

# ANNUAL BUDGET

FOR THE

CITY OF KENAI,  
ALASKA

DRAFT

JULY 1, 2025 – JUNE 30, 2026



KENAI



**ANNUAL OPERATING BUDGET  
OF THE  
CITY OF KENAI, ALASKA**



**For the Fiscal Year Beginning  
July 1, 2025**

**Terry Eubank  
City Manager**

**Prepared by  
David Swarner  
Finance Director**



**CITY OF KENAI  
FISCAL YEAR 2026 CONSOLIDATED OPERATING BUDGET**

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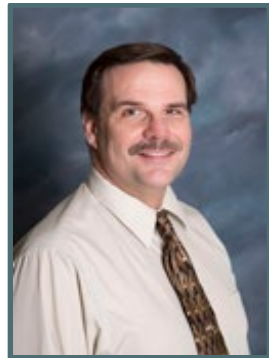
## YOUR LOCAL GOVERNMENT

### MEET YOUR ELECTED OFFICIALS



Mayor Brian Gabriel  
Term Expires 2025  
[bgabriel@kenai.city](mailto:bgabriel@kenai.city)

The Mayor and six members of the Kenai City Council are elected at large to three-year terms. The positions are non-partisan. Terms are staggered, with positions ending for the Mayor and two Council Members one year and for two Council Members each of the next two years. Kenai City Council elections are part of the Kenai Peninsula Borough's general election held annually in October.



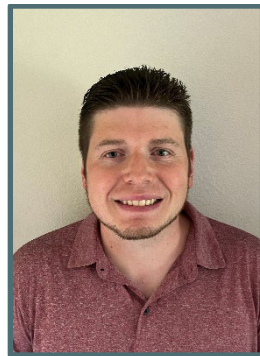
Vice Mayor Henry Knackstedt  
Term Expires 2026  
[hknackstedt@kenai.city](mailto:hknackstedt@kenai.city)



Councilor Deborah Sounart  
Term Expires 2027  
[dsounart@kenai.city](mailto:dsounart@kenai.city)



Councilor Sovala Kisena  
Term Expires 2027  
[skisena@kenai.city](mailto:skisena@kenai.city)



Councilor Phil Daniel  
Term Expires 2026  
[pdaniel@kenai.city](mailto:pdaniel@kenai.city)



Councilor Victoria Askin  
Term Expires 2025  
[vaskin@kenai.city](mailto:vaskin@kenai.city)

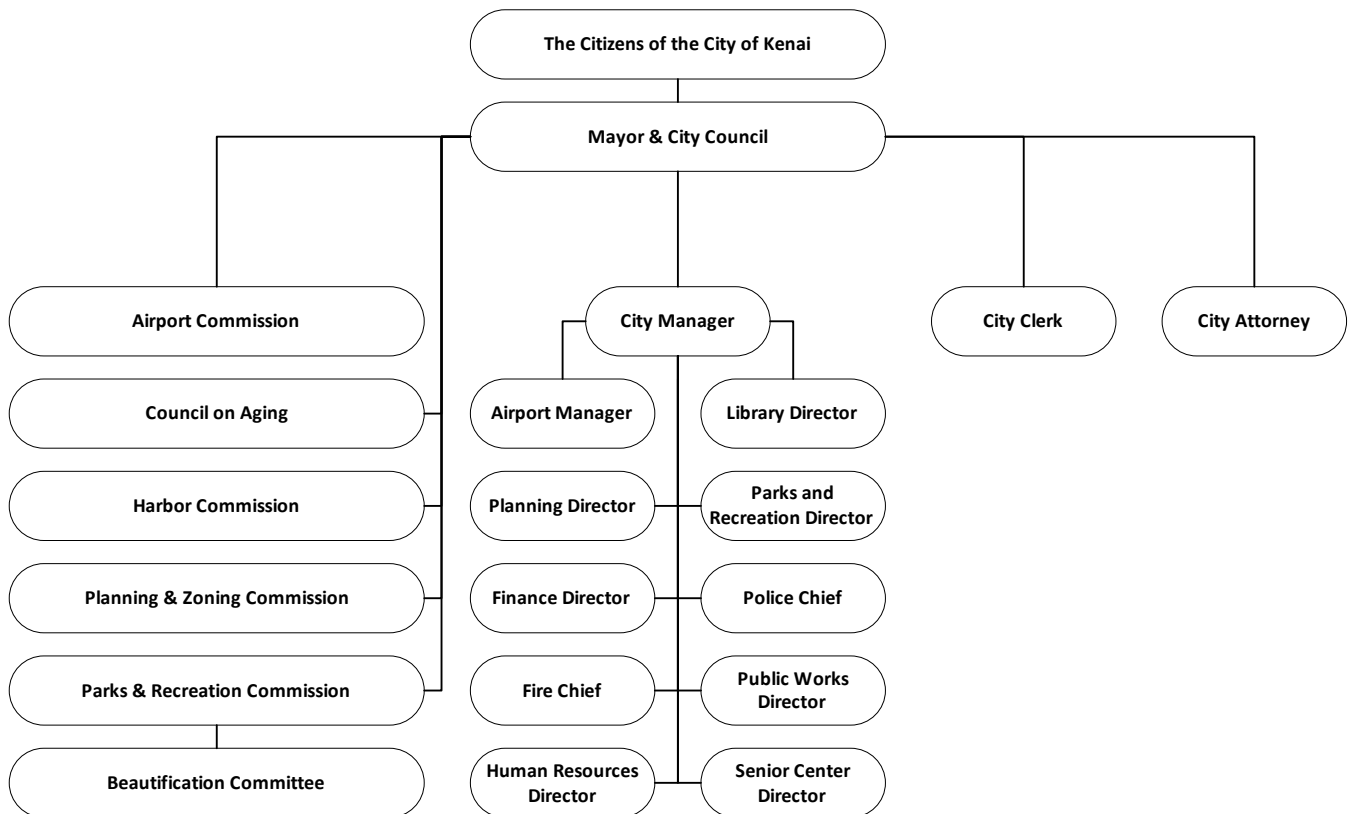


Councilor Alex Douthit  
Term Expires 2025  
[adouthit@kenai.city](mailto:adouthit@kenai.city)

## CITY ADMINISTRATION

The City of Kenai adopted the Council/Manager form of government in 1963 and has been operating under this form since that time. Under the Council/Manager form of government, the City Council is responsible for the establishment of policy which is then implemented and administered by the City Manager through the City's department directors.

