

**KENAI AIRPORT COMMISSION
REGULAR MEETING
JANUARY 13, 2022 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
Telephonic/Virtual Information Page 2
<http://www.kenai.city>**

1. CALL TO ORDER

- a. Pledge of Allegiance
- b. Roll Call
- c. Agenda Approval
- d. **Election of Chair and Vice-Chair**

2. SCHEDULED PUBLIC COMMENT *(Public comment limited to ten (10) minutes per speaker)*

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

4. APPROVAL OF MEETING SUMMARY

- a. November 9, 2021Pg. 3
- b. December 9, 2021Pg. 7

5. UNFINISHED BUSINESS

- a. **Discussion/Recommendation** – Resolution No. AC21-01 – Recommending the Council of the City of Kenai Approve and Adopt the City of Kenai Land Management Plan. [*Clerk's Note: At the November 9th Meeting, this Resolution was Postponed; a Motion to Enact is On the Floor.*].....Pg. 9

6. NEW BUSINESS

7. REPORTS

- a. Airport Manager
- b. City Council Liaison.....Pg. 46

8. NEXT MEETING ATTENDANCE NOTIFICATION – February 10, 2022

9. COMMISSIONER COMMENTS AND QUESTIONS

10. ADDITIONAL PUBLIC COMMENT

11. INFORMATION ITEMS

- a. Manager's Mid-Month Report.....Pg. 55

12. **ADJOURNMENT**

Join Zoom Meeting

<https://us02web.zoom.us/j/81149819553>

Meeting ID: 811 4981 9553 **Password:** 994528

OR

Call: (253) 215-8782 or (301) 715-8592

Meeting ID: 811 4981 9553 **Password:** 994528

****PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING****
MEGHAN -- 283-8231 OR, ERICA -- 283-8281

**KENAI AIRPORT COMMISSION
REGULAR MEETING
NOVEMBER 9, 2021 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
CHAIR GLENDA FEEKEN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Feeken called the meeting to order at 6:00 p.m.

a. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Commissioners Present: G. Feeken, K. Dodge, D. Pitts, P. Minelga, J. Zirul

Commissioners Absent: J. Bielefeld

Staff/Council Liaison Present: Airport Manager E. Conway, Planning Director R. Foster,
Council Liaison Baisden, Deputy Clerk Meghan Thibodeau

A quorum was present.

c. Agenda Approval

MOTION:

Vice Chair Dodge **MOVED** to approve the agenda and Commissioner Minelga **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. SCHEDULED PUBLIC COMMENT – None.

3. UNSCHEDULED PUBLIC COMMENT

Mayor Gabriel noted that the loss of Commissioner Derek Leichliter was a terrible tragedy. He shared his memories of Derek as a great businessman and a personal friend, noting the work he did for the City and the Airport Commission. He led the Commission in a moment of silence.

4. APPROVAL OF MEETING SUMMARY

a. Regular Meeting of October 14, 2021

MOTION:

Commissioner Minelga **MOVED** to approve the meeting summary of October 14, 2021 and Commissioner Pitts **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. **UNFINISHED BUSINESS** - None

6. **NEW BUSINESS**

- a. **Discussion/Recommendation** – Resolution No. 2021-XX – Approval to Execute a Lease to Integrated Account Management, Inc.

MOTION:

Commissioner Minelga **MOVED** to recommend approval of Lease to Integrated Account Management, Inc. and Vice Chair Dodge **SECONDED** the motion.

Planning Director Foster noted the draft Council resolution in the packet for a 45-year lease to Integrated Account Management, Inc. Their application is to continue their current use of the land for professional offices. Foster stated that this use is compatible with this zoning district and with the Comprehensive Plan, and staff's opinion is that it is a good fit. He noted that because this is airport property, the lease would go toward the airport fund.

Clarification was provided that the lessee has the opportunity to purchase the property, which they had discussed with staff but decided instead to renew their lease.

UNANIMOUS CONSENT was requested.

There were no objections; **SO ORDERED**.

- b. **Discussion/Recommendation** – Resolution No. AC21-01 – Recommending the Council of the City of Kenai Approve and Adopt the City of Kenai Land Management Plan

MOTION:

Vice Chair Dodge **MOVED** to approve of Resolution No. AC21-01 and Commissioner Pitts **SECONDED** the motion.

Planning Director Foster gave a presentation on the draft Land Management Plan (LMP), including why it was created, the background and development of the LMP, the new City Lands Inventory and Database, the objectives of the LMP, how it categorizes lands by recommendation, and timeline for approval by commissions and Council. He provided a demonstration of the new GIS tool and explained how it interacts with the database, and how it can be used by the City and the public in the future.

Discussion involved mixed-recommendation lands at the airport, how land values are determined, and development conditions for donated land.

A parcel on map 24 was suggested to not be retained as it was adjacent to a new development on airport leased land. It was also suggested to look at the land on the other side of Marathon road for disposal and consider past commission discussion on these lands.

MOTION:

Commissioner Pitts **MOVED** to postpone Resolution No. AC21-01 until December 9, 2021. Commissioner Zirul **SECONDED** the motion.

There were no objections; **SO ORDERED**.

7. REPORTS

- a. **Airport Manager** – Airport Manager Conway reported on the following:
 - Enplanements and revenue are still down compared to 2019 but up from 2020;
 - Working with Triangle Recycling on sand contract;
 - Reported on current employment for airport snow & ice control;
 - Discussed snow & ice removal and storage strategy.
- b. **City Council Liaison** – Council Member Baisden introduced himself as the new Airport Commission Liaison, and reported on actions taken during the November 4, 2021 City Council Meeting.

8. NEXT MEETING ATTENDANCE NOTIFICATION – December 9, 2021

9. COMMISSIONER COMMENTS AND QUESTIONS

Commissioner Pitts noted that Derek Leichliter was an aggressive businessman who was dedicated to the local airports, and the kind of guy that made things happen. Noted that he had a lot of good ideas and will be missed.

Commissioner Minelga shared memories of how he met and became friends with Commissioner Leichliter, noting that he was generous and will be missed by the community. Noted that he looks forward to working with Council Liaison Baisden.

Commissioner Zirul stated that he had known Commissioner Leichliter for many years, and echoed everyone's positive comments about him. Noted it is a great loss for commission and he will be missed.

Vice Chair Dodge echoed the sentiments of other commissioners, noting that she really enjoyed his energy and passion in the commission, and he will be greatly missed.

Chair Feeken noted that we will miss him, and his loss is very sad.

10. ADDITIONAL PUBLIC COMMENT – None.

11. INFORMATION ITEMS

- a. October Mid-Month Report
- b. September 2021 Enplanement Report

12. ADJOURNMENT

MOTION:

There being no further business before the Commission, the meeting was adjourned at 7:18 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

DRAFT

**KENAI AIRPORT COMMISSION
REGULAR MEETING
DECEMBER 9, 2021 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
CHAIR GLENDA FEEKEN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Feeken called the meeting to order at 6:00 p.m.

a. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Commissioners Present: G. Feeken, P. Minelga, J. Zirul

Commissioners Absent: J. Bielefeld, K. Dodge, D. Pitts

Staff/Council Liaison Present: Airport Manager E. Conway, Administrative Assistant E. Brincefield, Council Liaison Baisden, Deputy Clerk Meghan Thibodeau

No quorum was present.

c. Agenda Approval

2. SCHEDULED PUBLIC COMMENT

3. UNSCHEDULED PUBLIC COMMENT

4. APPROVAL OF MEETING SUMMARY

a. Regular Meeting of November 9, 2021

5. UNFINISHED BUSINESS

a. **Discussion/Recommendation** – Resolution No. AC21-01 – Recommending the Council of the City of Kenai Approve and Adopt the City of Kenai Land Management Plan *[Clerk's note: at the November 9, 2021 meeting, this item was postponed until this meeting. A motion to adopt is on the floor.]*

6. NEW BUSINESS

a. **Discussion/Recommendation** – Special Use Permit to American Red Cross of Alaska for General Office Space

7. REPORTS

- a. **Airport Manager**
- b. **City Council Liaison**

8. NEXT MEETING ATTENDANCE NOTIFICATION – January 13, 2022

9. COMMISSIONER COMMENTS AND QUESTIONS

10. ADDITIONAL PUBLIC COMMENT

11. INFORMATION ITEMS

- a. Manager's Mid-Month Report
- b. October 2021 Enplanement Report

12. ADJOURNMENT

MOTION:

Due to a lack of a quorum, the meeting was adjourned at 6:15 p.m.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

MEMORANDUM

TO: Airport Commission
FROM: Ryan Foster, Planning Director
DATE: October 28, 2021
SUBJECT: **Resolution AC21-01 – Recommending the Kenai City Council approve and adopt the City of Kenai Land Management Plan**

In 2018, City Council approved a City-wide approach to land management through the development of the City's first Land Management Plan. Since that time, Administration has worked diligently to draft a Land Management Plan to inventory, evaluate, and develop recommendations related to City-owned lands.

The City of Kenai Imagine Kenai 2030 Comprehensive Plan includes economic development and land use goals and objectives to develop a land inventory and land use strategies to implement a forward-looking approach to community growth and development. The goals of the Land Management Plan incorporate many of these objectives and include the following:

- Provide an inventory of City-owned lands with detailed information on each parcel.
- Identify properties required for a public purpose or to meet a future public need.
- Establish recommendations for individual parcels that are surplus to the needs of the City to assist in responsible development.
- Create a comprehensive reference document that establishes a format for developing land management policies and procedures.

One of the City's greatest assets is its land inventory. The City owns 369 subdivided parcels, including wetlands, tidelands, lands surrounding the Kenai Airport, and lands suitable for a variety of business, commercial, industrial, residential, recreational, and cultural purposes. The Land Management Plan is an important tool to spur economic growth and improve the quality of life for Kenai residents and is key to the long-term viability of the City.

