



Kenai Parks & Recreation Commission

Regular Meeting

May 07, 2026 - 6:00 PM

Kenai City Hall - Council Chambers

210 Fidalgo Ave., Kenai, AK 99611

Telephonic/Virtual Information on Page 1

Agenda

A. CALL TO ORDER

- 1. Pledge of Allegiance
- 2. Roll Call
- 3. Agenda Approval

B. SCHEDULED PUBLIC COMMENTS *(Public comments limited to ten (10) minutes per speaker)*

C. UNSCHEDULED PUBLIC COMMENT *(Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

D. APPROVAL OF MINUTES

- 1. April 2, 2026 Regular Meeting Minutes 3

E. UNFINISHED BUSINESS

F. NEW BUSINESS

- 1. **Recommendation** - Approval of the Parks and Recreation Master Plan 6
- 2. **Discussion/Recommendation** - Removal of the August Parks and Recreation Meeting ... 7
- 3. **Discussion** - Suggestion of Tour Dates and Location 8

G. REPORTS

- 1. Parks & Recreation Director
- 2. Commission Chair
- 3. City Council Liaison 9

H. ADDITIONAL PUBLIC COMMENTS *(Public comments limited to five (5) minutes per speaker)*

I. NEXT MEETING ATTENDANCE NOTIFICATION - June 4, 2026

J. COMMISSIONER COMMENTS AND QUESTIONS

K. ADJOURNMENT

L. INFORMATION ITEMS

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

<https://us02web.zoom.us/meeting/register/4jVBGqoiRZ6UMuKjyssX4w>

The agenda and agenda items are posted on the City's website at www.kenai.city. Copies of the agenda items are available at the City Clerk's Office or outside of Council Chambers prior to the meeting. Please contact the Parks and Recreation Director at 907-283-8262 for additional details.

****COMMISSIONERS, PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING****

**KENAI PARKS AND RECREATION COMMISSION – REGULAR MEETING
APRIL 2, 2026 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR T. GRANT WISNIEWSKI, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Parks and Recreation Commission was held on April 2, 2026, in the Kenai City Council Chambers, Kenai, AK. Chair Wisniewski called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Chair Wisniewski led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Grant Wisniewski, Chair
Autumn Carlson
Marti Pepper

Sharon Fischer, Vice Chair
Michael Bernard
Maeve Spiegler

A quorum was present.

Also in attendance were:

Tyler Best, Parks and Recreation Director
Jenna Brown, Assistant Parks and Recreation Director
Bridget Grieme, City Council Liaison
Kevin Buettner, Planning and Zoning Director
**Xiling Tanner, Student Representative

3. Agenda Approval

MOTION:

Commissioner Carlson **MOVED** to approve the agenda. Commissioner Bernard **SECONDED** the motion.

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

B. SCHEDULED PUBLIC COMMENTS

1. Corvus Design - Presentation of Draft Parks and Recreation Master Plan

Chris Mertl, PLA, Project Manager at Corvus Design, presented the draft of the 20-year Parks Master Plan, including project background, inventory and analysis of parks and facilities, and recommended strategies and priorities for implementation.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF MINUTES

1. February 5, 2026 Regular Meeting Minutes

MOTION:

Commissioner Carlson **MOVED** to approve the February 5, 2026 Parks and Recreation Commission minutes. Commissioner Bernard **SECONDED** the motion.

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

E. UNFINISHED BUSINESS -

1. Discussion - Draft Parks and Recreation Masterplan

There was discussion regarding evaluations of Parks and Recreation places and facilities; partnerships; consolidation strategies; maintenance and resource constraints; public input and engagement; revenue opportunities; and increasing signage.

2. Approval of 2025 Workplan Annual Report for the Kenai Parks and Recreation Commission

MOTION:

Commissioner Pepper **MOVED** to approve the 2025 Workplan Annual Report for the Kenai Parks and Recreation Commission. Commissioner Carlson **SECONDED** the motion.

The Commission reviewed the Workplan Report and acknowledged prior actions, including adoption of new Kenai Recreation Center hours and review of proposed changes to the Leif Hansen Memorial policy.

3. Recommendation of 2026 Workplan Goal 1

Director Best summarized the purpose of the work plan goals and noted members should raise questions and request agenda items as needed.

4. Discussion - Review of Parks and Recreation Commission Code

Director Best noted Kenai Municipal Code defines the Commission's advisory role to the City Council and Administration on Parks and Recreation matters, including input on development of a master plan.

