



Kenai Beautification Commission

Regular Meeting

September 08, 2026 - 6:00 PM

Kenai City Hall - Council Chambers

210 Fidalgo Ave., Kenai, AK 99611

Telephonic/Virtual Information on Page 2

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. May 12, 2026 Regular Meeting Minutes 3

E. UNFINISHED BUSINESS

F. NEW BUSINESS

1. **Discussion** - Fiscal Year 2027 - Fiscal Year 2032 Capital Project Review 5
2. **Discussion** - Beautification Tour Recap 6
3. **Discussion** - Capital Project Replacing Street Lights for Winter Decor 7

G. REPORTS

1. Parks & Recreation Director
2. Commission Chair
3. City Council Liaison 8

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

I. NEXT MEETING ATTENDANCE NOTIFICATION - October 13, 2026

J. COMMISSIONER COMMENTS AND QUESTIONS

K. ADJOURNMENT

L. INFORMATION ITEMS

1. Pumpkin Festival Flyer
2. June and July Midmonth Reports

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

<https://us02web.zoom.us/meeting/register/k8YFYVtxSmuSl1enGz5mwQ>

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 BEAUTIFICATION COMMISSION – REGULAR MEETING
MAY 12, 2026 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR SARAH DOUTHIT, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Beautification Commission was held on May 12, 2026, in the Kenai City Council Chambers, Kenai, AK. Chair Douthit called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Chair Douthit led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Sarah Douthit, Chair
Autumn Carlson

Sonja Earsley, Vice Chair (*remote participation*)
Brittney Hoffert (*remote participation*)

A quorum was present.

Also in attendance were:

Tyler Best, Parks and Recreation Director
Glenese Pettey, City Council Liaison

3. Agenda Approval

MOTION:

Commissioner Carlson **MOVED** to approve the agenda as presented. Commissioner Earsley **SECONDED** the motion.

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

B. SCHEDULED PUBLIC COMMENTS - None.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF MINUTES

1. April 14, 2026 Regular Meeting Minutes

MOTION:

Commissioner Carlson **MOVED** to approve the April 14, 2026 Beautification Commission minutes. Commissioner Earsley **SECONDED** the motion.

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

E. UNFINISHED BUSINESS - None.

F. NEW BUSINESS

1. Discussion - Garden Tour in August

A Work Session tour was scheduled for August 11, 2026 at 5:30 p.m. at Leif Hansen Memorial Park and the Kenai Visitor Center.

G. REPORTS

1. Parks and Recreation Director - Director Best reported on the following:
 - Upcoming events.
 - Master Plan Work Session.
2. Commission Chair - Chair Douthit reported on advertising vacant Commissioner seats on social media.
3. City Council Liaison - Council Member Pettey reported on recent actions of the City Council.

H. **ADDITIONAL PUBLIC COMMENTS** - None.

I. **NEXT MEETING ATTENDANCE NOTIFICATION** - September 8, 2026

J. **COMMISSION QUESTIONS AND COMMENTS** - None.

K. **ADJOURNMENT**

L. **INFORMATIONAL ITEMS**

1. Kenai Planting Days

There being no further business before the Beautification Commission, the meeting was adjourned at 6:20 p.m.

I certify the above represents accurate minutes of the Beautification Commission meeting of May 12, 2026.

Logan Parks, Deputy City Clerk

MEMORANDUM

TO: Chair Douthit and Beautification Commission Members

FROM: Tyler Best, Parks & Recreation Director

DATE: August 26, 2026

SUBJECT: Capital Plan Review

Capital Projects usually exceed \$35,000. The Parks and Recreation Master Plan is an example of a capital project the Administration is working on.

The current General Fund plan for FY28-FY32 is attached. Approved items from FY27, such as street light replacement.

This memo informs the Commission of the current plan and reviews project priorities for the FY28-FY32 plan.

CIP Project name	FY28	FY29	FY30	FY31	FY32
Old Town Playground Replacement	800,000				
Multipurpose Facility Roof Design	75,000				
Relocation of Parks and Rec to Daubenspeck Design	150,000				
Multipurpose Facility Roof Replacement		850,000			
Relocation of Parks and Rec to Daubenspeck		3,000,000			
Kenai Recreation Center Interior Renovation and Reconfiguration Design			150,000		
Outdoor Racket Sport Court			**		
Multipurpose Facility Refrigeration System Replacement				5,300,000	
Outdoor Sports Complex Design					250,000

MEMORANDUM

TO: Chair Douthit and Beautification Commission Members

FROM: Tyler Best, Parks & Recreation Director

DATE: August 26, 2026

SUBJECT: Beautification Tour

In early August, the Beautification Commission toured several of our flower beds and other planter locations to review perennial and annual plant performance. This year's growing season started late due to sustained colder-than-average temperatures, annuals were slow to establish but ultimately did well once they got going, resulting in a shorter but productive bloom season overall. Since the tour, the nasturtiums and several other planters have flourished. Overall, it was an unusually cool growing season with average summer temperatures running about ten degrees colder than normal, which contributed to the late push in blooms.