On October 11, 2021 there was a joint work session with City Council and City Commission Members to kick-off the review, discussion, and comment on the draft City of Kenai Land Management Plan. Additional meetings have been scheduled with the Planning and Zoning Commission, the Airport Commission, the Parks and Recreation Commission, the Beautification Committee, and the Harbor Commission to solicit discussion and comments on the draft Land Management Plan.

Please review the attached materials.

Does the Commission recommend Council approve and adopt the City of Kenai Land Management Plan?

Attachments

October 11, 2021 Joint Work Session Presentation

Link to the Draft City of Kenai Land Management Plan: <https://www.kenai.city/lands/page/land-management-plan>





**CITY OF KENAI
AIRPORT COMMISSION
RESOLUTION NO. AC21-01**

A RESOLUTION OF THE AIRPORT COMMISSION OF THE CITY OF KENAI **RECOMMENDING** THE COUNCIL OF THE CITY OF KENAI APPROVE AND ADOPT THE CITY OF KENAI LAND MANAGEMENT PLAN

WHEREAS, in 2018, City Council approved a City-wide approach to land management through the development of the City's first Land Management Plan; and

WHEREAS, the City of Kenai Imagine Kenai 2030 Comprehensive Plan includes economic development and land use goals and objectives to develop a land inventory and land use strategies to implement a forward-looking approach to community growth and development; and,

WHEREAS, the City owns 369 subdivided parcels, including wetlands, tidelands, lands surrounding the Kenai Airport, and lands suitable for a variety of business, commercial, industrial, residential, recreational, and cultural purposes; and

WHEREAS, the Airport Commission of the City of Kenai and Planning Staff has received numerous comments and input regarding the draft City of Kenai Land Management Plan; and,

WHEREAS, City Staff held public meetings on October 11, 2021 and October 27, 2021 and scheduled public meetings for Commissions on November 4, 2021 November 8, 2021, and November 9, 2021 to receive public comments and discuss the City of Kenai Land Management Plan; and,

WHEREAS, City Staff created an electronic comment form available on the City website to receive public comments on the City of Kenai Land Management Plan; and,

WHEREAS, the Airport Commission held a public meeting on November 9, 2021 and recommended that the Council of the City of Kenai approve the City of Kenai Land Management Plan.

NOW, THEREFORE, BE IT RECOMMENDED BY THE AIRPORT COMMISSION OF THE CITY OF KENAI, ALASKA:

Section 1. The Draft of the City of Kenai Land Management Plan is hereby approved and adopted as the City of Kenai Land Management Plan.

Section 2. That a copy of Resolution AC21-01 be forwarded to the Kenai City Council.

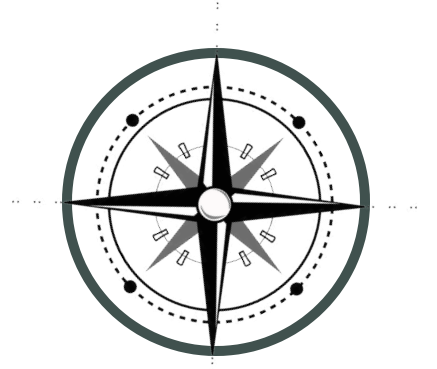
PASSED BY THE AIRPORT COMMISSION OF THE CITY OF KENAI, ALASKA, this 9th day of November, 2021.

GLEND A FEEKEN, CHAIRPERSON

ATTEST:

JAMIE HEINZ, CITY CLERK

DRAFT



CITY OF KENAI LAND MANAGEMENT PLAN



WHAT IS OUR "WHY"

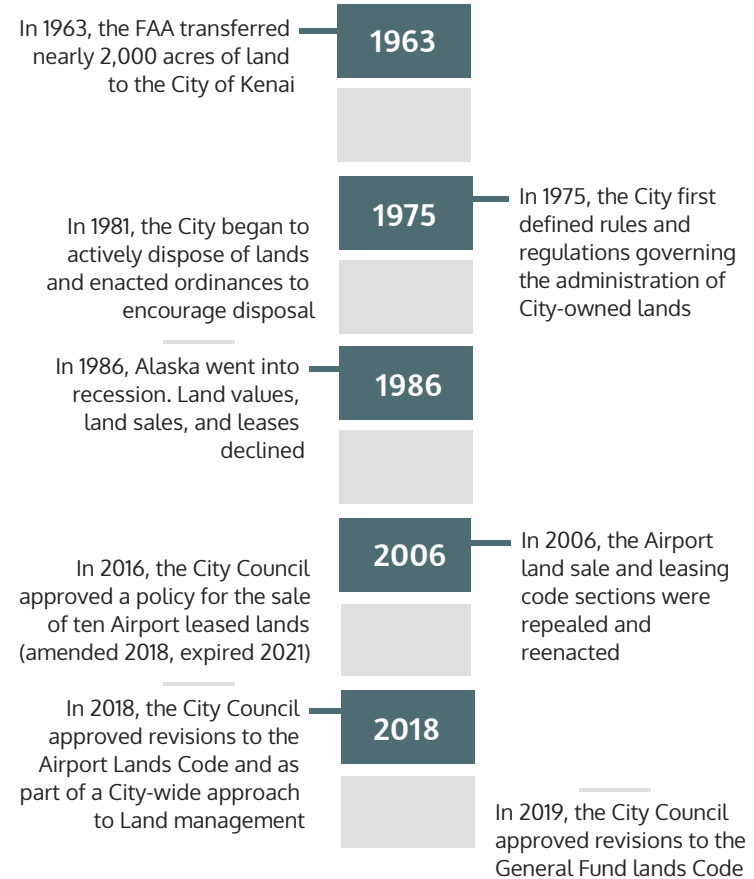
The purpose of the **Land Management Plan** is to evaluate and develop recommendations related to City-owned lands that **encourage responsible growth and development** to support a thriving business, residential, recreational and cultural community.



Background



In 2018, the Kenai City Council approved land code revisions as part of a **City-wide approach** to land management through development of the City's first Land Management Plan.



The City is unique in its ownership of a large and diverse amount of public land



5,440 Acres of Land

369 Subdivided parcels

The equivalent of 4,114 Football Fields
(with endzones)

Approximately 8.5 square
miles, roughly the size of
Soldotna.

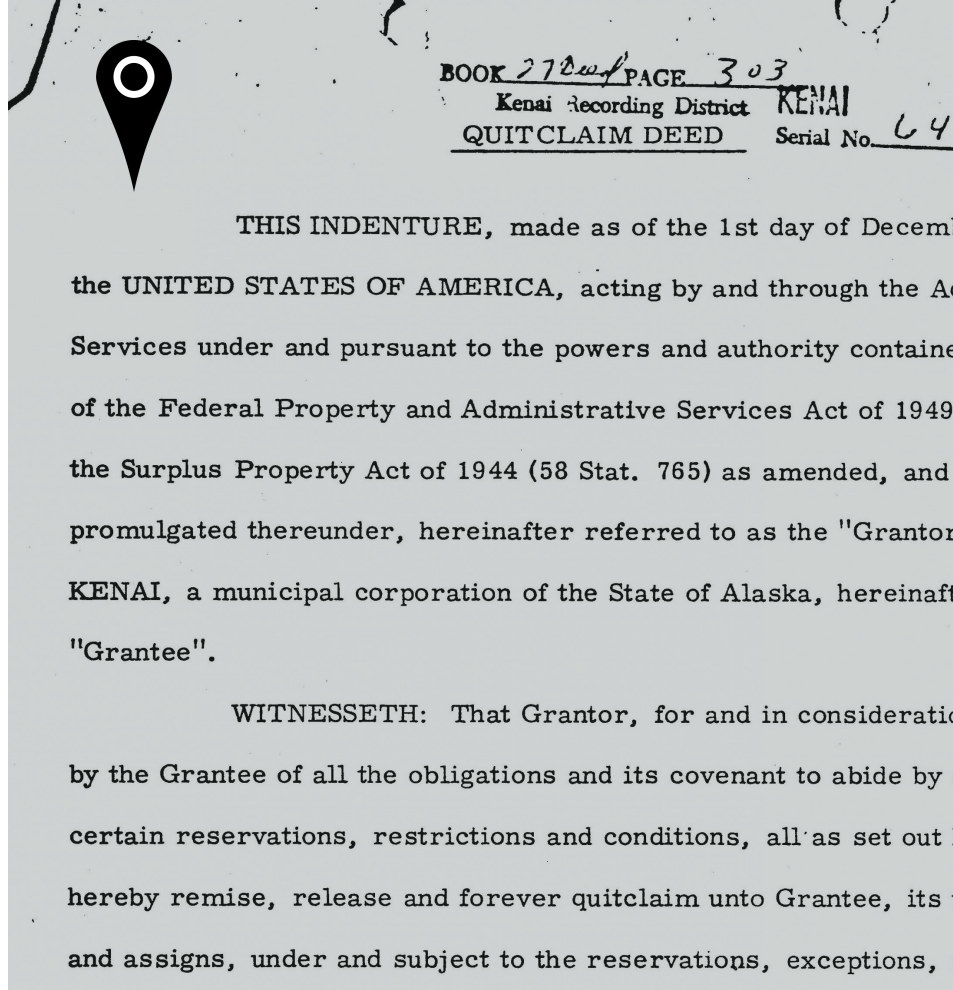


A SIGNIFIGANT UNDERTAKING

A Land Management Plan provides an active approach to management that requires an inventory of land holdings and a comprehensive evaluation and analysis of each parcel.

In 2018, the City hired a **Temporary Lands Technician** to research each parcel of City-owned land and enter the information into a new Lands Database.