F. NEW BUSINESS - None.

G. REPORTS

1. Parks and Recreation Director - Director Best reported on the following:
 - Winter conditions have remained cold, allowing continued skiing on trails; trails are still being groomed but are expected to close as temperatures rise.
 - Continued skating on Daubenspeck Pond, with strong community use due to favorable conditions.
 - Winter activities, including free skate events.
 - Community Easter egg hunt is scheduled for April 4, 2026.
 - Summer job postings are open.
 - Hiring eligibility now includes 17-year-olds with some limitations, expanding opportunities for youth employment.
 - Next clean up day is scheduled for April 25.
2. Commission Chair - Chair Wisniewski reported that City league basketball season is wrapping up.
3. City Council Liaison - Council Member Grieme reported on recent actions of the City Council.

H. ADDITIONAL PUBLIC COMMENTS

Alex Koch addressed the Commission regarding the Spur Highway project timeline.

I. NEXT MEETING ATTENDANCE NOTIFICATION - May 7, 2026

J. COMMISSION QUESTIONS AND COMMENTS - None.

K. ADJOURNMENT

L. INFORMATIONAL ITEMS - None.

There being no further business before the Parks and Recreation Commission, the meeting was adjourned at 7:19 p.m.

I certify the above represents accurate minutes of the Parks and Recreation Commission meeting of April 2, 2026.

Logan Parks, Deputy 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



KENAI

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

MEMORANDUM

TO: Parks and Recreation Commission
FROM: Tyler Best, Parks & Recreation Director
DATE: April 29th, 2026
SUBJECT: **Recommendation to Adopt the Parks and Recreation Master Plan**

On April 2nd, the draft City of Kenai Parks and Recreation Master Plan was presented to the Parks and Recreation Commission for review and discussion. No changes or recommendations were provided by the Commission or members of the public in attendance.

The Commission is therefore being asked to formally forward the plan to the City Council with a recommendation for approval. The City Council will review the plan at an upcoming meeting.

Recommended Motion:

Motion to recommend approval of the City of Kenai Parks and Recreation Master Plan to the Kenai City Council.



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MEMORANDUM

TO: Parks and Recreation Commission
FROM: Tyler Best, Parks & Recreation Director
DATE: April 29th, 2026
SUBJECT: **Removal of the August Parks and Recreation Meeting**

Over the past five years, the Parks and Recreation Commission's regularly scheduled August meeting has been canceled due to a lack of agenda items. This pattern has identified a lack of effectiveness in holding a meeting at this time.

The purpose of this memo is to discuss and recommend augmenting the regular parks and recreation meeting schedule by removing the August meeting from the regular meeting schedule.

Recommendation:

It is recommended that the Parks and Recreation Commission remove the August meeting from the regular annual meeting calendar.



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MEMORANDUM

TO: Parks and Recreation Commission
FROM: Tyler Best, Parks & Recreation Director
DATE: April 29th, 2026
SUBJECT: **Workplan Goal, Suggestion of Tour Dates and Locations**

The Parks and Recreation Commission's approved work plan includes a goal to conduct two tours of parks and facilities. In support of this goal, this memo initiates discussion on potential locations and scheduling for the two tours.

The Parks and Recreation Department recommends holding one tour in June and a second tour in September, both in advance of regularly scheduled Commission meetings. These timeframes are suggested for convenience and alignment with the meeting schedule; however, Administration is open to considering alternative dates based on Commission availability and operational needs.



Kenai City Council - Regular Meeting

April 01, 2026 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Action 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

1. Public Safety Building / Challenger Center Update, K+A dsignstudios, Principal Architect Chris Parker.

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. **ENACTED UNANIMOUSLY. Ordinance 3509-2026** - Increasing Estimated Revenues and Appropriations in the General Fund - Legislative Department, to Provide Matching Funds for a Grant in the Amount of \$10,380 to the Alaska Children's Institute for the Performing Arts DBA Triumvirate Theatre for Parking Lot Paving and Landscaping Improvements. (Administration)
2. **POSTPONED TO MAY 6, 2026. Ordinance 3510-2026** - Amending the Official Zoning Map by Rezoning the Property at 10060 Kenai Spur Highway from Conservation to Suburban Residential Zoning District. (Administration)

Ordinance No. 3510-2026 (Substitute) - Amending the Official Zoning Map by Rezoning a Portion of the Property at 10060 Kenai Spur Highway from Conservation to Suburban Residential Zoning District. (Administration)

