

**KENAI CITY COUNCIL – REGULAR MEETING
JANUARY 07, 2026 – 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 January 07, 2026, 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 Victoria Askin, Vice Mayor
Sovala Kisena Bridget Grieme
Deborah Sounart (*remote participation*)

A quorum was present.

Absent:

Glenese Pettey Phil Daniel

Also in attendance were:

**Josh Bolling, Student Representative
Terry Eubank, City Manager
Scott Bloom, City Attorney
David Swarner, Finance Director
Kevin Buettner, Planning Director
Stephanie Randall, Human Resource Director
Katja Wolf, Library Director
Tyler Best, Parks and Recreation Director
Lee Frey, Public Works Director
Eric Jean, Public Works Assistant Director
Shellie Saner, City Clerk

3. Agenda and Consent Agenda Approval

Mayor Knackstedt noted the following additions to the Packet:

Add to item H.7. **Discussion/Action - 2026 Special Election - Proposition Questions(s).**
• Two Question Ballot Language Memo

MOTION:

Vice Mayor Askin **MOVED** to approve the agenda and consent agenda with the requested revisions. Council Member Grieme **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: Motion **APPROVED**, without objection.

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 - None.

C. SCHEDULED PUBLIC COMMENTS - None.

D. UNSCHEDULED PUBLIC COMMENTS - None.

Samantha Springer, Executive Director of the Kenai Chamber of Commerce addressed the Council with an update on the Christmas Comes to Kenai Event; the number of families who participated in the Angel Tree; and changes to the Art Exhibit rotation.

E. PUBLIC HEARINGS

1. Ordinance No. 3497-2025 - Accepting and Appropriating a Donation to the Kenai Community Library for Library Materials, Wayfinding, and Programming. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to enact Ordinance No. 3497-2025. Council Member Grieme **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.

It was reported that the donated funds would be allocated into the library materials budget; and would be used for digital materials, wayfinding items and program supplies.

Council appreciation was stated for the generous donations.

VOTE:

YEA: Askin, Kisena, Sounart, Knackstedt, Grieme

NAY: None

ABSENT: Pettey, Daniel

**Student Representative Bolling: Yea

MOTION PASSED.

2. Resolution No. 2026-01 - Amending the City of Kenai's Schedule of Rates, Charges, and Fees by Increasing the City League Participation Fee and Removing the City League Basketball Team Fee. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to adopt Resolution No. 2026-01. Council Member Grieme **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.

It was reported that the fee restructure would simplify process; and the City would still be making roughly the same revenue.

UNANIMOUS CONSENT was requested.

VOTE: Motion **APPROVED**, without objection.

F. MINUTES

1. *Regular Meeting of December 17, 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** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)

Approved by the consent agenda.

3. ***Ordinance No. 3498-2026** - Increasing Estimated Revenues and Appropriations in the General Fund to Provide Supplemental Funding for Election Costs in Excess of Budgeted Amounts for the Purpose of Conducting a Special Election. (City Clerk)

Introduced by the consent agenda and Public Hearing set for January 21, 2026.

4. ***Ordinance No. 3499-2026** - Increasing Estimated Revenues and Appropriations by \$6,500 in the General Fund for Expenditures Which Could Influence the Outcome of the City of Kenai Ballot Proposition No. 2026-A at the April 14, 2026 Special Election. (City Clerk. (Administrations)

Introduced by the consent agenda and Public Hearing set for January 21, 2026.

5. **Action/Approval** - Authorizing the City Manager to Complete an Agreement for Mutual Aid and Assistance for the Alaska Water / Wastewater Agency Response Network. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to approve authorizing the City Manager to complete the mutual aid agreement. Council Member Grieme **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.

UNANIMOUS CONSENT was requested on the motion.

VOTE: Motion **APPROVED**, without objection.

6. **Action/Approval** - Consent to Assignment and Assignment of Lease Agreement of Tract A and Tract B, City of Kenai Shore Fishery No. 1. (Administration)

MOTION:

Vice Mayor Askin **MOVED** to approve the consent to assignment and assignment of lease. Council Member Grieme **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.

UNANIMOUS CONSENT was requested on the motion.

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

7. **Discussion/Action** - 2026 Special Election - Proposition Question(s) (City Clerk)

It was reported that posing two questions to the voters that amended the same section of code differently would create a conflict in charter, if both were to pass, which one would actually codified; the laydown

material included two questions which could ask both questions in a different manner that would not create a conflict in charter.

There was discussion regarding alignment with the Kenai Peninsula Borough (KPB) Election or State of Alaska Election; the cost savings to the City would come from aligning with the KPB Election; and establishing a specific date in charter would cause the need for future elections if KPB or the State moved their election dates.

General direction was provided to bring forward legislation placing the two separate questions before the voters.

I. COMMISSION / COMMITTEE REPORTS

1. Council on Aging Commission

No report, next meeting January 8, 2026.

2. Airport Commission

No report, next meeting January 8, 2026.

3. Harbor Commission

No report.

4. Parks and Recreation Commission

No report, next meeting February 5, 2026.

5. Planning and Zoning Commission

No report, next meeting January 14, 2026.

6. Beautification Commission

No report, next meeting January 13, 2026.

J. REPORT OF THE MAYOR

Mayor Knackstedt reported on the following:

- Meeting with a local entrepreneur regarding a monthly community magazine serving the greater Kenai Soldotna area, and potential future involvement with the City.
- Receiving an inquiry regarding a possible sale of aluminum floating dock sections.
- Engaging a consultant for the development of a Strategic Plan.

K. ADMINISTRATION REPORTS

1. City Manager - City Manager Eubank reported on the following:

- Staffing update:
 - Ian Braman, Chief Animal Control Officer starts on Monday.
 - Continued recruitment for Fire Fighter, Airport manager, Building Official and Police Officer.
- The community survey is now open to the public and available online.
- There have been inquiries regarding reducing building permit fees for low-income housing projects and local non-profit development.
- Aleutian Air introduced a new aircraft for their Kenai and Homer service.
- The Multipurpose facility will be closed over the weekend for the Peninsula Winter Games hockey tournament.

2. City Attorney - No report.
3. City Clerk - City Clerk Saner reported on the following:
 - Ongoing recruitment for Commission vacancies.

L. ADDITIONAL PUBLIC COMMENTS

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

Student Representative Bolling stated the student leadership group was looking forward to meeting with Council Member Grieme; he thanked Council Member Kisena for meeting with the leadership group; and provided an update on sport activities.

Council Member Askin thanked staff for the Capital Improvement Plan and Budgetary Goals Work Session; and welcomed Ian Braman, Chief Animal Control Officer.

Council Member Grieme thanked staff for the Capital Improvement Plan and Budgetary Goals Work Session.

Council Member Kisena thanked staff for the Capital Improvement Plan and Budgetary Goals Work Session; he provided a summary of his meeting with the Kenai Central High School leadership group, and summarized a list of priorities identified by the students.

Council Member Sounart wished everyone a Happy New Year.

M. EXECUTIVE SESSION - None.

N. PENDING ITEMS - None.

O. ADJOURNMENT

P. INFORMATIONAL ITEMS

1. Boys and Girls Clubs of the Kenai Peninsula - Thank You Letter

There being no further business before the Council, the meeting was adjourned at 7:10 p.m.

I certify the above represents accurate minutes of the Kenai City Council meeting of January 07, 2026.



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.*