Over 567 recorded documents were reviewed and scanned into the database as part of this project



New City Lands Inventory and Database



An examination of public records and mapping was performed for **each City-owned parcel** to review and record detailed information in the database, including:

- Property Description (e.g. physical characteristics, zoning, land use)
- Facilities (e.g. parks, trails, structures, utilities)
- Status (e.g. public use, under active lease, availability for lease or sale)
- Fund (e.g. Airport Fund or General Fund)
- How the land was obtained (e.g. State, FAA, Municipal Entitlement, tax foreclosure)
- Encumbrances (e.g. easements, restrictions)



Land Management Plan Objectives



- Provide an **inventory** of City-owned lands with detailed information on each parcel
- Identify properties required for a **public purpose** or to meet a future public need
- Establish **recommendations** for individual parcels that are surplus to the needs of the City to assist in responsible development.
- Create a **comprehensive reference document** that establishes a format for developing land management policies and procedures.



IMPROVED RESPONSE TO PUBLIC

The Land Management Plan can be used to actively manage City-owned lands in a wholistic way as well as provide better information to the public.

In the future, we hope to make the Plan available on the City's **interactive online mapping** tool, allowing the public to research City-owned lands from anywhere.



BEFORE

No Public Inventory of City-owned Lands

A member of the public must identify a parcel of interest

No Individual Parcel Information on File

City staff must research to determine if a parcel has conveyance or legislative restrictions

No Guidance or Planning Documents

Administration provides recommendation on case-by-case basis

VS.

AFTER

Public Listing of City-owned Lands

Available listing on City website and at City Hall

Individual Parcel Information Available

A member of the public can immediately know if a parcel has been designated for lease or sale

Land Management Plan

Provides guidance and direction to Administration on the management of City-owned lands



Land Statistics

Approximately 1,613 acres or 129 parcels of City-owned lands are designated as **Airport Fund**



Parcels of City-owned Land are designated as "Airport Fund"

35%

AIRPORT FUND
PARCELS CURRENTLY
UNDER LEASE

The City will generate **\$512,255** from 46 leases of land designated as Airport Fund in **FY22**, not including apron, airline, or terminal leases

Recommendations for **Airport Fund** Parcels Based on the Final Draft Land Management Plan:

- 19** PARCELS RECOMMENDED FOR RETENTION
- 47** PARCELS RECOMMENDED FOR LEASE OR SALE
- 49** PARCELS RECOMMENDED FOR LEASE-ONLY
- 14** PARCELS RECOMMENDED FOR MIXED: RETAIN/DISPOSE



Land Statistics

Approximately 3,826 acres or 239 parcels of City-owned lands are designated as **General Fund**.



Parcels of City-owned Land designated as "General Fund"

8.75%

GENERAL FUND PARCELS CURRENTLY **UNDER LEASE**

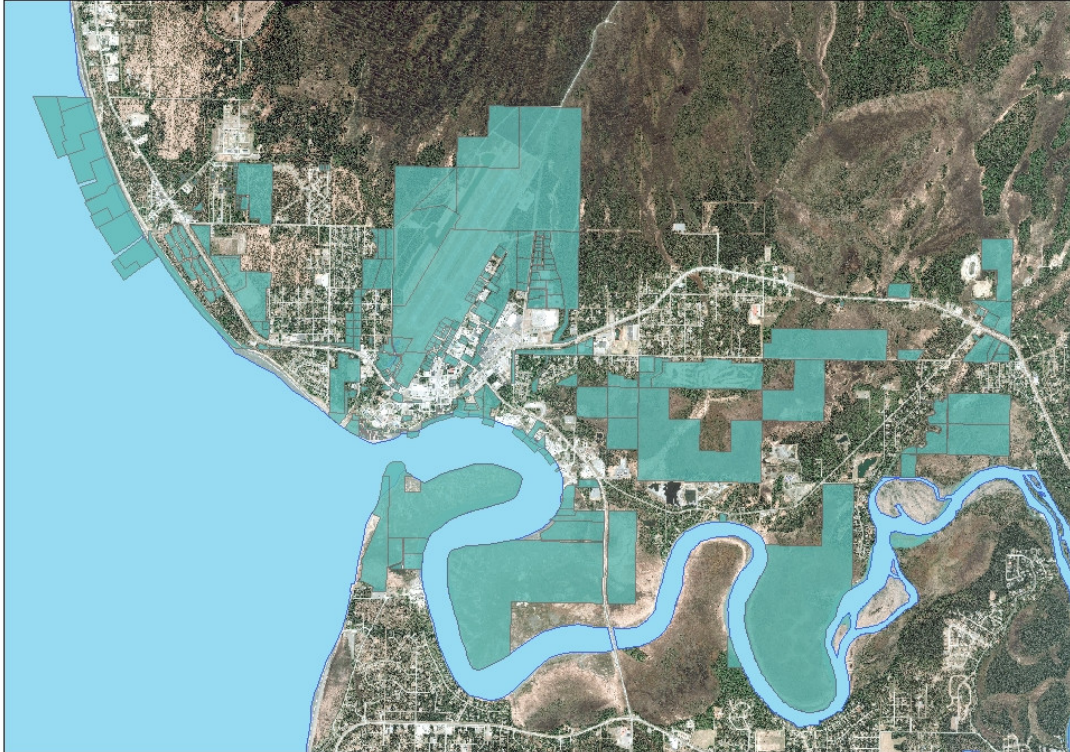
The City will generate **\$218,031** from 19 leases of land designated as General Fund in **FY22**, including tidelands, shorefishery, and no-cost leases

Recommendations for **General Fund** Parcels Based on the Final Draft Land Management Plan:

- 113** PARCELS RECOMMENDED FOR RETENTION
- 86** PARCELS RECOMMENDED FOR LEASE OR SALE
- 19** PARCELS RECOMMENDED FOR LEASE-ONLY
- 21** PARCELS RECOMMENDED FOR MIXED: RETAIN/DISPOSE



Land Management Plan Retention Recommendations



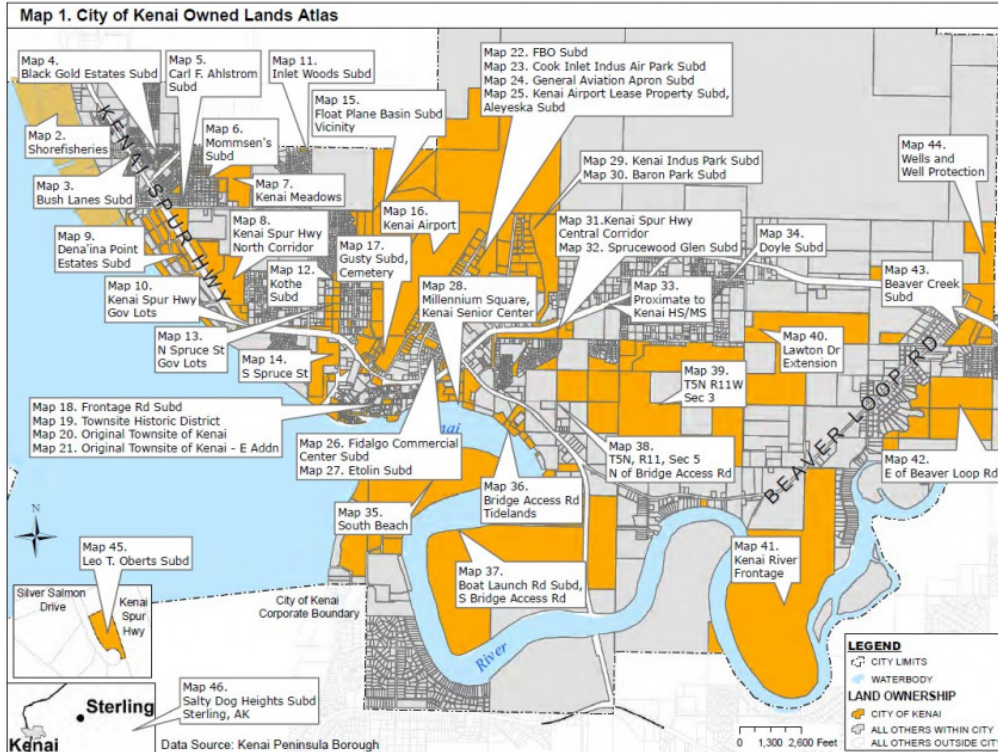
Many City-owned lands should be retained for a public purpose and many are suitable for a variety of business, commercial, industrial, residential, recreational and cultural purposes.

