

**KENAI CITY COUNCIL – REGULAR MEETING
MARCH 19, 2025 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
MAYOR BRIAN GABRIEL, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai City Council was held on March 19, 2025, in City Hall Council Chambers, Kenai, AK. Mayor Gabriel called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Mayor Gabriel led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Brian Gabriel, Mayor	Henry Knackstedt, Vice Mayor
Phil Daniel	Deborah Sounart
Alex Douthit	Victoria Askin
Sovala Kisenia	

A quorum was present.

Also in attendance were:

**Xiling Tanner, Student Representative
Dave Ross, Acting City Manager
Scott Bloom, City Attorney
David Swarner, Finance Director
Tyler Best, Parks and Recreation Director
Lee Frey, Public Works Director
Kathy Romain, Senior Services Director
Shellie Saner, City Clerk

3. Agenda and Consent Agenda Approval

Mayor Gabriel noted the following additions to the Packet:

- | | |
|------------------|--|
| Add Item C.1. | Scheduled Public Comment - 100% Communities and the 907 Navigation App, Abby Struffert, Southcentral Consulting |
| Add to Item H.6. | Action/Approval - Reporting Requirements for Agencies Receiving Grants through the Legislative Budget. <ul style="list-style-type: none">• Legislative Budget Summary |
| Add Item H.9. | Action/Approval - Authorizing the Mayor to Sign a Letter of Support for the American Tidal Energy Project led by ORPC. <ul style="list-style-type: none">• Memo• Letter of Support |

MOTION:

Vice Mayor Knackstedt **MOVED** to approve the agenda and consent agenda with the requested revisions. Council Member Askin **SECONDED** the motion.

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

Mayor Gabriel opened the floor for public comment on consent agenda items.

William Coghill, representing the new owners of KNC Golf, Inc., outlined goals to enhance the course and attract more golfers; bringing in a PGA pro for lady and junior clinics; and hosting an Alaska Championship golf tournament. He expressed commitment to making the course a destination and providing a quality golf experience.

There was discussion regarding the ongoing construction projects on the club house, repairs to the walking bridge, and working with the City on future for repairs to the larger bridges used by carts and skiers in the winter.

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

C. SCHEDULED PUBLIC COMMENTS

1. 100% Communities and the 907 Navigation App, Abby Struffert, Southcentral Consulting

Abby Struffert, Family Resource Center Network Director presented the 100% Communities initiative, a community organizing model focused on improving access to 10 vital services, she noted the initiative started locally and expanded statewide; the 907 Navigation app was developed to connect residents to essential services; the app has been downloaded over 1,500 times; action teams were formed to address interconnected community issues like housing insecurity and childcare; and the initiative emphasizes collaboration between service providers. A video demonstration of the 907 Navigation app was provided.

D. UNSCHEDULED PUBLIC COMMENTS

Marion Nelson, Board Member of the Kenai Fine Art Center, discussed the launch of the Bronze Bear Project at the Chamber of Commerce Luncheon with presenters from the City; noted that the Kenai Arts Center was interested in working with the sculptor; financial support for the project was growing; and reported the next Arts Center show would be the student art show on April 4th.

Samantha Springer, Executive Director of the Kenai Chamber of Commerce, shared updates on the Cultural Center's exhibits; reported looking into grants to increase museum hours and roof repairs for the Moosemeat John Cabin; summarized upcoming events; and the new Chamber logo.

E. PUBLIC HEARINGS

1. Ordinance No. 3456-2025 - Accepting and Appropriating a Grant Received Through Best Friends Animal Society to the Kenai Animal Shelter for Attendance at the Best Friends National Conference. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3456-2025. Council Member Sounart **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

VOTE:

YEA: Daniel, Sounart, Gabriel, Kisená, Douthit, Askin, Knackstedt

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED.

2. **Ordinance No. 3457-2025** - Accepting and Appropriating Donations Designated by Tom Anderson from the Alaska Community Foundation for the Construction of Softball Dugouts and the Dedication of a Dugout in Memoriam of Hannah Hill. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3457-2025. Council Member Askin **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

It was reported that bids came in higher than expected; Administration was considering options to complete some of the work in-house; and that the plan was for work to be completed by this summer.

Gratitude was expressed to Tom Anderson for the donation.

VOTE:

YEA: Sounart, Gabriel, Kisená, Douthit, Askin, Knackstedt, Daniel

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED.

3. **Ordinance No. 3458-2025** - Accepting and Appropriating a Grant Received Through the Alaska Geriatric Exchange Network to the Kenai Senior Center for Attendance at the 2025 Legislative Fly-In. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3458-2025. Council Member Sounart **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

VOTE:

YEA: Gabriel, Kisená, Douthit, Askin, Knackstedt, Daniel, Sounart

NAY: None

**Student Representative Tanner: Yea

MOTION PASSED.

