



## Kenai City Council - Regular Meeting

June 03, 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 4\*\***

### 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. **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)
2. **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)
3. **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)
4. **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)

- [5.](#) **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)
- [6.](#) **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)
- [7.](#) **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)
- [8.](#) **Resolution No. 2026-37** - Fixing the Rate of Levy of Property Tax for the Fiscal Year Commencing July 1, 2026 and Ending June 30, 2027. (Administration)
- [9.](#) **Resolution No. 2026-38** - Amending the Comprehensive Schedule of Rates, Charges and Fees to Incorporate Fiscal Year 2027 Budget Changes to Include Adjusting Airport Fees, Library Fees, Fire Department Fees, Land Management Fees, Parks and Recreation Fees, Planning and Zoning Fee, Public Works Fee, Water and Sewer Fees and Adjusting the Monthly Rental Rates for Vintage Pointe. (Administration)
- [10.](#) **Resolution No. 2026-39** - Authorizing a Contract Award for the 2026 Dipnet Dumpsters and Portalets. (Administration)
- [11.](#) **Resolution No. 2026-40** - Authorizing a Contract Award for the 2026 Congregate Housing Caretaker. (Administration)
- [12.](#) **Resolution No. 2026-41** - Declaring a Right-of-Way for a 60-Foot by 155.68-Foot Portion of the 60-Foot Unnamed Right-of-Way Located Along the Southeastern Boundary of Lot 11-A, Block 8, Black Gold Estates 2025 Replat, Plat KN 2025-70, and as Set Forth on the Attached Exhibit "A" is Not Needed for a Public Purpose and Consenting to its Vacation. (Administration)
- [13.](#) **Resolution No. 2026-42** - Approving a Memorandum of Agreement Between the City of Kenai and the Kenai Peninsula Borough for Intergovernmental Administration of Borough and City Municipal Elections. (City Clerk)
- [14.](#) **Resolution No. 2026-43** - Authorizing a Contract Award for the 2026 Street Lights Repair and Maintenance with Utility Locates Contract. (Administration)
- [15.](#) **Resolution No. 2026-44** - Authorizing a Contract Award for the 2026 Aliak Storm Water and Paving Repair Construction. (Administration)
- [16.](#) **Resolution No. 2026-45** - Authorizing a Contract Award for the 2026 Street Crack Sealing Contract. (Administration)
- [17.](#) **Resolution No. 2026-46** - Accepting and Adopting the Kenai Parks and Recreation Master Plan. (Administration)

## F. MINUTES

- [1.](#) \*Regular Meeting of May 20, 2026. (City Clerk)

**G. UNFINISHED BUSINESS**

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 amended by substitute, amended, referred to the May 27, 2026 Planning and Zoning Commission meeting and postponed to June 3, 2026.]*

**H. NEW BUSINESS**

1. **\*Action/Approval** - Bills to be Ratified. (Administration)
2. **\*Action/Approval** -Confirmation of Mayoral Nomination of Missy Wallace to the Beautification Commission. (Knackstedt)
3. **\*Ordinance No. 3528-2026** - Accepting and Appropriating \$42,867.04 in Asset Forfeiture Sharing Funds for the Purchase of Law Enforcement Equipment into the General Fund, Police Department. (Administration)
4. **\*Ordinance No. 3529-2026** - Increasing Estimated Revenues and Appropriations in the General Fund - City Manager for Leave Cash-Out, Finance Information Technology Salaries and Benefits, and Public Works Administration Salaries and Benefits in Excess of Budgeted Amounts. (Administration)
5. **\*Ordinance No. 3530-2026** - Accepting and Appropriating a Grant Awarded to the Kenai Senior Center from the Kenai Peninsula Foundation, Inc. and the Alaska Community Foundation, Inc., Through the Elmer and Ruth Schwantes Fund for the Purchase of Meals on Wheels Delivery Bags. (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](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/pfwuByHkSxGYbbHz8W6hWg>



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3521-2026**

AN ORDINANCE 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.

WHEREAS, the Kenai Police Department joins with other law enforcement agencies statewide to support Alaska Highway Safety Office (AHSO) traffic safety programs to reduce fatalities and injuries on roadways; and,

WHEREAS, AHSO traffic-related overtime funds allow the department to provide specific traffic safety patrols; and,

WHEREAS, the grant funds received for from AHSO for overtime in fiscal year 2026 were \$7,077.74; and,

WHEREAS, overtime for these additional traffic safety patrols was not budgeted and the Department is requesting appropriation into the overtime budget equal to the amount of the AHSO grant funding received.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** That the City Manager is authorized to accept these funds from the AHSO in the amount of \$7,077.74 and to expend those funds to fulfill the purpose and intent of this ordinance.

**Section 2.** That estimated revenues and appropriations be increased as follows:

General Fund:

Increase expenditures –  
Federal Grants - Police \$7,077.74

Increase expenditures –  
Police - Overtime \$7,077.74

**Section 3.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 4.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: DS

Introduced:	May 20, 2026
Enacted:	June 3, 2026
Effective:	June 3, 2026



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** David Ross, Police Chief

**DATE:** May 8, 2026

**SUBJECT:** **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.

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The Kenai Police Department continues to participate in traffic enforcement overtime patrols, reimbursed to the City of Kenai through a grant by the Alaska Highway Safety Office (AHSO).

Actual grant funds anticipated from AHSO so far in FY26 is \$7077.74.

I am respectfully requesting consideration of the ordinance accepting and appropriating the grant funds.



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3522-2026**

AN ORDINANCE 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.

WHEREAS, the Alaska Division of Forestry administers the Volunteer Fire Assistance (VFA) Grant Program to support fire departments with wildland firefighting capabilities; and,

WHEREAS, the City of Kenai Fire Department applied for and was awarded a Volunteer Fire Assistance Grant in the amount of \$8,602.97 for the purchase of wildland and firefighting equipment; and,

WHEREAS, the awarded funds will enhance the Fire Department’s capability to respond to wildland fire incidents and improve operational readiness; and,

WHEREAS, it is in the best interest of the City of Kenai to accept the grant and appropriate the funds for the intended purpose.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** That the City Manager is authorized to accept a Volunteer Fire Assistance Grant from the State of Alaska in the amount of \$8,602.97.

**Section 2.** That estimated revenues and appropriations be increased as follows:

General Fund:

Increase Revenue –	
State Grant Revenue	<u>\$8,602.97</u>
Increase expenditures –	
Operating Supplies	<u>\$8,602.97</u>

**Section 3.** That the City Manager is authorized to execute all documents and agreements necessary to complete the grant acceptance and equipment purchases.

**Section 4.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 5.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance:           *DS*          

Introduced:	May 20, 2026
Enacted:	June 3, 2026
Effective:	June 3, 2026



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Jay Teague, Fire Chief

**DATE:** May 20, 2026

**SUBJECT:** **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.

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This Ordinance authorizes the City Manager to accept a Volunteer Fire Assistance (VFA) Grant from the Alaska Division of Forestry in the amount of \$8,602.97 and appropriates the awarded funds for the purchase of wildland and firefighting equipment for the Kenai Fire Department.

The Alaska Division of Forestry administers the Volunteer Fire Assistance Grant Program to assist fire departments in enhancing wildland firefighting capabilities and improving preparedness for wildfire incidents. The City of Kenai Fire Department successfully applied for and received this grant funding to support operational readiness and firefighter safety.

Funds awarded through this grant will be utilized to purchase wildland firefighting and related operational equipment that will improve the department's ability to safely and effectively respond to vegetation fires, interface fires, and other emergency incidents requiring specialized wildland firefighting resources.

Acceptance of this grant provides a direct financial benefit to the City by allowing the department to obtain needed equipment without relying solely on local funding sources. The grant funding supports the department's ongoing efforts to maintain readiness for wildland fire incidents while protecting community infrastructure, residents, visitors, and surrounding natural resources.

The proposed ordinance authorizes acceptance of the grant and appropriates the funds into the General Fund for the intended equipment purchases. There is no adverse fiscal impact to the City associated with accepting this funding.



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3523-2026**

AN ORDINANCE 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.

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WHEREAS it is a requirement of the City, that the City Council, not later than the tenth day of June, adopt a budget for the following fiscal year and make appropriation of the monies needed; and,

WHEREAS, pursuant to Kenai City Charter section 2-4, the City Council has the power to adopt a budget, raise revenue, and make appropriations; and regulate salaries and wages and all other fiscal affairs of the City; and,

WHEREAS, adoption of this Ordinance constitutes Council meeting its obligation to adopt a budget, raise revenue, and make appropriations; and,

WHEREAS, through adoption of the document entitled "Annual Budget for the City of Kenai, Alaska July 1, 2026 – June 30, 2027", which includes the City Manager presented table of Authorized Personnel Staffing and Salary Schedules, Council meets its obligation to adopt the Salary Schedule of the City for fiscal year 2027; and,

WHEREAS, adoption of the document entitled "Annual Budget for the City of Kenai, Alaska July 1, 2026 – June 30, 2027", which includes the City Manager presented Employee Classification Plan satisfies the requirement of KMC 23.50.010; and,

WHEREAS, committed fund balance represents resources which use is constrained by Council self-imposed limitations at its highest level of decision making, an Ordinance, and that remain binding unless removed in the same manner; and,

WHEREAS, in recognition of deferred and ongoing maintenance needs of City facilities and in support of the City's Fiscal Year 2027 – 2031 Capital Improvement Plan (The Plan), Council commits \$4,584,359 towards funding of The Plan for fiscal years 2027-2031.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** That certain document entitled "Annual Budget for the City of Kenai, Alaska July 1, 2026 – June 30, 2027" which is available for examination by the public in the Office of the City Clerk, the City's website and is incorporated herein by reference is hereby adopted as the budget for the City of Kenai for the fiscal year commencing July 1, 2026 and ending June 30, 2027.

**Section 2.** The following sums of money are hereby appropriated for the operations of the City of Kenai for the fiscal year commencing on the first day of July, 2026, and ending the 30th day of June, 2027, to be expended consistent with and subject to the restrictions, procedures, and purposes set forth in the Code of the City of Kenai and to be expended substantially by line item in the manner shown in the budget adopted by Section 1 hereof:

General Fund	\$ 23,341,239
Enterprise Fund –	
Congregate Housing Fund	694,834
Internal Service Funds:	
Equipment Replacement Fund	288,678
Fleet Replacement Fund	103,174
Employee Health Care Fund	<u>2,997,788</u>
Total Internal Service Funds	3,389,640
Special Revenue Funds:	
Personal Use Fishery Fund	601,090
Water & Sewer Fund	3,602,337
Airport Fund	4,042,144
Senior Citizen Fund	<u>1,139,480</u>
Total Special Revenue Funds	9,385,051
Permanent Funds:	
Airport Land Sale Permanent Fund	1,151,157
General Land Sale Permanent Fund	<u>176,498</u>
Total Permanent Revenue Funds	1,327,655
Capital Project Funds:	
Playground Improvement	100,000
Park Improvement	50,000
Kenai Rec Center Improvements	120,000
Municipal Roadway Improvement	1,550,000
Kenai Public Safety Improvements	300,000
Kenai Senior Center Improvement	60,000
Congregate Housing Improvement	100,000
Airport Improvement	380,100
Waste Water Treatment Plant	100,000
Water & Sewer Improvement	<u>610,000</u>
Total Capital Project Funds	<u>3,370,100</u>
Debt Service Fund – Library Expansion Bonds	<u>125,375</u>
Total All Funds	<u>\$41,633,894</u>

**Section 3.** Council hereby commits \$4,584,359 of Unassigned General Fund, Fund Balance for future renovations and improvements to City facilities.

**Section 4.** Council hereby adopts the Salary Schedule presented by the City Manager and included in the “Annual Budget for the City of Kenai, Alaska July 1, 2026 – June 30, 2027”:

Range	Position Title	A	B	C	D	E	F	AA	BB	CC	DD	EE
1	Police Trainee	\$ 14.82	\$ 15.19	\$ 15.56	\$ 15.94	\$ 16.29	\$ 16.67	\$ 17.30	\$ 17.93	\$ 18.57	\$ 19.19	\$ 19.82
2		\$ 15.56	\$ 15.95	\$ 16.34	\$ 16.72	\$ 17.12	\$ 17.51	\$ 18.17	\$ 18.83	\$ 19.49	\$ 20.15	\$ 20.81
3		\$ 16.34	\$ 16.74	\$ 17.16	\$ 17.57	\$ 17.98	\$ 18.38	\$ 19.08	\$ 19.76	\$ 20.46	\$ 21.16	\$ 21.86
4		\$ 17.16	\$ 17.59	\$ 18.02	\$ 18.45	\$ 18.88	\$ 19.30	\$ 20.04	\$ 20.76	\$ 21.49	\$ 22.22	\$ 22.95
5		\$ 18.01	\$ 18.45	\$ 18.91	\$ 19.36	\$ 19.80	\$ 20.25	\$ 21.02	\$ 21.78	\$ 22.55	\$ 23.31	\$ 24.08
6	Driver, Janitor, Kitchen Assistant, Parks & Rec Laborer, Recreation Center Attendant	\$ 18.92	\$ 19.39	\$ 19.87	\$ 20.34	\$ 20.81	\$ 21.28	\$ 22.08	\$ 22.90	\$ 23.70	\$ 24.50	\$ 25.30
7		\$ 19.86	\$ 20.36	\$ 20.85	\$ 21.35	\$ 21.85	\$ 22.35	\$ 23.19	\$ 24.03	\$ 24.88	\$ 25.71	\$ 26.56
8	Cook, Library Aide	\$ 21.26	\$ 21.79	\$ 22.32	\$ 22.86	\$ 23.39	\$ 23.92	\$ 24.82	\$ 25.72	\$ 26.62	\$ 27.53	\$ 28.44
9		\$ 22.33	\$ 22.90	\$ 23.45	\$ 24.01	\$ 24.57	\$ 25.12	\$ 26.07	\$ 27.02	\$ 27.98	\$ 28.93	\$ 29.86
10		\$ 23.44	\$ 24.02	\$ 24.61	\$ 25.19	\$ 25.78	\$ 26.38	\$ 27.38	\$ 28.36	\$ 29.35	\$ 30.35	\$ 31.35
11		\$ 24.59	\$ 25.20	\$ 25.82	\$ 26.44	\$ 27.05	\$ 27.66	\$ 28.70	\$ 29.75	\$ 30.79	\$ 31.84	\$ 32.88
12	Library Assistant	\$ 25.85	\$ 26.50	\$ 27.14	\$ 27.78	\$ 28.44	\$ 29.09	\$ 30.19	\$ 31.28	\$ 32.38	\$ 33.48	\$ 34.58
13	Administrative Assistant I	\$ 27.15	\$ 27.82	\$ 28.51	\$ 29.19	\$ 29.86	\$ 30.55	\$ 31.70	\$ 32.85	\$ 34.01	\$ 35.17	\$ 36.31
14	Accounting Tech I, Administrative Assistant II, Animal Control Officer, Parks & Rec Maint. Tech.	\$ 28.51	\$ 29.21	\$ 29.94	\$ 30.64	\$ 31.35	\$ 32.07	\$ 33.27	\$ 34.49	\$ 35.70	\$ 36.91	\$ 38.12
15	Admin. Assistant III, Desktop Support Tech., Public Safety Dispatcher, Utility Operator I	\$ 29.91	\$ 30.66	\$ 31.41	\$ 32.16	\$ 32.89	\$ 33.65	\$ 34.92	\$ 36.19	\$ 37.46	\$ 38.73	\$ 40.01
16	Accounting Tech II, Airport Operations Specialist, Building Maintenance Technician Equipment Operator	\$ 31.41	\$ 32.19	\$ 32.98	\$ 33.76	\$ 34.55	\$ 35.33	\$ 36.66	\$ 38.01	\$ 39.34	\$ 40.67	\$ 42.01
17	Chief Animal Control Officer	\$ 33.01	\$ 33.83	\$ 34.67	\$ 35.49	\$ 36.31	\$ 37.14	\$ 38.55	\$ 39.96	\$ 41.34	\$ 42.75	\$ 44.16
18	Communications Supervisor, Utility Operator II	\$ 34.64	\$ 35.50	\$ 36.36	\$ 37.24	\$ 38.10	\$ 38.97	\$ 40.43	\$ 41.91	\$ 43.37	\$ 44.85	\$ 46.32
19	Assistant Parks & Rec Director, Equipment Lead Operator, Shop Mechanic, Utility Lead Operator	\$ 36.37	\$ 37.28	\$ 38.19	\$ 39.10	\$ 40.02	\$ 40.92	\$ 42.48	\$ 44.02	\$ 45.57	\$ 47.11	\$ 48.66
20		\$ 38.17	\$ 39.13	\$ 40.08	\$ 41.04	\$ 42.00	\$ 42.96	\$ 44.58	\$ 46.20	\$ 47.82	\$ 49.44	\$ 51.06
21	Airport Operations Supervisor, Building Official, Police Officer, Shop Foreman, Street Foreman, Building Foreman, Utility Foreman I	\$ 40.09	\$ 41.09	\$ 42.10	\$ 43.10	\$ 44.10	\$ 45.11	\$ 46.81	\$ 48.51	\$ 50.22	\$ 51.92	\$ 53.63
22	Utility Foreman II	\$ 42.10	\$ 43.15	\$ 44.20	\$ 45.25	\$ 46.31	\$ 47.36	\$ 49.15	\$ 50.94	\$ 52.73	\$ 54.53	\$ 56.31
23	Assistant to the City Manager/Special Projects Coordinator, IT Manager	\$ 44.18	\$ 45.28	\$ 46.38	\$ 47.49	\$ 48.60	\$ 49.71	\$ 51.58	\$ 53.46	\$ 55.33	\$ 57.22	\$ 59.10
24	Police Sergeant, Assistant Public Works Director	\$ 46.40	\$ 47.56	\$ 48.73	\$ 49.88	\$ 51.05	\$ 52.20	\$ 54.18	\$ 56.15	\$ 58.13	\$ 60.09	\$ 62.07
25	Controller, Fire Deputy Chief	\$ 48.73	\$ 49.94	\$ 51.16	\$ 52.38	\$ 53.60	\$ 54.81	\$ 56.88	\$ 58.95	\$ 61.02	\$ 63.10	\$ 65.17
26		\$ 51.19	\$ 52.47	\$ 53.75	\$ 55.04	\$ 56.31	\$ 57.60	\$ 59.77	\$ 61.94	\$ 64.12	\$ 66.29	\$ 68.47
27	Police Lieutenant	\$ 53.70	\$ 55.05	\$ 56.38	\$ 57.73	\$ 59.08	\$ 60.41	\$ 62.69	\$ 64.98	\$ 67.26	\$ 69.54	\$ 71.83
28		\$ 56.40	\$ 57.82	\$ 59.23	\$ 60.65	\$ 62.04	\$ 63.46	\$ 65.86	\$ 68.26	\$ 70.66	\$ 73.04	\$ 75.45

Classified employees engaged in fire protection activities

Range	Position Title	A	B	C	D	E	F	AA	BB	CC	DD	EE
F18	Firefighter	\$ 24.74	\$ 25.36	\$ 25.97	\$ 26.59	\$ 27.20	\$ 27.82	\$ 28.87	\$ 29.92	\$ 30.97	\$ 32.02	\$ 33.07
F19		\$ 25.98	\$ 26.63	\$ 27.28	\$ 27.92	\$ 28.57	\$ 29.21	\$ 30.31	\$ 31.42	\$ 32.52	\$ 33.63	\$ 34.73
F20	Fire Engineer	\$ 27.25	\$ 27.94	\$ 28.62	\$ 29.29	\$ 29.97	\$ 30.65	\$ 31.80	\$ 32.97	\$ 34.12	\$ 35.28	\$ 36.45
F21		\$ 28.64	\$ 29.37	\$ 30.09	\$ 30.80	\$ 31.52	\$ 32.24	\$ 33.46	\$ 34.68	\$ 35.89	\$ 37.11	\$ 38.33
F22	Fire Captain, Fire Marshall	\$ 30.08	\$ 30.83	\$ 31.58	\$ 32.33	\$ 33.08	\$ 33.83	\$ 35.11	\$ 36.39	\$ 37.66	\$ 38.94	\$ 40.22

Department Head Services

Range	Position Title	Minimum	Maximum
23	Human Resources Director, Library Director, Parks & Rec Director, Senior Center Director	\$ 91,890	\$ 128,646
24	Planning Director	\$ 96,522	\$ 135,132
25	Airport Manager	\$ 101,350	\$ 141,890
26		\$ 106,480	\$ 149,072
27	Fire Chief	\$ 111,697	\$ 156,375
28	Finance Director, Public Works Director, Police Chief	\$ 117,325	\$ 164,255

Temporary Employees

Range	A	B	C
T1	\$ 14.82	\$ 15.19	\$ 15.56
T2	\$ 15.56	\$ 15.95	\$ 16.34
T3	\$ 16.34	\$ 16.74	\$ 17.16
T4	\$ 17.16	\$ 17.59	\$ 18.02
T5	\$ 18.01	\$ 18.45	\$ 18.91
T6	\$ 18.92	\$ 19.39	\$ 19.87
T7	\$ 19.86	\$ 20.36	\$ 20.85
T8	\$ 21.26	\$ 21.79	\$ 22.32
T9	\$ 22.33	\$ 22.90	\$ 23.45
T10	\$ 23.44	\$ 24.02	\$ 24.61
T11	\$ 24.59	\$ 25.20	\$ 25.82
T12	\$ 25.85	\$ 26.50	\$ 27.14
T13	\$ 27.15	\$ 27.82	\$ 28.51
T14	\$ 28.51	\$ 29.21	\$ 29.94
T15	\$ 29.91	\$ 30.66	\$ 31.41
T16	\$ 31.41	\$ 32.19	\$ 32.98
T17	\$ 33.01	\$ 33.83	\$ 34.67
T18	\$ 34.64	\$ 35.50	\$ 36.36
T19	\$ 36.37	\$ 37.28	\$ 38.19
T20	\$ 38.17	\$ 39.13	\$ 40.08
T21	\$ 40.09	\$ 41.09	\$ 42.10
T22	\$ 42.10	\$ 43.15	\$ 44.20
T23	\$ 44.18	\$ 45.28	\$ 46.38
T24	\$ 46.40	\$ 47.56	\$ 48.73
T25	\$ 48.73	\$ 49.94	\$ 51.16
T26	\$ 51.19	\$ 52.47	\$ 53.75
T27	\$ 53.70	\$ 55.05	\$ 56.38
T28	\$ 56.40	\$ 57.82	\$ 59.23
T29	\$ 59.31	\$ 60.79	\$ 62.28

**Section 5.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 6.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect July 1, 2026.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: DS

Introduced:	May 20, 2026
Enacted:	June 3, 2026
Effective:	July 1, 2026



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Dave Swarner, Finance Director

**DATE:** May 12, 2026

**SUBJECT:** **Ordinance 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.

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The purpose of this memo is to adopt the Annual Budget, Salary Schedule and Employee Classification Plan for the year commencing July 1, 2026 and ending June 30, 2027.

The City Council held the following work sessions relating to the budget:

January 7, 2026 to develop the FY 2027 Budget Goals. The Council established the FY 2027 Budget Goals with the approval of Resolution 2026-03 January 21, 2026.

January 7, 2026 to discuss the Fiscal year 2027 – 2031 Capital Plan. The Capital Plan was approved by Resolution 2026-02 on January 21, 2026.

May 2, 2026 for the Administration to present the draft FY 2027 Annual Budget including the Salary Schedule and Employee Classification Plan. The draft budget document is available for public review on the City's website on the Finance Department page.

May 22, 2026. Pursuant to KMC 7.25 010(f), notice of the June 3, 2026 public hearing on the proposed FY2027 Budget was published in the Peninsula Clarion.

Since the last budget work session some adjustments were made to the General Fund budget for a total decrease of \$229,671 in General Fund expenditures, changes include a \$4,800 increase in professional services for the council employee evaluation process (Human Resources), \$15,600 increase in professional services related to fees for Online Sales Tax collection services (Finance), \$200,000 decrease in transfers to capital projects to remove the Comprehensive Plan (Non-Departmental), and \$50,071 decrease in contributions to the Senior Citizen Fund (Non-Departmental).

An increase of \$6,500 in the Personal Use Fishery Fund expenditures due to an increase in the contract amount for toilet and dumpster rentals.

A \$100,000 increase in the Municipal Roadway Capital Project Fund for gravel road improvements and a \$200,000 decrease in the Kenai City Hall Improvement Capital Project Fund to remove the Comprehensive Plan.

The FY2027 budget increases the commitment of General Fund dollars for future capital projects from \$4,041,458 to \$4,584,359 as a result of updates made to both capital project planning and operating expenditures during the budget review process. The change is not a direct dollar-for-dollar adjustment because the final commitment amount also reflects the application of fund balance stabilization calculations and other balancing adjustments necessary to maintain the City's financial policies and long-term fiscal stability.





## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members  
**FROM:** Terry Eubank, City Manager  
**DATE:** May 19, 2026  
**SUBJECT:** **Ordinance 3523-2026 Requested Amendment to Draft FY2027 Budget Document**

---

This memo requests an amendment to the FY2027 Draft Budget Document related to support for continued public access and operation of the Kenai High School pool.

The Peninsula Piranha Swim Team has requested a grant in the amount of \$46,401.84 to offset the estimated annual utility costs associated with operation of the pool facility via the attached email. This estimated utility cost was provided by the Kenai Peninsula Borough School District and includes an anticipated 6% increase for the upcoming fiscal year.

The Peninsula Piranha Swim Team has indicated that operation of the pool would include regular opportunities for public recreational use. Planned community access includes lap swim sessions, open swim times, and pool rental opportunities. The organization anticipates charging nominal fees for lap and open swim participation while offering discounted rental rates for City of Kenai residents. In addition, the organization has expressed interest in exploring future collaboration opportunities with the Kenai Senior Center to provide pool access for senior residents.

The following changes to the FY2027 draft budget document referenced in Ordinance 3523-2025 are respectfully requested:

### Motion

Amend the Draft FY2027 Budget Document as follows:

**General Fund – Legislative, page 85**

Increase the Grants to Agencies section from \$21,100 to \$67,402

**General Fund - Legislative, page 86**

Add Peninsula Piranha Swim Team to the 5047 Grants to Agencies list in the amount of \$46,402 for a total of \$67,402

For an overall increase of \$46,402 to the FY2027 Budget

Thank you for your consideration.

## Terry Eubank

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**From:** Peninsula Piranhas Swim Team <[REDACTED]>  
**Sent:** Wednesday, May 13, 2026 4:24 PM  
**To:** Terry Eubank  
**Subject:** Request from PPST

**Caution:** This is an external email and has a suspicious subject or content. Please take care when clicking links or opening attachments. When in doubt, contact your IT Department

Hello Terry -

Thank you again for meeting with the Peninsula Piranha Swim Team's executive board today, we truly appreciate your time.

As we continue to move forward with plans to hopefully take over operations of the Kenai Central High School Pool, PPST would like to formally request a grant from the City of Kenai. This money would be used to pay the operational utility costs, estimated by KPBSD to be in the amount of 46,401.84 (this figure includes an estimated 6% increase for the next year).

In exchange, we want to assure the city council and residents of the City of Kenai that the pool will have frequent opportunities for recreational community use. This includes, but is not limited to, lap swim sessions, open swim times, and pool rental opportunities. At this time we plan to charge a nominal fee for all lap and open swim participants, but would offer discounted pool rental rates for City of Kenai residents. We are also open to looking into any future collaboration with the Kenai Senior Center to provide some pool time for the senior residents of Kenai.

We are happy to answer any questions or provide any further information if needed.

Again, thank you for your time and consideration,  
PPST Board



# KENAI

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

## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Dave Swarner, Finance Director

**DATE:** May 22, 2026

**SUBJECT:** **Ordinance No. 3523-2026** - Airport Fund Requested Amendment to Draft FY2027 Budget Document.

This memo requests an amendment to the FY2027 Draft Budget Document related to professional service fees in the Airport Fund for services to capture landing and parking fees.

\$70,000 is requested to provide services that will capture and bill for landing and parking fees. A recent review by a third-party vendor identified a significant leakage in collectable landing fees. The landing data collected July 2025-March 2026 shows missed revenue totaling around \$136,000. Landing fees are currently collected using an honor-only system. Airport staff are only available 8 out of 24 hours of the day, 5 days a week, that aircraft operate and are unable to dedicate their full attention to tracking and billing signatory, non-signatory, and all other transient air traffic. This service will not only pay for itself but will also provide an additional \$65,000 - \$80,000 in revenue for the Airport Fund.

The following change to the FY2027 budget document referenced in Ordinance 3523-2025 are respectfully requested:

### Motion

Amend the Draft FY2027 Budget Document as follows:

**Airport Fund – Airfield**, page 214

Increase Professional Services section from \$14,435 to \$84,435

For an overall increase of \$70,000 to the FY2027 Airport Fund Budget

Thank you for your consideration.



# KENAI

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

## MEMORANDUM

**TO:** Council Members

**FROM:** Mayor Knackstedt

**DATE:** May 21, 2026

**SUBJECT:** **Ordinance 3523-2026** - General Fund - Human Resources Requested Amendment to FY2027 Budget Document

This memo requests an amendment to the FY2027 Budget Document related to review and update of the employee evaluation process involving council members

\$4,800 is included in the budget, as introduced, in the General Fund, Human Resources department. For the review and update of the employee evaluation process for the City Manager, City Attorney, and City Clerk

The following change to the FY2027 budget document referenced in Ordinance 3523-2025 are respectfully requested:

### Motion

Amend the FY2027 Budget Document as follows:

**General Fund – Human Resources, page 98**

Decrease the Professional Services section from \$5,300 to \$500

For an overall decrease of \$4,800 to the FY2027 General Fund Budget

Thank you for your consideration.



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3524-2026**

AN ORDINANCE 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.

WHEREAS, pursuant to KMC 23.15.010, the City Manager prepares and recommends revisions and amendments to the personnel regulations as deemed necessary; and,

WHEREAS, the City and other comparable government employers have experienced workforce challenges in recent years, requiring continued efforts to recruit and retain qualified employees to meet the needs and expectations of the community; and,

WHEREAS, the City conducted a review of compensation practices, including shift differential pay and qualification pay for police and paramedics, and has identified opportunities to improve clarity, consistency and competitiveness in these areas; and,

WHEREAS, clarification of shift definitions, including revised start times, is necessary to ensure consistent and equitable application of shift differential pay; and,

WHEREAS, qualification pay is an important tool to recognize specialized skills, certifications and training for assignments that support effective public safety and municipal operations; and,

WHEREAS, amendments to update the hours for shift differential pay and increase the qualification pay for paramedics is in the best interests of the City,

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** Amendment of Section 23.25.065 of Kenai Municipal Code: That Kenai Municipal Code, Section 23.25.065, Shift Differential Pay, is hereby amended as follows:

**23.25.065 Shift Differential Pay.**

- (a) Eligible full-time regular employees [WHO WORK CERTAIN SHIFTS EXPLAINED BELOW] assigned to work certain shifts are entitled to additional compensation. To be eligible, the scheduled shift must be for a period of less than twenty-four (24) hours.
- (b) Eligible shifts and rates are:
  - (1) Swing Shift begins [AT OR AFTER 2:00 P.M.] between 12:00 noon and [BEFORE] 6:00 p.m.—three percent (3%)
  - (2) Graveyard Shift begins [AT OR AFTER] between 6:00 p.m. and [BEFORE] 3:00 a.m.—six percent (6%).

- (c) [THE ABOVE RATES] Shift differential pay will be computed [AGAINST] as a percentage of the employee's current range and step [OF THE EMPLOYEE]. Shift differential pay is not [TO BE] considered in computing annual leave or holiday pay.
- (d) [ELIGIBLE EMPLOYEES RECEIVE SHIFT DIFFERENTIAL PAY FOR EACH ELIGIBLE SHIFT WORKED] Shift differential pay applies only to approved shifts that begin within the qualifying period identified in subsection (b).
- (e) Shift differential pay will be allowed only upon approval of the City Manager when such [WORK SCHEDULE IS] shifts are necessary for the benefit of the City.

**Section 2.** Amendment of Section 23.55.030 of Kenai Municipal Code: That Kenai Municipal Code, Section 23.55.030, Qualification Pay, is hereby amended as follows:

**23.55.030 Qualification Pay.**

- (a) In recognition of professional development, personal time, and effort of the individual to achieve same, the following annual recognition entitlement is authorized, payable on a pro rata monthly basis.
- (b) When this recognition entitlement is calculated based on an employee's current range and step, it will be included in hourly rates for annual leave or holiday pay.

(1) *Police Department.*

- (i) Certification in accordance with State of Alaska Certification Standards as follows:

Intermediate Certification	An additional two and one-quarter percent (2.25%) of [STEP A OF THE POLICE OFFICER RANGE] <u>the employee's current range and step.</u> Eligible grades are Police Officer and Police Sergeant.
Advanced Certification	An additional three and three-quarters (3.75%) of [STEP A OF THE POLICE OFFICER RANGE] <u>the employee's current range and step.</u> Eligible grades are Police Officer, Police Sergeant, Police Lieutenant, and Police Chief.

- (ii) *Recognition Pay for Qualified Senior Officers.* Senior officer pay is for police officers who have completed five (5) years of service with the City of Kenai subject to an overall evaluation rating of "Meets Expectations" or better, as follows:

An additional five percent (5%) of the employee's current range and step.

- (iii) Recognition pay for qualified field training officer personnel for officers temporarily assigned field training officer duties for eligible shifts only as follows:

Five percent (5%) increase of the employee's current range and step.

- (iv) Recognition pay for qualified "investigator" personnel for temporary assignment as an investigator when the assignment is the employee's primary assignment and the assignment has been approved by the City Manager or designee as follows:

Five percent (5%) increase of the employee's current range and step.

- (v) Recognition pay for qualified Public Safety Dispatcher personnel for employees temporarily assigned dispatcher training duties for eligible shifts only as follows:

An additional five percent (5%) of the employee's current range and step.

(2) *Fire Department.*

- (i) Recognition entitlement for an associate degree in fire science is four hundred eighty dollars (\$480.00) per year. Eligible grades are fire fighter, engineer, and captain.
- (ii) Recognition entitlements for EMT certification for eligible grades of fire fighter, engineer, captain, Fire Marshal, Deputy Fire Chief, and Fire Chief are as follows:

EMT/EMS Instructor	An additional one-half percent (0.5%) of Step A of the Fire Fighter range.
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EMT III/Advanced Emergency Medical Technician (AEMT)	An additional two and one-quarter percent (2.25%) of Step A of the Fire Fighter range.
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Paramedic	An additional [FIVE] <u>fifteen</u> percent (15%) of the employee's current range and step (included AEMT pay).
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- (iii) Recognition entitlements for driver/operator qualified personnel for eligible grades of fire fighter are as follows:

Driver/Operator Qualified	An additional five percent (5%) of the employee's current range and step.
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(3) *Water and Sewer Utility.* Certification in accordance with the State of Alaska Certification Standards.

W & S II	\$300/year
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W & S III	\$480/year
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(4) *City Clerk's Office.* Certification in accordance with International Institute of Municipal Clerks.

Certified Municipal Clerk	An additional two and one-half percent (2.5%) of the employee's current range and step.
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(5) *Building Plans Examiner.* Recognition pay for certification in accordance with the International Code Council as a Building Plans Examiner beyond the basic requirements of the employee's position, which provides substantial cost savings or additional benefit to the City, upon recommendation by the department head and approval of the City Manager as follows:

An additional two and one-quarter percent (2.25%) of the employee’s current range and step.

- (6) *Public Works Assistant Director*. Recognition pay for holding a license in accordance with the State of Alaska Professional Engineer (PE) license beyond the basic requirements of the employee's position, which provides substantial benefit to the City, upon recommendation by the department head and approval of the City Manager as follows:

An additional five percent (5%) of the employee’s current range and step.

**Section 3.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 4.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance:     *DS*    

Introduced:	May 20, 2026
Enacted:	June 3, 2026
Effective:	July 23, 2026



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Stephanie Randall, Human Resources Director

**DATE:** May 6, 2026

**SUBJECT:** **Ordinance 3524-2026** Amending Kenai Municipal Code section KMC 23.25.065 – Shift Differential Pay, to update shift hours and to clarify eligibility; and KMC 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.

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This memo is in support of the proposed ordinance amending sections of Kenai Municipal Code Title 23 - Personnel Regulations. This ordinance updates eligible shift start times for employees working non-standard shifts and adjusts certain qualification pay provisions for employees who obtain and maintain specialized certifications that support City operations.

As part of compensation review and discussions during the FY27 budget process, these areas were identified for review to maintain the City competitiveness with labor market conditions and to support employee contributions through fair and consistent compensation practices.

**Section 1.** This section amends KMC 23.25.065 to designate shifts as “swing” shift and “graveyard” shift and to revise the start time for the swing shift. Additional language is included to further clarify eligible shifts and the application of shift differential pay.

**Section 2.** This section amends KMC 23.55.030 to update qualification pay provisions, including revising calculation language to reflect the employee’s current range and step. The amendments also update paramedic qualification pay to better align with recruitment, retention and operational needs.

Thank you for your consideration.



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3525-2026**

AN ORDINANCE 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.

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WHEREAS, the City of Kenai currently does not have a comprehensive policy regulating temporary dwelling units or “tent camping”; and,

WHEREAS, Administration periodically receives complaints from residents regarding tent camping activities on a parcel in residential subdivisions, most commonly associated with dip netting activities; and,

WHEREAS, upon review of Kenai Municipal Code, staff research compiled few references regarding tent/temporary dwelling unit camping within the City; and,

WHEREAS, on October 1, 2025, the Kenai City Council directed the City of Kenai Planning and Zoning Commission to explore the issue of tent/temporary dwelling unit camping within the City; and,

WHEREAS, the Planning & Zoning Commission held public Work Sessions on November 12, 2025, and January 28, 2026 exploring the issue of tent /temporary dwelling unit camping within the City; and,

WHEREAS, it was recommended that Kenai Municipal Code be modified to include definitions and guidelines for tent camping on private property within the City; and,

WHEREAS, the restrictions on tent camping on private property below are intended to allow casual use of tent camping on private property but prohibit uses that disturb traditional use of residential property within the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** Enactment of Section 14.20.246 of Kenai Municipal Code: That Kenai Municipal Code, Section 14.20.246 – *Tent Camping on Private Property* is hereby enacted as follows:

**14.20.246 - Tent Camping on Private Property**

(a) Tent camping on private property is allowed as follows:

(1) Tents are allowed within campgrounds as defined in KMC 14.20.320 - Definitions.

(2) Tents may be allowed in residential zones, if the primary structure on the parcel is a dwelling as defined in KMC 14.20.320 and conditions set forth in KMC 14.20.246(c) are met.

(b) Conditions of Use

- (1) Tent camping on private property may be allowed, by the property owner, immediate family of the property owner, or with written permission of the owner
- (2) The person camping, if not the owner, or immediate family of the owner, must be in possession of written permission from the owner of said property which will include the name of the person(s) allowed to camp on the owner's property and will specifically state the owner's permission for the person camping to use the sanitary facilities of the property owner and state the location of the facilities.
- (3) Sanitary facilities must be provided by the property owner who allows camping on their property and shall be adequate for the number of persons camping on the property and must be located within a reasonable proximity of the camping area.
- (4) Solid waste must be removed from the site. Removal may include rental of a dumpster, regularly schedule trash service, or removal to a transfer station or landfill.
- (5) The projected or actual use must not threaten the health and safety of adjoining landowners.
- (6) Tent camping must not to be a nuisance to surrounding properties. Tents must shield lighting from other properties, not cause excessive loud noises, and must maintain a clean and orderly appearance free from refuse.
- (7) Tents may only be located on private property for a maximum of three (3) consecutive days and five (5) days aggregated per any 30 consecutive day period.
- (8) No provision of this section may supersede provisions outlined in KMC Chapter 18.35 – City Parks.

(c) Prohibited Uses.

- (1) Tents are not authorized on undeveloped lots without a principle use dwelling, unless the lot is adjacent to and shares a common lot line with a parcel owned by the same owner and a principle use dwelling exists on the adjacent parcel.
- (2) Tents are not allowed on City property not designated as a campground.

(d) Exceptions to Prohibited Uses.

- (1) For purposes of promoting tourism or industry, the City Manager may from time to time temporarily designate portions of City property for tent camping in accordance with KMC Section 18.35.010.
- (2) Tents may be set up as living or sleeping quarters by permit in conjunction with an active building permit under the following conditions:
  - (A) During the period of April 1st until October 31st.
  - (B) On bona fide residential construction sites.
  - (C) One (1) tent per residential construction site.
  - (D) Permits are for a maximum of one hundred eighty (180) days.

**Section 2.** Amendment of Section 14.20.320 of Kenai Municipal Code: That Kenai Municipal Code, Section 14.20.320 – *Definitions, paragraph b* is hereby amended as follows:

“Campground” refers to a parcel or tract of land under the control of a person in which sites are offered for the use of the public or members of an organization, either free of charge or for a fee, tent camping for three or more tents. Campground does not include recreational vehicle park.

“Tent” means any temporary structure erected without a building permit for overnight sleeping.

**Section 3.** Amendment of Section 13.10.060 of Kenai Municipal Code: That Kenai Municipal Code, Section 13.10.060 – *Sanitary Facilities for Camping on Private Property* is hereby amended as follows:

- [(A) CAMPING ON PRIVATE PROPERTY, WITHOUT THE WRITTEN PERMISSION OF THE OWNER IS PROHIBITED.]
- [(B) THE PERSON CAMPING SHALL BE IN POSSESSION OF WRITTEN PERMISSION FROM THE OWNER OF SAID PROPERTY WHICH SHALL INCLUDE THE NAME OF THE PERSON ALLOWED TO CAMP ON THE OWNER’S PROPERTY AND SHALL SPECIFICALLY STATE THE OWNER’S PERMISSION FOR THE CAMPER TO USE THE SANITARY FACILITIES OF THE PROPERTY OWNER AND STATE THE LOCATION OF THE FACILITIES.]
- [(C) SANITARY FACILITIES SHALL BE PROVIDED BY THE PROPERTY OWNER WHO ALLOWS CAMPING ON THEIR PROPERTY AND SHALL BE ADEQUATE FOR THE NUMBER OF PERSONS CAMPING ON THE PROPERTY AND SHALL BE LOCATED WITHIN A REASONABLE PROXIMITY OF THE CAMPING AREA.]
- [(D)] A violation of any provision of KMC [13.10.060] 14.20.245 or 14.20.246 shall be punishable by a fine as provided for violations in KMC 13.05.010. A recreational vehicle, motorhome, or camper with adequate self-contained sanitary facilities shall be considered to have adequate sanitary facilities for purposes of this ordinance.

**Section 4.** Amendment of Section of Kenai Municipal Code: That Kenai Municipal Code, Section 14.22 – *Land Use Table* is hereby amended as follows:

ZONING DISTRICTS																		
LAND USES	ALI	C	RR	RR-1	RS	RS-1	RS-2	RU	CC	CG	IL	IH	ED	R	TSH	LC	CMU	<u>WW</u>
MISCELLANEOUS																		
<u>Campgrounds</u>	<u>N</u>	<u>C</u>	<u>C</u>	<u>N</u>	<u>C</u>	<u>N</u>	<u>N</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>C</u>	<u>N</u>	<u>C</u>	<u>C</u>	<u>N</u>	<u>C</u>	<u>C</u>

**Section 5.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 6.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 20<sup>TH</sup> DAY OF MAY, 2026.

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Henry H. Knackstedt, Mayor

ATTEST:

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Michelle M. Saner, MMC, City Clerk

Introduced:	May 20, 2026
Enacted:	June 3, 2026
Effective:	July 3, 2026



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Kevin Buettner, Planning Director

**DATE:** May 11, 2026

**SUBJECT:** **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.

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In summer 2025, the City received inquiries from residents regarding activities on a parcel located on Third Street. Reports indicated that tents, portable restrooms, and a dumpster had been placed on the property.

The City has periodically received other complaints from residents in the VIP neighborhood regarding camping on private property associated with dipnet activity.

On October 1, 2025, the Kenai City Council directed the Planning & Zoning Commission to explore the issue of tent camping within the City. The Planning & Zoning Commission then held public work sessions on November 12, 2025, and January 28, 2026 exploring the issue of tent camping within the City.

Throughout these discussions, it was recommended that Kenai Municipal Code be modified to include definitions and guidelines for tent camping on private property within the City. The proposed ordinance documents proposes changes brought forward by members of the public and members of the Planning & Zoning Commission.

Thank you for your consideration.



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3526-2026**

AN ORDINANCE 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).

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WHEREAS, the City of Kenai received a rezone application from the majority of property owners of the area to be rezoned in accordance with KMC Section 14.20.270 *Amendment procedures*; and,

WHEREAS, the area proposed to be rezoned extends adjacent zoning boundaries; and,

WHEREAS, the property owners of the parcel have applied for and do not object to the proposed rezoning; and,

WHEREAS, amendments to the Official Zoning Map may be initiated by a majority of the property owners in the area to be rezoned, in accordance with Kenai Municipal Code (KMC) 14.20.270(b)(1)(A) *Amendment Procedures*; and,

WHEREAS, the area to be rezoned contains a minimum one (1) acre (excluding street or alley rights-of-way); and,

WHEREAS, the proposed rezone to the proposed zoning district would eliminate a split zoned parcel within the City; and,

WHEREAS, the proposed amendment to the zoning ordinance is not substantially the same as any other unapproved proposed amendment submitted within the previous nine (9) months; and,

WHEREAS, the Planning and Zoning Commission conducted a duly advertised public hearing, following requirements outlined in KMC 14.20.280 for public hearings and notifications; and,

WHEREAS, the rezone is consistent with the Imagine Kenai 2030 Comprehensive Plan and aligns with the Land Use Plan and addresses Goal 3 – *Land Use: Develop land use strategies to implement a forward-looking approach to community growth and development*; and,

WHEREAS, at their regularly scheduled meeting held on April 29, 2026, the City of Kenai Planning and Zoning Commission voted to recommend the subject properties be rezoned as proposed below.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** Amendment of City of Kenai Official Zoning Map: That City of Kenai, Official Zoning Map is hereby amended as follows:

<u>Parcel #</u>	<u>Physical Address</u>	<u>Lot Size (acres)</u>	<u>Legal Description</u>	<u>Zoning</u>
04106318	6575 Kenai Spur Highway	4.55	Lot 2-A, Block F, Beaver Creek Alaska Sub Amended 2025 Replat	[CG/RR] <u>CG</u>

**Section 2.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 3.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Introduced: May 20, 2026  
Enacted: June 3, 2026  
Effective: July 3, 2026



# KENAI

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

## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Kevin Buettner, Planning Director

**DATE:** May 11, 2026

**SUBJECT:** **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).

In 2025, the property owner submitted for a replat combining Lots 2, 3, 14, & 15 of Beaver Creek Alaska Subdivision Amended, which has created a split zone on the now singular parcel. The replat was recommended for approval through Resolution PZ2025-21 on June 25, 2025, with the condition that if the Borough approved the replat, the zoning would need to be addressed. The southern half of the lot is zoned as Rural Residential (RR) while the northern half is zoned General Commercial (CG).

The purpose of the rezone is to assign one zoning district to the newly replatted parcel. This rezone will reduce ambiguity and confusion, ensuring clarity to its purpose and allowable development. As there are no provisions to determine which zone takes precedence, it is determined this rezone would eliminate any confusion in the event of conflicting guidance. There will be no non-conforming uses created by the completion of this rezone, it will simply enlarge the adjacent zoning district.

The Comprehensive Plan supports this rezoning in the following identified goal:

*Goal 3 – Land Use: Develop land use strategies to implement a forward-looking approach to community growth and development.*

- *LU-3: Review existing zoning and subdivision codes to determine if they address current and future land uses adequately.*

The current property use is a 32-space recreational vehicle park, allowable with a Conditional Use Permit (CUP) pursuant to the Land Use Table in KMC 14.22.010.

Thank you for your consideration.

### Attachments

Location Map  
Proposed Zoning Map







Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3527-2026**

AN ORDINANCE 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.

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WHEREAS, the City's Land Management Plan identifies 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 (Kenai Peninsula Borough Parcel 04901131) as suitable for potential disposal, noting it is currently under a long-term lease; and,

WHEREAS, RABUF, LLC is the current lessee of the subject property and two City-owned parcels to the south; and,

WHEREAS, RABUF, LLC also owns adjacent KPB Parcel No. 04901123; and,

WHEREAS, RABUF, LLC has approached the City regarding development of water and wastewater utility connections to support existing and planned development; and,

WHEREAS, development of utility infrastructure on the leased parcel is impractical due to the presence of tidal wetlands, a shallow water table, and the location of an anadromous stream; and,

WHEREAS, RABUF, LLC has requested a property exchange in which approximately 7,164 square feet of KPB Parcel No. 04901123 would be exchanged for approximately 7,682 square feet of the City-owned KPB Parcel 04901131 (Exhibit A) to facilitate utility access and improve property configuration in the area; and,

WHEREAS, Kenai Municipal Code 22.05.095(b)(3) allows for property exchanges when the City Council finds such exchange to be in the best interest of the City and may impose conditions on such exchange; and,

WHEREAS, RABUF, LLC has agreed to compensate the City for any difference in fair market value between the exchanged properties; and,

WHEREAS, Kenai Municipal Code 22.05.100(b)(1) authorizes the City to share in subdivision costs when the Council determines a reasonable benefit to the City exists; and,

WHEREAS, because the proposed subdivision will facilitate road and utility infrastructure, increase the long-term taxable value and usability of City-owned land, and allow for the completion of public right-of-way improvements, sharing in fifty percent of subdivision costs is reasonable and in the best interest of the City; and,

WHEREAS, the exchange and sale will benefit the City by completing a standard 60-foot right-of-way for Ervin Circle and allowing the completion of a cul-de-sac at the southern terminus of the right-of-way; and,

WHEREAS, Kenai Municipal Code 22.05.010(b) provides that City-owned land may be sold only when, in the judgement of the City Council, such lands are not or are no longer needed for a public purpose; and,

WHEREAS, the subject property is no longer needed for a public purpose, the proposed development supports commercial growth, infrastructure investment, and the completion of public right-of-way improvements, and the property exchange and sale are in the best interests of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** Statement of Ownership: That the City of Kenai is the owner of That Portion of Govt Lot 10 Lying Southwest of Bridge Access Rd and Lying North & Northwest & Northeast of USS 4563 Amended (the Property).

**Section 2.** Public Purpose and Best Interest Findings: That an approximately 7,682 square foot portion of Property depicted on Exhibit A is no longer needed for a public purpose and may be sold. Under the 2016 Comprehensive Plan, the Property is designated for non-aviation industrial uses. The exchange and sale of the Property are in the best interest of the City, as it supports commercial growth, infrastructure development, and completion of public right-of-way improvements.

**Section 3.** Authorization of Exchange and Sale: That the Kenai City Council authorizes the City Manager to negotiate and execute a property exchange and sale of 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 and Lying North & Northwest & Northeast of USS 4563 Amended, under the procedures and terms established for the sale of City-owned lands outside of the Airport Reserve, as set forth in KMC 22.05.100 et seq. at not less than \$2.15 per square foot; the fair market value of the land, excluding lessee-constructed improvements, as determined by the appraisal of parcel 04901131, completed in September 2025.

**Section 4.** Subdivision Cost Sharing: Pursuant to KMC 22.05.025, the Council authorizes the City to share in fifty percent of eligible subdivision costs as approved by the City Manager.

**Section 5.** Title: That title shall be conveyed by quitclaim deed. Any instrument conveying title to the Property shall include the following restrictions, promises, and/or covenants:

- a) That the City of Kenai reserves unto that the grantee expressly agree for itself and its heirs, executors, administrators, successors, transferees, and assigns, for the use and benefit of the public right of flight for the passage of aircraft in the airspace above the surface of the Property, together with the right to cause in said airspace such noise as may be inherent in the operation of aircraft, now known or hereafter used, for navigation of or flight in the said airspace, and for use of said airspace for landing on or at and for taking off from or operating on Kenai Municipal Airport; and,
- b) that the grantee expressly agrees for itself and its heirs, executors, administrators, successors, transferees, and assigns to restrict the height of structures, objects of natural growth, and other obstructions on the Property to a height of not more than 242 feet above mean sea level; and,
- c) that the grantee expressly agrees for itself and its heirs, executors, administrators, successors, transferees, and assigns to prevent any use of the Property which would interfere with landing or taking off of aircraft at the Kenai Municipal Airport, or otherwise constitute an airport hazard; and,

- d) that all covenants heretofore stated shall run with the land and shall inure to the benefit of, and be binding upon the heirs, executors, administrators, successors, transferees, and assigns of the parties to the contract for sale and conveyance; and,
- e) that the City reserves all subsurface and mineral rights, if any.

**Section 6.** Proceeds of Sale: That should a sale of the Property be finalized, all revenues from the sale shall be deposited in the General Government Land Sales Permanent Fund.

**Section 7.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 8.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: DS

Introduced:	May 20, 2026
Enacted:	June 3, 2026
Effective:	July 3, 2026



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Kevin Buettner, Planning Director

**DATE:** May 12, 2026

**SUBJECT:** **Ordinance 3527-2026** – Determining That a Portion of the Real Property Described as That Portion of Govt Lot 10 Lying Southwest of Bridge Access Rd & Lying North & Northwest & Northeast of USS 4563 Amended, City-Owned Land is Not Needed for a Public Purpose and Authorizing the Sale of the Property to RABUF, LLC.

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In 2025, RABUF, LLC, approached the City inquiring about the possibility of establishing utility connections. Initial discussions with the Planning & Zoning and Public Works Departments centered on the connection of the processing plant on Kenai Peninsula Borough (KPB) Parcel 04901131 to the utility mains along Bridge Access Road. These connections could be made through the existing lease lot or through the adjacent parcel, 04901123, which led to the public right-of-way at Ervin Circle, a platted right-of-way.

Connection to utilities utilizing the leased parcel was determined to be infeasible due to the presence of tidal wetlands, a shallow water table, and an anadromous stream. Further discussions with the City resulted in a determination that running a service line within the public right-of-way is not allowed by Kenai Municipal Code (KMC). KMC 17.05.010(b) and KMC 17.15.010(b) state that water and sewer connections must be made to a main abutting the property lot line. It was also noted at this time that the right-of-way for Ervin Circle was not complete, as a portion of the cul-de-sac at the southern terminus was incomplete and would require a portion of land from RABUF, LLC's owned parcel, 04901123.

The City and RABUF, LLC continued discussions, and it was determined that a property exchange may be in the best interest of both parties, as it would allow for the completion of a right-of-way in the Working Waterfront zoning district, which could spur future commercial development, and the property exchange would also allow RABUF, LLC to access the utility mains along Bridge Access Road, through a platted right-of-way.

Preliminary calculations have determined that RABUF, LLC would exchange approximately 7,164 square feet of their owned parcel to complete the cul-de-sac on Ervin Circle for approximately 7,682 square feet of the City-owned parcel, 01901131, to establish a 30 foot frontage along Bridge Access Road to access utility mains.

This exchange would also require the vacation of a portion of Ervin Circle's right-of-way at the northern junction with Bridge Access Road, which is 155 feet. The standard right-of-way in the City is typically 60 feet, with exceptions for major roads and section lines. This process is done concurrently with the platting process and would require separate action from Council at a later date, once the KPB Planning Commission makes its determination on the preliminary plat. This vacated area totals approximately 8,665 square feet.

If approved, the total area of all land exchanged from the City to RABUF, LLC would be 16,346 square feet. The total area of land exchanged from RABUF, LLC to the City would be 7,614 square feet. This results in a difference of 8,732 square feet with RABUF, LLC receiving more than the City.

The City's consultant, CBRE, completed an appraisal in September 2025, establishing a fair market value of \$2.15 per square foot for KPB Parcel 04901131, which was used to determine the lease rate. This appraisal also complies with Kenai Municipal Code 22.05.100 – Sale Procedures, which required an independent appraisal to determine the minimum sale price. RABUF, LLC has agreed to pay the City the fair market value of the approximate 8,732 square foot difference between the exchanged properties, calculated as approximately \$18,773.80.

The approximate cost of the subdivision is \$9,000. Funding for the subdivision is available within the FY 2026 budget. If approved, the cost share for the City would be approximately \$4,500. If the City's cost share amount is credited towards the RABUF, LLC purchase price, the City would net a total of \$14,273.80.

Also, if approved, RABUF, LLC has sought permission to proceed with land clearing and site prep work prior to the subdivision. The Administration has no objection to this request, provided a right-of-way permit is obtained from the Public Works Department for any work done within the existing Ervin Circle right-of-way. Furthermore, the Administration's non-objection is predicated on RABUF, LLC assuming all risk for any work completed. The City has also requested notification of any tree clearing work to be done on KPB Parcel 04901131, which is currently leased by RABUF, LLC.

Thank you for your consideration.