The Plan has **four recommendation categories:**

- Retain
- Dispose
- Dispose - Lease Only
- Mixed - Retain/Dispose



How the Land Management Plan is Structured



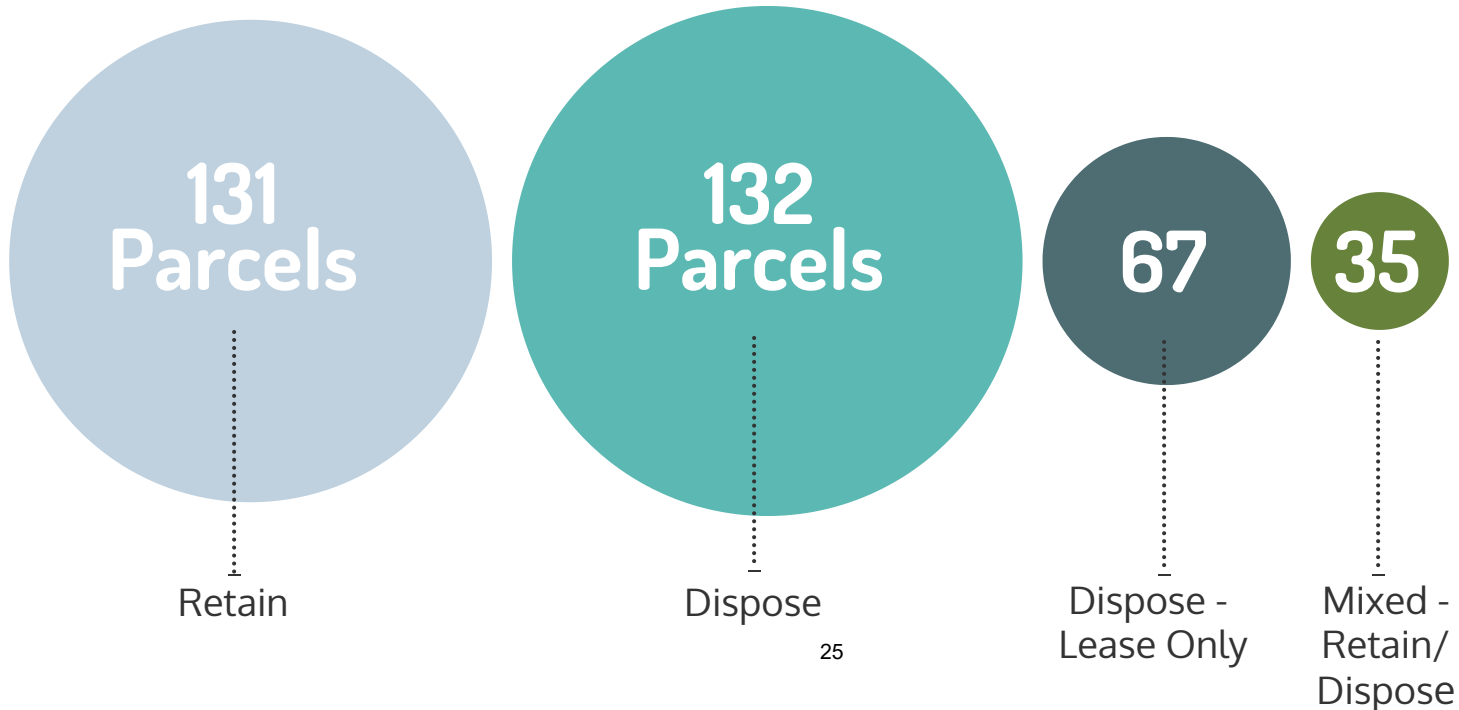
The plan breaks city-owned lands into **46 areas** with a map for each area

Each area includes an overview and tables with detailed information on recommendations for each parcel



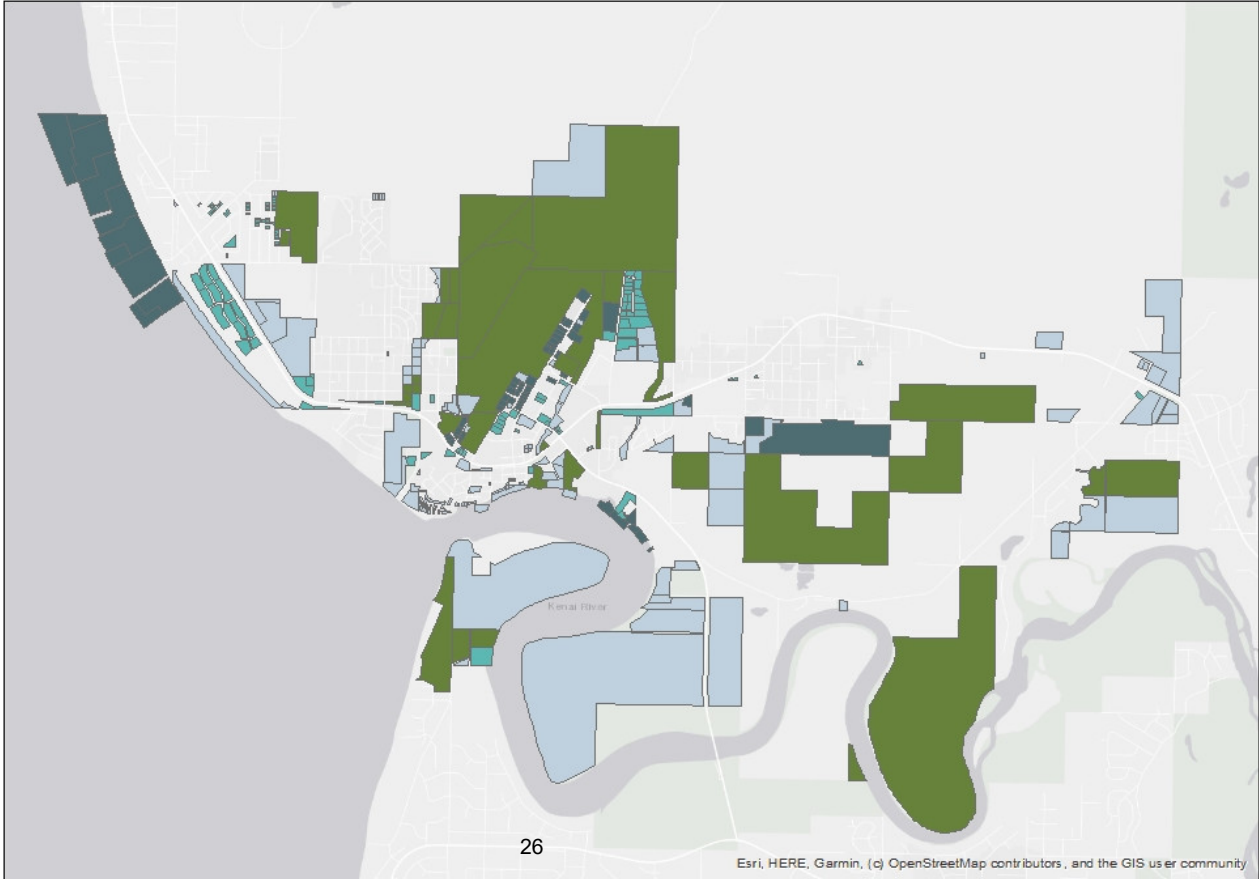
Land Management Plan Recommendation Categories

The Land Management Plan contains a recommendation for each parcel using the following categories:







Land Management Plan Recommendation Categories

- Retain
- Dispose
- Dispose - Lease Only
- Mixed - Retain/ Dispose






Land Management Plan Recommendation Categories

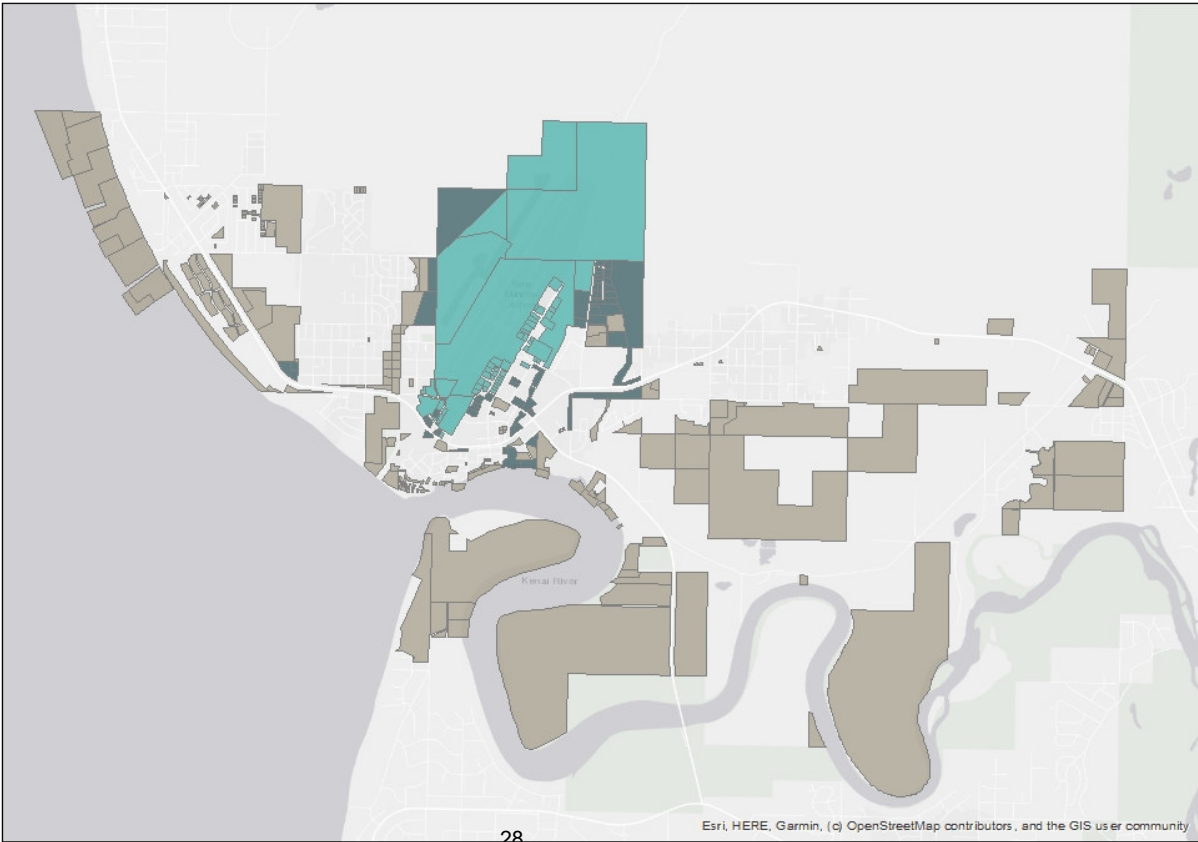


-  Retain
-  Dispose
-  Dispose - Lease Only
-  Mixed - Retain/ Dispose






Land Management Plan Land Fund Categories

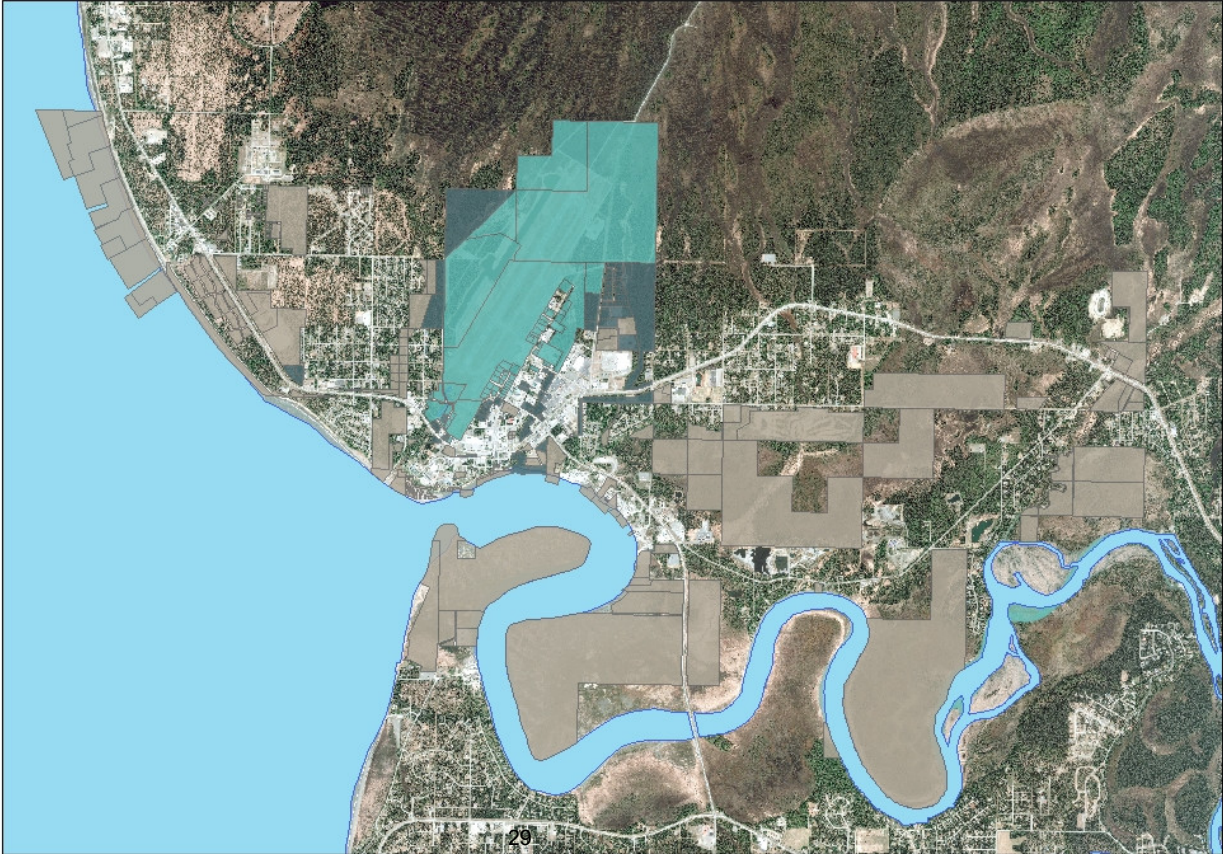
-  Airport Reserve Land
-  Airport Land Outside the Airport Reserve
-  General Fund Land



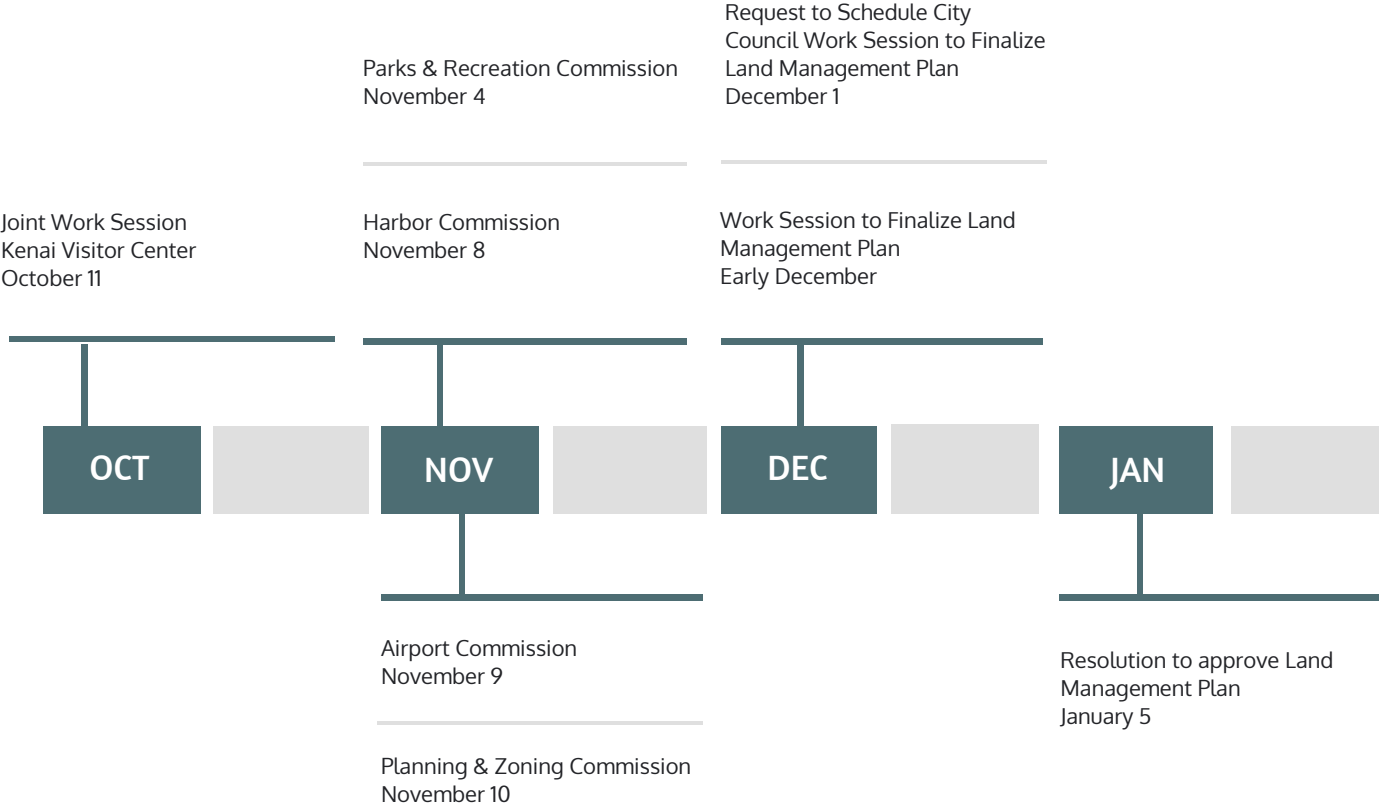
Land Management Plan Land Fund Categories



-  Airport Reserve Land
-  Airport Land Outside the Airport Reserve
-  General Fund Land

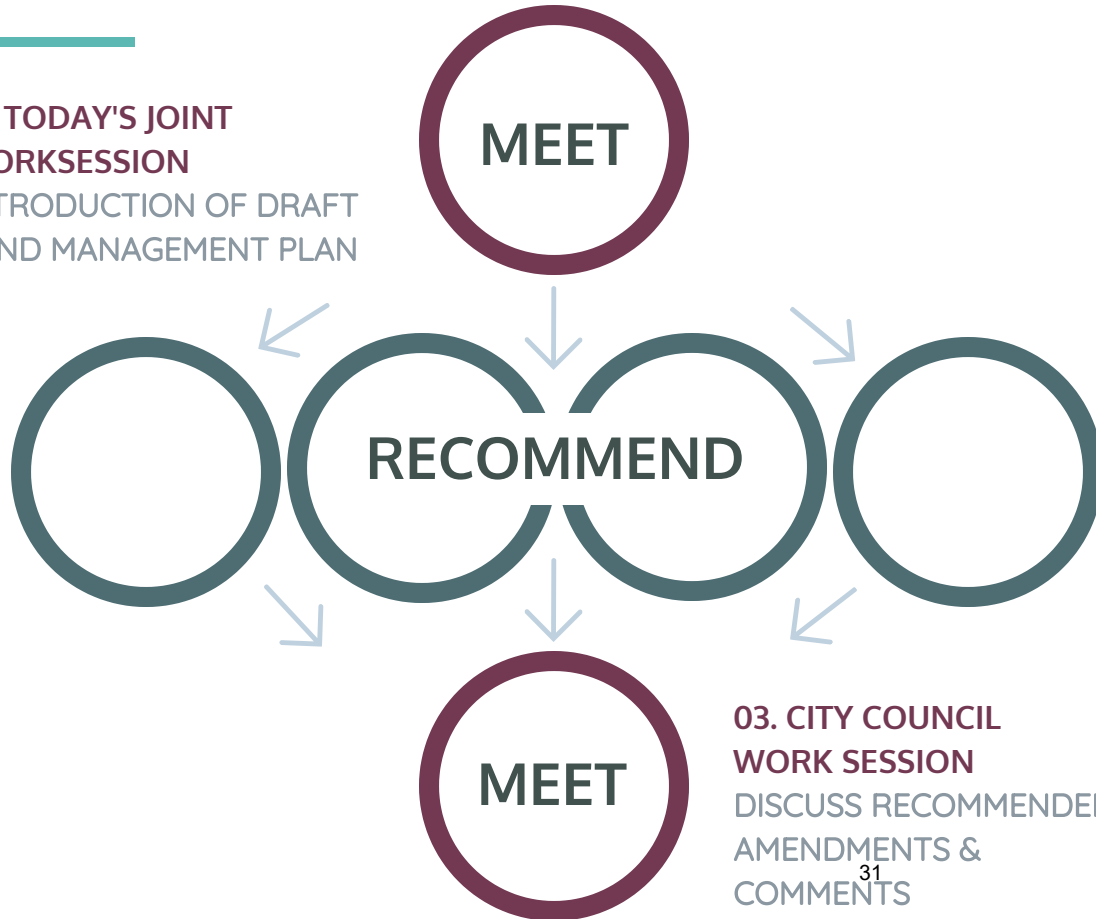


Land Management Plan Draft Timeline



Land Management Plan Process

**01. TODAY'S JOINT
WORKSESSION**
INTRODUCTION OF DRAFT
LAND MANAGEMENT PLAN



**02. COMMISSION
WORK SESSIONS /
PUBLIC COMMENTS**
RECOMMEND AMENDMENTS
e.g. additional information such as
personal knowledge of a parcel
appropriate to include, factual
inaccuracies, reasons to change a
recommendation

