, 2025, the Commission voted to recommend that City Council enact Ordinance 3482-2025.

The following amendment is respectfully requested.

### Motion 1

Amend the eighth WHEREAS by filling in the blank with “recommended”. The amended WHEREAS, after amendment will read:

WHEREAS, at their regularly scheduled meeting held on August 27, 2025, the City of Kenai Planning and Zoning Commission recommended the subject properties be rezoned as proposed above.

Thank you for your consideration.





**CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION PZ2025-26**

A RESOLUTION **RECOMMENDING** THE KENAI CITY COUNCIL AMEND THE OFFICIAL ZONING MAP BY REZONING THIRTEEN PROPERTIES ZONED WITH MULTIPLE ZONES AND ASSIGNING ONE ZONING DISTRICT PER PARCEL, TRACT, OR GOVERNMENT LOT.

WHEREAS, the Planning Department has identified thirteen properties in the City that each have more than one zoning district, known as split zoning; and,

WHEREAS, individual properties with multiple zones can cause ambiguity and confusion, hinder efficient development, and limit commercial financing opportunities; and,

WHEREAS, there are no provisions in the Kenai Zoning Code to address which zoning regulations may take precedence in the event of conflicting guidance; and,

WHEREAS, the property owners of the thirteen parcels, not owned by the City, have been contacted by the Planning Department and do not object to the proposed rezoning; and,

WHEREAS, amendments to the Official Zoning Map may be initiated by Kenai City Council in accordance with Kenai Municipal Code (KMC) 14.20.270(b)(1)(A) Amendment Procedures; and,

WHEREAS, the proposed rezone to the proposed zoning districts would eliminate thirteen (13) split zoned parcels within the City; and,

WHEREAS, the proposed amendment to the zoning ordinance is not substantially the same as any other unapproved proposed amendment submitted within the previous nine (9) months; and,

WHEREAS, the City of Kenai Planning and Zoning Department conducted a duly advertised public hearing, following requirements outlined in Kenai Municipal Code 14.20.280 for public hearings and notifications; and,

WHEREAS, the Planning and Zoning Commission finds:

1. The rezone is consistent with the Imagine Kenai 2030 Comprehensive Plan and aligns with the Land Use Plan and addresses Goal 3 – *Land Use: Develop land use strategies to implement a forward-looking approach to community growth and development.*
2. The rezone would reduce confusion for landowners and administrative staff regarding allowable development on their parcels, allowing for the highest and best use of their land.

3. Administrative staff have developed procedures to ensure split zones do not occur in the future when land is subdivided.

NOW, THEREFORE, BE IT RECOMMENDED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA:

**Section 1.** That Kenai City Council amend the Official Zoning Map as follows:

<u>Parcel #</u>	<u>Physical Address</u>	<u>Lot Size (acres)</u>	<u>Legal Description</u>	<u>Zoning</u>
04336023	280 Airport Way	10.0	Tract B, FBO Sub #3	[CG/IL] <u>IL</u>
04336044	281 Marathon Rd.	14.78	Lot A, Baron Park 2006 Replat	[CG/IL] <u>IL</u>
04336041	405 Marathon Rd.	9.97	Tract A, Baron Park Kenai Youth Addn	[IL/C] <u>IL</u>
04520026	8195 Kenai Spur Highway	2.05	Tract A1, Integrity Plaza II	[CG/RS] <u>CG</u>
04923051	5839 Kenai Spur Highway	2.19	Lot 7A, Block 2, Valhalla Heights 2024 Addn	[LC/RR] <u>LC</u>
04901119	545 Bridge Access Road	0.86	Lot 2, Jahrig Subdivision	[RS/IH] <u>RS</u>
04901107	609 Bridge Access Road	3.34	Portion of Government Lot 5, T 5N, R 11 W, Sec. 4	[RS/IH] <u>RS</u>
04318046	N. Willow St.	43.97	Tract C, FBO Sub #10	[ALI/IL] <u>ALI</u>
04701031	320 S. Spruce St.	7.41	Tract 2-A City Park Sub 2023 Replat	[RS/RU] <u>RU</u>
04910014	Kenai River Flats	616.9	Portions of Sections 8, 9 & 17, T 5N R 11W	[RR/C] <u>C</u>
04945002	1591 Boat Launch Rd.	12.06	Tract A, City of Kenai Boat Ramp & ROW Dedication	[WW/C] <u>WW</u>
04945008	1568 Beaver Loop Rd.	24.0	Government Lots 1 & 2, Lying East of Kenai River Rd Crossing & South of Beaver Loop Rd Excluding USS 679	[IH/RR] <u>RR</u>
04901048	750 Lawton Drive	37.65	Govt Lot 2 Excluding Therefrom Inlet View Sub	[ED/RR] <u>ED</u>

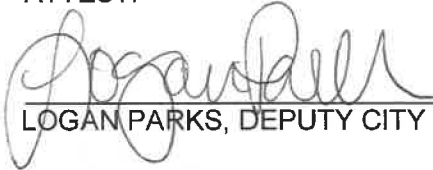


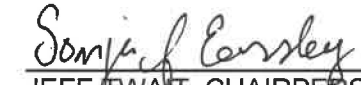
Resolution No. PZ2025-26  
Page 3 of 3

**Section 2.** That the Commission will forward its written recommendation to the Kenai City Council, along with all certified minutes and public records relating to the proposed amendment.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA,  
THIS 27<sup>TH</sup> DAY OF AUGUST, 2025.

