



Kenai City Council - Regular Meeting

November 04, 2026 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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. Resolution 2026-69 - Establishing the 2027 City Council Regular Meeting Schedule. (Clerk)

F. MINUTES

1. *Regular Meeting of October 21, 2026. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. *Action/Approval - Bills to be Ratified. (Administration)
2. *Action/Approval - Renewal of the Memorandum of Understanding between the 3rd Operations Support Squadron and the City of Kenai. (Administration)
3. *Action/Approval - Special Use Permit to TOTE Maritime Alaska, LLC for Truck Trailer Storage. (Administration)
4. *Action/Approval - Council Confirmation of Mayoral Nomination of Janet Nelson Dormady to the Council on Aging Commission. (Mayor)

5. ***Ordinance No. 3549-2026** - Removing the Public Purpose Designation on Kenai Peninsula Borough Parcel Number 03906141 to Accommodate Disposal Recommendations in the City of Kenai Land Management Plan. (Administration)
6. **Action/Approval** - Providing Comments to the State of Alaska, Department of Natural Resources Regarding Their Preliminary Written Findings for the Kenai Loop Gas Field Natural Gas Storage Lease. (Legal)
7. **Action/Approval** - Scheduling a City Council Work Session to Discuss the City's First Five-Year Strategic Plan. (Administration)
8. **Action/Approval** - Appeal of the Planning and Zoning Commissions Decision to Grant a Conditional Use Permit for a Cabin Rental of a Single-Family Dwelling on Parcel 04326047 Located at 502 Ash Avenue, Kenai, AK. (City Clerk)
9. **Action/Approval** - Appeal of the Planning and Zoning Commissions Decision to Grant a Conditional Use Permit for a Cabin Rental of a Single-Family Dwelling on Parcel 04328011 Located at 1123 Walnut Avenue, Kenai, AK. (City Clerk)

I. COMMISSION REPORTS

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

J. REPORT OF THE MAYOR

1. **Mayoral Proclamation** - Declaring October 2026 as "Domestic Violence Awareness Month".

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. 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/4t3Axx8FQiaG7kPVJUziMg>



Sponsored by: City Clerk

**CITY OF KENAI
RESOLUTION NO. 2026-69**

A RESOLUTION ESTABLISHING THE 2027 CITY COUNCIL REGULAR MEETING SCHEDULE.

WHEREAS, Kenai Municipal Code 1.10.040(a) establishes that regular meetings of the Council will be on the first and third Wednesday of every month at a time set by resolution of the Council; and,

WHEREAS, Kenai Municipal Code 1.10.040(b) provides that on or before the last meeting in December the City Clerk will introduce a resolution, on behalf of the Council to establish the dates for the subsequent year's Council meetings; and,

WHEREAS, pursuant to Kenai Municipal Charter 2-6 City Council meetings may be canceled by the mayor due to lack of quorum or for an emergency, or by a majority of the Council members for any reason as long as there is at least one regular meeting each month and at least twenty regular meetings each calendar year; and,

WHEREAS, providing advanced notice of the meeting schedule to the public and administration by timely adoption of a calendar of meeting dates to include any canceled meetings is in the best interest of the City; and,

WHEREAS, canceling the second regular meeting of the City Council in July allows for residents to participate in the personal use fishery and other seasonal activities.

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

Section 1. That the City Council regular meeting schedule for 2027 as attached is hereby adopted, and there will not be a meeting on the third Wednesday of July.

Section 2. That this Calendar may be further amended by Council in accordance with the City Charter and Kenai Municipal Code.

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

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 4TH DAY OF NOVEMBER, 2026.

Henry H. Knackstedt, Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk



KENAI

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

MEMORANDUM

TO: Mayor Knackstedt and Council Members

FROM: Shellie Saner, City Clerk

DATE: November 4, 2026

SUBJECT: **Resolution No. 2026-69** - Establishing the 2027 City Council Regular Meeting Schedule.

This Resolution is intended to establish a calendar for the regular meetings of the City Council in 2027, in accordance with KMC 1.10.040(b).

City Charter, allows that a meeting may be cancelled by the Mayor due to a lack of a quorum, for an emergency, or by a majority of council members for any reason as long as at least twenty regular meetings are held each year and at least one each month. The 2027 proposed meeting schedule includes at least one regular meeting each month and more than the minimum requirement of twenty regular meetings each year, with the exception of one meeting in July.

The proposed meeting scheduling sets meetings every first and third Wednesday of each month, except July based on the following:

- The second meeting of July coincides with the peak season of the personal use dipnet fishery and other seasonal activities which is a busy time of the year for residents.

Future Considerations: The first meeting in December may be cancelled as it could coincide with the Alaska Municipal League conferences in Anchorage.

Your consideration is appreciated.

2027 City Council Meeting Schedule

Key

CITY COUNCIL

HOLIDAY - CITY OFFICES CLOSED

January						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

July						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

August						
S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

**KENAI CITY COUNCIL – REGULAR MEETING
OCTOBER 21, 2026 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
MAYOR HENRY H. KNACKSTEDT, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai City Council was held on October 21, 2026, in City Hall Council Chambers, Kenai, AK. Mayor Knackstedt called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Mayor Knackstedt led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Henry Knackstedt, Mayor
Sovala Kisena
Deborah Sounart
Phil Daniel

Victoria Askin, Vice Mayor
Bridget Grieme
Glenese Pettey (*remote participation*)

A quorum was present.

Also in attendance were:

**Josh Bolling, Student Representative
Terry Eubank, City Manager
Scott Bloom, City Attorney
David Swarner, Finance Director
Kevin Buettner, Planning Director
Stephanie Randall, Human Resource Director (*remote participation*)
Lee Frey, Public Works Director
Rick Johnson, Airport Manager
Jay Teague, Fire Chief
Pete Coots, Deputy Fire Chief
Ryan Coleman, Police Chief
Shellie Saner, City Clerk

3. Agenda and Consent Agenda Approval

Mayor Knackstedt noted the following additions to the Packet:

Add item H.4.

New Business - Action/Approval

- Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)

MOTION:

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

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

Mayor Knackstedt opened the floor for public comments 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 - None.

C. SCHEDULED PUBLIC COMMENTS

1. Local Marketing for Local Businesses, Thomas R. Daly, River Cities Living.

Mr. Daily addressed the Council regarding the River Cities Living publication; summarized the type of articles it contained; number of households receiving the publication; and explained the online components of the publication.

D. UNSCHEDULED PUBLIC COMMENTS - None.

E. PUBLIC HEARINGS

1. **Ordinance No. 3546-2026** - Amending Public Noticing Requirements within Kenai Municipal Code Chapters 14.05 - Planning and Zoning Commission, 14.10 - Subdivision Regulations, 14.20 - Kenai Zoning Code, 21.10 - Leasing and Acquisition of Airport Reserve Lands, and 22.05 - Disposition of City Lands, to Modernize Public Notification Procedures. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to enact Ordinance No. 3546-2026. Council Member Grieme **SECONDED** the motion.

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

A summary of the memorandum as attached to Ordinance No. 3546-2026 was provided; difficulties related to conducting City business in a timely manner and meeting publications deadlines were identified; and postings would be on the city website, and on the bulletin boards at City Hall and the City Library.

Clarification was provided this would not make any changes to the current requirements for mailing notices to property owners within specific distances; and there was discussion regarding the use of the City social media accounts for additional noticing.

MOTION TO AMEND:

Vice Mayor Askin **MOVED** to amend Ordinance No. 3546-2026 as follows:

Fifth whereas clause to read, "the Planning & Zoning Commission held a public hearing on October 14, 2026, and recommended the City Council enact this Ordinance; and,"

Council Member Kisenia **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion to amend.

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

VOTE ON MAIN MOTION AS AMENDED:

YEA: Askin, Pettay, Kisenia, Sounart, Knackstedt, Daniel, Grieme

NAY: None

**Student Representative Bolling: Yea

MAIN MOTION AS AMENDED PASSED.

2. **Ordinance No. 3547-2026** - Accepting and Appropriating the Award of a US Department of Health and Human Services - Centers for Medicare and Medicaid Services Rural Health Transformation Program Grant Passed through the State of Alaska Department of Health in the Amount of \$435,770 for the Purchase of Emergency Medical Equipment. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to enact Ordinance No. 3547-2026. Council Member Sounart **SECONDED** the motion.