City Manager .....	Terry Eubank
City Attorney .....	Scott Bloom
City Clerk .....	Michelle Saner
Finance Director .....	David Swarner
Human Resource Director .....	Stephanie Randall
Planning Director .....	Kevin Buettner
Police Chief .....	David Ross
Fire Chief .....	Jay Teague
Public Works Director .....	Lee Frey
Library Director .....	Katja Wolfe
Park & Recreation Director .....	Tyler Best
Airport Manager .....	Derek Ables
Senior Center Director .....	Kathy Romain



## CONTACT INFORMATION

City of Kenai, 210 Fidalgo Ave., Kenai, Alaska 99611

Phone: (907) 283-7535, Fax (907) 283-3014

[www.kenai.city](http://www.kenai.city)

## HOW TO USE THIS DOCUMENT

The City's budget document is designed to serve four basic purposes:

1. To function as a financial plan for the City of Kenai during the 2026 fiscal year.
2. To provide a management tool to assist City staff in achieving the day to day results and outcomes approved for funding by the City Council.
3. To serve as a policy document, clearly articulating the policy direction provided by the City Council for implementation during the coming year.
4. To provide a communication tool for citizens, businesses, and other interested parties.

This document should also provide the lay reader with a clear understanding of the activities funded in fiscal year 2026, the overall costs of those services, and understanding of the benefits derived from those activities, and an explanation of the process used to arrive at the funding decisions represented by this document.

- **How to Use This Document** – This section includes an introduction to the budget documents as well as information about our City, the Council and our form of Government.
- **Letter of Transmittal** – This portion of the budget includes a letter from the City Manager to the Citizens of Kenai and the Kenai City Council explaining the budget documents. Additionally, it explains any significant changes from the previous year and details any major changes in financial policy.
- **The Budget Development Process** – This section of the budget describes the entire process for putting the fiscal year 2026 budget together from estimating

revenues and allocating expenditures through adoption of the final budget.

- **Fund Structure** – This section provides a comprehensive list of City funds, their types, amounts and status as a major or minor fund.
- **Financial Policies** – This section describe financial policies of the City which guide the formulation of this document.
- **Strategic Goals & Priorities** – This section contains an outline of the approved financial policies and programs and the relationship of appropriations to this policies and programs.
- **Appropriating Ordinance and Resolution Establishing City's Mill Rate** – The legislation enacted to adopt the FY2026 City of Kenai Operating and Capital Budget and the property tax levy for FY2026.
- **Performance Measures** – This section identifies and describes the City's adoption of performance measures in its operational management.
- **Revenues** – The revenues section summarizes the City's revenues from fiscal year 2023 through budgeted revenues that support the fiscal year 2026 budget. This section illustrates multi-year revenue trends and projects revenues for the coming year. This section is a vital element of the City's financial plan, and also serves as a communications tool for citizens and a reflection of Council policy through its decisions regarding the property tax levy, utility charges, and other issues.

- **Operating Budgets** – This section provides a summary of each departmental budget. Each summary department's mission, function and responsibilities, an organization chart, staffing history including overtime by position, department performance measures, an evaluation of FY2025 Goals, FY2026 Department Goals and future considerations of the department.
- **Major & Capital Projects** – This section provides a summary and description of the City's Five-year capital improvement program. This includes all projects that meet the City's definition of a capital project, and include fixed and permanent improvements to City facilities and infrastructure, and new construction of facilities, with a useful life of one year or more and cost of over \$35,000.
- **Appendices** – This section provides a other information about the City and its operations which users may find valuable.
  - City of Kenai Schedule of Rates, Charges & Fees.
  - Authorized Personnel Staffing Table.
  - City Entity-wide Organization Chart.
  - FY2026 City Salary Schedule.
  - Chart of Accounts.
  - Kenai Community Profile.
  - Glossary of Key Terms.

## Transmittal

## Transmittal

## BUDGET DEVELOPMENT PROCESS

For the FY2026 Budget, the City Council held a work session on December 4<sup>th</sup> at which it discussed and formulated goals for the formation of the FY2026 Budget. Those goals were formally adopted by Resolution 2025-04 on January 15, 2025. Utilizing the goals adopted by the City Council, the City Manager directed all departments to submit a budget that would meet its needs with an emphasis on identifying efficiencies and maintaining the fiscally conservative culture of the City. With inflationary pressures not seen in the Country for forty years, status quo or budget reductions were not expected or required, unless generated through efficiencies.

The administration selected this approach acknowledging the fiscal situation facing the state, nation and Kenai citizens. The Kenai City Council and the City's Administration are committed to providing a budget which can support operations, excluding capital and one-time special projects utilizing the City's current revenue sources. FY2026 projects no use of General Fund, fund balance with a projected deficit of \$562,363. The FY2026 General Fund budget includes \$1,995,000 in capital funding and \$304,463 in one-time special project funding.

### **Basis of Budgeting**

For all Governmental Funds the City prepares a modified accrual basis budget, which is the same basis utilized in preparation of the City's Comprehensive Annual Financial Report. A modified accrual basis budget recognizes revenues when they are measurable and available. Revenues are considered available when they are collectible in the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are generally recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to claims and judgments and compensated absences, are recorded on when payment is due.

For the Proprietary Funds of the City an accrual basis budget is prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of cash flows. Grants and similar programs are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

### **Budget Adoption**

The City of Kenai adopts a legally binding annual budget in accordance with Kenai Municipal Code (KMC) 7.25, which provides legal standards for preparing, presenting, adopting, implementing and monitoring the budget. The City's Fiscal Year runs from July 1<sup>st</sup> to June 30<sup>th</sup>. The City's budget serves as a roadmap for the fiscal year's expenditures and reflects the goals and policies of the City.

Per KMC 7.25.010(g) the adoption of a budget shall be completed by the tenth day of June annually. Finance Department staff began the preparation of the 2026 budget in November 2024. By the beginning of April, a preliminary budget was completed. Staff presented the proposed budget to City Commissions beginning in April with the final draft being presented to the City Council in April, and a public hearing work session was held the same month. A public hearing to adopt the proposed budget occurred on June 4<sup>th</sup>. The budget process ends when the final budget is adopted on or before June 4<sup>th</sup> by the Kenai City Council.

## **Budget Chronology**

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<b>November 26 –</b>	Fiscal Year 2026 Budget Goals Work Session.
<b>December 4 –</b>	Fiscal Year 2026 Budget Goals Work Session.
<b>December 6 –</b>	New personnel/position reclassification requests to HR Director.
<b>December 18 –</b>	Fiscal Year 2026 – 2030 Capital Plan Work session.

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<b>January 7 –</b>	Resolution adopting the Fiscal Year 2026-2030 Capital Plan to City Clerk.
<b>January 15 –</b>	Public hearing on Resolution 2025-04 adopting goals to guide the preparation of the FY2026 Budget. Public hearing on Resolution 2025-XX to adopt the Fiscal Year 2026-2030 Capital Plan.
<b>January 27 –</b>	Revenue estimates to City Manager.
<b>January 30 –</b>	Budget guidance and submission requirements provided to department heads with preparation packets.

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<b>February 14 –</b>	Overtime and temporary staffing salary and benefits requests to HR Director. Department budget narratives due to Finance. Department operational budget submission due to Finance.
<b>February 21 –</b>	Overtime and temporary staffing salary benefits requests to Finance. Department Special Project requests due to Finance.
<b>February 28 –</b>	Revenue estimates to City Manager.