WALKER LN

ERVINIST

04901131

ERVINIST

04901123

BRIDGE ACCESS RD

CHILDS AVE

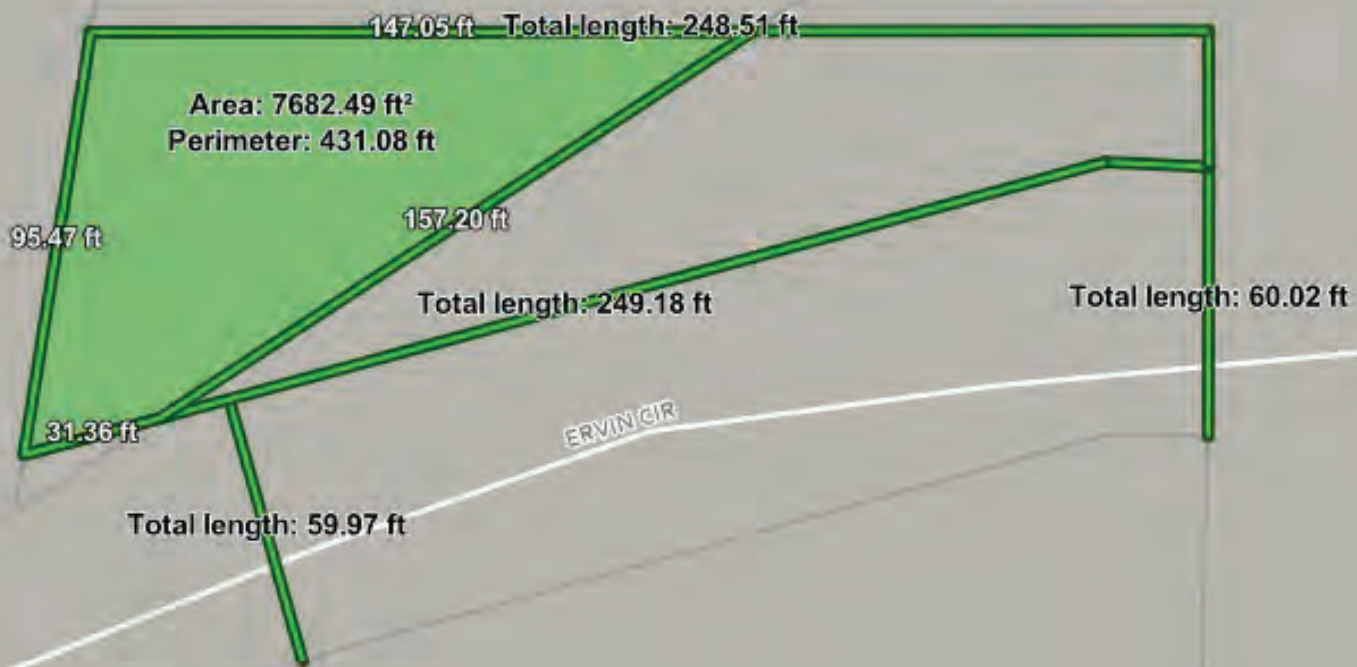
04901130

CHILDS AVE

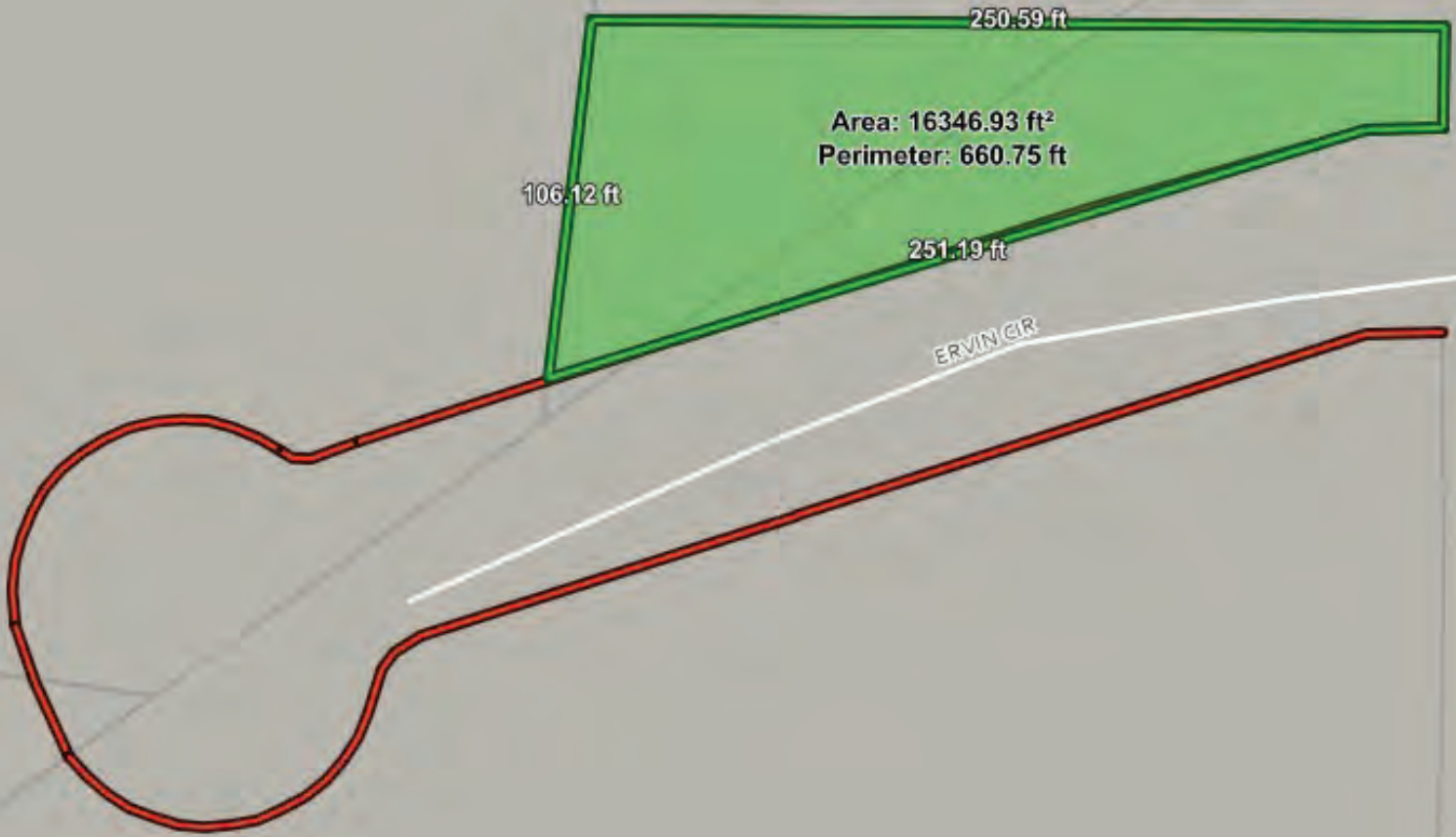
VAN ANTW

River

Koa'ol River











Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2026-37**

A RESOLUTION FIXING THE RATE OF LEVY OF PROPERTY TAX FOR THE FISCAL YEAR COMMENCING JULY 1, 2026 AND ENDING JUNE 30, 2027.

---

WHEREAS, Kenai Municipal Code requires that the rate of levy of property tax be set annually not later than the tenth day of June; and,

WHEREAS, the Council has adopted the "City of Kenai 2027 Annual Budget," which estimates property tax revenue based upon a tax rate of 4.35 mills.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** That the rate of levy of property tax for the fiscal year commencing July 1, 2026 and ending June 30, 2027 is fixed at 4.35 mills.

**Section 2.** That this Resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: \_\_\_\_\_



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Dave Swarner, Finance Director

**DATE:** May 7, 2026

**SUBJECT:** **Resolution 2026-37** - Fixing the Rate of Levy of Property Tax for the Fiscal Year Commencing July 1, 2026 and Ending June 30, 2027.

---

This resolution will establish the rate of levy of property tax for FY2027, tax year 2026. The proposed rate of levy is 4.35 and will result in \$435 in taxes being paid for each \$100,000 of taxable assessed property value. The rate is unchanged and will generate the necessary property taxes to support the adopted FY27 budget. The last mill rate change for the City was in FY2015.

Your support is respectfully requested.



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2026-38**

A RESOLUTION AMENDING THE COMPREHENSIVE SCHEDULE OF RATES, CHARGES AND FEES TO INCORPORATE FISCAL YEAR 2027 BUDGET CHANGES TO INCLUDE ADJUSTING AIRPORT FEES, LIBRARY FEES, FIRE DEPARTMENT FEES, LAND MANAGEMENT FEES, PARKS AND RECREATION FEES, PLANNING AND ZONING FEE, PUBLIC WORKS FEE, WATER AND SEWER FEES AND ADJUSTING THE MONTHLY RENTAL RATES FOR VINTAGE POINTE.

---

WHEREAS, FY2027 Budget goals adopted by Council included a goal to adjust rates, charges, and fees across all funds in line with inflation, as measured by the Annual Alaska Consumer Price Index for All Urban Consumers. Any increase in the monthly rents at Vintage Pointe for existing tenants as of June 30, 2025, shall be capped at no more than \$50.00 per month; and,

WHEREAS, the Airport Reserve Land Annual Lease rates are subject to appraisal at the time a prospective lease is identified and will allow the City to ensure lease rates reflect current market conditions and fair market value; and,

WHEREAS, the proposed increase to the Airport Landing fees and Terminal Building Rent are included in the Airline Operating Agreement previously approved by Council and entered into by current airline tenants; and,

WHEREAS, the proposed changes to the Library fees are updates in terminology to improve consistency and accuracy; and,

WHEREAS, the proposed changes to the Fire Department fees are updates to align with allowable reimbursement amounts; and,

WHEREAS, the proposed changes and additions to Land Management fees are to more accurately recover the costs associated with public notice requirements and application processing; and,

WHEREAS, the proposed changes to the Parks and Recreation fees address increasing operational costs, provides greater clarity and consistency for facility users and better align with operational needs; and,

WHEREAS, the proposed change to a Planning and Zoning fee is to more accurately recover the costs associated with public notice requirements; and,

WHEREAS, the proposed changes and additions to Public Works and Capital Project fees are to standardize fees and adjust rates to more accurately recover associated costs; and,

WHEREAS, the proposed increase to Water & Sewer fees reflects the cumulative cost pressures and the loss of offsetting revenue, and are necessary to maintain the financial stability of the utility fund; and,

WHEREAS, amending Vintage Pointe Manor rental rates based the 2025 annual change in Consumer Price Index for Anchorage of 2.11% with no increase exceeding \$50.00 per month aligns with planned increases; and,

Resolution No. 2026-38  
Page 2 of 2

WHEREAS, updating the City’s Schedule of Rates, Charges, and fees to include changes made in formation of the annual budget is in the best interest of the City and is consistent with Council’s Budget Goal #6.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** That the City of Kenai Schedule of Rates, Charges and Fees as amended and attached is hereby adopted.

**Section 2.** That this Resolution takes effect July 1, 2026.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Dave Swarner, Finance Director

**DATE:** May 27, 2026

**SUBJECT:** **Resolution 2026-38** - Amending the Comprehensive Schedule of Rates, Charges and Fees to Incorporate Fiscal Year 2027 Budget Changes to Include Adjusting Airport Fees, Library Fees, Fire Department Fees, Land Management Fees, Parks and Recreation Fees, Planning and Zoning Fee, Public Works Fee, Water and Sewer Fees and Adjusting the Monthly Rental Rates for Vintage Pointe.

---

This purpose of this memo is to recommend passage of the resolution which amends the Schedule of Rates, Charges and Fees for FY2027 effective July 1, 2026.

FY2027 Budget goals adopted by Council included a goal to adjust rates, charges, and fees across all funds in line with inflation, as measured by the Annual Alaska Consumer Price Index for All Urban Consumers. Any increase in the monthly rents at Vintage Pointe for existing tenants as of June 30, 2025, shall be capped at no more than \$50.00 per month.

The Airport Reserve Land Annual Lease rates are subject to appraisal at the time a prospective lease is identified and will allow the City to ensure lease rates reflect current market conditions and fair market value.

The proposed increase to the Airport Landing fees and Terminal Building Rent are included in the Airline Operating Agreement previously approved by Council and entered into by current airline tenants.

The proposed changes to the Library fees are updates in terminology to improve consistency and accuracy.

The proposed changes to the Fire Department fees are updates to align with allowable reimbursement amounts.

The proposed changes and additions to Land Management fees are to more accurately recover the costs associated with public notice requirements and application processing.

The proposed changes to the Parks and Recreation fees address increasing operational costs, provides greater clarity and consistency for facility users and better align with operational needs.

The proposed change to a Planning and Zoning fee is to more accurately recover the costs associated with public notice requirements.

The proposed changes and additions to Public Works and Capital Project fees are to standardize fees and adjust rates to more accurately recover associated costs.

The proposed increase to Water & Sewer fees reflects the cumulative cost pressures and the loss of offsetting revenue, and are necessary to maintain the financial stability of the utility fund.

Amending Vintage Pointe Manor rental rates based the 2025 annual change in Consumer Price Index for Anchorage of 2.11% with no increase exceeding \$50.00 per month aligns with planned increases.

Updating the City's Schedule of Rates, Charges, and fees to include changes made in formation of the annual budget is in the best interest of the City and is consistent with Council's Budget Goal #6.

Your support is respectfully requested.





# SCHEDULE OF RATES, CHARGES AND FEES

The City Manager shall establish and the City Council shall approve via resolution, the fees, rates, and charges for the billing and collections for support of City Services. The City reserves the right to change the rate schedule at any time. There is a 6% sales tax added to the total invoice (3% City and 3% Borough) for all fees, rates, and charges not exempted by the sales tax code of the Kenai Peninsula Borough and the City.

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**Airport Fees**

21.05.085

**Fuel Flowage Fee Per Gallon**

Signatory	\$0.035
Non-signatory	\$0.07

**APX - Airport Regulations**

**Aircraft Parking Fees**

06.05.07 (c)	transient, under 4,000 lbs. 0 - 4 hrs.	FREE
6.05.070 (c)	transient, under 4,000 lbs. over 4 hrs.	\$5.00
6.05.070 (c)	transient, 4,001 - 12,500 lbs. 0-12 hrs.	\$25.00
6.05.070 (c)	transient, 4,001 - 12,500 lbs. 12-24 hrs.	\$50.00
6.05.070 (c)	transient, 12,501 - 100,000 lbs. 0-12 hrs.	\$50.00
6.05.070 (c)	transient, 12,501 - 100,000 lbs. 12-24 hrs.	\$100.00
6.05.070 (c)	transient, 100,001 lbs. per day	\$250.00

**Landing Fees**

14.05.010 (a)(2)	Signatory per thousand pounds	\$[2.07] <u>2.18</u>
14.05.010 (b)(2)	Non-signatory per thousand pounds exempt -- float planes, test landings due to mechanical or weather, government aircraft	\$[2.69] <u>2.83</u>

**Tie-down Fees, General Aviation**

**Paved Areas**

wheels, per month	\$45.00
wheels, w/electric per month	\$70.00

**Gravel Area**

wheels/skis, per month	\$45.00
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**Float Plane Basin, Private**

daily	\$5.00
monthly	\$60.00
season -- May to October	\$250.00

**Float Plane Basin, Commercial**

daily	\$10.00
monthly	\$75.00
season -- May to October	\$300.00
monthly w/electric	\$100.00

**Terminal Building Rent -- Exclusive Space**

signatory - per square foot per year	\$[41.15] <u>43.21</u>
signatory -- arrival hallway, departure hallway, passenger hold room & baggage claim area (per square foot per year)	\$[41.15] <u>43.21</u>

**Terminal Building Rent -- Joint Use Space**

signatory -- baggage make up area (per square foot per year)	\$[24.94] <u>26.19</u>
signatory -- baggage break down area (per square foot per year)	\$[24.94] <u>26.19</u>
non-signatory terminal rates 30% higher	

**Vehicle Parking Fees at Terminal**

short term 0 - 2 hours	FREE
24 hours	\$8.00
annual permit	\$800.00
annual parking permit w/electric	\$1,140.00

**Vehicle Parking Fees**

**Greater Than 1/4 Mile from Terminal Building (at GA Lot)**

calendar day	\$3.00
annual permit	\$420.00

**Late Payment Vehicle Parking Fee**

late payment fee for unpaid parking after 30 days	\$50.00
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**Business Activity & Airport Access Permit**

mechanic access (per each)	\$50.00
fueling access (annual)	\$100.00
dispensing fee (per gallon)	\$0.02
water extraction access (annual)	\$100.00
non-tenant use of basin parking apron	\$75.00
float plane parking apron (annual)	\$25.00
Deposit/replacement proximity card fee (each)	\$100.00
Catering/mobile food service	\$50.00

**Commercial Turn Fees**

turn fee (narrow body - (1 aisle)	\$200.00
turn fee (regional 50 - 99 seats)	\$150.00
turn fee (commuter - fewer than 50 seats)	\$100.00

**Helicopter Landing Fees**

Per Landing	\$25.00
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**Conference Room Fees**

Airport Lessee's and sub Lessee's in good standing shall receive a 25% discount

0 - 2 hours	\$50.00
2 - 4 hours	\$100.00
4 - 8 hours	\$200.00
More than 8 hours (same day and no later than 10:00 pm)	\$300.00
Cleaning fee (if room is not cleaned)	\$100.00

**Other Fees**

Taxi cab annual fee per vehicle	\$100.00
Terminal building key replacement (per key)	\$10.00
Non-signatory airline airport apron rental rate per square foot	\$1.40
Signatory, airline, terminal apron parking and GSE Storage space rent per square foot	\$0.64

**Alaska Regional Fire Training Center Fees**

All Training Rooms include shared use of Breakroom, Tables and Chairs

**Training Props and Out Buildings**

pursuant to agreed fees and terms by Airport Manager approved by City Manager

**Room 104, 108, or 109**

Airport Lessee's and sub Lessee's in good standing shall receive a 25% discount

0 - 4 hours	\$300.00
4 > 12 hours	\$500.00

**Room 104, 108, or 109 - Non-Profit Entity**

0 - 4 hours	\$250.00
4 > 12 hours	\$425.00

**Rooms 108 and 109 combined**

Airport Lessee's and sub Lessee's in good standing shall receive a 25% discount

0 - 4 hours	\$450.00
4 > 12 hours	\$700.00

**Rooms 108 and 109 combined - Non-Profit Entity**

0 - 4 hours	\$400.00
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4 > 12 hours

\$600.00

**Fire Training Center Rental Items**

LCD Projector and Screen

\$50.00

Podium

\$50.00

21.10.090 (a)

**Airport Reserve Land Annual Lease Rates**

<u>Legal Description of Property</u>	<u>KPB Parcel ID No.</u>	<u>FY2[4]7 Annual Rent</u>
Lot 2, Block 2, FBO Subdivision	04336004	[\$7,596.05] Subject to Appraisal
NW 1/4 NW 1/4 Sec 33 lying W of Marathon Rd. excluding Baron Park 2007 Replat	04501056	Subject to Appraisal
Lot 8, Block 2, Cook Inlet Industrial Air Park	04322008	[\$18,133.53] Subject to Appraisal
Lot 3, Block 5, Cook Inlet Industrial Air Park	04322020	[\$6,890.74] Subject to Appraisal
Lot 4, Block 5, Cook Inlet Industrial Air Park	04322021	[\$6,942.55] Subject to Appraisal
Lot 1, Block 2, FBO Subdivision	04336003	[\$7,907.26] Subject to Appraisal
Lot 1, FBO Subdivision No. 6	04336034	[\$14,802.88] Subject to Appraisal
Lot 3, FBO Subdivision No. 6	04336036	[\$20,970.75] Subject to Appraisal
Tract A1, Baron Park 2007 Replat	04501031	[\$42,309.45] Subject to Appraisal
Tract C-1, Gusty Subd. No. 7	04327034	[\$4,105.33] Subject to Appraisal
Portion of W1/2 of Sec. 28 & SE1/4, Sec. 29, T6N, R11W	04101021	Subject to Appraisal
Portion of SW1/4, Sec. 29, T6N, R11W Excluding Airport Float Basin Replat	04101022	Subject to Appraisal
Portion of Tract A, Kenai Airport Float Plane Basin Replat	04318043	Subject to Appraisal
Tract A, FBO Subdivision	04336001	Subject to Appraisal
Portion of E1/2 NE1/4 & SW1/4 NE1/4, Sec. 29, T6N, R11W	04101004	Subject to Appraisal
Portion of Tract B, FBO Subdivision No. 10	04318045	Subject to Appraisal
Tract A, Gusty Subdivision No. 3	04327021	Subject to Appraisal
Lot 1, Block 3, Gusty Subdivision No.4	04327030	Subject to Appraisal
Lot 2, Block 3, Gusty Subdivision No. 4	04327031	Subject to Appraisal
Lot 3, Block 3, Gusty Subdivision No. 4	04327032	Subject to Appraisal
Tract C-1, Gusty Subdivision No. 7	04327034	Subject to Appraisal
Tract B, Gusty Subdivision No. 6 Amended	04327035	Subject to Appraisal
Portion of T 5N R 11W Sec 5 & 6 Seward Meridian Kn Ptns of Sec 5 & 6 Lying NE of Kenai Spur Hwy & E of Birch Dr & NW of Main St Excl USS 4969 & Gusty Sub K1700 & Gusty Sub Addn #1 Amd 84-183 & Gusty Sub #3 84-237 & Gusty Sub #4 86-76 & Gusty Sub #5 87-15 & Gusty Sub #7 89-5 & Kenai Cemetery Expansion Sub	04327036	Subject to Appraisal
Lot 1, FBO Subdivision No. 7	04336037	Subject to Appraisal

**Animal Control Fees**

3.05.100 (a)	Kennel Facility - Non-refundable application fee	\$26.00
	Kennel Facility - Approved application fee	\$76.00
	Livestock - Non-refundable application fee	\$26.00
3.05.100 (a)(5)	Insertion of Microchip	\$15.30
3.05.100 (b)	Dog License - Sterilized Dog	\$10.20
	Dog License - Non-sterilized Dog	\$30.60
	Lost License Replacement	\$2.04
3.05.100 (c) (1)	First Impoundment within 12 months- Dog	\$51.00
	First Impoundment within 12 months- Cat	\$15.30
3.05.100 (c) (2)	Second Impoundment within 12 months- Dog	\$71.40
	Second Impoundment within 12 months- Cat	\$30.60
3.05.100 (c) (3)	Subsequent Impoundment within 12 months- Dog	\$102.00
	Subsequent Impoundment within 12 months- Cat	\$40.80
	Facility Use Fee Per Day	\$35.70
3.05.100 (c) (5)	Dangerous Animal Impoundment	\$102.00
3.25.060 (c)	Veterinary Services - Includes spaying, neutering, vaccinations, and other veterinary services. actual cost Veterinary services transfer fee - per mile (Actual mileage excluding the first four miles of travel)	\$2.04
N/A	City of Kenai Resident Animal Waiver Fee	\$20.40

**Note: Pursuant to the contract for the City to provide animal shelter services to the City of Soldotna, Soldotna City residents shall pay City of Kenai resident fees for animal waivers.**

	Non-City Resident	
	N/A Animal Waiver Fee	\$40.80
N/A	Adoption Fee	\$20.40
N/A	Rabies Vaccination Clinic (per animal vaccinated)	\$10.20

**Note: All Animal Control Fees are subject to a 2% discount for payment by means other than credit card.**

## City Clerk Fees

### Cemetery Fees (All Cemetery Fees are Exempt from Sales Tax)

APX - 1 Title 24 -	Cemetery Regulations	
24.15.020	Standard Plot	\$1,000.00
	Veteran Plot	\$750.00
	Infant Plot	\$150.00
	Cremains	\$300.00
	Columbarium Niche	\$1,000.00
	Veterans Columbarium Niche (up to two standard urns)	\$750.00
	Columbarium Niche - opening and/ closing fee for reasons other than inurnment	\$100.00
	Marker/Headstone Deposit (applies to Cemetery Plots and Columbarium Niches)	\$400.00
	Cemetery Gazebo Marker Fees	Actual Cost

### Memorial Park Fees (All Memorial Park Fees are Exempt from Sales Tax)

	Tree (includes transportation/planting, soil, edging, weed block, and a one-year guarantee on planting.)	\$265.00
	Shrub (includes transportation/planting, soil, edging, weed block, and a one-year guarantee on planting.)	\$165.00
	Markers:	Actual Cost
	Memorial Park Rock (Actual cost for ground preparation, transportation placement, etc. and plaque borne by requestor.)	Actual Cost
	Logo or emblem	Additional Fee

### Mobile Food Vendor License

5.25.050	Annual Mobile Food Vendor License	\$50.00
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### Oil & Gas Well

5.35.050	Oil & Gas Well Application Fee	\$500.00
	Oil & Gas Well Processing Fee	\$100.00

### Public Records Requests

10.40.090(a)	First 10 copies are free, more than 10 copies per copy	\$0.25
10.40.090(d)	Electronic Services	Actual
10.40.090(b)	Certified Copy Fee	\$10.00
10.40.090(c)	Production fee will be calculated for work over 5 hours	Actual

### Recount of Votes - Application

6.45.010	Recount of Votes Application Fee	\$100.00
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### Transient Merchant and Peddler License

5.30.040	Annual Transient Merchant and Peddler License	\$25.00
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### Vehicle for Hire

20.05.050 (a)	Annual Vehicle for Hire Permit - Permit and First Vehicle	\$250.00
20.05.050 (a)	Annual Vehicle for Hire Permit - Additional Vehicle (Additional Vehicle may be added at any time during the year.)	\$100.00

**Fire Department Fees**

BLS Non-emergency	\$550.00
BLS Emergency	\$675.00
ALS I (advanced life support)	\$800.00
ALS II	<del>[\$975.00]</del> <u>1,034.00</u>
Mileage per mile	<del>[\$14.00]</del> <u>14.20</u>

**Land Management Fees**

21.10.040 (a) and 22.05.025 (a)	<del>[LAND]</del> Lease Application Fee	<del>[\$100.00]</del> <u>150.00</u>
21.10.070 (a) and 22.05.045 (a)	<del>[LAND]</del> Lease Amendment Application Fee	<del>[\$100.00]</del> <u>150.00</u>
21.10.070 (a) and 22.05.045 (a)	<del>[Land]</del> Lease Extension Application Fee	<del>[\$100.00]</del> <u>150.00</u>
21.10.070 (a) and 22.05.045 (a)	<del>[LAND]</del> Lease Renewal Application Fee	<del>[\$100.00]</del> <u>150.00</u>
22.05.045 (a)	Consent to Sublease Application Fee	\$50.00
22.05.045 (a)	<del>[LAND]</del> Lease Assignment Application Fee	\$100.00
22.05.100 (a)	Competitive Land Purchase Application Fee	\$100.00
22.05.100 (a)	Non-Competitive Land Lease or Purchase Fee	\$100.00
	Special Use Permit Application Fee	\$100.00
<u>[22.05.016(A)]</u>	TIDELAND FILING FEE	<u>\$10.00</u>
<u>[22.05.016(A)]</u>	TIDELAND LEASE FILING FEE	<u>\$100.00</u>
22.10.010	Tideland lease for shore fisheries - per year	\$300.00
<u>21.10.130 and 22.05.080</u>	<u>Recording Fee - 1 Page</u>	<u>\$50.00</u>
<u>21.10.130 and 22.05.080</u>	<u>Recording Fee - Additional Cost Per Page</u>	<u>\$5.00</u>

## Library Fees

### APX - Library Regulations and Policies

1.	Default fees for lost, stolen or damaged materials when no retail value is available.	
	a. Adult book (hardcover)	\$33.00
	b. Adult large print	\$40.00
	c. Adult audiobook	\$50.00
	d. Youth board book	\$10.00
	e. Youth book (hardcover) or picture book	\$25.00
	f. Youth audiobook	\$25.00
	g. Adult/youth trade paperbacks	\$15.00
	h. Adult/youth mass market paperbacks	\$10.00
	i. Magazines	\$5.00
	j. Video/DVD/music CD	\$30.00
	k. DVD set	\$50.00
	l. Interlibrary loan item (fee or actual cost charged by lender)	\$30.00
	m. Juvenile kits/Adult kits/Playaway launchpads	\$150.00
	n. Microfilm reel or microfiche	\$35.00
	o. Chromebook kit	\$370.00
	p. Laptop	\$800.00
2.	<b>Proctoring per test</b>	\$25.00
3.	<b>Replacement Costs</b>	Costs
	a. processing fee for all lost/damaged items	\$5.00
	b. processing labels (e.g., [SPOKE] spine labels, barcodes, etc.	\$1.00
	c. RFID Tag	\$1.00
	d. replacement library card	\$1.00
	e. book covers	[\$1.00] 2.00
	f. Tonie, Yoto, music DC or single disc DVD case	\$2.00
	g. multidisc DVD or audiobook case	\$5.00
	h. power cord Chromebook/Laptop	\$20.00
	i. power cord Launchpads, Tonies, etc.	10.00
4.	<b>Damages</b>	
	a. defaced or torn pages per page	\$2.00
5.	<b>Photocopying and Printing</b>	
	a. Black & white prints or copies (per single-sided page)	\$0.25
	b. Color - photocopies only (per single-sided page)	\$0.50

## Parks and Recreation Fees

### **Multipurpose Facility**

hourly winter rate (reservation)	\$[165.00] 175.00
hourly summer rate - Only available when the ice is out (concrete floors, limited availability)	\$25.00

### **Kenai Recreation Center**

**Weights/Cardio/Sauna** - includes weight/cardio room, shower, sauna and gym. (When using the weight room, must be 17 or older unless accompanied by guardian)

Day Pass: Adults*	\$5.00
Day Pass: College Students, Veterans & Seniors (55 and older)*	\$2.50
[HIGH SCHOOL STUDENTS] 18 years old and younger	FREE
10 visit punch card: Adults*	\$40.00
10 visit punch card: College Students, Veterans & Seniors (55 and older)*	\$20.00
Monthly Pass: Adults*	\$50.00
Monthly Pass: College Student, Veterans & Senior (55 and older)*	\$25.00
City League Player Participation Fee*	\$100.00
Annual Locker Rental	\$120.00
<b>6-Month Locker Rental</b>	<b>\$60.00</b>

**Racquetball & Wallyball Court Rentals** - per hour and includes showers for participants.

Adult Racquetball or Wallyball*	\$15.00
Racquetball or Wallyball Punch Card (10 hours all ages)*	\$120.00

**Facility Rental** - per hour

Gym*	\$50.00
1/2 Gym*	\$25.00

### **Parks/Gazebos/Gardens**

Picnic Shelter	
[8:00] 9:00 am - 3:00 pm	\$20.00
4:00 pm - [11:00] 10:00 pm	\$20.00
Gazebo	
[8:00] 9:00 am - 3:00 pm	\$25.00
4:00 pm - [11:00] 10:00 pm	\$25.00
Community Garden Plot (each)	\$20.00
Adopt-A-Bench (Maintenance included.) Bench, freight, and installation at actual cost.	Actual Cost

### **Personal Use Fishery**

Personal Use Fishery Day Use Parking	
5 am to Midnight (vehicle or up to two atv's)*	\$22.05
Personal Use Fishery Overnight Parking	
Before noon of the first day to noon of the second day (vehicle or up to two atv's and one tent)*	\$60.64
After noon of the first day to noon of the second day (vehicle or up to two atv's and one tent)*	\$49.61
Personal Use Fishery Camping (one tent)*	\$27.56
Personal Use Fishery Vehicle Drop Off (vehicle or up to two atv's per day)*	\$11.03

*\*All Parks and Rec fees with asterisk include 3 percent City tax and 3 percent borough tax*

## Planning and Zoning Fees

### Kenai Zoning Code

14.20.150(b)(6)	Conditional Use Permit Fee	\$250.00
14.20.151	Surface Extraction Conditional Use Permit Application Fee	\$425.00
14.20.180(b)(1)(C)	Variance Permit Non-refundable Deposit/Advertising Fee	\$250.00
14.20.185(c)	Encroachment Application Fee	\$250.00
14.20.240	Mobile Home Building Permit	\$100.00
14.20.270(b)(4)	Zoning Amendment Request Non-refundable Deposit/Advertising Fee	\$250.00
14.20.290(b)(6)	Board of Adjustment Appeal filing and records preparation Fee	<del>100.00</del> 150.00

### Planning and Zoning Fees

#### **Sign Permits**

home occupation	\$5.00
electrical signs	\$25.00
all others	\$15.00

#### **Maps**

11 x 17	FREE
17 x 22 or 22 x 34	\$15.00
34 x 44 or 28 x 40	\$25.00

#### **Copies**

per page	\$0.25
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## Police Department Fees

### Abandoned Property (Other than Motor Vehicles)

15.05.030 (b) and 15.05.070	Impoundment and Storage - Contractor	Actual Cost
15.05.030 (b) and 15.05.070	Impoundment - City Employee	\$5.00
15.05.030 (b) and 15.05.070	Storage by City - per day	\$1.00
15.05.070	Towing Charge - Car	\$10.00
15.05.070	Towing Charge - Truck	\$13.00
15.05.070	Storage Fee - Vehicle (per day)	\$1.00
15.05.070	Abandoned Property Certificate	\$3.00
15.05.070	Clerk's Endorsement on Certificates	\$5.00

### Police Fees

Report Copies (per page)	\$0.50
CD/DVD with Digital Media (per) \$	25.00
Duplication of other media	Actual Cost
Reproduction Cost (for time spent in excess of 5 hours)	Actual Cost

## Public Works and Capital Projects Fees

### Building Permit Fees

4.05.030	Application Fee – Payment due at submittal of permit application package. Fee will be deducted from total permit cost for the
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Commercial or Residential Structure and any overpayment refunded.	\$500.00
Inspection outside of normal business hours - per hour (two-hour minimum charge)	\$125.00
Inspection for which no fee is specifically indicated - per hour (two-hour minimum charge)	\$75.00
Additional plan review required by changes, additions or revisions to plans - per hour (one-hour minimum charge)	\$75.00

**Commercial Structures**

4.05.030	Valuation \$1.00 - \$500.00	\$23.50
	Valuation \$501.00 - \$2,000.00 - Base	\$23.50
	Valuation \$501.00 - \$2,000.00 - Each additional \$100.00, or fraction thereof, over \$500.00 including \$2,000.00	\$3.05
	Valuation \$2,001.00 - \$25,000.00 - Base	\$69.25
	Valuation \$2,001.00 - \$25,000.00 - Each additional \$1,000.00, or fraction thereof, over \$2,000.00 including \$25,000.00	\$14.00
	Valuation \$25,001.00 - \$50,000.00 - Base	\$391.25
	Valuation \$25,001.00 - \$50,000.00 - Each additional \$1,000.00, or fraction thereof, over \$25,000.00 including \$50,000.00	\$10.10
	Valuation \$50,001.00 - \$100,000.00 - Base	\$643.75
	Valuation \$50,001.00 - \$100,000.00 - Each additional \$1,000.00, or fraction thereof, over \$50,000.00 including \$100,000.00	\$7.00
	Valuation \$100,001.00 - \$500,000.00 - Base	\$993.75
	Valuation \$100,001.00 - \$500,000.00 - Each additional \$1,000.00, or fraction thereof, over \$100,000.00 including \$500,000.00	\$5.60
	Valuation \$500,001.00 - \$1,000,000.00 - Base	\$3,233.75
	Valuation \$500,001.00 - \$1,000,000.00 - Each additional \$1,000.00, or fraction thereof, over \$500,000.00 including \$1,000,000.00	\$4.75
	Valuation \$1,000,001.00 and up - Base	\$5,608.75
	Valuation \$1,000,001.00 - and up - Each additional \$1,000.00, or fraction thereof, over \$1,000,000.00	\$3.65
	Plan review fees shall be 65% of the Building Permit Fee	Calculation <sup>1</sup>
	[INSPECTION OUTSIDE OF NORMAL BUSINESS HOURS - PER HOUR (TWO-HOUR MINIMUM CHARGE)]	\$47.00
	INSPECTION FOR WHICH NO FEE IS SPECIFICALLY INDICATED - PER HOUR (TWO-HOUR MINIMUM CHARGE)	\$47.00
	ADDITIONAL PLAN REVIEW REQUIRED BY CHANGES, ADDITIONS OR REVISIONS TO PLANS - PER HOUR (ONE-HOUR MINIMUM CHARGE)	\$47.00]
	Outside consultants for plan checking and inspections, or both	Actual Cost

<sup>1</sup>Plan Review fees may be waived or reduced for successive identical structures submitted together by completing a Plan Review Waiver form. The Public Works Director has sole discretion to reduce or waive plan review fees based on resources required by City for plan review of successive identical structures.

**Residential Structures**

4.05.030	Valuation \$1.00 - \$500.00	\$17.63
	Valuation \$501.00 - \$2,000.00 - Base	\$17.63
	Valuation \$501.00 - \$2,000.00 - Each additional \$100.00, or fraction thereof, over \$500.00 including \$2,000.00	\$2.29
	Valuation \$2,001.00 - \$25,000.00 - Base	\$51.94

**KMC Section****Fee Description****Fee Amount**

Valuation \$2,001.00 - \$25,000.00 - Each additional \$1,000.00, or fraction thereof, over \$2,000.00 including \$25,000.00	\$10.50
Valuation \$25,001.00 - \$50,000.00 - Base	\$293.44
Valuation \$25,001.00 - \$50,000.00 - Each additional \$1,000.00, or fraction thereof, over \$25,000.00 including \$50,000.00	\$7.58
Valuation \$50,001.00 - \$100,000.00 - Base	\$482.81
Valuation \$50,001.00 - \$100,000.00 - Each additional \$1,000.00, or fraction thereof, over \$50,000.00 including \$100,000.00	\$5.25
Valuation \$100,001.00 - \$500,000.00 - Base	\$745.31

**Residential Structures - Continued**

Valuation \$100,001.00 - \$500,000.00 - Each additional \$1,000.00, or fraction thereof, over \$100,000.00 including \$500,000.00	\$4.20
Valuation \$500,001.00 - \$1,000,000.00 - Base	\$2,425.31
Valuation \$500,001.00 - \$1,000,000.00 - Each additional \$1,000.00, or fraction thereof, over \$500,000.00 including \$1,000,000.00	\$3.56
Valuation \$1,000,001.00 and up - Base	\$4,206.56
Valuation \$1,000,001.00 - and up - Each additional \$1,000.00, or fraction thereof, over \$1,000,000.00	\$2.74

**[INSPECTION OUTSIDE OF NORMAL BUSINESS HOURS - PER HOUR (TWO-HOUR MINIMUM CHARGE) \$47.00]**

**INSPECTION FOR WHICH NO FEE IS SPECIFICALLY INDICATED - PER HOUR (TWO-HOUR MINIMUM CHARGE) \$47.00**

**ADDITIONAL PLAN REVIEW REQUIRED BY CHANGES, ADDITIONS OR REVISIONS TO PLANS - PER HOUR (ONE-HOUR MINIMUM CHARGE) \$47.00]**

**Remodels, Alterations, and/or Renovations (per square foot) \$0.80**

**Per Trade Permit (Alterations, Additions, and/or Repairs) \$100.00**

**Mobile Home Placement Permit \$100.00**

Outside consultants for plan checking and inspections, or both Actual Cost

**City Dock Fees**

Boat Launch Ramp - Includes Parking with Trailer	
Excluding days of the personal use dip net fishery	
Non-Commercial Users	NO FEES
Commercial Users	
First 10 minutes on ramps or floats	\$25.00
Each minute over 10 on ramps or floats	\$ 1/minute
Seasonal Boat Launch Pass per Commercial Vessel	\$150.00
Personal Use Fishery Days - All Users	
First 10 minutes on ramps or floats	\$38.59
Each minute over 10 on ramps or floats	\$ 1/minute
Parking Only	
Excluding days of the personal use dip net fishery	
Non-Commercial Users	NO FEES
Commercial Users	
Per day (Vehicle with trailer must pay launch fee)	\$15.00
Personal Use Fishery Days - All Users	
Per day (Vehicle with trailer must pay launch fee)	\$22.05
Vehicle Drop Offs	
Personal Use Fishery Days - All Users (vehicle per day)	\$11.03

<u>KMC Section</u>	<u>Fee Description</u>	<u>Fee Amo</u>
	Forklift and/or crane with operator, mobilization & travel time to be charged (2-hour minimum) - per hour	\$100.00
<u>Excavations in City Streets by Contractors or Utility Companies</u>		
18.20.050	Excavation License Fee - per year	\$25.00
<u>Project Permits</u>		
18.25.030	Inspection Fee	\$10.00
<u>Public Works &amp; Capital Project Fees</u>		
	Bid Documents and Project Plans	Actual Cost
<u>Streets and Drainage</u>		
18.10.020	[Street Building] Driveway Permit	[\$10.00] 25.00

Water Fees

**APX - Public Utility Regulations and Rates**

Water & Sewer service deposit - refundable after two years of timely payments \$100.00

**1. Schedule A - General Domestic Service Rates (non-metered)**

one or two family residence, per family unit \$[42.48] 44.18

single or double unit apartment, per family unit \$[42.48] 44.18

apartment, 3 or more units on a single parcel, per family unit

[SINGLE BILL ASSUMED BY OWNER \$31.98

SEPARATE BILL \$42.48] 44.18

trailers, one or two on single lot, each \$[42.48] 44.18

trailer, 3 or more on single lot

[SINGLE BILLING \$31.98

SEPARATE BILLING \$42.48] 44.18

boarding houses, per available room \$[11.30] 11.75

**2. Schedule B - Commercial service (non-metered)**

Truck Fill Station Permit \$200.00

demand

1.00 inch service \$[43.08] 44.80

1.25 inch service \$[65.61] 68.23

1.50 inch service \$[108.67] 113.02

2.00 inch service \$[164.02] 170.58

3.00 inch service \$[246.05] 255.89

larger than 3.00 inch service \$[369.04] 383.80

use charge

bakery \$[125.06] 130.06

bath house, tub or shower, each \$[28.75] 29.90

bottling works, per bottling machine \$[988.23] 1,027.76

bowling alleys, amusement parks, doctor \$[118.89] 123.65

car lot, with car wash facilities \$[59.47] 61.85

car wash, automatic, per facility \$[533.04] 554.36

car wash, self-service, per stall \$[79.94] 83.14

churches, lodges, clubs, banquet rooms, per seat \$[0.46] 0.48

cleaners and commercial laundries, per facility	\$[342.40] 356.11
dairies, installation of water meter required	
day care center/preschool, per child, maximum capacity	\$[1.71] 1.78
doctor and dentist offices, per room or chair	\$[25.62] 26.64
garage, service stations	\$[51.26] 53.31
recreational vehicle dump facility (May - September)	\$[59.47] 61.85
hangar, airplane repair	\$[51.26] 53.31
with washing facilities	\$[59.45] 61.83
hospital, per bed	\$[33.85] 35.20
hotel, motel, resort, per room	\$[26.64] 27.71
laundry, self-service, per machine	\$[48.22] 50.15
markets, meat	\$[65.61] 68.23
office building single bill assumed by owner, per business	\$[57.38] 59.68
office building, tenants are billed, per business	\$[65.61] 68.23
restaurants, cafes, taverns, bars, per seat	\$[3.69] 3.84
public office building, per restroom	\$[14.78] 15.37
recreation facility, per restroom, sauna, shower	\$[28.75] 29.90
rv/camper park, per space	\$[28.75] 29.90
schools, per seating capacity	\$[1.71] 1.78
shopping center	\$[29.76] 30.95
shops, beauty, per station or chair	\$[29.76] 30.95
shops, misc. (includes barber), per shop	\$[29.76] 30.95
sleeping room, per room	\$[11.30] 11.75
studio, photo or photo lab	\$[140.45] 146.07
supermarket	\$[337.28] 350.77
theater, indoor, per seat	\$[0.20] 0.21
theater, outdoor, per seat	\$[0.20] 0.21
taverns, lounges, bars (without kitchens), per seat	\$[3.52] 3.66
xray or lab office	\$[84.07] 87.43
<b>3. Schedule C - Industrial Service (non-metered)</b>	
concrete mixing plant	\$[541.24] 562.89
concrete products	\$[270.65] 281.48
confectioner	\$[180.40] 187.62
greenhouse, commercial	\$[180.40] 187.62
ice cream plant	\$[270.65] 281.48
cold storage plant or locker	\$[127.13] 132.22
hydrant use (per day)	\$[110.06] 114.46
<b>4. Schedule D - Fire Protection</b>	
<b>5. Schedule E - Metered Service</b>	
general usage, per thousand gallons	\$[4.10] 4.26
hydrant use, per thousand gallons	\$[6.17] 6.42
minimum monthly charge, general usage	\$[61.54] 64.00
<b>6. Schedule F - [WATER CONNECTION PERMIT] Other Fee</b>	
Water Connection Permit Fee	\$[255.13] 300.00
Hydrant Permit deposit	\$200.00

Unauthorized shut-off or turn-on of water service <u>or water valve per valve/service</u>	\$250.00
Service shut-off or turn-on - during normal business hours	\$50.00
Service shut-off or turn-on - outside normal business hours & holidays	<del>[\$150.00]</del> <u>250.00</u>
New construction service turn-on and shut off for system testing	\$0.00
New construction service turn-on for occupancy	\$0.00
<u>[SERVICE VALVE &amp; KEY BOX INSTALLATION BY CITY</u>	<u>ACTUAL COST</u>
<u>KEY BOX LOCATION</u>	<u>ACTUAL COST</u>

**Note: All Water Fees are subject to a 2% discount for payment by means other than credit card.**

Sewer Fees

**APX - Public Utility Regulations and Rates**

**1. Schedule A - General Domestic Service Rates (non-metered)**

one or two family residence, per family unit	<del>[\$60.74]</del> <u>63.17</u>
single or double unit apartment, per family unit	<del>[\$60.74]</del> <u>63.17</u>
apartment, 3 or more units on a single parcel, per family unit	
<u>[SINGLE BILL ASSUMED BY OWNER</u>	<u>\$45.67</u>
<u>SEPARATE BILL</u>	<u>\$60.74]</u> <u>63.17</u>
trailers, one or two on single lot, each	<del>[\$60.74]</del> <u>63.17</u>
trailer, 3 or more on single lot	
<u>[SINGLE BILLING</u>	<u>\$45.67</u>
<u>SEPARATE BILLING</u>	<u>\$60.74]</u> <u>63.17</u>
boarding houses, per available room	<del>[\$16.40]</del> <u>17.06</u>

**2. Schedule B - Commercial service (non-metered)**

demand	
1.00 inch service	<del>[\$61.31]</del> <u>63.76</u>
1.25 inch service	<del>[\$90.91]</del> <u>94.55</u>
1.50 inch service	<del>[\$154.36]</del> <u>160.53</u>
2.00 inch service	<del>[\$230.45]</del> <u>239.67</u>
3.00 inch service	<del>[\$348.88]</del> <u>362.84</u>
larger than 3.00 inch service	<del>[\$524.37]</del> <u>545.34</u>
use charge	
bakery	<del>[\$177.58]</del> <u>184.68</u>
bath house, tub or shower, each	<del>[\$40.15]</del> <u>41.76</u>
bottling works, per bottling machine	<del>[\$1,408.15]</del> <u>1,464.48</u>
bowling alleys, amusement parks, doctor	<del>[\$170.22]</del> <u>177.03</u>
car lot, with car wash facilities	<del>[\$84.57]</del> <u>87.95</u>
car wash, automatic, per facility	<del>[\$756.93]</del> <u>787.21</u>
car wash, self-service, per stall	<del>[\$113.10]</del> <u>117.62</u>
churches, lodges, clubs, banquet rooms, per seat	<del>[\$0.63]</del> <u>0.66</u>
cleaners and commercial laundries, per facility	<del>[\$486.30]</del> <u>505.75</u>
dairies, installation of water meter required	
day care center/preschool, per child, maximum capacity	<del>[\$2.44]</del> <u>2.54</u>
doctor and dentist offices, per room or chair	<del>[\$36.49]</del> <u>37.95</u>
garage, service stations	<del>[\$74.02]</del> <u>76.98</u>

recreational vehicle dump facility (May - September)	\$[84.57] 87.9
hangar, airplane repair	\$[73.47] 76.41
with washing facilities	\$[84.57] 87.95
hospital, per bed	\$[48.64] 50.59
hotel, motel, resort, per room	\$[37.52] 39.02
laundry, self service, per machine	\$[68.20] 70.93
markets, meat	\$[93.04] 96.76
office building single bill assumed by owner, per business	\$[80.36] 83.57
office building, tenants are billed, per business	\$[93.04] 96.76
restaurants, cafes, taverns, bars, per seat	\$[5.40] 5.62
public office building, per restroom	\$[21.14] 21.99
recreation facility, per restroom, sauna, shower	\$[40.70] 42.33
rv/camper park, per space	\$[40.70] 42.33
schools, per seating capacity	\$[2.44] 2.54
shopping center	\$[42.29] 43.98
shops, beauty, per station or chair	\$[42.29] 43.98
shops, misc. (includes barber), per shop	\$[42.29] 43.98
sleeping room, per room	\$[16.40] 17.06
studio, photo or photo lab	\$[200.87] 208.90
supermarket	\$[479.95] 499.15
theater, indoor, per seat	\$[0.29] 0.30
theater, outdoor, per seat	\$[0.29] 0.30
taverns, lounges, bars (without kitchens), per seat	\$[5.06] 5.26
xray or lab office	\$[119.46] 124.24
<b>3. Schedule C - Industrial Service (non-metered)</b>	
concrete mixing plant	\$[771.75] 802.62
concrete products	\$[384.82] 400.21
confectioner	\$[255.82] 266.05
greenhouse, commercial	\$[255.82] 266.05
ice cream plant	\$[384.82] 400.21
cold storage plant or locker	\$[179.72] 186.91
<b>4. Schedule D - Fire Protection None</b>	
<b>5. Schedule E - Metered Service</b>	
general usage, per thousand gallons	\$[6.02] 6.26
hydrant use, per thousand gallons	
minimum monthly charge, general usage	\$[90.33] 93.94
Pressed Septage Effluent, per thousand gallons	\$50.00
<b>6. Schedule F - Permit Fee</b>	\$[243.11] 300.00

**Note: All Sewer Fees are subject to a 2% discount for payment by means other than credit card.**

**Senior Center**Senior Center Meals

12 years and younger	\$8.00
Adult non-senior (13 years and older but less than 60 years)	\$16.00
60 years and older - Suggested Donation	\$8.00

Senior Center Transportation

Transportation within Kenai City Limits - To Senior Center - Suggested Donation	\$6.00
Transportation within Kenai City Limits	\$6.00
Transportation outside Kenai City Limits	\$15.00

Senior Center Rental

Main Dining Room and Kitchen Rental	
One Day Rental	\$800.00
Friday (1/2 day) and Saturday	\$1,200.00
Saturday and Sunday	\$1,500.00
Friday (1/2 day), Saturday and Sunday	\$2,100.00
Dishes (per place setting)	\$1.50
Security Deposit	\$1,000.00

Vintage Pointe Rents

For units with market rate rental agreements:

1-A apartment=586 sq. ft. Ocean Side (8)	<del>\$(1,073.00)</del> 1,095.64
1-A apartment=586 sq. ft. Street Side (5)	<del>\$(1,030.00)</del> 1,051.73
1-B apartment=637 sq. ft. Ocean Side (6)	<del>\$(1,100.00)</del> 1,123.21
1-B apartment=637 sq. ft. Street Side (4)	<del>\$(1,056.00)</del> 1,078.00
1-C apartment=682 sq. ft. Ocean Side (4)	<del>\$(1,107.00)</del> 1,130.36
1-C apartment=682 sq. ft. Street Side (4)	<del>\$(1,062.00)</del> 1,084.41
2-A apartment=826 sq. ft. Ocean Side (3)	<del>\$(1,227.00)</del> 1,252.89
2-A apartment=826 sq. ft. Street Side (1)	<del>\$(1,175.00)</del> 1,199.79
2-B apartment=876 sq. ft. Ocean Side (2)	<del>\$(1,236.00)</del> 1,262.08
2-B apartment=876 sq. ft. Street Side (2)	<del>\$(1,178.00)</del> 1,202.86
2-C apartment=789 sq. ft. Ocean Side (1)	<del>\$(1,217.00)</del> 1,242.68
Monthly Automatic ACH Payment Fee	

**Note: All Vintage Pointe Rents are subject to a 2% discount for payment by means other than credit card.**

Fees

Facility entrance access device - replacement (each)	\$10.00
Facility entrance access device - resident requested additional	\$10.00
Security Deposit	\$800.00
Apartment Internal Move Fee	\$500.00



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2026-39**

A RESOLUTION AUTHORIZING A CONTRACT AWARD FOR THE 2026 DIPNET DUMPSTERS AND PORTALETS.

WHEREAS, an Invitation to Bid was released on April 14, 2026 with bids due on April 30, 2026 for the 2026 Dipnet Dumpsters and Portalets contract; and,

WHEREAS, one bid was received

<u>Bidders</u>	<u>Total Cost</u>
Peninsula Pumping, Inc.	\$98,960; and,

WHEREAS, Peninsula Pumping, Inc. was the lowest bidder with a total cost of \$98,960 for the FY27 contract; and,

WHEREAS, the bid was determined to be responsive and responsible; and,

WHEREAS, Peninsula Pumping, Inc. was the only bidder and the City reviewed the scope of work with them to negotiate a cost of \$93,605 total for the contract; and,

WHEREAS, these services are for providing and servicing dumpster, portalets and hand washing stations for the dipnet fishery; and,

WHEREAS, the cost is for a contract for FY27 and subject to the appropriation of funds in the annual budget; and,

WHEREAS, it is in the best interest of the City to award the contract to Peninsula Pumping, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** That the City Manager is authorized to execute a contract with Peninsula Pumping, Inc. in the amount of \$93,605 for the 2026 Dipnet Dumpsters and Portalets contract.

**Section 2.** That this Resolution takes effect July 1, 2026.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance:           *DS*



# KENAI

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

## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Lee Frey, Public Works Director

**DATE:** May 22, 2026

**SUBJECT:** **Resolution No. 2026-39** - Authorizing a Contract Award for the 2026 Dipnet Dumpsters and Portalets.

This memo requests Council’s approval to award a contract for the 2026 Dipnet Dumpsters and Portalets contract. The project was released for bidding and one bid was received. Bid as follows:

<u>Bidders</u>	<u>Total Cost</u>
Peninsula Pumping, Inc.	\$98,960

Peninsula Pumping, Inc. was the low bid for the project. The City reviewed the scope of work as the only bidder and negotiated the cost of \$93,605 for the dumpster and portalet services. Actual cost will vary based on additional services required throughout contract term.

These services will provide dumpsters, portalets and hand washing stations at various locations to serve the public for the dipnet fishery.

Award of this agreement is in the best interest of the City. Council’s approval is respectfully requested.



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2026-40**

A RESOLUTION AUTHORIZING A CONTRACT AWARD FOR THE 2026 CONGREGATE HOUSING CARETAKER.

WHEREAS, a Request for Proposals was released on April 8, 2026 with proposals due on May 6, 2026 for the 2026 Congregate Housing Caretaker contract; and,

WHEREAS, one proposal was received

<u>Proposer</u>	<u>Total Score</u>
Sadler Property Management	300; and,

WHEREAS, Sadler Property Management was the highest-ranking proposer with a negotiated annual cost of \$74,113.20 and additional fees for purchase of materials and overtime as needed currently budgeted as \$5,000; and,

WHEREAS, the proposal was determined to be responsive and responsible; and,

WHEREAS, this contract is for caretaker services for Vintage Pointe congregate housing consisting of regular operations and maintenance of the facility; and,

WHEREAS, the cost is for a contract for FY27 and the contract is for a three-year term and available for two one-year extensions based on mutual agreement and with each year subject to the appropriation of funds in the annual budget and,

WHEREAS, it is in the best interest of the City to award the contract to Sadler Property Management.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** That the City Manager is authorized to execute a contract with Sadler Property Management in the annual amount of \$79,113.20 for services for the 2026 Congregate Housing Caretaker contract for up to a three-year term and to extend the contract for two subsequent years by mutual consent of the contractor and the City.

**Section 2.** That this Resolution takes effect July 1, 2026.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: DS



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members  
**THROUGH:** Terry Eubank, City Manager  
**FROM:** Lee Frey, Public Works Director  
**DATE:** May 22, 2026  
**SUBJECT:** **Resolution No. 2026-40** - Authorizing a Contract Award for the 2026 Congregate Housing Caretaker.

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This memo requests Council's approval to award a contract for the 2026 Congregate Housing Caretaker contract. Proposals were requested for this contract and one proposal was received. Proposal as follows:

<u>Proposers</u>	<u>Total Score</u>
Sadler Property Management	300

Sadler Property Management was the highest scoring proposal with a negotiated annual cost of \$74,113.20 for caretaker services. Actual cost will increase for contract allowances for material purchases and overtime as needed and is budgeted at \$5,000. Contract may be adjusted annually for inflation and is for a three-year term with an option for two one-year extensions by mutual consent.

This contract is for caretaker services for Vintage Pointe congregate Housing and consists of normal duties associated with operation and maintenance of the facility and housing units.

Award of this agreement is in the best interest of the City. Council's approval is respectfully requested.



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2026-41**

A RESOLUTION DECLARING A RIGHT-OF-WAY FOR A 60-FOOT BY 155.68-FOOT PORTION OF THE 60-FOOT UNNAMED RIGHT-OF-WAY LOCATED ALONG THE SOUTHEASTERN BOUNDARY OF LOT 11-A, BLOCK 8, BLACK GOLD ESTATES 2025 REPLAT, PLAT KN 2025-70, AND AS SET FORTH ON THE ATTACHED EXHIBIT "A" IS NOT NEEDED FOR A PUBLIC PURPOSE AND CONSENTING TO ITS VACATION.

