

**KENAI CITY COUNCIL – REGULAR MEETING
MAY 7, 2025 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
VICE MAYOR HENRY KNACKSTEDT, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai City Council was held on May 7, 2025, in City Hall Council Chambers, Kenai, AK. Vice Mayor Knackstedt called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Vice Mayor Knackstedt led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

| | |
|------------------------------|---|
| Henry Knackstedt, Vice Mayor | Brian Gabriel, Mayor (<i>remote attendance</i>) |
| Phil Daniel | Deborah Sounart |
| Alex Douthit | Victoria Askin (<i>remote attendance</i>) |
| Sovala Kisenia | |

A quorum was present.

Also in attendance were:

Dave Ross, Acting City Manager
Scott Bloom, City Attorney
David Swarner, Finance Director
Katja Wolf, Library Director
Tyler Best, Parks and Recreation Director
Lee Frey, Public Works Director
Kathy Romain, Senior Services Director
Derek Ables, Airport Manager
Joe Fisher, Building Official
Shellie Saner, City Clerk

3. Agenda and Consent Agenda Approval

MOTION:

Council Member Douthit **MOVED** to approve the agenda. Council Member Daniel **SECONDED** the motion.

MOTION TO AMEND:

Council Member Sounart **MOVED** to add agenda item H.5., "Action/Approval - Amending and Extending an Employment Agreement between the City of Kenai and City Attorney, Scott Bloom", to the consent agenda. Council Member Douthit **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion to amend the consent agenda.

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

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

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

UNANIMOUS CONSENT was requested.

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

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

[Clerk's Note: Vice Mayor Knackstedt presented a proclamation declaring April 2025 as Sexual Assault Awareness Month.]

B. SCHEDULED ADMINISTRATIVE REPORTS - None.

C. SCHEDULED PUBLIC COMMENTS - None.

D. UNSCHEDULED PUBLIC COMMENTS

Marion Nelson, Board Member for the Kenai Art Center reported on the First Friday opening show and the ongoing exhibit of mural artwork.

E. PUBLIC HEARINGS

1. **Ordinance No. 3464-2025** - Amending Kenai Municipal Code 21.05.085 - Airport Fuel Flowage Fee, to Remove the Set Amount in Code and Instead Refer to the Annually Updated Schedule of Rates, Charges and Fees. (Administration)

MOTION:

Council Member Sounart **MOVED** to enact Ordinance No. 3464-2025. Council Member Daniel **SECONDED** the motion.

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

VOTE:

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

NAY: None

MOTION PASSED.

2. **Ordinance No. 3465-2025** - Amending Kenai Municipal Code, Title 2 - Alcoholic Beverage and Marijuana, Standardizing How Licenses are Reviewed by the City, Allowing for Administrative Non-Objections for Renewal of Existing Licenses When No Grounds to Object to the Renewal are Identified, Updating Public Hearings for Protests or Conditional Non-Objections, Aligning Municipal Code with Requirements of Alaska Statutes, and Other Housekeeping Amendments. (City Clerk)

MOTION:

Council Member Sounart **MOVED** to enact Ordinance No. 3465-2025. Council Member Douthit **SECONDED** the motion.

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

It was reported this would allow administrative approval of existing license renewals when there are no changes; amend code to require a lists of all operating liquor and marijuana licenses in the City be brought to Council annually; codifies the administrative procedures for license review; aligns code with State law regarding public hearing for licenses; and removes reference to specific sections of State statute.

Clarification was provided that citizen complaints would be administratively reviewed, and any grounds for protest would be brought to Council for action.

VOTE:

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

NAY: None

MOTION PASSED.

3. **Ordinance No. 3466-2025** - Amending Kenai Municipal Code, Chapter 4.32 Residential Code, to Reinstate Provisions Related to Engineered Design and Location, Including Fire Code Protection on Floors Provisions of the 2021 International Residential Code. (Administration)

MOTION:

Council Member Sounart **MOVED** to enact Ordinance No. 3466-2025. Council Member Douthit **SECONDED** the motion.

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

It was reported this would reinstate a deleted section of code that allows for engineered designs that fall outside of standard prescriptive code; amend fire protection requirements to allow for underfloor furnaces; and remove a redundant requirement for crawl space smoke detectors.

Support was expressed for the Ordinance in alleviating building issues.

VOTE:

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

NAY: None

MOTION PASSED.

4. **Ordinance No. 3467-2025** - Accepting and Appropriating a Grant Received Through the Alaska Animal Control Association to the Kenai Animal Shelter for Attendance at the Alaska Animal Control Association 2025 Training Conference. (Administration)

MOTION:

Council Member Sounart **MOVED** to enact Ordinance No. 3467-2025. Council Member Daniel **SECONDED** the motion.

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

VOTE:

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

NAY: None

MOTION PASSED.

5. **Ordinance No. 3468-2025** - Accepting and Appropriating a Donation to the Kenai Community Library for the Summer Reading Program 2025. (Administration)

MOTION:

Council Member Sounart **MOVED** to enact Ordinance No. 3468-2025. Council Member Kisená **SECONDED** the motion.