**03. CITY COUNCIL
WORK SESSION**
DISCUSS RECOMMENDED
AMENDMENTS &
COMMENTS



Land Management Plan Process Continued



AFTER COUNCIL WORK SESSION:

- Administration revises plan for approval
- Council determines if more work sessions are necessary
- Resolution approving plan scheduled by Council
- Hold public hearing on resolution

AFTER APPROVAL:

- Update lands database to reflect approved plan
- GIS needs assessment
- Implementation plan



Online Mapping Presentation



Questions and Comments





QR Code to City of Kenai Land Management Plan Webpage

<https://www.kenai.city/lands/page/land-management-plan>





KENAI

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

MEMORANDUM

TO: Mayor Gabriel, Council Members and City Commissions
FROM: Paul Ostrander, City Manager
DATE: December 6, 2021
SUBJECT: **Disposition of City Lands – Summary of KMC 22.05**

Kenai Municipal Code Chapter 22.05, The Disposition of City Lands, was repealed and reenacted by Ordinance 3072-2019 on October 2, 2019. This memorandum will provide an overview of this provision of code. Excerpts from code are identified in *italics*.

KMC Chapter 22.05 applies to City owned real property other than lands within the airport reserve – described in KMC Chapter 21.10, and the leasing of tidelands for shore fisheries.

Authority

KMC Chapter 22.05 establishes the authority for the City's land disposals:

The City may sell, convey, exchange, transfer, donate, dedicate, direct, assign to use, or otherwise dispose of City-owned real property, including property acquired, held for, or previously devoted to a public purpose, only in accordance with this chapter, and, with respect to properties acquired through foreclosure for taxes, in compliance with those terms and provisions of AS 29 which apply to home-rule municipalities. Disposal or sale of lands shall be made only when, in the judgment of the City Council, such lands are not or are no longer required for a public purpose.

Intent

KMC Chapter 22.05 establishes the intent of the chapter and goes further to establish that it is not the intent of the chapter to allow for speculation on City-owned lands:

It is the intent of this chapter to provide land policies and practices that encourage responsible growth and development to support a thriving business, residential, recreational and cultural community.

It is not the intent of this chapter to allow for speculation on City-owned lands. All leases, sales, and other disposals of City-owned land must meet the intent of this chapter.

Lease and / or Sale of City Lands

KMC Chapter 22.05 has provisions for the lease and sale of City owned real property. An individual or entity that wishes to acquire real property from the City can pursue a lease, a sale, or a lease with an option to purchase from the City.

Lease

To lease City owned lands an applicant must first submit a lease application:

All applications for lease of lands must be submitted to the City Manager or designee on an application form provided by the City. Applications will be dated on receipt and must include payment of the nonrefundable application fee as set forth in the City's schedule of fees approved by the City Council.

If a subdivision is required to lease the land, the costs of that subdivision are generally at the expense of the applicant:

Applications which propose a subdivision shall require the applicant to be responsible for all costs associated with the subdivision, including but not limited to any new appraisal, engineering services, surveying and consulting costs unless, in the sole discretion of the City Council, it is determined that the subdivision serves other City purposes.

To determine the annual lease rate of the property an appraisal must have been completed in the last 12 months:

Applications for lands which have not been appraised within one (1) year of the requested starting date of the lease require the applicant to be responsible for all costs associated with appraisal. The cost of the appraisal shall be credited or refunded to the lessee once development is completed as required by the lease, extension or renewal.

The length of the lease term is based on the amount of investment the applicant proposes to make with a minimum investment of \$7,500 equaling a maximum term of 5 years, and an investment value of \$307,500 or more equaling a maximum term of 45 years:

The length of term for an initial lease shall be based on the amount of investment the applicant proposes to make in the construction of new permanent improvements on the premises as provided in the application. The City Council may offer a shorter lease term, if the City Council makes specific findings that a shorter lease term is in the best interest of the City.

The maximum term of a lease shall be determined according to the following term table and cannot exceed forty-five (45) years:

The public is notified of all lease applications received by the City to provide an opportunity for competing applications:

Notice of complete applications for new leases, renewals or extensions shall be published in a newspaper of general circulation within the City and posted on the property. The notice must contain the name of the applicant, a brief description of the land, whether the applicant requests a lease with an option to purchase, and the date upon which any competing applications must be submitted (thirty (30) days from the date of publication).



If a competing application is submitted, the City Manager will recommend the application anticipated to best serve the interest of the City to the applicable commissions and the City Council:

If another application for a new lease, extension or a renewal is received for the same property within thirty (30) days from the notice of application publication date by a different applicant, City staff shall process the application and forward the application, the City Manager's recommendation and applicable commission recommendations to the City Council for approval of the application anticipated to best serve the interest of the City. The City Council may approve one (1) of the applications, reject all the applications or direct the City Manager to award a lease of the property by sealed bid.

If there are no competing applications, the City Council will determine if the lease is in the best interests of the City after considering the recommendations of the Planning and Zoning Commission, any other applicable commissions, and the City Manager:

The recommendations of the City Manager, Planning and Zoning Commission, and any other applicable commissions shall be provided to the City Council. The City Council shall determine whether the lease is consistent with the intent of this chapter and in the best interest of the City. The decision whether or not to lease land rests in the sole discretion of the City Council.

Development Incentives

The City Council may approve lease incentives to encourage commercial development:

A credit may be applied toward rent for a maximum of five (5) years. The credit may only include the value of site preparation work on the leased premises to include clearing and grubbing, unclassified excavation, classified fill and back fill, crushed aggregate base course, and utility extensions.

For the credit to be applied, the approved scope of work must be completed.

Sale of Land

KMC Chapter 22.05 authorizes the sale of City owned lands through both a non-competitive and competitive process:

There are four methods to sell City owned lands through a non-competitive process:

- (i) Conveyance to encourage new enterprises where it is found that encouragement of a new commercial or industrial enterprise would be in the best interest of the City; one (1) or more parcels of City land may be sold upon such terms as to price, conditions of conveyance, and with such contingencies as may be set forth in the ordinance.*
- (ii) Property sale to adjacent owners for the conveyance of a parcel of City property at fair market value to the owner of adjacent land whenever, in the judgment of the City Council, the parcel of land is of such small size, shape, or location that it could not be put to practical use by any other party.*
- (iii) Grant or devotion of real property to the United States, the State of Alaska, a local political subdivision of the State of Alaska, or any agency of any of these governments or a nonprofit corporation, for a consideration agreed upon between the City and*



grantee without a public sale if the grant, devotion or lease is in the best interest of the City.

- (iv) Conveyance of land to resolve a land use conflict.*

There are four methods to sell City owned lands through a competitive process:

- (i) Public outcry auction to the highest responsible bidder.*
- (ii) Sealed bid to the highest responsible bidder.*
- (iii) Over-the-counter sale after a public outcry auction or sealed bid process on a first-come basis, provided minimum development requirements are met within two (2) years of sale and the land is sold for fair market value. An appraisal to determine fair market value must be completed within a one (1) year period prior to the date of sale.*
- (iv) Leased land in which the lease was subject to competition through the lease application review process and which contains an option to purchase once the minimum development requirements have been met for the fair market value of the land excluding permanent improvements made by the lessee. An appraisal to determine fair market value must be completed within a one (1) year period prior to the sale.*

The application process, subdivision process (if necessary) and appraisal process for the sale of land is similar to the process for the lease of land:

All requests to purchase City land must be submitted to the City Manager or designee on approved forms provided by the City. Applications will be dated on receipt and payment of the nonrefundable application fee and must include applicable deposit as set forth in the City's schedule of fees adopted by the City Council. The City Council may decide to sell lands consistent with the intent of this chapter after a recommendation from the City Manager and any appropriate City commission. The City Council may always recommend a lease as opposed to a sale when in the best interest of the City and consistent with the intent of this chapter.

Applications which propose a subdivision shall require the applicant to be responsible for all costs associated with the subdivision, including but not limited to engineering services, surveying and consulting costs, unless in the sole discretion of the City Council it is determined the subdivision serves other City purposes. Sales of parcels must be of appropriate size to meet the needs of the proposed development or use to meet the intent of this chapter. The sale of excess acreage not needed for the intended development or use does not meet the intent of this chapter.

The City will retain the services of an independent real estate appraiser certified under Alaska State statutes to determine the fair market value for a determination of the minimum price on the land to be paid for from the deposit made by the applicant unless such an appraisal has been obtained within one (1) year prior to the date of sale. The cost of the appraisal will be credited toward the purchaser at closing.



Lease with an option to purchase

KMC Chapter 22.05 will allow an applicant to request to acquire City land using a combination of lease and sale. A lease with an option to purchase would allow an applicant to lease the real property for a period of time, during which the development of the property could be completed and the applicant would benefit from lease development incentives, followed by the sale of the property when the incentives have been exhausted.

Kenai Municipal Code Chapter 21.10

KMC Chapter 21.10, Leasing and Acquisition of Airport Reserve Lands, with few exceptions, mirrors KMC Chapter 21.05, although KMC Chapter 21.10 does not allow the sale of land. Airport Reserve Lands are available for lease only.