ATTEST:

  
LOGAN PARKS, DEPUTY CITY CLERK

  
JEFF TWAIT, CHAIRPERSON  
for chair Jeff Twait



# STAFF REPORT

## PLANNING & ZONING DEPARTMENT

**O:** Planning and Zoning Commission

**FROM:** Kevin Buettner, Planning Director

**DATE:** August 20, 2025

**SUBJECT:** Resolution PZ2025-26 – Rezone Thirteen (13) Parcels Zoned With Multiple Zones and Assigning One Zoning District Per Parcel, Tract, or Government Lot

**Request** The Planning Department, through City Council (as sponsored by Councilman Douthit) are requesting a rezone of thirteen (13) parcels zoned with multiple zones and assigning one zoning district per parcel, tract, or government lot.

**Staff Recommendation** Adopt Resolution PZ2025-26 recommending approval of a rezone of thirteen (13) parcels zoned with multiple zones and assigning one zoning district per parcel, tract, or government lot.

**Applicants:** Kenai City Council

<u>Parcel #</u>	<u>Physical Address</u>	<u>Lot Size (acres)</u>	<u>Legal Description</u>	<u>Zoning</u>
04336023	280 Airport Way	10.0	Tract B, FBO Sub #3	[CG/IL] <u>IL</u>
04336044	281 Marathon Rd.	14.78	Lot A, Baron Park 2006 Replat	[CG/IL] <u>IL</u>
04336041	405 Marathon Rd.	9.97	Tract A, Baron Park Kenai Youth Addn	[IL/C] <u>IL</u>
04520026	8195 Kenai Spur Highway	2.05	Tract A1, Integrity Plaza II	[CG/RS] <u>CG</u>
04923051	5839 Kenai Spur Highway	2.19	Lot 7A, Block 2, Valhalla Heights 2024 Addn	[LC/RR] <u>LC</u>
04901119	545 Bridge Access Road	0.86	Lot 2, Jahrig Subdivision	[RS/IH] <u>RS</u>

04901107	609 Bridge Access Road	3.34	Portion of Government Lot 5, T 5N, R 11 W, Sec. 4	[RS/IH] <u>RS</u>
04318046	N. Willow St.	43.97	Tract C, FBO Sub #10	[ALI/IL] <u>ALI</u>
04701031	320 S. Spruce St.	7.41	Tract 2-A City Park Sub 2023 Replat	[RS/RU] <u>RU</u>
04910014	Kenai River Flats	616.9	Portions of Sections 8, 9 & 17, T 5N R 11W	[RR/C] <u>C</u>
04945002	1591 Boat Launch Rd.	12.06	Tract A, City of Kenai Boat Ramp & ROW Dedication	[WW/C] <u>WW</u>
04945008	1568 Beaver Loop Rd.	24.0	Government Lots 1 & 2, Lying East of Kenai River Rd Crossing & South of Beaver Loop Rd Excluding USS 679	[IH/RR] <u>RR</u>
04901048	750 Lawton Drive	37.65	Govt Lot 2 Excluding Therefrom Inlet View Sub	[ED/RR] <u>ED</u>

## SUMMARY

Upon review of the existing zoning in the City of Kenai, Planning & Zoning staff determined there were thirteen parcels within the city that had two or more zoning districts applied within the boundaries of the parcel, tract, or government lot.

The purpose of the rezone is to assign one zoning district per parcel, tract, or government lot (or portion thereof). This rezone will reduce ambiguity and confusion and ensure all existing parcels are readily evident as to their purpose and allowable, efficient development. As there are no provisions to determine which zone would take precedence in the event of conflicting guidance, it is determined this rezone would eliminate any confusion. The Planning & Zoning Department has developed new protocols to track potential rezoning needs in the future when land is subdivided.

There will be no non-conforming uses created by the completion of this rezoning effort. This rezone also would not develop small, isolated zones. Each change enlarges an adjacent zoning district. For undeveloped parcels, proposed zones were determined by surrounding development types and/or the zoning of the majority of the parcel. For developed parcels, all uses are either permitted by right, or have an existing Conditional Use Permit.

The Comprehensive Plan supports this rezoning in the following identified goal:

*Goal 3 – Land Use: Develop land use strategies to implement a forward-looking approach to community growth and development.*

- *LU-3: Review existing zoning and subdivision codes to determine if they address current and future land uses adequately.*

## ANALYSIS

Pursuant to KMC Section 14.20.270, the initiation of a Zoning Map Amendment may be initiated Kenai City Council.

### **Existing and Proposed Zoning**

The existing zoning on the thirteen parcels is mixed with two or more zones.

**Findings:** The intent of the Zoning Code is to establish boundaries that follow recognizable limits such as:

- Center lines of streets
- Platted lot lines
- City limits or section lines
- Shore lines or river banks

Split zones violated these rules of interpretation and may allow conflicting land uses to be allowable within the same parcel. This confusion may delay development as staff, contractors, and landowners determine the appropriate path forward on each split zoned parcel.

The proposed zoning is to apply the zone that currently covers the largest portion of the parcel, to choose one of the current zones that allows for the development by right, or, if requested by the landowner to enlarge a neighboring zoning district.

**Findings:** The intent of this rezone is not to change the use of the land as it currently is being used. This rezone would apply one of the current zones across the entire parcel, tract, or government lot. Only at the request of a landowner, would a change to the zoning be made and only if it enlarges a neighboring zoning district on land they also own. No non-conforming uses would be created as a result of this rezoning action. Furthermore, no “spot” zones or small, isolated zoning districts would be created.

### **Comprehensive Plan**

Goal 3, Objective 3 in the *Imagine Kenai 2030 Comprehensive Plan* (“Comprehensive Plan”) states the following:

*Review existing zoning and subdivision codes to determine if they address current and future land uses adequately.*

**Findings:** The Planning Department has determined that split zones, while not explicitly prohibited by Kenai Municipal Code, do allow for confusion when landowners seek to develop or otherwise improve their property. Conflicting land uses and development requirements allow for potential confusion and incorrect interpretation. The City of Kenai’s administration strives to reduce or eliminate barriers to development, and streamlining the development process by eliminating split zones allows for faster processing of building permits and other related documents.