4. **Ordinance No. 3459-2025** - Determining that Real Property Described as Lot 10, Block 1, Etolin Subdivision Number 3, According to Plat 82-103, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to LOROC, LLC. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3459-2025. Council Member Askin **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

There was discussion in support of the Ordinance, it was noted that the property has been developed and the tenant had been in good standing since 1991; and that the sale of this property aligned with past Council actions that allow leaseholders outside the airport reserve to purchase their leased properties.

VOTE:

YEA: Kisená, Douthit, Askin, Knackstedt, Daniel, Sounart, Gabriel

NAY: None

****Student Representative Tanner:** Yea

MOTION PASSED.

- 5. Ordinance No. 3460-2025** - Determining that Real Property Described as Lot 11, Block 1, Etolin Subdivision Number 3, According to Plat 82-103, City-Owned Airport Land Located Outside the Airport Reserve, is Not Needed for a Public Purpose and Authorizing the Sale of the Property to LOROC, LLC. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3460-2025. Council Member Sounart **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

It was noted that this lot was adjacent to the one in the previous Ordinance; and support was expressed for the same reasons.

VOTE:

YEA: Douthit, Askin, Knackstedt, Daniel, Sounart, Gabriel, Kisená

NAY: None

****Student Representative Tanner:** Yea

MOTION PASSED.

- 6. Ordinance No. 3461-2025** – Amending the Official Zoning Map and Land Use Table by Rezoning the Properties at 202 North Forest Drive and 1408 Second Avenue from Suburban Residential (RS) to General Commercial (CG) Zoning District. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to enact Ordinance No. 3461-2025. Council Member Sounart **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

There was discussion in support of the ordinance, noting the lots had been used commercially for many years under a Conditional Use Permit; and there were no known issues.

VOTE:

YEA: Askin, Knackstedt, Daniel, Sounart, Gabriel, Kisená, Douthit

NAY: None

****Student Representative Tanner:** Yea

MOTION PASSED.

- 7. Resolution No. 2025-19** - Authorizing the City Manager to Enter into an Airline Operating Agreement and Terminal Area Lease with Aleutian Airways. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2025-19. Council Member Askin **SECONDED** the motion.

Mayor Gabriel 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**.

8. Resolution No. 2025-20 - Authorizing Award of the Airport Engineering Services Term Contract. (Administration)

MOTION:

Vice Mayor Knackstedt **MOVED** to adopt Resolution No. 2025-20. Council Member Sounart **SECONDED** the motion.

Mayor Gabriel opened the floor for public comment. There being no one wishing to be heard, the public comment period was closed.

It was reported that HDL Engineering was currently working under a five-year contract with the City; this contract would add three years with further options to extend; and would allow HDL to continue their work on the Airport Master Plan, runway project, and taxiway expansions.

UNANIMOUS CONSENT was requested.

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

F. MINUTES

1. *Regular Meeting of March 5, 2025. (City Clerk)

G. UNFINISHED BUSINESS - None.

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)

Approved by the consent agenda.

2. ***Action/Approval** - Authorizing a Memorandum of Agreement with Greatland Consulting and Training LLC. for use of the Alaska Regional Fire Training Facility. (Administration)

Approved by the consent agenda.

3. ***Action/Approval** - Authorizing a 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.

4. ***Action/Approval** - Authorizing a Special Use Permit to Jeremy Mastre, DBA: River Rock Outdoors, LLC for Fuel Tank Storage at the Kenai Municipal Airport Float Plane Basin. (Administration)

Approved by the consent agenda.

5. ***Action/Approval** - Approving Amendments to the Lease and Concession Agreements for the Kenai Municipal Golf Course and Recreation Area between the City of Kenai and KNC Golf, Inc. (Administration)

Approved by the consent agenda.

6. Action/Approval - Reporting Requirements for Agencies Receiving Grants through the Legislative Budget. (Douthit)

There was discussion regarding establishing reporting requirements for agencies receiving funding through the legislative budget, noting the proposal would provide accountability; the outline of proposed reporting requirements were considered; preference was expressed for simplicity of reporting requirements; agencies should be notified of requirements expeditiously and a timeline should be established to avoid conflicts with the coming budget season; and requirements may be modified in the coming years.

MOTION:

Council Member Sounart **MOVED** to direct Administration to send letters to Agencies receiving funding through the Legislative Budget to submit a summary statement on:

1. Any measurable outcomes or achievements made possible with the previous year's funding; and
2. If requesting funding for the next year, the expected outcome of achievements from the requested funding.

Vice Mayor Knackstedt. **SECONDED** the motion.

There was further discussion on what groups these requirements would apply to.

UNANIMOUS CONSENT was requested on the motion.

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

7. Discussion - Scheduling Council Employee Evaluations. (Gabriel)

Council Employee Evaluations were scheduled during a Special City Council meeting on April 15, 2025 at 6:00 p.m. and during the Regular City Council meetings of April 2, 2025 and April 16, 2025.