During the tour, Parks staff also discussed the possibility of a volunteer program through which community members could adopt individual beds. Because the Parks and Recreation master identifies some existing beds for potential removal as part of a broader maintenance- reduction strategy, staff would first need to determine which locations would be appropriate for such a program.

One suggestion from Commission members was to start keeping running logs of what is plant and how it performed. This is common among gardeners and Parks Departments, and it would be worth adopting for our maintenance records.

Chickweed and other weeds were a significant challenge this year. Parks plans to prioritize weed control in the flower beds next year by taking additional measures in bed preparation process, in efforts to combat the issue before it takes hold.

Outside of the tour recap, Parks wanted to note that weeds have overtaken the flower field this year. Next year we are planning a maintenance year for that area, tilling, spraying, and treating it to kill off the weed seed bank before replanting. As always, we will keep looking for ways to move the flower program forward.

MEMORANDUM

TO: Chair Douthit and Beautification Commission Members

FROM: Tyler Best, Parks & Recreation Director

DATE: August 26, 2026

SUBJECT: Christmas Light replacement

Parks & Recreation has received funding approval to replace aging static display decorations along the Kenai Spur Highway. Before moving forward with design selections, administration is seeking input from the Beautification Commission on the overall approach and preferred designs.

One option under consideration is selecting one to three complementary designs to repeat along the highway, creating a more consistent and cohesive appearance rather than replacing each ageing display with a different design. This approach would also allow Parks & recreation to retain existing displays that remain in good condition and contribute positively to the overall display, particularly the current static displays along Willow Street and Airport Way, while introducing a more cohesive look along the Highway corridor.

The purpose of this memo is to start this discussion; if needed, we can discuss this topic again at the October meeting.



Kenai City Council - Regular Meeting

August 05, 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. **Oath of Office** - Ryan Coleman, Chief of Police

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

1. 2026 Housing Assessment Report, Kenai Peninsula Economic Development District Economist, Andy Wink.

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. 3534-2026** - Amending Kenai Municipal Code 7.25.030 - Unbudgeted Appropriations, to Allow the City Manager to Appropriate Donations and Grants Under Ten Thousand Dollars. (Askin, Grieme)
2. **ENACTED WITHOUT OBJECTION. Ordinance No. 3535-2026** - Removing Public Purpose Designations on Kenai Peninsula Borough Parcel Numbers 04711308, 04711309, 04711310, 04711311, 04711312, and 04108003, to Accommodate Disposal Recommendations in the City of Kenai Land Management Plan. (Administration)

3. **ENACTED AS AMENDED WITHOUT OBJECTION. Ordinance No. 3536-2026** - Increasing Estimated Revenues and Appropriations in the Municipal Roadway Improvement Capital Fund for the Partial Construction of Water, Sewer and Sixth Street, accepting a US Department of Housing and Urban Development Community Development Block Grant Passed Through the State of Alaska Department of Commerce, Community, and Economic Development and Accepting Funding from the Kenai Peninsula Housing Initiative. (Administration) [KMC 1.15.070(d)]
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Enactment (Requires Five Affirmative Votes)
4. **ADOPTED WITHOUT OBJECTION. Resolution No. 2026-54** - Authorizing a Contract to Purchase Computer Equipment. (Administration)

F. MINUTES

1. *Regular Meeting of July 8, 2026. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Ordinance No. 3537-2026** - Increasing Estimated Fiscal Year 2026 Revenues and Appropriations in the General Fund - Police Department and Accepting a Grant from the US Department of Transportation Passed Through the State Of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures. (Administration)
3. ***Ordinance No. 3538-2026** - Increasing Estimated Fiscal Year 2026 Revenues and Appropriations in the General Fund - Police Department and Accepting a Grant from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures. (Administration)
4. ***Ordinance No. 3539-2026** - Amending Kenai Municipal Code Section 14.20.030 - Establishment of Zones and Official Map to Add Airport Light Industrial. (Administration)
5. ***Ordinance No. 3540-2026** - Accepting and Appropriating a Gift Distribution from Meals on Wheels of America to the Kenai Senior Center. (Administration)
6. **WITHDRAWN FROM THE AGENDA. *Ordinance No. 3541-2026** - Amending the Official Zoning Map by Rezoning of Parcels 04923002, 04923003, and 04923004 with Physical Addresses of 5940 & 5968 Kenai Spur Highway and 220 N. Fern Street, from Limited Commercial (LC) to Rural Residential (RR). (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