## **PUBLIC NOTICE**

---

Pursuant to Kenai Municipal Code 14.20.280 notices of the public hearing for the rezone were mailed to property owners within a three hundred-foot (300') periphery of the subject properties. City staff published notice of the public hearing in the *Peninsula Clarion*, and notification was posted.

Public and landowner comments have been received, and are attached to this report.

## **STAFF RECOMMENDATION**

---

Based on the findings and analysis in this staff report, Staff recommends the Planning & Zoning Commission recommend approval of the rezone request for the thirteen parcels listed above. Planning & Zoning Commission's recommendation will be forwarded to City Council for consideration.

## **ATTACHMENTS**

---

Document with Split Zoned Parcels and Recommendations  
Letters of Support from Public and/or Landowners



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3484-2025**

AN ORDINANCE INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE AIRPORT IMPROVEMENTS CAPITAL PROJECT FUND AND ACCEPTING A GRANT FROM THE FEDERAL AVIATION ADMINISTRATION FOR THE KENAI MUNICIPAL AIRPORT REHABILITATE RUNWAY 02L/20R; RECONSTRUCT RUNWAY 02L/20R EDGE LIGHTING SYSTEM PROJECT.

WHEREAS, the DOT & PF Alaska Airport Pavement Inspection Report for the Kenai Airport in August 2021 identified a Pavement Condition Index average of 46 for Runway 02L/20R due to excessive reflective cracking; and,

WHEREAS, this project will accomplish improvements to Runway 02L/20R through rehabilitation of the pavement, along with improvements to the lighting systems and storm drain improvements; and,

WHEREAS, the cost share for this project will be 95% Federal Aviation Administration (FAA) and 5% City share; and,

WHEREAS, the Rehabilitate Runway grant offer is \$21,745,449 requiring a local share of \$1,144,497 for a total project cost of \$22,889,946; and,

WHEREAS, the City is meeting its local match obligation through previously appropriated \$1,557,080 for design services; and,

WHEREAS, a double reading is requested due to the FAA requiring the acceptance of this grant no later than September 17, 2025; and,

WHEREAS, pursuant to KMC 1.15.070(d) the City may introduce and finally pass on the same day, an ordinance marking, repealing transferring or otherwise changing an appropriation; and,

WHEREAS, completion of the Rehabilitate Runway 02L/20R; Reconstruct Runway 02L/20R Edge Lighting System Project and acceptance of this grant is in the best interest of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** That the City Manager is authorized to accept a grant from the FAA in the amount of \$21,745,448 and expend the funds in accordance with the provisions of the grant.

**Section 2.** That estimated revenues and expenditures be increased as follows:

Fund: Airport Improvements Capital Projects Fund:

Increase Estimated Revenues -	
Federal Grants -	<u>\$21,745,449</u>

Increase Appropriations -	
Construction	<u>\$21,745,449</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.

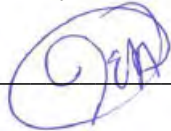
ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF SEPTEMBER, 2025.

\_\_\_\_\_  
Brian Gabriel Sr., Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: \_\_\_\_\_



Introduced:	September 3, 2025
Enacted:	September 3, 2025
Effective:	September 3, 2025



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Mary Bondurant, Acting Airport Manager

**DATE:** August 27, 2025

**SUBJECT:** **Ordinance 3484-2025** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund and Accepting a Grant from the Federal Aviation Administration for the Kenai Municipal Airport Rehabilitate Runway 02L/20R; Reconstruct Runway 02L/20R Edge Lighting System Project.

---

The memo requests Council's approval to accept a Federal Aviation Administration (FAA) grant for the Kenai Municipal Airport Rehabilitate Runway 02L/20R; Reconstruct Runway 02L/20R Edge Lighting System Project.

The project will consist of runway pavement rehabilitation, storm drain improvements, and improvements to the runway lighting consisting of the REIL system, MALSR system, and the VASI system. This project will enhance and provide continued movement of aircraft.

The total project cost is \$22,889,946 with 95% FAA participation of \$21,745,448 and 5% City participation of \$1,144,497. The City's cost share is being satisfied with previously appropriated funds, \$1,557,080, which have been used for project design.

The FAA grant offer must be accepted by September 17, 2025, so a double reading is requested at the September 3, 2025 Council meeting.

Thank you for your consideration.





Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2025-56**

A RESOLUTION AUTHORIZING THE USE OF THE EQUIPMENT REPLACEMENT FUND FOR DATACENTER EQUIPMENT AND AWARDING A CONTRACT FOR THE PURCHASE OF DATACENTER EQUIPMENT.

WHEREAS, Resolution 2024-43 was passed on November 6, 2024 authorizing the purchase of Datacenter Equipment for Phase 1; and,

WHEREAS, the equipment for Phase 2 has been identified; and,

WHEREAS, KMC 7.15.070 (b) (6) – Innovative Procurements and Other Exceptions, allows for Council to award a contract when solicitation of proposals has been limited or procurement is by direct negotiation if found to be in the City’s best interest, and sufficient information is available to ensure a fair and reasonable price; and,

WHEREAS, a bid for the Phase 2 equipment resulted in no responsive bidders; and,

WHEREAS, two quotes for server equipment were subsequently received with the results listed below:

<b>Vendor</b>	<b>Amount</b>
Abtech Technologies	\$85,489.57
Insight Public Sector	\$92,887.00

; and,

WHEREAS, these prices were determined to be fair and reasonable; and,

WHEREAS, Abtech Technologies is the lowest responsive quote; and,

WHEREAS, it is in the best interest of the City to award a contract to Abtech Technologies as the Datacenter Equipment is needed for the operation of City business; and,

WHEREAS, additional items are needed for Phase 2 which could not be provided by the same vendors proposing the server equipment; and,

WHEREAS, an additional \$3,000 is required to complete the Datacenter Equipment Phase 2; and,

WHEREAS, two additional purchases of datacenter equipment will utilize these funds in the near future; and,

WHEREAS, the total cost for the Datacenter Equipment Phase 1 and 2 is expected to be \$192,764 and the Equipment Replacement Fund has the capacity to fund this purchase.