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<b>March 3 –</b>	Personnel salary and benefits totals to City Manager.
<b>March 6 –</b>	City Manager approval of salary and benefits. Consolidated operational budget submitted to City Manager. Consolidated Special Project requests submitted to City Manager.
<b>March 24 –</b> <b>28 –</b>	Department budget meetings with City Manager.

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<b>April 2 –</b>	State of the City address.
<b>April 21 –</b>	Draft budget distributed to Council.
<b>May 4 –</b>	Budget work session.

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<b>May 15 –</b>	Budget Ordinance to City Clerk for May 21 Council packet.
<b>May 21 –</b>	Introduction of Budget Ordinance.
<b>May 29 –</b>	Mill Rate Resolution to City Clerk for June 4 Council Packet. Publish notice of public hearing to adopt FY2026 Budget.

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<b>June 4 –</b>	Public Hearing and adoption of Budget Ordinance. Public Hearing and approval of Mill Rate Resolution (Must be provided to KPB by June 15).
<b>June 25 –</b>	Publication and distribution of the Budget document.

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Budgetary control (the level at which expenditures may not exceed budget) is maintained at the object class level by the encumbrance of estimated purchase amounts prior to the release of purchase orders to vendors. Purchase orders which would result in an overrun of object class balances are not released until additional appropriations are made available

### **Amending the Budget**

After approval by the Finance Director as to availability of unencumbered balances, transfers up to the amount of available funds may be made in line item accounts within a department of a fund and by up to ten thousand dollars (\$10,000) between the accounts of departments within a fund. The City Clerk may make such transfers within the General Fund Department of the City Clerk, and the City Attorney may make such transfers within the General Fund Department of Law. The City Manager may make such transfers in all other areas except in the Legislative Department, which may be made by the Mayor or designee. The budgetary level of control will be the project level for Capital Project Funds.

When the Council determines that it is in the best interest of the City to authorize a budget transfer equal to or in excess of \$10,000 for a particular fund, it may do so by adopting a resolution with a simple majority vote. When the Council determines that it is in the best interest of the City to increase or decrease appropriation for a particular fund, it may do so by enacting an ordinance with a simple majority vote.

### **Encumbrances**

In all Governmental Funds of the City, when goods and services are not received by the end of the year, encumbrance accounting is employed. Encumbrances (e.g., purchase orders, contracts) outstanding at year-end are reported as appropriate constraints of fund balances if they meet the definitions and criteria as outlined above. These commitments will be reappropriated and honored during the subsequent year.

## FUND STRUCTURE

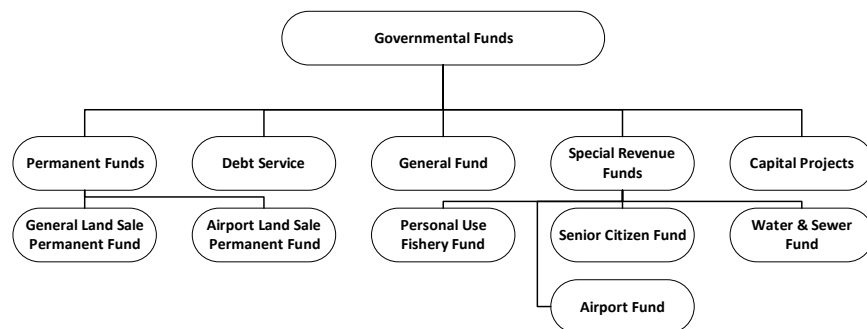
The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. Each fund is accounted for with a separate set of self-balancing accounts that comprise its revenues and expenditures.

The City's resources are allocated to and accounted for in individual funds depending on what they are to be spent for and how they are controlled. The City budgets each fund individually and each fund must be appropriated.

Accounting for the flow of dollars in and out of accounts varies depending upon whether the fund is of the governmental, proprietary or fiduciary type.

Major funds are funds whose revenues, expenditures/expenses, assets or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds. The General fund in all cases is considered a major fund.

**Governmental Funds,** Governmental Funds are designed to measure those financial resources on hand at the end of a period that are available to be expended or appropriated in future periods. Examples of governmental funds are the General Fund, Special Revenue funds, Debt Service funds, Permanent Funds and Capital Project funds.



The General Fund is the City's primary operating fund. It accounts for all financial resources except those required to be accounted for in other funds and is generally considered to represent the day to day operations of the City. It derives the majority of its revenues from taxes, state shared revenues and fines.

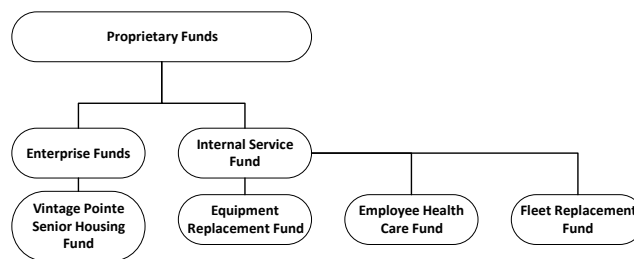
Special revenue funds account for proceeds of specific revenue sources that are restricted in some way or committed for purposes other than debt service or capital projects. The City's Special Revenue Funds include the Airport Fund, the Water & Sewer Fund, the Personal Use Fishery Fund and the Senior Citizen Fund.

Debt service funds are used to account for the accumulation of resources for payment of general obligation debt. Payment for general obligation debt is backed by the full faith and credit of the City. The primary source of revenue for this fund is a transfer from the City's General Fund.

The City operates two permanent funds which invest the proceeds from the sale of land acquired by the City's General Fund and land deeded to the City by the Federal Aviation Administration requiring their use be for the betterment and operations of the Kenai Municipal Airport.

Capital project funds are used to account for the construction of major capital facilities other than those financed by proprietary funds. Capital project funds are not included in the City's annual budget but are budgeted separately with construction funds depending on the project's budget.

**Proprietary Funds,** Proprietary funds distinguish operating revenues and expenses from non-operating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the enterprise fund and of the City's internal service funds are charges to customers for sales and services. Operating expenses for the enterprise fund and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.



The City has three internal service funds: Equipment Replacement Fund, Employee Health Care Fund and Fleet Replacement Fund. The Equipment Replacement Fund was created in FY1998 to provide a financing mechanism for the replacement of equipment used by the General Fund with a minimum value of \$50,000. General Fund departments are charged an estimated amount to provide for the equipment's replacement at the end of its useful life. The Employee Health Care Fund accounts for all costs associated with employee health care and charges each fund and department based upon the number of eligible employees. The Fleet Replacement Fund was created in FY2021 to provide a financing mechanism for replacement of General Fund and Senior Citizen Special Revenue Fund vehicles. Departments are billed for the estimated replacement cost of the vehicles utilized to provide its services.

