



**Kenai Parks & Recreation Commission**

**Regular Meeting**

June 04, 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. May 7, 2026 Regular Meeting Minutes .....Page 3

**E. UNFINISHED BUSINESS**

**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.....Page 6
2. **Recommendation** - Council Amendment to City Council Policy 20.020 - Standing Commissions and Other Advisory Body Procedures, to Remove the June Meeting Date. ....Page 10
3. **Discussion** - Fall Parks Tour. ....Page 14

**G. REPORTS**

1. Parks & Recreation Director .....Page 15
2. Commission Chair
3. City Council Liaison .....Page 21

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

**I. NEXT MEETING ATTENDANCE NOTIFICATION - September 3, 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/YIJpaPULRjK6Qm2DbuSWvg>

*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 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  
MAY 7, 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 May 7, 2026, in the Kenai City Council Chambers, Kenai, AK. Vice Chair Fisher called the meeting to order at approximately 6:00 p.m.

**1. Pledge of Allegiance**

Vice Chair Fisher led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Sharon Fisher, Vice Chair  
Michael Bernard

Autumn Carlson  
Maeve Spiegler

A quorum was present.

Absent:

Grant Wisniewski, Chair

Marti Pepper

Also in attendance were:

Tyler Best, Parks and Recreation Director  
Jenna Brown, Assistant Parks and Recreation Director  
Sovala Kisenia, City Council Liaison

**3. Agenda Approval**

**MOTION:**

Commissioner Carlson **MOVED** to approve the agenda as presented. Commissioner Spiegler **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 2, 2026 Regular Meeting Minutes

**MOTION:**

Commissioner Carlson **MOVED** to approve the April 2, 2026 Parks and Recreation Commission minutes. Commissioner Spiegler **SECONDED** the motion.

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

**E. UNFINISHED BUSINESS - None.**

## **F. NEW BUSINESS**

1. **Recommendation** - Approval of the Parks and Recreation Master Plan

### **MOTION:**

Commissioner Carlson **MOVED** to recommend City Council approval of the Parks and Recreation Master Plan. Commissioner Spiegler **SECONDED** the motion.

Director Best 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/Recommendation** - Removal of the August Parks and Recreation Meeting

### **MOTION:**

Commissioner Spiegler **MOVED** to recommend City Council approval of Removal of the August Parks and Recreation Meeting. Commissioner Carlson **SECONDED** the motion.

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

There was discussion about the possibility of also removing the in June meeting.

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

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

3. **Discussion** - Suggestion of Tour Dates and Location

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

There was discussion in support of a tour in early June; locations recommended included the Rec Center, Disc Golf Course, and Soccer Field Pavilion.

## **G. REPORTS**

1. Parks and Recreation Director - Director Best reported on the following:

- Little League Fields are in use.
- Interviews for Personal Use Fishery underway.
- Plant Day will be scheduled after Labor Day.
- Kite Festival scheduled for June 6<sup>th</sup>.
- Trash pick up day was a success, the dumpster was filled, and there were 27 volunteers.

2. Commission Chair - No report.

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 - June 4, 2026**

## **J. COMMISSION QUESTIONS AND COMMENTS**

Clarification was provided regarding the tour on June 6, 2026 at 5 p.m..

## **K. ADJOURNMENT**

## **L. INFORMATIONAL ITEMS - None.**

There being no further business before the Parks and Recreation Commission, the meeting was adjourned at 6:44 p.m.

I certify the above represents accurate minutes of the Parks and Recreation Commission meeting of May 7, 2026.

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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:** Chair Wisniewski and Parks & Recreation Commission Members  
**FROM:** Tyler Best, Parks and Recreation Director  
**DATE:** May 27, 2026  
**SUBJECT:** **Recommendation** - Council Amendment to City Council Policy 20.020 - Standing Commissions and Other Advisory Body Procedures, to Remove the August Meeting Date.

---

During the May Parks & Recreation Commission meeting there was Commission discussion in support of no longer having a regular Parks & Recreation Commission meeting in August.

If that is the wish of the commission the following motion is in order:

**MOTION:**

Recommend the City Council amend, City Council Policy 20.020, Section C.1. - Meeting Schedule, to eliminate the regularly scheduled Parks & Recreation Commission meetings during the month of August.

