



Kenai Parks & Recreation Commission

Regular Meeting

October 01, 2026 - 6:00 PM

Kenai City Hall - Council Chambers

210 Fidalgo Ave., Kenai, AK 99611

Telephonic/Virtual Information on Page 2

Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval

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

C. UNSCHEDULED PUBLIC COMMENT *(Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

D. APPROVAL OF MINUTES

1. September 3, 2026 Regular Meeting Minutes 3

E. UNFINISHED BUSINESS

F. NEW BUSINESS

1. **Action/Approval** - Authorizing Participation in the Current Solicitation of the Land & Water Conservation Grant 5
2. **Recommendation** - Recommending the Fiscal Year 2028 - Fiscal Year 2032 Capital Improvement Plan Priority List 8

G. REPORTS

1. Parks & Recreation Director
2. Commission Chair
3. City Council Liaison 10

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

I. NEXT MEETING ATTENDANCE NOTIFICATION - November 5, 2026

J. COMMISSIONER COMMENTS AND QUESTIONS

K. ADJOURNMENT

L. INFORMATION ITEMS

1. Mid-Month Report 15
2. Pumpkin Festival Flyer 16

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

<https://us02web.zoom.us/join/froJV2cRTea61cbVU8cKfQ>

The agenda and agenda items are posted on the City's website at www.kenai.city. Copies of the agenda items are available at the City Clerk's Office or outside of Council Chambers prior to the meeting. Please contact the Parks and Recreation Director at 907-283-8262 for additional details.

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

**KENAI PARKS & RECREATION COMMISSION – REGULAR MEETING
SEPTEMBER 3, 2026 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR GRANT WISNIEWSKI, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Parks & Recreation Commission was held on September 3, 2026, in the Kenai City Council Chambers, Kenai, AK. Chair Wisniewski called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Chair Wisniewski led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Grant Wisniewski, Chair
Sharon Fisher
Autumn Carlson

Maeve Spiegler
Michael Bernard

A quorum was present.

Also in attendance were:

Tyler Best, Parks & Recreation Director
Bridget Grieme, City Council Liaison

3. Agenda Approval

MOTION:

Commissioner Bernard **MOVED** to approve the agenda as presented. Commissioner Fisher **SECONDED** the motion.

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

B. SCHEDULED PUBLIC COMMENTS - None.

C. UNSCHEDULED PUBLIC COMMENTS

Andrea Malard, Kenai Peninsula Pickleball Club member, addressed the Commission in support of developing outdoor pickleball courts in Kenai, noting the Club's preference for concrete courts and ongoing efforts to improve the Kenai Middle School courts for year round use.

D. APPROVAL OF MINUTES

1. June 4, 2026 Regular Meeting Minutes

MOTION:

Commissioner Fisher **MOVED** to approve the June 4, 2026, Parks & Recreation Commission minutes. Commissioner Carlson **SECONDED** the motion.

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

E. UNFINISHED BUSINESS - None.

F. NEW BUSINESS

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

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

There was discussion regarding potential outdoor tennis and pickleball courts in Kenai, including project costs and consistency with the Parks and Recreation Master Plan; and the Old Town playground project, with emphasis on incorporating inclusive and accessible features to accommodate a wider range of users.

The Commission noted support for the pickleball court project and requested that alternative options be explored and presented for further consideration before moving forward.

G. REPORTS

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

- June and July Midmonth Reports.
- Recreation events that happened over the summer.
- Pumpkin Festival scheduled for October 10, 2026.

2. Commission Chair - Chair Wisniewski reported on:

- A broken Beaver Creek zipline.

There was discussion regarding the construction of a pavilion at Beaver Creek Park and a gazebo at Municipal Park.

3. City Council Liaison - Council Member Grieme reported on recent actions of the City Council.

There was discussion regarding the status and future use of the former Challenger Learning Center.