WHEREAS, on March 27, 2026, by Resolution No. PZ2026-07 the Kenai Planning and Zoning Commission recommended that the Kenai Peninsula Borough Planning Commission approve of the vacation plat of Black Gold Estates 2025 Replat with a vacation of 155.68 feet of the 60' right-of-way along the southerly boundary as dedicated on the plat of Lot 11A, Block 8, Black Gold Estates 2025 Replat (Plat KN 2025-70); and,

WHEREAS, on May 11, 2026, the Kenai Peninsula Borough Planning Commission approved to the vacation of a 60-foot by 155.68-foot portion of Wildwood Drive on the southeast boundary of Lot 11A, Block 8, Black Gold Estates 2025 Replat (Plat KN 2025-70); and,

WHEREAS, on May 12, 2026, the Kenai Peninsula Borough submitted a letter to the Kenai City Council requesting consideration of the vacation in accordance with Alaska Statutes 29.40.140 that requires the consent of the City Council prior to vacation of a City right-of-way; and,

WHEREAS, Kenai Municipal Code 22.05.110 - Determination as to need for public use, states City Council may vacate rights-of-way or easements by resolution; and,

WHEREAS, the City of Kenai has entered into an agreement with the Kenai Native Association for their interest in the 120-foot wide right of way under Wildwood Drive; and,

WHEREAS, the agreement with the Kenai Native Association renders the entirety of the 60-foot right-of-way adjacent to Wildwood Drive no longer needed for a public purpose; and,

WHEREAS, there is no needed public use for the 60-foot by 155.68-foot portion of the right-of-way and vacation is conducive to development of the adjacent lot; and,

WHEREAS, future vacation of the remainder of the right-of-way is anticipated as other individual property owners request it.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** The 60-foot by 155.68-foot right-of-way portion of Wildwood Drive on the southeast boundary of Lot 11A, Block 8, Black Gold Estates 2025 Replat (Plat KN 2025-70) is not needed for a public purpose, and the Council of the City of Kenai consents to the vacation of the 60-foot by 155.68-foot right-of-way as set forth on the attached Exhibit "A ".

**Section 2.** That this resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

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Henry H. Knackstedt, Mayor

ATTEST:

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Michelle M. Saner, MMC, City Clerk



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Kevin Buettner, Planning Director

**DATE:** May 22, 2026

**SUBJECT:** **Resolution No. 2026-41** - Declaring a Right-of-Way for a 60-Foot by 155.68-Foot Portion of the 60-Foot Unnamed Right-of-Way Located Along the Southeastern Boundary of Lot 11-A, Block 8, Black Gold Estates 2025 Replat, Plat KN 2025-70, and as Set Forth on the Attached Exhibit "A" is Not Needed for a Public Purpose and Consenting to its Vacation.

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On March 27, 2026, the Planning and Zoning Commission passed Resolution PZ2026-07 recommending the approval of the vacation plat of Black Gold Estates 2025 Replat subject to the following condition: The Kenai City Council must declare the sixty-foot right-of-way not needed for a public purpose and approve the vacation of the right-of-way as shown on the proposed plat.

On May 11, 2026, the Kenai Peninsula Borough Planning Commission approved to the vacation of a 60-foot by 155.68-foot portion of Wildwood Drive on the southeast boundary of Lot 11-A, Block 8, Black Gold Estates 2025 Replat (Plat KN 2025-70) during their scheduled meeting.

In accordance with Alaska Statutes 29.40.140, no vacation of a City right-of-way and/or easement may be made without consent of the City Council. Kenai Municipal Code 22.05.110, Determination as to the need for public use the Kenai City Council may vacate rights-of-way or easements by resolution. Council approval of this resolution would approve the vacation of the subject 60-foot by 155.68-foot right-of-way.

The City has entered into an agreement with the Kenai Native Association regarding the right of way under Wildwood Drive. Acquisition of this right of way rendered the adjacent 60-foot unnamed wide right of way redundant and eliminated the public benefit or need. Furthermore, vacation of the unnamed right-of-way would make development of adjacent lots less challenging, by reducing the length of driveways and utility extensions needed for access. Future vacations along this right-of-way are anticipated as property owners request it.

Thank you for your consideration.

### Attachments

Exhibit A: Notice of Decision Letter from Kenai Peninsula Borough dated May 12, 2026 with Pertinent Materials from Borough Planning Commission Meeting







May 12, 2026

Kenai City Council  
210 Fidalgo Avenue  
Kenai, AK 99611

RE: Vacation of an approximately 60' x 155.68' portion of the 60' unnamed right-of-way located along the southeastern boundary of Lot 11-A, Block 8, Black Gold Estates 2025 Replat, Plat KN 2025-70

Dear Kenai City Council Members:

In accordance with AS 29.40.140, no vacation of a city right-of-way and/or easement may be made without the consent of the city council. The KP Borough Planning Commission approved the referenced right-of-way vacation during their regularly scheduled meeting of May 11, 2026. This petition is being sent to you for your consideration and action.

The City Council has 30 days from May 11, 2026 in which to veto the decision of the Planning Commission. If no veto is received from the Council within the 30-day period, the decision of the Planning Commission will stand.

Attached are draft, unapproved minutes of the pertinent portion of the meeting and other related material.

Thank You,

Robert Ruffner  
Planning Director  
Kenai Peninsula Borough

Hearing no objection or further discussion, the motion was carried by the following vote:

**MOTION PASSED BY UNANIMOUS VOTE:**

Yes - 8	Brantley, Epperheimer, Fikes, Gillham, Morgan, Slaughter, Whitney, Venuti
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**AGENDA ITEM E. NEW BUSINESS**

**ITEM #1 - RIGHT OF WAY VACATION**

**VACATE AN APPROXIMATE 60' BY 155.68' PORTION OF THE 60' UNNAMED ROW LOCATED ALONG THE SOUTHEASTERN BOUNDARY OF 11-A, BLOCK 8, BLACK GOLD ESTATES 2025 REPLAT, PLAT KN 2025-70**

<b>KPB File No.</b>	2026-034V
<b>Planning Commission Meeting:</b>	May 11, 2026
<b>Applicant / Owner:</b>	Alexander Douthit AKA Alex Douthit
<b>Surveyor:</b>	Andrew Hamilton / McLane Consulting, Inc.
<b>General Location:</b>	Off Wildwood Drive, City of Kenai
<b>Legal Description:</b>	Unnamed Street, Black Gold Estates Subdivision, Amended Plat KN 1399, Kenai Recording District, T06N, R12W SEC 25, S.M. Adjacent to Lots 11 & 12 Block 8

Commissioner Brantley requested to be recused from this matter as he has potential financial interest in the vacation. He requested Vice Chair Gillham reside over this matter.

Staff report given by Planning Manager Vince Piagentini.

Commissioner Gillham opened the item for public comment.

- Alex Douthit, Petitioner: Mr. Douthit spoke in support of approving this vacation.

Seeing and hearing no one else wishing to comment, public comment was closed and discussion was opened among the committee.

Commissioner Fikes requested to be recused from this matter as she voted on the vacation as a member of the City of Kenai Planning & Zoning Commission.

**MOTION:** Commissioner Whitney seconded by Commissioner Epperheimer granting the vacation as petitioned based on the means of evaluating public necessity established by KPB 20.65 adopted and incorporated by reference the staff report, staff recommendations and subject to the four conditions as set forth in the staff report.

Hearing no objection or further discussion the motion was carried by the following vote:

**MOTION PASSED BY UNANIMOUS VOTE:**

Yes - 6	Epperheimer, Gillham, Morgan, Slaughter, Venuti, Whitney
Recused - 2	Brantley, Fikes

**ITEM #2 – ORDINANCE 2026-22  
AUTHORIZING A COMMUNICATIONS SITE LEASE AGREEMENT WITH  
VERTICAL BRIDGE S3 ASSETS, LLC IN KENAI**

Staff report given by Land Management Officer Aaron Hughes

Commissioner Brantley opened the item for public comment. Seeing and hearing no one wishing to comment, public comment was closed and discussion was opened among the committee.

## **E. NEW BUSINESS**

**1. Right-of-way Vacation; KPB File 2026-034V**

**McLane Consulting Group / Douhit**

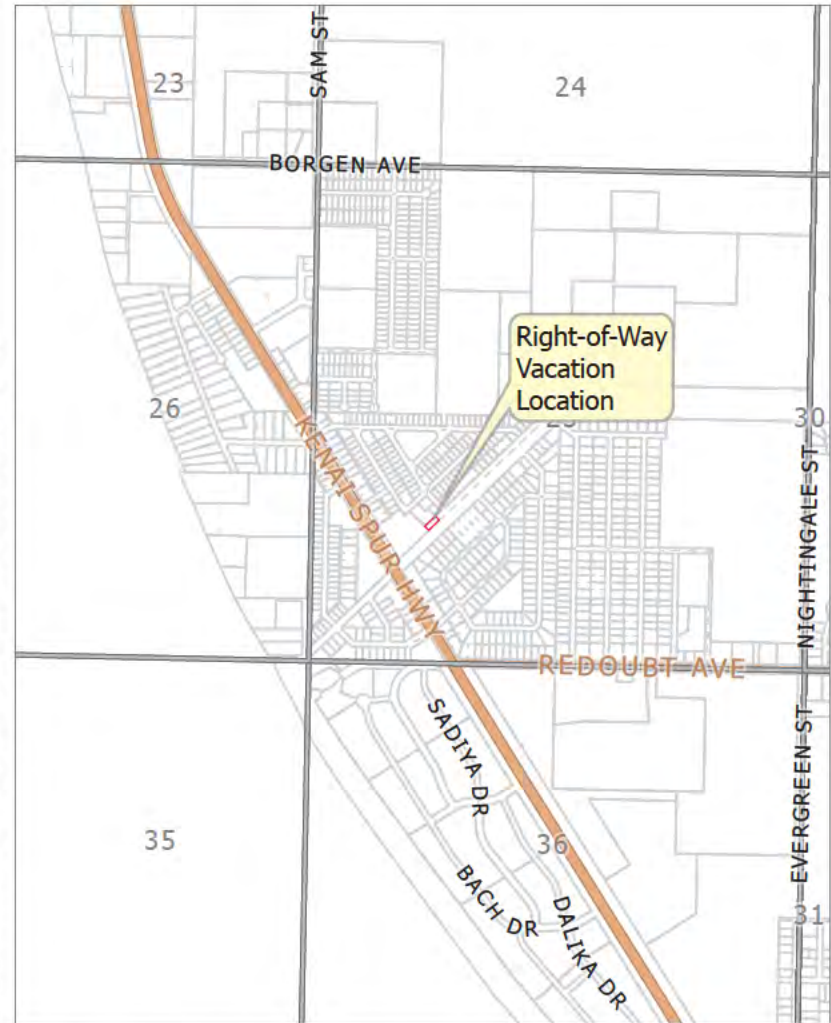
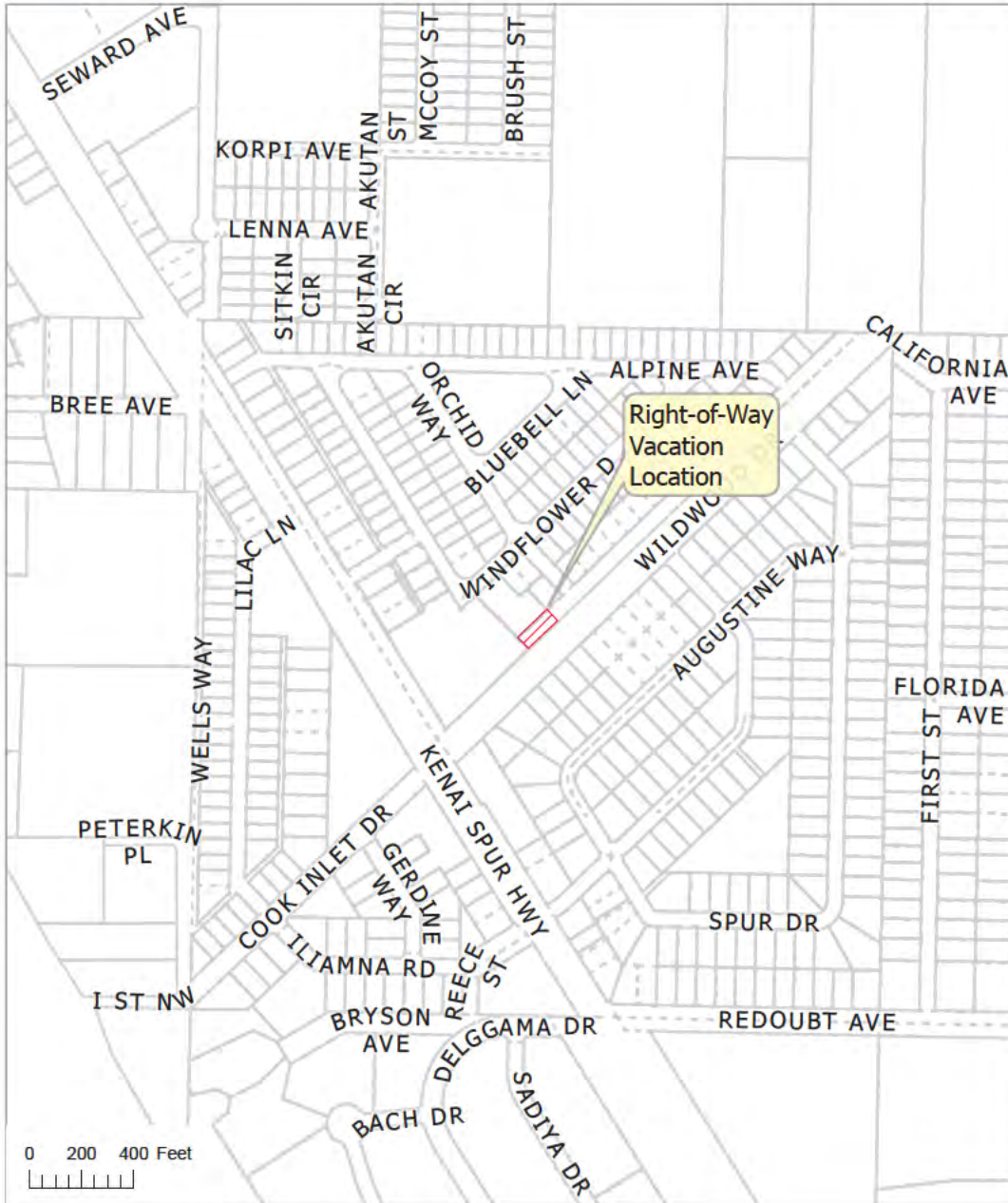
**Request: Vacates a 60' X 155' section of an unnamed ROW & associated utility easement along the southeasterly lot line parallel to Wildwood Drive granted by Black Gold Estates Subdivision Amended, Plat KN 1399**

**City of Kenai**



Vicinity Map

4/13/2026



KPB File 2026-034V  
T06N R12W SEC25  
City of Kenai

The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



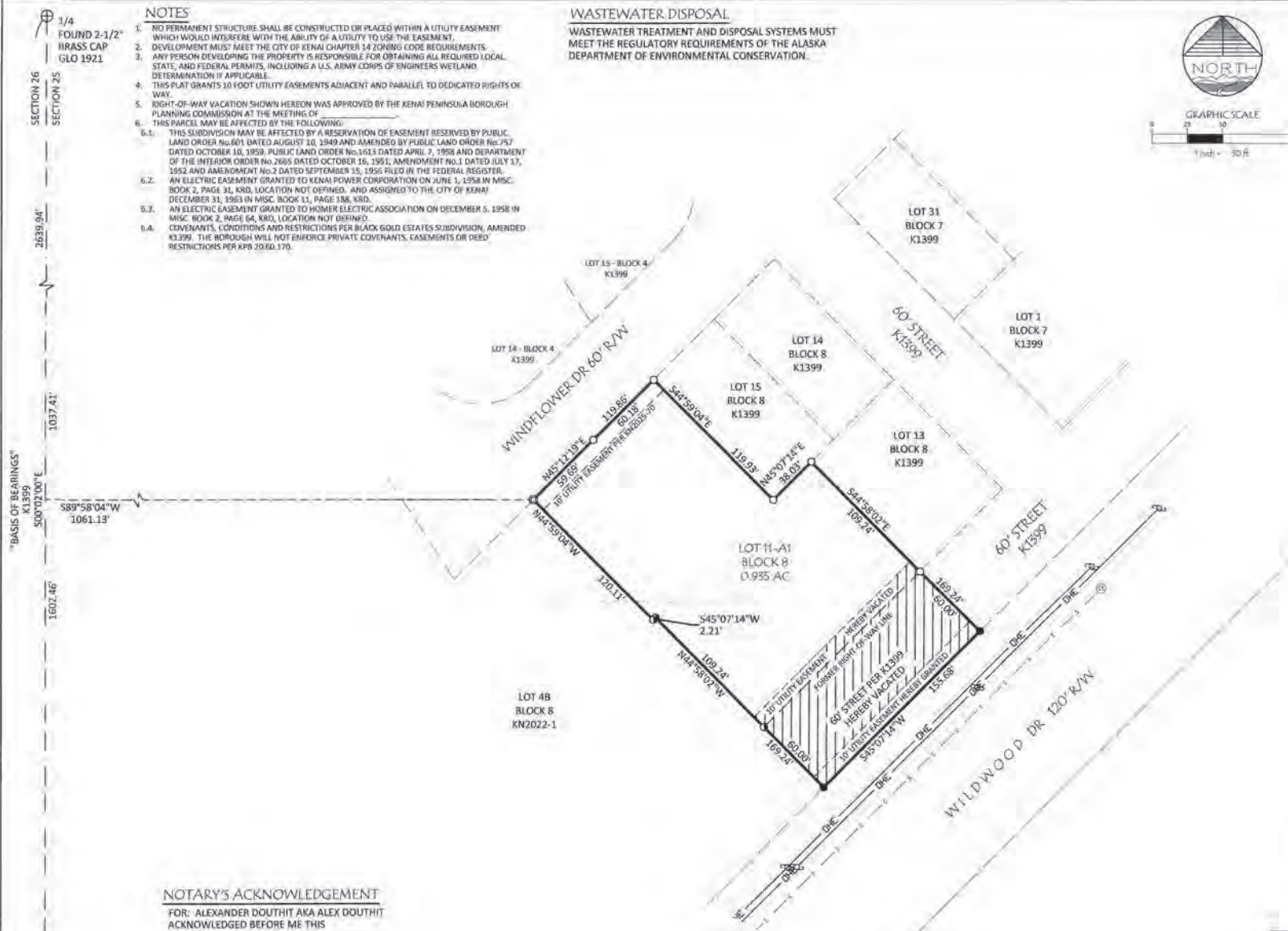
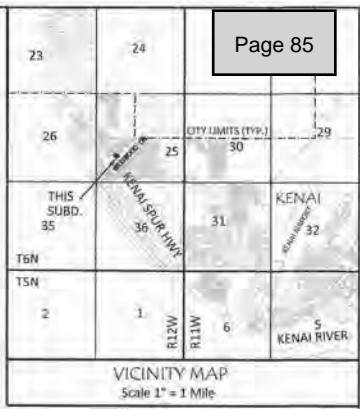
The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.

**NOTES**

- NO PERMANENT STRUCTURE SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE THE EASEMENT.
- DEVELOPMENT MUST MEET THE CITY OF KENAI CHAPTER 14 ZONING CODE REQUIREMENTS.
- ANY PERSON DEVELOPING THE PROPERTY IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE, AND FEDERAL PERMITS, INCLUDING A U.S. ARMY CORPS OF ENGINEERS WETLAND DETERMINATION IF APPLICABLE.
- THIS PLAT GRANTS 10 FOOT UTILITY EASEMENTS ADJACENT AND PARALLEL TO DEDICATED RIGHTS OF WAY.
- RIGHT-OF-WAY VACATION SHOWN HEREON WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF \_\_\_\_\_.
- THIS PARCEL MAY BE AFFECTED BY THE FOLLOWING:
  - THIS SUBDIVISION MAY BE AFFECTED BY A RESERVATION OF EASEMENT RESERVED BY PUBLIC LAND ORDER No. 801 DATED AUGUST 18, 1949 AND AMENDED BY PUBLIC LAND ORDER No. 757 DATED OCTOBER 11, 1959, PUBLIC LAND ORDER No. 1615 DATED APRIL 7, 1958 AND DEPARTMENT OF THE INTERIOR ORDER No. 2665 DATED OCTOBER 16, 1951, AMENDMENT No. 1 DATED JULY 17, 1952 AND AMENDMENT No. 2 DATED SEPTEMBER 15, 1956 FILED IN THE FEDERAL REGISTER. AN ELECTRIC EASEMENT GRANTED TO KENAI POWER CORPORATION ON JUNE 1, 1958 IN MISC. BOOK 2, PAGE 31, KR0, LOCATION NOT DEFINED, AND ASSIGNED TO THE CITY OF KENAI DECEMBER 31, 1963 IN MISC. BOOK 11, PAGE 188, KR0.
  - AN ELECTRIC EASEMENT GRANTED TO HOMER ELECTRIC ASSOCIATION ON DECEMBER 5, 1958 IN MISC. BOOK 2, PAGE 64, KR0, LOCATION NOT DEFINED.
  - COVENANTS, CONDITIONS AND RESTRICTIONS PER BLACK GOLD ESTATES SUBDIVISION, AMENDED K1399. THE BOROUGH WILL NOT ENFORCE PRIVATE COVENANTS, EASEMENTS OR DEED RESTRICTIONS PER KPB 20.60.170.

**WASTEWATER DISPOSAL**

WASTEWATER TREATMENT AND DISPOSAL SYSTEMS MUST MEET THE REGULATORY REQUIREMENTS OF THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.



**NOTARY'S ACKNOWLEDGEMENT**

FOR: ALEXANDER DOUTHIT AKA ALEX DOUTHIT  
ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2026

MY COMMISSION EXPIRES: \_\_\_\_\_

NOTARY PUBLIC FOR THE STATE OF ALASKA

**CERTIFICATE OF OWNERSHIP AND DEDICATION**

I HEREBY CERTIFY THAT I AM THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON AND I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND PUBLIC AREAS TO PUBLIC USE AND GRANT ALL EASEMENTS TO THE USE SHOWN.

ALEXANDER DOUTHIT AKA ALEX DOUTHIT  
1104 LEEWARD DR  
KENAI, AK 99611

**LEGEND**

- ⊕ FOUND PRIMARY MONUMENT AS DESCRIBED
- FOUND 1/2" REBAR UNLESS NOTED
- ⊕ FOUND 5/8"x30" REBAR w/ 1" STAINLESS STEEL CAP 85032-5
- SET 5/8"x30" REBAR w/ 1" BLUE PLASTIC CAP LS-211269
- ⊕ FOUND 5/8"x30" REBAR w/ 1" BLUE PLASTIC CAP LS-211269

**PLAT APPROVAL**

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH IN ACCORDANCE WITH KPB 20.10.080.

AUTHORIZED OFFICIAL \_\_\_\_\_

Plat # \_\_\_\_\_  
Rec Date \_\_\_\_\_  
Date \_\_\_\_\_  
Time \_\_\_\_\_



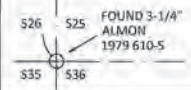
**BLACK GOLD ESTATES 2026 VACATION**  
A REPLAT OF LOT1-A BLOCK 8 BLACK GOLD ESTATES 2025 REPLAT (KN2025-70) & VACATION OF UNNAMED 60' R/W BLACK GOLD ESTATES SUBDIVISION (K1399)

OWNER:  
ALEXANDER DOUTHIT AKA ALEX DOUTHIT  
1104 LEEWARD DR  
KENAI, AK 99611

0.721 AC. M/L SITUATED IN THE SW1/4 OF SECTION 25, TOWNSHIP 6 NORTH RANGE 12 WEST, SEWARD MERIDIAN, CITY OF KENAI, KENAI PENINSULA BOROUGH, AND THE KENAI RECORDING DISTRICT, ALASKA.

KPB FILE NO. 2025-048  
PROJECT NO. 252006

SCALE 1" = 30'  
DATE: JULY 2025  
BOOK NO.: 24-113  
DRAWN BY: JLM



**KPB 2026-034V**

AGENDA ITEM E. NEW BUSINESS

**ITEM #1 - RIGHT OF WAY VACATION**

VACATE AN APPROXIMATE 60-FOOT BY 155.68-FOOT PORTION OF THE 60-FOOT UNNAMED RIGHT-OF-WAY LOCATED ALONG THE SOUTHEASTERN BOUNDARY OF 11-A, BLOCK 8, BLACK GOLD ESTATES 2025 REPLAT, PLAT KN 2025-70

<b>KPB File No.</b>	2026-034V
<b>Planning Commission Meeting:</b>	May 11, 2026
<b>Applicant / Owner:</b>	Alexander Douthit AKA Alex Douthit of Kenai, Alaska
<b>Surveyor:</b>	Andrew Hamilton, McLane Consulting, Inc.
<b>General Location:</b>	Off Wildwood Drive, City of Kenai
<b>Legal Description:</b>	Unnamed Street, Black Gold Estates Subdivision, Amended Plat K 1399, Kenai Recording District, Township 6 North, Range 12 West, Section 25, Seward Meridian adjacent to Lots 11 & 12 Block 8

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**STAFF REPORT**

**Specific Request / Purpose as stated in the petition:**

A portion of the 60-foot right-of-way per Black Gold Estates Subdivision, Amended (K1399). Proposed vacation is approximately 9,360 square feet. The adjacent land has been replat to one lot as Lot 11-A Block 8 Black Gold Estates 2025 Replat (KN2025-70) from Lot

This land was originally plotted in 1962 as a frontage road to access residential lots that will be replotted into one larger lot. The frontage road is no longer needed to access the property. Wildwood drive access is adequate. Additionally, the extra 60 feet to run utilities creates an unnecessary cost burden to develop the land. An additional portion of the unnamed 60-foot right-of-way was vacated per KN 2022-1.

**Notification:** The public hearing notice was published in the May 8 issue of the Peninsula Clarion and the May 7 issue of the Homer News as part of the Commission’s tentative agenda.

The public notice was posted on the Planning Commission bulletin board at the Kenai Peninsula Borough George A. Navarre Administration building. Additional notices were mailed to the following with the request to be posted for public viewing.

Twenty-nine certified mailings were sent to owners of property within 300 feet of the proposed vacation. Zero receipts had been returned when the staff report was prepared.

Eleven public hearing notices were emailed to agencies and interested parties as shown below;

- |  |   |
|--|---|
| State of Alaska Dept. of Fish and Game | Kenai Peninsula Borough Land Management |
| State of Alaska DNR                    | Alaska Communication Systems (ACS)      |
| State of Alaska DOT                    | ENSTAR Natural Gas                      |
| State of Alaska DNR Forestry           | General Communications Inc, (GCI)       |
| City of Kenai                          | Homer Electric Association (HEA)        |
| Emergency Services of Kenai            |   |

**Legal Access (existing and proposed):**

Legal access to the unnamed street is by Wildwood Drive. Wildwood Drive is a 120-foot-wide city-maintained road which connects to the Kenai Spur Highway to the west, a state-maintained road.

Black Gold Estates Subdivision Amended (KN 1399) dedicated the 60’ right-of-way that is proposed for vacation.

The block length is compliant due to the existence of present roads: Wildwood Drive to the south, Kenai Spur Highway to the west, an unnamed 60-foot right-of-way and Windflower Drive to the north, and an unnamed 60-foot right-of-way to the east.

No new dedications are proposed with the plat. No access to surrounding lots will be affected as Windflower Drive and Wildwood Drive provide public access to surrounding lots.

No section line easements affect the area to be vacated.

KPB Roads Dept. comments	Out of Jurisdiction: No  Roads Director: Uhlin, Dil Comments: This plat dedicates the 10' utility easement but failed to dedicate the 20' building setback.
SOA DOT comments	

**Site Investigation:**

According to the KWF Assessment, no wetlands affect the area to be vacated. The frontage road does not provide access to a lake, river, or other area with public interest as it only provides access to private lands.

The topography of the proposed area to be vacated is flat, with no contours affecting the area per the KPB GIS imagery terrain layer.

Per FEMA, this area is located within Zone D and is an undetermined flood risk. The proper plat notes have been added on the plat as plat notes number 2 and 3.

The KPB River Center Reviewer did not identify the proposed vacated area to be within a Habitat Protection District.

According to available public imagery, it does not appear that the right-of-way has been improved or is being used for vehicular access.

KPB River Center review	A. Floodplain  Reviewer: Hindman, Julie Floodplain Status: Within City of Kenai Comments: No comments  B. Habitat Protection  Reviewer: Aldridge, Morgan Habitat Protection District Status: Is NOT within HPD Comments: No comments
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**Staff Analysis:**

The Carl Ahlstrom Homestead was first plotted out in 1955 as shown on the map plat filed at K216. Then in 1963 Black Gold Estates Subdivision K1335 subdivided a portion of the Carl F. Ahlstrom Homestead.

In 1964, the plat was revised by Black Gold Estates Subdivision Amended, Plat KN 1399. As noted on the parent plat under revisions "The addition of the 60 ft. street in front of" certain lots on the plat "were necessary to fill covenant No. 9 as shown on the original plat," was the reason for the revision and amendment to the plat. This 60-foot right-of-way was intended to be a frontage road along Wildwood Drive.

The adjacent property to the west was subdivided by Black Gold Estates 2021 Replat, plat KN 2022-1. This platting action vacated the western portion of the unnamed 60-foot-wide frontage road.

In 2025, Black Gold Estates 2025 Replat (KN 2025-070) combined Lots 11, 12, 16 and 17, Block 8, and created Lot 11-A1, Block 8 which the petitioned vacation is adjacent to.

This right-of-way vacation was originally reviewed by the City of Kenai Planning and Zoning Commission on February 26, 2025. Subsequently, KPZ Planning Commission reviewed and granted approval on April 28, 2025. On May 27, 2025, the City of Kenai City Council, voted to veto the proposed right-of-way vacation.

The petition has been re-submitted after the City of Kenai attempted to clarify ownership of the proposed right-of-way with the Kenai Native Association, Inc by conveyed to the City of Kenai per Deed 2025-010976-0. Upon further review, this area was determined to be Wildwood Dr., and the unnamed frontage road appears to have been dedicated by the owners of Black Gold Estates Subdivision Amended K1399 in their Certificate of Ownership and Dedication note.

The City of Kenai Planning and Zoning Commission reviewed the vacation at their March 25, 2026 meeting and granted conditional approval. Conditions of approval include:

1. Further development of the property will conform to all federal, State of Alaska, and local regulations.
2. The Kenai City Council must declare the 60-foot right-of-way not needed for a public purpose and approve the vacation of the right-of-way as shown on the preliminary plat.
3. A plat note added to the final plat to prohibit access from Windflower Drive to avoid double frontage, in accordance with KMC 14.010.070(e)(2).

The Kenai City Council must approve the vacation after the Kenai Peninsula Borough Planning Commission review in order for the vacation to be finalized by the plat.

**Staff recommends**, the conditions be met during the final plat submittal.

Black Gold Estates 2025 Replat KN2025-70 granted a 10-foot utility easement adjacent to the unnamed road right-of-way requested for vacation. This right-of-way vacation petition is also requesting to vacate the adjacent and associated 10' utility easement granted by KN2025-70.

#### **20.65.050 – Action on vacation application**

- D. The planning commission shall consider the merits of each vacation request and in all cases the planning commission shall deem the area being vacated to be of value to the public. It shall be incumbent upon the applicant to show that the area proposed for vacation is no longer practical for the uses or purposes authorized, or that other provisions have been made which are more beneficial to the public. In evaluating the merits of the proposed vacation, the planning commission shall consider whether:
1. The right-of-way or public easement to be vacated is being used;
    - Applicant comments:** The frontage road is no longer needed to access the property. Wildwood drive access is adequate.
    - Staff comments:** The unnamed street was intended to be a frontage road. It has not been improved and is not being used for public access
  2. A road is impossible or impractical to construct, and alternative access has been provided;
    - Applicant comments:** Primary access for this land is via Wildwood Drive which is a 120-foot right-of-way that is paved/constructed and used for ingress/egress of traffic.
    - Staff comments:** Wildwood Drive and Windflower Drive both provide public access.
  3. The surrounding area is fully developed and all planned or needed rights-of-way and utilities are constructed;
    - Staff comments:** The surrounding area has been subdivided with adequate rights-of-way and utilities easements.

4. The vacation of a public right-of-way provides access to a lake, river, or other area with public interest or value, and if so, whether equal or superior access is provided;  
**Staff comments:** The frontage road does not provide access to a lake, river, or other area with public interest as it only provides access to private lands.
  
5. The proposed vacation would limit opportunities for interconnectivity with adjacent parcels, whether developed or undeveloped;  
**Staff comments:** The platted rights-of-way from parent subdivisions provide interconnectivity of public access and utilities.
  
6. Other public access, other than general road use, exist or are feasible for the right-of-way;  
**Staff comments:** Lying between Wildwood Dr and the applicant's property, there does not appear to be any other uses available for the frontage road right-of-way.
  
7. All existing and future utility requirements are met. Rights-of-way which are utilized by a utility, or which logically would be required by a utility, shall not be vacated, unless it can be demonstrated that equal or superior access is or will be available. Where an easement would satisfactorily serve the utility interests, and no other public need for the right-of-way exists, the commission may approve the vacation and require that a utility easement be granted in place of the right-of-way.  
**Staff comments:** The vacation has been sent to the utility companies for review and comments. Utility providers have existing lines in this area. No new utility easements were requested. The plat that will finalize the vacation will grant a 10-foot utility easement adjacent to Wildwood Drive.
  
8. Any other factors that are relevant to the vacation application or the area proposed to be vacated.  
**Applicant comments:** The extra 60 feet to run utilities creates an unnecessary cost burden to develop the land.  
**Staff comments:**

A KPB Planning Commission decision denying a vacation application is final. A KPB Planning Commission decision to approve the vacation application is subject to consent or veto by the KPB Assembly, or City Council if located within City boundaries. The KPB Assembly, or City Council must hear the vacation within thirty days of the Planning Commission decision.

The City Council will hear the vacation at their scheduled May 20<sup>st</sup> 2025 meeting.

If approved, Black Gold Estates 2026 Vacation plat will finalize the proposed right of way vacation. The plat will be reviewed internally by staff as it will be submitted as a Right-of-way Vacation Plat Final.

**KPB department / agency review:**

Addressing	Reviewer: Leavitt, Rhealyn  Affected Addresses: 2707 WINDFLOWER DR, 2705 WINDFLOWER DR, 2714 WILDWOOD DR, 2712 WILDWOOD DR  Existing Street Names are Correct: Yes  List of Correct Street Names: WILDWOOD DR, WINDFLOWER DR  Existing Street Name Corrections Needed:  All New Street Names are Approved: No
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	<p>List of Approved Street Names:</p> <p>List of Street Names Denied:</p> <p>Comments: No other comments</p>
Code Compliance	<p>Reviewer: Ogren, Eric</p> <p>Comments: No comments</p>
Planner	<p>Reviewer: Raidmae, Ryan</p> <p>There are not any Local Option Zoning District issues with this proposed plat.</p> <p>Material Site Comments:</p> <p>There are not any material site issues with this proposed plat.</p> <p>Review Not Required</p>
Assessing	<p>Reviewer: Windsor, Heather</p> <p>Comments: No comment</p>

**Utility provider review:**

HEA	No comments
ENSTAR	
ACS	
GCI	

**STAFF RECOMMENDATIONS**  
**CORRECTIONS / EDITS**

**RECOMMENDATION:**

Based on consideration of the merits as per KPB 20.65.050(D) as outlined by Staff comments, Staff recommends APPROVAL as petitioned, subject to:

1. Consent by Kenai City Council.
2. Compliance with the requirements for preliminary plats per Chapter 20 of the KPB Code including a submittal to and approval by the Plat Committee.
3. Grant any utility easements requested by the Kenai City Council and utility providers.
4. Submittal of a final plat within a timeframe such that the plat can be recorded within one year of vacation consent (KPB 20.65.050(I)).

**KPB 20.65.050 – Action on vacation application**

**H. A planning commission decision to approve a vacation is not effective without the consent of the city council, if the vacated area to be vacated is within a city, or by the assembly in all other cases. The council or assembly shall have 30 days from the date of the planning commission approval to either**

consent to or veto the vacation. Notice of veto of the vacation shall be immediately given to the planning commission. Failure to act on the vacation within 30 days shall be considered to be consent to the vacation. This provision does not apply to alterations of utility easements under KPB 20.65.070 which do not require the consent of the assembly or city council unless city code specifically provides otherwise.

- I. Upon approval of the vacation request by the planning commission and no veto by the city council or assembly, where applicable, the applicant shall have a surveyor prepare and submit a plat including the entire area approved for vacation in conformance with KPB 20.10.080. Only the area approved for vacation by the assembly or council may be included on the plat. The final plat must be recorded within one year of the vacation consent.
- J. A planning commission decision denying a vacation application is final. No reapplication or petition concerning the same vacation may be filed within one calendar year of the date of the final denial action except in the case where new evidence or circumstances exist that were not available or present when the original petition was filed.
- K. An appeal of the planning commission, city council or assembly vacation action under this chapter must be filed in the superior court in accordance with the Alaska Rules of Appellate Procedure.

The 2019 Kenai Peninsula Borough Comprehensive Plan adopted November, 2019 by Ordinance No. 2019-25. The relevant objectives are listed.

*Goal 3. Preserve and improve quality of life on the Kenai Peninsula Borough through increased access to local and regional facilities, activities, programs and services.*

- *Focus Area: Energy and Utilities*
  - o *Objective A - Encourage coordination or residential, commercial, and industrial development with extension of utilities and other infrastructure.*
    - *Strategy 1. Near – Term: Maintain existing easements (especially section line easements) in addition to establishing adequate utility rights of way or easements to serve existing and future utility needs.*
    - *Strategy 2. Near – Term: Maintain regular contact with utility operators to coordinate and review utility easement requests that are part of subdivision plat approval.*
    - *Strategy 3. Near – Term: Identify potential utility routes on Borough lands.*
- *Housing*
  - o *Objective D. Encourage efficient use of land, infrastructure and services outside incorporated cities by prioritizing future growth in the most suitable areas.*
    - *Strategy 1. Near – Term: Collaborate with the AK Department of Transportation, incorporated cities within the borough, utility providers, other agencies overseeing local services, and existing communities located adjacent to the undeveloped areas that are appropriate for future growth, to align plans for future expansion of services to serve future residential development and manage growth.*

*Goal 4. Improve access to, from and connectivity within the Kenai Peninsula Borough*

- *Focus Area: Transportation*
  - o *Objective B. Ensure new roads are developed in alignment with existing and planned growth and development.*
    - *Strategy 2. Near – Term: Establish subdivision codes that dictate road construction standards to accommodate future interconnectivity and/or public safety.*
    - *Strategy 3. Near – Term: Identify areas of anticipated growth to determine future access needs.*

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**END OF STAFF REPORT**



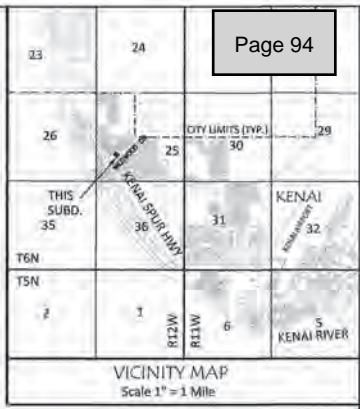
The information depicted hereon is for a graphical representation only of best available sources. The Kenai Peninsula Borough assumes no responsibility for any errors on this map.



Aerial with 5-foot Contours

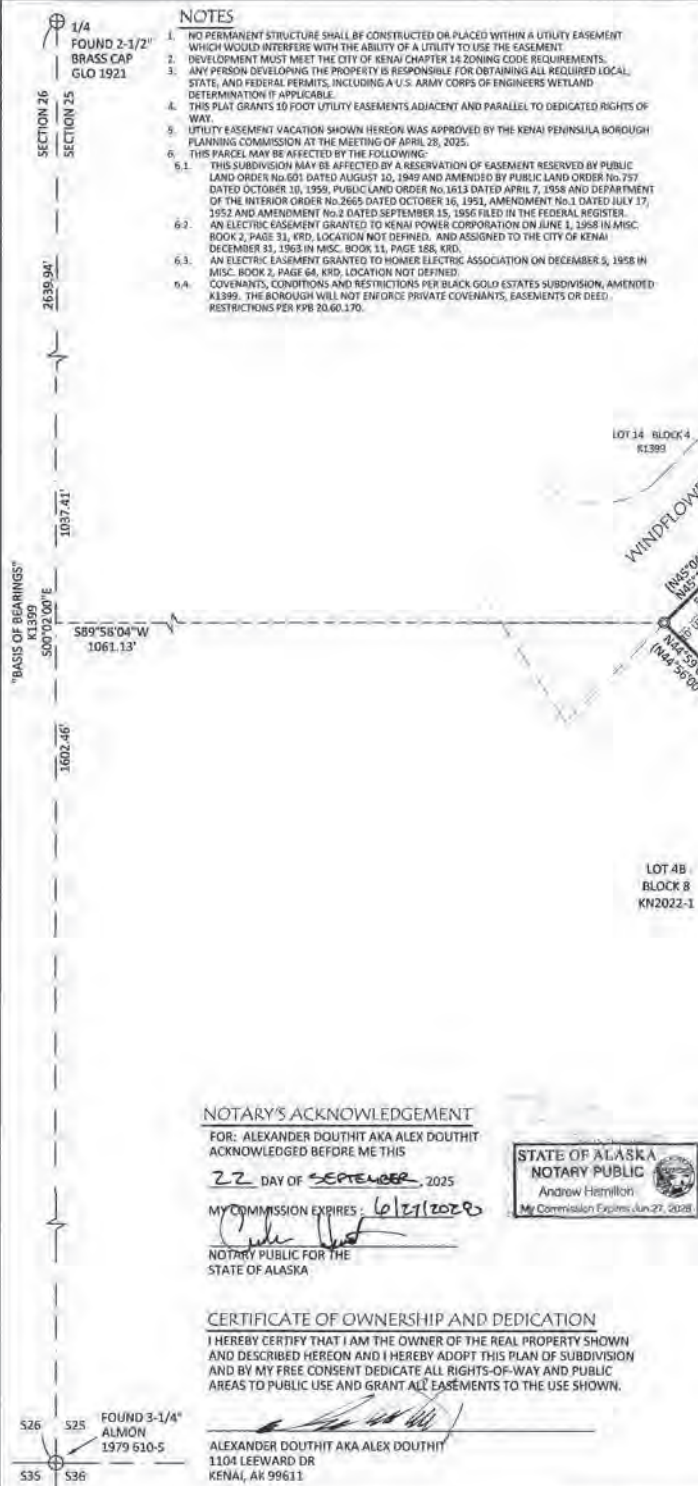


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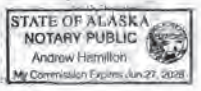
**WASTEWATER DISPOSAL**  
 WASTEWATER TREATMENT AND DISPOSAL SYSTEMS MUST MEET THE REGULATORY REQUIREMENTS OF THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.

- NOTES**
- NO PERMANENT STRUCTURE SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE THE EASEMENT.
  - DEVELOPMENT MUST MEET THE CITY OF KENAI CHAPTER 14 ZONING CODE REQUIREMENTS.
  - ANY PERSON DEVELOPING THE PROPERTY IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE, AND FEDERAL PERMITS, INCLUDING A U.S. ARMY CORPS OF ENGINEERS WETLAND DETERMINATION IF APPLICABLE.
  - THIS PLAT GRANTS 10 FOOT UTILITY EASEMENTS ADJACENT AND PARALLEL TO DEDICATED RIGHTS OF WAY.
  - UTILITY EASEMENT VACATION SHOWN HEREON WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF APRIL 28, 2025.
  - THIS PARCEL MAY BE AFFECTED BY THE FOLLOWING:
    - THIS SUBDIVISION MAY BE AFFECTED BY A RESERVATION OF EASEMENT RESERVED BY PUBLIC LAND ORDER No.601 DATED AUGUST 10, 1949 AND AMENDED BY PUBLIC LAND ORDER No.757 DATED OCTOBER 18, 1958, PUBLIC LAND ORDER No.1613 DATED APRIL 7, 1958 AND DEPARTMENT OF THE INTERIOR ORDER No.2665 DATED OCTOBER 16, 1951, AMENDMENT No.1 DATED JULY 17, 1952 AND AMENDMENT No.2 DATED SEPTEMBER 15, 1956 FILED IN THE FEDERAL REGISTER.
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**NOTARY'S ACKNOWLEDGEMENT**

FOR: ALEXANDER DOUTHIT AKA ALEX DOUTHIT  
 ACKNOWLEDGED BEFORE ME THIS  
22 DAY OF SEPTEMBER, 2025  
 MY COMMISSION EXPIRES: 6/21/2028  
*[Signature]*  
 NOTARY PUBLIC FOR THE  
 STATE OF ALASKA



**CERTIFICATE OF OWNERSHIP AND DEDICATION**  
 I HEREBY CERTIFY THAT I AM THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON AND I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND PUBLIC AREAS TO PUBLIC USE AND GRANT ALL EASEMENTS TO THE USE SHOWN.

*[Signature]*  
 ALEXANDER DOUTHIT AKA ALEX DOUTHIT  
 1104 LEEWARD DR  
 KENAI, AK 99611

**LEGEND**

- ⊕ FOUND PRIMARY MONUMENT AS DESCRIBED
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- ⊙ FOUND 5/8"x30" REBAR w/ 1" STAINLESS STEEL CAP 85032-S
- SET 5/8"x30" REBAR w/ 1" BLUE PLASTIC CAP LS-211269
- ( ) RECORD DATA PER BLACK GOLD ESTATES 2021 - KN2022-1
- | | RECORD DATA PER BLACK GOLD ESTATES SUBDIVISION AMENDED - K1399

**PLAT APPROVAL**

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF APRIL 28, 2025.  
*[Signature]* 10/1/2025  
 AUTHORIZED OFFICIAL

2025-70  
 Plat #  
 Kenai  
 Rec Dist  
10-2 2025  
 Date  
 Time 12:17 P.M.

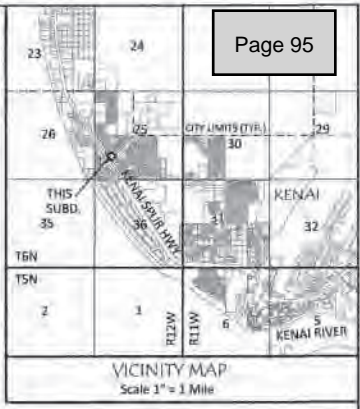


**BLACK GOLD ESTATES 2025 REPLAT**  
 A REPLAT OF LOTS 11, 12, 16, 17 BLOCK 8 BLACK GOLD ESTATES SUBDIVISION AMENDED (K1399)

OWNER:  
 ALEXANDER DOUTHIT AKA ALEX DOUTHIT  
 1104 LEEWARD DR  
 KENAI, AK 99611

0.721 AC. M/L SITUATED IN THE SW1/4 OF SECTION 25, TOWNSHIP 6 NORTH RANGE 12 WEST, SEWARD MERIDIAN, CITY OF KENAI, KENAI PENINSULA BOROUGH, AND THE KENAI RECORDING DISTRICT, ALASKA.

 ENGINEERING - TESTING SURVEYING - MAPPING P.O. BOX 408 SILDOTNA, AK 99689 VOICE: (907) 283-4218 FAX: (907) 283-3205 WWW.MCLANEDG.COM	KPB FILE NO. 2025-048		
	PROJECT NO. 252006		
SCALE 1" = 50'	DATE: JULY 2025	BOOE NO.: 24-10	DRAWN BY: J.A.H.



SECTION 26  
SECTION 25  
2639.38'  
1190.96'  
1440.92'  
5007.00'E  
526 525 FOUND 3-1/4" ALMON 1979 610-5  
535 536

- NOTES**
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  - DEVELOPMENT MUST MEET THE CITY OF KENAI CHAPTER 14 ZONING CODE REQUIREMENTS.
  - NO DIRECT ACCESS TO STATE MAINTAINED RIGHTS-OF-WAY PERMITTED UNLESS APPROVED BY STATE OF ALASKA DEPARTMENT OF TRANSPORTATION AND PUBLIC FACILITIES.
  - ANY PERSON DEVELOPING THE PROPERTY IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE, AND FEDERAL PERMITS, INCLUDING A U.S. ARMY CORPS OF ENGINEERS WETLAND DETERMINATION IF APPLICABLE.
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**WASTEWATER DISPOSAL**  
PLANS FOR WASTEWATER DISPOSAL THAT MEET REGULATORY REQUIREMENTS ARE ON FILE AT THE DEPARTMENT OF ENVIRONMENTAL CONSERVATION.



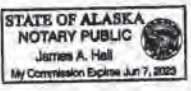
- LEGEND**
- ⊕ FOUND PRIMARY MONUMENT AS DESCRIBED
  - FOUND 1/2" REBAR UNLESS NOTED
  - SET 5/8" x 30" REBAR w/ 1" STAINLESS STEEL CAP 85032-5
  - ▨ R/W VACATED BY THIS PLAT AND APPROVED FOR VACATING BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE AUGUST 23, 2021 MEETING. THE KENAI CITY COUNCIL CONSENTED TO THE VACATED R/W AT THE SEPTEMBER 15, 2021 MEETING.

**CERTIFICATE OF OWNERSHIP AND DEDICATION**  
I HEREBY CERTIFY THAT I AM THE OWNER OF THE REAR PROPERTY SHOWN AND DESCRIBED HEREON AND I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND PUBLIC AREAS TO PUBLIC USE AND GRANT ALL EASEMENTS TO THE USE SHOWN

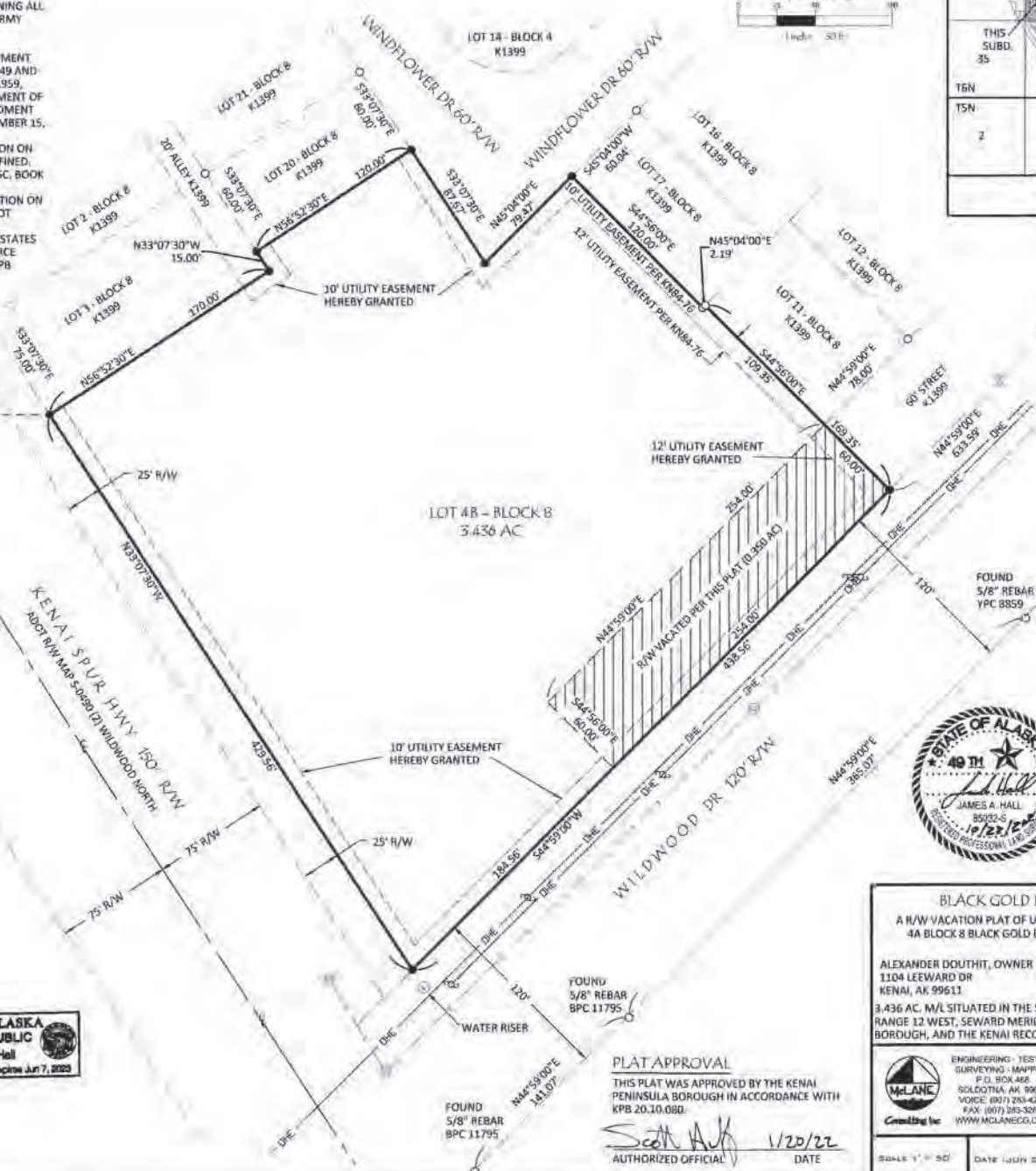
ALEXANDER DOUTHIT  
1104 LEeward DR  
KENAI, AK 99611

**NOTARY'S ACKNOWLEDGEMENT**

FOR: ALEXANDER DOUTHIT  
ACKNOWLEDGED BEFORE ME THIS  
22<sup>nd</sup> DAY OF OCTOBER, 2021  
MY COMMISSION EXPIRES JUNE 7, 2023



NOTARY PUBLIC FOR THE STATE OF ALASKA



2022-1  
Plat #  
Kenai  
Date 11/20/22  
Time 01:09 PM

**BLACK GOLD ESTATES 2021 REPLAT**  
A R/W VACATION PLAT OF UNNAMED 60' STREET ADJACENT TO LOT 4A BLOCK 8 BLACK GOLD ESTATES SUBDIVISION No. 2 (K184-76)

ALEXANDER DOUTHIT, OWNER  
1104 LEeward DR  
KENAI, AK 99611  
3.436 AC M/L SITUATED IN THE SW 1/4 OF SECTION 25, TOWNSHIP 6 NORTH, RANGE 12 WEST, SEWARD MERIDIAN, CITY OF KENAI, KENAI PENINSULA BOROUGH, AND THE KENAI RECORDING DISTRICT, ALASKA.

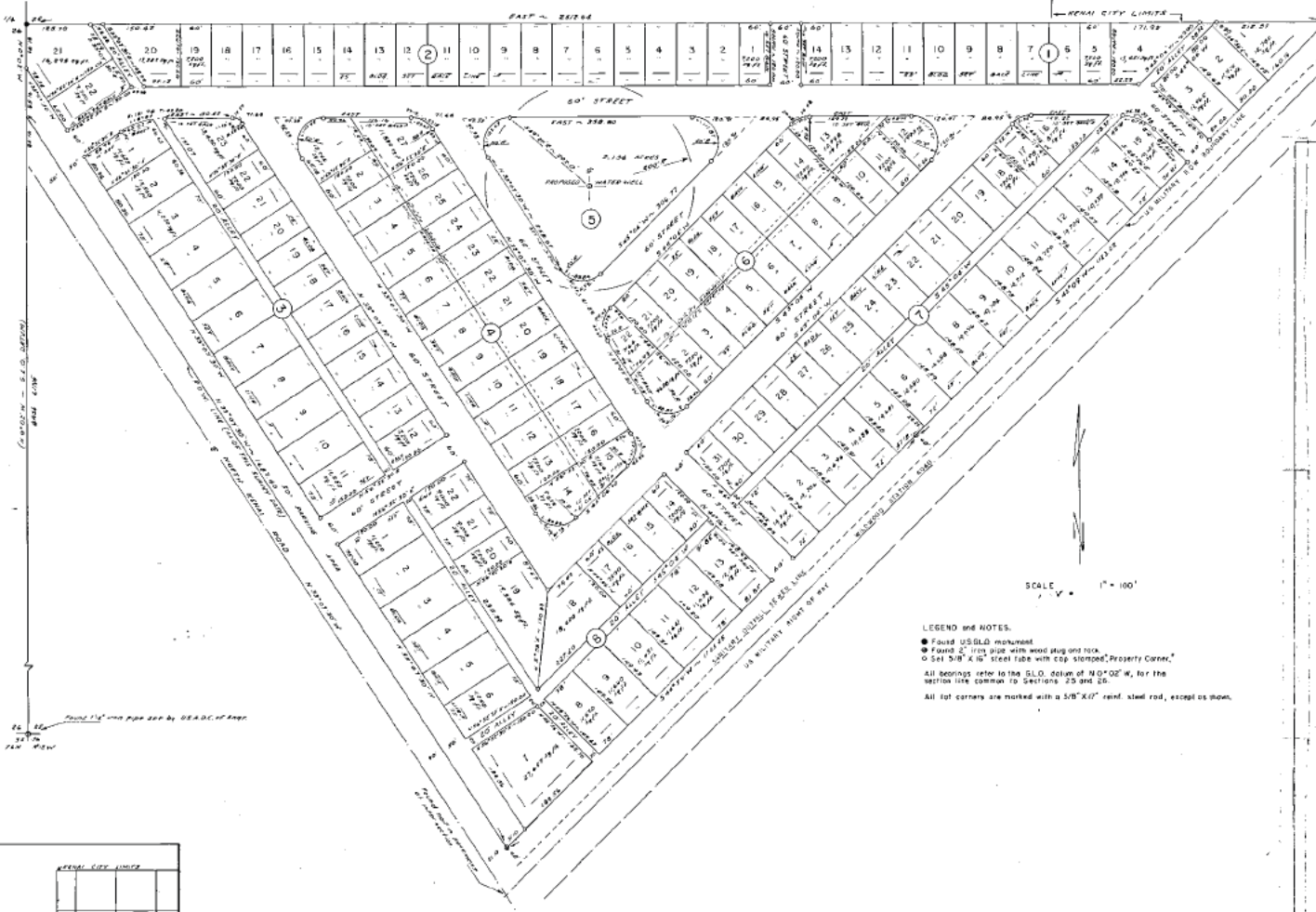
**PLAT APPROVAL**  
THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH IN ACCORDANCE WITH KPB 20.10.080.  
Scott Auk  
AUTHORIZED OFFICIAL  
11/20/22  
DATE



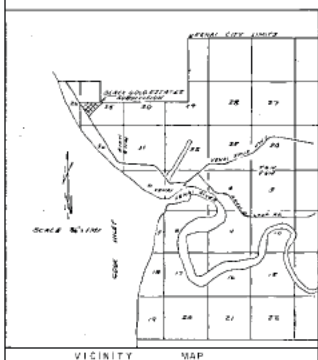
ENGINEERING - TESTING SURVEYING - MAPPING  
P.O. BOX 482  
SOLDOTNA, AK 99589  
VOICE (907) 283-4218  
FAX (907) 283-3205  
WWW.MCLANECG.COM

SCALE 1" = 50'  
DATE JUN 2021  
BOOK No. 21-04  
DRAWN BY: JAH





**LEGEND AND NOTES.**  
 ● Found USBLD monument  
 ● Found 2" iron pipe with wood stop and rock  
 ○ Set 5/8" x 1/2" steel tube with cap stamped "Property Corner"  
 All bearings refer to the S.W. corner of T.6N. R.12W. for the section line common to Sections 25 and 26.  
 All lot corners are marked with a 5/8" x 1/2" steel rod, except as shown.