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

A summary of the memorandum as attached to Ordinance No. 3547-2026 was provided, the competitive nature of the grant application process, types of equipment and training that would be implemented were overviewed.

Appreciation was stated for Deputy Chief Coots and Chief Teague for their work on the grant.

VOTE:

YEA: Pettey, Kisen, Sounart, Knackstedt, Daniel, Grieme, Askin

NAY: None

**Student Representative Bolling: Yea

MOTION PASSED.

3. **Ordinance No. 3548-2026** - Increasing Estimated Revenues and Appropriations in the Employee Health Care Fund and Authorizing a Contract for Employee Health Care and Basic Life Insurance and Other Ancillary Policies Effective January 1, 2027. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Enactment (Requires Five Affirmative Votes)

MOTION:

Vice Mayor Askin **MOVED** to introduce Ordinance No. 3548-2026. 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 Askin **MOVED** for the second reading of Ordinance No. 3548-2026. Council Member Sounart **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion for second reading.

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

MOTION:

Vice Mayor Askin **MOVED** to enact Ordinance No. 3548-2026. Council Member Sounart **SECONDED** the motion.

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

It was reported that the proposed renewal of employee health and life insurance benefits included a negotiated 29% premium increase; alternative coverage options were explored during renewal process;

the administration recommended maintaining the current plan structure, employee premium cost share at 13% be kept, and utilizing the Employee Healthcare Fund reserves to help absorb the increase.

An overview was provided on the market trends, large claims, prescription costs and the risks associated with joining insurance cooperatives.

There was discussion regarding plan affordability for employees; how the Employee Healthcare Fund was established; and appreciation stated for the efforts of staff and consultants to reduce costs.

VOTE:

YEA: Kisen, Sounart, Knackstedt, Daniel, Grieme, Askin, Pettey

NAY: None

**Student Representative Bolling: Pettey

MOTION PASSED.

4. **Resolution No. 2026-67** - Amending the City's Schedule of Rates, Charges, and Fees to Add Event Rental Fees for the Challenger Center Building. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to adopt Resolution No. 2026-67. Council Member Sounart **SECONDED** the motion.

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

A summary of the memorandum as attached to Resolution No. 2026-67 was provided.

UNANIMOUS CONSENT was requested.

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

5. **Resolution No. 2026-68** - Authorizing a Professional Services Agreement for Legal Services with Pioneer Law LLC for Legal Assistance with Pore Space Gas Storage Transactions. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to adopt Resolution No. 2026-68. Council Member Sounart **SECONDED** the motion.

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

A summary overview of the memorandum as attached to Resolution No. 2026-67 was provided.

UNANIMOUS CONSENT was requested.

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

F. MINUTES

1. *Regular Meeting of October 7, 2026. (City Clerk)

Approved by the consent agenda.

G. UNFINISHED BUSINESS - None.

H. NEW BUSINESS

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

Approved by the consent agenda.

2. ***Action/Approval** - Non-Objection to the Acceptance and Appropriation of a US Department of Transportation passed through the State of Alaska Department of Transportation and Public Facilities - Alaska Highway Safety Office (AHSO) Grant in the amount of \$8,110.82, in accordance with KMC 7.25.030. (Administration)

Approved by the consent agenda.

3. ***Action/Approval** - Special Use Permit to LifeMed Alaska, LLC for Ambulance Warm Storage. (Administration)

Approved by the consent agenda.

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

MOTION:

Vice Mayor Askin **MOVED** to approve the Purchase order Amendment and PO Increase for Mission Avenue Mitigation. Council Member Sounart **SECONDED** the motion.

A summary of the memorandum as provided in the laydown packet was provided; and an overview of the project was reported.

UNANIMOUS CONSENT was requested on the motion to approve.

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

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging Commission

Vice Mayor Askin reported on the October 8, 2026 meeting, next meeting is November 12, 2026.

2. Airport Commission

Vice Mayor Askin reported on the October 8, 2026 meeting, next meeting is November 12, 2026.

3. Parks and Recreation Commission

Council Member Grieme reported on the October 1, 2026 meeting, next meeting is November 5, 2026.

4. Planning and Zoning Commission

Council Member Daniel reported on the October 14, 2026 meeting, next meeting is October 28, 2026.

5. Beautification Commission

Council Member Pettet reported on the October 13, 2026 meeting, next meeting January 12, 2027.

J. REPORT OF THE MAYOR

Mayor Knackstedt reported on the following:

- Attending the Pumpkin Festival, noting that during the pumpkin drop he hit the target multiple times.
- Reminded everyone it was election season.

K. ADMINISTRATION REPORTS

1. City Manager - City Manager Eubank reported on the following:

- Staffing and recruitment update.
- Currently working on the strategic plan with the contractor University of Kansas.
- Airport main runway reopened.

- Aliak Drive storm drain and repaving repairs were complete.
- City wide crack sealing is complete.
- Wastewater blower replacement work continues.
- Design work began on Willow Street, Airport Way, Tinker and Lawton Drive.
- Reminder to remove items from roads in preparation for snow.

An update on the bluff stabilization wall walk through was provided.

2. City Attorney – No report.
3. City Clerk - City Clerk Saner reported on the following:
 - Annual Commission recruitment is in progress.
 - Absentee Voting hours at City Hall.
 - Deputy Clerk Parks received a reimbursable scholarship for attendance at the Alaska Association Municipal Clerk's conference in Anchorage.

L. ADDITIONAL PUBLIC COMMENTS

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

Student Representative Bolling congratulated the Kenai Central High School Football team for taking first in the State Championship.

Council Member Grieme reminded everyone to vote; thanked Parks and Recreation for getting the Alaska Flag out for Alaska Day; and thanked staff and volunteers for the Pumpkin Festival.

Council Member Kisena noted he was happy to be home after spending a week in Anchorage; reported attending the Pumpkin Festival; and thanked the City for the Multi-Purpose facility.

Council Member Daniel reported serving hot cider at the Pumpkin Festival; spending time at the Multi-Purpose facility; and reminded everyone to vote.

Council Member Pettay reminded everyone to vote; and thanked Deputy Chief Coots and Chief Teague for applying for the grant.

Council Member Sounart noted it was good to be back and thanked Deputy Chief Coots and Chief Teague for applying for the grant.

Vice Mayor Askin stated her appreciation for all staff and their work; noted that Social Security representatives would be at the Senior Center; and reminded everyone to vote.

M. EXECUTIVE SESSION

1. City Council Discussion and Review of City Clerk's Job Description and Applicant Qualifications for Recruitment Purposes. [AS 44.62.310 (d)(5) *Meetings of the Governmental Body when Holding a Meeting Solely to Act Upon Matters of Professional Qualifications.*] (Mayor)

MOTION:

Vice Mayor Askin **MOVED** to enter into executive session to discuss and review the City Clerk job description and applicant qualifications for recruitment purposes. Pursuant to AS 44.62.310(d)(5) meetings of the governmental body when holding a meeting solely to act upon matters of professional qualifications. The executive session will include Mayor Knackstedt, City Council Members, Attorney

Bloom. City Clerk Saner and Human Resource Director Randall will be included if requested. Council Member Kisenia **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

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

MOTION:

Council Member Grieme **MOVED** to reconvene into regular session. Council Member Sounart **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

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

[Clerk's Note: The Council entered into executive session at 7:49 p.m. and reconvened into regular session at 8:34 p.m.]

(a) **Discussion/Action** - Council Action Related to the City Clerk Job Description.

MOTION TO AMEND:

Vice Mayor Askin **MOVED** to amend the City Clerk Job Description as follows:

Essential Duties and Responsibility, responsibility number eight to read, "8. Supervises City elections. Supervises and trains staff in absentee, special needs, and poll voting procedures; candidate filing and qualifications; petition handling; advertisements and notification; recruitment of election officials; ballot preparation, printing, securing and counting process; training of staff and election officials; record keeping systems, audit control, and election returns. [ASSISTS WITH STATE ELECTIONS AND ACTS AS A VOTER REGISTRAR FOR THE STATE OF ALASKA.]"

Essential Duties and Responsibilities, responsibility number twelve to read, "12. Administers and maintains the content for the City website pages for the City Clerk's Office and Mayor and Council and City Elections. Works with applicable departments to ensure appropriate archival software is utilized for City Social media.