H. ADDITIONAL PUBLIC COMMENTS - None.

I. NEXT MEETING ATTENDANCE NOTIFICATION - October 1, 2026

J. COMMISSION QUESTIONS AND COMMENTS - None.

K. ADJOURNMENT

L. INFORMATIONAL ITEMS - None.

There being no further business before the Parks & Recreation Commission, the meeting was adjourned at 7:13 p.m.

I certify the above represents accurate minutes of the Parks & Recreation Commission meeting of September 3, 2026.

Logan Parks
Deputy City Clerk

MEMORANDUM

TO: Chair Wisniewski and Parks & Recreation Commissioners

THROUGH: Tyler Best, Parks & Recreation Director

FROM: Kevin Buettner, Planning Director

DATE: September 10, 2026

SUBJECT: **Action/Approval:** Resolution - Authorizing Participation in the Current Solicitation of the Land & Water Conservation Grant.

On August 14, 2026, the U.S. Department of the Interior, National Park Service, in cooperation with the State of Alaska, Department of Natural Resources, Division of Parks and Outdoor Recreation released a new solicitation for the Land and Water Conservation Fund (LWCF) Grant Program. The grant opportunity allows eligible applicants to request up to \$250,000 per funding cycle to address eligible community needs. The City of Kenai is an eligible applicant for this program, as a home-rule municipality.

The proposed project would include the installation of new playground equipment at Old Town Park. This park improvement is currently in the Capital Improvement Plan for design in FY2027 and construction in FY2028. This park was also mentioned as needing improvements by members of the public during the development of the Parks & Recreation Master Plan.

This grant does require a 50% or 1:1 match and has a federal funding cap of \$250,000. The Capital Improvement Plan had a value of \$100,000 for design in FY 2027 and \$800,000 for construction in FY 2028.

Recommendation:

It is recommended that the Parks and Recreation Commission recommend approval to City Council to allow participation in this grant funding cycle to reduce the expenditures of City funds for the implementation of a project contained within the 2026 Parks & Recreation Master Plan.



**CITY OF KENAI
RESOLUTION NO. 2026-64**

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT APPLICATIONS TO THE U.S. DEPARTMENT OF THE INTERIOR, NATIONAL PARK SERVICE, VIA THE STATE OF ALASKA DEPARTMENT OF NATURAL RESOURCES, FOR THE LAND AND WATER CONSERVATION FUND GRANT PROGRAM FOR FACILITY IMPROVEMENTS AT OLD TOWN PARK.

WHEREAS, the U.S. Department of the Interior, National Park Service administers the Land and Water Conservation Fund (LWCF) Grant Program in cooperation with the State of Alaska, Department of Natural Resources, Division of Parks and Outdoor Recreation, offering competitive 1:1 local matching grants to local government entities; and,

WHEREAS, LWCF grants are intended to diversify close-to-home outdoor recreation resources through the development of public outdoor areas and infrastructure; and,

WHEREAS, approximately \$1,500,000 is anticipated to be available in Alaska for the 2026 LWCF Grant Program for projects with a maximum federal share of up to \$250,000 with the 1:1 local match requirement; and,

WHEREAS, the City of Kenai is a qualified applicant for the LWCF Grant Program as a local government with the legal authority to provide park and recreation services on public lands; and,

WHEREAS, Old Town Park is an existing City-owned site that have been set aside for public recreation; and,

WHEREAS, total project costs are estimated at \$800,000; and,

WHEREAS, this facility is a 1.11-acre neighborhood park the provides everyday recreational opportunities to the community and are in need of accessibility and facility improvements to support existing and future use; and,

WHEREAS, the proposed projects at this facility would meet a variety of Alaska 2023-2027 Statewide Comprehensive Outdoor Recreation Plan goals, such as expanding options for in-town activities by increasing accessibility and rehabilitating facilities in underserved locations; and,

WHEREAS, the public input received during the creation of the 2026 Parks & Recreation Master Plan outlined community support for an overhaul replacement of park equipment; and,

WHEREAS, the Old Town Park Playground Replacement is listed in the 2027-2031 Capital Improvement Plan and the total estimated project cost of \$800,000 would meet and exceed the required 1:1 grant match; and,

WHEREAS, improvement completed with LWCF grant funds will prepare the site for future phased projects in Old Town Park, contributing to an extensive renovation of the park through a diverse source of funds and partnerships; and,

WHEREAS, the Parks & Recreation Commission held a public meeting on October 1, 2026, and recommended the City Council pass this Resolution; and,

WHEREAS, participation in this grant opportunity will help facilitate needed park infrastructure improvements 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. The City Manager, or their designee, is hereby authorized to negotiate and execute any and all documents required for granting and managing the funds on behalf of the City.