#### FUND TYPES BUDGETED BY THE CITY

	<u>Budgeted</u>	<u>Major Fund</u>	<u>Minor Fund</u>
<b>Governmental Funds</b>			
General Fund	Yes	Yes	No
<b>Special Revenue Funds:</b>			
Personal Use Fishery Fund	Yes	No	Yes
Water and Sewer Fund	Yes	Yes	No
Airport Fund	Yes	Yes	No
Senior Citizen Fund	Yes	No	Yes
<b>Debt Service Fund</b>			
Library Expansion Refunding Bonds	Yes	No	Yes
<b>Permanent Funds</b>			
General Land Sale Permanent Fund	Yes	No	Yes
Airport Land Sale Permanent Fund	Yes	Yes	No

	<u>Budgeted</u>	<u>Major Fund</u>	<u>Minor Fund</u>
<b>Internal Service Funds:</b>			
Equipment Replacement Fund	Yes	No	Yes
Fleet Replacement Fund	Yes	No	Yes
Employee Health Care Fund	Yes	No	Yes
<b>Enterprise Fund</b>			
Vintage Pointe Senior Housing Fund	Yes	Yes	No
<b>Capital Project Funds:</b>			
Playground Improvement <sup>1</sup>	Yes	No	Yes
Park Improvement <sup>1</sup>	Yes	No	Yes
Cemetery Improvement <sup>1</sup>	Yes	No	Yes
Kenai Recreation Center Improvement <sup>1</sup>	Yes	No	Yes
Kenai Senior Center Improvement <sup>4</sup>	Yes	No	Yes
Kenai Bluff Erosion Improvement	Yes	Yes	Yes
Personal Use Fishery Improvement <sup>1</sup>	Yes	No	Yes
Kenai City Dock Improvement <sup>4</sup>	Yes	No	Yes
Kenai Public Safety Improvements <sup>4</sup>	Yes	No	Yes
Flight Service Station Improvements <sup>4</sup>	Yes	No	Yes
Congregate Housing Improvement	Yes	Yes	No
Kenai Multipurpose Facility Improvement <sup>1</sup>	Yes	No	Yes
Library Improvement <sup>4</sup>	Yes	No	Yes
Kenai Visitor Center <sup>1</sup>	Yes	No	Yes
Kenai City Hall <sup>4</sup>	Yes	No	Yes
Airport Operations Facility Improvement <sup>3</sup>	Yes	No	Yes
Airport Snow Removal Equipment <sup>3</sup>	Yes	No	Yes
Airport Terminal Improvement <sup>3</sup>	Yes	No	Yes
Airport Improvements <sup>3</sup>	Yes	No	Yes
Water & Sewer Improvement <sup>2</sup>	Yes	No	Yes
Wastewater Treatment Facility Improvement <sup>2</sup>	Yes	No	Yes
Trail Construction <sup>1</sup>	Yes	No	Yes
Municipal Roadway Improvement	Yes	No	Yes
Municipal Facility Improvement <sup>4</sup>	Yes	No	Yes

When preparing the City's Comprehensive Annual Financial Report Capital Project Funds are consolidated by functional category. Consolidation of Capital Project Funds is as follows:

<sup>1</sup> Parks & Recreation Capital Project Fund

<sup>2</sup> Water & Sewer Capital Project Fund

<sup>3</sup> Airport Improvement Capital Project Fund

<sup>4</sup> Miscellaneous Capital Project Fund

## FINANCIAL POLICIES

The financial policies establish the framework for overall fiscal planning and management and sets forth guidelines for both current and long-term planning. These policies are reviewed annually to assure the highest standards of fiscal management. The City Manager and Department Directors have the primary role of reviewing financial actions and providing guidance on financial issues to the City Council.

### OVERALL GOALS

The overall financial goals underlying these policies are:

1. *Fiscal Sustainability*: To ensure the City is in a solid financial condition at all times. This can be defined as:
  - a. Fiscal Solvency – the ability to meet current and future fiscal obligations.
  - b. Budgetary Solvency – the ability to provide a balanced budget.
  - c. Service Level Solvency – the ability to provide needed and desired services.
2. *Flexibility*: To ensure that the City is in a position to respond to changes in the economy or new service challenges without an undue amount of financial stress.
3. *Adherence to the Highest Accounting and Management Practices*: As set by the Government Finance Officers' Association (GFOA) standards for financial reporting and budgeting, the Governmental Accounting Standards Board, and other professional standards.

Based on the overall goals listed above the following Financial Policies are provided:

### Operating Budget Policies

The budget is a plan for allocating resources. The objective is to enable service delivery with allocated resources. Services must be delivered to the citizens at a level that will meet real needs as efficiently and effectively as possible.

- The City's goal is to pay for all recurring expenditures with recurring revenues and to use nonrecurring revenues for non-recurring expenditures.
- It is important that a positive undesignated fund balance and a positive cash balance be shown in all governmental funds at the end of each fiscal year.
- When deficits appear to be forthcoming within a fiscal year, spending during the fiscal year should be reduced sufficiently to create a positive undesignated fund balance and a positive cash balance.
- The budget should be structured so that users can readily establish the relationship between expenditures and the achievement of service objectives.
- Individual department budget submissions must be prepared with the basic assumption that current tax rates will be maintained.
- The budget will provide for adequate maintenance of capital plans and equipment and for its orderly replacement.
- A balanced budget is defined as revenues, including the use of fund balance as a revenue source, equaling expenditures.

### Debt Policies

- The City will not fund current operations from the proceeds of borrowed funds.
- When the City finances capital projects by issuing bonds, it will repay the debt within a period not to exceed the expected useful life of the asset.
- The City will maintain good communication about its financial condition with bond and credit institutions.

- The City will follow a policy of full disclosure in every annual financial statement and bond official statement.
- The City will avoid borrowing on tax anticipation and maintain an adequate fund balance.
- Pursuant to Section 6-1 of the Kenai Municipal Charter, outstanding general-obligation indebtedness of the City shall not at any time exceed twenty percent (20%) of the assessed value of real and personal property in the City.

### **Revenue Policies**

- The City will try to maintain a diversified and stable revenue structure to shelter it from short-run fluctuations in any one-revenue source.
- The City will estimate its annual revenues by an objective, analytical process.
- The City will regularly review user fee charges and related expenditures to determine if pre-established recovery goals are being met.
- The City should routinely identify governmental aid funding possibilities.

### **Investment Policies**

- The City will maintain an investment policy based on the Government Finance Officers' Association (GFOA) model investment policy.
- The City will conduct an analysis of cash flow needs on an ongoing basis. Disbursements, collections, and deposits of all funds will be scheduled to ensure maximum cash availability and investment potential.
- The City will invest public funds in a manner that will best meet the objective specified in Chapter 7.22 of Kenai's Municipal Code. The relative order of importance are as follows; safety of principal, maintaining sufficient liquidity to meet the City's cash flow requirements, and achieving a reasonable market rate of return.

### **Accounting, Auditing and Reporting Policies**

- The City will establish and maintain a high standard of accounting practices in conformance with Generally Accepted Accounting Principles (GAAP).
- The accounting system will maintain records on a basis consistent with accepted standards for government accounting according to the Government Accounting Standards Board (GASB).
- An independent firm of certified public accountants will perform an annual financial and compliance audit and will publicly issue an opinion, which will be incorporated into the Annual Comprehensive Financial Report.
- The City will annually strive for the GFOA Certificate of Achievement for Excellence in Financial Reporting and the GFOA Distinguished Budget Presentation Award.