**BLACK GOLD ESTATES SUBDIVISION**

CARL F. AHLSTROM and MARY C. AHLSTROM  
 OWNERS  
 RICHARD and JOAN WILLIAMS  
 DEVELOPERS

A PORTION OF THE CARL F. AHLSTROM, HOMESTEAD, LOCATED WITHIN THE SW 1/4 OF SECTION 25, T.6N. R.12W. OF THE SEWARD MERIDIAN, ALASKA, CONTAINING 47.558 ACRES OF LAND.



SURVEYED BY  
 STANLEY B. MCLANE, R.L.S. Date Sept. 17, 1962. File Oct. 24, 1962.

**LEGAL DESCRIPTION OF THE BLACK GOLD ESTATES SUBDIVISION.**  
 Beginning from the N. 1/4 of Sec. 25, T.6N. R.12W. of the Seward Meridian, Alaska, this is the true point of beginning, thence West, 258.244 ft., along the center line of Section 25 to the point of intersection with the 1/4 mile Military High of my boundary, found 27" iron pipe with wood stop and rock, thence S. 50° 00' 00" W., 111.111 ft., to a 2" iron pipe with wood stop and rock, thence S. 60° 00' 00" W., 111.111 ft., to the point of intersection with the North Branch Road, thence S. 60° 00' 00" W., 50 ft., from center line of said road, found 2" iron pipe with wood stop and rock, thence S. 33° 07' 30" W., 1607.10 ft., to a point of intersection with the section line corner to Sections 25 and 26, thence along the section line S. 00° 02' 00" W., 173.415 ft., to the U.S. 1/4 mile & Section Corner monument corner to Sections 25 and 26, and the true point of beginning this enclosing 47.558 acres of land.

**COVENANTS.**

- Said property shall be subject to all easements, reservations and restrictions of record or contained in the original patent issued to the State of Alaska.
- No building shall be erected with a clearance of twenty five (25) feet from the front lot line, ten (10) feet from either side or rear lot line of any easement lot.
- No building erected on the above described premises shall be placed as a permanent foundation (no sheds or other devices the moving structures may be installed on any building).
- All buildings shall be finished on the exterior.
- No industrial enterprise may be conducted on the above described premises, nor shall these premises be used for a trailer park, nor shall any trailer or wagon be placed thereon.
- All debris from clearing shall be removed, hauled or buried.
- Homeowner(s) and seller hereby covenant that the above-described property shall be subject to assessment for any of the improvements required by the ordinance of the City of Kenai when installed at a future time by the City or Kenai, unless prior to construction of such improvements by the City or Kenai, the corner of property within said subdivision shall have joined together for the purpose of constructing such improvements.
- Said purchaser will be assessed, for the purpose of road construction on the basis of twenty (20) cents per front foot. This cost will be included in the contract.
- Final approval of the City Council on lots 1-3 of Block 8 and lots 1-15 of Block 7 and lots 1-3 of Block 1, will be withheld until the Developer has written approval of agents from the City or Kenai, as stated on said individual lots, site to meet city requirements.
- Open records of the City of Kenai, a safety barrier will be maintained along the 200' front road S.W. 1/4 Sec. 25 in front of the parties lots by the individual lot owner of blocks 2, 3, and 8.
- No individual water wells will be allowed within this subdivision.

**DEFINITIONS OF OWNERSHIP AND INTERESTS.**  
 The hereby certify that we are the owners of BLACK GOLD ESTATES SUBDIVISION as shown hereon, and that we agree this plan with our free consent, and dedicate all interests, claims, and parking rights for public use.

Date June 14, 1962 *Stanley B. McLane*  
 Surveyor

**COVENANTS OF ESTABLISHED LAND SURVEYORS.**  
 I hereby certify that I am a registered land surveyor, and that this plan represents a survey made by me, and the monuments shown hereon actually exist as shown, and that all dimensions and other details are correct.

Date June 8, 1962 *Stanley B. McLane*  
 Registered Surveyor

**STATE OF ALASKA**  
 DIVISION OF LAND SURVEYING  
 On this 27th day of July, 1962, before me personally appeared Carl F. Ahlstrom and Mary C. Ahlstrom, known to me to be the persons whose names are subscribed to this instrument, and acknowledged to me that they executed the same for the purposes herein expressed.

I HEREBY CERTIFY I have examined said map and affixed my official seal this day and year last section above.

By commission expires *Delroy Helle*  
 Delroy Helle

**CITY PLANNING COMMISSION.**  
 Located 22 June 1962  
 Approved 28 June 1962  
 Chairman *Walter J. English*  
 COMPTROLLER

This is to certify that the within plat was duly submitted to and approved by the Council of Kenai City, Alaska, by resolution number 12-22-62 duly authorized as passed this 27th day of July, 1962.

*Stanley B. McLane*  
 Surveyor

*Stanley B. McLane*  
 City Clerk

BLACK GOLD ESTATES  
 # 631

KN-216

2/6

SEE PC RES 2012-44 VACATE 10 FT UTILITY EASEMENT



K-216



SCALE 1"=100 FEET  
 Reduced Scale 1"=200 FT

NOTE:  
 A 10' EASEMENT FOR UTILITY PURPOSES IS TO BE PROVIDED ON THE EAST SIDE OF PARK RESIDENTIAL LOTS



*This map (plat) is subject to modification by physical survey*  
 Carl F. Ahlstrom  
 March 21, 1955

FILED  
 3-21-55  
 COUNTY CLERK, DENALI

WITNESSED AND SUBSCRIBED TO before me on this 21st day of March, 1955, at the City of Anchorage, Alaska.  
 My Commission Expires \_\_\_\_\_  
 CARL F. AHLSTROM  
 DENALI, ALASKA

CARL F. AHLSTROM  
 K-216







## Preliminary Plat Submittal Form

City of Kenai  
Planning and Zoning Department  
210 Fidalgo Avenue  
Kenai, AK 99611  
(907) 283-8200  
planning@kenai.city  
www.kenai.city/planning

### APPLICANT (SURVEYOR)

Name:	McLane Consulting				
Mailing Address:	PO BOX 468	City:	Soldotna	State:	AK
Phone Number(s):	907-283-4218				
Email:	[REDACTED]				

### PROPERTY OWNER

Name:	Alexander Douthit				
Mailing Address:	[REDACTED]	City:	Kenai	State:	AK
Phone Number(s):	[REDACTED]				
Email:	[REDACTED]				

### PROPERTY INFORMATION

Kenai Peninsula Borough Parcel #:	03904023		
Current City Zoning:	General Commercial		
Use:	<input type="checkbox"/> Residential	<input type="checkbox"/> Recreational	<input checked="" type="checkbox"/> Commercial
	<input type="checkbox"/> Other:		
Water:	<input type="checkbox"/> On Site	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Community
Sewer:	<input type="checkbox"/> On Site	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Community

### PLAT INFORMATION

Preliminary Plat Name:	Black Gold Estates 2026 Vacation
Revised Preliminary Plat Name:	
Vacation of Public Right-of-Way:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Street Name (if vacating ROW):	Unnamed 60' street per K1399

Exceptions Required and Requested:

Comments:

This is a plat that intends to vacate the 60' street adjacent to Wildwood Drive. Wildwood Drive is a 120' right of way that is constructed and utilized for ingress/egress of traffic. Please see attached letter.

### REQUIRED ATTACHMENTS

<input checked="" type="checkbox"/> Certificate to Plat	<input checked="" type="checkbox"/> (1) 24" x 36" Plat	<input checked="" type="checkbox"/> (2) 11" x 17" Plats
---	--	---

### SIGNATURE

Signature:		Date:	2/12/26
Print Name:	Alexander Douthit	Title/Business:	



# STAFF REPORT

PLANNING & ZONING DEPARTMENT

**TO:** Planning and Zoning Commission  
**THROUGH:** Kevin Buettner, Planning Director  
**FROM:** Brandon McElrea, Land Management Analyst  
**DATE:** March 17, 2026  
**SUBJECT:** Resolution No. PZ2026-07 – Preliminary Plat – Black Gold Estates 2026 Vacation

**Request** The applicant is proposing a preliminary plat to vacate a 60-foot right-of-way.

**Staff Recommendation** Adopt Resolution No. PZ2026-07 recommending approval of Preliminary Plat – Black Gold Estates 2026 Vacation; to vacate a 60-foot right-of-way.

**Applicant:** McLane Consulting, Inc.  
 Attn: Andrew Hamilton  
 P.O. Box 468  
 Soldotna, AK 99669

**Property Owner:** Alexander Douthit

**Legal Description:** Lot 11-A, Block 8, Black Gold Estates 2025 Replat

**Property Address:** N/A

**KPB Parcel No.:** 03904023

**Zoning District:** General Commercial (CG)

**Land Use Plan:** Suburban Residential (SR)

**Surrounding Uses:** Improved and Vacant Commercial and Residential

## SUMMARY

The City received a preliminary plat from McLane Consulting, Inc. on behalf of the property owner for the vacation of a 60-foot unnamed right-of-way (ROW) located along the southeastern boundary of Lot 11-A, Block 8, Black Gold Estates 2025 Replat. The recent acquisition of the Wildwood Drive ROW by the City of Kenai, from the Kenai Native Association, Inc., renders the unnamed ROW unnecessary for the original intended use of access to the Black Gold Estates Subdivision.

Kenai Municipal Code (KMC) Chapter 14.10 *Subdivision Regulations* states preliminary plats or replats must first be submitted to the City for review and provide recommendation to the Kenai Peninsula Borough Planning Commission.

## ANALYSIS

The proposed vacation plat meets the preliminary plat requirements and development requirements for the General Commercial (CG) zoning district. Access to the subject lot is via Wildwood Drive, which is a City maintained paved road. At approximately 40,729 square feet, proposed Lot 11A-1 is of adequate size for commercial development, to include parking. City water and sewer are available along Wildwood Drive. The Public Works Director, Fire Marshal, and Building Official have reviewed the preliminary plat and have no comments.

Staff finds that the preliminary plat meets the following Title 14 of Kenai Municipal Code (KMC) sections and aligns with the intent of the Kenai Zoning Code.

1. Pursuant to KMC 14.10.070 *Subdivision Design Standards*, the preliminary plat for replat, subject to the listed conditions, provides utilities easements, provides a satisfactory and desirable building site, and the accessible water and wastewater systems are subject to the regulatory requirements of the City of Kenai Public Works Department.
2. Pursuant to KMC 14.10.080 *Minimum improvement required*, the preliminary plat is within a subdivision that has dedicated rights-of-way and determined acceptable access, subject to the listed conditions. Therefore, an installation agreement is not required.
3. Pursuant to KMC 14.24.010 *Minimum lot area requirements*, the preliminary plat meets City standards for commercial development, including parking.
4. Pursuant to KMC 14.24.020 *General Requirements*, the preliminary plat meets City standards for minimum lot width/depth and access/utility easements. Compliance with the maximum lot coverage, maximum height, and setbacks will be reviewed during the building permit review.

## STAFF RECOMMENDATION

Staff finds that the proposed preliminary plat for Black Gold Estates 2026 Vacation, to vacate a 60-foot ROW on Lot 11A, Block 8, Black Gold Estates 2025 Replat, meets the general standards for Kenai Municipal Code (KMC) Chapter 14.10 *Subdivision Regulations* and Chapter 14.24 *Development Requirements Table* and hereby recommends that the Planning and Zoning Commission recommends approval of Resolution No. PZ2026-07 to the Kenai Peninsula Borough, subject to the following conditions:

1. Further development of the property will conform to all Federal, State of Alaska, and local regulations.
2. The Kenai City Council must declare the 60-foot right-of-way not needed for a public purpose and approve the vacation of the right-of-way as shown on the preliminary plat.
3. A plat note added to the final plat to prohibit access from Windflower Drive to avoid double frontage, in accordance with KMC 14.10.070(e)(2).

## **ATTACHMENTS**

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Aerial Map  
Application  
Preliminary Plat, Black Gold Estates 2026 Vacation  
Plat Map K-1399, Black Gold Estates Subdivision Amended  
Wildwood Drive Quitclaim Deed



**Aerial Map**

E1-21



# Preliminary Plat Submittal Form

City of Kenai  
Planning and Zoning Department  
210 Fidalgo Avenue  
Kenai, AK 99611  
(907) 283-8200  
planning@kenai.city  
www.kenai.city/planning

### APPLICANT (SURVEYOR)

Name:	McLane Consulting						
Mailing Address:	PO BOX 468	City:	Soldotna	State:	AK	Zip Code:	99669
Phone Number(s):	907-283-4218						
Email:	[REDACTED]						

### PROPERTY OWNER

Name:	Alexander Douthit						
Mailing Address:	[REDACTED]	City:	Kenai	State:	AK	Zip Code:	99611
Phone Number(s):	[REDACTED]						
Email:	[REDACTED]						

### PROPERTY INFORMATION

Kenai Peninsula Borough Parcel #:	03904023						
Current City Zoning:	General Commercial						
Use:	<input type="checkbox"/> Residential	<input type="checkbox"/> Recreational	<input checked="" type="checkbox"/> Commercial				
	<input type="checkbox"/> Other:						
Water:	<input type="checkbox"/> On Site	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Community				
Sewer:	<input type="checkbox"/> On Site	<input checked="" type="checkbox"/> City	<input type="checkbox"/> Community				

### PLAT INFORMATION

Preliminary Plat Name:	Black Gold Estates 2026 Vacation						
Revised Preliminary Plat Name:							
Vacation of Public Right-of-Way:	<input checked="" type="checkbox"/> Yes			<input type="checkbox"/> No			
Street Name (if vacating ROW):	Unnamed 60' street per K1399						

### Exceptions Required and Requested:

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### Comments:

This is a plat that intends to vacate the 60' street adjacent to Wildwood Drive. Wildwood Drive is a 120' right of way that is constructed and utilized for ingress/egress of traffic. Please see attached letter.

### REQUIRED ATTACHMENTS

<input checked="" type="checkbox"/> Certificate to Plat	<input checked="" type="checkbox"/> (1) 24" x 36" Plat	<input checked="" type="checkbox"/> (2) 11" x 17" Plats
---	--	---

### SIGNATURE

Signature:		Date:	2/12/26
Print Name:	Alexander Douthit	Title/Business:	



# Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 • (907) 714-2200 • (907) 714-2378 Fax

## **PETITION TO VACATE PLATTED RIGHT OF WAY / PLATTED PUBLIC EASEMENT / PLATTED PUBLIC AREA**

### **PUBLIC HEARING REQUIRED**

Upon receipt of complete application with fees and all required attachments, a public hearing before the Planning Commission will be scheduled. The petition with all required information and attachments must be in the Planning Department at least 30 days prior to the preferred hearing date. By State Statute and Borough Code, the public hearing must be scheduled within 60 days of receipt of complete application.

Initially, a sketch may be included with the vacation petition for review by the Planning Commission. After the Planning Commission takes action on the vacation, a Subdivision Plat must be prepared by a licensed land surveyor. The plat will be processed in accordance with KPB 20.10.080. Platting authority is vested in the Planning Director.

### **SUBMITTAL REQUIREMENTS**

**A platted right of way vacation (ROWV) application will be scheduled for the next available planning commission meeting after a complete application has been received.**

- \$500 non-refundable fee to help defray costs of advertising public hearing. Plat fees will be in addition to the vacation fees.
- City Advisory Planning Commission. Copy of minutes at which this item was acted on, along with a copy of City Staff Report.
- Unnamed 60' FT R/W \_\_\_\_\_ platted public right of way proposed to be vacated was dedicated by the plat of Black Gold Estates Subdivision Subdivision, filed as Plat No. k1399 in the Kenai Recording District.
- 3 copies of the plat or map showing the platted right of way to be vacated. Must not exceed 11 x 17 inches in size. Area to be vacated must be clearly depicted. Proposed alternative public access to be shown and labeled on the sketch.
- **REASON FOR VACATING** The petitioner must attach a statement with reasonable justification for the vacation of the platted right of way / platted easement / platted public area.

Has the platted right of way been fully or partially constructed?		Yes	<input checked="" type="checkbox"/>	No
Is the platted right of way used by vehicles / pedestrians / other?		Yes	<input checked="" type="checkbox"/>	No
Is alternative right-of-way being provided?		Yes	<input checked="" type="checkbox"/>	No
Are there utility easements associated with the right of way to be vacated?	<input checked="" type="checkbox"/>	Yes		No
Is the platted right of way and or associated utility easement in use by any utility company?		Yes	<input checked="" type="checkbox"/>	No
If so, which utility provider?				

### **LEGAL DESCRIPTION ADJOINING LAND:**

Lot, Block, Subd. or street address Lot 11-A Block 8 Black Gold Estates 2025 Replat (KN2025-70)	
Section, township, range <b>S25, T6N, R12W</b>	
City (if applicable) <b>Kenai</b>	General area <b>Wildwood Drive</b>

**The petition must be signed by owners of a majority of the land affected by the platted right of way proposed to be vacated. Each petitioner must include address and legal description of his/her property. Attach additional signature sheets if needed.**

Submitted by:

**VACATION OF PLATTED RIGHT OF WAY /  
PLATTED PUBLIC EASEMENT / PLATTED PUBLIC AREA**

**20.65.010. Authority; Legislative Intent; Scope.**

This chapter is enacted under the authority of AS 29.40. A vacation decision is a discretionary legislative land use decision. The purpose of this chapter is to establish procedures for the vacation of a platted public right-of-way, public area, or other public easement dedicated on a borough approved plat, and to provide procedures for the alteration, including removal, of platted utility easements. This chapter does not apply to easements or property owned or held by a city or the borough in their proprietary capacity which may only be extinguished through the terms of the controlling document or applicable law. This chapter does not apply to private easements.

**20.65.030. Vacation Criteria.**

Vacation of a platted public right-of-way, access, area or other easement granted for public use or public benefit must conform to the requirements of this chapter and AS 29.40.120 through AS 29.40.160 as now enacted or as amended.

**20.65.040. Vacation Application.**

An informal pre-application conference by appointment with borough staff prior to the submittal of the application for vacation of a public right-of-way is encouraged. The application shall include the following items.

- A. A petition, provided by the borough planning department, signed by:
  - 1. The owners of the majority of the land abutting the area being vacated; or
  - 2. An official representative of the state, the borough, an affected utility, or a city when the area to be vacated is within the city.
- B. A sketch that depicts the area to be vacated, a preliminary vacation plat, or a copy of the existing plat showing the proposed alteration or replat. The format and number of copies of the sketch submittal shall be determined by the planning director;
- C. Written recommendations, comments, or meeting minutes from the planning and zoning commission of the affected city, if the area to be vacated is within a city. The sketch or submittal provided to an affected city must be the same submittal that is provided to the borough.
- D. The appropriate fee; and
- E. Applicant statement containing the reasons in support of the vacation.

**20.65.050. Action on vacation application.**

- A. Staff shall review the application and supporting materials for compliance. If the application is incomplete, staff will return it to the applicant with a written list of deficiencies to be satisfied for acceptance.
- B. After acceptance of the application, staff will:
  - 1. Send notice of the proposed vacation and the public hearing in accordance with KPB 20.10.100.
  - 2. Prepare a staff report that evaluates the merits of the proposed vacation. Revisions to the application submitted subsequent to the preparation of the staff report and after notice is sent will not be considered at the scheduled public hearing. Any such revisions will be treated as a revised application under this chapter.
- C. An accepted application shall be placed on the agenda of a regularly scheduled planning commission meeting. The public hearing on the vacation may not be more than 60 days after acceptance of the application, unless the applicant requests postponement.
- D. The planning commission shall consider the merits of each vacation request. A platted dedication to public use of land or interest in land may be vacated if the dedication is no longer necessary for present or future public use and in all cases the planning commission shall deem the area being vacated to be of value to the public. In evaluating the merits of the proposed vacation, the planning commission shall consider whether:
  - 1. The right-of-way or public easement to be vacated is being used;
  - 2. A road is impossible or impractical to construct, and alternative access has been provided;
  - 3. The surrounding area is fully developed and all planned or needed rights-of-way and utilities are constructed;
  - 4. The vacation of a public right-of-way provides access to a lake, river, or other area with public interest or value, and if so, whether equal or superior access is provided;
  - 5. The proposed vacation would limit opportunities for interconnectivity with adjacent

- F. The borough will consider realignment of a right-of-way by vacation and rededication where the planning commission finds that the right-of-way realignment will enhance access and the realigned right-of-way is located to provide reasonable means of ingress and egress.
- G. Where the planning commission finds that a right-of-way must be preserved, but determines there is excessive width for all intended uses within the right-of-way, the commission may approve a partial vacation of a right-of-way such that the width is reduced to the maximum necessary for the intended use. Such vacation shall conform to this title for the class of right-of-way involved except where the right-of-way is not intended to be used for vehicular purposes.
- H. A planning commission decision to approve a vacation is not effective without the consent of the city council, if the vacated area is within a city, or by the assembly in all other cases. The council or assembly shall have 30 days from the date of the planning commission approval to either consent to or veto the vacation. Notice of veto of the vacation shall be immediately given to the planning commission. Failure to act on the vacation within 30 days shall be considered to be consent to the vacation. This provision does not apply to alterations of utility easements under KPB 20.65.070 which do not require the consent of the assembly or city council unless city code specifically provides otherwise.
- I. Upon approval of the vacation request by the planning commission and no veto by the city council or assembly, where applicable, the applicant shall have a surveyor prepare and submit a plat including the entire area approved for vacation in conformance with KPB 20.10.080. Only the area approved for vacation by the assembly or council may be included on the plat. The final plat must be recorded within one year of the vacation consent.
- J. A planning commission decision denying a vacation application is final. No reapplication or petition concerning the same vacation may be filed within one calendar year of the date of the final denial action except in the case where new evidence or circumstances exist that were not available or present when the original petition was filed.
- K. An appeal of the planning commission, city council or assembly vacation action under this chapter must be filed in the superior court in accordance with the Alaska Rules of Appellate Procedure.

**20.65.060. Title to vacated area.**

- A. The title to the street or other public area vacated on a plat attaches to the lot or land bordering the area in equal proportions, except that if the area was originally dedicated by different persons, original boundary lines shall be adhered to so that the street area that lies on one side of the boundary line shall attach to the abutting property on that side, and the street area that lies on the other side of the boundary line shall attach to the property on that side. The portion of a vacated street that lies inside the limits of a platted addition attaches to the lots of the platted addition bordering on the area. If a public square is vacated, the title to it vests in a city if it lies inside the city, and in the borough if it lies inside the borough but outside all cities. If the property vacated is a lot, title vests in the rightful owner.
- B. If the municipality acquired the street or other public area vacated for legal consideration or by express dedication to the municipality other than as a subdivision platting requirement, before the final act of vacation the fair market value of the street or public area shall be deposited with the platting authority to be paid to the municipality on final vacation.
- C. Other provisions of this subsection notwithstanding, the planning commission may determine that a portion of the area proposed to be vacated should be reserved and if so, title to the area vacated and held for another public easement purpose remains in the borough or city, as applicable.



# Planning Department

144 N. Binkley Street, Soldotna, Alaska 99669 \* (907) 714-2200 \* (907) 714-2378 Fax

## PRELIMINARY PLAT SUBMITTAL FORM

- PRELIMINARY PLAT**     **REVISED PRELIMINARY PLAT** (no fee required)     **PHASED PRELIMINARY PLAT**
- PRELIMINARY PLAT FOR PRIVATE STREETS/GATED SUBDIVISION** – all requirements of chapter 20, excluding 20.30.210 and 20.50 apply and must be met.

**SUBDIVISION PLAT NAME:** must be a unique name, contact staff for assistance if needed.

Black Gold Estates 2026 Vacation

### PROPERTY INFORMATION:

**Legal description:** Replat of Lot 11-A Block 8 Black Gold Estates 2025 Replat (KN2025-70) & Vacation of Unnamed 60' R/W Black Gold Estates Subdivision (K1399)

Section: 25	Township: 6N	Range: 12W
General area description Wildwood Dr.		
City (if applicable): Kenai		Total Acreage: 0.828

### SURVEYOR

<b>Company:</b> McLane Consulting, Inc.	<b>Contact Person:</b> Andrew Hamilton
<b>Mailing Address:</b> PO BOX 468	<b>City, State, Zip:</b> Soldotna, AK 99669
<b>Phone:</b> 907-283-4218	<b>e-mail:</b> ahamilton@mclanecog.com

### PROPOSED WASTEWATER AND WATER SUPPLY

**WASTEWATER:**  on site     City     community      **WATER:**  on site     City     community

### SUBMITTAL REQUIREMENTS

A preliminary plat application will be scheduled for the next available plat committee meeting after a complete application has been received.

- 1 – full size paper copy
- 3 – reduced sized drawing (11 x 17)
- Preliminary plat **NON-REFUNDABLE** submittal fee \$400
- City Planning Commission minutes when located within city limits or Bridge Creek Watershed District
- Certificate to plat for **ALL** parcels included in the subdivision
- Documentation showing proof of signatory authority (partnerships, corporations, estates, trusts, etc.)
- ALL** requirements of KPB 20.25.070 (see page 2 for checklist) and KPB 20.25.080

**EXCEPTIONS REQUESTED TO PLATTING CODE:** Complete the EXCEPTION REQUEST APPLICATION and attach to the preliminary plat submittal.

**APPLICANT: SIGNATURES OF ALL LEGAL PROPERTY OWNERS ARE REQUIRED.** Additional signature sheets can be attached. When signing on behalf of another individual, estate, corporation, LLC, partnership, etc., documentation is required to show authority of the individual(s) signing. Contact KPB staff for clarification if needed.

### OWNER(s)

<b>Name (printed):</b> Alex Douthett	<b>Signature:</b> 
---	-----------------------

**Phone:** [REDACTED]

<b>Name (printed):</b>	<b>Signature:</b>
------------------------	-------------------

### Aerial Map

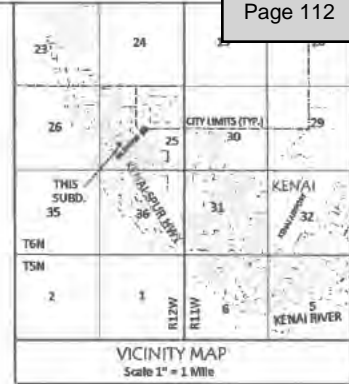


**NOTES**

- NO PERMANENT STRUCTURE SHALL BE CONSTRUCTED OR PLACED WITHIN A UTILITY EASEMENT WHICH WOULD INTERFERE WITH THE ABILITY OF A UTILITY TO USE THE EASEMENT.
- DEVELOPMENT MUST MEET THE CITY OF KENAI CHAPTER 14 ZONING CODE REQUIREMENTS.
- ANY PERSON DEVELOPING THE PROPERTY IS RESPONSIBLE FOR OBTAINING ALL REQUIRED LOCAL, STATE, AND FEDERAL PERMITS, INCLUDING A U.S. ARMY CORPS OF ENGINEERS WETLAND DETERMINATION IF APPLICABLE.
- THIS PLAT GRANTS 30 FOOT UTILITY EASEMENTS ADJACENT AND PARALLEL TO DEDICATED RIGHTS OF WAY.
- RIGHT-OF-WAY VACATION SHOWN HEREON WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF \_\_\_\_\_
- THIS PARCEL MAY BE AFFECTED BY THE FOLLOWING:
  - THIS SUBDIVISION MAY BE AFFECTED BY A RESERVATION OF EASEMENT RESERVED BY PUBLIC LAND ORDER 14621 DATED AUGUST 30, 1949 AND AMENDED BY PUBLIC LAND ORDER No. 257 DATED OCTOBER 30, 1959, PUBLIC LAND ORDER No. 1613 DATED APRIL 7, 1958 AND DEPARTMENT OF THE INTERIOR ORDER No. 2445 DATED OCTOBER 26, 1951, AMENDMENT No. 1 DATED JULY 17, 1952 AND AMENDMENT No. 2 DATED SEPTEMBER 15, 1956 FILED IN THE FEDERAL REGISTER.
  - AN ELECTRIC EASEMENT GRANTED TO KENAI POWER CORPORATION ON RINE 1, 1958 IN MISC. BOOK 2, PAGE 31, 31D, LOCATION NOT SHOWN. AND ASSIGNED TO THE CITY OF KENAI DECEMBER 31, 1961 IN MISC. BOOK 31, PAGE 138, R/W.
  - AN ELECTRIC EASEMENT GRANTED TO HOMER ELECTRIC ASSOCIATION ON DECEMBER 5, 1958 IN MISC. BOOK 2, PAGE 54, R/W, LOCATION NOT SHOWN.
  - COVENANTS, CONDITIONS AND RESTRICTIONS PER BLACK GOLD ESTATES SUBDIVISION, AMENDED K1399. THE BOROUGH WILL NOT ENFORCE PRIVATE COVENANTS, EASEMENTS OR DEED RESTRICTIONS PER KP'S 20-00-170.

**WASTEWATER DISPOSAL**

WASTEWATER TREATMENT AND DISPOSAL SYSTEMS MUST MEET THE REGULATORY REQUIREMENTS OF THE ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION.



SECTION 26  
SECTION 25  
1/4  
FOUND 2-1/2" BRASS CAP GLO 1921  
2639.94'  
1037.71'  
1037.71'  
1602.76'  
526 525 FOUND 3-1/4" ALMON 1979 610-5  
535 536

**NOTARY'S ACKNOWLEDGEMENT**

FOR: ALEXANDER DOUTHIT AKA ALEX DOUTHIT ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2026. MY COMMISSION EXPIRES: \_\_\_\_\_

NOTARY PUBLIC FOR THE STATE OF ALASKA

**CERTIFICATE OF OWNERSHIP AND DEDICATION**

I HEREBY CERTIFY THAT I AM THE OWNER OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON AND I HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY MY FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND PUBLIC AREAS TO PUBLIC USE AND GRANT ALL EASEMENTS TO THE USE SHOWN.

ALEXANDER DOUTHIT AKA ALEX DOUTHIT  
1104 LEEWARD DR  
KENAI, AK 99611

**LEGEND**

- ⊕ FOUND PRIMARY MONUMENT AS DESCRIBED
- ⊙ FOUND 1/2" REBAR UNLESS NOTED
- ⊙ FOUND 5/8"x30" REBAR w/ 1" STAINLESS STEEL CAP 85032-5
- ⊙ SET 5/8"x30" REBAR w/ 1" BLUE PLASTIC CAP 15-211269
- ⊙ FOUND 5/8"x30" REBAR w/ 1" BLUE PLASTIC CAP 15-211269

**PLAT APPROVAL**

THIS PLAT WAS APPROVED BY THE KENAI PENINSULA IN ACCORDANCE WITH KP'S 20-10-080.

AUTHORIZED OFFICIAL

Plat #  
File Date  
Date  
Time



**BLACK GOLD ESTATES 2026 VACATION**  
A REPLAT OF LOT 11-A BLOCK 8 BLACK GOLD ESTATES 2025 REPLAT (K02025-70) & VACATION OF UNNAMED 60' R/W BLACK GOLD ESTATES SUBDIVISION (K1399)

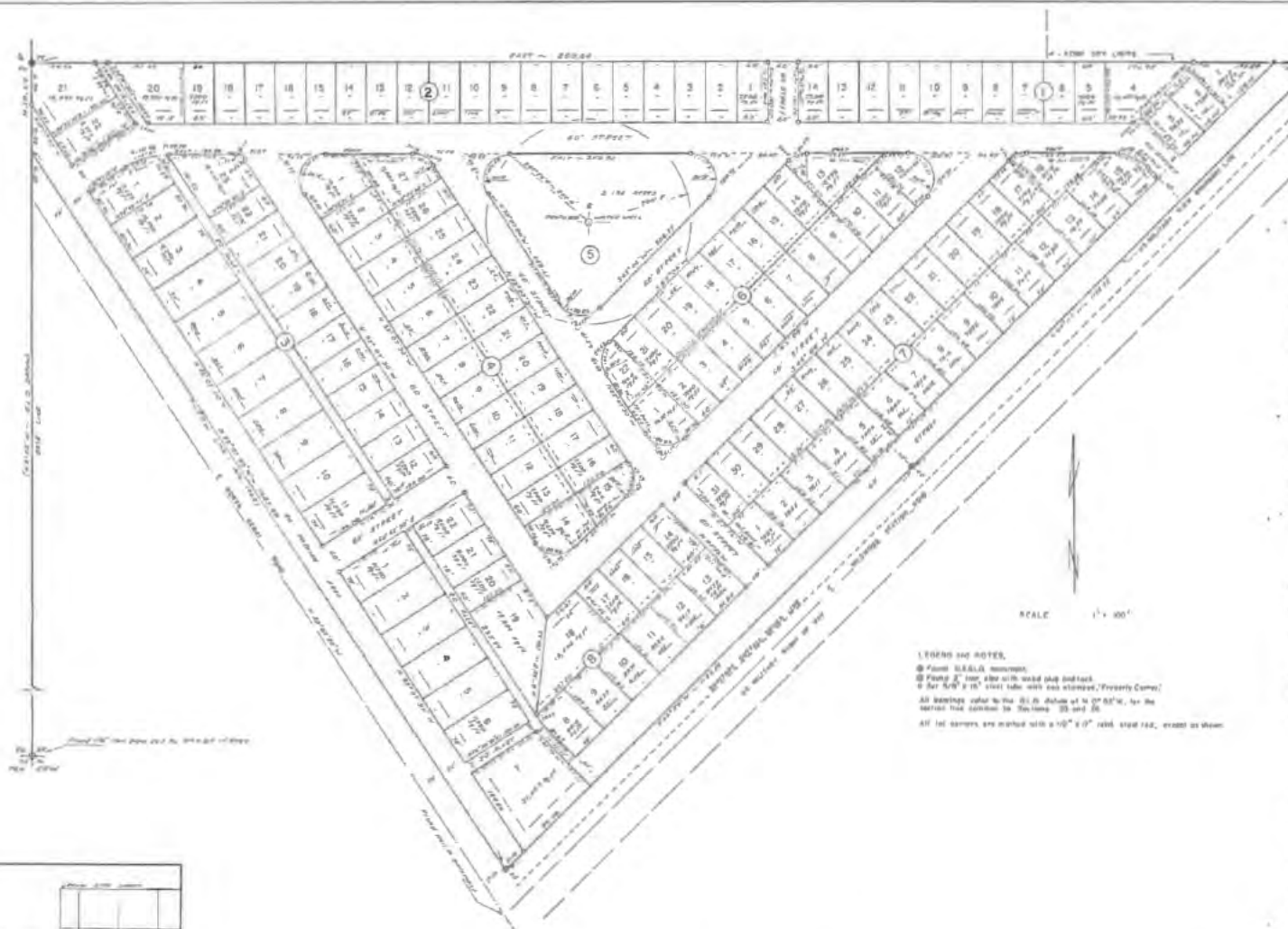
OWNER:  
ALEXANDER DOUTHIT AKA ALEX DOUTHIT  
1104 LEEWARD DR  
KENAI, AK 99611

0.721 AC. M/L SITUATED IN THE SW 1/4 OF SECTION 25, TOWNSHIP 6 NORTH, RANGE 12 WEST, SEWARD MERIDIAN, CITY OF KENAI, KENAI PENINSULA BOROUGH, AND THE KENAI RECORDING DISTRICT, ALASKA.

ENGINEERING - TESTING SURVEYING - MAPPING  
P.O. BOX 460  
SOLDOTNA, AK 99683  
VOICE: (907) 383-4218  
FAX: (907) 383-3288  
WWW.JANLANSO.COM

KPB FILE NO. 2025-048  
PROJECT NO. 558006

SCALE 1" = 30'  
DATE: JULY 2025  
BOOK NO.: 24-10  
DRAWN BY: AWH



1. Said property shall be subject to all covenants, restrictions and regulations of record on and attached to the original patent issued to C. F. and Mary C. Ahlstrom.

2. No building shall be erected on any lot within fifty (50) feet from the front lot line, nor (10) feet from any other lot line or any easement lot.

3. No building shall be erected on the above described premises shall be placed on a permanent foundation (as added or other device for holding a building) shall be placed on the premises.

4. No industrial enterprise may be conducted on the above described premises, nor shall these premises be used for a factory work, nor shall any business or industry be conducted thereon.

5. All building shall be subject to the provisions of the City of St. Paul, Minnesota, and all other laws, ordinances, regulations and rules of the City of St. Paul, Minnesota, and all other laws, ordinances, regulations and rules of the State of Minnesota, and all other laws, ordinances, regulations and rules of the United States of America.

6. Each purchaser will be required, for the use of road or driveway on a lot of ninety (90) feet or more, to build a road or driveway on the lot of ninety (90) feet or more, and a safety barrier will be constructed along the front lot line and a line in front of the building lot by the individual lot owner on lots 1, 2, 3, and 4, to the lot line or other wall shall be allowed within this lot division.

LEGEND AND NOTES

- ① Point B.M. monument.
  - ② Point of view also with said monument.
  - ③ For 50' x 10' lot line with easement, Property Corner.
- All bearings refer to the S. 1/4 of Section 10, T. 112 N., R. 10 E., S. 1/4 of Section 10, T. 112 N., R. 10 E., by the survey of the same by Section 10 and 11.
- All lot corners are marked with a 10" x 10" white iron nail, except as shown.

SCALE 1" = 100'

STATEMENT OF APPROVED AND APPROVED

We hereby certify that we are the owners of BLACK GOLD ESTATES SUBDIVISION as shown herein, and in the above plan with our free consent, and dedicate all streets, alleys, and parking places, for public use.

Dated August 14, 1968

Carl F. Ahlstrom  
Mary C. Ahlstrom

STATEMENT OF APPROVED AND APPROVED

I hereby certify that I am a registered land surveyor, and that this plan was made in accordance with the laws of the State of Minnesota, and that all dimensions and other data are correct.

Dated August 14, 1968

Richard and Joan Williams



- REVISIONS
1. The addition of a 60' street in front of lots 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 43, 44, 45, 46, 47, 48, 49, 50, 51, 52, 53, 54, 55, 56, 57, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 68, 69, 70, 71, 72, 73, 74, 75, 76, 77, 78, 79, 80, 81, 82, 83, 84, 85, 86, 87, 88, 89, 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100, 101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000.

BLACK GOLD ESTATES SUBDIVISION, AMENDED

CARL F. AHLSTROM and MARY C. AHLSTROM  
OWNERS

RICHARD and JOAN WILLIAMS  
DEVELOPERS

A PORTION OF THE CARL F. AHLSTROM, HUSBAND DECEASED, TRUST, BEING OF THE SEWARD MERIDIAN, BLOCKS, CONTAINING 100 ACRES OF LAND.

PREPARED BY  
DUNCAN & WILLIAMS, S.L.S.  
MINNAPOLIS, MINN.  
1968



# 607

2025-010976-0

Recording Dist: 302 - Kenai  
12/23/2025 09:38 AM Pages: 1 of 2

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**DOCUMENT  
ELECTRONICALLY  
RECORDED**

QUITCLAIM DEED

The Kenai Native Association, Inc. (hereinafter GRANTOR), an Alaska Native Village Corp. organized under the laws of the State of Alaska, whose address is 215 Fidalgo Street, Suite 204B, Kenai, Alaska 99611, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other valuable consideration does hereby convey and quitclaim all right, title and interest to the City of Kenai, (hereinafter GRANTEE), whose address is 210 Fidalgo Ave., Kenai, Alaska 99611, for a road and outfall sewer right-of-way known as Wildwood Station Road, Wildwood Drive, Wildwood Road, Wildwood Extended, U.S. Military Right-of-Way, Military Reservation Road, Sanitary Outfall Sewer Line Right of Way, and Cook Inlet View Dr., including all water and sewer lines and improvements contained thereon extending as shown on Tract 4, Wildwood Corrections Plat KN 92-73, to the Cook Inlet, all within the Kenai Recording District, Alaska, more particularly described as follows:

An 80-foot right-of-way for construction of an outfall sewer, being 40 feet each side of the centerline of manholes and more particularly described as: Starting from the center quarter corner of Sec. 25, T6N, R12W, Seward Meridian, thence North 74 feet along center section line to the centerline of outfall sewer which is the point of beginning, thence South 45 degrees 05 minutes West 1,290 feet to the center of Manhole No. 15; thence South 44 degrees 53 minutes West 1,161 feet to the centerline of the Kenai Spur Road; thence South 45 degrees 13 minutes West 1,279 feet to the West line of sec. 25; thence South 45 degrees 11 minutes West 113 feet to the South line of Sec. 26; and,

A 40-foot strip of land for an access road lying southeasterly and adjacent to the 80 foot right-of-way, extending from the military boundary at the quarter section corner of Sec. 25, T6N, R12W, Seward Meridian, to the easterly edge of Kenai Spur Road.

Said right-of-way was conveyed to the Kenai Native Association Inc. by the United States of America in U. S. Patent 50-74-0109 dated March 28, 1974 (Patent). Grantor expressly

*Return to: Grantee*  
Quit Claim Deed  
Kenai Native Association/City of Kenai  
Page 1 of 2



**KENAI PLANNING & ZONING COMMISSION – REGULAR MEETING  
MARCH 25, 2026 – 7:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
CHAIR KEATON, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Kenai Planning & Zoning Commission was held on March 25, 2026, in City Hall Council Chambers, Kenai, AK. Chair Keaton called the meeting to order at approximately 7:00 p.m.

**1. Pledge of Allegiance**

Chair Keaton led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Sonja Earsley	Alex Douthit, Vice Chair
Jeanne Keaton, Chair	Diane Fikes
Marty Askin	

Absent:

Gwen Woodard	Stacy Krause
--------------	--------------

A quorum was present.

Also in attendance were:

Kevin Buettner, Planning Director  
Logan Parks, Deputy City Clerk

**3. Agenda and Consent Agenda Approval**

**MOTION:**

Commissioner Askin **MOVED** to approve the agenda and consent agenda. Commissioner Fikes **SECONDED** the motion.

The items on the Consent Agenda were read into the record.

Chair Keaton opened the floor for public comment on consent agenda items; there being no one wishing to be heard, the public comment period was closed.

**UNANIMOUS CONSENT** was requested.

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

\*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 Commissioner 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. APPROVAL OF MINUTES**

1. \*Regular Meeting of March 11, 2026.

**C. SCHEDULED PUBLIC COMMENTS - None.**

**D. UNSCHEDULED PUBLIC COMMENTS - None.**

**E. CONSIDERATION OF PLATS**

- 1. **Resolution PZ2026-07** - Recommending that Preliminary Plat Black Gold Estates 2026 Vacation be Conditionally Approved.

**MOTION:**

Commissioner Earsley **MOVED** to approve Resolution PZ2026-07. Commissioner Fikes **SECONDED** the motion.

*[Clerk’s Note: Commissioner Douthit declared a conflict with Resolution PZ2026-07 as he was the applicant. Chair Keaton ruled a conflict did exist and Commissioner Douthit stepped away from the dais and abstained from voting on the Resolution.]*

Director Buettner read the staff report as provided in the packet.

Chair Keaton asked if there were any remote attendees wishing to speak. Chair Keaton asked if any Commissioners had any questions for the applicant.

Chair Keaton called for the vote.

*[Clerk’s Note: Although a vote was taken it was immediately followed by a Point of Order as the public hearing in chambers was never opened. The vote was out of order; therefore, stricken from the record.]*

Clarification was provided regarding the changes that were made since the previous application; and instructions were provided that when voting, Commissioners need to include their findings for the record.

Chair Keaton opened the public hearing.

Alex Douthit, applicant addressed the Commission noting that the original denial was based on unresolved right-of-way ownership; a perceived conflict of interest, which was no longer applicable; the City no longer required the right-of-way; staff supported the vacation; and additional costs would be borne by the landowner. He further clarified that the vacation would allow drainage issues to be addressed.

There was discussion regarding the historical purpose and ownership of the land.

There being no one else wishing to be heard, the public comment period was closed.

**VOTE:**

- YEA: Keaton, Earsley, Fikes
- NAY: Askin
- ABSENT: Krause, Woodard
- ABSTENTION: Douthit

**MOTION PASSED.**

**F. PUBLIC HEARINGS - None.**

**G. UNFINISHED BUSINESS - None.**

**H. NEW BUSINESS - None.**

**I. REPORTS**

- 1. Planning Director

Planning Director Buettner reported on the following:

- FAA Section 106 findings related to fence replacement at the Airport were included under Informational Items for awareness.
- Upcoming schedule changes: no meeting on April 8, and the next meeting is April 29, 2026 due to Council meeting shift.

- Spring workload is increasing, with anticipation of starting seasonal activities soon.

2. Commission Chair - No report.
3. Kenai Peninsula Borough Planning

Commissioner Fikes reported on recent actions of the Kenai Peninsula Borough Planning Commission.

**J. ADDITIONAL PUBLIC COMMENTS - None.**

**K. NEXT MEETING ATTENDANCE NOTIFICATION**

1. Next Meeting: April 29, 2026

**L. COMMISSION COMMENTS AND QUESTIONS**

**MOTION:**

Commissioner Douthit **MOVED** to excuse Commissioner Woodard’s absence. Commissioner Askin **SECONDED** the motion.

**UNANIMOUS CONSENT** was requested.

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

There was appreciation for the Spring weather; Commissioners reminded to state their findings when voting on items brought to the Commission.

**M. PENDING ITEMS - None.**

**N. ADJOURNMENT**

**O. INFORMATIONAL ITEMS**

1. FAA Section 106 Findings

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

I certify the above represents accurate minutes of the Kenai City Council meeting of March 25, 2026.

---

Logan Parks, Deputy City Clerk



**CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION NO. PZ2026-07**

A RESOLUTION RECOMMENDING THAT PRELIMINARY PLAT BLACK GOLD ESTATES 2026 VACATION ATTACHED HERETO BE **CONDITIONALLY APPROVED**.

PROPERTY ADDRESSES: No Physical Address

LEGAL DESCRIPTION: Lot 11-A, Block 8, Black Gold Estates 2025 Replat

KPB PARCEL NUMBERS: 03904023

WHEREAS, the City of Kenai received a preliminary plat from McLane Consulting, Inc., on behalf of property owner Alexander Douthit, for a vacation of the 60-foot unnamed public right-of-way located along the southeast boundary of Lot 11-A, Block 8, Black Gold Estates 2025 Replat; and,

WHEREAS, the preliminary plat meets the minimum lot width and minimum lot depth requirements as outlined in Kenai Municipal Code (KMC) Section 14.10.070(d)(2); and,

WHEREAS, the existing street names are referenced correctly; and,

WHEREAS, the proposed lot will have access from Wildwood Drive (a City-maintained paved road); and,

WHEREAS, City water and sewer is available to the proposed lot; and,

WHEREAS, a 10-foot easement for utilities is located along the northwest boundary adjacent to Windflower Drive, and along the southeastern boundary of proposed Lot 11-A adjacent to the existing 120-foot Wildwood Drive right-of-way; and,

WHEREAS, an installation agreement is not required; and,

WHEREAS, the City does not have a public interest in retaining the 60-foot unnamed public right-of-way located along the southeastern boundary of Lot 11-A, Block 8, Black Gold Estates 2025 Replat; and,

WHEREAS, the Planning and Zoning Commission finds:

1. Pursuant to KMC 14.10.070 Subdivision Design Standards, the preliminary plat for replat, subject to the listed conditions, provides utilities easements, provides a satisfactory and desirable building site, and the accessible water and wastewater systems are subject to the regulatory requirements of the City of Kenai Public Works Department.

Resolution No. PZ2026-07

Page 2 of 2

- 2. Pursuant to KMC 14.10.080 Minimum improvement required, the preliminary plat is within a subdivision that has dedicated rights-of-way and determined acceptable access, subject to the listed conditions. Therefore, an installation agreement is not required.
- 3. Pursuant to KMC 14.24.010 Minimum lot area requirements, the preliminary plat meets City standards for commercial development, including parking.
- 4. Pursuant to KMC 14.24.020 General Requirements, the preliminary plat meets City standards for minimum lot width/depth and access/utility easements. Compliance with the maximum lot coverage, maximum height, and setbacks will be reviewed during the building permit review.

NOW, THEREFORE, BE IT RECOMMENDED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA:

**Section 1.** That preliminary plat Black Gold Estates 2026 Vacation be approved subject to the following conditions:

- 1. Further development of the property will conform to all federal, State of Alaska, and local regulations.
- 2. The Kenai City Council must declare the 60-foot right-of-way not needed for a public purpose and approve the vacation of the right-of-way as shown on the preliminary plat.
- 3. A plat note added to the final plat to prohibit access from Windflower Drive to avoid double frontage, in accordance with KMC 14.10.070(e)(2).

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, THIS 25<sup>TH</sup> DAY OF MARCH, 2026.

  
 Jeanne Keaton, Chair

ATTEST:

  
 Logan Parks, Deputy City Clerk



SENT VIA ELECTRONIC EMAIL

March 26, 2026

McClane Consulting  
PO Box 468  
Soldotna, AK 99669  
ahamilton@mclanecg.com

**RE: Notice of Decision – Resolution PZ2026-07 - Preliminary Plat – Black Gold Estates 2026 Vacation**

Mr. Hamilton,

On Wednesday, March 25, 2026, the City of Kenai Planning and Zoning Commission **conditionally approved** Resolution PZ2026-07 for Preliminary Plat – Black Gold Estates 2026 Vacation. Enclosed is a copy of the signed resolution.

If you have any questions, please contact Planning & Zoning Department at 901-283-8237 or [planning@kenai.city](mailto:planning@kenai.city).

Sincerely,

Jessica See  
Planning Technician

Enclosure  
Notice of Decision  
Resolution PZ2026-07

CC: Beverly Carpenter, KPB Planning Department ([bcarpenter@kpb.us](mailto:bcarpenter@kpb.us))



Sponsored by: City Clerk

**CITY OF KENAI  
RESOLUTION NO. 2026-42**

A RESOLUTION APPROVING A MEMORANDUM OF AGREEMENT BETWEEN THE CITY OF KENAI AND THE KENAI PENINSULA BOROUGH FOR INTERGOVERNMENTAL ADMINISTRATION OF BOROUGH AND CITY MUNICIPAL ELECTIONS.

WHEREAS, the Kenai Peninsula Borough (Borough) and the City of Kenai (City) have historically collaborated in the administration of their annual municipal elections; and,

WHEREAS, the Borough and City share a common goal of conducting elections in a fair, efficient and consistent manner, while establishing operational efficiencies and minimizing costs through intergovernmental cooperation; and,

WHEREAS, the City entered into a Memorandum of Agreement (agreement) with the Borough in 2021 for the intergovernmental administration of elections through Resolution 2021-46, which was amended in 2024 by Resolution 2024-36; and,

WHEREAS, the Agreement was terminated by the Borough in 2025 following voter approval of Kenai Peninsula Borough Proposition 5, which aligned the Borough’s regular election with the State of Alaska general election; and,

WHEREAS, at the April 14, 2026 City of Kenai Special Election, the voters of the City approved City Proposition No. 2026-A and Proposition No. 2026-B, which aligned the City’s annual election with the Borough and State election dates held in November; and,

WHEREAS, with the alignment of the City, Borough and State election dates, entering into a new intergovernmental agreement with the Borough for election administration is in the best interest of the City and its voters; and,

WHEREAS, approval of this Resolution authorizes the City Manager to enter into an agreement with the Borough for intergovernmental administration of elections, including provisions for cost sharing, equipment sharing, and coordinated election services for Borough and City elections.

**Section 1.** That the Kenai City Council supports minimizing costs and increasing efficiencies to ensure local municipal elections are conducted in a fair and consistent manner.

**Section 2.** The City Manager is authorized to execute the memorandum of agreement, participating addendums, and any other documents necessary to effectuate the intent and purpose of this Resolution.

**Section 3.** That this Resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members  
**FROM:** Shellie Saner, City Clerk  
**DATE:** May 20, 2026  
**SUBJECT:** **Resolution No. 2026-42** - Approving a Memorandum of Agreement Between the City of Kenai and the Kenai Peninsula Borough for Intergovernmental Administration of Borough and City Municipal Elections.

---

The attached Resolution authorizes the City Manager to enter into a Memorandum of Agreement with the Kenai Peninsula Borough for the intergovernmental administration of elections. The agreement would provide for coordinated administration of Borough and City elections, including cost sharing, equipment sharing and other election-related services. The intent of the agreement is to increase efficiencies and reduce costs while ensuring elections are conducted in a fair and consistent manner.

The City and Borough have historically collaborated in the administration of municipal elections, the practice was standardized in 2021 through a Memorandum of agreement, which was amended in 2024 and then terminated in 2025 when the Borough regular election date was changed through KPB Proposition 5.

At the April 14, 2026 City of Kenai Special Election, the eligible voters of the City approved COK Proposition No. 2026-A and Proposition No. 2026-B, which realigned the City's annual election date with the annual regular election date of the Borough. With the elections now occurring on the same date, reestablishing an intergovernmental agreement with the Borough is in the best interest of the City and its voters.

Historically coordinating elections with the Borough has resulted in operational and financial benefits to the City, including shared of election equipment, election workers, ballot programming, logic and accuracy testing and polling location expenses.

Approval of this resolution authorizes the City Manager to execute the Memorandum of Agreement, participating addendums and any other documents necessary to implement the agreement and facilitate coordinated election administration efforts between the City and Borough.

Attachments:

Memorandum of Agreement  
Participating Addendum - Kenai

## MAIN MEMORANDUM OF AGREEMENT

Between Kenai Peninsula Borough and Participating Cities within the Borough  
For the Intergovernmental Administration of Borough and City Municipal Elections

This Main Memorandum of Agreement (hereinafter the “Agreement”) is by and between the Kenai Peninsula Borough, whose address is 144 North Binkley Street, Soldotna, AK 99669, (hereinafter “Borough”) and the participating cities of the borough (hereinafter “Cities,” or “City”) whose addresses are included on their corresponding Participating Addendums (“PA”) incorporated herein, for the purpose of intergovernmental administration of the Borough and the Cities’ local municipal elections (hereinafter “municipal elections”).

WHEREAS, Article X, Section 13 of the Alaska Constitution authorizes local government to enter into agreements for the cooperative or joint administration of any function or power, unless otherwise prohibited by law or charter; and

WHEREAS, AS 29.35.010(13) provides authority for the Borough to enter into intergovernmental cooperative agreements for the joint administration of a borough function or power; and

WHEREAS, the Borough and the Cities share a common goal and find that it serves public interest to work together to minimize costs, increase efficiencies and to ensure municipal elections are conducted in a fair and consistent way throughout the borough; and

WHEREAS, historically the borough and five (5) of the cities within the borough (Homer, Kenai, Seldovia, Seward, and Soldotna) collaborated on the administration of the annual regular municipal election under the “2024 Revised Memorandum of Agreement”; and

WHEREAS, at the October 7, 2025 regular election borough voters ratified Citizen Initiative Ordinance 2025-01 – Proposition No. 5 that changed the borough’s election date in October to align with the State of Alaska election date in November; and

WHEREAS, Resolution 2025-045 authorized the Borough Clerk to terminate the revised 2024 Revised Memorandum of Agreement in order for the cities to work through their process in considering a November election date; and

WHEREAS, a city that elects to move its municipal election to November may become a participating party to this Agreement by executing a Participating Addendum, which shall be incorporated herein by reference; and

WHEREAS, the parties wish to memorialize past practices and understandings through this written document which shall constitute their specific agreement on terms and conditions related to roles, responsibilities, permissions and fees associated with the Borough’s administration of municipal elections now held annually in November;

THE PARTIES THEREFORE AGREE, in consideration of the mutual promises contained in this Agreement and the services and fees provided, as set forth below:

## 1. PURPOSE AND INTENT

This Agreement is established and entered into between the participating cities for the purpose of jointly administering municipal elections. The purpose of this Agreement is address basic and core election services for municipal elections, including special elections, the party primarily responsible for providing the service and the associate cost for the service. The parties' general intent is for the Borough Clerk's Office to be primarily responsible for providing the basic and core election services as set out below. Participating cities agree to pay the Borough for reasonable costs related to the election services pursuant to the fee schedule set forth in this Agreement, or as amended by mutual written agreement of the parties. The Borough's Clerk's Office will collaborate and partner with the participating City Clerk's Offices regarding administration of municipal elections.