Section 2. The City Manager, or their designee, is also authorized to execute subsequent amendments to said grant agreement to provide for adjustments to the project within the scope of services or tasks, based upon the needs of the project

Section 3. That this resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 7TH DAY OF OCTOBER, 2026.

Henry H. Knackstedt, Mayor

ATTEST:

Michelle M. Saner, MMC, City Clerk



KENAI

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

MEMORANDUM

TO: Chair Wisniewski and Parks & Recreation Commission Members

FROM: Tyler Best, Parks & Recreation Director

DATE: September 24, 2026

SUBJECT: **Capital Plan Priority List Recommendation**

The following is the proposed Parks and Recreation capital project priority list for the City's FY2028–FY2032 Capital Improvement Plan. The proposed priorities reflect the Parks and Recreation Commission's discussion from September 3, 2026, and recommendations identified through the Parks and Recreation Master Plan.

The project totals reflect the estimated full cost of each project. Outside funding, such as grants or partnerships funding breakdown will be reflected in the final plan.

The Parks and Recreation Department is seeking a recommendation from the Parks and Recreation Commission on the proposed priority list for inclusion in the City's Capital Improvement Plan.

Project name	FY28	FY29	FY30	FY31	FY32
Old Town Playground Replacement	800,000				
Multipurpose Facility Roof Design	75,000				
Relocation of Parks and Rec to Daubenspeck Design		150,000			
Multipurpose Facility Roof Replacement		850,000			
Relocation of Parks and Rec to Daubenspeck			3,000,000		
Multipurpose Facility Refrigeration System Replacement				5,300,000	
Kenai Recreation Center Renovation Design			150,000		
Outdoor Racket Sport Court	300,000				
Multipurpose Locker room renovation-design			50,000		
Outdoor Sports Complex Design					250,000





Kenai City Council - Regular Meeting

September 16, 2026 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

All items listed with an asterisk () are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a council member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda as part of the General Orders.

B. SCHEDULED ADMINISTRATIVE REPORTS

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

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

E. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY Ordinance No. 3544-2026** - Amending Kenai Municipal Code Chapter 1.56 Kenai Municipal Library Department, Removing the Library Regulations from the Appendices of Kenai Municipal Code, and Amending the City of Kenai Schedule of Rates, Changes, and Fees for Housekeeping Purposes and to Align the Library with Other City Departments. (Administration)
2. **ENACTED UNANIMOUSLY Ordinance No. 3545-2026** - Increasing Estimated Revenues and Appropriations in the General and Senior Center Improvement Capital Project Funds to Provide Supplemental Funding for the Senior Center Canopy Roof Replacement Project. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Enactment (Requires Five Affirmative Votes)
3. **ADOPTED UNANIMOUSLY Resolution No. 2026-61** - Authorizing Purchase of Two Police Interceptors Using the City's Fleet Replacement Fund and the State of Alaska Equipment Fleet Contract. (Administration)
4. **ADOPTED UNANIMOUSLY Resolution No. 2026-62** - Authorizing a Contract Award for SCADA Design and Installation Services. (Administration)