Essential Duties and Responsibilities, responsibility number fifteen to read, "15. Administers permitting and licensing programs for City not administered by other departments."

Minimum Qualifications, relocate qualification number eight, to qualification number three to read, "[8] 3. The applicant must possess any combination of training and experience that provides the applicant with the knowledge, skill, and ability to perform the essential job functions."

Minimum Qualifications, delete previously number qualification number three, "[3. BACHELOR'S DEGREE IN PUBLIC ADMINISTRATION OR AN EQUIVALENT COMBINATION OF EXPERIENCE AND TRAINING DISPLAYING AT LEAST FIVE (5) YEARS OF HIGH LEVEL ADMINISTRATIVE AND/OR MANAGEMENT EXPERIENCE REQUIRING INDEPENDENT JUDGMENT AND INITIATIVE, PREFERABLY IN THE AREA OF MUNICIPAL GOVERNMENT.]"

Desirable Qualifications, insert previously numbered three minimum qualification as desirable qualification number 1 to read, "1. Bachelor's degree in public administration or an equivalent combination of experience and training displaying at least five (5) years of high level administrative and/or management experience requiring independent judgment and initiative, preferably in the area of municipal government."

Physical Demands, insert a new final sentence to read, "The physical demands described are representative to those required to perform the essential functions of this position, with or without reasonable accommodations."

Council Member Sounart **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion to amend.

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

2. Competing Applications for Gas Storage Space. *[AS 44.62.310(c)(1) a Matter of which the Immediate Knowledge may have an Adverse Effect upon the Finance of the City and AS 44.62.310(c)(3) a Matter of which by Law, Municipal Charter, or Ordinance are required to be Confidential.]* (Administration)

[Clerk's Note: Vice Mayor Askin declared a possible conflict of interest with the discussion of Gas Storage Space as she was an employee of one of the companies involved. Mayor Knackstedt ruled a conflict did exist and Vice Mayor Askin abstained from participating in the Executive Session and discussion of the subject.]

MOTION:

Council Member Grieme **MOVED** to enter into executive session to discuss competing applications for gas storage space which may be a subject that immediate knowledge would clearly have an adverse effect upon the finances of the City and is a matter which by law, municipal charter, or ordinance is required to be confidential. The executive session will include Mayor Knackstedt, City Council Members, Manager Eubank, and Attorney Bloom. Council Member Kisena **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE: Motion **APPROVED**, without objection.

MOTION:

Council Member Grieme **MOVED** to reconvene into regular session. Council Member Sounart **SECONDED** the motion.

UNANIMOUS CONSENT was requested.

VOTE: Motion **APPROVED**, without objection.

[Clerk's Note: The Council entered into executive session at 8:37 p.m. and reconvened into regular session at 9:10 p.m.]

N. PENDING ITEMS - None.

O. ADJOURNMENT

P. INFORMATIONAL ITEMS - None.

There being no further business before the Council, the meeting was adjourned at 9:10 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of October 21, 2026.

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.**

PAYMENTS OVER \$35,000.00 WHICH NEED COUNCIL RATIFICATION
COUNCIL MEETING OF: NOVEMBER 4, 2026

VENDOR	DESCRIPTION	DEPARTMENT	ACCOUNT	AMOUNT
PERS	PERS	VARIOUS	LIABILITY	130,035.85
PREMERA	OCTOBER PREMIUM	VARIOUS	HEATH INSURANCE	237,407.06



KENAI

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

MEMORANDUM

TO: Mayor Knackstedt and Council Members

THROUGH: Terry Eubank, City Manager

FROM: Rick Johnson, Airport Manager

DATE: November 4, 2026

SUBJECT: **Action/Approval** - Memorandum of Understanding between 3rd Operations Support Squadron and the City of Kenai.

The military contracted with the FAA to install three (3) webcams at the Kenai Airport in November of 2017 and entered a memorandum of understanding with the City of Kenai on December 8, 2017. The webcams provide publicly available visual weather information through the Federal Aviation Administration Aviation Weather Cameras webpage.

This MOU cancels and supersedes the MOU between the same Parties titled "Installation of 3 Webcams at Kenai Municipal," MOU number 3 OSS-MOU-001, signed in 2017 and expiring 1 November 2026. The updated MOU expires ten years from the date of final signature.

Does Council recommend the City Manager renew the Memorandum of Understanding between the 3rd Operations Support Squadron and the City of Kenai?

Thank you for your consideration.

Attachments: AA – MOU 3rd Operation Support Attachment

**MEMORANDUM OF UNDERSTANDING
BETWEEN
THE 3D WING (3 WG)
AND
THE CITY OF KENAI
FOR
OPERATION AND MAINTENANCE OF THREE WEBCAMS AT KENAI MUNICIPAL AIRPORT
AGREEMENT NUMBER: 3WG-IAA-N005-FY27**

This is a memorandum of understanding (MOU) between the 3d Wing (3 WG) and the City of Kenai, Kenai Municipal Airport, 515 North Willow Street, Kenai, Alaska 99611. When referred to collectively, the 3 WG and the City of Kenai are referred to as the “Parties.”

1. BACKGROUND: Three webcams are installed at Kenai Municipal Airport. The webcams provide publicly available visual weather information through the Federal Aviation Administration Aviation Weather Cameras webpage.

2. PURPOSE: To identify the Parties’ mutual understandings concerning the operation and maintenance of three webcams at Kenai Municipal Airport.

3. UNDERSTANDINGS OF THE PARTIES:

3.1. The 3 WG will –

- 3.1.1.** Fund and coordinate major maintenance of the webcams when 3 WG determines such maintenance is necessary.
- 3.1.2.** Maintain ownership of the webcams and associated equipment.
- 3.1.3.** Provide the City of Kenai information reasonably necessary to access and administer the webcam software, consistent with applicable cybersecurity and information-protection requirements.
- 3.1.4.** Coordinate with the Federal Aviation Administration to make the webcam feeds available on the FAA Aviation Weather Cameras webpage.

3.2. The City of Kenai will –

- 3.2.1.** Use reasonable efforts, consistent with support provided to similar City facilities and installations, to provide non-reimbursable electrical power for webcam operation 24 hours per day, 7 days per week. The City is not responsible or liable for power outages or disruptions.
- 3.2.2.** Use reasonable efforts, consistent with support provided to similar City facilities and installations, to provide a non-reimbursable internet connection for the webcam feeds 24 hours

per day, 7 days per week. The City is not responsible or liable for internet outages or disruptions.

3.2.3. Provide a shared public internet protocol address for remote web-based access to the webcam feeds, subject to the City's applicable information-technology and cybersecurity requirements.

3.2.4. Treat the webcams as non-critical systems consistent with FAA guidance. The webcams may experience downtime during maintenance or unavoidable outages.

4. PERSONNEL: Each Party is responsible for all costs of its personnel, including pay and benefits, support, and travel. Each Party is responsible for supervision and management of its personnel.

5. GENERAL PROVISIONS:

5.1. POINTS OF CONTACT (POCs). The following POCs will be used by the Parties to communicate matters concerning this MOU. Each Party may change its POC upon reasonable notice to the other Party.

5.1.1. For the 3 WG::

5.1.1.1. Primary: Capt Colin Sawyer, Weather Flight Commander, 3 OSS, 907-552-5201, 3ossweather@us.af.mil

5.1.1.2. Alternate: MSgt Myles Krishchel, Weather Flight Chief, 3 OSS, 907-552-9815, 3ossweather@us.af.mil.

5.1.2. For the City of Kenai:

5.1.2.1. Primary: Rick Johnson, Airport Manager, Kenai Municipal Airport, 907-283-8281, rjohnson@kenai.city

5.1.2.2. Alternate: Michael Beals, Operations Supervisor, Kenai Municipal Airport, 907-335-5260, mbeals@kenai.city

5.2. CORRESPONDENCE. All correspondence and notices pursuant to this MOU will be addressed to the following, or as otherwise directed by the Parties:

5.2.1. 3 WG, attn: 3d Operations Support Squadron, 8364 Kuter Avenue, Joint Base Elmendorf-Richardson, Alaska 99506.