### **Capital Budget Policies**

- The City will make all capital improvements in accordance with an adopted capital improvements program.
- The City will develop a multi-year plan for capital improvements that considers its development policies and links the development process with the capital plan.
- The City will enact an annual capital budget based on the multi-year capital improvements program.
- The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital projects will be projected and included in operating budget forecasts.
- The City will maintain all its assets at a level adequate to protect its capital investments and to minimize future maintenance and replacement costs.

## Fund Specific Policies

### GENERAL FUND

The General Fund is the general operating fund of the City of Kenai, funded primarily through taxes, intergovernmental revenues, and user fees. This fund accounts for the current financial resources of the City which are not required by law or administration action, to be accounted for in another fund.

### Fund Balance Policy

#### **Background**

The City of Kenai maintains its financial operations in a manner consistent with sound financial management principles, which require that sufficient funds be retained to provide a stable financial base at all times. An adequate fund balance level is an essential element in both short-term and long-term financial planning. It serves to mitigate current and future risks, sustain operations during economic downturns, provides cash flow liquidity for the City's general operations, and enhances creditworthiness. Maintenance of sufficient levels of fund balance enables the City to stabilize funding for operations, stabilize taxes and fees, and realize cost savings in issuing debt. While adequate levels of fund balance are important, the City strives to maintain an appropriate amount that is neither too high nor low.

#### **Purpose**

This policy establishes a target level of fund balance for the General Fund in order to sustain financial stability and to provide prudent management of the City's financial reserves. This policy establishes a process for reaching and or maintaining the targeted level of fund balance and the priority for the use of resources in excess of the target. This policy shall also provide a mechanism for monitoring and reporting the City's General Fund Balance. This policy only applies to the General Fund.

#### **Definitions and Classifications**

Fund balance is a surplus of funds accrued from unexpended operating budgets and unanticipated revenues. It is calculated as the difference between the assets and liabilities reported in a governmental fund.

Fund balance consists of five classifications that comprise a hierarchy based primarily on the extent to which the City is bound to honor constraints on the specific purpose for which amounts can be spent. The five classifications of fund balance applicable to the General Fund are defined as follows.

#### ***Restricted Fund Balance Components:***

- **Nonspendable fund balance** amounts that are not in a spendable form (e.g., inventory) or legally or contractually required to be maintained. There is no minimum funding requirement for this account.
- **Restricted fund balance** amounts that can be spent only for the specific purposes stipulated by external parties either constitutionally, through enabling legislation, or through other legally binding restrictions (e.g., proceeds from the sale of or mineral royalties paid for property deeded to the City by the Daubenspeck Family). There is no minimum funding requirement for this account.

#### ***Unrestricted Fund Balance Components:***

- **Committed fund balance** amounts that can only be used for the specific purposes determined by a formal action of the City Council. Commitments may be changed or lifted only by referring to the formal action that imposed the constraint originally (e.g., the City of Kenai stabilization account).

- **Assigned fund balance** amounts *intended* to be used by the government for specific purposes. Intent can be expressed by the City Council or by a designee to whom Council designates the authority. No formal ordinance or resolution is required to form intent. There is no minimum funding requirement for this account.
- **Unassigned fund balance** consists of the remaining funds not segregated above. These funds may be used for new programs or positions desired outside of the current and established budget or for one-time capital investments. There is no minimum funding requirement for this account.

### **Designating Funds:**

The responsibility for designating funds to specific classifications shall be as follows:

- **Committed fund balance** – The City Council is the City’s highest decision-making authority, and formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an ordinance approved by the Council. Commitments authorized in Kenai Municipal Code include:
  - Encumbrances – Amounts encumbered at year-end by contract, including purchase order, or encumbered by some other means shall be classified as committed.
  - Budget Appropriation – Amounts appropriated in the annual budget, or in supplemental appropriations, for expenditures in ensuing fiscal year shall be classified as committed.
  - Budgetary Stabilization Reserve – An amount created by this policy equal to a risk adjusted by three (3) months of operating expenditures and transfers.
- **Assigned fund balance** – The City Council has retained authority to assign fund balance to a specific purpose. Assignments will be made periodically via Council action, an ordinance is not required for assignment of fund balance. Annually, at budget adoption, Council will review and confirm existing assignments. Examples include:
  - Operational and Capital Contingencies Reserve – An amount created by this policy in excess of a risk adjusted three months of expenditures and transfers but less than a risk adjusted four months of expenditures and transfers.
  - Compensated Absences – Actual accumulated employees’ vacation balances at the end of each fiscal year.

### **Fund Balance Policy:**

It is the policy of the City of Kenai to commit to a budgetary stabilization reserve an amount of fund balance equal to a risk adjusted three (3) months of General Fund expenditures and transfers measured on a General Accepted Accounting Principles (GAAP) basis. The sum total of the budgetary stabilization reserve, other Council commitments and assignments, and fund balance reservations required by GAAP, will equal the minimum recommended fund balance for the City’s General Fund. This amount is prudent based upon an evaluation of the City’s operating characteristics, diversity of tax base, reliability of non-property tax sources, working capital needs, impact on bond rating, state and local economic outlooks, emergency and disaster risk, and other contingencies. In the event that the fund balance drops below this minimum level, the City will develop a plan, implemented through the annual budgetary process, to bring the balance back to the target level over a period of no more than three (3) fiscal years, inclusive of the budget year in which it is to be adopted.

The City Council has imposed on itself a rule requiring an affirmative vote by at least five members of the Council in order to appropriate fund balances below the established minimum level. This appropriately balances the need to make such monies available if truly necessary in the judgement of the elected City leaders, and the need to protect against the temptation to use this balance to meet recurring operating needs when recurring operating revenues are not sufficient.



Fund balance equal to a risk adjusted one (1) month of expenditures and transfers but less shall be assigned for an operational and capital contingencies reserve. The sum total of the budgetary stabilization reserve, the operational and capital contingencies reserve, other Council commitments and assignments, and fund balance reservations required by GAAP, will equal the maximum recommended fund balance for the City's General Fund.

Fund balance in excess of this policy's maximum amount shall be unassigned and available for capital improvements identified in the five-year capital improvement plan or other one-time expenditures or debt service reserves. Unassigned fund balance may be utilized for recurring expenditures provided financial projections show the expenditures will be supported by revenues, other than a use of fund balance, within three (3) years, inclusive of the budget year which it is to be adopted, and at no time shall fund balance drop below this policy's minimum fund balance amount.