**CITY COUNCIL – 20.020**
**STANDING COMMISSIONS AND OTHER ADVISORY BODY PROCEDURES**

Effective Date: March 5, 2014

Last Action Date:

February 4, 2026

See Also:

Approved by:

City Council

## **POLICY – 20.020 Standing Commissions and other Advisory Body Procedures.**

### **Purpose**

The purpose of this policy is to establish procedures, other than those provided in KMC 1.90, for Standing Commission and other Advisory Bodies established by the Council.

### **Scope**

This policy applies to all standing commissions or other advisory bodies appointed by the City Council. In addition to this policy the following Kenai Municipal Code (KMC) provisions are applicable:

Airport Commission is also regulated by KMC 1.95.010

Beautification Commission is also regulated by KMC 1.95.020

Council on Aging Commission is also regulated by KMC 1.95.030 and the Council on Aging By-Laws

Parks and Recreation Commission is also regulated by KMC 1.95.050

Planning and Zoning Commission is also regulated by KMC 14.05.

### **Policy**

#### **A. Appointment and Reappointments**

1. An application for consideration of appointment or reappointment to a Standing Commission or other Advisory Body of the Council must be submitted to the City Clerk.
2. The Mayor nominates an applicant for appointment or reappointment and by motion, the City Council confirms.

#### **B. Establishing Subcommittees**

1. A subcommittee of a Standing Commission or other advisory body may be established for a specific function upon approval of Council.

#### **C. Meeting Schedules**

1. Standing Commission schedules are as follows:

<b>Commission / Committee / Council on Aging</b>	<b>Meeting Schedule</b>	<b>Scheduled Meeting Days</b>
Airport Commission	Monthly	Second Thursday of the month
Beautification	Meetings held January, April, May, September and October	Second Tuesday of the month
Council on Aging	Monthly	Second Thursday of the month
Harbor Commission ( <i>Sunset as of 2026, Ordinance No. 3500-2026</i> )		
Library Commission ( <i>Suspended as of 2015, Ordinance No. 2815-2015</i> )		
Parks & Recreation Commission	Monthly, except for July	First Thursday of the month
Planning & Zoning Commission	Twice monthly	Second & fourth Wednesday

2. All regular meetings will be held in the Kenai City Hall Council Chambers with the exception of the Council on Aging Commission who shall meet at the Senior Center, unless offsite arrangements are approved by the Clerk. Exceptions for subcommittee meetings may be made with the advance notice of the City Clerk.
3. Regularly scheduled meeting times will be approved by Council.
4. Special meetings (for a specific purpose) on an as-needed basis may be scheduled with the Clerk's approval and notification to the Council and City Manager.
5. Meetings may be cancelled or rescheduled by the City Clerk, with notification to Council and the City Manager, if cancellation or rescheduling is warranted, i.e. lack of agenda items, pre-knowledge of lack of a quorum, etc.
6. Any additional commissions or other advisory bodies established by Council will be set and incorporated into the meeting schedule by the City Council.

#### D. Minutes & Meeting Recordings

1. With exception of the Planning & Zoning Commission, taking notes and electronically recording meetings shall be the responsibility of department liaison to the specific Standing Commission or advisory body. The Clerk's Office shall take notes and record the meeting for the Planning and Zoning Commission.
2. Action minutes will be produced by the Clerk's Office from the department liaisons notes and provided to the City Council as official records of the meetings. Summary minutes will be produced by the Clerk's Office for Planning and Zoning Commission items when the item is quasi-judicial.
3. Meetings shall be electronically recorded retained in accordance with the City of Kenai records management schedule and record retention policy as adopted by the City Council pursuant to KMC 10.30.030.

#### E. Work Sessions

1. Work sessions may not be held without the approval of the City Clerk unless they occur on the night of and at the time of a regularly scheduled advertised meeting. Notification of scheduled work session shall be provided to City Council and the City Manager. Work session may be requested by Council, the liaison or Chair of the body.
2. During work sessions, only items on the work session agenda may be discussed and no formal actions may be taken.
3. At a minimum, work sessions shall be posted on the Official City Bulletin Board in Kenai City Hall and on the city website at least five days prior to the meeting.