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

Support was expressed for the Library; it was noted that this donation would help with the summer reading program; and appreciation was expressed for Derek Kaufman Fund and Hilcorp.

VOTE:

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

NAY: None

MOTION PASSED.

6. **Ordinance No. 3469-2025** - Amending KMC 1.85.060 - Conflicts of Interest Prohibited, to Allow Municipal Officers and City Employees to Participate in Certain Sales Open to the Public Through a Public Process and Narrowing the Existing Prohibition on Purchases to Personal Property Items. (Douthit)

MOTION:

Council Member Douthit **MOVED** to enact Ordinance No. 3469-2025. Council Member Sounart **SECONDED** the motion.

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

It was reported this would amend code to allow City employees and officers to purchase real property, when sold in an open, transparent process equally available to the public, provided the employee or official had no inside information; the Ordinance continued to prohibit employees and officers from bidding in the annual surplus auction; would allow employees and officials to invest and develop in the community; and aligned with Kenai Peninsula Borough practices.

There was discussion regarding the ethical implications of municipal officers purchasing city owned property; the public perception regarding to conflict of interest; the potential of officials having greater access to information and influence; and the possibility of amending the Ordinance to remove reference to Municipal Officers.

MOTION TO POSTPONE:

Council Member Douthit **MOVED** to postpone Ordinance No. 3469-2025 to the May 21, 2025 Regular Meeting. Council Member Daniel **SECONDED** the motion.

VOTE ON MOTION TO POSTPONE:

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

NAY: None

MOTION TO POSTPONE PASSED.

7. **Resolution No. 2025-27** - Authorizing the City Manager to Enter into an Agreement with the State of Alaska Department of Natural Resources for a Utility Easement for the City Water Main. (Administration)

MOTION:

Council Member Sounart **MOVED** to adopt Resolution No. 2025-27. Council Member Daniel **SECONDED** the motion.

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

UNANIMOUS CONSENT was requested.

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

8. **Resolution No. 2025-28** - Authorizing Contract Awards for Purchase of Water and Wastewater Chemicals. (Administration)

MOTION:

Council Member Sounart **MOVED** to adopt Resolution No. 2025-28. Council Member Daniel **SECONDED** the motion.

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

It was reported this was the cost anticipated for the annual supply of chemicals for the Water Treatment Facility and Wastewater Treatment Facility; costs have increased over the last five years; and there were additional increases now due to tariffs.

UNANIMOUS CONSENT was requested.

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

9. Resolution No. 2025-29 - Authorizing Contract Award for Aliak Storm Water Rehab Design. (Administration)

MOTION:

Council Member Sounart **MOVED** to adopt Resolution No. 2025-29. Council Member Daniel **SECONDED** the motion.

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

It was reported that Bell & Associates was an Anchorage-based company; and clarification was provided on the location of the storm drain.

UNANIMOUS CONSENT was requested.

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

10. Resolution No. 2025-30 - Approving Amendments to the Agreement for Contract Services for Vintage Pointe Manor Congregate Housing. (Administration)

MOTION:

Council Member Sounart **MOVED** to adopt Resolution No. 2025-30. Council Member Daniel **SECONDED** the motion.

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

It was reported that Mr. Sadler provides services such as cleaning, supply purchases, and mechanical inspection.

UNANIMOUS CONSENT was requested.

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

11. Resolution No. 2025-31 - Amending the Kenai Municipal Cemetery Regulations and Fee Schedule Policy Numbering It PRK-70.001, Revising Marker and Headstone Regulations and Making Other Housekeeping Amendments. (City Clerk)

MOTION:

Council Member Sounart **MOVED** to adopt Resolution No. 2025-31. Council Member Daniel **SECONDED** the motion.

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

It was reported the policy amendments would bring the Cemetery Regulations into alignment with current headstone placement practices, and make terminology consistent throughout the policy.

UNANIMOUS CONSENT was requested.

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

F. MINUTES

1. *Special Meeting of April 15, 2025. (City Clerk)

Approved by the consent agenda.

2. *Regular Meeting of April 16, 2025. (City Clerk)

Approved by the consent agenda.

G. UNFINISHED BUSINESS - None.

H. NEW BUSINESS

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

Approved by the consent agenda.

2. ***Action/Approval** - Special Use Permit to Weaver Brothers, Inc. for Truck Trailer Storage. (Administration)

Approved by the consent agenda.

3. ***Action/Approval** - Special Use Permit to NILCHIL Solutions, LLC for an Off-Premise Sign on City-Owned Property Described as Tract B, Gusty Subdivision Addition No. 2 Located at 11631 Kenai Spur Highway. (Administration)

Approved by the consent agenda.

4. ***Ordinance No. 3470-2025** - Amending the Official Zoning Map and Land Use Table by Rezoning Twenty-Eight Properties Located Near the Intersection of the Kenai Spur Highway and Wildwood Drive from Suburban Residential (RS) to General Commercial (CG) Zoning District. (Administration)

Introduced by the consent agenda and Public Hearing set for May 21, 2025.

