



**Kenai Harbor Commission**

**Regular Meeting**

**April 07, 2025 - 6:00 PM**

**Kenai City Hall - Council Chambers**

**210 Fidalgo Ave., Kenai, AK 99611**

**\*Telephonic/Virtual Information Below\***

**Agenda**

**A. CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. **Election of Chair and Vice Chair**
4. 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. February 10, 2025 Regular Meeting Minutes..... **Pg. 3**

**E. UNFINISHED BUSINESS**

**F. NEW BUSINESS**

1. **Discussion** – Discuss work plan implementation
2. **Discussion** – Schedule date for Kenai Dock site visit

**G. REPORTS**

1. Public Works Director
2. Commission Chair
3. City Council Liaison..... **Pg. 6**

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

**I. NEXT MEETING ATTENDANCE NOTIFICATION** – May 12, 2025

**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/TyM8ls-dRB2lShGRrSTm6Q>

*The agenda and agenda items are posted on the City's website at [www.kenai.city](http://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 Public Works Director at 907-283-8236 for additional details.*

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

**KENAI HARBOR COMMISSION – REGULAR MEETING  
FEBRUARY 10, 2025 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
CHAIR LISA GABRIEL, PRESIDING**

**ACTION MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Harbor Commission was held on February 10, 2025, in the Kenai City Council Chambers, Kenai, AK. Chair Gabriel called the meeting to order at approximately 6:00 p.m.

**1. Pledge of Allegiance**

Chair Gabriel led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Lisa Gabriel, Chair  
Zachary Rohr  
Dominick Sarte

Jeanne Reveal, Vice Chair  
Matthew Moffis

A quorum was present.

Also in attendance were:

Lee Frey, Public Works Director  
Lisa List, Public Works Administrative Assistant  
Sovala Kisenia, City Council Liaison

**3. Agenda Approval**

**MOTION:**

Vice Chair Reveal **MOVED** to approve the agenda as presented. Commissioner Moffis **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. November 12, 2024 Regular Meeting Minutes

**MOTION:**

Vice Chair Reveal **MOVED** to approve the November 12, 2024 Harbor Commission minutes. Commissioner Rohr **SECONDED** the motion.

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

**E. UNFINISHED BUSINESS – None.**

**F. NEW BUSINESS**

1. **Discussion/Recommendation** - Review work plan summary report from CY2024

**MOTION:**

Vice Chair Reveal **MOVED** to approve the Harbor Commission 2024 Annual Report for submission to the City Council. Commissioner Rohr **SECONDED** the motion.

Director Frey gave a staff report from information provided in the packet.

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

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

2. **Discussion** – Discuss work plan goals for 2025

Director Frey gave a staff report from information provided in the packet.

**MOTION:**

Vice Chair Reveal **MOVED** to Use the Harbor Commission 2024 goals for 2025 and submit to the Council for approval. Commissioner Rohr **SECONDED** the motion.

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

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

**G. REPORTS**

1. Public Works Director – Director Frey reported on the following:

- A budget transfer has provided funding for a new project for City dock float replacement and concrete ramp repairs.
- Update on Bluff Project: work will start May 16<sup>th</sup>.

2. Commission Chair – Chair Gabriel welcomed the new commissioners.

3. City Council Liaison – Council Member Kisena reported on recent actions of the City Council.

**H. ADDITIONAL PUBLIC COMMENTS** – None.

**I. NEXT MEETING ATTENDANCE NOTIFICATION** – March 10, 2025

Chair Gabriel and Commissioner Sarte noted that they will attend remotely.

**J. COMMISSION QUESTIONS AND COMMENTS**

Vice Chair Reveal welcomed the new commissioners.

Commissioner Moffis requested that the Commission schedule an offsite tour of the City harbor facilities.

Commissioner Rohr discussed possibilities for the waterfront revitalization project.

Commissioner Sarte said he looked forward to working with the Commission.

**K. ADJOURNMENT**

**L. INFORMATIONAL ITEMS** – None.

There being no further business before the Harbor Commission, the meeting was adjourned at 6:29 p.m.

I certify the above represents accurate minutes of the Harbor Commission meeting of February 10, 2025.