### **Policy Administration**

The City Manager will report to the City Council an estimated, unaudited balance of General Fund, Fund Balance during the annual budget submission process. Fund balance will be reported by appropriate category and demonstrate compliance with this policy. The City Manager is required to propose a budget with the following requirements:

1. A budget with a projected ending level of fund balance at or above this policy's minimum level over a period of no more than three (3) fiscal years inclusive of the budget year being adopted. A budget showing any use of this policy's minimum amount of fund balance shall require five (5) affirmative votes of Council to adopt.
2. A budget including a prioritization for commitment or use of unassigned fund balance including a five year capital priority list.
3. A budget with financial projections showing recurring expenditures, for which fund balance is the revenue source, will be supported by revenues, other than the use of fund balance, within three (3) fiscal years, inclusive of the budget year being adopted, and at no time shall fund balance drop below this policy's minimum amount.

Annually during the Annual Comprehensive Financial Report (ACFR) presentation, the Finance Director shall report the City's fund balance and the classification of the various components in accordance with GAAP and this policy.



**CITY OF KENAI  
ORDINANCE NO. XXXX-2025**

AN ORDINANCE ADOPTING THE ANNUAL BUDGET, SALARY SCHEDULE AND EMPLOYEE CLASSIFICATION PLAN FOR THE FISCAL YEAR COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026 AND COMMITTING \$2,957,539 OF GENERAL FUND, FUND BALANCE FOR FUTURE CAPITAL IMPROVEMENTS.

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WHEREAS it is a requirement of the Code of the City of Kenai, Alaska, that the City Council, not later than the tenth day of June, adopt a budget for the following fiscal year and make appropriation of the monies needed; and,

WHEREAS, pursuant to Kenai City Charter section 2-4, the City Council has the power to adopt a budget, raise revenue, and make appropriations; and regulate salaries and wages and all other fiscal affairs of the City; and,

WHEREAS, adoption of this Ordinance constitutes Council meeting its obligation to adopt a budget, raise revenue, and make appropriations; and,

WHEREAS, through adoption of the document entitled "Annual Budget for the City of Kenai, Alaska July 1, 2025 – June 30, 2026", which includes the City Manager presented table of Authorized Personnel Staffing and Salary Schedules, Council meets its obligation to adopt the Salary Schedule of the City for fiscal year 2026; and,

WHEREAS, adoption of the document entitled "Annual Budget for the City of Kenai, Alaska July 1, 2025 – June 30, 2026", which includes the City Manager presented Employee Classification Plan satisfies the requirement of KMC 23.50.010; and,

WHEREAS, committed fund balance represents resources whose use is constrained by Council self-imposed limitations at its highest level of decision making, an Ordinance, and that remain binding unless removed in the same manner; and,

WHEREAS, in recognition of deferred and ongoing maintenance needs of City facilities and in support of the City's Fiscal Year 2026 – 2030 Capital Improvement Plan (The Plan), Council commits \$2,957,539 towards funding of The Plan for fiscal years 2026-2030.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

**Section 1.** That certain document entitled "Annual Budget for the City of Kenai, Alaska July 1, 2025 – June 30, 2026" which is available for examination by the public in the Office of the City Clerk, the City's website and is incorporated herein by reference is hereby adopted as the budget for the City of Kenai for the fiscal year commencing July 1, 2025 and ending June 30, 2026.

**Section 2.** The following sums of money are hereby appropriated for the operations of the City of Kenai for the fiscal year commencing on the first day of July, 2025, and ending the 30th day of June, 2026, to be expended consistent with and subject to the restrictions, procedures, and purposes set forth in the Code of the City of Kenai and to be expended substantially by line item in the manner shown in the budget adopted by Section 1 hereof:

General Fund	\$ 22,450,004
Enterprise Fund – Congregate Housing Fund	750,417
Internal Service Funds:	
Equipment Replacement Fund	275,211
Fleet Replacement Fund	101,723
Employee Health Care Fund	<u>3,155,044</u>
Total Internal Service Funds	3,531,978
Special Revenue Funds:	
Personal Use Fishery Fund	555,008
Water & Sewer Fund	3,440,830
Airport Fund	4,987,529
Senior Citizen Fund	<u>1,117,500</u>
Total Special Revenue Funds	10,100,867
Permanent Funds:	
Airport Land Sale Permanent Fund	1,099,774
General Land Sale Permanent Fund	<u>159,045</u>
Total Permanent Revenue Funds	1,258,819
Capital Project Funds:	
Park Improvement	120,000
Flight Service Station Improvement	400,000
City Hall Improvement	75,000
Municipal Roadway Improvement	1,400,000
Congregate Housing Improvement	100,000
Airport Improvement	1,265,100
Water & Sewer Improvement	450,000
Waste Water Treatment Plant Equipment	<u>50,000</u>
Total Capital Project Funds	<u>3,860,100</u>
Debt Service Fund – Library Expansion Bonds	<u>130,625</u>
Total All Funds	<u>\$42,082,810</u>

**Section 3.** Council hereby commits \$2,957,539 of Unassigned General Fund, Fund Balance for future renovations and improvements to City facilities.

**Section 4.** Council hereby adopts the Salary Schedule presented by the City Manager and included in the “Annual Budget for the City of Kenai, Alaska July 1, 2025 – June 30, 2026”:

Range	Job Title	A	B	C	D	E	F
1	Police Trainee	\$14.52	\$14.89	\$15.25	\$15.62	\$15.97	\$16.34
2		\$15.25	\$15.63	\$16.01	\$16.39	\$16.78	\$17.16
3		\$16.01	\$16.41	\$16.82	\$17.22	\$17.62	\$18.01
4		\$16.82	\$17.24	\$17.66	\$18.08	\$18.50	\$18.92
5		\$17.65	\$18.08	\$18.53	\$18.97	\$19.41	\$19.85
6	Driver, Janitor, Kitchen Assistant, Parks & Rec Laborer, Recreation Center Worker	\$18.54	\$19.00	\$19.47	\$19.93	\$20.40	\$20.86
7		\$19.46	\$19.95	\$20.43	\$20.92	\$21.41	\$21.90
8	Cook, Library Aide	\$20.84	\$21.36	\$21.88	\$22.40	\$22.92	\$23.44
9		\$21.89	\$22.44	\$22.98	\$23.53	\$24.08	\$24.62
10		\$22.97	\$23.54	\$24.12	\$24.69	\$25.27	\$25.85
11		\$24.10	\$24.70	\$25.31	\$25.91	\$26.51	\$27.11
12	Library Assistant	\$25.34	\$25.97	\$26.60	\$27.23	\$27.87	\$28.51
13	Administrative Assistant I	\$26.61	\$27.27	\$27.94	\$28.61	\$29.27	\$29.94
14	Accounting Tech I, Administrative Assistant II, Animal Control Officer, Parks & Rec Maint. Tech.	\$27.94	\$28.63	\$29.34	\$30.03	\$30.73	\$31.43
15	Administrative Assistant III, Desktop Support Tech, Public Safety Dispatcher, Utility Operator I	\$29.31	\$30.05	\$30.78	\$31.52	\$32.24	\$32.98
16	Accounting Technician II, Airport Operations Specialist, Building Maintenance Tech, Equipment Operator	\$30.78	\$31.55	\$32.32	\$33.09	\$33.86	\$34.63
17	Chief Animal Control Officer	\$32.35	\$33.16	\$33.98	\$34.78	\$35.59	\$36.40
18	Communications Supervisor, Utility Operator II	\$33.95	\$34.79	\$35.64	\$36.50	\$37.34	\$38.19
19	Assistant Parks & Rec Director, Equipment Lead Operator, Shop Mechanic, Utility Lead Operator	\$35.65	\$36.54	\$37.43	\$38.32	\$39.22	\$40.11
20		\$37.41	\$38.35	\$39.28	\$40.22	\$41.16	\$42.10
21	Airport Operations Supervisor, Building Official, Police Officer, Shop Foreman, Street Foreman, Building Foreman	\$39.29	\$40.27	\$41.26	\$42.24	\$43.22	\$44.21
22	Utility Foreman II	\$41.26	\$42.29	\$43.32	\$44.35	\$45.39	\$46.42
23	Assistant to City Manager/Special Projects Coord, IT Manager	\$43.30	\$44.38	\$45.46	\$46.54	\$47.63	\$48.72
24	Police Sergeant, Assistant Public Works Director	\$45.48	\$46.61	\$47.76	\$48.89	\$50.03	\$51.16
25	Controller, Fire Deputy Chief	\$47.76	\$48.95	\$50.14	\$51.34	\$52.53	\$53.72
26		\$50.17	\$51.42	\$52.68	\$53.94	\$55.19	\$56.45
27	Police Lieutenant	\$52.63	\$53.95	\$55.26	\$56.58	\$57.90	\$59.21
28		\$55.28	\$56.67	\$58.05	\$59.44	\$60.81	\$62.20
<b>Classified employees engaged in fire protection activities</b>							
18	Firefighter	\$24.25	\$24.85	\$25.45	\$26.05	\$26.65	\$27.25
19		\$25.46	\$26.09	\$26.72	\$27.36	\$27.99	\$28.62
20	Fire Engineer	\$26.71	\$27.38	\$28.04	\$28.70	\$29.37	\$30.03
21		\$28.07	\$28.77	\$29.48	\$30.18	\$30.89	\$31.59
22	Fire Captain, Fire Marshall	\$29.48	\$30.21	\$30.95	\$31.68	\$32.42	\$33.15

AA	BB	CC	DD	EE
\$16.96	\$17.57	\$18.20	\$18.81	\$19.43
\$17.81	\$18.45	\$19.10	\$19.75	\$20.40
\$18.70	\$19.37	\$20.05	\$20.74	\$21.42
\$19.64	\$20.35	\$21.06	\$21.78	\$22.49
\$20.60	\$21.35	\$22.10	\$22.85	\$23.60

\$21.64	\$22.44	\$23.23	\$24.01	\$24.80
\$22.73	\$23.55	\$24.38	\$24.01	\$26.03
\$24.33	\$25.21	\$26.09	\$26.98	\$27.87
\$25.55	\$26.48	\$27.42	\$28.35	\$29.27
\$26.83	\$27.80	\$28.77	\$29.75	\$30.73
\$28.13	\$29.16	\$30.18	\$31.21	\$32.23
\$29.59	\$30.66	\$31.74	\$32.81	\$33.89
\$31.07	\$32.20	\$33.33	\$34.47	\$35.59

\$32.61	\$33.80	\$34.99	\$36.18	\$37.36
\$34.22	\$35.47	\$36.71	\$37.96	\$39.21

\$35.93	\$37.25	\$38.56	\$39.86	\$41.17
\$37.78	\$39.16	\$40.52	\$41.90	\$43.28

\$39.63	\$41.08	\$42.51	\$43.96	\$45.40
\$41.63	\$43.14	\$44.66	\$46.17	\$47.69
\$43.69	\$45.28	\$46.87	\$48.46	\$50.04
\$45.88	\$47.54	\$49.22	\$50.89	\$52.56
\$48.17	\$49.93	\$51.68	\$53.43	\$55.19
\$50.55	\$52.40	\$54.23	\$56.08	\$57.92

\$53.10	\$55.03	\$56.97	\$58.89	\$60.83
\$55.75	\$57.78	\$59.81	\$61.84	\$63.87
\$58.58	\$60.71	\$62.84	\$64.97	\$67.11
\$61.44	\$63.69	\$65.92	\$68.16	\$70.40
\$64.55	\$66.90	\$69.25	\$71.59	\$73.95

\$28.28	\$29.31	\$30.35	\$31.38	\$32.41
\$29.70	\$30.78	\$31.86	\$32.95	\$34.03
\$31.16	\$32.30	\$33.44	\$34.57	\$35.71
\$32.78	\$33.98	\$35.17	\$36.36	\$37.56
\$34.40	\$35.66	\$36.90	\$38.16	\$39.41

Temporary Employees			
Range	A	B	C
1	14.24	14.60	14.95
2	14.95	15.32	15.70
3	15.70	16.09	16.49
4	16.49	16.90	17.31
5	17.30	17.73	18.17
6	18.18	18.63	19.09
7	19.08	19.56	20.03
8	20.43	20.94	21.45
9	21.46	22.00	22.53
10	22.52	23.08	23.65
11	23.63	24.22	24.81
12	24.84	25.46	26.08
13	26.09	26.74	27.39
14	27.39	28.07	28.76
15	28.74	29.46	30.18
16	30.18	30.93	31.69
17	31.72	32.51	33.31
18	33.28	34.11	34.94
19	34.95	35.82	36.70
20	36.68	37.60	38.51
21	38.52	39.48	40.45
22	40.45	41.46	42.47
23	42.45	43.51	44.57
24	44.59	45.70	46.82
25	46.82	47.99	49.16
26	49.19	50.42	51.65
27	51.60	52.89	54.18
28	54.20	55.56	56.91
29	56.99	58.41	59.84

**Section 5.** Severability: That if any part or provision of this ordinance or application thereof to any person or circumstances is adjudged invalid by any court of competent jurisdiction, such judgment shall be confined in its operation to the part, provision, or application directly involved in all controversy in which this judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this title or application thereof to other persons or circumstances. The City Council hereby declares that it would have enacted the remainder of this ordinance even without such part, provision, or application.

**Section 7.** Effective Date: That pursuant to KMC 1.15.070(f), this ordinance shall take effect July 1, 2026.

ENACTED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 4<sup>TH</sup> DAY OF JUNE, 2025.

\_\_\_\_\_  
Brian Gabriel Sr., Mayor

ATTEST:

\_\_\_\_\_  
Michelle M. Saner, MMC, City Clerk

Approved by Finance: \_\_\_\_\_

Introduced:	May 21, 2025
Enacted:	June 4, 2025
Effective:	July 1, 2025



Sponsored by: Administration

**CITY OF KENAI  
RESOLUTION NO. 2025-XX**

A RESOLUTION FIXING THE RATE OF LEVY OF PROPERTY TAX FOR THE FISCAL YEAR COMMENCING JULY 1, 2025 AND ENDING JUNE 30, 2026.