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

**Section 1.** That the City Manager is authorized to execute a contract award and corresponding purchase order to Abtech Technologies in the amount of \$85,489.57.

New Text Underlined; [DELETED TEXT BRACKETED]

**Section 2.** That the use of an additional \$3,000 is authorized to be expended from the equipment replacement fund.

**Section 3.** That this Resolution takes effect immediately upon passage.

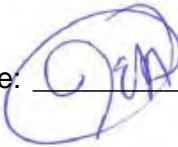
PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF SEPTEMBER, 2025.

\_\_\_\_\_  
Brian Gabriel Sr., Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: \_\_\_\_\_





# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**THROUGH:** David Swarner, Finance Director

**FROM:** Dan Castimore, IT Manager

**DATE:** August 20, 2025

**SUBJECT:** **Resolution No. 2025-56** - Authorizing the Use of the Equipment Replacement Fund for Datacenter Equipment and Software; and Awarding a Contract for the Purchase of Datacenter Equipment.

---

This memo recommends awarding a contract to Abtech Technologies for the purchase of Datacenter Equipment utilizing the City's Equipment Replacement Fund.

At the November 6, 2024 City Council meeting, council approved Resolution 2024-43 which authorized the purchase of Phase 1 of the Datacenter Equipment replacement. Phase 1 consisted of server equipment that is used for non-virtualized applications.

Phase 2 of this project was delayed due to the sale of VMWare to Broadcom. This transition resulted in a significant change in the licensing structure, which caused organizations across the country to re-evaluate using VMWare as a virtualization provider. After considerable research into alternatives, the City decided to stay with VMWare.

This Resolution would approve the purchase of server equipment and enterprise storage to replace the City's server virtualization environment.

A formal bid for servers and storage was released on June 4<sup>th</sup>, 2025 with bids due on June 18<sup>th</sup>, 2025. There were no responsive bidders. KMC 7.15.070 (b) (6) allows council to approve any contract by resolution when the solicitation of bids or proposals has been limited. The two vendors that had expressed interest in bidding were contacted and quotes were requested. The following quotes were received:

Vendor	Amount
Abtech Technologies	\$85,489.57
Insight Public Sector	\$92,887.00

In addition to the servers and storage, additional items totaling \$3,000 are required to complete Phase 2. The items needed were not able to be provided by the same vendors and will be procured using the standard purchasing process. As these funds originate in the Equipment Replacement Fund, council authorization is required.

Council's approval is respectfully requested.





Sponsored by: City Clerk

**CITY OF KENAI  
RESOLUTION NO. 2025-57**

A RESOLUTION AMENDING CITY OF KENAI STUDENT REPRESENTATIVE POLICY NO. 20.100 TO REMOVE THE CITY RESIDENCY REQUIREMENTS FOR STUDENT REPRESENTATIVES TO COUNCIL AND TO INCLUDE SOPHOMORES AS ELIGIBLE APPLICANTS.

WHEREAS, the Student Representative Policy as currently written requires Student Representatives to City Council be a Junior or Senior in good standing at a School within Kenai City Limits and they must also be a resident of the City; and,

WHEREAS, requests have been received from non-city resident students for consideration for appointment; and,

WHEREAS, during the August 20, 2025 City Council meeting during discussion of the policy, Council provided direction to bring forward proposed amendments to the current policy; and,

WHEREAS, the proposed amendments as recommended by Council are included in the draft policy as attached.

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

**Section 1.** That the City of Kenai Student Representative Policy No. 20.100 as amended and attached is hereby adopted.

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

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF SEPTEMBER, 2025.

\_\_\_\_\_  
Brian Gabriel Sr., Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

**CITY COUNCIL – 20.100  
STUDENT REPRESENTATIVE**

Effective Date: February 15, 2023

Last Action Date:

April 19, 2023

See Also:

Approved by:

City Council

**POLICY – 20.100 Student Representative****Purpose**

The purpose of this policy is to provide an opportunity for student representation to the various governmental body of the City of Kenai. The policy provides an opportunity for students to develop and strengthen leadership skills by connecting with the various governmental bodies of the City of Kenai and assisting fellow students with having their voices heard.

**Scope**

The Student Representative is a vital channel of communication between the students and the governmental bodies of the City of Kenai and has a variety of important roles and responsibilities, including representing the views of students on matters of concern to students; as time allows, participation in other events attended by the governmental body; and increased student involvement in matters affecting students. The appointed student acts as a representative leader of the student body.

**Policy**

It is important to seek out and consider student ideas, viewpoints and reaction to City decisions and policies affecting students. In order to provide student input and involvement, the Kenai City Council may appoint a Student Representative and an Alternate Student Representative to the various governmental bodies of the City as it deems necessary.

Qualifications of Student Representatives

- A. Must be a Sophomore, Junior or Senior in good standing at a school within the Kenai City Limits. Student Representatives are not required to reside within the Kenai City Limits.
- [B. RESIDENCY REQUIREMENTS ARE AS FOLLOWS:
1. CITY COUNCIL STUDENT REPRESENTATIVES MUST RESIDE WITHIN THE KENAI CITY LIMITS.
  2. STUDENT REPRESENTATIVES [TO THE COUNCIL ON AGING, AIRPORT COMMISSION, HARBOR COMMISSION, PARKS AND RECREATION COMMISSION, PLANNING AND ZONING COMMISSION OR BEAUTIFICATION COMMITTEE MAY BUT ARE NOT REQUIRED TO RESIDE WITHIN KENAI CITY LIMITS.]
- [C] B. Preference will be given to students who are active members of a School Leadership Group or the Student Council.
- [E] C. Must obtain approval from the school administration and their parent or legal guardian.
- [F] D. If multiple applications are received for the same governmental body, the Mayor may select one applicant for appointment.