F. MINUTES

1. *Regular Meeting of September 2, 2026. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)
3. ***Action/Approval** - Non-Objection to the Acceptance and Appropriation of a Donation from the Derek Kaufman Fund in the Amount of \$1,000 in Accordance with KMC 7.25.030. (Administration)
4. ***Action/Approval** - Non-Objection to the Acceptance and Appropriation of the Fiscal Year 2027 Public Library Assistance Grant in the Amount of \$7,000 in Accordance with KMC 7.25.030 (Administration)
5. ***Action/Approval** - Confirmation of Mayoral Nomination of Joshua Bolling as Student Representative to City Council and Caroline Karpik as Student Representative to the Council on Aging Commission.
6. **Discussion** - Council Employee Review Consultant. (Grieme)
7. **HEARING SCHEDULED FOR OCTOBER 21, 2026 AT 2:00PM Discussion** - Scheduling a Board of Adjustment Appeal Hearing. (City Clerk)
8. **SPECIAL MEETING SCHEDULED FOR SEPTEMBER 30, 2026 AT 4:30PM Action/Approval** - Scheduling a Special Meeting of the City Council. (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

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Kenai City Council - Regular Meeting

September 02, 2026 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

****Telephonic/Virtual Information on Page 2****

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

E. PUBLIC HEARINGS

1. **ENACTED AS AMENDED Ordinance No. 3542-2026** - Providing for the Submission to the Qualified Voters of the City of Kenai, at the Regular Election to be Held on November 3, 2026, the Question of Enacting Kenai Municipal Code, Section 7.05.031- Residential Property Tax Exemption, to Establish a Residential Property Tax Exemption in the Amount of \$75,000. (Knackstedt, Kisenia)
2. **ENACTED UNANIMOUSLY Ordinance No. 3543-2026** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund and Accepting a Grant From the Federal Aviation Administration and Awarding a Contract for the Airport Perimeter and Security Fence Project. (Administration) [KMC 1.15.070(d)]
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Enactment (Requires Five Affirmative Votes)
3. **POSTPONED INDEFINITELY Resolution No. 2026-59** - Authorizing a Contract Award for the Sixth Street Construction Project. (Administration)
4. **ADOPTED BY SUBSTITUTE UNANIMOUSLY Resolution No. 2026-60** - Authorizing a Contract Award for the Strategic Plan Consulting Services. (Administration)

F. MINUTES

1. *Regular Meeting of August 19, 2026. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Ordinance No. 3544-2026** - Amending Kenai Municipal Code Chapter 1.56 Kenai Municipal Library Department, Removing the Library Regulations from the Appendices of Kenai Municipal Code, and Amending the City of Kenai Schedule of Rates, Changes, and Fees for Housekeeping Purposes and to Align the Library with Other City Departments. (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*)
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KENAI

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MEMORANDUM

TO: Mayor Knackstedt and Kenai City Council
THROUGH: Terry Eubank, City Manager
FROM: Tyler Best, Parks and Recreation Director
DATE: September 10th, 2026
SUBJECT: Mid-Month Report – August

In August, the Parks and Recreation Department combed the beach with a tractor to pick up fish waste. This tractor also has a magnet, and this year we picked up over 10 lbs. of nails and other miscellaneous metal off the beach after dipnet. Parks prides itself on its quick cleanup of the dipnet, as they make it a top priority right after the fishery.

The Parks Department also supports Industry Day on the Greenstrip. This is a great local event that celebrates Oil and Gas, Healthcare, Tourism, and Fishing in our local economy. The best part of Industry Day is that everything is free. Food, games, competitions, bikes, and local awards are given out.

The Rec Center will be getting ready to switch over to winter hours after Labor Day. The winter hours are Monday-Saturday 6:30 am-9:30 pm and Sunday 11 am-5 pm. Another exciting event after Labor Day is on September 15th and 16th, when the City of Kenai will host the State Conference for the Alaska Recreation and Parks Association. This brings Parks and Recreation professionals from all over the state!

Kenai Recreation Center Visits – Month of July

Door Counter Log	2900
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FREE
EVENT!

The 11th Annual
Kenai
Pumpkin
Festival

SATURDAY • OCT 10TH

11:00 AM–3:00 PM • Kenai Greenstrip

Activities | Food Trucks | Music

Pumpkin Patch | Hay Rides

Cider | **Pumpkin Drop**



KENAI PARKS & RECREATION
PARKS@KENAI.CITY
907.283.8262



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