A Participating Addendum or "PA" means a written agreement executed between the Kenai Peninsula Borough and any city within the Borough that elects to participate in this Agreement. The PA will identify the participating city, establish the effective date of participation, and may include additional terms necessary to address the administration of the city's municipal election consistent with the provisions of this Agreement. Upon execution, each respective PA will be incorporated into this Agreement.

## 2. BOROUGH'S OBLIGATIONS

### 2.1 Election and Ballot Preparation:

- 2.1.1 The Borough Clerk's Office will work with the Borough's election software vendor to prepare the election(s) and ballot(s) for all regular and special municipal elections, including the preparation of media for the voting equipment.
- 2.1.2 Ballots shall be delivered to each City at least 15 days before each regular election. Ballots for any city special election will be ordered directly by the City from a ballot printer and delivered directly to the City by the ballot printer.
- 2.1.3 All ballots are to be stored in a secure and locked room with access limited to election personnel.

### 2.2 Logic and Accuracy Testing

- 2.2.1 The Borough Clerk's Office will ensure all ballots and equipment are tested and set for regular municipal elections. Logic and Accuracy Testing for any city special election will be conducted by the City.
- 2.2.2 Each City will pay an administration fee for this service as set out in Section 3 below.
- 2.2.3 Copies of the logic and accuracy testing will be provided to each City.

### 2.3 Voter Pamphlet – to include Borough and City candidates and issues

- 2.3.1 The Borough Clerk's Office shall provide each City with forms for candidate and ballot proposition submissions, as well as sample ballots, for inclusion in the Information Brochure (Voter Pamphlet). Completed forms must be submitted to the Borough Clerk's Office in camera-ready format and by the deadlines established by the Borough Clerk's Office. Each City will pay an administration fee for this service as set out in Section 3 below.

## 2.4 Shared services for absentee voting sites

- 2.4.1 The Borough Clerk's Office will open an absentee voting site two weeks prior to the regular election and on election day and will provide absentee voters to have access to borough and city ballots for all precincts within the borough.
- 2.4.2 This is an in-kind service; there is no administrative charge for this service.

## 2.5 Absentee Ballot Application Database

- 2.5.1 The Borough Clerk's Office will administer and maintain an online absentee ballot application platform for the borough and participating cities. The Borough Clerk's Office will manually enter all paper applications to the application platform.
- 2.5.2 The Borough Clerk's Office will provide each participating City with a list of applicants/voters that requested a city ballot in addition to a borough ballot. The Borough Clerk's Office will provide the participating City with copies of the applications upon request. The first application list will be provided to each City no later than three weeks prior to election day. Supplemental lists will be provided to each participating City weekly, or bi-weekly depending on volume, thereafter.

## 2.6 Election worker recruitment, training, and administration

- 2.6.1 The Borough Clerk's Office will recruit, train, and provide for administration of all shared election workers, to include election judges, election officials, election boards, and any other similar terms in Borough code referring to election workers. Election workers hired for a regular municipal election will be considered temporary employees of the Borough. City is responsible for training election workers in regards to the accountability of city ballots. A participating city will directly hire election workers for any city special elections.
- 2.6.2 For the purposes of Workers' Compensation and all other employment related matters Election Workers are considered temporary employees of the Borough, except pursuant to paragraph 2.5.1 above election workers hired for city special elections will be considered temporary employees of the city.

## 2.7 Equipment rental, delivery and storage

- 2.7.1 The Borough Clerk's Office will prepare and provide all necessary election equipment to be delivered to precinct polling sites and absentee voting sites for the regular municipal election, unless specific arrangements are defined in the City's PA.
- 2.7.2 There is no charge for equipment rental for the regular municipal election unless specific arrangements are defined in the City's PA.
- 2.7.3 All equipment delivered to the Cities prior to election day are to be stored in a secure and locked room with access limited to election personnel.

## 2.8 Precinct/Polling Site Rental

- 2.8.1 In the event a polling site requires a rental charge, the KPB will handle all aspects of securing the site for use.
- 2.8.2 Each City will pay an administration fee for this service as set out in Section 3 below.

2.9 Special elections support

2.9.1 Section 2.1 through 2.7 above do not apply to City special elections.

2.9.2 Unless specific arrangements are otherwise made with individual cities, the Borough Clerk’s Office will work with the Borough’s election software vendor to prepare the special election database and ballots, as well as provide for use of Borough election equipment for the City’s special election. The Borough Clerk’s Office will prepare the media for the voting equipment. Voting and precinct equipment to include ballot tabulator, ADA compliant tablet, ballot printer, ballot box, voting booths, precinct signs and election supplies per precinct for special elections conducted by a City.

2.9.3 Each City will pay an administration fee for this service as set out in Section 3 below. The Borough will not provide an absentee voting site for special elections conducted by a City. Each City will pick up and return the Borough’s election equipment that will be used in its special election.

**3. CITIES OBLIGATIONS AND FEES**

3.1 The Cities’ respective Clerk’s Office will open, organize, and manage an absentee voting site two weeks prior to the regular election and on election day and provide for absentee voters to have access to borough ballots for precincts within or near city limits. This includes maintaining the work schedules for the shared absentee election officials working at their site.

3.2 Each participating City is responsible for training election workers in city precincts, providing necessary reference materials, as well as proper chain of custody and accountability for city ballots.

3.3 Each City will provide ballot content in camera ready state and submit final approval of ballot proofs by the deadlines set by the Borough Clerk’s Office.

3.3.1 The Cities’ respective Clerk’s Office will provide all candidate information and proposition language to the Borough Clerk’s Office within the set timelines for ballot preparation/setup/printing and inclusion in the voter pamphlet.

3.4 Each City will have a city representative present during Logic and Accuracy Testing as scheduled by the Borough Clerk’s Office.

3.5 Each City will pay an administration fee for this contracted service in accordance with the following fee schedule:

<u>Service</u>	<u>Cost</u>	<u>Description</u>
Election Database Preparation and Ballot Setup	\$1,000 per regular election	See description of services in 2.1 above.
Logic and Accuracy Testing	\$150 per regular election	See description of services in 2.2 above.
Voter Pamphlet	\$120 per page	See description of services in 2.3 above.

Shared services for absentee voting sites	No charge, in kind service provided.	See description of services in 2.4 above.
Administration of Absentee Ballot Application Database	\$200 per regular election	See description of services in 2.5 above.
Election worker recruitment, training, and administration	50% of wages and employer's share of FICA for all election officials working at polling locations within city's jurisdiction.	Wages are based on the current election worker hourly rate as set through the borough's budget process.  See description of services in 2.5 above.
Equipment delivery	No charge	See description of services in 2.6 above.
Equipment Rental (regular elections)	No charge, unless specific arrangements are defined in the City's PA.	See description of services in 2.6 above.
Precinct rental fees	1/2 of the rental costs, if charged by the polling location.	See description of services in 2.7 above.
City Special Elections  KPB Administrative fee includes: preparation of election database & media, equipment rental (ballot tabulator, ADA compliant voting tablet, ballot printer, ballot box, voting booths & precinct signs), and equipment precinct supplies.	\$1,500 KPB Admin Fee, plus actual costs of election preparation and ballot setup fees from software vendor.  Special Election ballots are ordered by the cities directly from the ballot printer.	See description of services in 2.8 above.

**4. ELECTION WEBPAGES AND LOCAL INFORMATION**

The parties agree that the Borough and each participating city will maintain their own election webpages and related informational materials regarding municipal elections, with each party responsible for its own associated costs.

**5. WITHDRAWAL**

5.1 If the Borough or a participating city wants to withdraw from this agreement, they must provide 4 months written notice.

5.2 The Borough or a participating city cannot cancel or terminate this agreement within 90 days of the regular municipal election.

## **6. TERM OF AGREEMENT**

The initial term of this Agreement, and accompanying PA, is for three years, effective from the signature date on each City's Participating Addendum. This Agreement and a City's accompanying PA, may be renewed thereafter, by January 31 of each renewal year by written agreement of the Borough and the participating city. Renewal agreements must address any inflationary increases to the fee schedule in Section 3.

## **7. CITY AND KPB CODE AND STATE LAW**

In the event of a conflict between this Agreement, a PA, and any such code or state law, the applicable code or state law shall control.

## **8. INSURANCE**

Each Party is responsible for the purchase and maintenance of minimum insurance coverage as specified in this section or at levels deemed appropriate by the Party. Insurance coverage identified below sets forth minimum acceptable levels only and shall not be deemed to be a representation of coverage adequacy or limit on liability. Insurance obligations to provide insurance may be met by providing evidence of fiscal responsibility or self-insurance.

Insurance coverage must remain in effect for duration of this Agreement, the PA, and any renewal periods. This insurance shall be primary and exclusive of any insurance carried by any other party to the Agreement.

8.1. Commercial General Liability insurance of not less than \$1,000,000 combined single limit bodily injury and property damage per occurrence.

8.2 Worker's Compensation and Employer's Liability insurance must be provided for all employees and volunteers as per Alaska State Statutes.

## **9. DEFAULT**

Failure of either party to fully perform its obligations under the terms of this Agreement will constitute a default. If default is not cured, within 30 days, by full performance under this Agreement, then the non-defaulting party may immediately terminate the Agreement by delivering written notice to the defaulting party.

## **10. AMENDMENT OF AGREEMENT**

This Agreement may only be modified or amended by written agreement of the parties.

## **11. COUNTERPARTS; ELECTRONIC SIGNATURE**

This Agreement may be executed in counterparts and may be executed by way of facsimile or electronic signature in compliance with AS 9.80, each of which when so executed shall

constitute an original and all of which together shall constitute one and the same instrument.

**12. ENTIRE AGREEMENT**

This Agreement and Participating Addendums constitutes the entire agreement between the parties. There are no other understandings or agreements between the parties, either oral or memorialized in writing regarding the matters addressed in this Agreement. The parties may not amend this Agreement unless agreed to in writing with both parties signing through their authorized representatives.

**13. SAVINGS CLAUSE**

If any provision of this Agreement is invalidated on any ground by any court of competent jurisdiction, then the invalidated provision shall remain in force and effect only to the extent not invalidated and the remainder of this Agreement shall not be affected thereby and shall remain in full force and effect.

**14. SUBJECT TO APPROPRIATION**

Any Borough or city financial obligations under this Agreement are subject to lawful appropriations by the respective governing body for the specific purpose of carrying out the Borough and City's obligations.

**KENAI PENINSULA BOROUGH  
144 N BINKLEY STREET  
SOLDOTNA, AK 99669**

\_\_\_\_\_  
By: Peter A. Micciche, Mayor  
Date: \_\_\_\_\_

ATTEST:

APPROVED AS TO FORM AND  
LEGAL SUFFICIENCY:

\_\_\_\_\_  
Michele Turner, MMC, Borough Clerk

\_\_\_\_\_  
Sean Kelley, Borough Attorney

**CITY OF KENAI PARTICIPATING ADDENDUM**  
to the  
**MAIN MEMORANDUM OF AGREEMENT**  
**BETWEEN THE KENAI PENINSULA BOROUGH AND PARTICIPATING CITIES**  
**FOR THE INTERGOVERNMENTAL ADMINISTRATION OF MUNICIPAL**  
**ELECTIONS**

This Participating Addendum (“PA”) is entered into by and between the Kenai Peninsula Borough (“Borough”) and the City of Kenai (“City”).

**1. Purpose**

The purpose of this PA is to enable the City to participate in the Main Memorandum of Agreement (“Agreement”) between the Kenai Peninsula Borough and participating cities for the intergovernmental administration of municipal elections conducted in November.

**2. Incorporation of Main Agreement**

The terms and conditions of the Agreement are incorporated herein by reference. Except as specifically modified by this PA, all terms and conditions of the Agreement shall apply to the City.

**3. Participation**

By execution of this PA, the City elects to participate in the Agreement and authorizes the Borough Clerk’s Office to administer the City’s municipal election in accordance with the terms of the Agreement and applicable law.

**4. Effective Date**

This PA is effective upon execution by the participating city and will remain in effect for the duration of the Agreement unless terminated in accordance with the provisions of the Agreement.

**5. City-Specific Provisions**

The terms of the Agreement are hereby modified to include the following additional provision applicable to the City:

2.7 Equipment rental, delivery and storage

...

2.7.4 The Borough provides election equipment for all precincts and absentee voting sites. The Borough will provide the City a ballot box and tabulator for the City’s use in canvassing their election. The Borough Clerk’s Office will prepare separate media for the tabulator. The administrative fee for this specific equipment rental and additional media preparation is \$500 per election. The City is responsible for the delivery and return of the Borough’s equipment used to canvass City elections in a timely manner.

**6. Relationship to Agreement**

This PA is intended to document the City’s participation in the Agreement and incorporate any City specific provisions into the Agreement. In the event of a conflict between the Agreement and this Addendum, the provisions of this PA shall control for matters specific to the City.

**7. Execution**

By signing below, the city agrees to the terms and conditions of this Participating Addendum and the Master Memorandum of Agreement.

**CITY OF KENAI  
210 FIDALGO AVENUE  
KENAI, AK 99611**

\_\_\_\_\_  
By: Terry Eubank, City Manager

Date: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Shellie Saner, MMC, City Clerk



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2026-43**

A RESOLUTION AUTHORIZING A CONTRACT AWARD FOR THE 2026 STREET LIGHTS REPAIR AND MAINTENANCE WITH UTILITY LOCATES CONTRACT.

---

WHEREAS, an Invitation to Bid was released on May 4, 2026 with bids due on May 21, 2025 for the 2026 Street Lights Repair & Maintenance with Utility Locates; and,

WHEREAS, one bid was received

<u>Contractor</u>	<u>Total Bid Price</u>
Kachemak Electric Co. Inc.	\$110,410; and,

WHEREAS, Kachemak Electric Co. Inc. was the lowest bid for the project with a total price of \$110,410; and,

WHEREAS, the bid was determined to be responsive and responsible; and,

WHEREAS, the scope of work bid includes estimated amounts for repairs, utility locates and a contingent amount for small capital improvements; and,

WHEREAS, the FY2027 City Budget includes \$65,000 for street light repairs and locates and has funds available in the Municipal Roadway Improvements Capital Fund for street light capital improvements that may be negotiated and approved under this contract in an amount not to exceed \$30,000; and,

WHEREAS, it is in the best interest of the City to award the contract to Kachemak Electric Co. Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** That the City Manager is authorized to execute an FY2027 contract with Kachemak Electric Co. Inc. in the amount of \$95,000 for the 2026 Street Lights Repair & Maintenance with Utility Locates contract subject to approval of the FY27 budget.

**Section 2.** That this Resolution takes July 1, 2027.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: DS



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members  
**THROUGH:** Terry Eubank, City Manager  
**FROM:** Lee Frey, Public Works Director  
**DATE:** May 22, 2026  
**SUBJECT:** **Resolution No. 2026-43** - Authorizing a Contract Award for the 2026 Street Lights Repair and Maintenance with Utility Locates Contract.

---

This memo requests Council’s approval to award an FY2027 contract for Street Lights Repair & Maintenance with Utility Locates to Kachemak Electric Co. Inc. The project was released for bidding and one bid was received. Bid received is as follows:

<u>Contractor</u>	<u>Total Bid Price</u>
Kachemak Electric Co. Inc.	\$110,410

Kachemak Electric Co. Inc. was the low bidder for the project with a total cost of \$110,410 for the estimated services. A purchase order for \$65,000 as budgeted for FY27 will be provided for repairs and locates, subject to approval of the budget and additional funds not to exceed \$30,000 may be used for this contract. Capital funding for street light improvements is available in the Municipal Roadway Improvement Capital Fund.

This contract will perform regular repairs of street lights in the City, provide electrical locates for the City as requested and perform major repairs and maintenance of the street lights as requested.

Award of this agreement is in the best interest of the City. Council’s approval is respectfully requested.



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2026-44**

A RESOLUTION AUTHORIZING A CONTRACT AWARD FOR THE 2026 ALIAK STORM WATER AND PAVING REPAIR CONSTRUCTION.

WHEREAS, an Invitation to Bid was released on April 21, 2026 with bids due on May 21, 2026 for the 2026 Aliak Storm Water & Paving Repair Construction project; and,

WHEREAS, three bids were received

<u>Contractor</u>	<u>Cost</u>
Caliber Construction Alaska LLC	\$497,362.50
BMGC, Inc.	\$584,875.60
Foster Construction	\$712,085.00; and,

WHEREAS, Caliber Construction Alaska LLC was the lowest bidder with a total cost of \$497,362.50 for the project; and,

WHEREAS, the bids were determined to be responsive and responsible; and,

WHEREAS, this project is funded through the FY26 capital budget in the amount of \$600,000; and,

WHEREAS, this contract will remove the failing storm drain on Aliak Street and repave the road; and,

WHEREAS, it is in the best interest of the City to award the contract to Caliber Construction Alaska LLC.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** That the City Manager is authorized to execute a contract with Caliber Construction Alaska LLC in the amount of \$497,362.50 for the 2026 Aliak Storm Water & Paving Repair Construction project.

**Section 2.** That this Resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance:     *DS*



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members  
**THROUGH:** Terry Eubank, City Manager  
**FROM:** Lee Frey, Public Works Director  
**DATE:** May 22, 2026  
**SUBJECT:** **Resolution No. 2026-44** - Authorizing a Contract Award for the 2026 Aliak Storm Water and Paving Repair Construction.

---

This memo requests Council's approval to award a contract for the construction of the Aliak Storm Water & Paving Repair Construction project to Caliber Construction Alaska LLC. The project was released for bidding and three bids were received. Bids received are as follows:

<u>Contractor</u>	<u>Cost</u>
Caliber Construction Alaska LLC	\$497,362.50
BMGC, Inc.	\$584,875.60
Foster Construction	\$712,085.00

Caliber Construction Alaska LLC was the lowest bid for the project with a cost of \$497,362.50 for the project. The project consists of removing the failing storm water infrastructure, repaving the roadway and installing new drainage galleries within roadside ditching to manage storm water.

This project is funded through the FY26 capital budget in the amount of \$600,000.

Award of this agreement is in the best interest of the City. Council's approval is respectfully requested.

Sponsored by: Administration



**CITY OF KENAI  
RESOLUTION NO. 2026-45**

A RESOLUTION AUTHORIZING A CONTRACT AWARD FOR THE 2026 STREET CRACK SEALING CONTRACT.

WHEREAS, an Invitation to Bid was released on May 4, 2026 with bids due on May 21, 2026 for the 2026 Street Crack Sealing project; and,

WHEREAS, two bids were received

<u>Contractor</u>	<u>Cost</u>
Alaska Sure Seal	\$261,421.00
Nodak Electric & Construction Inc.	\$266,019.40; and,

WHEREAS, Alaska Sure Seal was the lowest bidder with a total cost of \$261,421 for the project; and,

WHEREAS, the bids were determined to be responsive and responsible; and,

WHEREAS, this contract will crack seal and mastic paved roads in the City of Kenai as directed by Public Works and paid per actual quantities used; and,

WHEREAS, \$50,000 is currently available for this project and an additional \$125,000 is subject to approval of the FY27 budget reducing the scope to \$175,000 worth of work; and,

WHEREAS, it is in the best interest of the City to award the contract to Alaska Sure Seal.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** That the City Manager is authorized to execute a contract with Alaska Sure Seal in the amount of \$175,000 for the 2026 Street Crack Sealing subject to FY27 budget approval.

**Section 2.** That this Resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance:     *DS*



# KENAI

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

## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Lee Frey, Public Works Director

**DATE:** May 22, 2026

**SUBJECT:** **Resolution No. 2026-45** - Authorizing a Contract Award for the 2026 Street Crack Sealing Contract.

This memo requests Council's approval to award a contract for the Street Crack Sealing to Alaska Sure Seal. The project was released for bidding and two bids were received. Bids received are as follows:

<u>Contractor</u>	<u>Cost</u>
Alaska Sure Seal	\$261,421.00
Nodak Electric & Construction Inc.	\$266,019.40

Alaska Sure Seal was the lowest bid for the project with a cost of \$261,421 for the project. The project consists of applying crack seal and mastic on paved roads in the City per the direction of Public Works. Work will be paid per actual quantities. \$50,000 is currently available for this work and an additional \$125,000 is subject to approval of the FY27 budget allowing the City to complete \$175,000 worth of work.

Award of this agreement is in the best interest of the City. Council's approval is respectfully requested.

Sponsored by: Administration



**CITY OF KENAI  
RESOLUTION NO. 2026-46**

A RESOLUTION ACCEPTING AND ADOPTING THE KENAI PARKS AND RECREATION MASTER PLAN.

---

WHEREAS, in 2025, the City of Kenai hired Corvus Design to assist the City in develop its first Parks and Recreation Master Plan; and,

WHEREAS, the City and Corvus Design gathered public input through workshops, meetings, and surveys during the development of the plan; and,

WHEREAS, the Kenai Parks and Recreation Commission reviewed the draft Parks and Recreation Master Plan on April 2, 2026; and,

WHEREAS, on May 7, 2026, the Parks and Recreation Commission recommended approval of the Parks and Recreation Master Plan by the Kenai City Council, and

WHEREAS, the Kenai City Council held a public work session and reviewed the draft Parks and Recreation Master Plan on May 20, 2026; and,

WHEREAS, the Kenai City Council finds that the Parks and Recreation Master Plan provides a long-term guide for the development, maintenance, and improvement of parks, recreation facilities, and open spaces within the City of Kenai; and,

WHEREAS, adoption of the City’s first Parks & Recreation Master Plan shows prudent planning for the development of City Parks and Recreation facilities and is in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** That, The Kenai Parks and Recreation Master Plan is hereby accepted and adopted.

**Section 2.** That this Resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

---

Henry H. Knackstedt, Mayor

ATTEST:

---

Michelle M. Saner, MMC, City Clerk

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## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Tyler Best, Parks and Recreation Director

**DATE:** May 21, 2026

**SUBJECT:** **Resolution No. 2026-46** - Accepting and Adopting the Kenai Parks and Recreation Master Plan.

---

The purpose of this memo is to support acceptance and adoption of the Kenai Parks and Recreation Master Plan developed by the City of Kenai with assistance from Corvus Design. The Master Plan provides long-term guidance for future parks, recreation facilities, and open space improvements within the City of Kenai.

The planning process began in 2025 and included public involvement through a kick-off workshop, public meetings, and an online survey. A public kickoff workshop was held on April 29, 2025, at the Kenai Visitor Center, followed by an online survey that remained open through May 21, 2025.

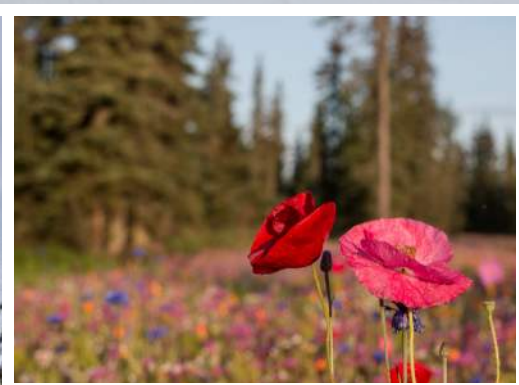
A City working group worked with Corvus Design throughout the winter of 2025 and into early 2026 to develop the draft plan, incorporating public input from the workshop, survey, and ongoing community feedback. The Parks and Recreation Commission reviewed the draft plan during a regular public meeting on April 2, 2026, and recommended approval on May 7, 2026. The City Council also reviewed the draft plan during a public work session held on May 20, 2026.

Adoption of the Master Plan establishes a planning document to help guide future project priorities, grant opportunities, budgeting, and long-term parks and recreation planning efforts. Adoption of the plan does not approve funding for any specific project identified within the document. Funding for specific projects will be requested through the City's capital funding process.



# PARKS & RECREATION MASTER PLAN

**May 7, 2026**  
**Approved: Parks and Recreation Commission**



City of Kenai

# Parks and Recreation Master Plan

**PREPARED FOR**

City of Kenai  
Parks and Recreation Department



**PREPARED BY**

Corvus Design



**ASSISTED BY**

Casey Planning and Design  
ECI



**ACKNOWLEDGMENTS**

Special thanks to:

- Terry Eubank, City Manager
- Christine Cunningham, Assistant to City Manager
- Tyler Best, Parks and Recreation Director
- Jenna Brown, Assistant Parks and Recreation Director
- Kevin Buettner, Planning Director
- Kenai Parks and Recreation Commission
- Kenai community members, parks and recreation user groups, and all that helped guide this master plan.

**DOCUMENT DATE**

May 7, 2026-Approved by Parks and Recreation Commission



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# Project Overview



# INTRODUCTION

*The City of Kenai (City), nestled in the heart of south-central Alaska on the Kenai Peninsula, is developing a Parks and Recreation Master Plan to guide the City's investment in infrastructure and recreation in support of its programming over the next twenty years.*

## BACKGROUND

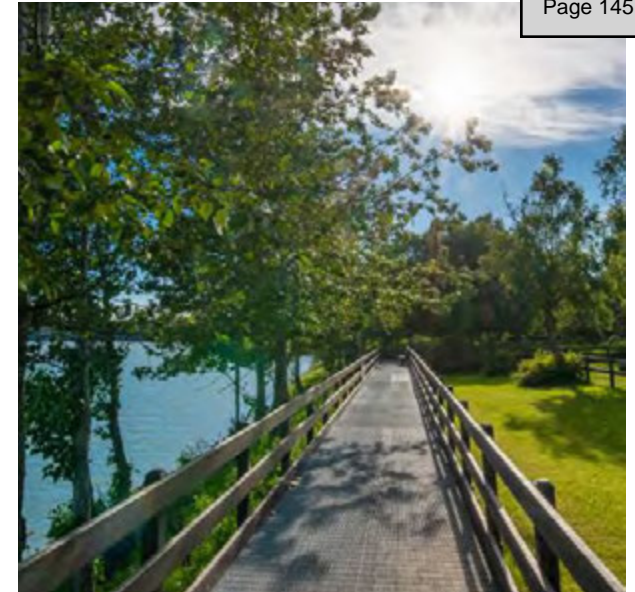
The City of Kenai Parks and Recreation (P&R) Department oversees a diverse array of parks, trails, and recreational facilities to enhance the quality of life for residents and visitors. The City maintains parks, miles of trails, and numerous open spaces and recreation facilities across the city. These range from recreation buildings, playgrounds, and sports fields to special use areas, beaches, grass strips, and wildlife-viewing areas.

The P&R Department coordinates seasonal displays, landscaping efforts, and public events, ensuring the parks remain vibrant and accessible year-round. They actively support recreation, conservation, and cultural heritage through partnerships with local organizations, volunteers, and the community.

From May to October, the P&R Department employs seasonal staff to assist with mowing, landscaping, and prepping sports fields. They transition to snow clearing, light displays, and ski trail grooming in the winter. They also manage flower displays, supported by local volunteers and vendors.

The City maintains, operates, and performs capital improvements for:

- **Two Building Facilities:** Kenai Recreation Center and Multi-Purpose Facility.
- **Fourteen Parks and Public Spaces:** Kenai Municipal Park, Millennium Square, Scenic Bluff Overlook, Beaver Creek Park, Old Town Park, Cunningham Park, 4th Avenue Park, Leif Hansen Memorial Park, Kenai Greenstrip, Kenai Community Garden, Daubenspeck Family Park, Fourth and Forest Pocket Park, Elson Family Rest Stop, and Erik Hansen Scout Park.
- **Four Playgrounds:** Located in four parks listed above, which include Municipal Park, Old Town Kenai Park, Beaver Creek Park, and Kenai Greenstrip.
- **Fourteen Developed Athletic Fields:** Kenai Little League Fields (three baseball fields and one softball field), Steve Shearer Memorial Ball Park (four adult softball fields), and Kenai Sports Complex (six regulation-sized soccer fields).
- **Two Beaches and Two Wildlife Viewing areas:** North Kenai Beach, South Kenai Beach, Tarbox Wildlife Viewing Platform, and Kenai Wildlife Viewing Platform.
- **Four Special Use Areas:** Kenai Skate Park, Eagle Disc Golf Course, Kenai Bark Park, and the Field of Flowers.
- **Maintained Grass Strips:** Blue Star Memorial, Airport Triangle, and main rights-of-way grass strips within the city.



Cunningham Park boardwalk

- **Eight Trail Corridors:** Daubenspeck Family Park Loop Trail, Bernie Huss Memorial Fitness Trail (Ryan's Creek Trail), Shqui Tsatnu Trail (Richka Creek), East End Trails, Lawton Drive Extension, Kenai Ski Trails, Meeks Trail, and Municipal Park Walking Trails.

There are other properties operated and managed by the City that include the Kenai Municipal Cemetery and Cemetery Expansion and the City Dock. The City also leases 120 acres of Land and Wildlife Conservation Fund encumbered land for a privately operated golf course. The P&R Department does not operate or perform capital improvements for the golf facilities. The City does maintain certain public-use areas on this land, such as ski trails, in the off-season. The City leases 10 acres to the Peninsula Oilers Baseball Club for Oiler Park, for which the City is not responsible for maintenance.

## SCOPE OF PROJECT

The City of Kenai is developing a comprehensive 20-Year Parks and Recreation Master Plan. This plan will serve as a guiding document for decision-makers in planning, maintaining, developing, and rehabilitating the City’s parks, open spaces, and recreation facilities.

The Parks and Recreation Master Plan will be informed by a thorough review of existing infrastructure and operations, extensive community and stakeholder engagement, and an analysis of best practices and financial considerations. The operational aspects of the Personal Use Fishery (Dip Net Fishery) are not included in the scope of the Parks and Recreation Master Plan; however, supporting infrastructure will be reviewed, including parking, access points, and restrooms, and how these facilities may intersect with future park development.

The project will prioritize resident desires and needs to ensure the development and maintenance of high-quality, diverse recreational spaces, including parks, multi-use areas, facilities, and trails, within the constraints of the City’s annual budget and Capital Improvement Plan, while also exploring potential funding strategies, including grants or bond funding.

The Draft Final Kenai Trails Plan, dated November 2011, was not formally adopted by the city. Trails may be referenced in this plan, but recommendations are not made. It is anticipated that a substantial update or a new trails plan is needed.

## PROJECT OBJECTIVES

The Parks and Recreation Master Plan will:

- **Chart a 20-year course** for managing and developing Kenai’s recreation, parks, and facilities through short, medium, and long-term plans.
- **Prioritize and recommend actions** to improve existing and create new park and recreation facilities.
- **Strategically sequence improvements** to maximize the benefits of parks, recreation areas, trails, and natural open spaces.
- **Use National Recreation and Park Association (NRPA) metrics** to determine expected facility level of service standards while validating at the local level.
- **Actively involve the community** through surveys, meetings, and focus groups to ensure broad representation and gauge funding support.
- **Determine staffing levels** required to effectively maintain parks in accordance with the Parks and Recreation Master Plan’s recommendations.
- **Build on existing knowledge** by using the current park inventory and the previous open space plan.
- **Establish clear and measurable goals** to ensure the Parks and Recreation Master Plan’s objectives are achievable and trackable.



Public meeting receiving input on park needs



*Kenai River with the City of Kenai and Cook Inlet in the background*

# CITY RECREATION ASSETS

The City’s recreation assets offer a diverse system of facilities and natural areas to support a wide range of indoor and outdoor activities year-round. The City offers year-round recreation assets that include a comprehensive system of developed facilities, such as indoor centers, sporting infrastructure, trails, and natural open areas, like parks and water-access points, prioritized for diverse public use and environmental stewardship.

## Facilities

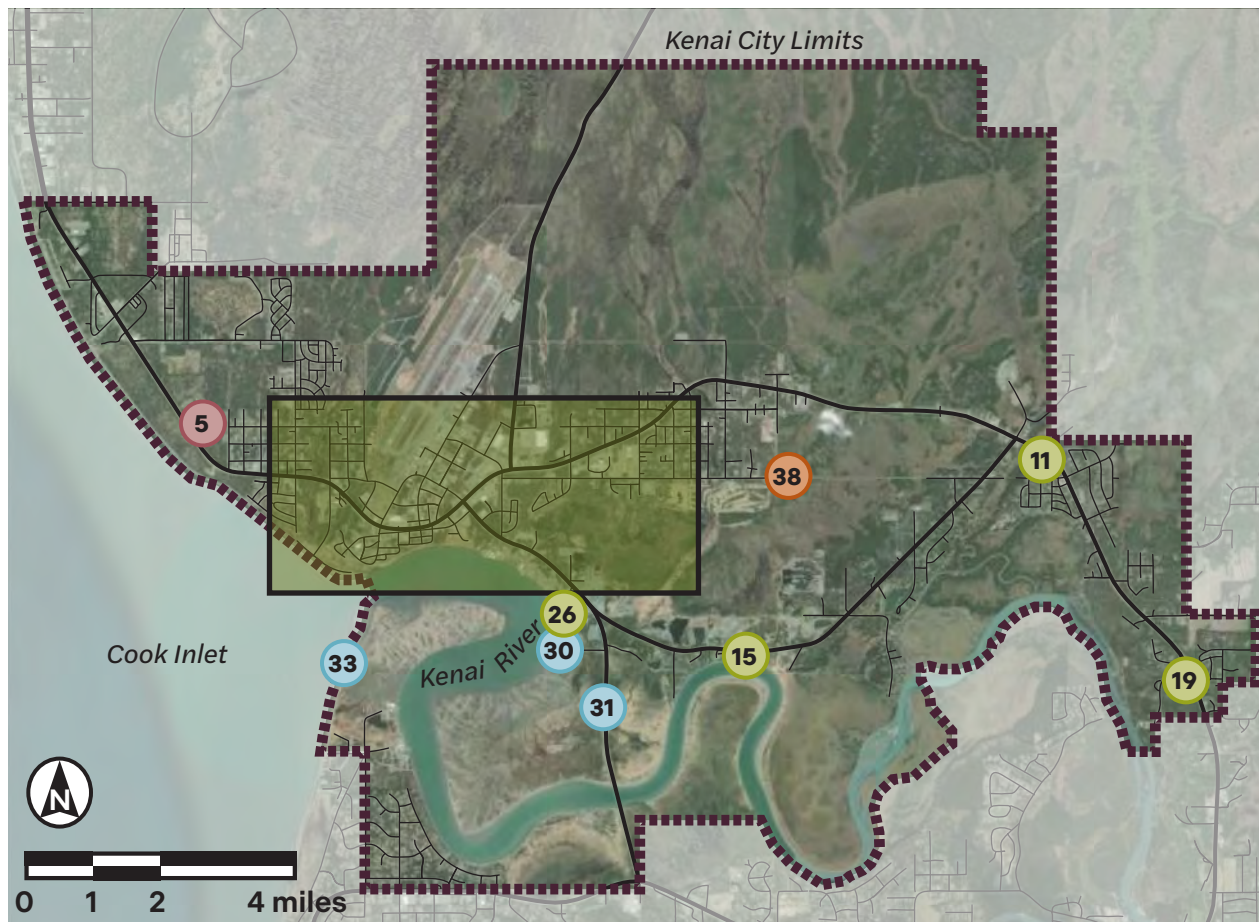
- 1 Kenai Recreation Center
- 2 Multi-Purpose Facility (Ice Rink)

## Sportsfields

- 3 Kenai Little League Field
- 4 Steve Shearer Memorial Ball Park
- 5 Kenai Sports Complex

## Parks and Special Use

- 6 Municipal Park
- 7 Leif Hansen Memorial Park
- 8 Erik Hansen Scout Park
- 9 Kenai Historic Cabin Park
- 10 Old Town Park
- 11 Beaver Creek Park
- 12 Daubenspeck Family Park
- 13 Kenai Bark Park
- 14 4th Avenue Park
- 15 Cunningham Park
- 16 Kenai Greenstrip
- 17 Kenai Community Gardens
- 18 Kenai Skate Park
- 19 Elson Family Rest Stop
- 20 Fourth & Forest Pocket Park
- 21 Field of Flowers
- 22 Eagle Disc Golf Course
- 23 Coral Seymour Memorial Ballpark (Oiler Park)
- 24 Kenai Municipal Golf Course
- 25 Kenai Municipal Cemetery & Cemetery Expansion
- 26 Kenai City Dock



Map of Kenai and its park and recreation facilities



Enlargement of Downtown Kenai

**Open Land or Natural Space**

- 27 Millennium Square
- 28 Scenic Bluff Overlook
- 29 Blue Star Memorial
- 30 Tarbox Wildlife Viewing Platform
- 31 Kenai Wildlife Viewing Platform
- 32 Kenai North Beach
- 33 Kenai South Beach

**Trails**

- 34 Daubenspeck Family Park Loop Trail
- 35 Bernie Huss Memorial Fitness Trail
- 36 Shqui Tsatnu Trail
- 37 East End Trails
- 38 Lawton Drive Extension
- 39 Kenai Ski Trails
- 40 Meeks Trail
- 41 Municipal Park Walking Trails

In addition to the assets listed, the P&R Department manages or maintains many other areas in Kenai that are not included in the recommendations for this plan beyond understanding maintenance and operations:

- Flower boxes, beds, circle planters, and light pole decorations
- Grounds at the Kenai Visitor and Cultural Center, Challenger Center of Alaska, City Dock, and other City-owned facilities.
- Street and highway rights-of-way (Willow Street, Main Street Loop, Airport Way, Granite Point, Barnacle Way, and Kenai Spur frontage from Walker Lane to Kenai Sports Complex).

# SUMMARY OF RECOMMENDATIONS

This overview highlights top policies and recommendations shaped by facility assessments, public input, best practices, and leadership insights. These guide future planning and help prioritize improvements to the City’s parks and recreation assets. A complete list of priorities is in the Implementation section of this master plan and for each listed park and recreation asset.

## GENERAL POLICIES

**Overview:** The master plan policies streamlines public land management and operations, reduces maintenance costs, enhances user experience, and builds community partnerships.

- **Accessibility:** Ensure all facilities meet national accessibility standards. Upgrade playground safety surfaces to fully accessible and lower maintenance tiles, and replace high-traffic pedestrian use areas that are turf grass with durable, accessible, low-maintenance paved materials. Ensure all other areas are accessible.
- **Facility Consolidation:** Centralize shared-use sports fields and major gathering spaces to reduce duplicated amenities and lighten staff workload. Consolidation improves user experience and cuts maintenance and operations costs.
- **Operations and Expectations:** Maintain facilities to meet or exceed City and user expectations for safety, cleanliness, and quality. Ensure new parks meet these standards from the start.

- **Design Standards:** Use uniform signage, durable structures, and standardized furnishings to boost safety, reduce maintenance, and create a cohesive look.
- **Inspections:** Regularly inspect all playgrounds and recreation facilities, and standardize documentation for inspections and repairs
- **Shared Infrastructure:** Collaborate with schools, agencies, and local groups to support shared use, funding, and maintenance of recreation facilities used by the community.
- **Funding:** Support adequate parks and recreation funding through local sources and outside opportunities including grants and partnerships to maintaining safe, high-quality public assets and staffing.
- **Adaptive Management:** Prioritize recreation investments through adaptive management by aligning real-time community needs with diverse funding strategies and realistic staffing capacity. This approach ensures project timelines remain flexible and sustainable, allowing the City to respond effectively to shifting public priorities.

## LAND MANAGEMENT

**Overview:** Optimize public spaces by adjusting boundaries, zoning, and land assets strategically.

- **Parks District Zoning:** Establish a “Parks District” and rezone facilities for compliance with Kenai’s updated land use code.
- **Strategic Disposals:** Evaluate disposing of underutilized park properties (e.g., 4th Avenue Park and Millennium Square) and reinvest proceeds appropriately.
- **Parcel Consolidation:** Merge subdivided underlying lots (such as the Kenai Recreation Center) to simplify future site development.
- **New Neighborhoods:** Evaluate the need and demand for parks in newer residential neighborhoods. Secure public parkland where identified as a need.

## FACILITY IMPROVEMENTS

**Overview:** Invest in facility upgrades that boost recreation opportunities, safety, and efficiency while replacing aging features.

- **General:** Replace or upgrade equipment, furnishings, and features that are outdated, nearing end of life cycle, or unsafe.

**Priority improvements:** These improvements represent those identified as higher priority projects over the next ten years.

- Old Town Park and Municipal Park playground replacements.
- Multi-Purpose Facility interior upgrades, refrigeration system replacement, and roof replacement.
- Recreation Center interior upgrades and remodel.
- Parks and Recreation Shop relocation.
- Phased park improvements at Cunningham Park, Eagle Disc Golf Course, Leif Hansen Park, Scenic Bluff Overlook, Municipal Park, Kenai Wildlife Platform, Tarbox Viewing Platform, and the Bark Park.
- Interpretive sign replacement at various parks.

## RECREATION PLANNING

**Overview:** Use adaptive management and public input to guide short and long-term improvements and consolidation of recreation facilities.

- **Site-Specific Studies:** Conduct public master planning for major consolidated facilities like the expanded Kenai Sports Complex as an all-fields sports and athletics facility, and the Kenai Greenstrip and Steve Shearer Memorial Ball Park as an expanded community event space.
- **Multi-Purpose Facility:** Assess the feasibility of enclosing the ice rink and using it for summer activities.
- **Turf Reduction Plan:** Identify high-maintenance turf areas with low use and develop strategies to reduce maintenance, including possible disposal.
- **Trails Master Plan:** Create a comprehensive plan for a connected, city-wide trail network that is aligned with this master plan and community priorities.
- **Five-Year Audits:** Reassess and adjust the master plan priorities every five years to stay aligned with community needs.

## NEW FACILITIES

**Overview:** Recommended new parks and recreation facilities or existing assets with a significant shift in use, including those that might be guided by the recreation planning efforts identified previously:

- **Pickleball Courts:** New outdoor facilities at a location to be determined
- **Kenai Sports Complex:** Expand into the city's primary competitive sports facility by adding relocated and improved baseball and softball fields, and centralized support amenities to the existing rectangular sports fields.
- **Kenai Greenstrip and Steve Shearer Memorial Ball Park:** Merge spaces after fields relocation to create an expanded and improved downtown community event and festival venue.
- **Little League Fields and Municipal Park:** Convert vacated ballfields into a seasonal campground and parking, with a linked trail network.
- **New Neighborhood or Pocket Parks:** New parks within newer residential neighborhoods, as deemed a priority by the community and City.

New funding, partnerships, or changing needs may shift these priorities or make some improvements more timely or cost-effective.



# Park Metrics



# BENCHMARKS

## NRPA REPORTING

The National Recreation and Park Association (NRPA) is a not-for-profit organization that invests in and champions parks and recreation across the United States. Their mission is “to advance parks, recreation and environmental conservation efforts that enhance the quality of life for all people.” Through these efforts, the NRPA has developed a **2025 NRPA Agency Performance Review** from the **NRPA Park Metrics** database to provide those working in the parks and recreation industry a benchmark for facilities and programming within a community.

Level of Service (LOS) is a national standard of park types based on park size and the number of park facilities a community should offer its residents, depending on the population. The **2025 NRPA Agency Performance Review**, summarizes the national average findings for a typical parks and recreation department, and is highlighted in the infographic to the right. Note that smaller communities will yield different findings, and these represent national averages.

## LEVEL OF SERVICE ASSESSMENT

The LOS assessment will use the City’s population of 7,614 to determine the LOS for various recreation facilities offered by the City of Kenai. The population is based on data from the Kenai Peninsula Economic Development District. An inventory of recreation assets will not be conducted for communities adjacent to Kenai; as a result, the populations of these communities will not be included in this assessment.



2025 NRPA Agency Performance Review Key Findings, (<https://www.nrpa.org/siteassets/research/2024-agency-performance-review.pdf>)

# KENAI RECREATION ASSETS

## PARKS AND OPEN SPACE

The City manages 15 developed parks, 14 athletic fields, four special-use areas, and two beaches, totalling approximately 364 acres. Additionally, the City manages two wildlife viewing areas, two recreation buildings, and numerous maintained grass strips and undeveloped public sites.

According to median numbers found in the **NRPA Park Metrics** for communities with populations of less than 20,000 and using the City’s population of 7,614, the following metrics are met:

**Metric: One park per 1,001 residents or 7.6 parks.**

- The City offers 31 parks and special-use areas or facilities, or one park per 246 residents.

**Metric: 12.9 acres of parkland per 1,000 residents.**

- The City offers approximately 47.9 acres of parkland per 1,000 residents.

At present, Kenai exceeds the national median for parks and acres of parkland; however, they are also used by surrounding communities. Additionally, Goal 6 in the 2016 City of Kenai Comprehensive Plan calls out, “Ensure that Kenai has excellent parks and recreational facilities and opportunities.” This indicates that providing recreation facilities is a priority, as reflected in the number of facilities.

OUTDOOR PARK AND RECREATION FACILITIES			
Facility Type	Recommended Facilities per Population	Number in Kenai	Status
Playground (ages 5-12)	1 per 2,345	5	Met
Tot lots (ages 2-5)	1 per 5,000	2	Met
Playgrounds with inclusive structures	1 per 5,165	2	Met
Basketball Court*	1 per 4,479	4	Met
Diamond Fields	1 per 1,958	8	Met
Rectangular Fields	1 per 2,578	4	Met
Tennis Courts*	1 per 3,500	4~	Met
Dog Park	1 per 10,188	1	Met
Community Garden Plots	1 per 8,800	1	Met
Swimming Pool	1 per 9,745	2~	Met
Skate Park	1 per 10,776	1	Met
Pickleball Courts*	1 per 3,483	0	<b>Deficit</b>
Volleyball Courts*	1 per 7,057	1	Met
Fitness Zones+	1 per 8,274	0	Met
Multiuse Courts^	1 per 3,900	N/A	N/A
Splash Pads+	1 per 13,391	N/A	N/A
Multiuse Racquet Courts^	1 per 4,659	N/A	N/A
Walking/Running Tracks+	1 per 6,129	1~	Met
Disc golf courses	1 per 9,402	2	Met
18-hole golf courses	1 per 11,904	1	Met
Synthetic Fields+	1 per 11,028	1~	Met
Ice Rink	1 per 8,338	1	Met
Water Parks	1 per 17,125	N/A	N/A
Racquetball/Handball/Squash Courts	1 per 14,000	N/A	N/A

\*Dedicated to a single sport (not multiuse). +Fitness zones/exercise stations; splash pads/spray grounds/spray showers; walking/running tracks/loops; synthetic rectangular fields. ^Multiuse courts: basketball, volleyball, etc.; Multiuse racquet courts: tennis, pickleball, etc. (excluding racquetball/handball/squash courts). ~ Public facilities managed by agencies other than the City.

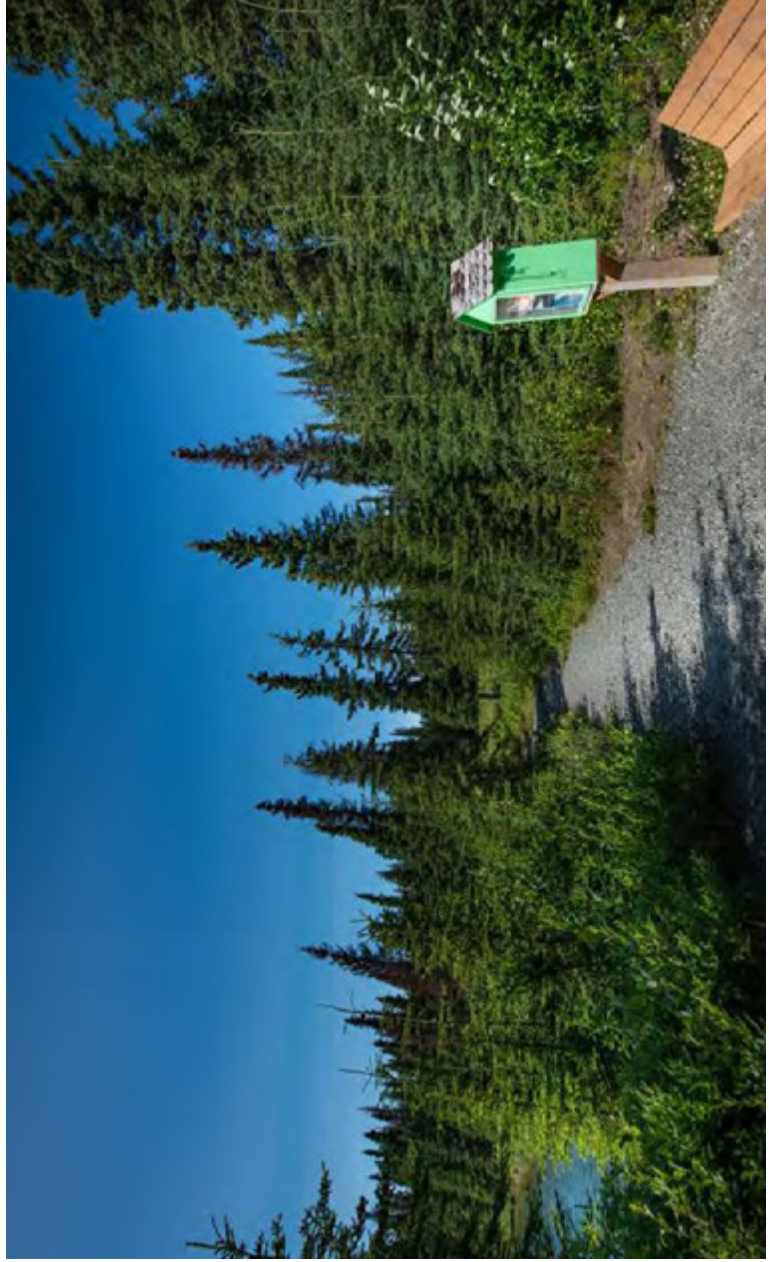
## CITY PARK FACILITIES

The City provides the traditional role of operating parks and related facilities, and providing recreation programming and services. Typical park and recreation agencies serving populations of less than 20,000 often operate three buildings. The City operates two buildings: the Kenai Recreation Center and the Multi-Purpose Facility.

According to the NRPA, three in five agencies have recreation centers and community centers. Other common indoor facilities include senior centers, performance amphitheaters, and nature centers. Similar facilities operate in or near Kenai and are operated by other agencies.



Meeks Trail



Daubenspeck Family Park

The table on the previous page summarizes the **2025 NRPA Agency Performance Review** for communities with populations of less than 20,000. Keeping in mind that these are national standards, and that some of these facilities would not be expected in an Alaskan community, such as splash pads and water parks. Other facilities typically found outdoors are often found indoors in recreation buildings or schools to allow year-round use, including racquet courts, volleyball courts, multi-use courts, and other sports courts. These are indicated as N/A in the table.

Like many small Alaska communities, the City is not the only agency providing outdoor (and indoor) park and recreation facilities. The Kenai Peninsula Borough School District also provides park and recreation facilities that serve Kenai and the larger region. School District facilities are primarily for student use, but in the off-hours, many can be used by the community and accommodate community use in their scheduling. These major recreation facilities, managed by others, include swimming pools, synthetic fields, tennis courts, and rectangular fields. Facilities managed by agencies other than the City are indicated in the table with (~).

When including school facilities, the table to the left indicates that the City of Kenai is meeting many of the parks and facilities guidelines for a community of its size, with a deficiency of pickleball courts. New courts could be developed in partnership with the School District at existing tennis courts.

# EVENTS AND PROGRAMMING

The P&R Department hosts programs year-round and partners with local organizations and volunteers to provide a broader range of recreational opportunities. The City supports community-led efforts by offering space, equipment, logistical assistance, or event coordination. This collaborative approach provides greater opportunities to use public park and recreation facilities.

## EVENTS

### Events Operated by the City

The City of Kenai independently hosts seven events each year in Kenai including the Easter Egg Hunt, Family Free Skate, Kite Festival, Fall Pumpkin Festival, Skate with Santa, Kenai Planting Days, and the Community Clean-Up.

### Events Supported by the City

The P&R Department supports the following events through logistical support or by providing supplies, staffing, promoting, or site maintenance. These events include the 4th of July Parade & Festival, Dipnet Fest, Kenai Firecracker Softball Tournament, Industry Days, Kenai Airfair, Kenai Animal Fair, Solstice Ski & Relay for Life, Solstice Run, Kenai River Marathon, Silver Salmon Derby, Elk Hoop Shoot, and the Memorial Day with American Legion Post 20.

## PROGRAMS

### Programs Operated by the City

The P&R Department operates the Kenai City League Basketball program, a self-officiated adult basketball league with 6-8 teams per season. Games are managed by the players themselves, with referees and scorekeepers present only during the championship game.

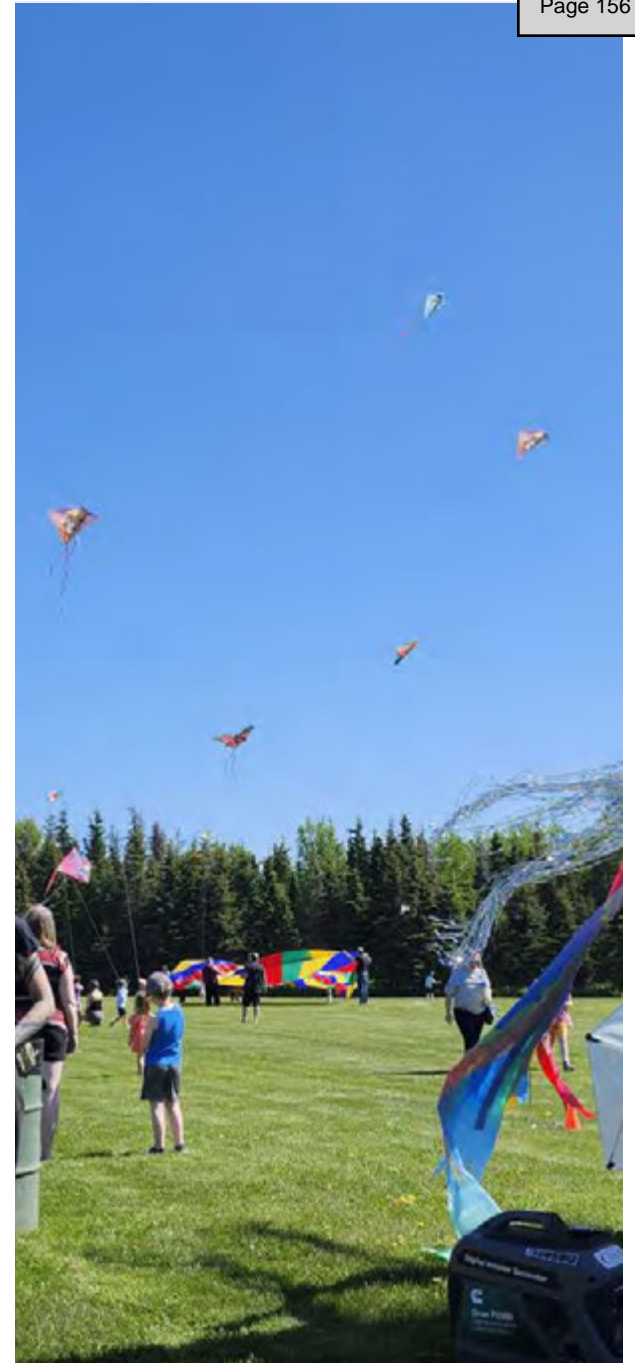
The P&R Department also operates the Community Garden Program, which allows residents to rent garden beds for personal gardening.

### Shared Programs Hosted by the City

There are three programs that are hosted by the P&R Department: Indoor Youth Rugby Skills Clinic, Valentine’s Wallyball Tourney, and the Weekly Circuits with Kenai Fitness Collective.

### Open Programming at the Kenai Recreation Center

These drop-in programs are unsupervised, with basic equipment and posted rules provided. All skill levels are welcome; participants are expected to rotate fairly and uphold sportsmanship. These programs include Play & Move Toddler Time, Lap Walking, Open Pickleball, Open Volleyball, Open Basketball, Open Rugby, and Open Dodgeball.



Kenai Kite Festival

# STAFFING

According to the **2025 NRPA Agency Performance Review**, park and recreation agencies serving jurisdictions of fewer than 20,000 residents have a median of 13.8 full-time equivalent (FTE) on staff, or 6.0 FTEs in lower quartile jurisdictions. When looking at these numbers, it is important to note that the ratio of FTEs to residents for populations of less than 20,000 is approximately 13.7 FTEs per 10,000 residents, or 7.0 FTEs per 10,000 residents in lower quartile jurisdictions. As of 2023, the City's population was 7,614, indicating the P&R Department should have 10.4 FTEs on staff to meet the national median.

Currently, the P&R Department employs 10.79 FTEs. Although this exceeds the national standard based on population, they also manage 47.9 acres of parkland per 1,000 residents, which is more than triple the national median acreage for a community of comparable size (see page 12), supporting Kenai's staffing levels above the national standard.

Full-time staff support programming, facilities, and other services to help ensure safe, inclusive places are accessible to all community members. In Kenai, these efforts are augmented by the use of part-time and seasonal staff, which expands capacity during peak demand and supports year-round operations.