3. **APPROVED UNANIMOUSLY. Resolution No. 2026-17** - Authorizing a Contract Award for the 2026 Water Treatment Pump House Construction. (Administration)

F. MINUTES

1. *Regular Meeting of March 18, 2026. (City Clerk)

2. *Special Meeting of March 25, 2026. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Authorizing a Memorandum of Agreement with Greatland Consulting and Training LLC for the use of the Alaska Regional Fire Training Facility. (Administration)
3. ***Ordinance No. 3511-2026** - Accepting and Appropriating Funds from the Institute of Museum and Library Services, Passed Through the State of Alaska, Department of Education and Early Development, Division of Library, Archives & Museums, for Library Employee Training. (Administration)
4. ***Ordinance No. 3512-2026** - Amending Kenai Municipal Code Chapter 7.22 Investment of Monies to Broaden the Range of Permitted Investments and Extend the Maturity Profile of the City's Investment Portfolio. (Administration)
5. **WORK SESSION SCHEDULED FOR MAY 2, 2026. Discussion/Action** - Scheduling a Budget Work Session. (Administration)

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. **Mayor Proclamation** - Declaring April 2026 as "Sexual Assault Awareness Month".
2. **Mayor Proclamation** - In recognition of Aidan Cole as the 2026 Alaska State Spelling Bee Champion

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

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

2. Review and Discussion of the City Manager's Evaluation Which May be a Subject that Tends to Prejudice the Reputation and Character of the City Manager [AS 44.62.310(C)(2)].
3. Review and Discussion of the City Clerk's Evaluation Which May be a Subject that Tends to Prejudice the Reputation and Character of the City Clerk [AS 44.62.310(C)(2)].

N. PENDING ITEMS

O. ADJOURNMENT

P. INFORMATION ITEMS

1. David Martin - Kenai Area Pools

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.

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<https://us02web.zoom.us/meeting/register/WbEpZlqZTsOL9sKgCk5bIA>



Kenai City Council - Regular Meeting

April 22, 2026 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

****Telephonic/Virtual Information on Page 4****

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. **RESULTS OF 4/14/26 SPECIAL ELECTION CERTIFIED.** Certification of the April 14, 2026 Special Election Results
4. 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*)

1. Request for Consideration of Challenger Center for Homeschool / Career Technical Education (CTE), Doug Hayman, Principal of Connections Homeschool.

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

E. PUBLIC HEARINGS

1. **ENACTED WITHOUT OBJECTION. Ordinance No. 3511-2026** - Accepting and Appropriating Funds from the Institute of Museum and Library Services, Passed Through the State of Alaska, Department of Education and Early Development, Division of Library, Archives & Museums, for Library Employee Training. (Administration)
2. **ENACTED WITHOUT OBJECTION. Ordinance No. 3512-2026** - Amending Kenai Municipal Code Chapter 7.22 Investment of Monies to Broaden the Range of Permitted Investments and Extend the Maturity Profile of the City's Investment Portfolio. (Administration)
3. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-18** - Accepting a Site-Specific Emergency Operations Plan and Continuity of Operations Plan for the Kenai Senior Center and Incorporating These Plans into the City of Kenai Emergency Operations Plan. (Administration)
4. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-19** - Authorizing a Contract Award for External Financial Audit Services. (Administration)

5. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-20** - Authorizing a Contract Award for the 2026 Kenai City Dock Lease. (Administration)
6. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-21** - Approving a Lease Form for Leasing of Tidelands for Shore Fisheries and Authorizing the City Manager to Enter into a Shore Fishery Lease with Nathan Scow for the Property Described as Tracts A & B, City of Kenai Shore Fishery No. 1. (Administration)
7. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-22** - Approving a Lease Form for Leasing of Tidelands for Shore Fisheries and Authorizing the City Manager to Enter into a Shore Fishery Lease with Tide Chaser Fishery, LLC for the Property Described as City of Kenai Shore Fishery No. 2. (Administration)
8. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-23** - Approving a Lease Form for Leasing of Tidelands for Shore Fisheries and Authorizing the City Manager to Enter into a Shore Fishery Lease with Brian Scow for the Property Described as Tract One (1), Shore Fishery Plat No. 71. (Administration)
9. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-24** - Approving a Lease Form for Leasing of Tidelands for Shore Fisheries and Authorizing the City Manager to Enter into a Shore Fishery Lease with Nancy Hillman-Scow for the Property Described as Tract Two (2), Shore Fishery Plat No. 71. (Administration)
10. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-25** - Approving a Lease Form for Leasing of Tidelands for Shore Fisheries and Authorizing the City Manager to Enter into a Shore Fishery Lease with Kenai Salmon Company, Inc. for the Property Described as Tracts Three (3), Four (4), Five (5), and Six (6), Shore Fishery Plat No. 71. (Administration)
11. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-26** - Approving a Lease Form for Leasing of Tidelands for Shore Fisheries and Authorizing the City Manager to Enter into a Shore Fishery Lease with Aurora Holdings and Investments, LLC for the Property Described as Tract Seven (7), Shore Fishery Plat No. 71. (Administration)
12. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-27** - Approving a Lease Form for Leasing of Tidelands for Shore Fisheries and Authorizing the City Manager to Enter into a Shore Fishery Lease with Laura Maccabee for the Property Described as a 3.29-acre portion of Tidelands Survey No. 272 within Section Thirty-Five (35), Township 5 North, Range 12 West. (Administration)
13. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-28** - Approving an Auto Aid Agreement and Supporting Operational Plan with the Kenai Peninsula Borough for Exchange of Personnel and Equipment Response to Structure Fires. (Administration)