5.2.2. City of Kenai: Kenai Municipal Airport, 305 North Willow Street, Kenai, Alaska 99611; airport@kenai.city.

5.3. FUNDS AND MANPOWER. This MOU neither documents nor provides for the exchange of funds or manpower between the Parties, nor does it make any commitment of funds or resources. No provision in this MOU will be interpreted to require obligation or payment of funds.

5.4. MODIFICATION OF MOU. This MOU may only be modified by the written agreement of the Parties, duly signed by their authorized representatives. This MOU will be reviewed on or around the anniversary of its effective date mid-point in its entirety.

5.5. DISPUTES. Any disputes relating to this MOU will, subject to any applicable law, Executive order, or DoD issuance, be resolved by consultation between the Parties.

5.6. TERMINATION OF UNDERSTANDING. This MOU may be terminated in writing at will by either Party.

5.7. TRANSFERABILITY. This MOU is not transferable except with the written consent of the Parties.

5.8. ENTIRE UNDERSTANDING. It is expressly understood and agreed that this MOU embodies the entire understanding between the Parties regarding the MOU's subject matter, thereby merging and superseding all prior agreements and representations by the Parties with respect to such subject matter..

5.9. EFFECTIVE DATE. This MOU takes effect beginning on the day after the last Party signs.

5.10. EXPIRATION DATE. This MOU expires ten years from the date of final signature.

5.11. CANCELLATION OF PREVIOUS MOU. This MOU cancels and supersedes the MOU between the same Parties titled "Installation of 4 Webcams at Kenai Municipal," MOU number 3 OSS-MOU-001, signed in 2017 and expiring 1 November 2026.

5.12. NO THIRD PARTY BENEFICIARIES. Nothing in this MOU, express or implied, is intended to give to, or will be construed to confer upon, any person not a Party any remedy or claim under or by reason of this MOU. This MOU is for the sole and exclusive benefit of the Parties.

APPROVED:

FOR THE CITY OF KENAI –

FOR 3 WG –

TERRY EUBANK
City Manager, City of Kenai

DAVID DEPTULA, Col, USAF
Commander, 3 WG

Midpoint Review Due Date: 1 November 2031

Midpoint Review Completed By: _____



KENAI

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

MEMORANDUM

TO: Mayor Knackstedt and Council Members

THROUGH: Terry Eubank, City Manager

THROUGH: Kevin Buettner, Planning Director

FROM: Brandon McElrea, Land Management Analyst

DATE: October 23, 2026

SUBJECT: **Action/Approval** - Special Use Permit to TOTE Maritime Alaska, LLC for Truck Trailer Storage.

TOTE Maritime Alaska, LLC (TOTE), has requested to continue the use of several City owned parcels for truck trailer storage under a Special Use Permit (SUP). TOTE currently has an SUP for truck trailer storage on the subject parcels, which expires December 31, 2026.

The Coral Street Airport Zone of the City was most recently appraised at a rate of \$0.50 per square foot. The total square footage of the combined area is 67,550 square feet (1.55 acres). The annual permit fee will be \$3,096.55 and includes the Consumer Price Index (CPI) adjustments to date. The indicated lot area is based on the recorded plat (Exhibit B).

Below is a breakdown of the subject parcels' calculations:

Address	Legal Description	Parcel ID	Acres	Square Footage (SF)
415 Coral Street	Lot 3, Block 3 Gusty Sub No. 4	4327032	0.86	37,500
425 Coral Street	Lot 2, Block 3 Gusty Sub No. 4	4327031	0.46	20,000
435 Coral Street	Lot 1, Block 3 Gusty Sub No. 4	4327030	0.23	10,050
		Total	1.55	67,550

Permit Fee = (8% of Market Rate) (Appraised Rate) (SF) (CPI)
= (8%) (\$0.50) (67,550 SF) (2022-2025 CPI 8.11%, 1.54%, 2.24%, 2.11%)
= **\$3,096.55**

The SUP is requested for a period of one year, from January 1, 2027, to December 31, 2027. TOTE is in compliance with the current SUP. The proposed SUP meets the intent of Chapter

21.10 *Leasing and Acquisition of Airport Reserve Lands*, Section .025 *Special Use Permits* in parking and temporary cargo staging and handling. There are no permanent improvements on the premises. For the proposed use of truck trailer storage, an SUP is appropriate.

The subject parcels are within the Airport Light Industrial (ALI) Zone, Airport Reserve, and Runway Protection Zone (RPZ). Pursuant to the requirements of the Federal Aviation Administration, the City would reserve the right to cancel this SUP on 30 days' notice.

If the City Council approves the Special Use Permit, the City Manager will be authorized to execute the Special Use Permit Agreement for truck trailer storage for 12 months to TOTE Maritime Alaska, LLC.

Thank you for your consideration.

Attachments

Special Use Permit Agreement

Exhibit A – Map of Subject Parcels

Exhibit B – Plat Map



SPECIAL USE PERMIT

The **CITY OF KENAI** (City), for the consideration, and pursuant to the conditions set out below, hereby grants to **TOTE Maritime Alaska, LLC** (Permittee), whose address is 2511 Tidewater Rd., Anchorage, AK 99501, the non-exclusive right to use 1.55 acres (67,550 square feet) of area as described below (Exhibit A):

Lot 1, Block 3, Gusty Subdivision No. 4 (435 Coral Street; Parcel ID: 04327030); and,
 Lot 2, Block 3, Gusty Subdivision No. 4 (425 Coral Street; Parcel ID: 04327031); and,
 Lot 3, Block 3, Gusty Subdivision No. 4 (415 Coral Street; Parcel ID 004327032).

1. **TERM.** This special use permit shall be for 12 months from January 1, 2027, to December 31, 2027.
2. **CANCELLATION.** Pursuant to requirements of the Federal Aviation Administration, the City reserves the right to cancel this special use permit on 30 days' notice, either delivered in person to the Permittee or by mail. Any or all personal property shall be removed at Permittee's expense upon cancellation or termination of this agreement.
3. **PERMIT FEES.** The Permittee shall be charged an annual permit fee of \$3,096.55 plus applicable sales tax.

The permit fees must be paid prior to the use of the subject parcels.

Checks, bank drafts, or postal money orders shall be made payable to the City of Kenai and delivered to the City Hall, 210 Fidalgo Avenue, Kenai, Alaska 99611.

In addition to the permit fee specified above, the Permittee agrees to pay to the appropriate parties all levies, assessments, and charges as hereinafter provided:

- A. Sales tax nor enforced, or levied in the future, computed upon the permit fee payable in monthly installments whether said fee is paid on a monthly or yearly basis;
- B. All necessary licenses and permits; all lawful taxes and assessments which, during the term hereof may become a lien upon or which may be levied by the State, Borough, City, or by any other tax levying body, upon any taxable possessory right which Permittee may have in or to the Premises by reason of its use or occupancy or by reason of the terms of this Permit, provided however, that nothing herein contained shall prevent Permittee from contesting any increase in such tax or assessment through procedures provided by law.
- C. Interest at the rate of eight percent (8%) per annum and penalties of ten percent (10%) of any amount of money owed under this Special Use Permit which are not paid on or before the due date.
- D. Costs and expenses incident to this Special Use Permit, including but not limited to recording costs.

4. **USE.** The use by the Permittee of the Premises is limited to the purpose of Truck Trailer Storage. This use is subject to City, Borough, and State laws and regulations and the reasonable administrative actions of the City for the protection and maintenance of the Premises and of adjacent and contiguous lands or facilities. Use of the Premises is subject to the following conditions:
 - A. Permittee shall use the Premises only for truck trailer storage.
 - B. Trailers must be stored in a manner that will not limit sight lines or create other unsafe driving conditions on adjacent rights-of-way.
 - C. The premises shall be returned to its current condition prior to the end of the term of this Special Use Permit. This shall include the removal of any trash or debris.
 - D. Trailers must be stored in a manner that will not impact any City snow clearing or moving activities.
 - E. Trailers shall be stored such that there will not be oil or other hazardous fluids leaking onto the premises.
 - F. Trailers shall be stored such that there will not be grass or vegetation growing between trailers.
 - G. The Permittee shall follow requirements of the City Fire Marshal and allow City staff to inspect the premises if requested.
 - H. The premises shall not be used to store junked vehicles or other salvaged vehicles or trailer parts.
5. **INSURANCE.** Permittee shall secure and keep in force adequate insurance, as stated below, to protect City and Permittee. Where specific limits are stated, the limits are the minimum acceptable limits. If Permittee's insurance policy contains higher limits, the City is entitled to coverage to the extent of the higher limits.
 - A. Garage Liability or Commercial General Liability Insurance, including Premises, all operations, property damage, personal injury and death, broad-form contractual, with a per-occurrence limit of not less than \$1,000,000 combined single limit. The policy must name the City as an additional insured.
 - B. Worker's Compensation Insurance with coverage for all employees engaged in work under this Permit or at the Premises. Permittee is further responsible to require Worker's Compensation Insurance for any subcontractor who directly or indirectly provides services to Permittee under this Permit.
 - C. Commercial Automobile Coverage with not less than \$1,000,000 combined single limit per occurrence. This insurance must cover all owned, hired, and non-owned motor vehicles the Permittee uses for snow moving and storage activities to, from, or on the Premises. The policy must name the City as an additional insured.