The P&R Department has the following staff numbers as of 2025:

- Five FTE on staff:
  - Director (1): Oversees the P&R Department.
  - Assistant Director (1): Directly oversees the Kenai Recreation Center and the personal use fishery.
  - P&R Maintenance Technician (2): Responsible for maintenance and landscaping duties across the department's facilities and parks.
  - Laborer (1): Supports maintenance operations.
- Six part-time staff members for the Kenai Recreation Center:
  - Part-Time Recreation Center Workers (6): Operate the Kenai Recreation Center's front desk, handle transactions, and manage facility cleaning. These staff are supervised by the Assistant Director.
- Ten seasonal staff from May to October:
  - Seasonal Maintenance Workers (10): Hired to manage increased workload during the summer months, including landscaping, mowing, trail maintenance, and other seasonal tasks.



Wallyball at the Recreation Center

# FINANCIAL SNAPSHOT

## OPERATING EXPENDITURES

Operating expenditures include personnel services and operating expenses (e.g., program expenses, utilities, maintenance, transportation), capital expenses not in the Capital Improvement Plan (CIP), and other expenses. The Fiscal Year (FY) 2026 budget for the P&R Department is \$486,032 for operations and \$824,763 for personnel, for a total of \$1,310,795, with an additional \$120,000 for capital improvement projects.

Expenditures over \$35,000 are included in the City’s CIP, which Public Works prepares. A capital improvement project is generally a one-time expenditure exceeding \$35,000, with a useful life of more than one year, or a major project tied to long-range planning or development. The smaller projects under \$35,000 are submitted in February to the budget that is finalized in June.

The *NRPA 2025 Agency Performance Review* benchmarks the median annual operating budget for communities with fewer than 20,000 residents at \$1,452,000. The lower quartile benchmark for this same population range is \$665,000.

If reviewing operating expenditures per acre of park and non-park sites, the median operating expenditures for a community of less than 20,000 is \$9,512 per acre. The lower quartile budget is \$3,446 per acre for that same population range. The P&R Department operating expenditures are \$3,601 per acre based on the City’s approximately 364 acres of developed parkland. Although this total is below the national median of \$9,512 per acre, Kenai’s acreage is more than triple the national average of developed parkland (see page 12), and must be considered when applying this standard.

## CAPITAL IMPROVEMENTS PLANNING

Annually, the City develops the five-year CIP in coordination with input from all City departments, the administration, advisory commissions, and the City Council, for long-range capital improvement planning and budgeting. The CIP is reviewed with all City departments, the administration, and advisory commissions, beginning in September and then brought forward to City Council for final approval. The annual budget, which captures smaller projects not included in the CIP, is finalized in June.

The City’s CIP for FY 2026-2030 budget is \$6,370,000 for parks and recreation projects. Of this, City funding will cover \$2,290,000 (35.95%), with the P&R Department needing to secure outside funding to cover the remaining \$4,080,000.

The *NRPA 2025 Agency Performance Review* benchmarks the five-year capital budget spending for communities of less than 20,000 at \$2,212,000 (median) or \$808,000 (lower quartile).



Municipal Park playground

## FUNDING

Park and recreation agencies gain funding through a variety of sources. For the average agency, 63% of available funds come from general fund tax support/appropriations, 20% from earned revenue, 8% from special taxes or voter-approved levies, and 9% from other sources. In comparison, the P&R Department receives 83.7% general fund tax support/appropriations and 16.3% from earned revenue, with 0% from special taxes or voter-approved levies.

According to the **2025 NRPA Agency Performance Review**, park and recreation agencies serving populations of less than 20,000 people recover 31.1% (median) or 16.3% (lower quartile) of their annual operating expenditures from non-tax revenue. Based on the FY2024 expenses summary, 16.62% of the P&R Department expenses (\$1,192,131) were covered by revenue (\$198,110) that was generated by fees from the Kenai Recreation Center sales (\$60,014), the Multi-Purpose Facility use (\$137,816), and park rentals (\$280). Based on the NRPA benchmarks, the City meets the lower quartile targets for non-tax revenue generation.

## DEFERRED MAINTENANCE

All park and recreation agencies expect to have some deferred maintenance projects. This can be due to a lack of funding, time, resources, and/or available staff. For a community of less than 20,000, the median estimated cost for deferred maintenance projects is \$125,000. The P&R Department does not currently have a deferred maintenance list.



*Leif Hansen Memorial Park with its flower lined pathway*

# PARK & RECREATION FACILITY CLASSIFICATIONS

## CLASSIFICATIONS

The NRPA park classifications and radius of service (ROS) provide a flexible framework and valuable resources for communities to develop tailored park categories and service levels. Recognizing that each community is unique, these NRPA guidelines are typically adapted based on geographical, cultural, and socioeconomic factors to create a park system that best serves its residents.

Therefore, for a community like Kenai, developing effective park classifications and service levels requires a thorough assessment of its demographics, environmental conditions, existing park inventory, and the specific needs and desires of its residents. Considering Kenai’s vast natural landscapes, smaller population centers, and strong focus on outdoor recreation is critical to planning,

managing, and advocating for a park system that truly meets the diverse needs and reflects the unique identity of the Kenai community.

For each park classification, the following pages include a general description of the classification, a typical size range, ROS, and list of parks and facilities that fall within that classification. Park sizes are guidelines for park planning purposes. Many Kenai parks include large tracts of undeveloped parkland that exceed the size guidelines. The list of amenities is not meant to be prescriptive or exhaustive. The appropriate amenities for any individual park or recreation facility should be determined through a regular master planning process that involves the community it is meant to serve. All parks and facilities should be designed to serve multiple age segments and a diversity of users.



**REGIONAL PARK**



**COMMUNITY PARK**



**NEIGHBORHOOD PARK**



**POCKET PARK**



**SPECIAL USE PARK OR FACILITY**



**OPEN LAND OR NATURAL SPACE**



*Municipal Park playground*

## REGIONAL PARK

Regional parks serve a broader region and provide diverse recreational experiences. They may include significant natural resource areas, large-scale facilities, and amenities such as hiking trails, boat launches, fishing access points, campgrounds, wildlife viewing areas, nature centers, and interpretive signage. A regional park may have sports field complexes and indoor recreation facilities (aquatic centers or gymnasiums), and have supporting facilities including covered picnic areas, playgrounds, multi-family day-use facilities, and can include educational experiences.

Currently, the City does not have a true regional park, as most existing parks serve more localized or neighborhood needs. However, with strategic investments in amenities, expanded facilities, and thoughtful development, several of Kenai’s parks have the potential to evolve into regional destinations. Enhancements such as larger recreational fields, trail connections, picnic and gathering areas, and unique attractions could broaden their appeal and serve a wider portion of the community, positioning them as significant recreational hubs for the region.



Kenai Little League Field

## COMMUNITY PARK

Community parks serve several adjoining neighborhoods, attracting residents from a relatively large area. They are larger and more diverse than a neighborhood park and meet community-based recreation, athletic, and open space needs.

A community park can often include amenities found in neighborhood parks, as well as facilities for more organized activities like athletic fields, swimming pools, ice rinks, and community centers. Amenities within a community park can include park shelters or pavilions that could be rented for events, larger playgrounds, walking paths or access to trails, and picnic areas. Accessible parking should be provided, as well as indoor accessible bathrooms and site lighting.

In Kenai, community parks are larger parks that serve the whole city. They include sports fields, courts, large playgrounds, and open spaces for events and gatherings. While they may not have all the land or amenities of a regional park, they still offer plenty of space, multiple uses, and serve a large portion of the community.

### Radius of Service

Up to 6.0 miles.

### Kenai Community Parks

- Kenai Sports Complex (18.94 acres)
- Steve Shearer Memorial Ball Park (14.48 acres)
- Kenai Little League Field (12.78 acres)
- Kenai Greenstrip (5.56 acres)
- Municipal Park (34.56 acres)
- Daubenspeck Family Park (7.09 acres)



Kenai Sports Complex



Steve Shearer Memorial Ball Park



Municipal Park

## NEIGHBORHOOD PARK

Neighborhood parks serve the needs of residents within walking distance of their homes and are intended to serve as a neighborhood’s recreational and social focus. They should strike a balance between passive and active recreational opportunities. Larger-sized parks tend to have a mix of developed parcels with areas for natural open space.

A neighborhood park can be developed for field or court games with open play fields, basketball courts, or other sports courts. They can also have smaller playgrounds, picnic areas, and small park shelters. They often have limited facilities and either minimal parking or on-street parking.

In Kenai, neighborhood parks serve a broader area than mini-parks and a smaller area than community parks, providing multiple uses such as playgrounds, courts, small sports fields, and multiple recreation components. They are designed to be accessible to most residents in the neighborhood, often within a short drive or walking distance, and support daily recreation for families and community members.

### Radius of Service

Up to 1.0 mile.

### Kenai Neighborhood Parks

- Old Town Park (1.11 acres)
- Beaver Creek Park (5.23 acres)
- 4th Avenue Park (3.75 acres)

## POCKET PARK

Pocket parks provide spaces for residents to enjoy a few minutes outside and are great ways to enhance access to walkable recreational amenities, particularly on sites not suitable for other uses, such as small, irregular plots of land.

Pocket parks cater to concentrated populations and are often a part of urban regeneration efforts. They can include seating elements, public art or monuments, playgrounds, picnic areas, community gardens, or court games such as bocce or ping pong. They are often located in areas that do not require parking and are accessed by foot or bicycle.

In Kenai, several parks function as pocket parks, providing small-scale recreational spaces that serve nearby neighborhoods. These parks are typically under 5 acres and offer amenities such as playgrounds, picnic areas, and open green spaces, making them ideal for short visits and informal recreation.

### Radius of Service

Up to 0.5 miles

### Kenai Pocket Parks

- Erik Hansen Scout Park (0.64 acres)
- Elson Family Rest Stop (0.72 acres)
- Fourth & Forest Pocket Park (0.21 acres)



Beaver Creek Park



Erik Hansen Scout Park

## SPECIAL USE PARK OR FACILITY

Special use parks or facilities are unique outdoor or indoor spaces developed to serve a primary purpose that typically serve the entire community. While they provide general recreation, they don't always fit neatly into other park classifications. These facilities often focus on specific activities or interests, such as sports, dog parks, or unique outdoor experiences, while still remaining open to the broader public.

### Radius of Service

Varies depending on specific use

### Kenai Special Use Park or Facility

- Eagle Disc Golf Course (10.93 acres)
- Kenai Bark Park (1.57 acres)
- Leif Hansen Memorial Park (3.5 acres)
- Kenai Skate Park (0.86 acres)
- Kenai Historic Cabin Park (1.01 acres)
- Coral Seymour Memorial Ballpark (Oiler Park) (10.0 acres)
- Kenai Municipal Golf Course / Kenai Ski Trails (119.7 acres)
- Kenai Recreation Center (1.56 acres)
- Multi-Purpose Facility (7.26 acres)
- Field of Flowers (3.03 acres)
- Kenai Municipal Cemetery & Cemetery Expansion (7.13 acres)
- Kenai City Dock (12.54 acres)
- Cunningham Park (2.16 acres)
- Kenai Community Garden (1.25 acres)

## OPEN LAND OR NATURAL SPACE

Open lands or natural spaces are dedicated to protecting natural resources, historic landscapes, visual beauty, and biodiversity. Alternatively, these can also be maintained as undeveloped green strips. Recreation use in these areas is often secondary and limited to passive activities such as enjoying nature, studying wildlife habitat, fishing, or hiking on trails. These are properties with few or no built amenities and are dominated by open spaces and natural features.

In Kenai, open lands and natural spaces encompass a variety of undeveloped or minimally developed areas that prioritize conservation, wildlife habitat, and passive recreation. These spaces offer residents and visitors opportunities for activities such as hiking, birdwatching, fishing, and enjoying the natural beauty of the region.

### Radius of Service

Varies depending on specific use.

### Kenai Open Land or Natural Space

- Millennium Square (7.08 acres)
- Tarbox Wildlife Viewing Platform
- Kenai Wildlife Viewing Platform
- Scenic Bluff Overlook (4.03 acres)
- Blue Star Memorial (1.0 acres)
- North Beach (32.81 acres)
- South Beach (32.62 acres)



Kenai South Beach



Kenai North Beach



Kenai Historic Cabin Park



*North Beach access across the sand dunes*

## RADIUS OF SERVICE ANALYSIS

The NRPA provides a flexible system of metrics, offering a baseline that communities can adjust based on their unique characteristics. The NRPA metrics are not a one-size-fits-all approach, and applying them to Kenai highlights some limitations due to the city’s geography and connectivity via roads and bike paths.

For example, Municipal Park sits next to the ocean, meaning half of its ROS extends into the water. The NRPA standard is a 3-mile radius for community parks, and this park serves a greater range than the standard due to the fact that it is connected to multiple large neighborhoods by paved roads, sidewalks, and bike paths. Similarly, Beaver Creek Park, located on the edge of Kenai, serves a broader population through the Unity Trails network and the Kenai Spur Highway. A simple circular radius does not accurately reflect its service area.

To better represent the real ROS provided by Kenai’s parks, the city will use the NRPA framework but double the standard ROS after careful review.

For the most part, the community is well served by community parks. However, several residential neighborhoods are not well served by local neighborhood parks that include playgrounds. Focus should be placed on neighborhoods with higher residential density with children, expanding and new neighborhoods, and those that are not currently served by school playgrounds that provide recreation opportunities after school hours.

For the following neighborhoods, the City should conduct local outreach to determine the need for a new park, and if needed, the appropriate facilities for each. Prioritize those neighborhoods with the greatest need.

Residential neighborhoods that may benefit from the development of a neighborhood or pocket park with play equipment include:

- Channel Way Neighborhood (expanding neighborhood)
- Kaknu Way Neighborhood
- Rogers Road Neighborhood
- VIP Drive Neighborhood
- Woodland Subdivision
- Inlet Woods
- 1st and 2nd Street
- Valhalla Heights
- Shoreline Heights
- Central Heights
- Three W’s Subdivision



*Fishing in Cook Inlet*



# Inventory & Recommendations



PARKS & RECREATION  
MASTER PLAN

# OVERVIEW

## PARKS & RECREATION FACILITIES

The City's current recreational offerings largely meet the needs of its community, supported by thoughtfully located parks that serve many existing neighborhoods; however, based on public input and guidance from the NRPA, there is a clear need for dedicated pickleball courts to meet growing demand. In addition, the City should initiate a public process to formally prioritize locations for future neighborhood parks to ensure equitable access as Kenai continues to grow, and to prioritize capital investment in the Kenai Recreation Center and Kenai Multi-Purpose Facility to maintain service levels and address aging infrastructure.



*Erik Hansen Scout Park, looking over the Kenai River*

### Strategic Focus for Community Parks

A key priority is to designate specific uses for Kenai's parks, creating focused and exceptional spaces. There is an opportunity to focus on specific uses in select areas, resulting in less maintenance and operations and improving the user experience.

The Kenai Greenstrip offers a large open space for public events, but its limited dedicated facilities require significant setup and operational effort. Similarly, Millennium Square also hosts community events with no permanent supporting infrastructure. Steve Shearer Memorial Ball Park, Kenai Little League Fields, and the Kenai Sports Complex are focused sports fields, each requiring support facilities, maintenance, and operations at multiple locations.

By strategically consolidating recreation uses and avoiding duplication across several parks, Kenai can create more efficient and impactful recreation spaces. Imagine the benefits if all competitive sports fields are relocated to the Kenai Sports Complex. This streamlines maintenance and operations, consolidates supporting facilities, and enhances the overall athletic experience.

With the ballfields relocated, the Kenai Little League Fields become a vibrant hub for recreation activities and the Kenai Greenstrip is enhanced into a facility for major community events, with flexible, expansive open space. The City achieves operational savings and maintenance efficiencies by consolidating staff, equipment, and supporting infrastructure to a single, high-use location.

### An Exciting Future for Kenai's Parks

Through the implementation of this master plan, Kenai has the exciting opportunity to provide the necessary recreation facilities, prioritize and improve the user experience, and rebrand its parks and recreation facilities. By taking a strategic approach to development and consolidating specific uses, the City can create vibrant public spaces that serve Kenai more effectively and become sources of civic pride.

There are opportunities to consolidate resources through strengthening community partnerships. For example, the school district maintains sports fields and a pool, which may be at risk of closure. Rather than duplicating facilities, the City could work with the district and other partners to share existing spaces, coordinate use, and support the public. While the City would not take on the direct operation of schools or other community facilities, collaboration allows all parties to maximize what already exists and provide better access and value to Kenai residents.

It is essential to create and adopt a new trails master plan for Kenai that also considers recommendations in this master plan and establishes the desired community-wide trail network. The trails plan, when developed alongside the parks and recreation plan, will result in both plans serving as vital tools for the City, helping to identify priorities and enhance its exceptional parks and recreation opportunities.

## MAINTENANCE & OPERATIONS

One of the key findings is the significant maintenance needs of the existing parks and recreation facilities, especially for parks and sports fields. The City's commitment to maintaining large areas of turf grass is a significant undertaking for many of its parks, where the grassed areas primarily provide aesthetic benefits and are not used extensively for recreation. It is recommended that the P&R Department implement a turf reduction strategy in non-essential areas and replace high-traffic, failing turf with durable, hardened surfacing (e.g., pavers, concrete, or compacted gravel) to increase accessibility and significantly reduce ongoing maintenance effort and cost.

Additionally, consolidating sports fields in one location will reduce maintenance and create a single place well served by supporting amenities, including restrooms, concessions, maintenance sheds and equipment, storage, and other needs to support the sports fields' use and maintenance.

Playgrounds throughout the City have loose, shredded safety surfacing and require regular inspections and maintenance to ensure the surfacing is at the proper depth. While this is an acceptable, cost-effective material, it requires significant maintenance (in some cases, daily). Updating playground surfacing to more expensive safety tiles (or poured-in-place surfacing) would significantly reduce maintenance and likely yield long-term cost savings. However, replacing surfacing is a large investment and reinvesting in new surfacing should be considered when playgrounds are replaced or improved.

## PARK STANDARDS

Standardized park signage, along with the development of uniform design and product standards for parks and playgrounds, offers significant benefits for both users and City staff. Signage standards creates a cohesive and intuitive system across different park and recreation facilities, ensuring visitors can quickly and easily find amenities, understand park regulations, and navigate trails and larger parks through wayfinding, thereby creating a positive user experience.

Establishing standards for park products, including play equipment, site furnishings, and safety surfaces, is crucial for safety compliance, ensuring durability against heavy use and weather, and ultimately reducing long-term maintenance costs. Standardized products (e.g., benches and trash cans) allow the City to keep replacement products on hand for timely repair or replacement. This consistency not only protects the public and lowers liability but also helps maintain a positive identity for Kenai's park system.

Many park structures including covered picnic areas, restrooms, pavilions, and buildings that support sports fields are nearing the end of their life cycle or require renovations. Developing a durable and vandal resistant design standard for these structures will help reduce maintenance and enhance the user experience. Specific recommendations for park structures are outlined in each park description.

## FEDERAL AVIATION ADMINISTRATION LANDS

The City maintains some properties that are subject to Federal Aviation Administration (FAA) restrictions when the property was deeded to the City. These restrictions generally deal with airspace and non-obstruction of approach and navigation routes. It is recommended that major recreational facilities should be limited on these properties; instead, focusing on lower-cost facilities or those that could be relocated.

Properties maintained by the City that are subject to FAA restrictions include:

- Millennium Square (a portion is subject to FAA restrictions, but no use regulations).
- Field of Flowers
- Kenai Community Gardens
- Steve Shearer Memorial Ball Park
- Kenai Greenstrip
- Kenai Recreation Center
- Daubenspeck Family Park
- Kenai Bark Park
- Kenai Cemetery and Cemetery Expansion
- Leif Hansen Memorial Park (a portion of).

## CITY ZONING

The City of Kenai has 18 zoning classifications including Recreational. Only the Municipal Golf Course and the Kenai Sports Complex are located within this classification. All other parks and facilities are located in a variety of zones including Conservation, Airport Light Industrial, Rural Residential, and others. Establishing a new Parks District classification and rezoning parks to this classification, and rezoning recreation facilities to Recreational resolves existing land use challenges.



*Sand dunes at Kenai North Beach*

# FACILITIES

## KENAI RECREATION CENTER

### Park Classification

Special Use Park or Facility

### Size

1.56 acres

### Existing Conditions

The Kenai Recreation Center offers a diverse range of year-round recreation space for all ages. The facilities include a weight room and cardio room, two racquetball/wallyball courts, gymnasium, saunas, showers, and locker rooms. On the top floor is a Teen Center, operated by the Boys and Girls Club, that provides the community's teen's with a fun, safe environment to spend their time. The Teen Center has a dance floor, snack bar, pool tables, foosball, ping-pong, video games, TV, air hockey, and computers.

Construction of the Kenai Recreation Center (phase I) was completed in 1981. The gymnasium (Phase II) was completed in 1983. The Boys & Girls Club of the Kenai Peninsula managed and operated the facility from 2003 under a Partnership Agreement until 2021, when the City took over the operation of the downstairs of the facility.

In 2023, the roof and air handlers were replaced and in 2024, the gymnasium, lobby, and locker room flooring were all redone.

### Maintenance and Operations

Operated by six part-time regular staff members, supported by the Assistant Parks and Recreation Director. They operate the front desk, which handles all transactions and perform all of the facility cleaning. In the summer months, the P&R Department maintains all the green space around this facility.

### Facilities and Amenities

- Teen Center
- One weight and cardio room
- Two racquetball/wallyball courts
- One gymnasium
- Four locker rooms with showers; two of the locker rooms have saunas
- Off-street parking

### Public Input

The Kenai Recreation Center is a valued and versatile facility, widely used for diverse indoor recreational activities. The center is a popular hub for court games and the weight/cardio room. Toddler Time and private rentals for events are also highly valued. Users appreciate the wide range of year-round options for all ages and feel that the gymnasium, fitness center, and multi-purpose rooms are central attractions. Amenities like the sauna, restrooms, and locker rooms with showers contribute to a positive experience. Respondents generally view the center as well-maintained, with ongoing improvements enhancing user satisfaction.

Respondents felt that improvements could include separated space for Tot Time with more programming. They also have a desire for more upgraded equipment and machines in the fitness room and more open play times for pickleball. The facility is often described as small, cramped, and limited with persistent complaints about poor ventilation, stuffy air, and lack of natural light. There is also a general perception of the facility being old and tired, indicating a need for a full remodel. Respondents desire expanded hours, including earlier summer openings, later closings, and weekend availability with a demand for more classes and open gym times.

### Opportunities

The Kenai Recreation Center provides an amenity to the community which is frequently used by residents. During major recreational events, parking becomes a problem, requiring street parking and creating traffic safety concerns. Redesigning the parking lot to accommodate high-traffic events would relieve some of these concerns. As noted below, the entry to the lower level is not ADA accessible, and redesigning the entry from the parking level would alleviate the non-compliant access and provide a more inviting entry. Using the storefront and storage area for a lobby could provide the needed building accessibility and benefit staff and visitors but requires space planning for verification.

The property has restrictions established by the FAA that should be considered when planning recreational facilities.

### Recommendations

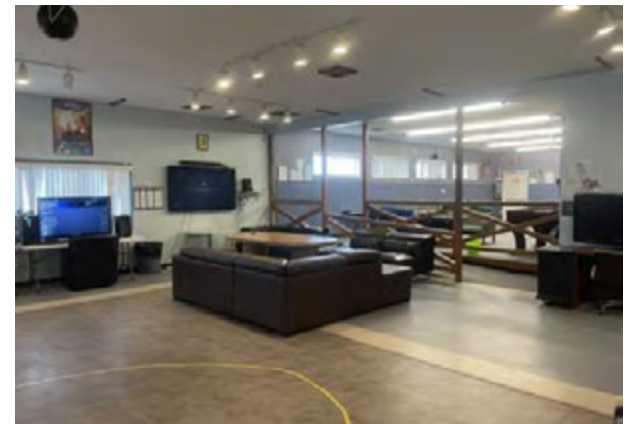
- Provide ADA access into the building.
- Redesign parking for more efficient use.
- Gym area renovation and modernization.
- Locker rooms renovation and ADA accessibility improvements.
- Programming and conceptual design for upper level, if vacated.
- Standardize signage for building consistent with other Parks and Recreation signage.
- Develop an internal maintenance plan to schedule routine maintenance tasks.
- Subdivide four parcels the land is on into one parcel, to help with further improvements.
- Rezone parcel from Central Mixed Use (CMU) to Recreational (R).



Exterior of Recreation Center



Gymnasium



Teen Center

# MULTI-PURPOSE FACILITY

## Park Classification

Special Use Park or Facility

## Size

7.26 acres

## Existing Conditions

The Multi-Purpose Facility was constructed in 1999, and refrigeration equipment was added in 2001. From October through March, the facility operates as an ice rink and is free for public use whenever it is not reserved. The Multi-Purpose Facility serves as a rental facility in the summer for roller hockey and other activities, with restrictions for availability. The P&R Commission has expressed interest in someday obtaining an indoor turf facility and marked this as a possible location.

The City historically offered summer ice at the Multi-Purpose Facility, but this service ended in 2022 after an engineering assessment and an Ice System Evaluation Study identified concerns with the facility’s condition. Based on these findings, the City determined that continuing to operate the ice system through the summer was no longer advised or feasible.

The facility also faces several appearance and infrastructure updates. Exterior signage still features an outdated City logo along with a ConocoPhillips logo, even though the company no longer operates the Kenai LNG plant, and the City updated its branding in 2020. In addition, the draft engineering report outlines key capital needs, including replacement of the rink boards and refrigeration compressors, which are nearing the end of their service life.

## Maintenance and Operations

The P&R Department contracts for the ice maintenance, maintaining the ice mechanical systems, ice resurfacing equipment, and cleaning the facility. City staff provide ice scheduling and building and site maintenance. Parks maintains all the green space around the facility in the summer months.

During the summer months, the facility is largely unused but remains available for limited public rentals. Due to staffing constraints, access is restricted, though it has been rented on a special-use basis for activities such as roller derby.

## Facilities and Amenities

- Refrigerated partially enclosed ice rink (October - March)
- Running water restrooms (no showers)
- Storage room
- Vendor space for skate rentals operated by the contractor
- Five heated locker rooms
- Trash receptacles
- Bleachers
- Off-street parking

## Public Input

The Multi-Purpose Facility is a community favorite during the winter between October and March and is enjoyed for ice skating and hockey. Areas identified by the community for improvement include:

- Many respondents would like to see the facility enclosed with ice year-round.
- Alternative uses in the summer would benefit the community.
- Updated or better maintained locker rooms.
- Improved heating system for the spectator stands and player’s benches.



Multi-purpose facility building



Interior of facility

### Opportunities

A challenge for the Multi-Purpose Facility is its limited and aging facilities and being a partially open structure. While meeting basic needs, there is opportunity to reduce maintenance and improve ice conditions through installing a new refrigeration system.

The facility has two interior changing rooms which are insufficient. There is a desire to construct permanent, dedicated locker rooms for home and visitor teams.

The open structure provides natural ventilation, which is a critical mechanical feature for the facility, often creating uncomfortable conditions for users and restricting when ice can be installed. Public feedback has consistently identified a desire to fully enclose the rink. Doing so would require a feasibility study to understand additional features and infrastructure to meet proper ice rink operations and building code requirements. Other recommendations suggested by the public include improving the current heating system above the bleachers and adding heat over the player's benches.

The building requires a few repairs, modernization, and maintenance updates to improve durability and appearance of interior spaces.

### Recommendations

- New ice refrigeration system.
- Permanent locker rooms.
- Interior area renovation and modernization including improved heat over bleachers.
- Standardize signage for building consistent with other Parks and Recreation signage.
- Partially or fully enclose the facility and related infrastructure improvements.
- Develop an internal maintenance plan to schedule routine maintenance tasks.
- Rezone parcel from Education (ED) to Recreational (R) to allow current use.



# SPORTSFIELDS

## KENAI LITTLE LEAGUE FIELDS

### Park Classification

Community Park

### Size

12.78 acres

### Existing Conditions

The Kenai Little League Fields share a space with Municipal Park and the Waste Water Treatment Plant, with access to Kenai North Beach. There are three baseball fields and one softball field with a natural buffer running along the bluff to the west of the fields. A gravel perimeter trail meanders through the natural buffer. There is a trailhead north of the northernmost field and south of the southernmost field. The high school uses the main field for its games.

The Little League Fields were constructed before 1979. The girls softball field was constructed in 1987. The facilities are aging including the dugouts, fields, fencing, and snack shack. There is a large, unmarked gravel parking area on the east side of the site that does not provide adequate parking during larger events. Several conex containers are located adjacent to the parking lot for storage.

During the month of July, the Kenai Little League Fields parking lot serves as secondary parking for the Personal Use Fishery, causing temporary scheduling disruption and added wear on the facilities.

### Maintenance and Operations

The P&R Department preps the fields for the start of the season and performs weekly maintenance on them throughout the season. Maintenance includes mowing, dragging the fields, fertilizing, weed whacking, and laying lines.

The Kenai Central High School performs pre-season preparation on the fields and the different Leagues chalk the fields and perform light maintenance during tournaments and off-hours. The Leagues also provide portable toilets in the summer. Volunteer efforts allow P&R staff to focus on the weekly maintenance requirements.

### Facilities and Amenities

- Two major little league fields, one senior little league field, and one softball field
- One concession (snack shack) structure
- Three storage units (conex)
- Four drinking fountains
- Two score boards
- Eight dugouts
- Nine bleachers
- Batting cages
- Picnic tables and trash receptacles
- Portable toilet (seasonal)
- Off-street parking

### Public Input

The main use for the Kenai Little League Fields is baseball for Little League games and T-Ball and general public feeling is it serves well for this use. There is some conflicting use identified with the seasonal dip netters using the park and parking area. Areas identified by the community for improvement include:

- Upgrade restrooms to be year-round.
- Install batting cages and upgrade dugouts.
- Improved maintenance of the fields including turf and baselines.
- Upgrade the main field (field #3) to synthetic
- Overhaul fields or relocate them to the Kenai Sports Complex.



Ball field at the Kenai Little League Fields

### Opportunities

The current ballfields complex is congested and notably deficient in support facilities such as restrooms and adequate parking, hindering its success. There is an opportunity to relocate the baseball fields to an expanded Kenai Sports Complex, providing a superior user experience and generating city-wide maintenance efficiencies. By integrating the Kenai Little League Fields with Municipal Park, the two parks can form a connected park focused on social interaction and diverse active and passive recreation.

There is an excellent opportunity to create a robust natural trail network connecting with Municipal Park and expanding onto City-owned land to the north and east to include winter skiing. Space will be available to expand parking and provide a formal seasonal campground to accommodate summer dip net fishery visitors, with improved trail connections to North Beach and the fishery.

### Recommendations

- Remove (3) Little League Fields and (1) T-ball field (to be relocated to Sports Complex) and related support structures.
- Upon relocation of fields, validate recreation uses and needs through a public process and park master planning effort.
- Rezone from Conservation (C) to future Parks Zoning District.



Bleachers and dugout



Park trail around ball fields



# STEVE SHEARER MEMORIAL BALL PARK

## Park Classification

Community Park

## Size

14.48 acres

## Existing Conditions

Steve Shearer Memorial Ball Park is named in honor of Steve Shearer, who died in July 1998. Following his death, a committee was formed to commemorate his life and the important role he played in bringing men’s softball to the city and the beginning of league play in the late 1970s. In 2003, the City Council approved naming the complex and placement of the sign (donated by the committee).

There are four adult softball fields and permanent restrooms with seasonal water. The space is shared with the Kenai Greenstrip, Kenai Community Garden, and Kenai Skate Park. Three fields were constructed in 1980, and a fourth field bordering 1st Avenue was completed in 1989.

The park is City property adjacent to the airport and was deeded to the City by the FAA with restrictions.

The fields, fencing, and bleachers are in fair condition, with the snack shack and restrooms in poor condition. New dugouts were installed in 2025.

## Maintenance and Operations

The P&R Department prepares the fields for the start of the season and performs weekly maintenance throughout the summer. Maintenance includes mowing, dragging the fields, fertilizing, weed whacking, and laying lines.

The different Leagues chalk the fields and perform light maintenance during tournaments and off-hours. The high school performs some preseason field preparation.

## Facilities and Amenities

- Four adult softball fields
- Bleachers
- Eight dugouts
- One concession
- One official’s shack
- Trash receptacles
- One permanent restroom structure (operated seasonally) and storage building
- Off-street parking

## Public Input

The community enjoys the Steve Shearer Memorial Ball Park for softball games and the open green space for community events. There are some concerns regarding undesired activities. Some respondents complained about the wind and dust, which can make playing softball difficult. Areas identified by the community for improvement include:

- Many respondents felt that revitalizing the area would be beneficial, using Soldotna Creek Park as an example.
- Install a concession and create a wind barrier.
- Better maintenance or more regulations for dogs.

## Opportunities

The proposal is to transform the area currently occupied by the Steve Shearer Memorial Ball Park into an expanded, large community event space. This transformation is contingent upon relocating the ballfields to the larger Kenai Sports Complex, which will consolidate sports facilities, streamline maintenance, and improve the player experience with better support services.

By expanding the adjacent Kenai Greenstrip into the vacated ball park area, and potentially relocating or upgrading the Kenai Skate Park and playground, the City will create a more vibrant and enticing space ideal for large community events like Industry Days and the Pumpkin Festival, as well as seasonal farmers’ markets. This expansion will provide better facilities and the necessary space while maintaining the Kenai Greenstrip’s ‘open space’ designation.

Furthermore, relocating the ballfields will free up essential community parking for these special events, alleviating overflow on surrounding roads. Consideration should also be given to relocating the underused community garden to consolidate facilities.

The property has restrictions established by the FAA that should be considered when planning recreational facilities.

**Recommendations**

- Relocate softball fields to the Kenai Sports Complex.
- Develop a full master plan for this park for expanding and improving facilities for hosting community events (see Kenai Greenstrip). Include planning for an improved skate park, connected trails (paved and natural) and other facilities to support the expansion of the Kenai Greenstrip into the park.



*New dugouts*



*Softball field*



## KENAI SPORTS COMPLEX

### Park Classification

Community Park

### Size

18.94 acres

### Existing Conditions

The Kenai Sports Complex includes six soccer fields and off-street parking. There are picnic tables and seasonal portable toilets provided. The Kenai Sports Complex is open year-round and is free of charge. All facilities are in good condition. This park was an Land and Water Conservation Fund project and the fields were constructed in 2006. The local soccer clubs use the fields heavily during the summer.

### Maintenance and Operations

The P&R Department preps the fields for the start of the season and performs weekly maintenance on them. Maintenance includes mowing, fertilizing, and weed whacking.

The Kenai Peninsula Soccer Club currently assists the City with lawn care, facility upkeep, and soccer field layout, line striping, and field preparation.

### Facilities and Amenities

- Six soccer fields
- One storage facility
- Picnic tables
- Portable toilet (seasonal)
- Off-street parking

### Public Input

The community identified expanding trails into the wooded area, building a gazebo (shelter), and permanent restrooms as benefits to the development of the Kenai Sports Complex. Additionally, relocating other sports fields to this location and expanding it out to be a multi-field sports complex with all facilities.

### Opportunities

The Kenai Sports Complex has untapped potential to become a home for Kenai's competitive outdoor sports fields including baseball, softball, rugby, and soccer. A sports complex can act as a community hub, where people come together, support local teams, and accommodate kids and adults of all ages for multi-generational play. It would bring all supporting uses into one area to consolidate needed services, such as concessions, restrooms, changing rooms, and storage and maintenance facilities, minimizing the amount of maintenance, operation, and management burden on the P&R Department and decreasing their travel time between facilities.

The current soccer fields are approximately 18.94 acres; however, there is an additional estimated 28 acres that could be used for park land as part of this parcel and an adjacent 24.93 acre parcel located northwest of the soccer fields that can be allocated to the Kenai Sports Complex development if needed.

A large parking lot will be needed to support all activities and understanding the expended demand at one time while guide the capacity of support facilities including parking, restrooms, and other amenities to support operation of the Kenai Sports Complex.

### Recommendations

- Develop a master plan for a combined sports complex that includes regulation sized soccer fields, Little League baseball fields (including one with artificial turf and electronic scoreboard), softball fields, and rugby pitch with needed dugouts, fencing, bleachers, and scoreboards. Include support facilities that include concessions, restrooms, storage and maintenance buildings, day-use (picnic) shelters, parking, and other desired facilities. The master plan will verify community need and capacity for the creation of a consolidated sports field complex within a public process.



Storage shed



Sports Complex with access road and gate



Fields at the Sports Complex



Seasonal portable toilet



Facility sign

# PARKS & SPECIAL USE

## MUNICIPAL PARK

### Park Classification

Community Park

### Size

34.56 acres

### Existing Conditions

Municipal Park shares space with the Kenai Little League Fields and the Waste Water Treatment Plant, with access to Kenai North Beach. A large campground was located in the park that operated through the 1970s and '80s and was discontinued in the late '80s. The campground area now serves as a walking path and day-use picnic sites. New playground structures were added in 2015 and an inclusive see-saw was added to the park in 2023.

Overall, the park and its amenities are in very good condition, with the exception of the sand volleyball court, basketball court, and picnic areas (old campground) in the woods, which are in fair to poor condition.

### Maintenance and Operations

The P&R Department maintains the grass, playground, walking trails, basketball court, pavilions, bathrooms, and landscaping. Kenai parks holds its annual Easter Day egg hunt at this park and plows the walking trails to provide a safe space to walk in the winter.

### Facilities and Amenities

- One basketball and one volleyball court
- Playground (tot lot and 5-12 year old)
- Three rentable shelters with another shelter being reconstructed
- Open turf area and trails
- Picnic areas with picnic tables and BBQ grills
- Trash receptacles and a dumpster
- Benches and drinking fountains
- One bathroom with running water (seasonal)
- Off-street parking

### Public Input

Overall, the community enjoys the variety of amenities that is offered at Municipal Park, including the playground and open space, sports courts, park shelters, trails, and day-use areas. Respondents value the winter trail maintenance to promote year-round walking. Several comments identify concerns regarding undesired activities happening throughout the day-use area. Areas identified by the community for improvement include:

- More playground equipment for older children and more frequent maintenance.
- Outdoor fitness equipment along upper trails.
- Repair and maintenance of the restroom and installing another at the day-use area.
- Upgrade the basketball court to a full-sized court and re-surface the volleyball court.
- Better delineation of walking trails through the decommissioned campground area.

### Opportunities

Municipal Park is a well programmed and popular community park. Public input requested that the existing volleyball court be resurfaced. Improving the basketball court at the park and volleyball court would complement the other social activities being recommended there. Outdoor fitness equipment was also brought up by the community and could become part of the trail system within the park. It is recommended that the City replace the loose shredded safety surfacing in the playground with safety tiles when a new playground is installed.

The City has the opportunity to develop new recreation opportunities for the large campground area that closed in the late 1980s. Currently, the community uses the decommissioned campground for passive day use recreation and providing new day-use shelters and a restroom would improve user experience. Providing a network of trail connections to the current Kenai Little League Fields, North Beach, the natural corridor north of the park, and Steve Shearer Memorial Ball Park should be considered.

### Recommendations

- Upgrade existing restroom for year-round use.
- Upgrade playground safety surfacing with tiles when replacement of playground occurs.
- Provide expanded day-use recreation facilities and expanded parking in decommissioned campground.
- Identify trail and connector opportunities in the park as part of an updated Kenai Trails Master Plan.
- Rezone from Conservation (C) to future Parks Zoning District.



*Kenai Municipal Park playground*



*Day use shelters*



*Trail connecting to North Beach*



*Seasonal bathroom structure and portable toilet*



## LEIF HANSEN MEMORIAL PARK

### Park Classification

Special Use Park or Facility

### Size

3.5 acres

### Existing Conditions

Leif Hansen Memorial Park is named in honor of Leif Hansen, who tragically passed away in a drowning accident in 1986. Following his loss, his family envisioned the site as a memorial park where community members could remember and honor their loved ones, including veterans. A Memorial Park Planning Committee was formed in 1987 to design the park, and since then memorial sidewalks, plaques, and a fountain (donated by the Hansen family) have been added, reinforcing the park's role as a place of remembrance and reflection.

The park features the Town Clock, constructed through a community-wide effort with donated funds, volunteer labor, and contributions from local industry, residents, and the Kenaitze Indian Tribe. The project was partially funded through the memorial fund of Officer John Watson, who had long envisioned a town clock for Kenai. Today, the clock stands as a centerpiece of the park and a symbol of community spirit and collaboration.

The park amenities includes a gazebo, water fountain, Veteran's and Marine Memorials, and a meandering walking path with memorial plaques throughout the park. The City allows reservations for Leif Hansen Memorial Park Gazebo. The park is in good condition with the exception of the fountain and older deteriorating paving in poor condition.

A concern is that many of the memorial plantings are encroaching on park elements and sidewalks, creating maintenance challenges. Planned maintenance will be conducted on the water fountain in 2025. During the winter, the park is decorated with Christmas lights and a Memorial Day event happens here. No permanent structures may be placed on the state right-of-way.

### Maintenance and Operations

The P&R Department installs memorial plaques, maintains all the green space and landscaping, as well as hanging seasonal decor throughout the park in the winter months.

### Facilities and Amenities

- One gazebo
- Dedicated memorial structures
- One town clock
- One memorial water fountain
- Benches and one drinking fountain
- Meandering concrete pathway with memorial plaques
- On-street parking

### Public Input

Overall, there is a lot of community connection with Leif Hansen Memorial Park. People enjoy the amenities and memorials and the general park setting. The park is used for a variety of different activities, such as weddings or family photos. Although the park is generally enjoyed by the community, there is also a lot of undesirable activities that take place here. Respondents felt that the park would be improved by better monitoring and discouraging undesirable activities.

### Opportunities

Leif Hansen Memorial Park is a unique park in Kenai that hosts a variety of memorials including those dedicated to individuals. The park is nearing capacity for hosting additional memorial plaques. The park also lacks landscape standards to guide maintenance and the continued addition of memorials. Memorial plantings are overgrowing walkways and the development of design standards will act as a master plan and guidelines as future memorials are developed and implemented. They will help to ensure the Leif Hansen Memorial Park is developed in a way that is powerful, cohesive, and an enduring tribute that serves its purpose to the community.

A portion of this property has restrictions established by the FAA that should be considered when planning recreational facilities.

### Recommendations

- Develop design standards and guidelines for the design, development, implementation, and maintenance of future and existing memorials and related plantings.
- Rejuvenate the fountain and renovate landscaping.
- Rezone from Conservation (C) to future Parks Zoning District.



Park gazebo



Memorial water fountain



Veterans memorial



Memorial plaques along the pathway



Town clock

## ERIK HANSEN SCOUT PARK

### Park Classification

Pocket Park

### Size

0.64 acres

### Existing Conditions

Erik Hansen Scout Park was established in 1997 as an Eagle Scout project. The property was donated by Dr. Peter and Karolee Hansen in memory of their son Erik, an Eagle Scout and lifelong scouter who passed away at age 32. The park, which features a statue of a Boy Scout leader, serves as a tribute to Erik's life and dedication to scouting.

Erik Hansen Scout Park is a small pocket park, located in Old Town Kenai, that has scenic views of the Cook Inlet and Kenai River, providing an ideal location for watching the dip netters below. Interpretive displays highlight many of the physical features of the surrounding landscape. The park includes memorial benches, plantings, gravel trails, a grassed area, a spotting scope, and on-site parking. It is a popular park in the summer.

The park is in very good condition and has recently been revitalized through volunteer efforts in coordination with the P&R Department. They replaced the pathway, garden bed, and improved fencing.

### Maintenance and Operations

The P&R Department maintains all the green space and landscaping, as well as hanging seasonal decor throughout the park in the winter months.

### Facilities and Amenities

- Boy Scout Statue
- Memorial benches
- Interpretive displays
- Scenic view
- Spotting scope
- Trash receptacle
- Off-street parking

### Public Input

Erik Hansen Memorial Park is appreciated for its view of the Kenai River and Cook Inlet and for the ability to site above the banks and watch the dip netters below on the shores. Overall, there isn't many improvements desired by the community. Better general maintenance and more seating are the only comments provided.



Spotting scope and interpretive panel along the bluff



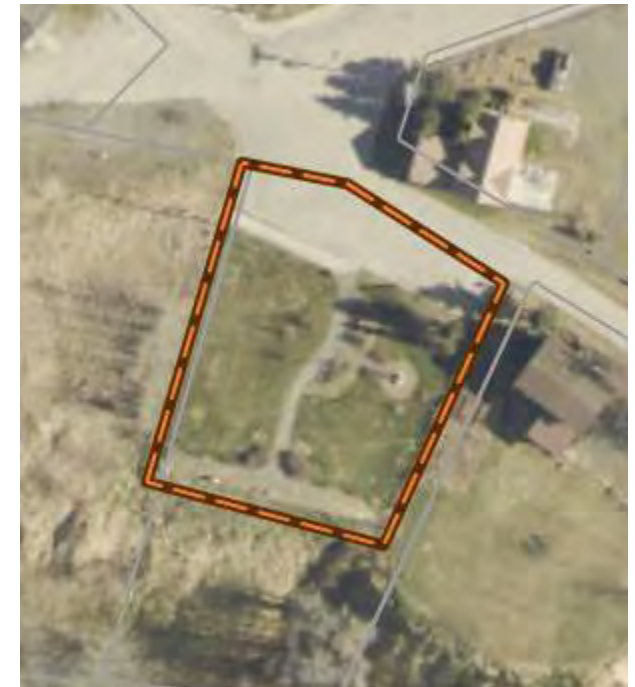
Park bench

### Opportunities

Erik Hansen Memorial Park serves the community as a pocket park overlooking the river. Public input identified the need for better general maintenance and improving seating to view the scenery and watch dip netters below. The park includes several memorial benches and aging interpretive panels.

### Recommendations

- Upgrade memorial benches when replacement is needed while maintaining memorial designation.
- Improve hardened surfaces and walking areas and maintain.
- Replace and update interpretive panels.
- Rezone from Central Commercial (CC) to future Parks Zoning District.



# 4TH AVENUE PARK

## Park Classification

Neighborhood Park

## Size

3.75 acres

## Existing Conditions

4th Avenue Park has been maintained by the City since the 1970s. The park previously had playground equipment, which was removed around 2018. Replacement of the equipment was considered, but no funds were allocated and the project was not carried forward. At present, the park serves as a large open turf area that is suitable for throwing a Frisbee, playing soccer, and other activities that require space. There is a full-size basketball court and a picnic shelter and barbecue grill. There is an aging backstop and unmaintained grass field that is no longer used by Little League.

The field is in fair condition as is the shelter and picnic facilities. The basketball court is in good condition.

## Maintenance and Operations

The P&R Department maintains the grass, and basketball court.



Basketball court

## Facilities and Amenities

- Basketball court
- Baseball backstop
- Open turf area
- One small shelter
- Picnic table, barbecue grill, and trash receptacle
- Portable toilet available for events or rentals
- Off-street parking

## Public Input

4th Avenue Park is not well known or used by the community. Some respondents felt it would be best to close the park and sell the property, using the funds on other better used parks in Kenai.

Proceeds of the sale of City-owned land must be deposited in the Land Sale Permanent Fund and are not available for use by the City for any purpose other than for investments.



Small park shelter

## Opportunities

4th Avenue Park is a good candidate for disposal due to larger adjacent parks already serving this neighborhood, with support for its disposal expressed by members of the public. Should the greater public desire this park be kept within the system, a master plan should be developed.

## Recommendations

- Consider closure and disposal of the park through a public process; and,
- If park is not approved for closure, develop park master plan.
- Rezone from Suburban Residential (RS) to future Parks Zoning District.



# KENAI HISTORIC CABIN PARK

## Park Classification

Special Use Park or Facility

## Size

1.01 acres

## Existing Conditions

Completed around 2010, the cabins in this park were brought together to showcase different historical chapters of Kenai's past. Many historic cabins and related equipment have been consolidated in this location. Although the structures are old, they remain in good condition. The site is fenced and is only open to the public when a docent is present.

## Maintenance and Operations

The park is operated and maintained under an Memorandum of Understanding with the Kenai Historical Society. The Society is responsible for maintaining the grounds, managing operating hours, and keeping a thorough inventory of the site.

## Facilities and Amenities

- Arness Cabin (1925)
- Dolchok/Juliusen Cabin (1922)
- Miller Cabin (c. 1910)
- Three Scandinavians Cabin (date unknown)

## Public Input

No public input received on this area.

## Recommendations

- Continue working with the Kenai Historical Society to preserve and showcase the historic cabins.



Kenai Historic Cabin Park sign



Kenai historic cabin interior

# OLD TOWN PARK

## Park Classification

Neighborhood Park

## Size

1.11 acres

## Existing Conditions

Old Town Park is a smaller neighborhood park located in Old Town Kenai, adjacent to the Kenai Historic Cabin Park. The park has been in existence prior to 1979 and was originally intended to provide facilities for all ages (toddlers, pre-school, school age). The Kenai Lions Club has assisted with various projects in this park through the years.

It is fully fenced and has a playground, open turf areas, picnic structure, and a half-court basketball court. These items were installed between 1979 and 1985. The present swing was installed in 1994 and the modular play system in 1996. The smaller playground was replaced in 2010. The playground is in poor condition and is slated for replacement in 2026, if funding allows.

Currently, there is a schematic design to completely redo the park and can be found in the City’s CIP.

## Maintenance and Operations

The P&R Department maintains the grass, playground structures, court, and landscaping.

## Facilities and Amenities

- Playground with two small units, one swing, and one slide
- One basketball court (half-court)
- One shelter
- Open turf area
- Picnic table, BBQ grill, and trash receptacle
- One portable toilet
- On-street parking

## Public Input

Limited responses were received for Old Town Park during the Inventory Survey and Public Open House. Overall, the community felt the park is not in a good location and feels run-down with needed equipment replacement. Respondents would like access to the beach, restrooms, and an overhaul of the park.



*Shelter with playground in background*



*Swings and turf area*

## Opportunities

A schematic level master plan was developed in 2023 as a full park ‘do over’ that included new playground equipment. Implementation of this master plan, with a priority on the playground, is recommended for Old Town Park.

## Recommendations

- Evaluate portions of the playground improvements as designed in the 2023 park plan based on funding availability.
- Rezone from Central Commercial (CC) to future Parks Zoning District.



# BEAVER CREEK PARK

## Park Classification

Neighborhood Park

## Size

5.23 acres

## Existing Conditions

Beaver Creek Park is an inviting park just off the Kenai Spur Highway side of the Unity Bike Trail. In 1972, the City obtained Land and Water Conservation Fund funding to construct the park as it is today, purchasing the parkland in 1980. Prior to this, this space was maintained by the local Boy Scouts.

The park includes a picnic shelter, playground, full outdoor basketball court, and vault toilet that is currently out of order. A portable toilet is rented in the summer. There are plans to replace the picnic shelter.

The vault toilet and shelter are in poor condition. The playground equipment is in good condition, however safety surfacing needs improvements. All other facilities are in good condition.

## Maintenance and Operations

The P&R Department maintains the grass, playground structures, court, and landscaping.



Small picnic shelter

## Facilities and Amenities

- Playground with one small unit, one slide, and one swing
- One basketball court
- Open turf area
- One small shelter
- Picnic table, bench, barbecue grill, trash receptacle, and drinking fountain
- Bike repair station
- One vault toilet (out of order). A seasonal portable toilet is provided.
- Off-street parking

## Public Input

Beaver Creek is an enjoyable park that people will ride their bike to and enjoy the playground and access to the creek. Respondents identified undesirable activities at the park which creates an unsafe environment. The restroom facility and shelter is in need of repair and maintenance and some perimeter trails would be valued.



Existing vault toilet and seasonal portable toilet

## Opportunities

There are current plans in place to replace the existing shelter and the City places a seasonal portable toilet on site. Upgrading the vault toilet would benefit park users. Loose shredded safety surfacing at the playground places a maintenance burden on the City, deteriorates easily, creating unsafe play conditions, and reduces accessibility. It is recommended that the City replace the loose shredded safety surfacing with safety tiles.

A hardened surface should be installed in all high-use areas (to replace failing grass), including the picnic shelter, to reduce maintenance and improve accessibility. Reduce the overall grass area used for active play and allow the rest of the grass spaces to naturalize, reducing overall maintenance burden on the City.



Open turf area

## Recommendations

- Replace existing shelter, picnic table and BBQ (planned).
- Harden the surfacing under the day-use picnic shelter and high use areas. Hardened surface shall incorporate the picnic table, barbecue grill, and access points from the parking area.
- Upgrade playground safety surfacing with tiles when the playground is replaced.
- Replace the non-functioning vault toilet;
- Consider relocating the free library due to repeated vandalism.
- Reduce the overall amount of grass while maintaining adequate open green space.
- Rezone from Rural Residential (RR) to future Parks Zoning District.



*Playground at the park*



*Basketball court*



## DAUBENSPECK FAMILY PARK

### Park Classification

Community Park

### Size

7.09 acres

### Existing Conditions

A main feature of Daubenspeck Family Park is a central pond used for swimming in the summer and illuminated ice skating in winter months. In 2010, the City named the park Daubenspeck Family Park in honor of the family, whose donation of lands and mineral rights had contributed more than two million dollars to support City athletic programs as of that date.

The park includes a quarter-mile gravel loop trail connecting two beach areas, picnic area, toilet, and a day-use recreation area with two rental shelters. The trail is being re-routed away from the beach area.

Park facilities are in fair to good condition but are showing signs of heavy use. Erosion is occurring around the pond at access points. The boat launch is in disrepair and not usable.

### Maintenance and Operations

The P&R Department maintains facilities and the landscaping. Minimal ice maintenance is provided during the winter months.

### Facilities and Amenities

- Beach/swimming area
- Two rentable pavilions
- One vault toilet
- Loop trail
- Picnic tables
- Fire pit
- Trash receptacles
- Winter ice skating (with lighting)
- Off-street parking

### Public Input

Daubenspeck Park is a cherished community park used for walking, swimming, water sports, ice skating, and to enjoy a barbecue. Some respondents felt that it would benefit from better maintenance and monitoring. They also felt there is potential for growth with City land available around the park.



Main parking, pond access and restrooms

### Opportunities

There is an opportunity to formalize the main gathering space near the parking lot and restroom at Daubenspeck Family Park with a hardened surface to replace the failed grass and improve accessibility. This includes around the fire pit area and restoring the degraded edges of the pond at this main access point. Restoration can be completed by creating a formal pond access point with a hardened edge and stairs, allowing restoration to the surrounding natural bank. This will improve this main access point and provide safe, convenient, and accessible recreational access to the pond. Additionally, there is an opportunity to install a small dock to be used for swimming in the summer and ice skating during the winter.

There is a nice picnic area on the south side of the pond that currently has no access or sightlines to the pond. It is recommended that the City remove some vegetation to create better sightlines to the pond. Additionally, access points could be developed so that groups picnicking can swim or skate on the pond from this spot. Access points should be developed to mitigate degradation of the natural pond edge.

On the east side of the pond is an existing boat launch that is not usable. It is recommended that the boat launch be decommissioned and the pond edge be restored.

The property has restrictions established by the FAA that should be considered when planning recreational facilities.

**Recommendations**

- Harden surfacing from parking lot around the fire pit and develop a controlled access point to the pond. Restore impacted areas along pond edge.
- Install a small dock.
- Decommission existing boat launch.
- Install a park map.
- Clear vegetation at the picnic shelters to promote sightlines to the pond and install access points to the pond edge.
- Rezone from Light Industrial (IL) to future Parks Zoning District.



*Vault toilet*



*Picnic area with shelters*



*Daubenspeck Family Park Loop Trail*



*Vault toilet and parking area*



# KENAI BARK PARK

## Park Classification

Community Park

## Size

1.57 acres

## Existing Conditions

Kenai Bark Park is Kenai’s first official dog park and is the result of a community project involving volunteers, community fundraising, and a partnership with the City. The park was officially opened in 2023 and includes a separate area for small dogs and one for larger dogs. The entry pavilion and double gate entry for staging dogs is in excellent condition. A gravel trail loops around the perimeter of the large dog area. Although the dog park is newly constructed, winter freezing associated with the high water table results in footings being elevated and creating gaps in the fencing. The high water table also creates drainage challenges and the establishment of surfacing that is friendly to dogs. The existing trees, especially in the small dog area, are being heavily impacted, creating use challenges.

## Maintenance and Operations

The P&R Department maintains facilities and the landscaping. A dog park committee has raised funds to help build the park and will also purchase equipment for the park.

## Facilities and Amenities

- One pavilion with double-gated entry
- Separate fenced area for small/large dogs
- Benches
- Trash receptacles
- Dog agility features
- Off-street parking

## Public Input

Respondents appreciate this addition to Daubenspeck Park and enjoy bringing their dog to a fenced dog park that offers a mix of spaces. Some improvements desired include better fencing and park surfacing, water management, and water supply for the dogs. A few respondents mentioned the addition of a shelter within the two dog areas.

## Opportunities

The Kenai Bark Park has challenges with surface drainage and frost heaving. Solutions should be determined to install fencing that isn’t impacted by ground heaving and results in dogs escaping from the park. Better surface drainage is needed and an upgraded, dog-friendly aggregate surfacing should be installed.

The property has restrictions established by the FAA that should be considered when planning recreational facilities.

## Recommendations

- Install gutters on shelter.
- Remove dead, dying or hazard trees from small dog park area, and add fill to improve drainage. Regrade and upgrade surfacing in park to a dog-friendly aggregate surfacing (crusher fines or E-1 top coat over D-1 base).
- Continue to investigate and resolve seasonal jacking of fence posts. Reset if heaving continues.
- Upgrade site furnishings for both people (benches) and dogs (agility).
- Rezone from Light Industrial (IL) to future Parks Zoning District.