Requirements of Student Representatives

- A. Attend and participate in all meetings and work sessions of the governmental body in which the student is appointed to while school is in session, unless excused by the Mayor or Mayors designee.
- B. Act as a communication liaison between the governmental body and students by reporting to the students the activities of the governing body; and, providing information and feed back to the governing body on policies and issues affecting the students.
- C. Conduct themselves in proper business etiquette when acting as a Student Representative.

D. Should have an interest in public service and utilize this appointment as a way to develop leadership skills.

Limitations of Student Representatives

- A. Appointments are for 1-Year terms, beginning in early September of each year and ending in August of the following year.
- B. May not move or second items during a meeting.
- C. May cast advisory votes on all matters except those subject to executive session discussions; however, the advisory vote will not affect the outcome, the advisory vote will be recorded in the meeting minutes, and the student vote will be last in the roll call order.

---

Brian Gabriel Sr., Mayor

ATTEST:

---

Shellie Saner, MMC, City Clerk

*Student Representative Policy History: Action Approval 03/16/2005; Action Approval 09/01/2010; Resolutions 2018-03; 2020-61; and, 2023-27; 2025-57*



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2025-58**

A RESOLUTION AUTHORIZING AN AGREEMENT FOR REHABILITATION OF THE AIRFIELD LIGHTING AT THE KENAI MUNICIPAL AIRPORT.

---

WHEREAS, the City received a grant from the Federal Aviation Administration (FAA) to rehabilitate Runway 02L/20R at Kenai Municipal Airport; and,

WHEREAS, the project has been designed and bid and is in the process of being awarded for construction; and,

WHEREAS, the approach lighting system and runway alignment indicator lights need rehabilitation as part of the project; and,

WHEREAS, the FAA is the only organization permitted to complete these improvements; and,

WHEREAS, the FAA has provided a proposal of \$685,027.75 to complete the work; and,

WHEREAS, per KMC 7.15.070(b)(1), it is in the best interest of the City to contract with the FAA to complete this work.

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

**Section 1.** That the City Manager is authorized to execute an agreement with the FAA in the amount of \$685,027.75 for the Rehabilitation of the Airfield Lighting at the Kenai Municipal Airport.

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

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF SEPTEMBER, 2025.

\_\_\_\_\_  
Brian Gabriel Sr., Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: \_\_\_\_\_





# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Lee Frey, Public Works Director

**DATE:** August 27, 2025

**SUBJECT:** **Resolution No. 2025-58** – Authorizing an Agreement for Rehabilitation of the Airfield Lighting at the Kenai Municipal Airport.

---

This memo requests Council's approval to complete an agreement with the Federal Aviation Administration (FAA) for Rehabilitation of the Airfield Lighting at the Kenai Municipal Airport per KMC 7.15.070(b)(1), which allows for the purchase of a product without competition when it can only be provided by a single source.

The FAA is the only organization that is permitted to complete work on the approach lighting system and the runway alignment indicator lights at the Kenai Municipal Airport. The work is being completed as part of the rehabilitation of Runway 02L/20R. The work is being funded 6.25% through the Airport Fund and 93.75% through an FAA grant.

Award of this agreement is in the best interest of the City. Council's approval is respectfully requested.



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2025-59**

A RESOLUTION AUTHORIZING A CONTRACT AWARD FOR THE KENAI MUNICIPAL AIRPORT – REHABILITATION RUNWAY 02L/20R PROJECT.

WHEREAS, an Invitation to Bid was released on June 9, 2025 with bids due on July 9, 2025 for the Kenai Municipal Airport – Rehabilitate Runway 02L/20R project; and,

WHEREAS, three bids were received

<u>Contractor</u>	<u>Cost</u>
QAP	\$18,356,834
Granite Construction Company	\$18,923,769
Knik Construction Company, Inc.	\$19,537,647; and,

WHEREAS, QAP was the lowest bidder with a cost of \$18,356,834 for rehabilitating the runway; and,

WHEREAS, the bid was determined to be responsive and responsible; and,

WHEREAS, this project will rehabilitate the main runway 02L/20R at the airport; and,

WHEREAS, it is in the best interest of the City to award the contract to QAP.

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

**Section 1.** That the City Manager is authorized to execute a contract with QAP in the amount of \$18,356,834 for the Kenai Municipal Airport – Rehabilitate Runway 02L/20R project.

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

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF SEPTEMBER, 2025.

\_\_\_\_\_  
Brian Gabriel Sr., Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: \_\_\_\_\_



## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Lee Frey, Public Works Director

**DATE:** August 27, 2025

**SUBJECT:** **Resolution No. 2025-59** - Authorizing a Contract Award for the Kenai Municipal Airport - Rehabilitation Runway 02L/20R Project.

---

This memo requests Council's approval to award a contract for the Kenai Municipal Airport – Rehabilitate Runway 02L/20R project. The project was released for bidding and three bids were received. Bids received are as follows:

<u>Contractor</u>	<u>Cost</u>
QAP	\$18,356,834
Granite Construction Company	\$18,923,769
Knik Construction Company, Inc.	\$19,537,647

QAP was the lowest bid for the project with a cost of \$18,356,834 for rehabilitating the main runway at Kenai Municipal Airport. The project is funded 5% from the Airport Fund and 95% from an FAA grant.