D. All insurance required must meet the following additional requirements:

- i. All policies will be by a company/corporation currently rated “A-” or better by A.M. Best.
- ii. Permittee shall submit to the City proof of continuous insurance coverage in the form of certificates, endorsements, or a combination thereof
- iii. Permittee shall request a waiver of subrogation against City from Permittee’s insurer and the waiver of subrogation, where possible, shall be provided at no cost to City.
- iv. Provide the City with notification at least 30 days before any termination, cancellation, or material change in insurance coverage of any policy required hereunder.
- v. Evidence of insurance coverage must be submitted prior to the effective date of the Special Use Permit. The effective date of the insurance shall be no later than January 1, 2027.
- vi. This insurance shall be primary and exclusive of any other insurance carried by the City of Kenai and shall be written on an occurrence basis

6. **INDEMNITY, DEFEND, AND HOLD HARMLESS AGREEMENT.** The Permittee shall fully indemnify, hold harmless, and defend the City of Kenai, its officers, agents, employees, and volunteers at its own expense from and against any and all actions, damages, costs, liability, claims, losses, judgments, penalties, including reasonable Attorney’s fees of or for liability for any wrongful or negligent acts, errors, or omissions of the Permittee, its officers, agents or employees, or any subcontractor under this Permit. The Permittee shall not be required to defend or indemnify the City for any claims of or liability for any wrongful or negligent act, error, or omission solely due to the independent negligence of the City. If there is a claim of or liability for the joint negligence of the Permittee and the independent negligence of the City, the indemnification and hold harmless obligation shall be apportioned on a comparative fault basis. Apportionment shall be established upon final determination of the percentage of fault. If any such determination is by settlement, the percentage of fault attributed to each party for purposes of this indemnification provision shall only be binding upon the parties included in the settlement agreement. “Permittee” and “City” as used in this article include the employees, agents, officers, directors, and other contractors who are directly responsible, respectively, for each party. The term “independent negligence of the City” is negligence other than in the City’s selection, administration, monitoring, or controlling of the Permittee.

7. **PERMITTEE’S OBLIGATION TO PREVENT AND REMOVE LIENS.** Permittee will not permit any liens, including mechanic’s, laborer’s, construction, supplier’s, mining, or any other liens obtainable or available under existing law, to stand against the Premises or improvements on the Premises for any labor or material furnished to Permittee or to any related entity or claimed entity. The Permittee shall have the right to provide a bond as contemplated by State of Alaska law and contest the validity or amount of any such lien

or claimed lien. Upon the final determination of the lien or claim for lien, the Permittee will immediately pay any judgment rendered with all proper costs and charges and shall have such lien released or judgment satisfied at Permittee's own expense.

8. **PERSONALTY.** Permittee shall remove any and all personal property, including all vehicles, from the Premises at the termination of this Permit. Personal property placed or used upon the Premises and not removed upon termination of this Permit will be removed and/or impounded by the City. Property removed or impounded by the City may be redeemed by the owner thereof only upon the payment to the City of the costs of removal plus a storage fee of \$25 per day. The City of Kenai is not responsible for any damage to or theft of any personalty of Permittee or its customers.
9. **FORBEARANCE.** Failure to insist upon a strict compliance with the terms, conditions, and/or any requirement herein contained, or referred to, shall not constitute or be construed as a waiver or relinquishment of the right to exercise such terms, conditions, or requirements.
10. **TERMINATION, DEFAULT.** This Permit may be terminated by either party hereto by giving 30 days advance written notice to the other party. The City may terminate the Permit immediately, or upon notice shorter than 30 days, to protect public health and safety. The City may also terminate this Permit immediately, or upon notice shorter than 30 days, due to a failure of Permittee to comply with conditions and terms of this Permit, which failure remains uncured after notice by City to Permittee providing Permittee with a reasonable time period to correct the violation or breach.
11. **NO DISCRIMINATION.** Permittee will not discriminate on the grounds of race, color, religion, national origin, ancestry, age, or sex against any patron, employee, applicant for employment, or other person or group of persons in any manner prohibited by federal or State law. Permittee recognizes the right of the City to take any action necessary to enforce this requirement.
12. **ASSIGNMENT.** Permittee may not assign, by grant or implication, the whole or any part of this Permit, the Premises, or any improvement on the Premises without the written consent of the City. Unless the City specifically releases the Permittee in writing, the City may hold the Permittee responsible for performing any obligation under this permit which an assignee fails to perform.
13. **ASSUMPTION OF RISK.** Permittee shall provide all proper safeguards and shall assume all risks incurred in its activities on the Premises and its exercise of the privileges granted in this Permit.
14. **NO JOINT VENTURE.** The City shall not be construed or held to be a partner or joint venturer of Permittee in the conduct of its business or activities on the Premises.
15. **SURVIVAL.** The obligations and duties of Permittee under paragraphs 5 and 6 of this Permit shall survive the cancellation, termination, or expiration of this Permit.

16. **AUTHORITY.** By signing this Permit, Permittee represents that they have read this agreement and consents to be bound by the terms and conditions herein and that the person signing this Permit is duly authorized by the business to bind the business hereunder.

TOTE Maritime Alaska, LLC

CITY OF KENAI

By: _____

Joey Halverson
Vice President of Operations

Date:

By: _____

Terry Eubank
City Manager

Date:

ACKNOWLEDGMENTS

STATE OF ALASKA)
) ss
THIRD JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this ____ day of _____, 2026, the foregoing instrument was acknowledged before me by Terry Eubank, City Manager of the City of Kenai, Alaska, an Alaska home rule municipality, on behalf of the City.

Notary Public for Alaska

My Commission Expires: _____

STATE OF ALASKA)
) ss
THIRD JUDICIAL DISTRICT)

THIS IS TO CERTIFY that on this ____ day of _____, 2026, the foregoing instrument was acknowledged before me by Joey Halverson, Vice President of Operations, on behalf of the company.

Notary Public for Alaska

My Commission Expires: _____

ATTEST:

Michelle M. Saner, MMC, City Clerk

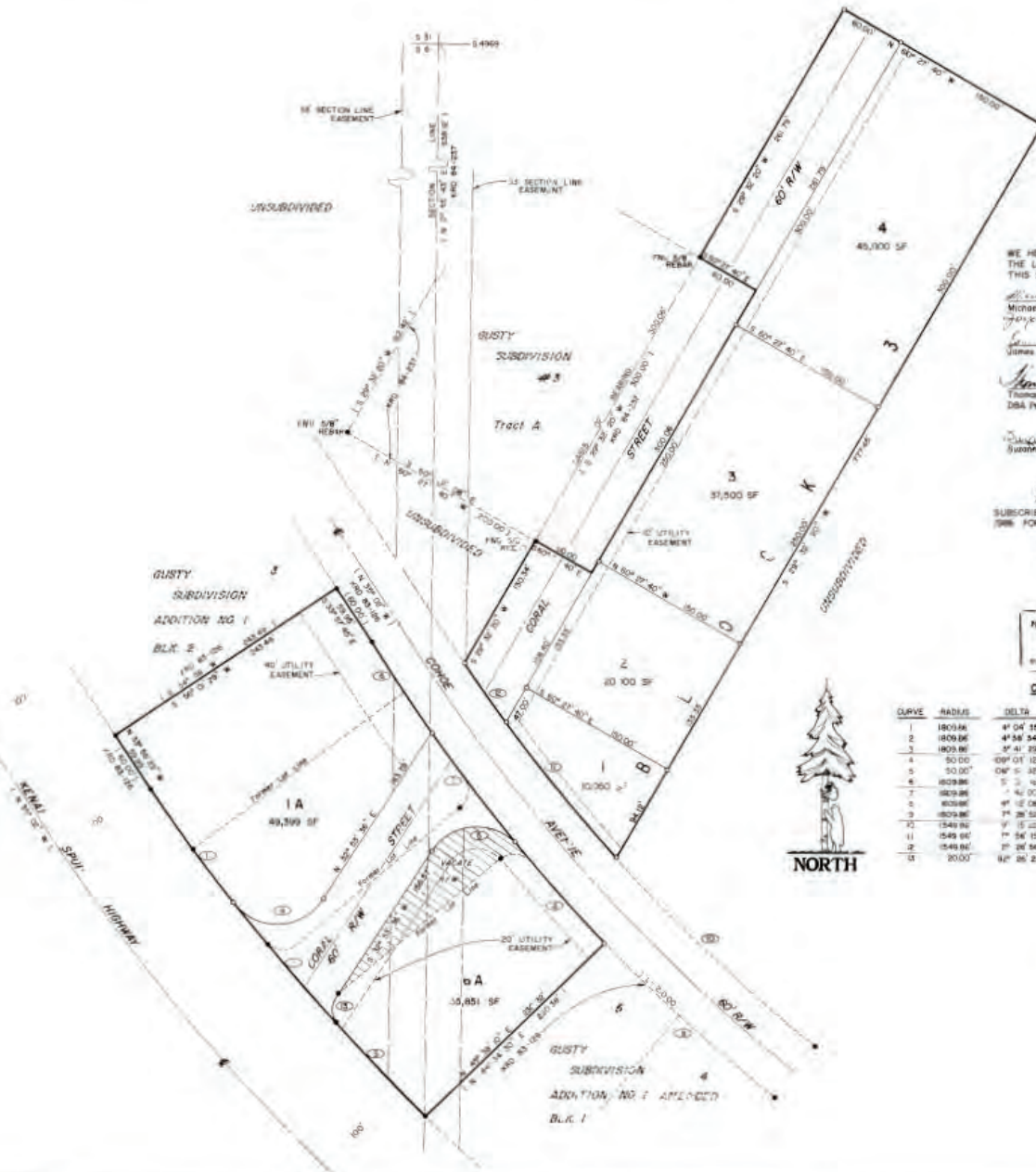
SEAL:

APPROVED AS TO FORM:

Scott M. Bloom, City Attorney



EXHIBIT B



LESSEE CERTIFICATE

WE HEREBY CERTIFY THAT WE ARE THE LESSEES WITHIN THE LOTS SHOWN HEREON AND THAT WE HEREBY APPROVE THIS SUBDIVISION

Michael J. Treut *Joyce A. Treut*
Michael J. Treut Joyce A. Treut
JOYCE A LOT 4, BLOCK 3

James H. Doyle
James H. Doyle
LOT 5, BLOCK 3

Thomas H. Wagoner
Thomas H. Wagoner
284 Peninsula Flooring Center
LOT 2, BLOCK 3

Suzanne Roberts *Dan Roberts* *Suzanne Roberts*
Suzanne Roberts Dan Roberts Suzanne Roberts
LOT 6A, BLOCK 1

NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN BEFORE ME THIS 20th DAY OF April 1986 FOR *Michael J. Treut* *Joyce A. Treut* *James H. Doyle* *Thomas H. Wagoner* *Suzanne Roberts* *Dan Roberts*

Notary Public for Alaska
Notary Public for Alaska
My Commission Expires 12-12-89



CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH	TANGENT	CHORD	BEARING
1	1803.48	47° 04' 35"	128.70	134.41	128.73	N 34° 00' 00" E
2	1803.48	47° 58' 54"	146.85	153.37	146.82	N 40° 00' 00" W
3	1803.48	57° 41' 29"	116.81	128.53	116.82	N 44° 30' 31" W
4	50.00	209° 01' 12"	95.37	70.17	81.44	S 89° 25' 12" E
5	50.00	08° 51' 30"	83.34	47.02	80.87	N 80° 00' 00" E
6	1803.48	57° 41' 29"	116.81	128.53	116.82	S 44° 30' 31" E
7	1803.48	47° 58' 54"	146.85	153.37	146.82	S 40° 00' 00" E
8	1803.48	47° 04' 35"	128.70	134.41	128.73	S 34° 00' 00" E
9	1803.48	57° 41' 29"	116.81	128.53	116.82	S 44° 30' 31" E
10	1803.48	47° 58' 54"	146.85	153.37	146.82	S 40° 00' 00" E
11	1803.48	47° 04' 35"	128.70	134.41	128.73	S 34° 00' 00" E
12	1803.48	57° 41' 29"	116.81	128.53	116.82	S 44° 30' 31" E
13	1803.48	47° 58' 54"	146.85	153.37	146.82	S 40° 00' 00" E
14	1803.48	47° 04' 35"	128.70	134.41	128.73	S 34° 00' 00" E

LEGEND

- MONUMENT (Found This Survey)
- MONUMENT (Set This Survey)
- 1/2" REBAR (Found This Survey)
- 5/8" x 30" REBAR (Set This Survey)
- RECORD DATUM

NOTES

- DOUBLE FRONTAGE LOTS ARE RESTRICTED TO ONE ACCESS ONLY
- ALL WASTEWATER DISPOSAL SYSTEM SHALL COMPLY WITH EXISTING LAWS AT THE TIME OF CONSTRUCTION. ALL NEW INSTALLATIONS SHALL BE CONNECTED TO MUNICIPAL WATER & WASTE WATER SYSTEMS.
- NO ONE WAY ACCESS TO STATE MAINTAINED ROW'S PERMITTED UNLESS APPROVED BY STATE OF ALASKA, DEPT. OF TRANSPORTATION

CERTIFICATE OF APPROVAL BY THE ALASKA DEPT. OF ENVIRONMENTAL CONSERVATION

THIS SUBDIVISION HAS BEEN REVIEWED IN ACCORDANCE WITH S.A.C. 72.015 AND IS APPROVED, SUBJECT TO ANY NOTED RESTRICTIONS

SIGNATURE *John S. Hume* TITLE *Director* DATE *4-25-86*

CERTIFICATE OF OWNERSHIP AND DEDICATION

I HEREBY CERTIFY THAT I AM THE OWNER(S) OF THE PROPERTY SHOWN & DESCRIBED HEREON & THAT I, HEREBY ADOPT THIS PLAN OF SUBDIVISION & DEDICATE ALL RIGHT-OF-WAYS & PUBLIC AREAS TO PUBLIC USE & GRANT ALL EASEMENTS TO THE USE SHOWN

William J. Brighton
WILLIAM J. BRIGHTON
CITY MANAGER
CITY OF KENAI
310 FIDALGO ST.
KENAI, AK 99811

NOTARY'S ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN BEFORE ME THIS 25th DAY OF March 1986 FOR *William J. Brighton*

Debra M. Boush
Debra M. Boush
NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES 3-9-89

PLAT APPROVAL

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF Feb. 24, 1986

KENAI PENINSULA BOROUGH
Richard T. Torgerson
AUTHORIZED OFFICIAL

KPB FILE NO. 85-421

GUSTY SUBDIVISION NO. 4

A RESUBDIVISION OF AIRPORT LEASE LOTS 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 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KENAI

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MEMORANDUM

TO: City Council Members

FROM: Henry Knackstedt, Mayor

DATE: November 4, 2026

SUBJECT: **Action/Approval** - Council Confirmation of Mayoral Nominations of Janet Nelson Dormady to the Council on Aging Commission.

A vacancy currently exists on the Council on Aging Commission; an application for a partial term appointment has been received and is attached for consideration.

Pursuant to Kenai Municipal Code 1.90.010 members are nominated by the Mayor and confirmed by the City Council. Council confirmation of the following appointment is requested:

- Janet Nelson Dormady - Council on Aging Commission partial term ending on December 31, 2027.

Your consideration is appreciated.