Bark Park shelter and park



Kenai Bark Park



# KENAI COMMUNITY GARDENS

## Park Classification

Special Use Park or Facility

## Size

1.25 acres

## Existing Conditions

Located in the northwest corner of the Kenai Greenstrip, the Kenai Community Garden has raised and low beds available for rent and a garden shed. It includes the Fruiting Forest (apple trees and berry bushes). All facilities are in poor condition.

## Maintenance and Operations

The P&R Department manages reservations of the beds and will prep them for the renters. They also maintain the grass inside the park.

## Facilities and Amenities

- Community garden with fifteen plots
- Garden shed (building)
- Fenced fruiting forest

## Public Input

The community felt the community garden space is in need of upgrades. They also identified it as seeing limited use with less demand over recent years.

## Opportunities

The Kenai Community Garden offers locals the ability to rent garden plots and grow their own produce and flowers. Use of the community garden has declined over the years, indicating there may be less demand and a public process should determine if this facility should continue.

The property has restrictions established by the FAA that should be considered when planning recreational facilities.

## Recommendations

- If there is community need, determine new location with improved visibility, vehicle access, and supporting amenities.



Garden shed



Garden boxes



## KENAI GREENSTRIP

### Park Classification

Community Park

### Size

5.56 acres

### Existing Conditions

The Kenai Greenstrip is a large open space in downtown Kenai, perfect for community-wide celebrations and hosts several annual events. The Kenai Greenstrip shares space with the Steve Shearer Memorial Ball Park to the west and the Kenai Community Garden. There are two pavilions with available electricity that can be rented and a restroom building. The original shelter was constructed in 1991 and expanded in 2009. The Kenai Greenstrip includes a restroom that was constructed in 1993 and is open seasonally and does not meet demands during community events. The playground for 5-12 year old children was installed in 2023 but is not accessible due to the elevated surfacing. The Kenai Greenstrip includes the community garden and fruiting forest in the north-west corner. On the opposite side of the ballfields, is the Kenai Skate Park.

The Kenai Greenstrip and related structures are in good condition, as is the playground. The community garden and skate park are in fair to poor condition and are in need of maintenance or replacement.

### Maintenance and Operations

The P&R Department maintains the shelters, restrooms, playground, grass, and landscaping in the summer.

### Facilities and Amenities

- Two rental shelters with electricity
- One restroom building (seasonal)
- One playground
- Picnic tables
- One drinking fountain
- Off-street parking (at ballfields)

### Public Input

Community input identified this space as a well-used space for community events and a nice central location. Many people felt it would be better used if the ball fields at the Steve Shearer Memorial Ball Park were relocated to the Kenai Sports Complex and this space was developed into a larger event space for music, vendors, food trucks, etc. Some improvements to the playground were mentioned and providing ADA compliant play equipment and surfacing. Parking was identified as needed.



*Kenai Greenstrip playground*

### Opportunities

Combine the Kenai Greenstrip with the Steve Shearer Memorial Ball Park to create a large community open and event space. See the Steve Shearer Memorial Ball Park for additional details and how relocation of the ball fields to the Kenai Sports Complex allows the expansion of the Kenai Greenstrip. The intent is to maintain the area as 'open space' and add more formal amenities that would better serve the community for larger events, including a performance space (stage), dedicated hardscape for vendor stalls and booths, and expanded parking on site. Creating a more formal developed community gathering and event space through the reduction of turf will reduce maintenance of the area and improve the special event experience. The newer existing restroom serves basic everyday use; however, it is undersized for larger community events. There is no dedicated parking for the Kenai Greenstrip on site and parking often occurs on the streets creating congestion and safety concerns.

The property has restrictions established by the FAA that should be considered when planning recreational facilities.

**Recommendations**

- Create an open space master plan. Elements in the plan could include (but needs to be verify by public) formal booth and vendors space, performance (stage) area, general gathering areas, pavilions and day-use area, parking, and formal walkways and paths. Integrate with adjacent improvements for skate park and playground. Ensure planning responds to any FAA restrictions and reflects its 'open space' designation.



Rental shelters



Shelter interior



# KENAI SKATE PARK

## Park Classification

Special Use Park or Facility

## Size

0.86 acres

## Existing Conditions

Located to the west of the Kenai Greenstrip, the Kenai Skate Park is a fenced area within a larger parking lot with asphalt surfacing. The fenced skate area takes up a portion of the overall park and is used for parking or is unprogrammed. Skate elements include portable features that includes tabletops, grind rails, stairs, half pipe and quarter pipes. Gravel and sand are found throughout the park and the deteriorating asphalt surfacing makes skating challenging.

The surfacing and skate features are in fair to poor condition and the location with wind blown sand and gravel makes this a challenging location to operate a skate park.

## Maintenance and Operations

The P&R Department maintains the facilities and secures the park when winter conditions make it unusable. During the summer, maintenance includes sweeping the park, painting over graffiti, and performing intermittent inspections.

## Facilities and Amenities

- Portable skate features (mounted)
- Chain link fence

## Public Input

Little was stated about the skate park other than is it seldom used and that is likely due to its existing condition.

## Opportunities

There is an opportunity to explore a new skate park in conjunction with the expansion of the Kenai Greenstrip (see Kenai Greenstrip). The new skate park should focus on all-wheeled activities, including scooters, bikes, and roller blades, and be designed for all ages and abilities. The property has restrictions established by the FAA that should be considered when planning recreational facilities. In the interim, a concrete pad could be located in a new location with the existing skate elements to create a better short term skate experience.

## Recommendations

- Install concrete pad under existing skate features as a short-term solution.
- Should there be the community need for a long-term solution, develop a master plan for an all-wheeled park within the larger Kenai Greenstrip expansion planning effort.



Kenai Skate Park



# EAGLE DISC GOLF COURSE

## Park Classification

Special Use Park or Facility

## Size

10.93 acres

## Existing Conditions

This Land and Water Conservation Fund project developed a network of hiking and ski trails that began in 1972. The disc golf course was likely developed in the early 2000's. This area includes an 18-course disc golf course within a wooded environment and one mile of walking trails. Dogs are allowed on the trails, but must be on leash.

The disc golf course is in fair condition due to heavy use and needed maintenance. Erosion and trampled landscaping are found in high use areas due to lack of hardened trails and use areas related to the disc golf course.

## Maintenance and Operations

The P&R Department maintains the trails throughout the summer. They also maintain the course, including mowing grass around tees and signage, removing dead or hazardous trees, and performing general trail maintenance. They also conduct intermittent inspections during the summer to check paths, infrastructure, and overall site conditions.

The local disc golf club actively supports upkeep of the course. Before tournaments, club members clear trees, clean and prepare trails, and assist staff with additional trail maintenance throughout the season.

## Facilities and Amenities

- Shared 18-course disc golf course
- 1 mile walking trail
- Benches and trash receptacles
- Off-street parking (two lots)

## Public Input

Community input identifies the Eagle Disc Golf Course as a fun and convenient place to walk and play disc golf in the summer and to ski during the winter. There is a desire to upgrade disc golf amenities (tees, baskets, benches, signs and trails).



Entrance with park sign and portable toilet



Disc golf basket

## Opportunities

Overall, the site serves its function. Wayfinding and a map of the disc golf layout would be beneficial, as well as having both novice and advanced tees and adding flags on top of the baskets for better identification.

## Recommendations

- Wayfinding and directional signage. Map of the tee, fairway, and basket at each hole location.
- Novice and advanced tee start.
- Establish hardened paths between each hole and along fairways to the baskets.



# CORAL SEYMOUR MEMORIAL BALLPARK (OILER PARK)

## Park Classification

Special Use Park or Facility

## Size

10.0 acres

## Existing Conditions

Coral Seymour Memorial Ball Park, or Oiler Park, is leased from the City. The complex was developed in 1976 and is used by the Peninsula Oilers Baseball Club, Inc. There is one adult sized baseball field.

## Maintenance and Operations

Under a lease agreement, the Kenai Oilers Baseball Club is responsible for all maintenance of Coral Seymour Memorial Ball Park, including field grooming, infield and outfield care, mowing and trimming the surrounding green spaces, and ensuring that facilities and equipment remain safe and in good condition for players and spectators.

## Facilities and Amenities

- Snack shack
- Bleachers
- Running water toilets (summer use)
- Dugouts

## Public Input

No public input received on this area.

## Recommendations

- Continue coordination with the leaseholder and provide City support as appropriate.
- Consider Conditional Use Permits to allow for concerts or fairs.



A game at Oiler Park



# KENAI MUNICIPAL GOLF COURSE

## Park Classification

Special Use Park or Facility

## Size

119.7 acres

## Existing Conditions

The Kenai Municipal Golf Course is owned by the City and is leased for summer operation and maintenance to KNC Golf, Inc. as the community golf course. Development of the golf course began in 1986 and today it is an 18-hole course with a 72 par rating. The golf course includes a club house and all facilities are open to the public in the spring through autumn for a fee.

In the winter months, the public uses the golf course for Nordic ski use on trails groomed by the P&R Department. There are four looped Nordic routes, totalling just over 3 miles with a short snowshoe loop trail in the woods. Grooming started in 1996 in order to enhance community recreation throughout the winter months. The terrain is predominantly flat and suitable for beginners, yet challenging enough for experienced skiers. Kenai Central High School and the Kenai Middle School use the facility for training.

## Maintenance and Operations

In the winter, the P&R Department grooms the Nordic ski trails weekly.

## Facilities and Amenities

- Four loop Nordic ski trails
- One loop snowshoe trail

## Public Input

No public input received on this area.

## Recommendations

- Coordinate with the leaseholder to address improvements to bridges, water access, and protection of salmon habitat.
- Trail lighting for improved night-time skiing, which could in turn support the supply of power to other areas of the golf course.



Municipal Golf Course



Winter ski trails at the golf course



## FOURTH AND FOREST POCKET PARK

### Park Classification

Pocket Park

### Size

0.21 acres

### Existing Conditions

The small park is maintained as a green space in the summer with mostly turf and some newly planted trees. There are two benches, a little free library, large boulder, and a wood chip path that cuts through the park. The park is in good condition, however the wood chip path is deteriorating.



Benches, little free library, and wood chip path



Pocket Park

### Maintenance and Operations

The P&R Department maintains the grass and landscaping in the summer.

### Facilities and Amenities

- Benches
- Little free library

### Public Input

No public input received on this area.

### Recommendations

- Rezone from Suburban Residential (RS) to future Parks Zoning District.



## ELSON FAMILY REST STOP

### Park Classification

Pocket Park

### Size

0.72 acres

### Existing Conditions

The small pocket park is located adjacent to the Unity Trail and was acquired through a donation by James A. Elson and Jo Ann Elson in June 2005 to be used as a park or rest stop. The park has a path connection from the Unity Trail and a picnic table.

### Maintenance and Operations

This site is a natural, low-maintenance area with no grass or permanent landscaping. The P&R Department performs intermittent inspections during the summer, checking the path, infrastructure, and overall condition of the site.



Picnic area at Elson Family Rest Stop

### Facilities and Amenities

- Picnic Table

### Public Input

No public input received on this area.

### Recommendations

- Manage the land in accordance with the donation requirements.
- Rezone from Rural Residential (RR) to future Parks Zoning District.



## CUNNINGHAM PARK

### Park Classification

Special Use Park or Facility

### Size

2.16 acres

### Existing Conditions

The park land was donated to the City by Martha Cunningham in 1971 with a deed requirement that the property be used for a public park and a reversion clause in the event the property was not used as a park. The park was constructed under a Land and Water Conservation Fund grant in 1973. It serves as a park on the Kenai River and is one of the few areas in the Lower Kenai River that provides public access for bank fishing. It is a popular fishing destination for locals and tourists, particularly in the fall during the silver salmon season.

A boardwalk was built along the uplands of the Kenai River to protect the banks from erosion, providing a great example of a bank restoration project similar to those occurring in other sections of the river. There are two access points on either end of the boardwalk to the banks of the Kenai River. All facilities are in good condition.

### Maintenance and Operations

During the summer, the P&R Department maintains the green space, landscaping, and vault toilet.

### Facilities and Amenities

- Boardwalk and Kenai River access
- Bank fishing
- Interpretive display
- Bicycle repair station
- Trash receptacle (not bear proof) and benches
- One vault toilet
- Off-street parking

### Public Input

Community input identifies Cunningham Park as enjoyable to the community for its connection to the Kenai River and as a scenic viewpoint. Many respondents use the park for fishing or to passively watch people fishing and enjoy the boardwalk. It is also used as a turn around or stop off point for people biking on the bike trail. Desired improvements include a fish cleaning table, more benches or sitting areas to view the river, improved restroom facilities, restoration efforts for the weeds, and more overall maintenance of the trash and restroom facilities.

### Opportunities

Cunningham Park is an enjoyable river side area for passive recreation and the public feels it serves the needs of the community. There is a sizeable area of maintained grass that is underutilized and could be reduced through naturalization efforts. The boardwalk provides a nice viewing opportunity and protects the bank from erosion caused by foot traffic; however, there is only one bench accessible on the boardwalk and overall, the boardwalk is narrow and doesn't offer a comfortable place to sit and enjoy the scenery. Expanding on the boardwalk to create a seating node with interpretive panels would be a nice addition to the park.

### Recommendations

- Improve seating and add interpretive panels on the boardwalk.
- Invasive plant species management, restoration of natural areas.
- Reduce maintained grass area and promote more naturalization around the edges. Maintain the central area as mowed, but let the other spaces naturalize.
- Improve pedestrian access to the river on east side of park by hardening a trail to high tide line.
- The restroom will need to be upgraded or replaced in the mid-term.
- Rezone from Rural Residential (RR) to future Parks Zoning District.



Stair access from the boardwalk to the riverbank



Park and boardwalk view



Restroom and parking



River access with bench and foot brush



Fishing along the Kenai River at Cunningham Park



## FIELD OF FLOWERS

### Park Classification

Special Use Park or Facility

### Size

3.03 acres

### Existing Conditions

The Field of Flowers provides a popular amenity for locals and visitors with its transformative flower display. The field is seeded each spring, providing visitors with a beautiful backdrop of flowers. A bark mulch trail meanders around the field with a central spur. There is also a small gazebo located on the northeast portion of the field. Botanical information is displayed on small signs throughout the site.

The property has approximately 2,600 feet of frontage on the Kenai Spur Highway and was deeded to the City by the FAA with Airport Restrictions. There is no dedicated parking and the site and its facilities are not accessible.

All facilities are in poor condition with the gazebo in a fair condition.

### Maintenance and Operations

The field is hydroseeded with wildflowers annually by a contractor and maintained and irrigated by the P&R Department.

#### Facilities and Amenities

- Wildflower field
- One gazebo
- Interpretive displays
- Mulch trail with benches
- On-street parking (limited)

### Public Input

Overall, the community describes the Field of Flowers as a beloved destination. It is mainly used as a place to take pictures, to walk through and enjoy the flowers, or to enjoy as you drive by. Respondents identified a lack of parking or not knowing where to park as deterrents to visiting the Field of Flowers. Better maintenance for the structures, signage, and flower field was identified as needed. Some concerns were raised regarding the species of flower that is being used and creating a space that uses native Alaska wildflowers.

### Opportunities

The Field of Flowers is a major draw for people in the community and those visiting or driving through. A developed master plan would be beneficial to layout designated wildflower beds, walking trails, updated interpretive signage, provide dedicated parking, and connections to the adjacent park activities. It is also recommended that the City work with a naturalist to ensure that they are planting native species and to develop a detailed implementation and maintenance plan.

There is also an opportunity to maintain the intent of the Field of Flowers, but relocate it to an existing park or event space, that can accommodate parking, is ADA accessible, and reduces maintenance load on the City. It is recommended that the City relocate the Field of Flowers to the Steve Shearer Memorial Ball Park site (as part of park redesign) on the north side with connections to the natural space west of the park.

The property has restrictions established by the FAA that should be considered when planning recreational facilities.

### Recommendations

- Develop a park master plan.
- Rezone from Conservation (C) to future Parks Zoning District.



Park gazebo



Perimeter trail around field of flowers



Park entrance sign



# KENAI MUNICIPAL CEMETERY AND CEMETERY EXPANSION

## Park Classification

Special Use Park or Facility

## Size

7.13 acres

## Existing Conditions

The Kenai Municipal Cemetery and Cemetery Expansion consists of the original cemetery grounds and the expansion, both enclosed with decorative fencing. The original section became fully reserved in 2025, though it is not yet fully occupied. The site includes a columbarium, a memorial gazebo, and landscaped grounds that support year-round visitation and memorial activities. The expansion is not fully developed, and a full site plan is underway to include water access, a veterans' area, a columbarium, and additional plots.

## Maintenance and Operations

The P&R Department provides regular grounds maintenance, including mowing, trimming, grave-site care, and seasonal cleanup. Snow removal is conducted in the winter to maintain access. The City Clerk's office manages plot reservations for the cemetery.

Each year, the American Legion performs an Avenue of Flags ceremony on Memorial Day. They also help maintain the flagpole.

## Facilities and Amenities

- Landscaped cemetery grounds
- Columbarium
- Memorial gazebo
- Avenue of Flags
- Decorative fencing surrounding both sections of off-road parking

## Public Input

No public input received on this area.

## Opportunities

The property has restrictions established by the FAA that should be considered when planning recreational facilities.

## Recommendations

- Complete long-term site plan to include additional parking, its parking development, and the veteran's area.



Cemetery Entrance



Columbarium

# KENAI CITY DOCK

## Park Classification

Special Use Park or Facility

## Size

12.54 acres

## Existing Conditions

City Dock is the community’s primary boating access for the Kenai River. It is extremely popular for locals and the thousands of visitors who come to the community in summer for angling. The facility includes a large gravel parking lot, four-lane boat launch, and large commercial dock on the Kenai River. The dock is not available to the public and is for commercial use only. The facility includes seasonal toilets and trash cans. The facility is fee based during the personal use fishery for parking and use of the boat launch. A large portion of the southern portion of the park is in a natural tidelands setting.

All facilities are in good to excellent condition; however, congestion is a significant concern during the personal use fishery.

## Maintenance and Operations

The P&R Department maintains the facilities and turf areas.

## Facilities and Amenities

- Four lane launch ramps
- Parking lot (238 vehicles with trailers, 12 accessible spaces for vehicles with trailers, 45 vehicles, 8 accessible spaces for vehicles)
- Running water toilets (summer use)
- Trash cans
- 170-foot commercial dock with three cranes (5,500 lbs capacity), not available to the public.

## Public Input

No public input was received on this area; however, City Dock was the subject of 2022 master planning as part of the Kenai Waterfront Revitalization Assessment.

## Recommendations

- Implement the recommendations outlined in the Kenai Waterfront Revitalization Assessment.



Parking during fishing season



Boat launch

# OPEN LAND & NATURAL SPACE

## MILLENNIUM SQUARE

### Park Classification

Open Land or Natural Space

### Size

7.08 acres

### Existing Conditions

Millennium Square consists of parcels 04705602, 04705805, and 04705870, with parcel 04705602 developed with the Scenic Bluff Overlook, grassy public area, and parking. Portions of the property have been identified for potential lease or sale to support future development of a town square. It is home to rugby games and weekly practices, soccer practices, general use, and Kenai's Fall Pumpkin Festival, Kite Festival and other events. There is no dedicated off-street parking.

The fields and shelter are in good condition but the fields have some drainage issues. The fields provide space for snow storage in the winter. There is no power, lighting or restrooms on site.

### Maintenance and Operations

The P&R Department preps the fields at the start of the season and performs weekly maintenance, including mowing and fertilizing. The local rugby club also considers this field their home and hosts annual cleanup and maintenance days each spring, providing volunteer support that helps keep the grounds in good condition.

### Facilities and Amenities

- Open fields
- One small shelter with picnic table
- Off-street parking (limited at Scenic Bluff)

### Public Input

Primary community use is for rugby practice and games and community events. General consensus feels that this is an underutilized area and respondents described improving the fields to be more vibrant or inviting and having better connections with the Scenic Overlook Bluff. Ideas included a destination amphitheater with seating that celebrates Kenai's unique history and culture and creates a natural place to gather. There was the desire to provide additional facilities (power, restrooms, shelters, parking) to better support festivals and community events. Creating a dedicated rugby field was also desired.

### Opportunities

If the Kenai Sports Complex, Kenai Greenstrip and the Steve Shearer Memorial Ball Park are developed as recommended in this study, the uses for Millennium Square could be relocated to these areas without the need to expand existing infrastructure and management. The desired Millennium Square facilities could be consolidated where new facilities are being proposed. To optimize other places in Kenai and focus resources on these other areas, there is an opportunity to reduce the burden and dispose of Millennium Square or hold for other community use rather than maintaining this underused area as open space. Maintain public access from Scenic Bluff Overlook to Leif Hansen Memorial Park.

The property has restrictions established by the FAA that should be considered when planning recreational facilities.

### Recommendations

- Remove any sports use in the open space (relocated to Kenai Sports Complex).
- Remove any event use in the open space (relocate to Steve Shearer Memorial Ball Park, Kenai Greenstrip, or the Kenai Sports Complex).
- Dispose of land while maintaining public access from Scenic Bluff Overlook to Leif Hansen Memorial Park.



Small shelter at the edge of the field



Turf general use field looking north



Turf general use field looking south



# SCENIC BLUFF OVERLOOK

## Park Classification

Open Land or Natural Space

## Size

4.03 acres

## Existing Conditions

The Scenic Bluff Overlook is a large open grass space overlooking the Kenai River with a pergola that was donated in 2009. The ‘Bird Cage’ gazebo was built and donated to the City by Scott Hamann of Metal Magic and installed in 2009. It is available to rent and used as a location for weddings.

Erosion along the bluffs has made the river edge portion unstable. It is anticipated that approximately one third of the open space area could erode as part of the bank stabilization project.

Park facilities are limited but are in good condition. Erosion will be an ongoing concern that includes public safety.

## Maintenance and Operations

The P&R Department maintains the grass and landscaping in the summer.



Artistic gazebo

## Facilities and Amenities

- One rentable pergola
- Interpretive displays
- Two trash receptacles
- Off-street parking

## Public Input

Community input identifies the Scenic Bluff Overlook as an enjoyable location to eat lunch, take pictures, and enjoy the view. There is mention of undesirable activities that diminish the value of the park.

## Opportunities

Scenic Bluff Overlook is a much-loved space in Kenai with exceptional views and connections to natural areas. Public input identified the desire to further celebrate Kenai’s unique history and culture, creating a natural place to gather, share, and learn.

The open space at Scenic Bluff Overlook is currently eroding due to the Kenai River; however, efforts are underway to stabilize the bank. At this time, it is recommended that the City maintain the open space at the Scenic Bluff Overlook as it is until the bank is stabilized and erosion has ceased. At that time, further planning elements could be developed for the open space areas.

## Recommendations

- Provide a kiosk (or similar) and interpretive plaza to showcase and celebrate Kenai’s history and culture.
- Develop interpretive signs and wildlife viewing facilities along river edge and park.



Open space along the bluff

## BLUE STAR MEMORIAL

### Park Classification

Open Land and Natural Areas

### Size

1.0 acres

### Existing Conditions

Blue Star Memorial is a large, well-maintained green space during the summer months. The area features the Blue Star Memorial marker, several benches, and open landscaped grounds. The memorial is part of a national program that began during World War II to honor the service and sacrifice of America’s Armed Forces. The “Blue Star” comes from the tradition of families displaying service flags with blue stars to represent loved ones serving in wartime. Today, thousands of Blue Star Memorials are found across the country, each uniquely designed and often used as a gathering space for ceremonies on Memorial Day, Veterans Day, and other patriotic occasions.

### Maintenance and Operations

The P&R Department mows the grass, maintains the monument, and plants flowers in the planters surrounding the memorial.

### Facilities and Amenities

- Blue Star Memorial
- Benches
- Planters
- Trash receptacle

### Public Input

No public input received on this area.

### Recommendations

- No recommendations.



Memorial sign and green space



# TARBOX WILDLIFE VIEWING PLATFORM

## Park Classification

Open Land or Natural Space

## Size

Not applicable

## Existing Conditions

The Tarbox Wildlife Viewing Platform was completed in 2009 through the combined efforts of ConocoPhillips Alaska, Kenai Watershed Forum, Keen Eye Birders, City of Kenai, State of Alaska Department of Natural Resources, and the Alaska Department of Fish and Game. The large elevated observation platform is accessible and allows viewing of the wetlands. The facility includes interpretive panels, a benches and trash can, and on-street parking. The facility is in excellent condition.

## Maintenance and Operations

The P&R Department performs annual cleaning and regular trash removal.

## Facilities and Amenities

- Elevated viewing platform
- Interpretive displays
- Spotting scope, trash receptacle, and bench
- Off-street parking

## Public Input

Community input describes this facility as a great location to look at the scenery, sunsets, wildlife, and watch dip netters in July. As part of the Kenai Waterfront Revitalization Assessment, there was a desire to create an elevated boardwalk partially into the tidelands to improve hunter and wildlife viewing access. Adding spotting scopes and interpretive panels were also requested.

## Opportunities

It is recommended the City move forward with implementing the recommendations outlined in the Kenai Waterfront Revitalization Assessment which identifies improvements to this area including extending an elevated boardwalk.

## Recommendations

- Implement the recommendations outlined in the 2022 Kenai Waterfront Revitalization Assessment.



Viewing platform with sign and fence



Bench and waste receptacle on platform



# KENAI WILDLIFE VIEWING PLATFORM

## Park Classification

Open Land or Natural Space

## Size

Not applicable

## Existing Conditions

The Kenai Wildlife Viewing Platform is a Land and Water Conservation Fund project and was developed in 1990. Located along Bridge Access Road, this highway wayside has an elevated timber boardwalk structure, a spotting scope for viewing wildlife, and interpretive panels. The wayside includes a large paved parking lot.

This area has been traditionally used by waterfowl hunters and provides unique access opportunities for hunting in the fall months.

The facility is in fair condition and is in need of maintenance. Settling of the parking lot at the platform edge has created a barrier that prevents the viewing platform from being accessible.

## Maintenance and Operations

The P&R Department performs annual cleaning and regular trash removal.



Interpretive panels and spotting scope

## Facilities and Amenities

- Timber viewing platform with benches
- Interpretive displays
- Spotting scope and trash receptacle
- Off-street parking

## Public Input

Community input describes this facility as a great location to look at the scenery, sunsets, and wildlife. There is a desire to do a complete upgrade this facility.

## Opportunities

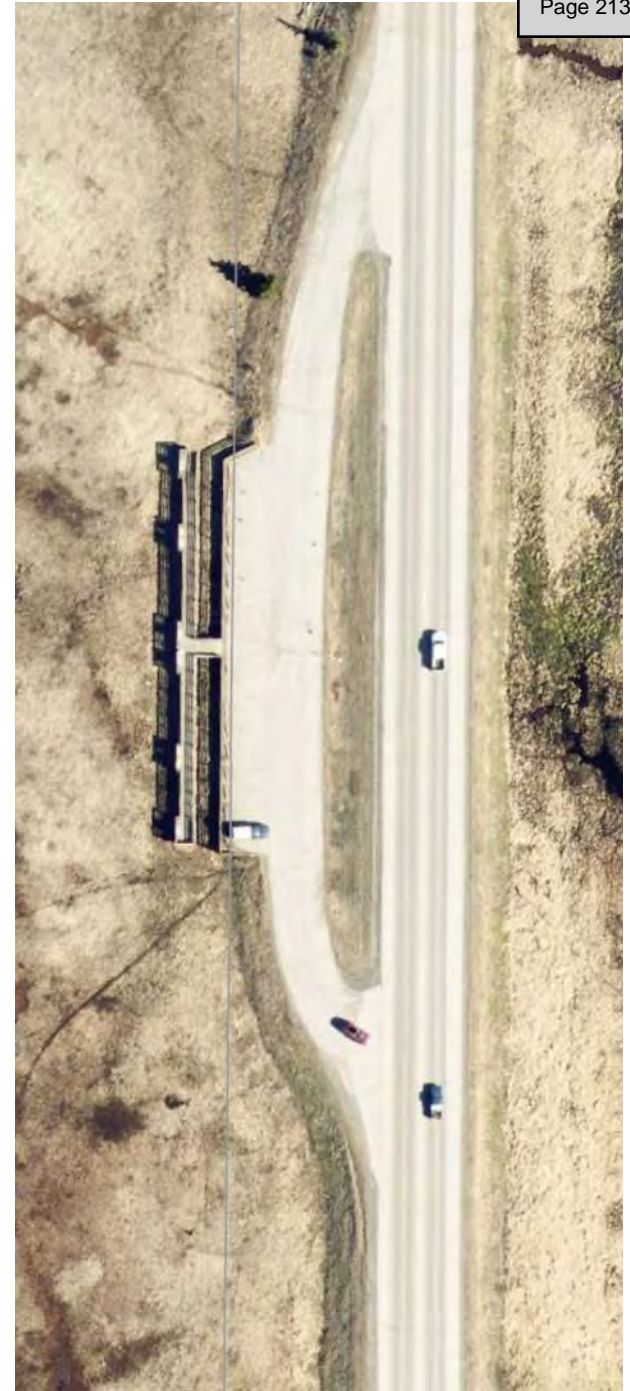
The Kenai Wildlife Viewing Platform is a well-used facility by locals and visitors. The facilities provided meet user expectations; however, are deteriorating and dated. Updating these facilities would continue to provide a positive experience for the community.

## Recommendations

- Review site ADA accessibility plan
- Update and replace interpretive signage



View across Cook Inlet



# KENAI NORTH BEACH

## Park Classification

Open Land or Natural Space

## Size

32.81 acres

## Existing Conditions

This community beach-front area provides access to the north beach of the Kenai River and Cook Inlet. It is the most popular destination in Alaska in July due to the personal use fishery. There is a small paved area for parking, with a larger parking area that is unpaved. There are also vault toilets and camping is permissible during the dip net fishery season. Fees do apply during this time. North Beach is also used for halibut fishing and whale watching. Other times of the year this beach is a local favorite to walk, have bonfires, ride a fat bike, fish from shore, or fly a kite. The facilities are in good condition but can be undersized during the month of July.

## Maintenance and Operations

The P&R Department performs daily maintenance of the toilets and trash pick up during the summer months and less frequently during the rest of the year. They monitor beach access and use during the dip net fishery season.



North Beach during dip netting season

## Facilities and Amenities

- Beach access
- Dip netting and fishing
- Camping (July 10-31)
- Trails
- Trash receptacle
- Vault toilets
- Off-street parking

## Opportunities

North Beach is well-served. Public feedback identified the desire to have dedicated recreation areas with fire pits located near the beach and better striped parking in the parking lot. Ensuring the public stays on approved pathways to reduce impact on sand dunes has been a focus of the City. Opportunities include better regulatory signage.

## Recommendations

- Dedicated recreation areas with fire pits
- Clear regulatory signage



## Public Input

Community input describes Kenai North Beach as a great year round destination for locals and congested and chaotic during the dip net fishery season. There is the desire to better control vehicles on the beach and keep the area clean.

# KENAI SOUTH BEACH

## Park Classification

Open Land or Natural Space

## Size

32.62 acres

## Existing Conditions

Kenai South Beach sits at the south mouth of the Kenai River. Accessed at the end of Cannery Road, this site provides outstanding views of Kenai’s “Ring of Fire” to see up to 5 Cook Inlet volcanoes on a clear day.

From July 10-31 during the dip net fishery season the area is very popular with portions of the beach fenced off to control access and manage parking. During the rest of the year, it is a local favorite, similar to North Beach.

## Maintenance and Operations

The P&R Department performs daily maintenance of the toilets and trash pick up during the summer months and less frequently during the rest of the year. They monitor beach access and use during the dip net fishery season.

## Facilities and Amenities

- Beach access
- Dip netting
- Camping (July 10-31)
- Trash receptacle
- Vault toilet
- Off-street parking

## Public Input

Community input describes the area as a great year round destination for locals and congested and chaotic during the July fishery. There is the desire to better control vehicles on the beach and keep the area clean.

## Opportunities

Kenai South Beach is well managed by the City. Opportunities include better regulatory signage or information distributed during the busy dip net fishery season. The City should install detailed regulatory signage on public awareness of parking, preserving habitat, and keeping Kenai’s beaches clean. Ensuring the public stays on public lands and not adjacent private lands is a concern as is impacts to the adjacent sand dunes.

## Recommendations

- Clear regulatory signage



South Beach



Dip net fishery

# TRAILS

The following inventories City trails; however, specific trail recommendations are not made as part of this master plan. A community wide trails master plan needs to be developed within a public process that will make trail specific recommendations and identify new trails and related facilities.

## DAUBENSPECK FAMILY PARK LOOP TRAIL

### Trail Use

Multi-use: walking, biking, non-motorized.

### Length

0.25 miles

### Existing Conditions

The route is a gravel path that loops around the pond, with multiple seating areas and a Story Walk maintained by the library. It also passes by our two rentable pavilions, the beach area, and the adjacent Kenai Bark Park.

### Maintenance and Operations

The P&R Department maintains the trail during the summer months. In winter, the trail is not groomed but members of the public will still walk it.

### Facilities and Amenities

- Trash cans
- Path of 10,000 Steps signage
- Benches
- Vault Toilet

## BERNIE HUSS MEMORIAL FITNESS TRAIL (RYAN'S CREEK TRAIL)

### Trail Use

Multi-use: walking, biking, non-motorized.

### Length

1.1 miles

### Existing Conditions

This gravel trail follows Ryan's Creek and forms part of the Bernie Huss Memorial Fitness Trail and is part of the Path of 10,000 Steps. It is frequently used by walkers, runners, and families. The corridor includes shaded areas, creek viewpoints, and informal wildlife viewing opportunities.

In 1984 the City formally changed the name from Ryan's Creek Trail to the Bernie Huss Memorial Fitness Trail.

### Maintenance and Operations

The P&R Department maintains the trail during the summer months.

### Facilities and Amenities

- Trash cans
- 9-hole disc golf course
- Boardwalk segments
- Path of 10,000 Steps signage

## SHQUI TSATNU TRAIL (RICHKA CREEK)

### Trail Use

Multi-use: walking, biking, non-motorized.

### Length

650 feet

### Existing Conditions

A dirt trail connecting 4th Avenue and 5th Avenue. Cuts across the creek and creates a walking connection between these two neighborhoods.

### Maintenance and Operations

The P&R Department maintains the trail during the summer months.

### Facilities and Amenities

- Trash cans
- Benches
- Bridge

## EAST END TRAILS

### Trail Use

Multi-use: walking, biking, non-motorized.

### Length

1 mile

### Existing Conditions

The trail system runs parallel to the disc golf course and provides a well-used walking route.

### Maintenance and Operations

The P&R Department maintains this trail during the summer months and grooms a section of it in the winter to provide access to the ski trails. This winter route connects the high school and middle school, allowing the ski teams to reach the trail system.

### Facilities and Amenities

- Trash cans
- Benches
- Seasonal portable toilet (summer)

## LAWTON DRIVE EXTENSION

### Trail Use

Multi-use: walking, biking, skiing, all-terrain vehicles, and snow machines.

### Length

1.5 miles

### Existing Conditions

This route runs adjacent to the Kenai Golf Course / Kenai Ski Trails winter network, but is not officially part of it. The corridor also serves as a utility access road. The route provides an informal connection between the neighborhoods surrounding Lawton Drive and Beaver Loop.

### Maintenance and Operations

The P&R Department does not maintain the trail during the summer months. In winter, the trail is groomed for Nordic ski use when conditions allow.

### Facilities and Amenities

None.

## KENAI SKI TRAILS

### Trail Use

Multi-use: Nordic skiing and snow-shoeing.

### Length

3.75 miles

### Existing Conditions

The Kenai Ski Trails are located on the Kenai Municipal Golf Course and form an interconnected network of Nordic ski routes during the winter months. The system features a mix of open fairway skiing, gentle rolling terrain, and wooded sections.

### Maintenance and Operations

The P&R Department grooms the trails throughout the winter for both classic and skate-style skiing.

### Facilities and Amenities

- Trash cans
- Seasonal portable toilet (summer)
- Bridges

## MEEKS TRAIL

### Trail Use

Multi-use: walking, biking, non-motorized.

### Length

750 feet

### Existing Conditions

Gravel trail connecting Old Town and providing a walkway to Kenai North Beach via a pedestrian bridge.

### Maintenance and Operations

The P&R Department maintains the trail during the summer months.

### Facilities and Amenities

- Trash can
- Benches
- Path of 10,000 Steps signage
- Bridge

## MUNICIPAL PARK WALKING TRAILS

### Trail Use

Multi-use: walking, biking, non-motorized.

### Length

0.5 miles

### Existing Conditions

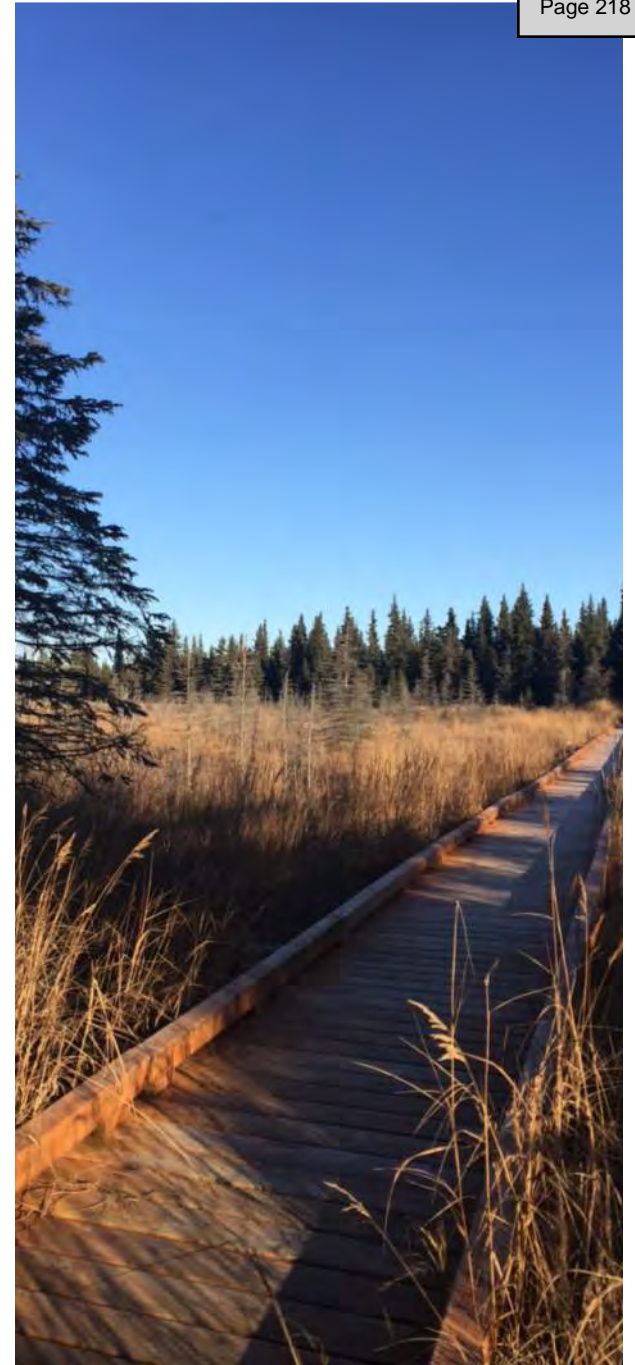
Municipal Park trails include a variety of trails and access to the Kenai Lions Club ADA-accessible viewing area overlooking the Cook Inlet. The park is located on a former campground, and its old access roads now serve as wide, well-packed dirt trails that provide year-round walking opportunities. It also serves as an access point to North Beach from the park.

### Maintenance and Operations

The P&R Department maintains the trail during the summer months. During the winter, the P&R department plows the trail to provide a safe, off-road walking area.

### Facilities and Amenities

- Trash cans
- Seasonal restrooms
- Informal creek viewpoints
- Path of 10,000 Steps signage
- Benches



Ryan's Creek Trail



*Meeks Trail*



# Implementation



PARKS & RECREATION  
MASTER PLAN

# PRIORITIES

## LOOKING AHEAD: INVESTING IN OUR COMMUNITY

This portion of the 20-year Parks and Recreation Master Plan outlines the implementation and how the City of Kenai will maintain, improve, and strategically expand facilities and infrastructure over the next two decades. The master plan and the priorities serve as a roadmap to ensure public assets remain safe, functional, and aligned with community needs.

### Built From Community Input

The priorities identified reflect:

- Public engagement and feedback
- Facility condition assessments
- Operational analysis
- Anticipated demographic and service trends



Field of Flowers

## THE FIRST 5 YEARS

Through the City’s regular planning process for the 5-year capital plan, there is a current list of capital improvement projects. The first 5-years of priority projects will include already established City capital projects and some smaller recommendations from this plan.

### List of top priorities for the next 5 years of departments

- Old Town Park-Playground replacement design
- Old Town Park-Playground replacement
- Multi-Purpose Facility-Replace locker rooms 1 and 2 and refurbishment of interior locker room 3, 4 and 5
- Multi-Purpose Facility-Roof replacement design
- Multi-Purpose Facility-Roof replacement
- Parks and Recreation Shop-Relocation design
- Parks and Recreation Shop-Relocation
- Multi-Purpose Facility-Enclosure feasibility study
- Multi-Purpose Facility-Refrigeration system replacement
- Improve and add Interpretive signage to Scenic Bluff Overlook, Municipal Park, Erik Hansen Park, Kenai Wildlife Platform, and Tarbox Viewing Platform
- Cunningham Park-Add a fish cleaning table
- Eagle Disc Golf Course-Additional signage
- Construct outdoor pickleball courts
- Develop and implement a turf reduction plan

- Review all parks and recreation zoning and change as needed
- Create design standards for all park signage, benches, and other equipment

## THE NEXT 5 TO 10 YEARS

The second 5-year period focuses on some of the biggest projects recommended in this master plan and contains general projects that the Parks and Recreation Department anticipates in the next 10 years.

### List of priorities for the next 5-10 years

- Kenai Sports Complex-Consolidation design
- Kenai Sports Complex-Phase 1 construction
- Kenai Sports Complex-Phase 2 construction
- Kenai Little League-Conversion into a campground
- Kenai Greenstrip-Design of community complex plan after relocating fields
- Leif Hansen Park-Gazebo replacement
- Recreation Center-Recreation room conversion
- Municipal Park-Playground replacement
- Cunningham Park-Vault toilet replacement
- Recreation Center-Lighting to full led conversion
- Recreation Center-Weight room refurbishment
- Recreation Center-Wallyball courts remodel
- Recreation Center-Entry/backroom remodel

## PREPARING FOR THE FUTURE: YEARS 11–20

This section of the plan includes community input and anticipated longer range projects from the Parks and Recreation Department.

### List of priorities years 11-20

- Beaver Creek Park-Playground replacement
- New Neighborhood Park (Location to be determined)-New neighborhood park and playground
- Eagle Disc Golf Course -Paving disc golf trail
- Kenai Skate Park-Park relocation
- Kenai Greenstrip-Playground replacement
- Kenai Greenstrip-New pavilion
- Daubenspeck Park-Vault toilet replacement
- Recreation Center-Roof replacement
- Kenai Municipal Golf Course-Warming shack at ski trails
- Kenai Wildlife Viewing Platform-Platform replacement
- Kenai Municipal Golf Course-Irrigation and power design
- Leif Hansen Park-Electrical replacement
- Kenai Greenstrip-Electrical replacement
- Recreation Center-Entry and parking lot improvements

## A FLEXIBLE PLAN

The project priorities identified in this master plan represent a desired vision that exceeds current General Fund allocations. This is intentional, as it reflects the community and City desires while ensuring the stewardship of park and recreation assets. To implement this vision, the City will utilize a diversified funding strategy—including bonds, state and federal grants, private-public partnerships, and other funding sources to supplement traditional City funding.

### Adaptive Management

The master plan’s twenty-year roadmap requires a living document approach. To remain responsive, the City will evaluate and recalibrate priorities based on the following:

- **Community Growth:** Monitoring demographic shifts and community expansion to ensure service levels keep pace with resident needs.
- **Facility Lifecycle:** Prioritizing reinvestment based on real-time assessments of assets and safety.
- **Financial Capacity:** Matching project timelines with the availability of specialized grants or favorable economic conditions.
- **Evolving Trends:** Adapting to changing recreational trends and needs to ensure facilities remain relevant for future generations.

The City reserves the right to accelerate specific priorities when new opportunities arise—such as grants and philanthropic gifts, land acquisitions, or new partnerships. Any proposed changes will be conducted with transparency, involving the public to ensure the community remains part of the master planning effort and any updates.

### Five-Year Performance Audit

To maintain the integrity and momentum of this master plan, the Parks and Recreation Department will conduct a formal evaluation of this master plan every five years. This audit will serve three functions:

- **Accountability:** Reporting on completed projects and milestones achieved
- **Validation:** Re-evaluating asset conditions and deferred maintenance needs
- **Recalibration:** Updating the priority list to reflect the current fiscal conditions, opportunities, and community needs.

Through this audit process, the City ensures that the master plan remains not just a visionary document, but an actionable and resilient blueprint for the future of parks and recreation in Kenai.

# FUNDING

## OVERVIEW

This section provides general funding information for the City of Kenai, as well as a generic list of potentially available external funding opportunities. This information will become outdated as funding sources and opportunities change rapidly, and should be validated prior to pursuing any source.

## CITY FUNDING

### Capital Improvement Programs

A capital improvement program (CIP), or capital investment plan, is a plan for capital expenditures of a government to be incurred each year over a fixed period of future years. While policy guidelines vary, capital projects are generally expenditures for infrastructure, buildings and facilities, equipment, and land that are generally expensive (over a certain dollar amount), non-recurring, and have a useful life expectancy of more than one year. Large projects like park acquisition, park construction, and other recreation projects that require borrowing of funds can often be included in the City's CIP. Local government capital funds may be used as a match to apply for federal or state grants.

### General Fund

The General Fund finances basic maintenance and operations and is not a consideration for funding major park projects. It is a consideration for funding staffing increases that may be needed if some new parks are built or expanded as outlined in the master plan.

## Bonds

Local governments can finance large capital recreation projects by seeking approval from citizens to approve debt financing through a bond referendum or vote. Bonds are most useful for long-term debt for large capital projects.

## GRANT FUNDING OPTIONS

### Community Development Block Grant

**Administration:** Department of Urban Housing and Development (HUD). Alaska Community Development Block Grant (CDBG) Program Department of Commerce, Community, and Economic Development Division of Community and Regional Affairs.

**Funding type and range:** Single-purpose project grants up to \$850,000

**Eligibility:** For public facilities and planning activities. Non-profits may apply as co-applicants.

**Timing:** In a typical year, applications are distributed in late fall, and awards are made the following spring.

The CDBG is “a flexible program that provides communities with resources to address a wide range of unique community development needs.” The amount for CDBG funding for a particular area is determined by HUD using a number of factors, including population growth and poverty level. Federal regulations require at least 51 percent of the population that benefits from funded projects or activities be low and moderate income.

Within Alaska, the CDBG provides funding annually to all Alaska communities, aside from Anchorage, for community development, which includes public facilities, and planning to address “issues detrimental to the health and safety of local residents and to reduce the costs of essential community services.” Additionally, the funding may be used to fund Special Economic Development activities that result in job creation for low and moderate income people.

### Community Facilities Direct Loan and Grant Program: Alaska

**Administration:** USDA, Rural Development Program

**Funding type and range:** The program offers three funding sources; low interest direct loans, grants, or a combination of the two. Federal share for grants is up to a maximum of 55 percent for communities with a population of less than 12,000. Program is open year round.

**Eligibility:** Federal, state, and local land management agencies, Tribes, and non-profits with legal agreements.

This program provides affordable funding to develop essential community facilities in rural areas. An essential community facility is defined as a facility that provides an essential service and does not include private, commercial or business undertakings. Funds can be used to purchase, construct, and/or improve essential community facilities, purchase equipment and pay project expenses that could include parks and playgrounds.

## Land and Water Conservation Fund Grant Program

**Administration:** Department of Interior, National Park Service (NPS).

**Funding type and range:** Grants that require a 50% match. Grant amounts may vary by grant cycle. In 2022 the minimum grant award was \$25,000 (project at least \$50,000), and the maximum was \$250,000 (project at least \$500,000).

**Eligibility:** State, regional, or local governments with the legal authority to provide park and recreation services on public lands.

Land and Water Conservation Fund (LWCF) is a 50/50 matching and reimbursable program. Eligible project types are identified and prioritized in the Statewide Comprehensive Outdoor Recreation Plan (SCORP). Over 300 LCWF grants have been awarded in Alaska, including projects for developing or improving local parks and playgrounds. August 2020 the Great American Outdoors Act fully and permanently funded this program.

A community can generate the match through a number of ways, including cash or documented in-kind labor, goods and services, volunteer time, or donations.

## Rasmuson Foundation Grants

**Administration:** Rasmuson Foundation

**Funding type and range:** Various options

**Eligibility:** Alaska based 501(c)(3) non-profits or local or tribal government.

The Rasmuson Foundation promotes civic responsibility and individual philanthropy amongst Alaskans; economic possibilities for Alaskans; educational opportunity for Alaskans; healthy Alaska families; quality health care for Alaskans; strong leaders; vibrant arts and culture in Alaska. The Foundation has been a strong supporter of parks, trails, and playgrounds projects in the past.

## Clean Water State Revolving Fund

**Administration:** Environmental Protection Agency (EPA)

**Funding type and range:** This is a low interest loan program intended to finance public infrastructure improvements.

It is required that 10% of the CWSRF be used for green infrastructure projects, many of which are or can be done in parks. Application deadlines vary depending on the specific state and type of project. The program provides loans for planning, design and construction.

## Recreational Trails Program

**Administration:** Alaska Department of Transportation and Public Facilities/Federal Highway Administration (FHWA).

**Funding type and range:** Federal share is up to 80 percent with Federal agencies able to provide additional Federal funds up to 95 percent. The maximum grant is \$300,000 for motorized and \$200,000 for non-motorized and non-motorized diversified trail projects.

**Eligibility:** Federal, state, and local land management agencies and non-profits with legal agreements.

**Timing:** Annual grant period, typically open in late summer and early autumn.

Federal transportation funds benefit recreation including hiking, bicycling, in-line skating, equestrian use, cross-country skiing, snowmobiling, off-road motorcycling, all-terrain vehicle riding, four-wheel driving, or using other off-road motorized vehicles. Projects can include repair of existing trails, new trails, and acquisition of easements or property for trails. This grant can be used for maintaining public recreational trails and related facilities, and for safety and educational projects. The Bipartisan Infrastructure Law of 2021 reauthorized the RTP through fiscal years 2022-2026.

## Federal Lands Access Program (FLAP)

**Administration:** Federal Highway Administration (FHWA).

**Funding type and range:** Grants require a minimum 20% match. This percentage can be higher (sliding scale), depending on the amount of publicly owned Federal land in the state. Grant amounts vary by grant cycle. In FY 2020 the program had a budget of \$270 million.

**Eligibility:** State, regional, or local governments with the legal authority to manage transportation facilities including trails and other corridors.

**Timing:** The next request for proposals for the Alaska FLAP will likely be in 2026.

The Federal Lands Access Program was established to improve transportation facilities that provide access to, are adjacent to, or are located within Federal lands. The FLAP supplements State and local resources for public roads, transit systems, and other transportation facilities, with an emphasis on high-use recreation sites and economic generators. Approximately \$69.5 million in FLAP funds have been obligated in Alaska.

## The Skatepark Project Grants

**Administration:** The Skatepark Project

**Funding type and range:** Grants of \$1,000 to \$25,000.

**Eligibility:** Provided to non-profit organizations and state or local agencies, including public schools.

**Timing:** Letters of Inquiry year-round and has quarterly award cycles.

The Skatepark Project is dedicated to promoting the construction of new, quality skateparks located in under-served communities throughout the United States. The Skatepark Project primarily supports projects that can demonstrate a strong grassroots commitment, particularly in the form of planning and/or fundraising by local skateboarders and other community groups. Priority is given to projects that are designed to increase equity, are built from concrete by experienced skatepark contractors and include local skaters in the process.

## Federal Lands to Parks Program

**Administration:** Department of Interior, National Park Service (NPS)

The Federal Lands to Parks Program helps communities to acquire, reuse and protect surplus federal properties for local parks and recreation. States, counties, and communities may acquire federal land and buildings no longer needed by the federal government at no cost on condition they are protected for public parks and recreation. Since its inception in 1949, this program has transferred about 184,000 acres of land to state and local governments for parks and recreation use.

## Community Built Playspace Grants

**Administration:** KABOOM!

**Funding type and range:** Funding for design, planning, equipment and community-build. Amount varies depending on project. Applicant is required to provide a portion of funding for purchase of play equipment.

**Eligibility:** Provided to non-profit organizations and state or local agencies, including public schools.

**Timing:** On-line application with extended open periods and award cycles.

Since 1996, KABOOM! has collaborated with partners to build, open or improve more than 16,700 playgrounds across the country. Projects are community-driven and include playgrounds, adventure courses, and multi-sport courts with a minimum of 2,000 square feet of improvements. The land manager is required to complete site preparation and demonstrate a community need for the playground. Community-Built Playspace grants are limited only to certain cities or areas for each funding cycle. At this time, Alaska is not one of the listed states for grant funding.

## Playground Manufacturer Grants and Promotions

Various playground equipment manufacturers will occasionally hold promotional events where grants or discounted equipment is available to applicants. These tend to be revolving opportunities with specific application periods and are often not regularly scheduled. Many manufacturers have e-mail lists to receive product updates and promotional offers.

## Corporate Grants

A variety of corporations provide money for community projects including parks and playgrounds. Amounts typically range from \$500 to 5,000 but some offer larger amounts. Corporations include Walmart, Kroger, Bank of America, Wells Fargo, REI, LL Bean, Subaru of America, and others and typically need to have a local presence for consideration.

## OTHER FUNDING OPTIONS

### Local Businesses and Organizations

Local businesses and community service organizations have supported parks and recreation. Local service clubs have successfully funded and provided labor for the repair and installation of new playgrounds and park improvements throughout Alaska. Volunteer groups that include local groups (Boy Scouts, labor unions, the Rotary Club, and others) as well as the many larger businesses such as the Home Depot and others often provide volunteer hours by their staff (and sometimes funding) for the communities they serve.

### Park Foundation

The creation of a local Kenai Park Foundation non-profit as a 501(c)(3) would allow residents to advocate for and raise funds for parks and playground improvements in the community. Non-profits have additional access to funding and grants that a typical City government may not. Park Foundations have been established in Juneau, Sitka and Anchorage and are in the establishment stages for several other Alaska communities.

## RESOURCES

The National Recreation and Park Association periodically posts information about grant and fundraising opportunities that are available for park and recreation agencies, affiliated friends group, and 501(c)(3) non-profits. These opportunities can be found at: <https://www.nrpa.org/our-work/Grant-Fundraising-Resources>



Public meeting



**KENAI CITY COUNCIL – REGULAR MEETING  
MAY 20, 2026 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
MAYOR HENRY H. KNACKSTEDT, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Kenai City Council was held on May 20, 2026, in City Hall Council Chambers, Kenai, AK. Mayor Knackstedt called the meeting to order at approximately 6:00 p.m.

**1. Pledge of Allegiance**

Mayor Knackstedt led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

- |                         |                            |
|-------------------------|----------------------------|
| Henry Knackstedt, Mayor | Victoria Askin, Vice Mayor |
| Sovala Kisena           | Bridget Grieme             |
| Deborah Sounart         | Glenese Pettey             |
| Phil Daniel             |                            |

A quorum was present.

Also in attendance were:

- \*\*Josh Bolling, Student Representative
- Terry Eubank, City Manager
- Scott Bloom, City Attorney
- David Swarner, Finance Director
- Kevin Buettner, Planning Director
- Lee Frey, Public Works Director
- Mary Bondurant, Interim Airport Manager
- Ryan Coleman, Police Sergeant
- Dave Ross, Police Chief
- Shellie Saner, City Clerk

**3. Agenda and Consent Agenda Approval**

Mayor Knackstedt noted the following additions to the Packet:

- Add to item B. 1. **Scheduled Administrative Reports**
  - Presentation Materials

- Add to item E. 3. **Public Hearing - Ordinance No. 3520-2026**
  - Amendment Memo

- Add to item H. 6. **New Business - \*Ordinance No. 3523-2026**
  - Amendment Memo

- Add to item H. 11. to The Consent Agenda **New Business - \*Action/Approval - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020**
  - PO Increase - Bluff Erosion Mitigation Design.

**MOTION:**

Vice Mayor Askin **MOVED** to approve the agenda and consent agenda with the requested revisions. Council Member Sounart **SECONDED** the motion.

The items on the Consent Agenda were read into the record.

Mayor Knackstedt opened the floor for public comment on consent agenda items; there being no one wishing to be heard, the public comment period was closed.

**UNANIMOUS CONSENT** was requested.

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

\*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.

Mr. Gaze presented the completed Streetlight Assessment summarizing the City's lighting infrastructure, inventory findings and planning recommendations; he identified infrastructure deficiencies including aging fixtures, wiring issues, damaged components and billing discrepancies; recommended potential improvement projects, phased implementation priorities; and possible grant funding opportunities.

Adam Miles, Project Engineer provided additional information regarding streetlight design, fixture standardization and lighting specifications; recommended standardized fixture families, lower color temperature lighting and interchangeable pole base design.