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/lxF4IIKaRWicjpC-FlaK7Q>



Kenai City Council - Regular Meeting

August 19, 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

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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*)

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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. **ENACTED WITHOUT OBJECTION. Ordinance No. 3537-2026** - Increasing Estimated Fiscal Year 2026 Revenues and Appropriations in the General Fund - Police Department and Accepting a Grant from the US Department of Transportation Passed Through the State Of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures. (Administration)
2. **ENACTED WITHOUT OBJECTION. Ordinance No. 3538-2026** - Increasing Estimated Fiscal Year 2026 Revenues and Appropriations in the General Fund - Police Department and Accepting a Grant from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures. (Administration)
3. **ENACTED WITHOUT OBJECTION. Ordinance No. 3539-2026** - Amending Kenai Municipal Code Section 14.20.030 - Establishment of Zones and Official Map to Add Airport Light Industrial. (Administration)
4. **ENACTED WITHOUT OBJECTION. Ordinance No. 3540-2026** - Accepting and Appropriating a Gift Distribution from Meals on Wheels of America to the Kenai Senior Center. (Administration)
5. **ADOPTED WITHOUT OBJECTION. Resolution No. 2026-55** - Authorizing a Contract for Digester Pumping and Disposal. (Administration)

6. **ADOPTED WITHOUT OBJECTION. Resolution No. 2026-56** - Authorizing the Renewal of the City's Caselle Software Licensing and Support, and Corresponding Purchase Order for Accounting, Payroll and Human Resources Operations. (Administration)
7. **ADOPTED WITHOUT OBJECTION. Resolution No. 2026-57** - Authorizing the City Manager to Enter into a Grant Agreement with the Kenai Peninsula Borough School District to Support Community Access to the Kenai Central High School Swimming Pool. (Administration)
8. **ADOPTED WITHOUT OBJECTION. Resolution No. 2026-58** - Redirecting Previously Appropriated Capital Funds in the Vintage Pointe Improvement Capital Project Fund for the Repair and Replacement of Windows. (Administration)

F. MINUTES

1. *Regular Meeting of August 5, 2026. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Confirmation of Mayoral Nominations for a Partial Term Appointment of Sherry Powell to the Beautification Commission. (Knackstedt)
3. ***Ordinance No. 3542-2026** - Providing for the Submission to the Qualified Voters of the City of Kenai, at the Regular Election to be Held on November 3, 2026, the Question of Enacting Kenai Municipal Code, Section 7.05.031- Residential Property Tax Exemption, to Establish a Residential Property Tax Exemption in the Amount of \$75,000. (Knackstedt, Kisena)

I. COMMISSION REPORTS

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

J. REPORT OF THE MAYOR

K. ADMINISTRATION REPORTS

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L. ADDITIONAL PUBLIC COMMENTS

1. Citizens Comments (*Public comments limited to five (5) minutes per speaker*)
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FREE
EVENT!

The 11th Annual

Kenai Pumpkin Festival

SATURDAY • OCT 10TH

11:00 AM-3:00 PM • Kenai Greenstrip

Activities | Food Trucks | Music

Pumpkin Patch | Hay Rides

Cider | **Pumpkin Drop**



KENAI PARKS & RECREATION
PARKS@KENAI.CITY
907.283.8262

FOLLOW US:
@KENAIPARKSANDREC

MEMORANDUM

TO: Mayor Knackstedt and Kenai City Council

THROUGH: Terry Eubank, City Manager

FROM: Tyler Best, Parks and Recreation Director

DATE: July 28th, 2026

SUBJECT: **Mid-Month Report – June**

During June, the Parks Department onboarded seasonal staff and began routine summer maintenance throughout the city, including mowing, weed trimming, trash collection, and restroom cleaning.

Staff also planted a donated "Fat Albert" spruce tree at the Kenai Chamber of Commerce. The tree, donated by Alex Douthit in honor of his late grandfather, is intended to become the community Christmas tree as it matures. (See attached photos.)

Parks and Recreation hosted the annual Kenai Kite Festival in early June, where more than 400 kites were distributed in partnership with Walmart. The department also assisted the Kenai Chamber of Commerce with the Summer Solstice Run by providing course layout and event setup. (See attached photos.)

Warm, sunny weather early in the month resulted in lower Recreation Center attendance, with participation increasing as wetter weather returned later in June.

Staff also prepared and seeded the City's wildflower field, using 80 pounds of wildflower seed with hydroseeding services provided by Moore Landscaping. Due to cooler-than-normal temperatures, the bloom is expected to occur later than the typical early to mid-August bloom.

Kenai Recreation Center Visits – Month of June

Weight Room/Cardio Room	876
Racquetball /Wallyball Court	40
Shower/Sauna	324
Gymnasium	808
Gym rental participants	0
Total Number of Sign-ins	2048
Door Counter Log	3100



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