Award of this agreement is in the best interest of the City. Council's approval is respectfully requested.



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Lee Frey, Public Works Director

**DATE:** August 26, 2025

**SUBJECT:** **Amendment to Previously Adopted Legislation, Resolution 2025-53.**

---

This memo is to recommend an amendment to previously adopted legislation, Resolution 2025-53, which was adopted at the August 20, 2025 City Council meeting. Resolution 2025-53 authorized contract award for the City Dock Float Purchase to Dock Builders Supply in the amount of \$47,787.92. In review documentation prior to issuing Notice of Award for the contract, it was determined that the incorrect cost amount was approved in the Resolution. The awarded amount should have been \$49,787.92. This change did not affect bidder order or whom the project is awarded to. The Public Works Department requests revising the awarded amount for the City Dock Float Purchase contract to \$49,787.92. Your support for the following amendment is respectfully requested.

The following motion is suggested:

**Move to amend previously adopted legislation, Resolution 2025-53, by amending the contract amount in the 2<sup>nd</sup> Whereas, 3<sup>rd</sup> Whereas and Section 1 from \$47,787.92 to \$49,787.92.**



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2025-53**

A RESOLUTION AUTHORIZING A CONTRACT AWARD FOR THE 2025 CITY DOCK FLOATS PURCHASE.

WHEREAS, an Invitation to Bid was released on July 22, 2025 with bids due on August 7, 2025 for the 2025 City Dock Floats project; and,

WHEREAS, four bids were received

<u>Contractor</u>	<u>Cost</u>
Dock Builders Supply	\$47,787.92
Alaska Efficient Energy Solution, LLC	\$59,874.00
Alaska Docks	\$66,420.00
Clear Water Docks, LLC	\$77,593.20; and,

WHEREAS, Dock Builders Supply was the lowest bidder with a cost of \$47,787.92 for new dock floats; and,

WHEREAS, the bid was determined to be responsive and responsible; and,

WHEREAS, this purchase will provide dock floats for construction of new floating docks at the City Dock; and,

WHEREAS, it is in the best interest of the City to award the contract to Dock Builders Supply.

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

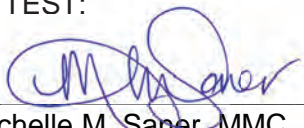
**Section 1.** That the City Manager is authorized to execute a contract with Dock Builders Supply in the amount of \$47,787.92 for the 2025 City Dock Floats purchase.


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

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 20<sup>TH</sup> DAY OF AUGUST, 2025.

  
Brian Gabriel Sr., Mayor

ATTEST:

  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: 

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Lee Frey, Public Works Director

**DATE:** August 12, 2025

**SUBJECT:** **Resolution No. 2025-53** - Authorizing a Contract Award for the 2025 City Dock Floats Purchase.

---

This memo requests Council's approval to award a contract for the purchase of new dock floats to Dock Builders Supply. The project was released for bidding and four bids were received. Bids received are as follows:

<u>Contractor</u>	<u>Cost</u>
Dock Builders Supply	\$47,787.92
Alaska Efficient Energy Solution, LLC	\$59,874.00
Alaska Docks	\$66,420.00
Clear Water Docks, LLC	\$77,593.20

Dock Builders Supply was the lowest bid for the project with a cost of \$47,787.92 for the new dock floats.

Award of this agreement is in the best interest of the City. Council's approval is respectfully requested.

**KENAI CITY COUNCIL – REGULAR MEETING  
AUGUST 20, 2025 – 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 August 20, 2025, 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  
Phil Daniel  
Alex Douthit  
Sovala Kisenia

Henry Knackstedt, Vice Mayor  
Deborah Sounart  
Victoria Askin

A quorum was present.

Also in attendance were:

\*\*Xiling Tanner, Student Representative  
Terry Eubank, City Manager  
Scott Bloom, City Attorney  
David Swarner, Finance Director  
Tyler Best, Parks and Recreation Director (*remote participation*)  
Lee Frey, Public Works Director  
Derek Ables, Airport Manager  
Dave Ross, Police Chief  
Shellie Saner, City Clerk  
Logan Parks, Deputy City Clerk

**3. Agenda and Consent Agenda Approval**

Mayor Gabriel noted the following additions to the Packet:

Add to item B.1.                   **Presentation** - HDR Alaska Inc. Bluff Stabilization Project

- Presentation Slides

Add to item H.3.                   **Discussion/Action** - Direction to the City Clerk Regarding Applications for Student Representatives to Council from Non-City Residents. (City Clerk)

- Sylvia McGraw - Email to Council

**MOTION:**

Vice Mayor Knackstedt **MOVED** to approve the agenda and consent agenda with the requested revisions. Council Member Askin **SECONDED** the motion.

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

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

**UNANIMOUS CONSENT** was requested.

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

## **B. SCHEDULED ADMINISTRATIVE REPORTS**

1. Bluff Stabilization Project Update, Ronny McPherson, P.E., HDR Alaska Inc.

Mr. McPherson provided presentation and update on the project, outlining the project partnerships, roles and responsibilities; current construction activity; the various materials and rock types used; reported the bluff was expected to retreat until stabilized by vegetation and that an operations and maintenance manual containing long-term monitoring guidelines would be produced at project completion.

## **C. SCHEDULED PUBLIC COMMENTS - None.**

## **D. UNSCHEDULED PUBLIC COMMENTS - None.**

Samantha Springer, Executive Director of the Kenai Chamber of Commerce and Visitor Center provided an overview of upcoming events and an update on current staffing changes.

## **E. PUBLIC HEARINGS**

1. **Ordinance No. 3481-2025** - Increasing Estimated Fiscal Year 2025 Revenues and Appropriations in the General Fund - Police Department and Accepting a Grant from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures. (Administration)

### **MOTION:**

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3481-2025. Council Member Askin **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.