Commission Application

Page 31

Application for Appointments to the Airport, Beautification, Council on Aging, Harbor, Parks & Recreation, and Planning and Zoning Commissions

First Name: *

Janet

Last Name: *

Nelson Dormady

Residence Address: *

If appointed, select items approved for publication on City Website:

- ☐ Primary Phone
☐ Home Phone
☐ Email

Mailing Address: *

Mailing City: *

Kenai

Mailing State: *

AK

Mailing Zip: *

99611

Primary Phone: *

Home Phone:

N/A

E-mail: *

Are you a Resident of the City of Kenai? * ☒ Yes

☐ No

If resident, how long?

37+ years

Name of Spouse:

Deceased

Name of Employer:

retired

Commission Member Requirements:

Airport Commission: The Airport Commission has four designated seats and three at-large seats. *If applying for the Airport Commission, be sure and select the Seat you are applying for in the next column.*

Beautification, Harbor and Parks & Recreation Commissions: May at the discretion of the Council have up to two non-resident members

Council on Aging Commission: Members need only to reside on the Kenai Peninsula and 50% of whom must be 55-years or older.

Planning & Zoning Commission: May have 1 member that is not a resident of the City if that member has controlling ownership in a business physically located in the City.

Commission in which you are interested: *

Council on Aging

Airport Commission Designated Seats:

Why do you want to be involved with this Commission?

My deceased husband had many medical issues, I think my experience working through the multiple medical issues he had could be beneficial.

List Current Organization Memberships:

None

List Past Organization Memberships:

None

What background, experience or other credentials do you possess to bring to the Commission?

Raised six children; one son with brachial plexy, husband with multiple health issues included being a double amputee, heart by-pass surgery, renal failure, kidney transplant and hospice during his last years.

I also worked away from home for almost 20 years. This is why I have not been a member of any organizations except my church attendance.



Sponsored by: Administration

**CITY OF KENAI
ORDINANCE NO. 3549-2026**

AN ORDINANCE REMOVING THE PUBLIC PURPOSE DESIGNATION ON KENAI PENINSULA BOROUGH PARCEL NUMBER 03906141 TO ACCOMMODATE DISPOSAL RECOMMENDATIONS IN THE CITY OF KENAI LAND MANAGEMENT PLAN.

WHEREAS, the City of Kenai acquired Kenai Peninsula Borough Parcel Number 03906141, a 2.32-acre parcel located between Iliamna Road and Spur Drive, through tax and special assessment foreclosure; and,

WHEREAS, Ordinance 2057-2004 retained the parcel for the public purpose of parks and recreation; and,

WHEREAS, on June 15, 2022, the City Council adopted Resolution 2022-51, approving the City of Kenai Land Management Inventory and Recommendations (Land Management Plan), which recommended disposal of the parcel; and,

WHEREAS, in 2026 the City adopted its first Parks and Recreation Master Plan, which did not recommend developing a park in the Carl F. Ahlstrom Subdivision; and,

WHEREAS, the parcel is zoned Suburban Residential, and its disposal could facilitate reconfiguration and subdivision of surrounding lots to support residential development and additional housing; and,

WHEREAS, Kenai Municipal Code 22.05.110(b) provides for the City Council to determine by ordinance land previously dedicated to a public purpose is no longer needed for that purpose; and,

WHEREAS, the Parks & Recreation Commission held a public hearing on November 5, 2026, and recommended the City Council _____ this Ordinance; and,

WHEREAS, the Planning & Zoning Commission held a public hearing on November 17, 2026, and recommended the City Council _____ this Ordinance; and,

WHEREAS, the Council finds that the parcel is no longer needed for a public purpose and that removing its public purpose designation is consistent with the Land Management Plan and 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. That Kenai Peninsula Borough parcel 03906141, known as Carl F. Ahlstrom Park, located between Iliamna Road and Spur Drive, is no longer needed for a public purpose. The public purpose designation established by Ordinance 2057-2004 is hereby removed from the parcel.

Section 2. That the City Manager is authorized to update the Land Management Plan and associated land inventory records to reflect the determination in Section 1.

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 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 18TH DAY OF NOVEMBER, 2026.

Henry H. Knackstedt, Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk

Introduced:	November 04, 2026
Enacted:	November 18, 2026
Effective:	December 17, 2026



KENAI

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MEMORANDUM

TO: Mayor Knackstedt and Council Members

THROUGH: Terry Eubank, City Manager

FROM: Kevin Buettner, Planning Director

DATE: October 23, 2026

SUBJECT: **Ordinance No. 3549-2026** - Removing the Public Purpose Designation on Kenai Peninsula Borough Parcel Number 03906141 to Accommodate Disposal Recommendations in the City of Kenai Land Management Plan.

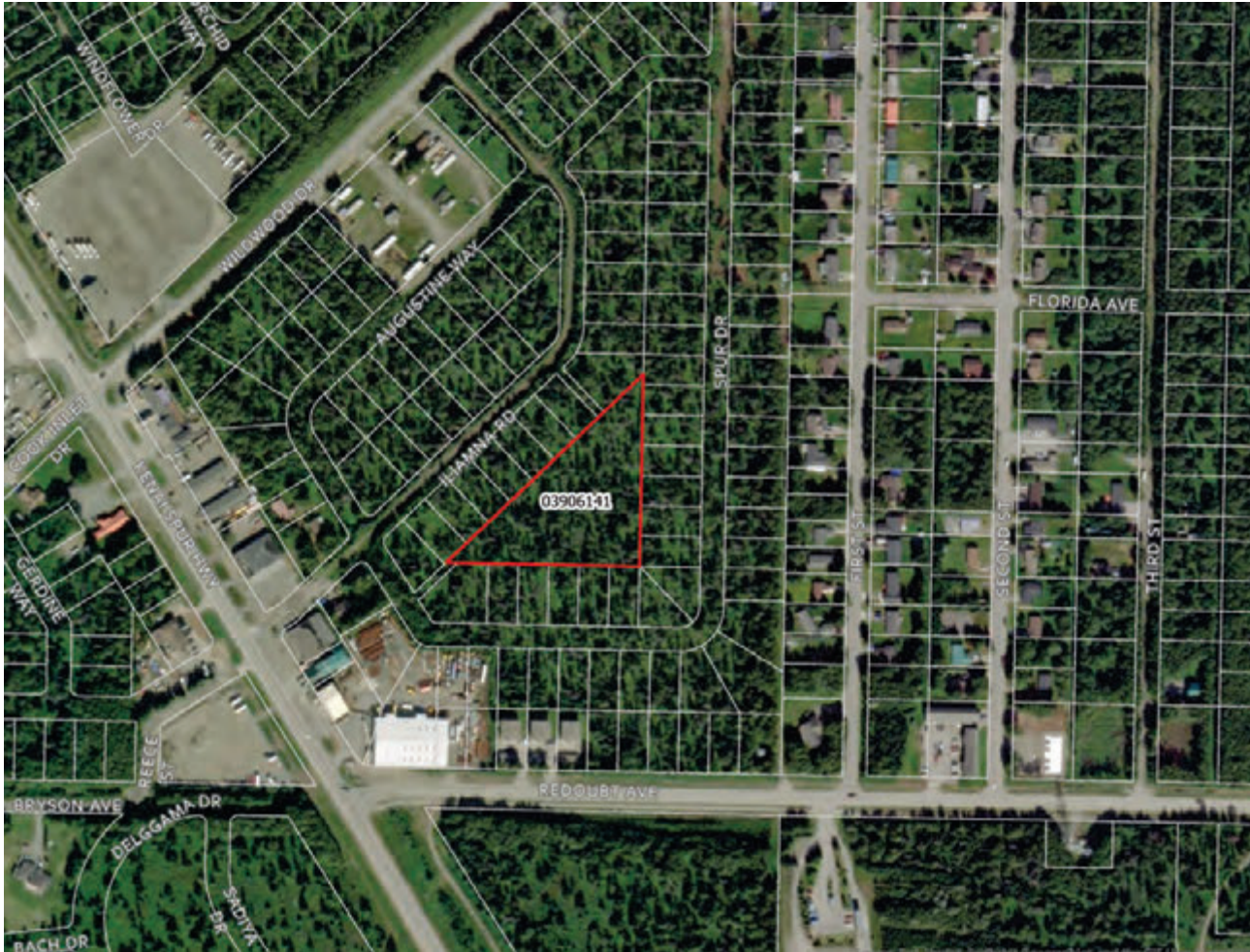
City Administration is undertaking an update to the City of Kenai Land Management Inventory and Recommendations, also known as the Land Management Plan. This update is intended to give the Administration and members of the public an accurate inventory and status of all City-owned lands.