#### F. Basic Meeting Information

1. All meetings shall be open to the public.
2. At a minimum, meeting notices shall be posted on the Official City Bulletin Board in Kenai City Hall and on the city website at least five days prior to the meeting.
3. Meeting agendas shall be established by the Chair and the department liaison and shall be relevant to the authority of the Standing Commission or other advisory body as designated within the bylaws or Kenai Municipal Code. Items requiring commission action under applicable municipal code prior to final action by the Council, as distinguished from advisory recommendations, will be referred to the respective body prior to any final Council action. The City Council, by motion, may refer any other item to be placed on an agenda seeking a recommendation from the respective Standing Commission or other advisory body.
4. The department liaison shall submit items for the agenda and supporting documentation to the Clerk's Office one week prior to a meeting, no later than 2:00 p.m. The Clerk's Office will compile meeting material and distribute. The Planning & Zoning Commission is exempt from this requirement as the Planning Department advertises, compiles meeting material and distributes for its commission.

5. Rules of Order: Pursuant to KMC 1.15.120(b) and KMC 1.90.050(c), in all matters of parliamentary procedure, Robert's Rules of Order, as revised shall be applicable and govern all meetings, except as specified in KMC 1.15.060 (Motions), KMC 1.15.100 (Speaking), and KMC 1.15.110 (Voting).
6. Quorum: No meeting may proceed in the absence of a quorum, i.e. a quorum is more than one-half of the board/commission (quorum of the whole).
7. Motion: Pursuant to KMC 1.15.060(k), all motions require a second. A majority of votes is required to pass a motion.
8. Speaking: In a meeting, members should be recognized by the Chair before speaking.
9. When is it a Meeting: If any public business is discussed collectively by four or a majority of members of one body.
10. Representation of the body: Members of a City of Kenai Standing Commissions or other advisory bodies may only speak on behalf of the body when approved to do so by a majority vote of the body; at which time their basic responsibility is to carry out the body's directives identified within the approved motion.

G. Council Participation

1. Any Council Member may attend a meeting or work session of any Standing Commission or other advisory body; however, no more than three Council Members may attend any one meeting without additional public notice.
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3. Participation by Council Members (acting as a Council Member) other than the Liaison should be limited to ONE Council Member who is a sponsor of a legislative item to be considered for recommendation from the advisory body. The sponsors participation should be limited to three-minute testimony and answering questions from the body. The sponsor of the legislation may not participate in debate of the advisory body. When speaking to the advisory body as the legislative sponsor the following additional rules apply:
  - a. The legislative sponsor will not testify from the Dais, testimony from the sponsor shall be made from the area designated for public comment.
  - b. If the legislative sponsor is the Liaison to the advisory body, the legislative sponsor will remove themselves from the dais and seat themselves in the public area of the chambers. The legislative sponsor will remain in the public seating area during the discussion, debate and voting on the legislative item in which they sponsored.
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Henry H. Knackstedt, Mayor

ATTEST:

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Shellie Saner, MMC, City Clerk

*Policy History: Action Approval on 08-04-2004; R2017-24; R2018-19; 2019-03; 2023-26; R2024-28; R2025-21; Ordinance 3500-2026  
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# KENAI

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## MEMORANDUM

**TO:** Chair Wisniewski and Parks & Recreation Commission Members  
**FROM:** Tyler Best, Parks and Recreation Director  
**DATE:** May 27, 2026  
**SUBJECT:** **Recommendation** - Council Amendment to City Council Policy 20.020 - Standing Commissions and Other Advisory Body Procedures, to Remove the June Meeting Date.

---

During the May Parks & Recreation Commission meeting during the discussion regarding removing August from the regular monthly meeting schedule, there was also mention of removing June from the regular monthly meeting schedule.

If that is the wish of the commission the following motion is in order:

**MOTION:**

Recommend the City Council amend, City Council Policy 20.020, Section C.1. - Meeting Schedule, to eliminate the regularly scheduled Parks & Recreation Commission meetings during the month of June.

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ATTEST:

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Shellie Saner, MMC, City Clerk

*Policy History: Action Approval on 08-04-2004; R2017-24; R2018-19; 2019-03; 2023-26; R2024-28; R2025-21; Ordinance 3500-2026  
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# KENAI

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## MEMORANDUM

**TO:** Parks and Recreation Commission  
**FROM:** Tyler Best, Parks & Recreation Director  
**DATE:** May 28<sup>th</sup>, 2026  
**SUBJECT:** **Workplan Goal, Suggestion of Tour Dates and Locations**

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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 touring the East End Trails/Eagle Disc Golf Course, Old Town Park, and the Kenai Sports Complex. This is an open for discussion if members have any other discussions.