KENAI

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

MEMORANDUM

TO: Mayor Gabriel, Council Members and City Commissions
FROM: Ryan Foster, Planning Director
DATE: December 6, 2021
SUBJECT: **Zoning and Definition of “Retain” and “Dispose” in the Draft Land Management Plan**

Zoning in the City of Kenai

The City of Kenai is a home rule city with its own City Charter and Municipal Code. Kenai Municipal Code Title 14 Planning and Zoning codifies the planning and development processes within the City by implementing the Comprehensive Plan (long range policy document), establishing zoning districts, and specifying development standards for zoning districts regarding land use, form, layout, and density.

To determine the land uses and development standards of a parcel, the City’s Zoning Map and Land Use Table must be referenced. Each parcel in the City has a zoning designation (there are 17 total zoning districts) across categories such as residential, commercial, industrial, etc. The City of Kenai Interactive Zoning Map App can be found here:

<https://kenai.maps.arcgis.com/home/index.html>

After determining the zoning district of a property, reference the KMC 14.22.010 Land Use Table, which contains a list of land uses and all of the corresponding zoning districts in the City. A land use is either designated as P= Principal Permitted Use, C= Conditional Use, S= Secondary Use, N= Not Permitted for each zoning district. This provides the necessary information to determine the development options for a property based on the zoning and the desired land use. The Land Use Table can be found here:

<https://kenai.municipal.codes/KMC/14.22>

Definitions of “Retain” and “Dispose” in the Draft Land Management Plan

The Draft Land Management Plan contains recommendations for each City owned property. For clarification, below are the definitions of “retain” and “dispose” and where they can currently be found in Kenai Municipal Code in the same context:

- “Retain” means a parcel is needed for a public purpose, such as for:
 - Existing public buildings and facilities.
 - Future public buildings and facilities.
 - Public purposes such as wetlands, beach protection, and stormwater retention.

- For Airport Fund lands, “retain” means the parcel is needed for a public purpose where the use is aviation-related or consistent with the FAA self-sustaining requirement and does not adversely affect the airport’s capacity, security, safety, or operations.
- In this context, the term retained is currently found in Kenai Municipal Code:
 - 22.05.110 Determination as to need for public purpose
- “Dispose” means the parcel has not been retained for a public purpose and will be considered available for lease, sale, or lease with the option to purchase. All disposals are at the discretion of the Kenai City Council and must meet the intent of Kenai Municipal Code:
 - 22.05.010 Authority and intent
 - (c) It is the intent of this chapter to provide land policies and practices that encourage responsible growth and development to support a thriving business, residential, recreational and cultural community.
 - (d) It is not the intent of this chapter to allow for speculation on City-owned lands. All leases, sales, and other disposals of City-owned land must meet the intent of this chapter.
- In order for a property to be sold, it must first be determined that it is not needed for a public purpose. Most disposals will require development on the parcel. In this context, the term disposal is currently found in Kenai Municipal Code:
 - KMC 22.05.015 Lands available for lease, sale, or disposal
 - KMC 22.05.095 Methods of sale or disposal





KENAI

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

MEMORANDUM

TO: Mayor Gabriel, Council Members and City Commissions
FROM: Paul Ostrander, City Manager
DATE: January 4, 2022
SUBJECT: **City of Kenai Land Management Plan Requested Information**

This memo provides additional information requested by the Planning and Zoning Commission at its December 22, 2021 Regular Meeting to clarify the intent of the City of Kenai Land Management Plan and the best way for Commissioners to make amendments, as well as provide an example of a motion to amend and sample Implementation Plan that Commissions may use as they review and consider recommending adoption of the Land Management Plan.

Intent of the Land Management Plan

The intent of the Land Management Plan is to catalog the inventory of City-owned lands, including identification of properties needed for a public purpose, and recommendations for lease or sale of individual parcels not needed for a public purpose. The Plan does *not* provide land policies or procedures or include an implementation plan. The City's land policies for lease and sale of City-owned land are provided in the Kenai Municipal Code, and the decision whether or not to lease or sell land rests in the sole discretion of the City Council. Any sale or lease of City-owned land would require further Council action. An implementation plan is a separate document outlining action items based on the adopted Land Management Plan. An implementation plan would require Council approval.

Motions to Amend

All commissioner-suggested amendments received in writing or requested during a scheduled meeting or work session will be compiled by the Planning Director and placed in the proper format for consideration at the meeting in which the commission resolution to adopt the Plan will be considered.

If an amendment has not been received in writing, or has not been requested during previous meetings or work sessions, motions to amend the draft Plan may also be made by commissioners at the meeting in which the commission resolution to adopt the Plan will be considered.

Amendments related to land ownership changes or clerical errors will not need to be made as motions to amend the Plan. Administration will prepare a memo with these updates and corrections when the Plan is finalized for consideration by City Council.

Example: Motion to Amend

The following is an example of a recommended amendment provided by a Commissioner that may be made as a motion to amend:

Map 8, Page 36, Parcel Numbers 04314103 and 04314104 should not be recommended for disposal. These parcels should be retained for a public purpose of future sports facilities.

The following amendment is respectfully requested:

Amend Section 1 so that it reads:

The draft of the City of Kenai Land Management Plan is hereby recommended for adoption with the following amendment:

1. The retention status of parcel numbers 04314103 and 04314104, which appear on Map 8 Kenai Spur Highway North Corridor be changed from Dispose to Retain.

Example: Role of Implementation Plan in Process

Attached is a table describing the role of the Kenai Municipal Code, Land Management Plan and a sample Implementation Plan in the management of City-owned lands.

Attachment



KENAI MUNICIPAL CODE

A Codification of the General Ordinances of the City of Kenai

Title 21 and Title 22 Govern City Airport Reserve Lands and City-Owned Lands

- Provides land lease and sale policies and practices that encourage responsible growth and development to support a thriving business, residential, recreational and cultural community.
- Provides process for competitive lease application, and both competitive and non-competitive sale of lands as well as rules governing subdivision, appraisal, annual lease rates and terms, public notice, and review by commissions

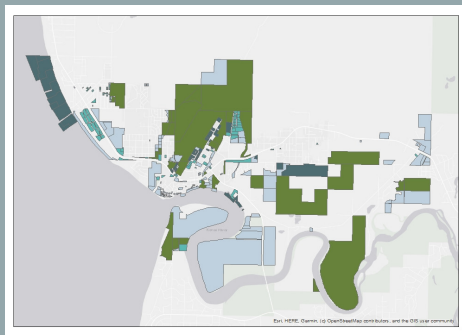


LAND MANAGEMENT PLAN

An inventory of City-owned lands and comprehensive reference document

Land Inventory and Retention Recommendations Adopted by a Resolution of the City Council

- Provides an inventory of City-owned lands with detailed information on each parcel
- Identifies properties recommended required or not needed for a public purpose
- Information available to the public



SAMPLE: IMPLEMENTATION PLAN

An outline of action items approved by Council based on the adopted Land Management Plan

For example:

Date	Actions	Staff Assigned
March 2022	Apply to Borough for removal of restrictive plat notes on City lands	Planning
March 2022	Request removal of patent restrictions from BLM	Planning
July 2023	Request FAA release of parcels not needed for a public purpose	Airport/ Planning

NOTE: the decision whether or not to lease or sell City-owned land rests in the sole discretion of the City Council



KENAI

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

MEMORANDUM

TO: Airport Commission
FROM: Ryan Foster, Planning Director
DATE: January 6, 2022
SUBJECT: **Requested Amendment to Resolution AC21-01 – Recommending the Council of the City of Kenai Approve and Adopt the City of Kenai Land Management Plan**

The Administration is requesting the following amendments to the Airport Commission Resolution No. 21-01:

Amend the Title to read:

A Resolution of The Airport Commission of the City of Kenai Recommending the Council of the City of Kenai [APPROVE AND ADOPT] the City of Kenai Land Management Plan

Delete the seventh whereas in its entirety:

[THE AIRPORT COMMISSION HELD A PUBLIC MEETING ON NOVEMBER 9, 2021 AND RECOMMENDED THAT THE COUNCIL OF THE CITY OF KENAI APPROVE THE CITY OF KENAI LAND MANAGEMENT PLAN]

Insert a new seventh whereas to read:

WHEREAS, after reviewing the plan as presented on November 9, 2021, the Airport Commission has recommended amendments for consideration by City Council.

Section 1 to read:

The Draft of the City of Kenai Land Management Plan is hereby [APPROVED AND ADOPTED AS THE CITY OF KENAI LAND MANAGEMENT PLAN.] recommended for adoption with the following amendments:

Thank you for your consideration.