F. MINUTES

1. *Regular Meeting of April 1, 2026. (City Clerk)
2. *Special Meeting of April 8, 2026. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

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

2. ***Action/Approval** - Non-Objection to the Transfer of Ownership of a Marijuana Product Manufacturing Facility License from Transferor Herban Extracts, LLC to Transferee Lady Gray, LLC. DBA Herban Extracts - License No. 14432. (City Clerk)
3. ***Action/Approval** - Special Use Permit to NILCHIL Solutions, Inc. for an Off-Premise Sign on City-Owned Property Described as Tract B, Gusty Subdivision Addition No. 2, Located at 11631 Kenai Spur Highway. (Administration)
4. ***Ordinance No. 3513-2026** - Amending Kenai Municipal Code Chapter 7.15 - Purchases and Sales, to Remove Requirements to Publish Advertisements in Newspapers. (Administration)
5. ***Ordinance No. 3514-2026** - Increasing Estimated Revenues and Appropriations in the General Fund and Airport Fund and Awarding a Contract for Purchase of Firefighting Foam. (Administration)
6. ***Ordinance No. 3515-2026** - Increasing Estimated Revenues and Appropriation in the Airport Snow Removal Equipment Capital Project Fund to Transfer Residual Balance from a Completed Project Back to the Original Funding Source. (Administration)
7. ***Ordinance No. 3516-2026** - Increasing Estimated Revenues and Appropriations in the General Fund - Fire Department for Overtime Costs in Excess of Budgeted Amounts. (Administration)
8. ***Ordinance No. 3517-2026** - Increasing Estimated Revenues and Appropriations in the General Fund and Authorizing a Consulting Agreement to Evaluate Natural Gas Storage Opportunities on Kenai Municipal Airport Lands. (Administration)
9. ***APPROVED WITHOUT OBJECTION. Action/Approval*** - Parks and Recreation Commission 2026 Work Plan. (Parks and Recreation Commission)
10. **Discussion** - Kenai Central High School Pool Operations and Coordination. (Administration)
11. **Discussion** - Candidate Filing Period. (City Clerk)

I. COMMISSION REPORTS

1. Council on Aging Commission
2. Airport Commission
3. Parks and Recreation Commission
 - Parks and Recreation Commission 2025 Annual Report
4. Planning and Zoning Commission
5. Beautification Commission

J. REPORT OF THE MAYOR

1. **Proclamation** - In Recognition of Kenai Peninsula Hockey Association (KPHA) Ice Hawks 12U Girls Hockey Team.

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

1. Competing Applications for Gas Storage Space. Pursuant to 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)
2. Kenai Central High School Pool Negotiations. Pursuant to AS 44.62.310(c)(1) a Matter of which the Immediate Knowledge may have an Adverse Effect upon the Finance of the City. (Administration)

N. PENDING ITEMS

1. **Ordinance 3510-2026** - Amending the Official Zoning Map by Rezoning the Property at 10060 Kenai Spur Highway from Conservation to Suburban Residential Zoning District. (Administration)

Ordinance No. 3510-2026 (Substitute) - Amending the Official Zoning Map by Rezoning a Portion of the Property at 10060 Kenai Spur Highway from Conservation to Suburban Residential Zoning District. (Administration)

[Clerk's Note: During the April 1, 2026 City Council Meeting, Ordinance No. 3510-2026 was postponed to May 6, 2026.]

O. ADJOURNMENT

P. INFORMATION ITEMS

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