The subject parcel (03906141) was given a retention status of “Dispose” while retaining a public purpose designation which was explained in the comments section of the table corresponding to each map. Kenai Peninsula Borough parcel 03906141, known as Carl F. Ahlstrom Park, located between Iliamna Road and Spur Drive was given a public purpose designation by Ordinance 2057-2004.

A public purpose designation is not compatible with a “Dispose” designation, as the methods for land leases or sales is outlined in Kenai Municipal Code 22.05 – Disposition of City Lands. Administration requests the removal of the public purpose designation on this parcel. Parcel 03906141 was set aside with a Parks and Recreation designation. The new Parks and Recreation Master Plan, adopted in June 2026, did not include a recommendation for a park in the area. Another parcel, 03913202, between the Mommsens and Kenai Meadows subdivisions has been identified as a potential park site that is more centrally located among residential subdivisions along the Redoubt Avenue corridor.

Removal of the public purpose designation would present an opportunity for this 2.32 acre lot to serve as a catalyst for reconfiguring and subdividing the existing lots of the Carl F. Ahlstrom subdivision into a more cohesive and marketable format, thereby encouraging residential development, improving land utilization, and expanding opportunities for future housing within the community.

Thank you for your consideration.



CURRENT PARCEL W/ PUBLIC PURPOSE DESIGNATION

03906141 – CARL F. AHLSTROM
SUBDIVISION



PROXIMITY OF PARCELS

FUTURE PARK PROPOSED ON PORTION OF PARCEL 03913202 – LOCATED BETWEEN MOMMSENS & KENAI MEADOWS SUBDIVISIONS

CENTRALLY LOCATED TO HOUSING DEVELOPMENTS ALONG REDOUBT AVENUE



KENAI

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MEMORANDUM

TO: Mayor Knackstedt and Council Members

FROM: Scott Bloom, City Attorney

DATE: October 28, 2026

SUBJECT: **Action/Approval** - Approving City Administration Providing Comments To Alaska Department of Natural Resources Division of Oil and Gas Regarding October 13, 2026, Kenai Loop Gas Field Natural Gas Storage Lease Preliminary Written Finding of the Director.

On October 13, 2026 the Alaska Department of Natural Resources Division of Oil and Gas (DNR) issued a Preliminary Written Finding by the Director for the Kenai Loop Gas Field Natural Gas Storage Lease (Preliminary Finding). The Preliminary Finding purports to lease pore space to ENSTAR Natural Gas Company, LLC (ENSTAR) without recognition of the City's ownership of the pore space to be leased or applications being reviewed by the City for lease of the same pore space. The City has 30 days to provide comments to DNR regarding its Preliminary Finding from the date of its publication.

I am requesting that Council generally approve submission of comments from the City addressing the City's ownership interests in the project (both subsurface and surface), the deficiencies in the Preliminary Finding, and that failure to recognize the City's interests may lead to significant project delays.

Your consideration is appreciated.



KENAI

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MEMORANDUM

TO: Mayor Knackstedt and Council Members

FROM: Terry Eubank, City Manager

DATE: October 26, 2026

SUBJECT: **Action/Approval** - Scheduling Strategic Plan Work Session.

The Administration requests that Council schedule a work session for Wednesday, December 16, 2026, at 5:00 p.m., before the regular Council meeting, to discuss the City's first five-year Strategic Plan with the University of Kansas consultant.

The plan will help guide City priorities, budgets, and services, with input from Council, employees, and the public. The work session will provide an opportunity for Council to discuss what's working, what needs attention, and priorities for Kenai's future. That discussion will help identify practical steps the City can take over the next five years.

Individual Council interviews, employee input, and community discussions, including a proposed public open house is proposed for December 17, 2026, from 5:30 p.m. – 8:30 p.m. at the Kenai Cultural and Visitor Center, will also inform the plan. Additional details about public participation opportunities will be shared as dates are confirmed.

Your consideration is appreciated.



MEMORANDUM

TO: Mayor Knackstedt and Council Members
FROM: Shellie Saner, City Clerk
DATE: October 29, 2026
SUBJECT: **Appeal to the Board of Adjustment** - Appeal of the Planning and Zoning Commissions Decision to Grant a Conditional Use Permit for a Cabin Rental of a Single-Family Dwelling on Parcel 04326047 Located at 502 Ash Avenue, Kenai, AK.

An application to appeal the above-referenced matter was received on October 29, 2026. KMC 14.20.290(f)(1), "Appeals - Board of Adjustment" in part provides:

- The Board of Adjustment shall ordinarily set a date for and hold a hearing on all appeals within 45 days of the filing of the appeal; the Board of Adjustment may for good cause hold the hearing up to 60-days after the filing of the appeal.
- Should the 45th day fall on a weekend or municipal holiday, the hearing may be scheduled for the next following weekday, which is not a municipal holiday.
- Notice of time and place of hearing shall be mailed to all parties interested and to all property owners within 300-feet of the property involved at least 15 days prior to the hearing.

The following information is provided to help in setting a Board of Adjustment hearing date:

- To comply with the 15-day prior noticing requirements, the soonest a hearing could be scheduled would be Saturday, November 21, 2026, with notices being sent on Friday, November 6, 2026.
- Forty-Five Day End Date: **Sunday, December 13, 2026** per KMC 14.20.290(f)(1) extends to Monday, December 14, 2026.

Meetings within the 45-days: **Wednesday, December 2, 2026.**

- Sixty-Day End Date: **Monday, December 28, 2026** (KMC 14.20.290(f)(1) establishes the Board for good cause may hold the hearing up to 60-days after the filing of the appeal.)

Meetings within the 60-days: Wednesday, December 16, 2026

Note: November 26 - 27 and December 25 are recognized as City Holidays.



MEMORANDUM

TO: Mayor Knackstedt and Council Members
FROM: Shellie Saner, City Clerk
DATE: October 29, 2026
SUBJECT: **Appeal to the Board of Adjustment** - Appeal of the Planning and Zoning Commissions Decision to Grant a Conditional Use Permit for a Cabin Rental of a Single-Family Dwelling on Parcel 04328011 Located at 1123 Walnut Avenue, Kenai, AK.

An application to appeal the above-referenced matter was received on October 29, 2026. KMC 14.20.290(f)(1), "Appeals - Board of Adjustment" in part provides:

- The Board of Adjustment shall ordinarily set a date for and hold a hearing on all appeals within 45 days of the filing of the appeal; the Board of Adjustment may for good cause hold the hearing up to 60-days after the filing of the appeal.
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- Sixty-Day End Date: **Monday, December 28, 2026** (KMC 14.20.290(f)(1) establishes the Board for good cause may hold the hearing up to 60-days after the filing of the appeal.)

Meetings within the 60-days: Wednesday, December 16, 2026

Note: November 26 - 27 and December 25 are recognized as City Holidays.

PROCLAMATION

WHEREAS, domestic violence is an intolerable violent crime with public health implications for every person in the central Kenai peninsula, and no one person, organization, agency or community can eliminate domestic violence alone; and,

WHEREAS, domestic violence prevention can be better addressed through education, counseling, support of victims/survivors, and increased support for service agencies in collaboration with The Leeshore Center; and,

WHEREAS, the Leeshore Center, its staff and volunteers work year around to address domestic violence by providing 24-crisis services, offering support to those impacted by domestic violence and providing prevention education and survivor empowerment information to schools, churches and civic organizations as well as to medical, mental health, law enforcement, education and criminal justice personnel; and,

WHEREAS, The LeeShore Center continues to develop and improve the quality of service for those most profoundly and directly impacted by domestic violence;

NOW THEREFORE, I, Henry Knackstedt, Mayor of Kenai, Alaska do hereby proclaim November 4, 2026 as:

“Domestic Violence Awareness Month”

in the City of Kenai and urge all citizens to support and assist The LeeShore Center as it continues its efforts to bring real hope for freeing the central Kenai Peninsula from the tragedy of domestic violence and exploitation.

DATED: *This 4th day of November, 2026.*

Henry H. Knackstedt., Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk