



Kenai Parks & Recreation Commission

Regular Meeting

September 03, 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. June 4, 2026 Regular Meeting Minutes 2

E. UNFINISHED BUSINESS

F. NEW BUSINESS

1. Discussion - Fiscal Year 2027 - Fiscal Year 2032 Capital Project Review 5

G. REPORTS

1. Parks & Recreation Director 7
2. Commission Chair
3. City Council Liaison 11

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/AixHJmwQEOX67WXGnV3AA>

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****

Parks & Recreation Commission
September 03, 2026

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**KENAI PARKS & RECREATION COMMISSION – REGULAR MEETING
JUNE 4, 2026 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR GRANT WISNIEWSKI, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Parks & Recreation Commission was held on June 4, 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

Sharon Fisher led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Sharon Fisher
Autumn Carlson

Michael Bernard
Maeve Spiegler

A quorum was present.

Absent:

Grant Wisniewski, Chair

Marti Pepper

Also in attendance was:

Tyler Best, Parks & Recreation Director

3. Agenda Approval

MOTION:

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

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

B. SCHEDULED PUBLIC COMMENTS - None.

C. UNSCHEDULED PUBLIC COMMENTS

Angie Kramer, Kenai resident, spoke on the weight room policy at the Recreation Center encouraging Commissioners to consider changing the age requirement.

D. APPROVAL OF MINUTES

1. May 7, 2026 Regular Meeting Minutes

MOTION:

Commissioner Carlson **MOVED** to approve the May 7, 2026 Parks & Recreation Commission minutes. Commissioner Bernard **SECONDED** the motion.

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

E. UNFINISHED BUSINESS - None.

F. NEW BUSINESS

1. **Recommendation** - Council Amendment to City Council Policy 20.020 - Standing Commissions and Other Advisory Body Procedures, to Remove the August Meeting Date.

MOTION:

Commissioner Spiegler **MOVED** to recommend City Council amend City Council Policy 20.020 - Standing Commissions and Other Advisory Body Procedures, to Remove the August Meeting Date. Commissioner Carlson **SECONDED** the motion.

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

The Commission discussed removing August meetings; consensus did not support cancelling three consecutive months of meetings.

VOTE:

YEA: None

NAY: Bernard, Fisher, Carlson, Spiegler

MOTION FAILED.

2. **Recommendation** - Council Amendment to City Council Policy 20.020 - Standing Commissions and Other Advisory Body Procedures, to Remove the June Meeting Date.

MOTION:

Commissioner Bernard **MOVED** to recommend City Council amend City Council Policy 20.020 - Standing Commissions and Other Advisory Body Procedures, to Remove the June Meeting Date. Commissioner Spiegler **SECONDED** the motion.

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

The Commission discussed alternative scheduling options, including cancelling a single meeting if necessary.

VOTE:

YEA: None

NAY: Bernard, Spiegler, Carlson, Fisher

MOTION FAILED.

3. **Discussion** - Fall Parks Tour.

The Fall Parks Tour work session date was scheduled for August 27, 2026.

G. REPORTS

1. Parks & Recreation Director - Director Best reported on the following:
 - Updates on the kite festival.
 - Mid-month reports overview.
 - Shared visitor count information for the Kenai Recreation Center.
 - Reported volunteers collected trash along the Kenai Spur Highway.
 - Announced approximately 16 seasonal Personal Use Fishery workers will begin working by July.
 - Discussed the start of summer operations.
2. Commission Chair - None.
3. City Council Liaison - None.

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

I. **NEXT MEETING ATTENDANCE NOTIFICATION** - September 3, 2026.

J. **COMMISSION QUESTIONS AND COMMENTS**

The work session date was scheduled for August 27, 2026.

K. **ADJOURNMENT**

L. **INFORMATIONAL ITEMS** - None.

There being no further business before the Parks & Recreation Commission, the meeting was adjourned at 7:27 p.m.

I certify the above represents accurate minutes of the Parks & Recreation Commission meeting of June 4, 2026.

Logan Parks
Deputy City Clerk

MEMORANDUM

TO: Chair Wisniewski and Parks & Recreation 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 tractor replacement, are complete or ongoing.

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

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			

Project name	FY28	FY29	FY30	FY31	FY32
Multipurpose Facility Refrigeration System Replacement				5,300,000	
Kenai Recreation Center Interior Renovation and Reconfiguration Design			150,000		
Outdoor Racket Sport Court			700,000		
Outdoor Sports Complex Design					250,000





KENAI

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

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



MEMORANDUM

TO: Mayor Knackstedt and Kenai City Council

THROUGH: Terry Eubank, City Manager

FROM: Tyler Best, Parks and Recreation Director

DATE: August 11th, 2026

SUBJECT: **Mid-Month Report – July**

During July, the Parks Department plans, staffs, and manages the Personal Use Fishery in its entirety. This includes coordinating staff training, deployment, and daily operations, as well as coordinating with every other city department involved in the effort. Volunteer groups such as Salmon Frenzy assist with clean-up and traffic, and the Kenai Ski Team conducts cleanups twice a week throughout the fishery. (see photo attached of Salmon Frenzy giving out hot dogs)

The Parks Department also supports several other major community events throughout the year, including the Kenai Softball Association's annual Firecracker Tournament, the Kenai Rugby Club's Dipnet Fest Rugby Tournament, the Kenaitze employee party, the Monforpalooza Salamatof celebration, and the Kenai Soccer Club Tournament.

The Recreation Center sees a spike in shower usage during the fishery. Showers had to be closed for one day due to clogged drains. This is the third year the drains have backed up and different mitigations efforts have put into place with no luck of succeeding. Parks is going work wit maintenance and hopefully come up with new solution that will work for 2027.

Outside of the fishery and evets the Parks department works hard to maintain City's fields, trails and green spaces as fall quickly approaches.

Kenai Recreation Center Visits – Month of July

Weight Room/Cardio Room	1029
Racquetball /Wallyball Court	122
Shower/Sauna	555
Gymnasium	1182
Gym rental participants	47
Total Number of Sign-ins	2935
Door Counter Log	3966





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.

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<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
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
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L. ADDITIONAL PUBLIC COMMENTS

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

M. EXECUTIVE SESSION

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