

**KENAI CITY COUNCIL – REGULAR MEETING
DECEMBER 3, 2025 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
MAYOR HENRY H. KNACKSTEDT, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Kenai City Council was held on December 3, 2025, in City Hall Council Chambers, Kenai, AK. Mayor Knackstedt called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Mayor Knackstedt led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Henry Knackstedt, Mayor
Sovala Kisena
Deborah Sounart
Phil Daniel

Victoria Askin, Vice Mayor (*remote participation*)
Bridget Grieme
Glenese Pettey

A quorum was present.

Also in attendance were:

**Josh Bolling, Student Representative
Terry Eubank, City Manager
Scott Bloom, City Attorney
David Swarner, Finance Director
Kevin Buettner, Planning Director
Lee Frey, Public Works Director
Mary Bondurant, Interim Airport Manager
Dave Ross, Police Chief
Logan Parks, Deputy City Clerk
Shellie Saner, City Clerk

3. Agenda and Consent Agenda Approval

Mayor Knackstedt noted the following additions to the Packet:

Add to item E.1. **Public Hearing - Resolution No. 2025-67**
 • Wildwood Drive Map

MOTION:

Council Member Sounart **MOVED** to approve the agenda and consent agenda with the requested revisions. Council Member Daniel **SECONDED** the motion.

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

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

UNANIMOUS CONSENT was requested.

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

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

[Clerk's Note: Proclamations of Recognition were presented to the Kenai Central High School Varsity Volleyball Team and the Kenai Marching Band; and Kenai Police Chief Dave Ross was recognized for receiving the Alaska Chief of the Year Award from the Alaska Association of Chiefs of Police.]

B. SCHEDULED ADMINISTRATIVE REPORTS

1. Bluff Stabilization Project Completion Update, Ronny McPherson, P.E., HDR Alaska Inc.

Mr. McPherson provided a project update on the Kenai Bluff Stabilization Project, reporting construction was complete, with the final barge departing on October 11, 2025; summarized details regarding the make up of the rock wall; clarified the structure was designed to prevent erosion from wave action, storm surges, river current and ice. He provided an overview of potential future slope profiles, noting erosion should be mitigated by the berm; with the installation of the berm vegetation should recover; however, erosion would continue until the vegetation was stabilized.

Clarification was provided that adding fill material or using heavy equipment on the bluff was not recommended, due to risk of causing further instability; and that proactive seeding with native vegetation would be beneficial.

C. SCHEDULED PUBLIC COMMENTS

1. Brandi Bell, Kenaitze Indian Tribe Transportation Manager

Ms. Bell provided an overview on the Kenaitze Indian Tribe new public bus service; reporting there were four buses in service; routes were between Nikiski and Sterling; providing information on stop locations, route structure, fares, monthly passes, and hours of operation. She presented photographs and video images, noting the bus service is open to the entire community and they were interested in conversations with the City regarding adding additional stops within the City.

There was discussion regarding future stop locations; parking availability at stops; door-to-door services available using ADA equipped shuttles; additional locations granted by the Kenai Peninsula Borough, including some seasonal locations; and the system was supported by the Federal Transit Administration formula funding.

D. UNSCHEDULED PUBLIC COMMENTS - None.

E. PUBLIC HEARINGS

1. **Resolution No. 2025-67** - Authorizing the Purchase of Property Interests from the Kenai Native Association for the Wildwood Drive Rehabilitation Project and Determining that the Public Interest will not be Served by an Appraisal. (Administration)

MOTION:

Council Member Sounart **MOVED** to adopt Resolution No. 2025-67. Council Member Daniel **SECONDED** the motion.

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

A summary overview of the memorandum as attached to the Resolution was provided and it was noted that improvements to Wildwood Drive has been a high priority; although the right-of-way was not owned

by the City, the City provides the maintenance to the road; and traffic count data shows that 80% of the traffic on Wildwood Drive was using the road to access the prison.

UNANIMOUS CONSENT was requested.

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

2. **Resolution No. 2025-68** - Adopting an Alternative Allocation Method for the Fiscal Year 2026 Shared Fisheries Business Tax Program and Certifying that This Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in Fisheries Management Area 14: Cook Inlet Area. (Administration)

MOTION:

Council Member Sounart **MOVED** to adopt Resolution No. 2025-68. Council Member Daniel **SECONDED** the motion.

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

There was discussion regarding the annual reduction in payment each year and the Administration was encouraged to review the costs to the City in administering acceptance.

UNANIMOUS CONSENT was requested.

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

3. **Resolution No. 2025-69** - Authorizing a Contract Award for the City of Kenai Architectural Services Project. (Administration)

MOTION:

Council Member Sounart **MOVED** to adopt Resolution No. 2025-69. Council Member Daniel **SECONDED** the motion.

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

A summary overview of the memorandum as attached to the Resolution was provided.

Clarification was provided that utilizing this method was beneficial when addressing multiple small projects.

UNANIMOUS CONSENT was requested.

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

F. MINUTES

1. *Regular Meeting of November 19, 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** - Special Use Permit to American Red Cross for Office Space and Parking at the Alaska Regional Fire Training Facility. (Administration)

Approved by the consent agenda.

3. ***Action/Approval** - Special Use Permit to Echo Lake Meats, LLC for a Vending Machine in the Airport Terminal Building. (Administration)

Approved by the consent agenda.

4. ***Action/Approval** - Special Use Permit to Aleutian Airways for Warm Storage. (Administration)

Approved by the consent agenda.

5. ***Action/Approval** - Special Use Permit to Schillings Alaska, Inc. for Snow Storage. (Administration)

Approved by the consent agenda.

6. ***Action/Approval** - Special Use Permit to Alaska Sure Seal, Inc. for Snow Storage. (Administration)

Approved by the consent agenda.

7. ***Ordinance No. 3496-2025** - Increasing Estimated Revenues and Appropriations in the General Fund to Provide Supplemental Funding for Utilities and Building Maintenance Costs in Excess of Budgeted Amounts for the Challenger Learning Center. (Administration)

Introduced by the consent agenda and Public Hearing set for December 17, 2025.

8. **Discussion/Action** - Scheduling a Joint Work Session with the Kenaitze Indian Tribe. (Knackstedt)

The Joint Work Session was scheduled for January 28, 2026 at 5:00 p.m.

9. **Discussion/Action** - Scheduling a Budget Goals and Capital Improvement Plan Work Session. (Administration)

The Work Session was scheduled for January 7, 2026 at 4:00 p.m.

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging Commission

No report, next meeting December 11, 2025.

2. Airport Commission

Council Member Sounart reported on the November 13, 2025 meeting, next meeting cancelled.

3. Harbor Commission

No report, next meeting December 8, 2025

4. Parks and Recreation Commission

Council Member Grieme reported the December 4, 2025 meeting was cancelled due to lack of quorum.

5. Planning and Zoning Commission

No report, next meeting December 10, 2025.

6. Beautification Commission

No report, Special Meeting and Work Session Tour scheduled for December 9, 2025.

J. REPORT OF THE MAYOR

1. **Mayor Proclamation** - In Recognition of Kenai Central High School Girls Varsity Volleyball Team at the Alaska Division 3A State Girls Champions for the Year 2025.
2. **Mayoral Proclamation** - In Recognition of the Kenai Marching Band at the Bands of America Grand National Championships.

Mayor Knackstedt reported on the following:

- Congratulated Chief Ross for receiving the Alaska Chief of the Year Award.
- Thanked Council Member Grieme for helping with the Marching Band Proclamation and thanked the Volleyball Team and Marching Band for participating in the meeting.

K. ADMINISTRATION REPORTS

1. City Manager - City Manager Eubank reported on the following:
 - Staffing update:
 - Welcomed Ian Braman, Chief Animal Control Officer.
 - Retaining a recruitment firm to assist with recruitment for the Airport Manager.
 - Extending the annual report deadline for the Kenai Golf Course.
 - Meetings with:
 - School District regarding pools.
 - Alaska Vocational Technical Center (AVTEC) staff regarding potential locations in Kenai.
 - Kenai Peninsula Economic Development District (KPEDD), City Managers within the Kenai Peninsula Borough and Borough Mayor Micciche to discuss collaboration opportunities.
 - Thanked the Kenai Chamber of Commerce for the Christmas Comes to Kenai Event.
 - Congratulated Police Chief Ross.
 - Reported he would be attending the Alaska Municipal Management Association Conference and the Alaska Municipal League Conference next week.
2. City Attorney - City Attorney Bloom reported on the following:
 - Reported he would be attending the Alaska Municipal Attorneys Conference next week.
3. City Clerk - City Clerk Saner reported on the following:
 - Reported she and the Deputy Clerk would be attending the Alaska Association of Municipal Clerks conference next week.

L. ADDITIONAL PUBLIC COMMENTS

1. Citizen Comments (*Public comments limited to (5) minutes per speaker*) - None.
2. Council Comments

Student Representative Bolling provided an update on the Kenai Central High School Food Drive; and reported that in response to chronic absenteeism, there was an initiative that encourages students to be in school five days a week.

Council Member Daniel noted his appreciation for all the Police Department does for our community and congratulated Chief Ross on his award; said it was nice to see the Volleyball Team and Marching Band in attendance; and thanked the Administration for all their work on the Wildwood Drive rehabilitation.

Council Member Sounart congratulated Chief Ross, the Coaches of the Volleyball Team and Marching Band; and stated her appreciation for the Christmas Comes to Kenai Parade of Lights.

Vice Mayor Askin congratulated Chief Ross, the Volleyball Team and the Marching Band; thanked the Administration for their work on the Wildwood Drive rehabilitation; and reported attending the Kenai Alternative High School Thanksgiving.

Council Member Grieme stated her appreciation for the Christmas Comes to Kenai Parade of Lights; noted all of the treasures she found during the annual Craft Fair; and congratulated Chief Ross.

Council Member Kisenia congratulated Chief Ross; noted it was great to see all of the students in attendance; stated he was excited to hear about the prospect of Vocational education opportunities in Kenai.

Council Member Pettey congratulated Chief Ross, the Volleyball Team and the Marching Band; thanked Hilcorp for their generous donation for the Senior Thanksgiving, and the students donating to the Food Drive; and stated she was excited to hear about AVTEC looking at Kenai for a future location.

M. **EXECUTIVE SESSION** - None.


N. **PENDING ITEMS**

O. **ADJOURNMENT**

P. **INFORMATIONAL ITEMS** - None.

There being no further business before the Council, the meeting was adjourned at 8:00 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of December 3, 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.*