### **VOTE:**

YEA: Daniel, Sounart, Knackstedt, Askin, Douthit, Kisena, Gabriel

NAY: None

\*\*Student Representative Tanner: Yea

**MOTION PASSED.**

2. **Ordinance No. 3483-2025** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund, accepting a Grant from the Federal Aviation Administration and Awarding Professional Services Agreements for the Kenai Municipal Airport Apron Pavement Maintenance Project. (Administration) [KMC 1.15.070 (d)]

1. Motion for Introduction
2. Motion for Second Reading (Requires a Unanimous Vote)
3. Motion for Enactment (Requires Five Affirmative Votes)

### **MOTION:**

Vice Mayor Knackstedt **MOVED** to introduce Ordinance No. 3483-2025. Council Member Sounart **SECONDED** the motion.



**UNANIMOUS CONSENT** was requested on the motion to introduce.

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

**MOTION:**

Vice Mayor Knackstedt **MOVED** to conduct the second reading on Ordinance No. 3483-2025. Council Member Sounart **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested on the motion to conduct the second reading.

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

**MOTION:**

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3483-2025. Council Member Askin **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.

It was reported that the need for introduction and hearing on the same meeting date was related to Federal Aviation Administration's deadline requirements; and this project would repair cracks, seals and striping.

There was discussion regarding the project timeline and how it would interface with other projects that would be going on at the same time.

**VOTE:**

YEA: Sounart, Knackstedt, Askin, Douthit, Kisen, Gabriel, Daniel

NAY: None

\*\*Student Representative Tanner: Yea

**MOTION PASSED.**

**3. Resolution No. 2025-53 - Authorizing a Contract Award for the 2025 City Dock Floats Purchase. (Administration)**

**MOTION:**

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2025-53. Council Member Sounart **SECONDED** the motion.

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

There was discussion regarding the scope and timeline for completion of the project.

**UNANIMOUS CONSENT** was requested.

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

**4. Resolution No. 2025-54 - Authorizing the Application to the State of Alaska, Department of Environmental Conservation for a State Revolving Fund Loan from the Alaska Drinking Water Fund and Execution of a Loan Agreement for the Water Treatment Plant Pumphouse Project. (Administration)**

**MOTION:**

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2025-54. Council Member Sounart **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 regarding the increased amount since the original appropriation and the current estimate; the forgivable loan and amount available; scope of the project; and an explanation on the aging of existing infrastructure and the need for replacement.

**UNANIMOUS CONSENT** was requested.

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

5. **Resolution No. 2025-55** - Authorizing a Contract for Management Services for the Kenai Multi-Purpose Facility. (Administration)

**MOTION:**

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2025-55. Council Member Askin **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.

**UNANIMOUS CONSENT** was requested.

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

**F. MINUTES**

1. \*Regular Meeting of August 6, 2025. (City Clerk)

**G. UNFINISHED BUSINESS** - None.

**H. NEW BUSINESS**

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

Approved by the consent agenda.

2. \***Action/Approval** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)

Approved by the consent agenda.

3. **Discussion/Action** – Direction to the City Clerk Regarding Applications for Student Representatives to Council from Non-City Residents. (City Clerk)

Direction was provided to bring back proposed amendments to the existing policy regarding student residency and grade levels.

**I. COMMISSION / COMMITTEE REPORTS**

1. Council on Aging Commission

No report, next meeting September 11, 2025.

2. Airport Commission

No report, next meeting September 11, 2025.

3. Harbor Commission

No report, next meeting September 8, 2025.

4. Parks and Recreation Commission

No report, next meeting September 4, 2025.

5. Planning and Zoning Commission

No report, next meeting August 27, 2025.

6. Beautification Commission

No report, next meeting August 26, 2025 Work Session/Garden Tour.

**J. REPORT OF THE MAYOR**

Mayor Gabriel presented Student Representative Tanner with a certificate of appreciation for his service and reported on the following:

- Announced he would not be running for reelection in 2025, and stated his appreciation for the City Council members and Administration.
- Attending:
  - 100<sup>th</sup> Birthday Party for Peggy Arness.
  - Old Timers Luncheon.
  - Meeting with Kenai Peninsula Borough Mayor Micciche and Marathon Petroleum.
  - Kenai Classic Roundtable meeting regarding king salmon.

**K. ADMINISTRATION REPORTS**

1. City Manager - City Manager Eubank reported on the following:
  - Staffing update: Airport Manager Ables last day is Friday; ongoing recruitment for Airport Manager, Building Official, Chief Animal Control Officer and two-part time Rec Center attendants; and welcomed new employees Animal Control Officer Teller Knutson and Deputy City Clerk Logan Parks.
  - Currently under review are the appraisal reports for city-owned parcels; Parks & Recreation Master Plan; and the Airport Master Plan.
  - Fourteen proposals were received for the Community Survey RFP.
  - Meeting with Kenai Peninsula Economic Development District regarding housing shortages.
  - Meeting with the Kenai Watershed Forum and Council Member Kisenia.
  - The Kenai Golf Course application for a U.S. Fish and Wildlife grant for replacement of the bridge next to hole one.
  - There were about 150 attendees at the Old Timers Luncheon.
  - Spur Highway Phase II, from Eagle Rock Drive to Sport Lake Road was bid and QAP was the low bidder.
2. City Attorney - City Attorney Bloom reported on the following:
  - The Kenai Kicks girl's soccer team won the State Championship for the second year in a row and will compete in a National Championship next year.
3. City Clerk - City Clerk Saner reported on the following:
  - Welcomed Deputy Clerk Parks.
  - Absentee Voting would begin on September 22, 2025.
  - Increased number of Public Records Requests this fiscal year.
  - Multiple vacancies and the City Commissions and Personnel Board.