There was discussion regarding coordination with schools for bus stop lighting and considerations for long-term maintenance access and reliability.

**C. SCHEDULED PUBLIC COMMENTS - None.****D. UNSCHEDULED PUBLIC COMMENTS - None.****E. PUBLIC HEARINGS**

1. **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)

**MOTION:**

Vice Mayor Askin **MOVED** to enact Ordinance No. 3518-2026. Council Member Daniel **SECONDED** the motion.

Mayor Knackstedt opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

A summary overview of the memorandum as included in the packet and attached to Ordinance No. 3518-2026 was provided.

Clarification was provided regarding instances where a recount may be needed and the benefits to the City when having the option to pay a flat stipend rate to election workers.

**VOTE:**

YEA: Daniel, Grieme, Askin, Pettet, Kisen, Sounart, Knackstedt

NAY: None

\*\*Student Representative Bolling: Yea

**MOTION PASSED.**

- 2. **Ordinance No. 3519-2026** - Accepting and Appropriating Grant Funds from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures (Administration)

**MOTION:**

Vice Mayor Askin **MOVED** to enact Ordinance No. 3519-2026. Council Member Sounart **SECONDED** the motion.

Mayor Knackstedt opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

**VOTE:**

YEA: Grieme, Askin, Pettey, Kisena, Sounart, Knackstedt, Daniel

NAY: None

\*\*Student Representative Bolling: Yea

**MOTION PASSED.**

- 3. **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)

**MOTION:**

Vice Mayor Askin **MOVED** to enact Ordinance No. 3520-2026. Council Member Sounrt **SECONDED** the motion.

Mayor Knackstedt opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

**MOTION TO AMEND:**

Vice Mayor Askin **MOVED** to amend Ordinance No. 3520-2026 as follows:

Seventh whereas clause to read, “[at] the Planning and Zoning Commission during their May 13, 2026 Meeting recommended the City Council enact this Ordinance; and,”

Council Member Pettey **SECONDED** the motion.

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

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

**MOTION TO AMEND:**

Vice Mayor Askin **MOVED** to amend Ordinance No. 3520-2026 as follows:

Section 4, subsection (d), by deleting the existing paragraph (5) in its entirety, and replacing with a new paragraph (5) as follows:

[(5) IN SUBDIVISIONS WHERE SEPTIC TANKS OR OTHER INDIVIDUAL SEWAGE DISPOSAL DEVICES ARE TO BE INSTALLED, THE SIZE OF ALL LOTS INCLUDED IN SUCH SUBDIVISION [SHALL] MUST BE SUFFICIENT TO MEET ALASKA DEPARTMENT OF ENVIRONMENTAL CONSERVATION REQUIREMENTS.]

(5) In subdivisions where septic tanks or other individual sewage disposal devices are to be installed, the size of all lots included in such subdivision must be a minimum of forty thousand (40,000) square feet. If engineered plans are developed at the time of subdivision and depict

where all wells and septic systems are to be placed and are sufficient to meet Alaska Department of Environmental Conservation requirements, smaller lots may be approved.

Council Member Pettey **SECONDED** the motion.

Clarification was provided that the proposed standards were intended to align with Borough best practices and ensure adequate separation between wells and septic systems.

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

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

**MOTION TO AMEND:**

Vice Mayor Askin **MOVED** to amend Ordinance No. 3520-2026 as follows:

Section 5, be deleting existing paragraph (e) in its entirety and replacing with a new paragraph (e) as follows:

[(E) IN SUBDIVISIONS [OF TEN (10) OR MORE LOTS], AN APPROVED [PUBLIC] WATER SUPPLY [SHALL] MUST BE PROVIDED FOR EACH LOT WITHIN THE SUBDIVISION AREA. [WATER MAINS SHALL BE BURIED AT LEAST EIGHT (8) FEET DEEP WITH THE DEPTH TO BE DETERMINED BY MEASURING FROM THE GRADE LINE OF THE PLANNED PRELIMINARY FUTURE STREET GRADES OR, IF THERE ARE NO PLANNED FUTURE STREET GRADES, FROM THE NATURAL GRADE OF THE ADJACENT RIGHT-OF-WAY TO THE TOP OF THE MAIN BEING INSTALLED. FIRE HYDRANTS SHALL ALSO BE INSTALLED IN ALL SUBDIVISIONS AND IN ACCORDANCE WITH THE SPECIFICATIONS OF THE NATION BOARD OF FIRE UNDERWRITERS. (IN SUBDIVISIONS OF TEN (10) LOTS OR LESS, THE SUBDIVIDER WILL INCLUDE A COVENANT ON THE RECORDED PLAT THAT WHEN AN IMPROVEMENT DISTRICT IS FORMED, THE REAL PROPERTY INVOLVED WILL BE A PART OF THE IMPROVEMENT DISTRICT WITHOUT FURTHER ACTION BY THE THEN OWNER OF THE PROPERTY IN QUESTION.)]

(e) In subdivisions of ten (10) or more lots, or where ten or more minimum sized lots could be created, an approved water supply must be provided for each lot within the subdivision area. All public water mains must be extended and constructed in accordance with regulations and requirements of, and under the supervision of the Public Works Director’s office or their equivalent under contract by the City if such water mains are available for connection by the said subdivider and are located within one thousand five hundred (1,500) feet of the subdivider’s nearest lot line.

Council Member Pettey **SECONDED** the motion.

Clarification was provided that the proposed amendment aligns water connection requirements with existing sewer connection requirements; there was no current appeal or variance process for the subdivision requirement; and subdivision development provided an opportunity for extending water and sewer mains without City funding or establishment of a local improvement district.

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

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

**VOTE ON MAIN MOTION AS AMENDED:**

YEA: Askin, Pettey, Kisen, Sounart, Knackstedt, Daniel, Grieme

NAY: None

\*\*Student Representative Bolling: Yea

**MAIN MOTION AS AMENDED PASSED.**

**4. Resolution No. 2026-35 - Authorizing a Contract Award for 2026 Waste Water Treatment Plant Dumpster Services. (Administration)**

**MOTION:**

Vice Mayor Askin **MOVED** to adopt Resolution No. 2026-35. Council Member Sounart **SECONDED** the motion.

Mayor Knackstedt opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

**UNANIMOUS CONSENT** was requested.

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

5. **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)

**MOTION:**

Vice Mayor Askin **MOVED** to adopt Resolution No. 2026-36. Council Member Sounart **SECONDED** the motion.

Mayor Knackstedt opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

A summary overview of the memorandum as included in the packet and attached to Resolution No. 2026-36 was provided.

**UNANIMOUS CONSENT** was requested.

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

**F. MINUTES**

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

Approved by the consent agenda.

**G. UNFINISHED BUSINESS** - None.

**H. NEW BUSINESS**

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

Approved by the consent agenda.

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)

Approved by the consent agenda.

3. \***Action/Approval** - Special Use Permit to Crowley Fuels LLC for Aircraft Fueling Service on the Apron. (Administration)

Approved by the consent agenda.

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)

Introduced by the consent agenda and Public Hearing set for June 3, 2026.

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)

Introduced by the consent agenda and Public Hearing set for June 3, 2026.

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)

Introduced by the consent agenda and Public Hearing set for June 3, 2026.

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)

Introduced by the consent agenda and Public Hearing set for June 3, 2026.

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)

Introduced by the consent agenda and Public Hearing set for June 3, 2026.

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)

Introduced by the consent agenda and Public Hearing set for June 3, 2026.

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)

Introduced by the consent agenda and Public Hearing set for June 3, 2026.

11. **\*Action/Approval** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration). (Administration)

Approved by the consent agenda.

## I. **COMMISSION / COMMITTEE REPORTS**

### 1. Council on Aging Commission

Vice Mayor Askin reported on the May 14, 2026 work session, next meeting June 11, 2026.

### 2. Airport Commission

Council Member Sounart reported on the May 14, 2026 meeting, next meeting June 11, 2026.

### 3. Parks and Recreation Commission

Council Member Kisenka reported on the May 7, 2026 meeting, next meeting June 4, 2026.

### 4. Planning and Zoning Commission

Vice Mayor Askin reported on the May 13, 2026 meeting, next meeting May 27, 2026.

## 5. Beautification Commission

Council Member Pettey reported on the May 12, 2026 meeting, next meeting September 8, 2026.

## J. REPORT OF THE MAYOR

Mayor Knackstedt reported on the following:

- Participation in Police Memorial Week; met with Police Officers and the widow of Officer John Watson.
- Meeting with Glenfarne representatives, investors, contractors and developers regarding a potential project in the Kenai area.
- Thanked Director Best and the Parks and Recreation Commission for their work on the Parks and Recreation Master Plan.

## K. ADMINISTRATION REPORTS

1. City Manager - City Manager Eubank reported on the following:

- Staffing update: welcomed Ryan Coleman as the next Police Chief and reported open position recruitments.
- Meeting with Glenfarne Alaska LNG.
- Fox Air has been confirmed to be operating in good standing.
- Kahtnu Area Transit is preparing to expand public bus service operations with several potential bus stop locations in the City.
- Mission Avenue has been closed due to sluffing that has created unsafe conditions.
- KPEDD recently released its 2026 Housing Assessment Report.
- Bridge Access Pavement Preservation & Bike Path Project bidding is expected later this summer with construction in summer 2027.
- Wildwood Drive DOT project although not guaranteed may be completed in July when the Spur job closes for the PU Fishery.
- Airport staff is working on advertising the Airport Restaurant Concession with the goal of getting a new provider.
- Upcoming Events: Memorial Day Ceremonies; Library Summer Reading Program; and Planting Day.

2. City Attorney - No report.

3. City Clerk - City Clerk Saner reported on the following:

- Mobile Food Vendor licensing traffic is picking up and Taxi license expiration reminders were being sent.

## L. ADDITIONAL PUBLIC COMMENTS

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

Student Representative Bolling congratulated the Class of 2026.

Vice Mayor Askin congratulated Ryan Coleman on his appointment as Police Chief and thanked staff for the Parks and Recreation Master Plan.

Council Member Grieme congratulated the KCHS 2026 graduates; reminded everyone you could still sign up for the summer reading program; stated her appreciation for all who have served and reminded everyone of the importance of the Memorial Day Ceremonies.

Council Member Kisena congratulated Ryan Coleman on his appointment as Police Chief.

Council Member Pettey recognized the sacrifice of our service members.

Council Member Daniel reminded everyone to have a safe Memorial Day weekend.

Council Member Sounart congratulated Ryan Coleman on his appointment as Police Chief; thanked Chief Ross for his service; noted her appreciation for the work on the Parks and Recreation Master Plan; and wished everyone a safe Memorial Day weekend.

**M. EXECUTIVE SESSION - None.**

**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. INFORMATIONAL ITEMS - None.**

There being no further business before the Council, the meeting was adjourned at 7:21 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of May 20, 2026.

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Michelle M. Saner, MMC  
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.*



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3510-2026 SUBSTITUTE**

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP BY REZONING A PORTION OF THE PROPERTY AT 10060 KENAI SPUR HIGHWAY FROM CONSERVATION TO SUBURBAN RESIDENTIAL ZONING DISTRICT.

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WHEREAS, the property located at 10060 Kenai Spur Highway and known as Kenai Peninsula Borough (KPB) parcel number 04501057 is currently zoned as Conservation (C); and,

WHEREAS, Kenai Municipal Code 14.20.070 provides the intention of the Conservation Zone is to preserve open areas as watersheds and wildlife reserve lands for aircraft approach zones and other airport related uses; and,

WHEREAS, the City of Kenai applied to the Federal Aviation Administration (FAA) Alaska Region for a deed of release to remove FAA restrictions on an 81-acre parcel located east of the airport; and,

WHEREAS, the Deed of Release was approved by the FAA removing the aforementioned restrictions and was recorded on September 15, 2025; and,

WHEREAS, the City recognizes that upland portions of the larger parcel may be desirable for new residential development near existing subdivisions; and,

WHEREAS, the metes and bounds description of the portion of KPB 04501057 is as follows: Commencing at the center  $\frac{1}{4}$  corner of Section 33, Township 6 North, Range 11 West, Seward Meridian as shown on Plat K-1447, Kenai Recording District, thence S0°05'00"E 660 feet to point No. 1, the TRUE POINT OF BEGINNING; thence S89°55'00"W 410 feet to point No. 2; thence N0°05'00"W 1,980 feet to point No. 3; thence N89°55'00"E 410 Feet to point No. 4; thence S0°05'00"E 1,980 feet more or less to point No. 1, the TRUE POINT OF BEGINNING, containing 18.636 acres; and,

WHEREAS, the City of Kenai is initiating an amendment to the Kenai Official Zoning Map through the Kenai Planning & Zoning Commission in accordance with KMC Section 14.20.270(b)(1)(B) - *Amendment procedures*; and,

WHEREAS, the area proposed to be rezoned is much larger than the minimum of one acre required for a rezone; and,

WHEREAS, the proposed amendment to the zoning ordinance is not substantially the same as any other unapproved proposed amendment submitted within the previous nine (9) months; and,

WHEREAS, the rezone is consistent with the Imagine Kenai 2030 Comprehensive Plan and largely aligns with the Land Use Plan and addresses Goal 3 – *Land Use: Develop land use strategies to implement a forward-looking approach to community growth and development*; and,

WHEREAS, at their regularly scheduled meeting held on February 25, 2026, the City of Kenai Planning and Zoning Commission recommended approval of the rezone as presented at the time, but recommended the property to be rezoned to Rural Residential 1 (RR1) instead of Suburban Residential as proposed by Administration; and,

WHEREAS, at their regularly scheduled meeting held on March 18, 2026, the City Council referred Ordinance 3510-2026 to the Planning & Zoning Commission; and,

WHEREAS, at their regularly scheduled meeting held on April 29, 2026, the Planning & Zoning Commission recommended that the City Council rezone the portion of the property at 10060 Kenai Spur Highway from Conservation to Rural Residential.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** Amendment of City of Kenai Official Zoning Map: That City of Kenai, Official Zoning Map is hereby amended as follows: Rezone the portion of parcel 04501057 (10060 Kenai Spur Highway) described as: Commencing at the center ¼ corner of Section 33, Township 6 North, Range 11 West, Seward Meridian as shown on Plat K-1447, Kenai Recording District, thence S0°05'00"E 660 feet to point No. 1, the TRUE POINT OF BEGINNING; thence S89°55'00"W 410 feet to point No. 2; thence N0°05'00"W 1,980 feet to point No. 3; thence N89°55'00"E 410 Feet to point No. 4; thence S0°05'00"E 1,980 feet more or less to point No. 1, the TRUE POINT OF BEGINNING, containing 18.636 acres from Conservation (C) to Suburban Residential (RS) zoning district.

**Section 2.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 3.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect 30 days after enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 3<sup>RD</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Introduced:	March 4, 2026
Postponed to May 6, 2026:	April 1, 2026
Postponed as Amended to June 3, 2026:	May 6, 2026
Enacted:	
Effective:	



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Kevin Buettner, Planning Director

**DATE:** March 20, 2026

**SUBJECT:** **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.

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The Administration requested a partial rezone of an 81-acre parcel located at 10060 Kenai Spur Highway from Conservation to the Suburban Residential (RS) zoning district. The RS zone is intended to provide for medium-density residential development in areas served by common utility systems while maintaining adequate light, air, privacy, and the residential character of neighborhoods. The parcel is adjacent to existing residential neighborhoods within walking, biking, or short driving distance to commercial services, including Walmart, Home Depot, and Safeway.

In August 2025, the City applied to the Federal Aviation Administration (FAA) Alaska Region for a deed of release to remove FAA restrictions on the parcel, located east of the airport. The FAA approved the Deed of Release on September 15, 2025, and it was subsequently recorded with the State of Alaska. The release removed several restrictions and allows the land to be leased for other than aeronautical uses and also may be sold for fair market value if authorized by the City.

Most of the parcel consists of lowland drainage areas and associated wetlands that are not suitable for development. However, 18.636 acres of uplands along the eastern edge of the parcel, adjacent to existing residential neighborhoods, may be suitable for residential development. This area is described by metes and bounds as: Commencing at the center  $\frac{1}{4}$  corner of Section 33, Township 6 North, Range 11 West, Seward Meridian as shown on Plat K-1447, Kenai Recording District, thence  $S0^{\circ}05'00''E$  660 feet to point No. 1, the TRUE POINT OF BEGINNING; thence  $S89^{\circ}55'00''W$  410 feet to point No. 2; thence  $N0^{\circ}05'00''W$  1,980 feet to point No. 3; thence  $N89^{\circ}55'00''E$  410 Feet to point No. 4; thence  $S0^{\circ}05'00''E$  1,980 feet more or less to point No. 1, the TRUE POINT OF BEGINNING, containing approximately 18.636 acres. These upland areas are near existing City utilities located at the corner of Princess Lane and Magic Avenue. Under the current Conservation zoning, residential development is only allowed through a Conditional Use Permit.

Rezoning the suitable upland areas to Suburban Residential would align with the adjacent residential zoning districts and allow low to medium density housing in an area where utilities are available. The property is currently designated Parks, Recreation, and Open Space in the Imagine Kenai 2030 Comprehensive Plan. Most of the parcel would remain open space due to the drainage conditions, while the 18.636 acres of upland area could support residential development, mostly on the eastern edge has upland portions that would be suitable following subdivision of the property. A Comprehensive Plan amendment is not required because residential uses are allowed in the Conservation zone, with a Conditional Use Permit. The City anticipates updating the Comprehensive Plan in the coming years, which may include a new Land Use Plan.

The Comprehensive Plan supports this rezoning in the following identified goals:

*Goal 3 – Land Use: Develop land use strategies to implement a forward-looking approach to community growth and development.*

*LU-3: Review existing zoning and subdivision codes to determine if they address current and future land uses adequately*

The City recently conducted a statistically valid community survey that identified housing as a significant concern. Seventy-four percent of respondents indicated Kenai has a housing affordability or affordability and availability problem, and 46.7 percent said housing affordability and availability should be a top priority over the next five years. Portions of this parcel were identified as one of the few remaining City-owned properties adjacent to existing utilities that could support residential development without requiring major new infrastructure.

At its February 25, 2026 meeting, the Planning & Zoning Commission considered the Administration's request to rezone the parcel to Suburban Residential. Several members of the public spoke, raising concerns about potential impacts including development of wetlands, effects on nearby wells and septic systems, traffic and road conditions, and the possible extension of Magic Avenue. Others emphasized the ecological importance of the wetlands and ravine areas that serve as headwaters to a tributary of the Kenai River and salmon habitat. During discussion, staff clarified that only 18.636 acres of upland near existing utilities would likely be suitable for residential development and that wetlands and lowland areas would remain protected. Development would still require subdivision, platting, and developer-funded infrastructure improvements.

Following discussion, the Commission amended the proposal to recommend rezoning the property to Rural Residential 1 (RR-1) rather than Suburban Residential (RS), and the amended motion passed.

The Administration believes rezoning to RR-1 will likely deter development of this property due to the required minimum lots size of 20,000 square feet compared to 7,200 square feet in the RS zone. Development costs, installation of roads and utilities, are significant and requiring lots of at least 20,000 square feet would make development uneconomical. The RR-1 zone also prohibits structures with more than five dwelling units and requires a conditional use permit for structures with more than three dwelling units. Because the property is within walking, biking, or short driving distance to commercial services, it is an ideal location for higher density development. While the



application is not yet complete, the Administration is working with a developer who is interested in constructing a multifamily development in Kenai which may not be permitted in a RR-1 zone.

Additionally, after further consideration, Administration believes that for purposes of future development of the property, this is an appropriate situation for creating a split zone. Only the developable uplands portion of the lot would be rezoned, and the lowland wetlands would remain conservation. This would facilitate a future subdivision for development.

On March 18, 2026, City Council referred the request back to the Planning & Zoning Commission to reconsider the Administration's original request to amend the zoning to RS and to consider a split-zone approach. Under this approach, the upland portion of the parcel suitable for residential development would be rezoned to RS, while the larger portion of the property containing drainages and associated wetlands would remain in the Conservation zoning district. While split zones are generally not considered best practice, in this case a split zone using metes and bounds to delineate the portion of the larger parcel that would be considered for rezoning the portion of the lot suitable for development from what should remain open space and not be developed. A split zone will also negate the need to rezone the remaining parcel back to Conservation once subdivision of the developable portion is complete.

This substitute ordinance will document the City Council action on March 18, 2026, as well as delineate the portion of the larger parcel to be considered by the Planning & Zoning Commission.

The Administration also respectfully requests that you introduce this substitute ordinance and delay the public hearing until the May 6, 2026 City Council meeting to allow the Planning & Zoning Commission to hold their public hearing and make recommendation at the their April 29, 2026 meeting.

Thank you for your consideration.

### **Attachments**

Location Map

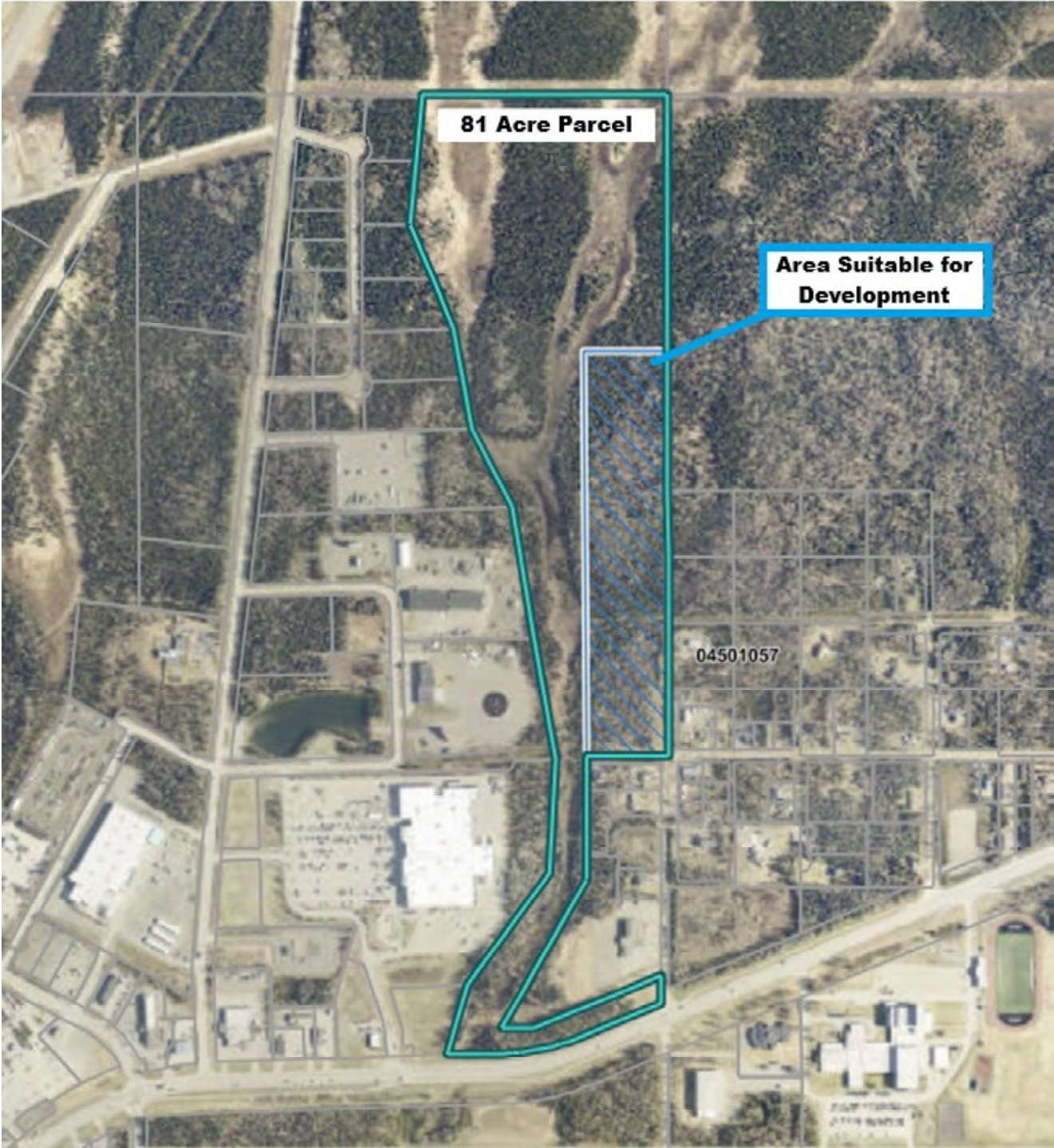
FAA Deed of Release

P&Z Resolution PZ2026-03

Staff Report PZ2026-03



**Location Map**



2025-006725-0

Recording Dist: 302 - Kenai  
9/15/2025 01:34 PM Pages: 1 of 4

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**DOCUMENT  
ELECTRONICALLY  
RECORDED**



DEED OF RELEASE

This instrument, a Deed of Release, made by the United States of America, acting by and through the Chief, Airports Division, Alaskan Region, Federal Aviation Administration, under and pursuant to the powers and authority contained in the provisions of Public Law 81-311 (63 Stat. 700), as amended, to the City of Kenai, a body politic under the laws of the State of Alaska, Witnesseth:

WHEREAS, The United States of America, acting by and through the Administrator of General Services under and pursuant to the powers and authority contained in the provisions of the Federal Property and Administrative Services Act of 1949 (83 Stat. 377) and the Surplus Property Act of 1944 (58 Stat. 765), as amended, and regulations and orders promulgated thereunder, by instrument entitled "Quitclaim Deed" and dated December 1, 1963, did remise, release, and forever quitclaim to the City of Kenai, its successors and assigns, all rights, title and interests of the United States in and to certain real property located near Kenai, Alaska, under and subject to the reservations, exceptions, restrictions, and conditions contained in the Deed; and \* Book 27 Pages 303-312 Kenai Recording District.

WHEREAS, the City of Kenai has requested the Administrator of the Federal Aviation Administration to release an area of land hereinafter described from all conditions, reservations, and restrictions contained in said "Quitclaim Deed" to permit sale or long-term lease of the property for non-airport use, and has by appropriate resolution No. 70-5 dated March 18, 1970, obligated itself to devote the revenues received from the lease or sale of the hereinafter described property exclusively for the development, improvement, operation, or maintenance of the Kenai Municipal Airport; and

WHEREAS, The Administrator or authorized delegate of the Federal Aviation Administration, under and pursuant to the powers and authority contained in Public Law 81-311 (63 Stat. 700) is authorized to grant a release from any of the terms, conditions, reservations, and restrictions contained in, and to convey, quitclaim, or release any right or interest reserved to the United States by, any instrument of disposal under which surplus airport property was conveyed to a non-Federal public agency pursuant to Section 13 of the Surplus Property Act of 1944 (58 Stat. 765); and

WHEREAS, the Administrator of the Federal Aviation

Administration has determined that said land no longer serves the purpose for which it was transferred; and, that such property can be used, leased, sold, or disposed of by the City of Kenai for other than airport purposes without materially and adversely affecting the development, improvement, operation, or maintenance of the Kenai Municipal Airport; and

WHEREAS, the City of Kenai covenants and agrees as follows:

- (1) To use the revenues received from the sale or lease of the hereinafter-described property, exclusively for the development, improvement, operation of the Kenai Municipal Airport.
- (2) To restrict the height of structures, objects of natural growth and other obstacles on the hereinafter-described real property to a height of not more than 242 feet above mean sea level;
- (3) To prevent any use of the real property hereinafter described which would interfere with the landing or taking off aircraft at the Kenai Municipal Airport or otherwise constitute an airport hazard.

NOW, THEREFORE, for and in consideration of the above-expressed recitals and of the benefits to accrue to the United States and to civil aviation, the United States of America, upon inclusion by the City of Kenai in a Lease or Instrument of Transfer conveying title to the hereinafter described real property of provisions as follows:

- (1) That the City of Kenai reserves unto itself, successors, transferees, and assigns, for the use and benefit of the public a right of flight for the passage of aircraft in the space above the surface of the real property hereinafter described, together with the right to cause in said air space such noise as may be inherent in the operation of aircraft, now known or hereafter used, for navigation of or flight in the said airspace, and for use of said airspace for landing on taking off from or operating on Kenai Municipal Airport,
- (2) That the Grantee expressly agrees for itself, heirs, executors, administrators, successors, transferees, and assigns to restrict the height of structures, objects of natural growth and other obstructions on the hereinafter described real property to a height of not more than 242 feet above mean sea level.
- (3) That the Grantee expressly agrees for itself, heirs, executors, administrators, transferees, and assigns to prevent any use of the herein- after described real property which would interfere with landing or taking off of aircraft at the Kenai Municipal Airport or otherwise constitute an airport hazard.



(4) All covenants heretofore stated shall run with the land and shall inure to the benefit of, and be binding upon the heirs, executors, administrators, successors, transferees, and assigns of the parties hereto.

Hereby releases the said real property from the conditions, reservations, and restrictions as contained in the above-mentioned Instrument of Transfer from the United States of America to the City of Kenai dated December 1, 1963, which real property is described as follows:

T6N R11W Section 33 Seward Meridian KN W1/2 lying N of Kenai Spur Highway & East of Marathon Road excluding all Baron Park Subs & Kenai Industrial Park Sub.

By its acceptance of this Deed of Release the City of Kenai covenants and agrees for itself, successors, transferees, and assigns, to comply with and observe all of the conditions and limitations hereof, which are expressly limited to the above- described real property.

IN WITNESS WHEREOF, the United States of America has caused this Deed of Release to be executed as of the 10<sup>th</sup> day of September 2025.

UNITED STATES OF AMERICA

By 

Laurie Suttmeier  
Division Manager, Airports Division  
Alaskan Region

Accepted:

CITY OF KENAI

By   
Terry Eubank  
City Manager



# ALASKA NOTARY ACKNOWLEDGEMENT

State of Alaska

3rd Judicial District of the Municipality of Anchorage

On this 10th day of September in the year 2025, before me, the undersigned notary public, personally appeared: Laurie J. Suttmeier known to me to be the person whose name is subscribed to the within instrument and acknowledged that she executed the same for the purposes therein contained.



(Seal)

*Dana Stephenson*  
Dana Stephenson, Notary Public

200601001  
Commission Number

My Commission Expires: with office

Return to:  
City of Kenai  
210 Fidalgo Ave.  
Kenai, AK 99611







**CITY OF KENAI  
PLANNING AND ZONING COMMISSION  
RESOLUTION PZ2026-03**

A RESOLUTION **RECOMMENDING** THE KENAI CITY COUNCIL APPROVE THE REZONE FROM CONSERVATION (C) TO RURAL RESIDENTIAL 1 (RR-1) ZONING DISTRICT FOR THE FOLLOWING PROPERTIES AND AS DEPICTED ON THE ATTACHED BOUNDARY MAP.

<u>Parcel No.</u>	<u>Address</u>	<u>Lot Size</u>	<u>Legal Description</u>
04501057	10060 Kenai Spur Hwy.	81.0 acres	T 6N R 11W SEC 33 SEWARD MERIDIAN KN W1/2 LYING N OF KENAI SPUR HWY & E OF MARATHON RD EXCL ALL BARON PARK SUBS & KENAI INDUSTRIAL PARK SUB

WHEREAS, the property located at 10060 Kenai Spur Highway and known as Kenai Peninsula Borough Parcel number 04501057, as described above, is currently zoned as Conservation (C); and,

WHEREAS, Kenai Municipal Code (KMC) 14.20.070 intends the Conservation Zone to apply to areas which should be preserved primarily as open areas and as watersheds and wildlife reserves. Airport and related uses have been included in this zone to allow for the reservation of aircraft approach zones; and,

WHEREAS, the City of Kenai applied to the Federal Aviation Administration (FAA) Alaska Region for a deed of release to remove FAA restrictions on an 81-acre parcel located east of the airport; and,

WHEREAS, the Deed of Release was approved by the FAA removing the aforementioned restrictions and was recorded on September 15, 2025; and,

WHEREAS, the City recognizes that upland portions of the larger parcel may be desirable for new residential development near existing subdivisions; and,

WHEREAS, the City of Kenai is initiating an amendment to the Kenai Official Zoning Map through the Kenai Planning & Zoning Commission in accordance with KMC Section 14.20.270(b)(1)(B) - *Amendment procedures*; and,

WHEREAS, the area proposed to be rezoned contains a minimum of one (1) acre (excluding street or alley rights-of-way); and,

WHEREAS, the proposed amendment to the zoning ordinance is not substantially the same as

Resolution No. PZ2026-03

Page 2 of 3

any other unapproved proposed amendment submitted within the previous nine (9) months; and,

WHEREAS, a map has been included of the proposed rezone area; and,

WHEREAS, the City of Kenai Planning and Zoning Department conducted a duly advertised public hearing, following requirements outlined in Kenai Municipal Code 14.20.280 for public hearings and notifications.

WHEREAS, the Planning and Zoning Commission finds:

1. The current zoning district, Conservation (C) is intended to apply to areas which should be preserved primarily as open areas and as watersheds and wildlife reserves. Airport and related uses have been included in this zone to allow for the reservation of aircraft approach zones. The existing Conservation zone is not the preferred land use for this area as there are no longer FAA restrictions on the property and upland portions of the parcel may be desirable for new residential development.
2. The rezone to Rural Residential 1 Zone would allow for low-density residential development adjacent to existing residential neighborhoods within walking, biking, or short driving distance to commercial services. City utilities are located at the southeast corner of the parcel.
3. The existing land use classification states that the area is to be Parks, Recreation, and Open Space. A majority of the parcel will remain as open space, as it lies within a large drainage area and is not suited for development. Approximately 10-15 acres of the parcel, mostly on the eastern edge has upland portions that would be suitable for residential development, but the 81-acre parcel would require subdivision prior to development.
4. The proposed rezone to RR-1 would align with the current low density residential character of the adjoining neighborhood.

NOW, THEREFORE, BE IT RECOMMENDED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA:

**Section 1.** That Kenai City Council approve the rezone request for the property located at 10060 Kenai Spur Highway from Conservation (C) to Rural Residential 1 (RR-1) zoning district.

**Section 2.** That the Commission will forward its written recommendation to the Kenai City Council, along with all certified minutes and public records relating to the proposed amendment.

PASSED BY THE PLANNING AND ZONING COMMISSION OF THE CITY OF KENAI, ALASKA, THIS 25<sup>TH</sup> DAY OF FEBRUARY, 2026.

  
Jeanne Keaton, Chair

Resolution No. PZ2026-03

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ATTEST:



\_\_\_\_\_  
Logan Parks, Deputy City Clerk



# STAFF REPORT

## PLANNING & ZONING DEPARTMENT

**TO:** Planning and Zoning Commission  
**FROM:** Kevin Buettner, Planning Director  
**DATE:** February 17, 2026  
**SUBJECT:** Resolution PZ2026-03 – Rezone One 81-Acre Parcel from Conservation to Suburban Residential (RS) Zoning District

**Request** The applicant is requesting a rezone of one (1) parcel from Conservation to the Suburban Residential (RS) Zoning District.

**Staff Recommendation** Adopt Resolution PZ2026-03 recommending approval of a rezone of one (1) parcel from Conservation to the Suburban Residential (RS) Zoning District.

**Applicants:** City of Kenai  
 Attn: Planning & Zoning Department/Lands Administration  
 210 Fidalgo Ave.  
 Kenai, AK 99611

<u>Parcel No.</u>	<u>Address</u>	<u>Lot Size</u>
04501057	10060 Kenai Spur Hwy.	81 acres

**Legal Description:** T 6N R 11W SEC 33 SEWARD MERIDIAN KN W1/2 LYING N OF KENAI SPUR HWY & E OF MARATHON RD EXCL ALL BARON PARK SUBS & KENAI INDUSTRIAL PARK SUB

**Current Zoning:** Conservation (C)

**Proposed Zoning:** Suburban Residential (RS)

**Current Land Use** Vacant Land

**Land Management Plan:** Mixed – Dispose / Retain

**Land Use Plan** Parks, Recreation, & Open Space

## SUMMARY

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The City of Kenai is seeking to rezone one 81-acre parcel located at 10060 Kenai Spur Highway from Conservation to the Suburban Residential (RS) zoning district. The purpose of the rezone is to allow for low- to medium-density residential development adjacent to existing residential neighborhoods within walking, biking, or short driving distance to commercial services.

## ANALYSIS

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Pursuant to KMC Section 14.20.270, the initiation of a Zoning Map Amendment may be initiated by the Kenai Planning & Zoning Commission. This parcel is wholly owned by the City of Kenai. The area to be rezoned contains far above the minimum of one (1) acre (excluding street or alley rights-of-way) unless the amendment enlarges an adjacent district boundary.

### **Existing and Proposed Zoning**

The existing zoning is Conservation (C) and the intent as outlined in KMC Section 14.20.070 states the following:

*The C-Zone is intended to apply to areas which should be preserved primarily as open areas and as watersheds and wildlife reserves. Airport and related uses have been included in this zone to allow for the reservation of aircraft approach zones. It is intended that this zone shall apply mainly to publicly owned land.*

**Findings:** In August 2025, the applied to the Federal Aviation Administration (FAA) Alaska Region for a deed of release to remove FAA restrictions on an 81-acre parcel located east of the airport. On September 15, 2025, the Deed of Release was approved by the FAA and recorded with the State of Alaska. This deed of release removed a number of restrictions and allows this land to be leased for other than aeronautical uses, and also may be sold for fair market prices, if authorized by the City. Furthermore, the proposed rezone area contains a large drainage area throughout most of the western sections of the parcel. Upland portions along the eastern side of the parcel are adjacent to existing residential neighborhoods. Approximately 10-15 acres of these uplands are suitable for residential development. Conservation only allows for residential development with a Conditional Use Permit.

The proposed zoning is Suburban Residential and the intent as outlined in KMC Section 14.20.090 states the following:

*The RS Zone is intended to provide for medium density residential development in areas which will be provided with common utility systems. The specific intent in establishing this zone is:*

- (1) To separate residential structures to an extent which will allow for adequate light, air, and privacy;*
- (2) To prohibit uses which would:
 
  - (A) Violate the residential character of the environment;*
  - (B) Generate heavy traffic in predominantly residential areas.**

**Findings:** The rezone to RS zone would align with the adjacent residential zoning districts. As mentioned above, approximately 10-15 acres of upland portions of the parcel would be suitable for residential development. Suburban Residential is appropriate in areas where there are common utility systems, in this case City utilities are available at the corner of Princess

Lane and Magic Avenue. This is on the southeastern corner of one of the upland portions.

### **Comprehensive Plan – Land Use Classification**

The existing land use classification is be Parks, Recreation, and Open Space and the intent as outlined in the *Imagine Kenai 2030 Comprehensive Plan* (“Comprehensive Plan”) states the following:

*Intended for those public recreation facilities, as well as undeveloped lands that provide for the conservation of natural or scenic resources. These areas can be used for a variety of passive and active outdoor and indoor sports and recreational activities. Areas that may be suitable for future natural resource development may be included in this category.*

**Findings:** The existing land use classification states that the area is to be Parks, Recreation, and Open Space. A majority of the parcel will remain as open space, as it lies within a large lowland drainage area and is not suited for development. Approximately 10-15 acres of the parcel, mostly on the eastern edge has upland portions that would be suitable for residential development, but the 81-acre parcel would require subdivision prior to development.

An amendment to the land use map in the Comprehensive Plan is not currently required, as residential uses are allowable in Conservation zone, albeit as conditional uses. The City anticipates updating the Comprehensive Plan within a couple years, and a new Land Use Plan may be developed as a part of this process.

The Comprehensive Plan supports this rezoning in the following identified goal:

*Goal 3 – Land Use: Develop land use strategies to implement a forward-looking approach to community growth and development.*

- *LU-3: Review existing zoning and subdivision codes to determine if they address current and future land uses adequately.*

**Findings:** The proposed rezone to RS would align largely with the intent of keeping a majority of the lowland drainage areas protected, as the parcel would be subdivided and with the City of Kenai retaining ownership. This would also align with supporting Workforce Development by allowing for new low to medium density residential development in appropriate areas served by City utilities.

### **Existing Use**

In the proposed rezone area, the land is vacant.

**Findings:** The proposed rezone to RS zone would allow for upland portions of the parcel, largely on the eastern side, would allow for low- to medium density residential development adjoining and existing residential neighborhood, which has been identified as a crucial need for the City.

## **PUBLIC NOTICE**

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Pursuant to Kenai Municipal Code 14.20.280 notices of the public hearing for the rezone were mailed to property owners within a three hundred-foot (300') periphery of the subject properties. City staff published notice of the public hearing in the *Peninsula Clarion*, and notification was posted.

No public comments have been received as-of-date.

## **STAFF RECOMMENDATION**

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Based on the findings and analysis in this staff report, Staff recommends the Planning & Zoning Commission recommend approval of the rezone request for the property located at 10060 Kenai Spur Highway from Conservation (C) to Suburban Residential (RS) zoning district. Planning & Zoning Commission's recommendation will be forwarded to City Council for consideration.

## **ATTACHMENTS**

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Zoning Map – Existing and Proposed  
Application  
Aerial Map  
Deed of Release



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members  
**THROUGH:** Terry Eubank, City Manager  
**FROM:** Kevin Buettner, Planning Director  
**DATE:** May 28, 2026  
**SUBJECT:** **Ordinance 3510-2026 Substitute** - Requested Amendment.

---

This memo requests an amendment to Ordinance 3510-2026 Substitute which will amend the official zoning map by rezoning a portion of the property at 10060 Kenai Spur Highway from Conservation to Suburban Residential Zoning District.

At the regularly scheduled Planning & Zoning Commission meeting of May 27, 2026, the Commission voted to recommend that City Council enact Ordinance 3510-2026 Substitute with an amendment.

The following amendment is respectfully requested.

### Motion

Add a fourteenth WHEREAS statement. The new WHEREAS, will read:

WHEREAS, at their regularly scheduled meeting held on May 27, 2026, the Planning & Zoning Commission recommended that the City Council rezone the portion of the property at 10060 Kenai Spur Highway from Conservation to Rural Residential.

Thank you for your consideration.

**PAYMENTS OVER \$35,000.00 WHICH NEED COUNCIL RATIFICATION  
COUNCIL MEETING OF: JUNE 3, 2026**

<b>VENDOR</b>	<b>DESCRIPTION</b>	<b>DEPARTMENT</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>
PERS	PERS	VARIOUS	LIABILITY	114,024.21
ENSTAR	GAS USAGE	VARIOUS	UTILITIES	48,068.93



## MEMORANDUM

**TO:** City Council Members

**FROM:** Henry Knackstedt, Mayor

**DATE:** May 20, 2026

**SUBJECT:** **Action/Approval** - Council Confirmation of Mayoral Nominations of Missy Wallace to the Beautification Commission.

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A vacancy currently exists on the Beautification Commission; an application for appointment has been received and is attached for consideration.

Pursuant to Kenai Municipal Code 1.90.010 members are nominated by the Mayor and confirmed by the City Council. Council confirmation of the following appointment is requested:

- Missy Wallace - Beautification Commission partial term ending on December 31, 2028.

Your consideration is appreciated.



# Commission Application

Application for Appointments to the Airport, Beautification, Council on Aging, Harbor, Parks & Recreation, and Planning and Zoning Commissions

First Name: \*  
Missy

Last Name: \*  
Wallace

Residence Address: \*  
[Redacted]

If appointed, select items approved for publication on City Website:  
 Primary Phone  
 Home Phone  
 Email

Mailing Address: \*  
10672 Kenai Spur Hwy Ste 112 PMB 163

Mailing City: \*  
Kenai

Mailing State: \*  
AK

Mailing Zip: \*  
99611

Primary Phone: \*  
[Redacted]

Home Phone:  
N/A

E-mail: \*  
[Redacted]

Are you a Resident of the City of Kenai? \*  
 Yes  
 No

If resident, how long?  
6 years

Name of Spouse:  
Gary Wallace

Name of Employer:  
Safeway Kenai

**Commission Member Requirements:**

**Airport Commission:** The Airport Commission has four designated seats and three at-large seats. *If applying for the Airport Commission, be sure and select the Seat you are applying for in the next column.*

**Beautification, Harbor and Parks & Recreation Commissions:** May at the discretion of the Council have up to two non-resident members

**Council on Aging Commission:** Members need only to reside on the Kenai Peninsula and 50% of whom must be 55-years or older.

**Planning & Zoning Commission:** May have 1 member that is not a resident of the City if that member has controlling ownership in a business physically located in the City.

Commission in which you are interested: \*  
Beautification

Airport Commission Designated Seats:  
[Empty]

**Why do you want to be involved with this Commission?**

I have always been into gardening and landscape design. I love flowers and designing garden beds. I would like to be involved in the Beautification Commission and be a part of a team that wants to make our City beautiful. I feel it is very fulfilling working with plants, being hands on, whether it is designing, weeding and trimming, planting, propagating, transplanting and especially beautifying the

List Current Organization Memberships:  
Alaska Master Gardeners Association  
  
I will soon be a member of the Central Peninsula Garden Club

List Past Organization Memberships:  
[Empty]

**What background, experience or other credentials do you possess to bring to the Commission?**

I have an Associate of Science degree in Ornamental Horticulture from Mount San Antonio College in Walnut, California, also recieved Certificates in Landscape Design; Interior Design, Tree Care, Nursery Management, Parks, and a few others. I have done landscape design and planting for past clients in California. I recently passed my Master Gardeners exam and am doing volunteer work for

Sponsored by: Administration



**CITY OF KENAI  
ORDINANCE NO. 3528-2026**

AN ORDINANCE ACCEPTING AND APPROPRIATING \$42,867.04 IN ASSET FORFEITURE SHARING FUNDS FOR THE PURCHASE OF LAW ENFORCEMENT EQUIPMENT INTO THE GENERAL FUND, POLICE DEPARTMENT.

WHEREAS, in May of 2026 the Kenai Police Department received asset forfeiture sharing funds in the amount of \$42,867.04 from the United States Drug Enforcement Administration; and,

WHEREAS, the Police Department, pursuant to conditions of acceptance, will utilize the forfeiture funds to purchase law enforcement equipment for use by the Police Department

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** That the City Manager is authorized to accept these Equitable Sharing forfeiture funds in the amount of \$42,867.04 and to expend those funds to fulfill the purpose and intent of this ordinance.

**Section 2.** That estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues –  
Forfeitures \$42,867.04

Increase Appropriations –  
Police- Small Tools \$42,867.04

**Section 3.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 4.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 17<sup>TH</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: DS

Introduced:	June 3, 2026
Enacted:	June 17, 2026
Effective:	June 17, 2026



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** David Ross, Police Chief

**DATE:** May 26, 2026

**SUBJECT:** **Ordinance No. 3528-2026** - Accepting and Appropriating \$42,867.04 in asset Forfeiture Sharing Funds for the Purchase of Law Enforcement Equipment into the General Fund, Police Department.

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The Kenai Police Department received \$42,867.04 in asset forfeiture sharing funds from the United States Drug Enforcement Administration (DEA). Those funds were shared with the Kenai Police Department after being forfeited to the DEA and are subject to federal "Equitable Sharing" requirements to be used for Law Enforcement. The funds were forfeited in connection with drug investigation cases, for which the regional drug task force (including the Kenai Police Department) was involved.

I am respectfully requesting consideration of the ordinance appropriating \$42,867.04 into the General Fund, Police Small Tools account to pay for law enforcement equipment. These funds are anticipated to be spent in FY27.



Sponsored by: Administration

**CITY OF KENAI  
ORDINANCE NO. 3529-2026**

AN ORDINANCE INCREASING ESTIMATED REVENUES AND APPROPRIATIONS IN THE GENERAL FUND - CITY MANAGER FOR LEAVE CASH-OUT, FINANCE INFORMATION TECHNOLOGY SALARIES AND BENEFITS, AND PUBLIC WORKS ADMINISTRATION SALARIES AND BENEFITS IN EXCESS OF BUDGETED AMOUNTS.

WHEREAS, the FY2026 adopted budget for City Manager included appropriations for personnel services and projected leave cash-out expenditures ; and,

WHEREAS, actual leave cash-out have exceeded the amount originally budgeted; and,

WHEREAS, the FY2026 adopted budget for Finance included appropriations for personnel services for the Information Technology positions; and,

WHEREAS, during review of the year-to-date expenditures, it was identified that certain salary and benefit costs for Information Technology positions were not adequately appropriated due to an error in the allocation calculation of those costs when creating the FY2026 Budget; and,

WHEREAS, the FY2026 adopted budget for Public Works Administration included personnel cost allocations based on projected support provided to capital improvement projects; and,

WHEREAS, actual capital project activity and related staff time allocations during FY2026 have been lower than originally projected, resulting in a smaller percentage of personnel cost being charged to capital projects; and,

WHEREAS, the reduction in capital project cost allocations has increased the amount of personnel expenditures remaining within the Public Works Administration operating budget; and,

WHEREAS, sufficient funds are available in the General Fund to support supplemental appropriation.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** That estimated revenues and appropriations be increased as follows:

General Fund:

Increase Estimated Revenues	
General Fund, Appropriation of Fund Balance	<u>\$53,218</u>
Increase expenditures –	
City Manager - Leave	\$15,525
Finance – Salaries	18,979
Finance – PERS	4,178
Finance – Medicare	270
Finance – Unemployment	96
Finance – Workers Comp	48
Public Works Admin – Salaries	13,000

Public Works Admin – PERS	860
Public Works Admin – Medicare	186
Public Works Admin – Unemployment	65
Public Works Admin – Workers Comp	<u>11</u>
	<u>\$53,218</u>

**Section 2.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 3.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 17<sup>TH</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Public Works Admin: DS

Introduced: June 3, 2026  
Enacted: June 17, 2026  
Effective: June 17, 2026



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Dave Swarner, Finance Director

**DATE:** April 14, 2026

**SUBJECT:** **Ordinance No. 3529-2026** - Increasing Estimated Revenues and Appropriations in the General Fund - City Manager for Leave Cash-Out, Finance Information Technology Salaries and Benefits, and Public Works Administration Salaries and Benefits in Excess of Budgeted Amounts.

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The FY2026 City Manager Budget included appropriations for personnel services and projected leave cash-out expenditures for positions. Actual leave cash-out in the City Manager department exceeded the amount originally budgeted.

The FY2026 Finance Budget did not fully appropriate personnel costs associated with Information Technology positions due to an error in the allocation calculation of the personnel costs. As a result, expenditures are expected to exceed budget in the Finance Department.

The FY2026 Public Works Administration Budget included personnel costs allocations based on projected support provided to capital improvement projects. Actual capital project activity was lower than originally projected, resulting in a smaller percentage of personnel costs being charged to capital projects. The reduced capital project cost allocations resulted in an increased amount of personnel expenditures remaining within the Public Works Administration operating budgets.

I am respectfully requesting supplemental funding for these balances in excess of budgeted amounts.



**CITY OF KENAI  
ORDINANCE NO. 3530-2026**

AN ORDINANCE ACCEPTING AND APPROPRIATING A GRANT AWARDED TO THE KENAI SENIOR CENTER FROM THE KENAI PENINSULA FOUNDATION, INC. AND THE ALASKA COMMUNITY FOUNDATION, INC., THROUGH THE ELMER AND RUTH SCHWANTES FUND FOR THE PURCHASE OF MEALS ON WHEELS DELIVERY BAGS.

WHEREAS, the Kenai Senior Center submitted a grant application to the Kenai Peninsula Foundation, Inc. for funding to purchase replacement meal delivery bags for the Meals on Wheels Program; and,

WHEREAS, the Kenai Peninsula Foundation, Inc. awarded a grant in the amount of \$692 for this purpose; and,

WHEREAS, the Kenai Senior Center also received a matching grant in the amount of \$1,383 through the Nourished Communities Affiliate Match Grant, funded by the Elmer and Ruth Schwantes Fund with the Alaska Community Foundation, Inc.; and,

WHEREAS, using these grant funds to purchase meal delivery bags for the Kenai Senior Center’s Meals on Wheels Program, will support safe and efficient meal transportation to seniors throughout the community; and,

WHEREAS, it is in the best interest of the City of Kenai to accept these grant funds for the intended purpose.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, AS FOLLOWS:

**Section 1.** That the City Manager is authorized to accept grants totaling the amount of \$2,075.

**Section 2.** That estimated revenues and appropriations be increased as follows:

Senior Citizen Fund:

Increase Estimated Revenues –	
Miscellaneous Grant Funds	<u>\$2,075</u>
Increase Appropriations –	
Home Meals – Operating Supplies	<u>\$2,075</u>

**Section 3.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 4.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect immediately upon enactment.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 17<sup>TH</sup> DAY OF JUNE, 2026.

\_\_\_\_\_  
Henry H. Knackstedt, Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: DS

Introduced:	June 3, 2026
Enacted:	June 17, 2026
Effective:	June 17, 2026



## MEMORANDUM

**TO:** Mayor Knackstedt and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Kathy Romain, Senior Center Director

**DATE:** May 26, 2026

**SUBJECT:** **Ordinance No. 3530-2026** - Accepting and Appropriating a Grant Awarded to the Kenai Senior Center from the Kenai Peninsula Foundation, Inc. and the Alaska Community Foundation, Inc., Through the Elmer and Ruth Schwantes Fund for the Purchase of Meals on Wheels Delivery Bags.

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The Kenai Senior Center applied for a grant from the Kenai Peninsula Foundation, Inc., to purchase replacement meal delivery bags for the Meals on Wheels Program. We received \$692 from the Foundation. In addition, the Senior Center received a matching grant through the Nourished Communities Affiliate Match Grant, funded by the Elmer and Ruth Schwantes Fund with the Alaska Community Foundation, in the amount of \$1,383.

Insulated meal delivery bags are an important component of the Meals on Wheels Program, helping ensure meals are transported safely and remain at proper temperatures while being delivered to homebound seniors throughout the community. Replacing worn bags supports continued food safety, delivery efficiency, and quality service for program participants.

The total grant amount of \$2,075 will be appropriated and used exclusively for the purchase of Meals on Wheels delivery bags.

Your approval of these funds is respectfully requested.

**KENAI AIRPORT COMMISSION – REGULAR MEETING  
MAY 14, 2026 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
CHAIR GLENDA FEEKEN, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Airport Commission was held on May 14, 2026, in the Kenai City Council Chambers, Kenai, AK. Chair Feeken called the meeting to order at approximately 6:00 p.m.

**1. Pledge of Allegiance**

Chair Feeken led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Glenda Feeken, Chair  
James Bielefeld  
Dan Knesek  
Scott Bremmer

Paul Minelga, Vice Chair  
Cody Whicker  
James Zirul

A quorum was present.

Also in attendance were:

Mary Bondurant, Interim Airport Manager  
Julie Semmens, Airport Administrative Assistant  
Deborah Sounart, City Council Liaison

**3. Agenda Approval**

**MOTION:**

Commissioner Bielefeld **MOVED** to approve the agenda as presented. Commissioner Zirul **SECONDED** the motion.

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

**B. SCHEDULED PUBLIC COMMENTS**

1. HDL Engineering - Discussion on Summer 2026 Airport Projects

A presentation on the Summer Runway project was given by HDL staff.

**C. UNSCHEDULED PUBLIC COMMENTS - None.**

**D. APPROVAL OF MINUTES**

1. March 12, 2026 Regular Meeting Minutes

**MOTION:**

Commissioner Bielefeld **MOVED** to approve the March 12, 2026 Airport Commission minutes. Commissioner Knesek **SECONDED** the motion.

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

**E. UNFINISHED BUSINESS - None.**

**F. NEW BUSINESS****1. Discussion/Recommendation - Special Use Permit to River Rock Outdoors****MOTION:**

Commissioner Zirul **MOVED** to recommend City Council approval of a Special Use Permit to River Rock Outdoors. Commissioner Whicker **SECONDED** the motion.

Airport Manager Bondurant 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 - Special Use Permit to Crowley Fuels, LLC****MOTION:**

Commissioner Zirul **MOVED** to recommend City Council approval of a Special Use Permit to Crowley Fuels, LLC. Commissioner Knesek **SECONDED** the motion.

Airport Manager Bondurant gave a staff report from information provided in the packet.

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

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

**G. REPORTS****1. Airport Manager - Airport Manager Bondurant reported on the following:**

- May 2, 2026 City Council Budget Work Session.
- Airport Restaurant is closing on May 23, 2026. Staff working on the RFP.
- Aleutian Air terminating service into Kenai.
- USMC here Tuesday, May 19<sup>th</sup> for a meeting to discuss Arctic Edge 2027.
- Working on end of FY26 purchase orders and work orders.

**2. Commission Chair – Asked about Manager recruitment. Bondurant stated there is a new recruitment and closes on June 7th****3. City Council Liaison - Council Member Sounart reported on recent actions of the City Council.****H. ADDITIONAL PUBLIC COMMENTS - None.****I. NEXT MEETING ATTENDANCE NOTIFICATION - June 11, 2026****J. COMMISSION QUESTIONS AND COMMENTS**

- Commissioner Minelga asked why Float Plane Basin was so muddy and what was wrong with the fuel pumps at the Float Plane Basin. Saw the guys working on the dock, looks really good.
- Commissioner Minelga also asked about having a grass strip for tundra tires.
- Commission Knesek Informed Airport Administration that the Enplanement Report is not correct.

**K. ADJOURNMENT****L. INFORMATIONAL ITEMS**

1. March 2026 Airport Mid-month Report
2. April 2026 Airport Mid-month Report
3. Remote Tower, Kenai
4. 2026 Enplanements
5. Kenai Airport Interactive Virtual Tour

There being no further business before the Airport Commission, the meeting was adjourned at 6:32 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of May 14, 2026.

\_\_\_\_\_  
Logan Parks, Deputy City Clerk

DRAFT