8. Discussion - Kenai Municipal Code, Title 2 Alcoholic Beverages and Marijuana - License Renewals. (City Clerk)

The current procedure for alcohol and marijuana licenses was reviewed; it was proposed that City code be amended to allow Administrative staff to issue letters of non-objection for renewal applications that have no changes, while new license applications and license transfer applications would continue to come before Council for approval. Clarification was provided that any objections or conditional non-objections would continue to require Council approval, and reports could be provided to Council on license renewals and continuations during the second year of the license.

Support was expressed for the proposed Ordinance amending code.

9. Action/Approval - Authorizing the Mayor to Sign a Letter of Support for the American Tidal Energy Project led by ORPC.

It was reported that ORPC had requested a letter of support for the American Tidal Energy Project, which aims to capture tidal energy using underwater turbines; ORPC conducted surveys and outreach to ensure there would be minimal conflicts with fishing and maritime uses; the project was competing with a similar project in Puget Sound for a \$30 million grant; and ORPC has successfully used underwater turbines to supply energy to Igiugig.

Support was expressed for additional energy sources and reduce fossil fuel usage; clarification was provided that the turbines would be safe for fish and wildlife.

MOTION:

Council Member Askin **MOVED** to authorizing the Mayor to sign a letter of support for the American Tidal Energy Project led by ORPC. Council Member Kisena **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

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

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging Commission

Vice Mayor Knackstedt reported on the March 13, 2025 meeting; next meeting may be cancelled.

2. Airport Commission

Council Member Daniel reported on the March 13, 2025 meeting; next meeting April 10, 2025.

3. Harbor Commission

No report, March 10, 2025 meeting cancelled.

4. Parks and Recreation Commission

No report, March 6, 2025 meeting cancelled due to lack of a quorum.

5. Planning and Zoning Commission

Council Member Sounart noted that she attended the March 12, 2025 meeting, and would provide a report at the next City Council meeting.

6. Beautification Commission

No report; next meeting April 8, 2025.

J. REPORT OF THE MAYOR

Mayor Gabriel reported on the following:

- Unveiled the Bronze Bear display at the Kenai Chamber of Commerce.
- Look forward to the Senior Center March for Meals pie auction event.

K. ADMINISTRATION REPORTS

1. City Manager - Acting City Manager Ross reported on the following:

- New Equipment Operator at the Streets Department started.
- Recruitment underway for a Fire Engineer, Utility Lead Operator Police Department Temporary Enforcement Officers, and Parks & Recreation Department summer positions.
- Parks & Recreation seasonal positions would now be open to 17-year-old applicants.
- Press release issued regarding Mount Spur volcanic activity; and preparations are underway to ensure proper safety measures are in place.
- Mayor Gabriel and City Manager Eubank would be presenting at the State of the City address at the Kenai Chamber luncheon on April 2, 2025.
- Draft Budget would be submitted to Council during the second week of April.

2. City Attorney - No report.

3. City Clerk - No report.

L. ADDITIONAL PUBLIC COMMENTS

1. Citizen Comments (*Public comments limited to (5) minutes per speaker*)

Samantha Springer, Executive Director of the Kenai Chamber of Commerce, suggested that an online form be developed for agencies receiving funding through the legislative budget.

2. Council Comments

Council Member Douthit noted that he was looking forward to the Senior Center pie auction; and expressed appreciation for the City after returning from a trip to Phoenix.

Student Representative Tanner reported that Connections Homeschool would be conducting SAT testing next week; and Kenai Central High School would be participating in the state basketball tournament.

Council Member Sounart noted that she enjoyed the First Friday events this month; and was looking forward to the Senior Center pie auction.

Council Member Askin noted that she was looking forward to the Senior Center pie auction.

Council Member Daniel stated that he would not be able to attend the pie auction.

Council Member Kisena reported that the Kenai Ice Rink was closed for the season; thanked Director Best and the Parks and Recreation Department; and congratulated the U10A hockey team for winning State last week.

Vice Mayor Knackstedt noted that spring begins tonight; he would be attending the Kenai Chronicles event tomorrow at the Chamber of Commerce; taking a tour of sewer treatment plant; and he discussed the possibility of having a display for the Kenaitze Indian Tribe at the Airport as suggested during the joint work session held in January.

M. EXECUTIVE SESSION - None.

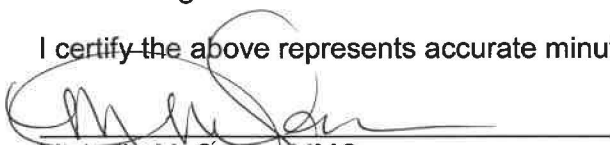
N. PENDING ITEMS - None.

O. ADJOURNMENT

P. INFORMATIONAL ITEMS - None.

There being no further business before the Council, the meeting was adjourned at 8:03 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of March 19, 2025.



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.***