New Text, [DELETED TEXT]



Kenai City Council - Regular Meeting

December 15, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 4****

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda (*Public comment 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 PUBLIC COMMENTS

(Public comment limited to ten (10) minutes per speaker)

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3256-2021** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Funds, Authorizing the Acceptance of a Grant from the Federal Aviation Administration for the Kenai Municipal Airport Sand Storage Facility Construction Phase II, and Authorizing a Budget Transfer in the Airport Improvements Capital Project Fund – Kenai Municipal Airport Sand Storage Facility Project to Facilitate the Return of Funds Advanced from the Airport Special Revenue Fund. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3257-2021** - Accepting and Appropriating a Collection Equity Award from the Network of the National Library of Medicine Region 5 for the Purchase of Health and Wellness Titles for the Kenai Community Library Collection. (Council Members Knackstedt and Pettey)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3258-2021** - Accepting and Appropriating Funding from the State of Alaska Department of Health and Social Services, Division of Public Health, for the Healthy and Equitable Communities Program, and Authorizing the City Manager to Execute a Memorandum of Agreement for this Funding. (Administration)

4. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3259-2021** - Increasing Estimated Revenues and Appropriations in the General and Municipal Roadway Improvement Capital Project Funds, and Increasing a Purchase Order to Foster's Construction for the 2021 Bryson Ave Bluff Erosion Repair Project. (Administration)
5. **ENACTED UNANIMOUSLY. Ordinance No. 3260-2021** - Amending Kenai Municipal Code 13.40.010-Definitions, to Maintain Current Regulations on Off-Road Vehicle Use in Kenai After January 1, 2022. (Council Member Knackstedt)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-71** - Amending the Employee Classification Plan to Change the Range of the Parks and Recreation Director. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of December 1, 2021. (City Clerk)

F. UNFINISHED BUSINESS

1. **ADOPTED. Resolution No. 2021-64** - Awarding an Agreement for the Kenai Waterfront Redevelopment Assessment and Feasibility Study. (Administration) [*Clerk's Note: At the November 3, 2021 Meeting, this item was Postponed to this meeting; a motion to enact is on the floor.*]

G. NEW BUSINESS

1. **ADOPTED UNANIMOUSLY. *Action/Approval** - Bills to be Ratified. (Administration)
2. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 1/5/2022. *Ordinance No. 3261-2021** - Accepting and Appropriating a Grant from the Institute of Museum and Library Services through the Department of Education and Early Development, Division of Library, Archives & Museums for the Purchase of a Hold Locker. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 1/5/2022. *Ordinance No. 3262-2021** - Accepting and Appropriating a Grant from the Institute of Museum and Library Services Passed Through the Department of Education and Early Development, Division of Library, Archives & Museums for the Purchase of Steam Kit Shelving, Library Materials, and Other Items. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 1/5/2022. *Ordinance No. 3263-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting Grants from the United States Department of Justice and Alaska Municipal League Joint Insurance Association (AMLJIA) for the Purchase of Ballistic Vests. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 1/5/2022. *Ordinance No. 3264-2021** - Accepting and Appropriating Asset Forfeiture Funds Provided to the City of Kenai through the State of Alaska Department of Public Safety. (Administration)

6. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 1/5/2022.**
*Ordinance No. 3265-2021 - Increasing Estimated Revenue and Appropriations in the General Fund and the Parks Improvement Capital Project Fund for Additional Kenai Dog Park Funding. (Vice Mayor Glendening and Council Members Winger and Baisden)
7. **APPROVED UNANIMOUSLY. Action/Approval** - Special Use Permit to American Red Cross of Alaska for General Office Space. (Administration)
8. **APPOINTMENTS OF DAN PITTS, JACOB CALDWELL, JOSHUA DAILY, LISA GABRIEL, JANET PHILLIPS, CHRISTINA WARNER, CHUCK THORNTON, FRANCES KILFOYLE, NATE BERGA, VICTORIA ASKIN, CHARLIE STEPHENS, AND JENNIFER JOANIS CONFIRMED. Action/Approval** - Council Confirmation of Mayoral Nominations to the City's Commissions and Committee. (Mayor Gabriel)
9. **POSTPONED TO 1/5/2022. Action/Approval** - Confirmation of Mayoral Nominations for Appointment to the Planning and Zoning Commission. (Mayor Gabriel)
10. **APPROVED UNANIMOUSLY. Action/Approval** - City Participation in UCIDA Lawsuit. (Mayor Gabriel)

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Committee
7. Mini-Grant Steering Committee

I. REPORT OF THE MAYOR

J. ADMINISTRATION REPORTS

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

K. ADDITIONAL PUBLIC COMMENT

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

L. EXECUTIVE SESSION

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000
2. Letter from the Alaska Association of Municipal Clerks
3. CIRCAC Director's Report
4. Thank you letter to GLM
5. Thank you letter to Pioneers of Alaska

The agenda and supporting documents are posted on the City's website at www.kenai.city. Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.

Join Zoom Meeting

<https://us02web.zoom.us/j/88570636586>

Meeting ID: 885 7063 6586 **Passcode:** 773916

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 885 7063 6586 **Passcode:** 773916



Kenai City Council - Regular Meeting

January 05, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda (*Public comment 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 PUBLIC COMMENTS

(Public comment limited to ten (10) minutes per speaker)

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3261-2021** - Accepting and Appropriating a Grant from the Institute of Museum and Library Services through the Department of Education and Early Development, Division of Library, Archives & Museums for the Purchase of a Hold Locker. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3262-2021** - Accepting and Appropriating a Grant from the Institute of Museum and Library Services Passed Through the Department of Education and Early Development, Division of Library, Archives & Museums for the Purchase of Steam Kit Shelving, Library Materials, and Other Items. (Administration)
3. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3263-2021** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting Grants from the United States Department of Justice and Alaska Municipal League Joint Insurance Association (AMLJIA) for the Purchase of Ballistic Vests. (Administration)

4. **ENACTED UNANIMOUSLY. Ordinance No. 3264-2021** - Accepting and Appropriating Asset Forfeiture Funds Provided to the City of Kenai through the State of Alaska Department of Public Safety. (Administration)
5. **ENACTED. Ordinance No. 3265-2021** - Increasing Estimated Revenue and Appropriations in the General Fund and the Parks Improvement Capital Project Fund for Additional Kenai Dog Park Funding. (Vice Mayor Glendening and Council Members Winger and Baisden)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2022-01** - Approving the Purchase of Fifteen Mobile Radios and Associated Programming for the Police and Fire Departments Under Sole Source Purchases from Motorola Solutions Using NASPO Valuepoint Contract Pricing for the Total Price of \$83,979.77. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2022-02** - Adopting an Alternative Allocation Method for the FY22 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity In FMA 14: Cook Inlet Area. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2022-03** - Amending the Employee Classification Plan to Change the Range of the Human Resources Director. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of December 15, 2021. (City Clerk)

F. UNFINISHED BUSINESS

1. **APPOINTMENTS OF GWEN WOODARD AND JEFF TWAIT CONFIRMED.**
Action/Approval - Confirmation of Mayoral Nominations for Appointment to the Planning and Zoning Commission. (Mayor Gabriel) [*Clerk's Note: At the December 15, 2021 Meeting, this item was Postponed to this meeting.*]

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Non-Objection to Marijuana License Transfer for Herban Extracts, LLC. (City Clerk)
3. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Non-Objection to Liquor License Renewals for Country Liquor, Wal-Mart Supercenter and American Legion Post 20. (City Clerk)
4. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Special Use Permit to Schilling Alaska, Inc., d/b/a the Uptown Motel for Snow Storage. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 1/19/2022.**
***Ordinance No. 3266-2022** - Accepting and Appropriating Funds in the Airport Fund, and

Accepting Two Grants From the Federal Aviation Administration Under the American Rescue Plan Act of 2021 (H.R. 1319, Public Law 117-2). (Administration)

6. **APPROVED UNANIMOUSLY. Action/Approval** – Kenai Bluff Stabilization Project Thank You Letter (Council Member Pettey)

H. COMMISSION / COMMITTEE REPORTS

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L. EXECUTIVE SESSION

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000
2. Thank You Letter to VFW

The agenda and supporting documents are posted on the City's website at www.kenai.city. Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.

Join Zoom Meeting

<https://us02web.zoom.us/j/87968544334>

Meeting ID: 879 6854 4334 **Passcode:** 274988

OR

Dial In: (253) 215-8782 or (301) 715-8592

Meeting ID: 879 6854 4334 **Passcode:** 274988

MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Paul Ostrander, City Manager
FROM: Eland Conway, Airport Manager
DATE: December 7, 2021
SUBJECT: Kenai Municipal Airport (ENA) Mid-Month Report

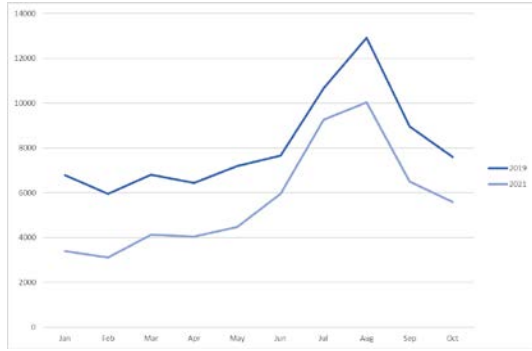
ENA Property Damage

On the morning of Sunday, November 28, a vehicle crashed into the ENA Security Gate at the end of Granite Point Ct. The vehicle appears to be a light-colored sedan. The gate remains out of service, quotes for repairs are being gathered, and there are no significant impacts to operations. The investigation is ongoing. Reference KPD Case #2111-0500.



Enplanements

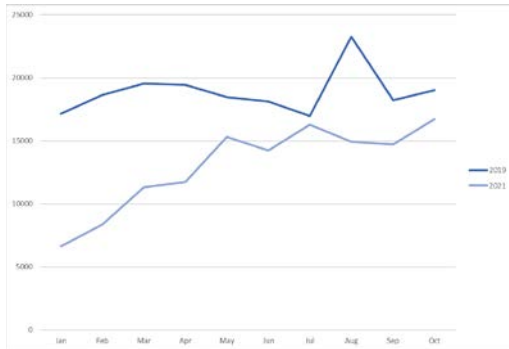
October enplanements were down 26% compared to October of 2019. YTD enplanements are down 32% compared to 2019.



Enplanements		
	2019	2021
Jan	6785	3389
Feb	5957	3112
Mar	6808	4127
Apr	6441	4035
May	7198	4464
Jun	7656	5953
Jul	10658	9259
Aug	12925	10035
Sep	8951	6500
Oct	7594	5596
Grand Total	80973	56470

Parking Revenue

Parking revenue for October was down 12% compared to October of 2019. YTD parking revenue is down 31% compared to 2019.



Parking Revenue		
	2019	2021
Jan	17143	6626
Feb	18660	8373
Mar	19540	11315
Apr	19444	11757
May	18460	15309
Jun	18112	14236
Jul	16993	16295
Aug	23265	14924
Sep	18235	14714
Oct	19040	16723
Grand Total	188,892	130,271