5. ***Action/Approval** - Amending and Extending an Employment Agreement between the City of Kenai and City Attorney, Scott Bloom. (Gabriel)

Approved by the consent agenda.

6. **Discussion** - Facility Use Policy Administration. (Administration)

It was reported that most City facility policies were managed by the Administration unless Council approval was required by code, some policies have come before Council when not required; and the City Manager was requesting input from Council whether to bring all facility policies before Council or to continue managing them internally.

There was consensus among Council that continuing the current practice of internal policy management was preferred; and Council members can review policies on request or if an issue arises.

7. **Discussion** - Unsafe Driving Through Parking Lots (Rat Running). (Administration)

It was reported that "rat running" occurs when drivers speed through parking lots to bypass traffic lights and stop signs; this has been an ongoing issue at the Visitor Center; some cities including Anchorage and Fairbanks have ordinances that make rat running illegal; the City Manager is considering introducing a similar ordinance along with implementing other measures such as speed bumps where needed, and requested input from Council.

A general consensus of support was for a combined approach of legislation and physical deterrents to prevent rat running.

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging Commission

No report, next meeting June 12, 2025.

2. Airport Commission

No report, next meeting May 8, 2025.

3. Harbor Commission

No report, next meeting June 9, 2025.

4. Parks and Recreation Commission

Council Member Douthit reported on the May 1, 2025 meeting, next meeting June 5, 2025.

5. Planning and Zoning Commission

No report, next meeting May 14, 2025.

6. Beautification Commission

No report, next meeting May 13, 2025 which Council Member Daniel will be attending.

J. REPORT OF THE MAYOR

1. Proclamation Declaring April 2025 as "Sexual Assault Awareness Month"

Mayor Gabriel reported on the following:

- Expressed appreciation for City staff's time and effort during the Budget Work Session.
- Thanked Vice Mayor Knackstedt for delivering the Sexual Assault Awareness Month Proclamation.
- Attended the Triumvirate Theatre grand opening, and noted that the performance was well-done and very enjoyable.
- Wished a Happy Mother's Day.

K. ADMINISTRATION REPORTS

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

- New police officer and a new firefighter have been hired.
- Recruitment underway for Public Safety Dispatcher.
- Annual Employee Appreciation Event had a great turnout, and 17 employees were recognized for their service.
- City Manager Eubank attended the Kenai Peninsula Economic Development District Industry Overview Forum on April 24, 2025.
- US Army Corp of Engineers held a Bluff Project Update public meeting on April 30, 2025, and construction is scheduled to begin May 17, 2025.
- Thanked Council and City staff for their work during the Budget Work Session.
- The City has applied for a Rasmussen Foundation Community Support Grant to support the Kenai Bronze Bear family sculpture; the completed sculpture will be donated to the City.
- Kenai Senior Center may pursue Rasmussen Foundation Tier One Grant for a separate project.

- Annual Kenai Kite Festival will be held on May 31, 2025.
- Parks & Recreation will host a community Planting Day on May 31, 2025.
- Kenai Library Summer Reading Program begins May 19, 2025.
- Update on the softball field dugouts: materials have arrived, and Parks & Recreation has begun to assemble.

2. City Attorney - City Attorney Bloom thanked Council for extending his contract.

3. City Clerk - No report.

L. ADDITIONAL PUBLIC COMMENTS

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

Marion Nelson addressed the Council regarding the history of Walker Lane related to the parking lot traffic discussion.

2. Council Comments

Mayor Gabriel thanked Vice Mayor Knackstedt for filling in while he's out of town.

Council Member Askin reported attending the Employee Appreciation Event, the Triumvirate Theatre grand opening; and thanked City staff for the Budget Work Session.

Council Member Douthit reported attending the Employee Appreciation Event stating his appreciation for the entertainment; attending the Caring for the Kenai Event and noted that local students won 2nd and 5th place.

Council Member Sounart reported attending the Employee Appreciation Event, stating appreciation for the red Kenai logo bandana; expressed appreciation for City staff's work on the Budget Work Session; and wished best of luck to Peninsula students participating in the state solos and ensembles competition.

Council Member Daniel reported attending the Employee Appreciation Event and the Triumvirate Theatre grand opening; thanked City staff for their work on the Budget Work Session; attending the Bluff Project Update meeting, stating he was looking forward to construction beginning; and expressed appreciation for staff's work on the softball dugouts.

Council Member Kisena reported attending the Employee Appreciation Event; expressed appreciation for City staff's work on the Budget Work Session; and thanked Parks & Recreation for working on the softball dugouts.

Vice Mayor Knackstedt reported attending the Parks & Recreation Master Plan meeting, the Triumvirate Theatre grand opening, and the Bluff Project Update meeting; expressed appreciation for City staff's work on the Budget Work Session; and noted that the Boys & Girls Club open house was this upcoming weekend.

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 7:52 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of May 7, 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.*