**L. ADDITIONAL PUBLIC COMMENTS**

1. Citizen Comments (*Public comments limited to (5) minutes per speaker*)

Marion Nelson, Kenai Art Center Board Member provided an update on the current show; and noted donations were still being accepted for the upcoming auction.

## 2. Council Comments

Vice Mayor Knackstedt noted the Field of Flowers were in bloom and encourage the public to visit; attended the Old Timers Luncheon; reported upcoming events were Industry Appreciation Day and the Food Bank fundraiser.

Council Member Kisena thanked Airport Manager Ables for his work with the City; welcomed Deputy Clerk Parks; and stated his appreciation for being able to attend the previous Council meeting remotely.

Council Member Daniel welcomed Deputy Clerk Parks; thanked Airport Manager Ables and wished him well; and reminded everyone that school started.

Council Member Askin congratulated the Kenai Kicks on their Championship and the Set Net Fishers for getting an opening to fish; welcomed Deputy Clerk Parks; reported attending the Old Timers Luncheon; and wished Airport Manager Ables best of luck.

Council Member Sounart thanked Airport Manager Ables for his service; welcomed Deputy Clerk Parks; congratulated the Kenai Kicks and the Set Net Fishers; and stated her appreciation for the Field of Flowers.

Student Representative Tanner provided an update on upcoming Kenai Central High School sports.

Council Member Douthit reported attending an Alaska Oil and Gas Association luncheon and that the 10-year forecast has increased production statewide; noted that thanks to a local fundraiser, one of his kids on the first day of school got to ride on the Fire Truck, he thanked the Fire Department for their donation; and reminded everyone about the upcoming Industry Appreciation Day, noting that the Chamber would be giving out watermelon again.

## M. EXECUTIVE SESSION - None.

## N. PENDING ITEMS

1. **Ordinance No. 3482-2025** - Amending the Official Zoning Map and Land Use Table by Rezoning Thirteen Properties Zoned with Multiple Zones and Assigning One Zoning District Per Parcel, Tract, or Government Lot. (Douthit) *[On August 6, 2025 this item was referred to the Planning & Zoning Commission's August 27, 2025 meeting, and postponed to the September 3, 2025 City Council meeting.]*

## O. ADJOURNMENT

## P. INFORMATIONAL ITEMS - None.

There being no further business before the Council, the meeting was adjourned at 7:27 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of August 20, 2025.

\_\_\_\_\_  
Michelle M. Saner, MMC  
City Clerk

**\*\* The student representative may cast advisory votes on all matters except those subject to executive session discussion. Advisory votes will not affect the outcome of the official council vote. Advisory votes**

*will be recorded in the minutes. A student representative may not move or second items during a council meeting.*

DRAFT

PAYMENTS OVER \$35,000.00 WHICH NEED COUNCIL RATIFICATION  
COUNCIL MEETING OF: SEPTEMBER 3, 2025

VENDOR	DESCRIPTION	DEPARTMENT	ACCOUNT	AMOUNT
PERS	PERS	VARIOUS	LIABILITY	115,410.48

INVESTMENTS

VENDOR	DESCRIPTION	MATURITY DATE	AMOUNT	Effect. Int.
--------	-------------	---------------	--------	--------------



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3485-2025**

AN ORDINANCE ACCEPTING AND APPROPRIATING A GRANT FROM THE STATE OF ALASKA FOR THE PURCHASE OF LIBRARY MATERIALS.

WHEREAS, the Kenai Community Library received the FY 2026 Public Library Assistance grant of \$7,000 from the State of Alaska, Department of Education and Early Development, Division of Library, Archives & Museums; and,

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

WHEREAS, it is in the best interest of the City of Kenai 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 \$7,000 and to execute grant agreements and to expend the grant funds to fulfill the purpose and intent of this Ordinance.

**Section 2.** That the following budget revision is authorized:

General Fund:

Increase Estimated Revenues –	
Library - State Grants	<u>\$7,000</u>

Increase Appropriations –	
Library - Books	<u>\$7,000</u>

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

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

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 17<sup>TH</sup> DAY OF SEPTEMBER, 2025.

\_\_\_\_\_  
Brian Gabriel Sr., Mayor

ATTEST:

Ordinance No. 3485-2025  
Page 2 of 2

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: \_\_\_\_\_



Introduced:	September 3, 2025
Enacted:	September 17, 2025
Effective:	September 17, 2025





# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Katja Wolfe, Library Director

**DATE:** August 22, 2025

**SUBJECT:** **Ordinance No. 3485-2025** - Accepting and Appropriating a Grant from the State of Alaska for the Purchase of Library Materials.

---

The Kenai Community Library has been awarded the annual Public Library Assistance Grant by the State of Alaska, Department of Education and Early Development, Division of Library, Archives & Museums. The amount for FY 2026 is \$7,000.

To receive the funds, the library must meet various eligibility requirements, including maintaining a collection, providing Interlibrary Loan and reference services, offering children's programming, and the library director's participation in continuing education. The grant funds will be used for purchasing library materials.

Your consideration is appreciated.



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**FROM:** Shellie Saner, City Clerk

**DATE:** August 25, 2025

**SUBJECT:** **Scheduling a Board of Adjustment Meeting for the Purpose of Approving Minutes.**

---

Timely approval of hearing minutes is highly recommended, as it allows the Board Members who participated in the hearing are the ones approving the minutes. This practice is also crucial for preserving an accurate historical record.

The Clerk's Office is requesting a BOA meeting be scheduled for the purpose of approving the July 2, 2025 BOA Hearing minutes. It is anticipated that this meeting will take 15 minutes or less and could be scheduled immediately preceding a regular Council meeting.