# KENAI

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## MEMORANDUM

**TO:** Parks and Recreation Commission  
**FROM:** Tyler Best, Parks & Recreation Director  
**DATE:** May 28<sup>th</sup>, 2026  
**SUBJECT:** **Director Report**

---

Attached is a flyer for our upcoming Kite Festival and mid-month from Aril that I provide to council every month.

**FEATURING ALASKITERS  
PROFESSIONAL KITE DEMO  
BUILD-A-KITE STATION  
FROZEN TREATS, ACTIVITIES  
MUSIC, BUBBLES, & MORE!  
FREE EVENT (SUPPLIES LIMITED)  
FOOD TRUCKS ON SITE!**

**THE  
KENAI  
KITE  
FESTIVAL**

LET FUN TAKE FLIGHT!

**SATURDAY JUNE 6, 2026 • 11 AM - 3 PM  
MILLENNIUM SQUARE PARK - KENAI**

Page 2 of 2



The City of Kenai | [www.kenai.city](http://www.kenai.city)



# 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:** May 12<sup>th</sup>, 2026

**SUBJECT:** **Mid-Month Report – April**

During April, the Parks Department began preparing fields for the spring sports season. Due to colder March temperatures, frozen ground and excess moisture delayed field drying, resulting in several games being rescheduled because of wet field conditions.

On April 25th, Parks and Recreation hosted a community clean-up day. The department provided yellow bags, trash grabbers, gloves, water, and refreshments for volunteers. A total of 25 volunteers participated, with additional residents cleaning their neighborhoods independently and picking up supplies throughout the following week. (See attached photos.) Continued volunteer support is needed for upcoming community events and beautification projects. The of Kenai will host a community planting day in May, followed by the Kenai Kite Festival in early June. (See attached flyers.)

The Kenai Recreation Center currently has two open Recreation Attendant positions, with interviews planned in May. The Recreation Center also experienced high attendance during poor weather conditions, demonstrating the importance of the facility as a year-round indoor community space.

### Kenai Recreation Center Visits – Month of April

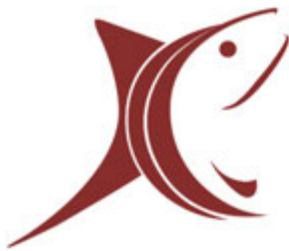
Weight Room/Cardio Room	1334
Racquetball /Wallyball Court	230
Shower/Sauna	284
Gymnasium	1509
Gym rental participants	46
<b>Total Number of Sign-ins</b>	<b>3403</b>
<b>Door Counter Log</b>	<b>5512</b>

## Volunteers and Park Staff Picking up trash along the Kenai Spur Highway





# KENAI



## KENAI PLANTING DAYS VOLUNTEERS NEEDED!

Come team up with The City of Kenai Parks & Recreation to elevate the Kenai Flower Beds for the upcoming Summer

**When?** *Saturday, May 30th, 2026, 10:00 AM - 12:00 PM*

**Where?** *Volunteers meet at the Kenai City Hall Building, 210 Fidalgo Ave.*

**BBQ party** *Following planting, Lunch will be hosted at the Kenai Fire Station for all planting volunteers (11:30 AM to 12:30 PM)*

MORE INFO



*ALL Ages, No Experience Necessary -  
Please Bring Gardening Gloves!  
(Limited Availability)*

Follow us:    
**@kenaiparksandrec**



The City of Kenai | [www.kenai.city](http://www.kenai.city)



# KENAI

**FEATURING ALASKITERS  
PROFESSIONAL KITE DEMO  
BUILD-A-KITE STATION  
FROZEN TREATS, ACTIVITIES  
MUSIC, BUBBLES, & MORE!  
FREE EVENT (SUPPLIES LIMITED)  
FOOD TRUCKS ON SITE!**

**THE  
KENAI  
KITE  
FESTIVAL**

LET FUN TAKE FLIGHT!