DRAFT



## Kenai City Council - Regular Meeting

March 05, 2025 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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

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

### **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**

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

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

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

1. **ENACTED UNANIMOUSLY. Ordinance No. 3451-2025** - Accepting and Appropriating Donations to the Kenai Community Library for Library Materials, Equipment, Furniture, and Programming. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3452-2025** - Accepting and Appropriating a Polar Bear and Brown Bear Taxidermy Donation from the Warren E Johnson Estate for Display in the Kenai Municipal Airport Terminal. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3453-2025** - Amending Kenai Municipal Code Chapter 7.15 - Purchases and Sales, Sections 7.15.060 - Procurement of Professional Services and 7.15.070 - Innovative Procurements and Other Exceptions, to Allow Insurance Coverages to be Procured by Direct Negotiation and Authorize Other Procurement Exceptions Subject to City Council Approval by Resolution. (Knackstedt)
4. **ENACTED UNANIMOUSLY. Ordinance No. 3454-2025** - Amending Kenai Municipal Code 23.35.032 - Arbitration Panel to Amend the Member Terms from Indefinite Terms to Three-Year Terms. (City Clerk)
5. **ENACTED UNANIMOUSLY. Ordinance No. 3455-2025** - Authorizing the Purchase of a Used Ventrac Tractor and Attachments from KNC Golf, Inc., that Deviates from Procurement Procedures Authorized by Kenai Municipal Code Chapter 7.15 Purchases and Sales. (Administration)

6. **ADOPTED UNANIMOUSLY. Resolution No. 2025-16** - Authorizing a Professional Service Agreement and Corresponding Purchase Order for the 2026 Airport Perimeter and Security Fence Line Improvement Project for the Kenai Municipal Airport. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2025-17** - Authorizing the City Manager to Renew the Memorandum of Understanding for the Kenai Watershed Forum Kenai River Water Quality Monitoring Program. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2025-18** - Authorizing the Use of the Fleet Replacement Fund for the Purchase of Equipment to Upfit Three New Police Vehicles. (Administration)

#### **F. MINUTES**

1. \*Regular Meeting of February 19, 2025. (City Clerk)

#### **G. UNFINISHED BUSINESS**

#### **H. NEW BUSINESS**

1. **\*Action/Approval** - Bills to be Ratified. (Administration)
2. **\*Action/Approval** - Non-Objection to the Issuance of a Package Store Sampling Endorsement for Three Bears Alaska, Inc. DBA Three Bears - License No. 4118. (City Clerk)
3. **\*Action/Approval** - Non-Objection to the Issuance of a Restaurant Endorsement for Salamatof Cannery Lodge, LLC. DBA Salamatof Cannery Lodge - License No. 15960. (City Clerk)
4. **\*Action/Approval** - Non-Objection to the Renewal of a Seasonal Golf Course Liquor License for Griffin Golf, LLC. DBA Kenai Golf Course - License No. 5788. (City Clerk)
5. **\*Action/Approval** - Non-Objection to the Renewal of a Package Store Liquor License for AK, Inc. DBA Speedway Express - License No. 4544. (City Clerk)
6. **\*Action/Approval** - Non-Objection to the Renewal of a Retail Marijuana Store License and a Standard Marijuana Cultivation License for Majestic Gardens LLC., DBA: Majestic Gardens LLC. - License No.'s 15393 and 15395. (City Clerk)
7. **\*Action/Approval** - Non-Objection to the Renewal of a Restaurant Eating Place Liquor License for Ramon Gonzalez DBA Playa Azul - License No. 5224. (City Clerk)
8. **\*Ordinance No. 3456-2025** - Accepting and Appropriating a Grant Received Through Best Friends Animal Society to the Kenai Animal Shelter for Attendance at the Best Friends National Conference. (Administration)
9. **\*Ordinance No. 3457-2025** - Accepting and Appropriating Donations Designated by Tom Anderson from the Alaska Community Foundation for the Construction of Softball Dugouts and the Dedication of a Dugout in Memoriam of Hannah Hill. (Administration)
10. **\*Ordinance No. 3458-2025** - Accepting and Appropriating a Grant Received Through the Alaska Geriatric Exchange Network to the Kenai Senior Center for Attendance at the 2025 Legislative Fly-In. (Administration)
11. **\*Ordinance No. 3459-2025** - Determining that Real Property Described as Lot 10, Block 1, Etolin Subdivision Number 3, According to Plat 82-103, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to LOROC, LLC. (Administration)

12. **\*Ordinance No. 3460-2025** - Determining that Real Property Described as Lot 11, Block 1, Etolin Subdivision Number 3, According to Plat 82-103, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to LOROC, LLC. (Administration)
13. **\*Ordinance No. 3461-2025** - Amending the Official Zoning Map and Land Use Table by Rezoning the Properties at 202 North Forest Drive and 1408 Second Avenue from Suburban Residential (RS) to General Commercial (CG) Zoning District. (Administration)
14. **APPROVED UNANIMOUSLY. Action/Approval** - Harbor Commission 2025 Work Plan. (City Clerk)
15. **APPROVED UNANIMOUSLY. Action/Approval** - Nominations Received for Council Consideration of Robert Molloy and Vaughn Dosko for Appointment to the Personnel Arbitration Board. (City Clerk)

**I. COMMISSION REPORTS**

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

**J. REPORT OF THE MAYOR**

**K. ADMINISTRATION REPORTS**

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

**L. ADDITIONAL PUBLIC COMMENTS**

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

**M. EXECUTIVE SESSION**

**N. PENDING ITEMS**

**O. ADJOURNMENT**

**P. INFORMATION ITEMS**

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## Kenai City Council - Regular Meeting

March 19, 2025 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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

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

### **Action Agenda**

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#### **B. SCHEDULED ADMINISTRATIVE REPORTS**

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

1. 100% Communities and the 907 Navigation App, Abby Struffert, Southcentral Consulting

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

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

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2. **ENACTED UNANIMOUSLY. Ordinance No. 3457-2025** - Accepting and Appropriating Donations Designated by Tom Anderson from the Alaska Community Foundation for the Construction of Softball Dugouts and the Dedication of a Dugout in Memoriam of Hannah Hill. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3458-2025** - Accepting and Appropriating a Grant Received Through the Alaska Geriatric Exchange Network to the Kenai Senior Center for Attendance at the 2025 Legislative Fly-In. (Administration)
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5. **ENACTED UNANIMOUSLY. Ordinance No. 3460-2025** - Determining that Real Property Described as Lot 11, Block 1, Etolin Subdivision Number 3, According to Plat 82-103, City-

Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to LOROC, LLC. (Administration)

6. **ENACTED UNANIMOUSLY. Ordinance No. 3461-2025** - Amending the Official Zoning Map and Land Use Table by Rezoning the Properties at 202 North Forest Drive and 1408 Second Avenue from Suburban Residential (RS) to General Commercial (CG) Zoning District. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2025-19** - Authorizing the City Manager to Enter into an Airline Operating Agreement and Terminal Area Lease with Aleutian Airways. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2025-20** - Authorizing Award of the Airport Engineering Services Term Contract. (Administration)

#### **F. MINUTES**

1. \*Regular Meeting of March 5, 2025. (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 use of the Alaska Regional Fire Training Facility. (Administration)
3. **\*Action/Approval** - Authorizing a Special Use Permit to Jeremy Mastre, DBA: River Rock Outdoors, LLC for Commercial Operations at the Kenai Municipal Airport Float Plane Basin. (Administration)
4. **\*Action/Approval** - Authorizing a Special Use Permit to Jeremy Mastre, DBA: River Rock Outdoors, LLC for Fuel Tank Storage at the Kenai Municipal Airport Float Plane Basin. (Administration)
5. **\*Action/Approval** - Approving Amendments to the Lease and Concession Agreements for the Kenai Municipal Golf Course and Recreation Area between the City of Kenai and KNC Golf, Inc. (Administration)
6. **APPROVED UNANIMOUSLY. Action/Approval** - Reporting Requirements for Agencies Receiving Grants through the Legislative Budget. (Douthit)
7. **SPECIAL MEETING SCHEDULED FOR 4/15/2025 AT 6:00 P.M. Discussion** - Scheduling Council Employee Evaluations. (Gabriel)
8. **Discussion** - Kenai Municipal Code, Title 2 Alcoholic Beverages and Marijuana - License Renewals. (City Clerk)
9. **APPROVED UNANIMOUSLY. Action/Approval** - Authorizing the Mayor to Sign a Letter of Support for the American Tidal Energy Project led by ORPC. (Gabriel)

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**J. REPORT OF THE MAYOR**

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