**SATURDAY JUNE 6, 2026 • 11 AM - 3 PM  
MILLENNIUM SQUARE PARK - KENAI**



The City of Kenai | [www.kenai.city](http://www.kenai.city)



## Kenai City Council - Regular Meeting

May 06, 2026 — 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; 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. 3513-2026** - Amending Kenai Municipal Code Chapter 7.15 - Purchases and Sales, to Remove Requirements to Publish Advertisements in Newspapers. (Administration)
2. **ENACTED WITHOUT OBJECTION. 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)
3. **ENACTED WITHOUT OBJECTION. 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)
4. **ENACTED WITHOUT OBJECTION. Ordinance No. 3516-2026** - Increasing Estimated Revenues and Appropriations in the General Fund - Fire Department for Overtime Costs in Excess of Budgeted Amounts. (Administration)
5. **ENACTED WITHOUT OBJECTION. 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)

6. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-29** - Authorizing the Purchase of a new Ventrac Tractor and Attachments Utilizing Innovative Procurement. (Administration)
7. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-30** - Authorizing a Contract Award for the 2026 Fire Systems Testing, Inspection and Monitoring. (Administration)
8. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-31** - Authorizing the City Manager to Enter into an Airline Operating Agreement and Terminal Area Lease with Fox Air, LLC. (Administration)
9. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-32** - Authorizing Extension of a Contract for Purchase of Water and Wastewater Chemicals. (Administration).
10. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-33** - Authorizing Extension of a Contract for Refueling Services for City Facility Fuel Tanks. (Administration)
11. **APPROVED WITHOUT OBJECTION. Resolution No. 2026-34** - Affirming City Support of Non-Discrimination Policies as Outlined in Title VIII of the 1968 Civil Rights Act Known as the Federal Fair Housing Act to Comply with Certain Grant Requirements. (Administration)

#### F. MINUTES

1. \*Regular Meeting of April 22, 2026. (City Clerk)

#### G. UNFINISHED BUSINESS

1. **POSTPONED TO MAY 20, 2026. Ordinance No. 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: At the April 1, 2026 City Council Meeting, Ordinance No. 3510-2026 was postponed to May 6, 2026. At the May 6, 2026 meeting, Ordinance No. 3510-2026 (Substitute) was referred back to Planning and Zoning Commission to hold a Public Hearing at their May 27, 2026 meeting and make a recommendation for City Council to take back up Ordinance No. 3510-2026 (Substitute) at the June 3, 2026 Council meeting.]*

#### H. NEW BUSINESS

1. **\*Action/Approval** - Bills to be Ratified. (Administration)
2. **\*Action/Approval** - Consent to Assignment of Lease Agreement, of Lot 1, Block 5, General Aviation Apron No. 1 Amended. (Administration)
3. **\*Action/Approval** - Special Use Permit to Weaver Brothers, Inc. for Truck Trailer Storage. (Administration)
4. **\*Ordinance No. 3518-2026** - Amending Kenai Municipal Code Title 6 - Elections, Chapters 6.05, 6.15 and 6.40 Relating to Election Dates, Candidate Filing, Compensation of Election Officials, and Canvassing of Elections. (City Clerk)
5. **\*Ordinance No. 3519-2026** - Accepting and Appropriating Grant Funds from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures (Administration)

6. **\*Ordinance No. 3520-2026** - Amending Kenai Municipal Code Chapter 14.10 - Subdivision Regulations and Amending Kenai Municipal Code Section 18.10.030 - Street Improvements to Remove Road Design Standards from Code and Replace them with a Street Design Standards Manual. (Administration)
7. **APPROVED. Action/Approval** - Council on Aging Commission 2026 Work Plan. (Council on Aging Commission)
8. **WORK SESSION SCHEDULED FOR MAY 20, 2026 AT 5:00 P.M. Discussion** - Parks and Recreation Masterplan Memo.

**I. COMMISSION REPORTS**

1. Council on Aging Commission  
    Council on Aging Commission 2025 Annual Report
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](http://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/1G3Sxc4dQiOWoM97EvEGLA>



## Kenai City Council - Regular Meeting

May 20, 2026 – 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**

1. Citywide Streetlight Assessment, Brian Gaze, CEO, Evari Consulting.

#### **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 No. 3518-2026** - Amending Kenai Municipal Code Title 6 - Elections, Chapters 6.05, 6.15 and 6.40 Relating to Election Dates, Candidate Filing, Compensation of Election Officials, and Canvassing of Elections. (City Clerk)
2. **ENACTED UNANIMOUSLY Ordinance No. 3519-2026** - Accepting and Appropriating Grant Funds from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures (Administration)
3. **ENACTED AS AMENDED UNANIMOUSLY Ordinance No. 3520-2026** - Amending Kenai Municipal Code Chapter 14.10 - Subdivision Regulations and Amending Kenai Municipal Code Section 18.10.030 - Street Improvements to Remove Road Design Standards from Code and Replace them with a Street Design Standards Manual. (Administration)
4. **ADOPTED UNANIMOUSLY Resolution No. 2026-35** - Authorizing a Contract Award for 2026 Waste Water Treatment Plant Dumpster Services. (Administration)
5. **ADOPTED UNANIMOUSLY Resolution No. 2026-36** - Approving a Lease Utilizing a Non-Standard Lease Form on Airport Reserve Lands Between the City of Kenai and the Federal Aviation Administration for the Automated Flight Service Station and Satellite Communication Network Facilities on Lot 7A-1 FBO Subdivision No. 5. (Administration)

## F. MINUTES

1. \*Regular Meeting of May 6, 2026. (City Clerk)

## G. UNFINISHED BUSINESS

## H. NEW BUSINESS

1. \***Action/Approval** - Bills to be Ratified. (Administration)
2. \***Action/Approval** - Special Use Permit to Jeremy Mastre, DBA: River Rock Outdoors, LLC for Commercial Operations at the Kenai Municipal Airport Float Plane Basin. (Administration)
3. \***Action/Approval** - Special Use Permit to Crowley Fuels LLC for Aircraft Fueling Service on the Apron. (Administration)
4. \***Ordinance No. 3521-2026** - Increasing Estimated 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)
5. \***Ordinance No. 3522-2026** - Accepting an Alaska Division of Forestry Volunteer Fire Assistance Grant in the Amount of \$8,602.97 and Appropriating Funds for the Purchase of Wildland and Firefighting Equipment for the City of Kenai Fire Department. (Administration)
6. \***Ordinance No. 3523-2026** - Adopting the Annual Budget, Salary Schedule and Employee Classification Plan for the Fiscal Year Commencing July 1, 2026 and Ending June 30, 2027 and Committing \$4,584,359 of General Fund, Fund Balance for Future Capital Improvements. (Administration)
7. \***Ordinance No. 3524-2026** - Amending Kenai Municipal Code Section 23.25.065 - Shift Differential Pay, to Update Shift Hours and to Clarify Eligibility; and Section 23.55.030 Qualification Pay, to Ensure Appropriate Compensation and Benefits to City Employees Comparable to Other Places of Public Employment Which Allows the City to Recruit and Retain Qualified Employees. (Administration)
8. \***Ordinance No. 3525-2026** - Enacting Kenai Municipal Code Section 14.20.246 - Tent Camping on Private Property, Amending Kenai Municipal Code Section 14.20.320 - Definitions to Provide Definitions Regarding Tents and Campgrounds, Amending Kenai Municipal Code Section 13.10.060 - Sanitary Facilities for Camping on Private Property, and Amending Kenai Municipal Code Section 14.22 - Land Use Table. (Administration)
9. \***Ordinance No. 3526-2026** - Amending the Official Zoning Map by Rezoning Parcel 04106318, with a Physical Address of 6575 Kenai Spur Highway, from a Split Zone of Rural Residential (RR) and General Commercial (CG) to the Zoning District of General Commercial (CG). (Administration)
10. \***Ordinance No. 3527-2026** - Determining that an Approximately 7,682 Square Foot Portion of City-Owned Property Described as that Portion of Govt Lot 10 Lying Southwest of Bridge Access Rd & Lying North & Northwest & Northeast of USS 4563 Amended, is Not Needed for a Public Purpose and Authorizing the Sale and Exchange of the Property to Rabuf, LLC. (Administration)
11. \***Action/Approval** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (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
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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**

1. **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: March 18, 2026 postponed to April 1, 2026; April 1, 2026 postponed to May 6, 2026; May 6, 2026 referred to the Planning & Zoning Commissions May 27, 2026 meeting and postponed to June 3, 2026.]*

**O. ADJOURNMENT**

**P. INFORMATION ITEMS**

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