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WHEREAS, Kenai Municipal Code requires that the rate of levy of property tax be set annually not later than the tenth day of June; and,

WHEREAS, the Council has adopted the "City of Kenai 2026 Annual Budget," which estimates property tax revenue based upon a tax rate of 4.35 mills.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

**Section 1.** That the rate of levy of property tax for the fiscal year commencing July 1, 2024 and ending June 30, 2026 is fixed at 4.35 mills.

**Section 3.** That this Resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, THIS 4<sup>TH</sup> DAY OF JUNE, 2025.

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Brian Gabriel Sr., Mayor

ATTEST:

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Michelle M. Saner, MMC, City Clerk



## STRATEGIC GOALS AND PRIORTIES

### Council Adopted FY2026 Budget Goals

The Kenai City Council established its FY2026 Budget Goals through adoption of Resolution 2025-04. A Council work session was held on December 4, 2024 for discussion and formation of FY2026 Budget Goals. At its meeting on January 15, 2025 Council considered and adopted Resolution 2025-04. Council's establishment of goals provides direction to the City Manager in his preparation of the budget. Specific goals adopted and the status of each is as follows:

#### **Broad Statement of Purpose**

It is the goal of the City to formulate and adopt a budget that is fiscally responsible and meets the needs and priorities of the community it serves. A fiscally responsible budget ensures revenues, taxes, and fees are sufficient but not excessive to fund current operations and contribute to the long-term maintenance of City infrastructure used to provide services. Meeting the needs and priorities of the community means prioritizing essential services while being mindful that non-essential services such as parks, recreation, arts, library, and senior services have significant importance to a vibrant, well-balanced community in which individuals have a desire to live and businesses seek to locate.

*Status: Achieved*

#### **Specific Goals**

1. Submit a budget for consideration that maintains the City's current mill and sales tax rates and complies with the General Fund, Fund Balance Policy codified in KMC 7.25.

*Status : Achieved*

2. Review the City's salary schedule and pay plan, to ensure it provides appropriate compensation to employees comparable to other places of public employment and which allows the City to recruit and retain competent employees without a reduction in critical services or infrastructure support. Incorporate a salary increase not to exceed inflation, as measured by the 2024 Alaska Consumer Price Index, second half over second half, if necessary to maintain competitive compensation with other public employers.

*Status : Achieved.*

3. Review the City's health, dental and life insurance benefits to ensure they remain sustainable while maintaining the same quality of coverage. Ensure the insurance provides adequate benefits comparable to those offered by other public employers. Ensure employee costs for those benefits are comparable with those of other public employers, and if the comparison shows that an increase in employee cost share is warranted, limit the increase to employee cost share to not more than 1% of program total costs. For FY2026, this would result in an employee cost share of no more than 14% of the program's total costs.

*Status: Achieved. The proposed budget reflects the leaving the employee share at 13% for FY2026.*

4. Seek opportunities to achieve cost savings and efficiencies while maintaining operational effectiveness and service quality, through a transparent budget, development process. This process will include performance measures and a thorough review of past expenditures, future needs and priorities to ensure informed decision-making and responsible resource allocation.

*Status: Achieved. During the budget process opportunities for cost savings were discussed with each Department Head as they met with the City Manager and Finance Director to review previous spending, future needs and priorities in establishing the FY2026 budget.*

5. Compile a list of capital projects, which are projects that cost \$35,000 or more, for Council adoption and ensure that the minimum investment in maintaining City infrastructure over time equals the depreciation, an accounting process by which the cost of an asset is spread over its useful life, recorded annually on City capital assets and infrastructure. The City's FY2024 depreciation by fund and function were:

General Fund:	
General Government	\$ 105,679
Public Safety	271,787
Public Works	839,780
Parks, Recreation & Culture	346,213
Social Welfare Services	<u>68,189</u>
	1,631,648
Airport Fund:	
	2,314,695
Water & Sewer Fund	
	<u>1,004,227</u>
Total All Funds	<u>\$4,950,570</u>

*Status: Achieved. Included in the budget from the adopted Capital Improvement Plan – Fiscal Years 2026-2029 is \$124,401,600 of proposed expenditures. Funding for the plan includes \$5,476,100 in General Funds Transfers, \$5,465,000 in Airport Special Revenue Fund Transfers, \$5,275,000 in Water & Sewer Special Revenue Funds Transfers, \$75,000 in Senior Citizens Funds Transfers, \$300,000 in Congregate Housing Funds Transfers, and \$107,810,500 in grant funding.*

6. Adjust rates, charges and fees across all funds in line with inflation, as measured by the Annual Alaska Consumer Price Index for All Urban Consumers. Any increase in the monthly rents at Vintage Pointe for existing tenants as of June 30, 2026, shall be capped at no more than \$50.00 per month.

*Status: Achieved. All city rates, charges and fees were examined for reasonableness and adjustments proposed were supported.*

7. Project ending fund balance/retained earnings of at least 50% of the FY2025 budgeted expenditures net of any projected lapse for the Airport, Water & Sewer, Personal Use Fishery, and Congregate Housing Funds. Ensure any use of the fund balance is for one-time or capital purchases and not for recurring expenditures/expenses so that the ending fund balance for each fund is not less than:

Airport Fund	\$1,842,073
Water & Sewer Fund	1,562,025
Personal Use Fishery Fund	268,898
Congregate Housing Fund	321,263

*Status: Partially Achieved*

<b><u>Fund</u></b>	<b><u>Goal</u></b>	<b><u>Proposed</u></b>	<b><u>Difference</u></b>
<i>Airport Fund</i>	<i>\$1,842,073</i>	<i>\$1,436,554</i>	<i>\$ (405,519)</i>
<i>Water &amp; Sewer Fund</i>	<i>1,562,025</i>	<i>2,889,808</i>	<i>1,327,783</i>
<i>Personal Use Fishery Fund</i>	<i>268,898</i>	<i>269,979</i>	<i>1,081</i>
<i>Congregate Housing Fund</i>	<i>321,263</i>	<i>147,156</i>	<i>(174,107)</i>

### **Long-Term Strategic Goals and Priorities:**

The Kenai City Council established its long-term priorities through the 2030 Comprehensive Plan adopted in July 2016 and can be found on the City's website at:

<https://www.kenai.city/planning/page/comprehensive-plan>.

The primary goals of the plan are:

**Goal 1 - Quality of Life:** Promote and encourage quality of life elements in Kenai.

**Vision:** Kenai is a healthy community that provides for the emotional, physical, economic and spiritual wellbeing of all of its citizens; promotes the health and well-being for all age groups; provides opportunities for lifelong learning; and, encourages arts and cultural activities.

#### **Objectives:**

- Ensure that Kenai is a community where people and property are safe.
- Protect and rejuvenate the livability of existing neighborhoods.
- Promote beautification programs in Kenai.
- Promote the siting and design of land uses that are in harmony and scale with surrounding uses.
- Update existing site design guidelines for commercial development – landscaping, setbacks, parking.
- Update the subdivision code to include site design standards.
- Provide a variety of formal and informal educational programs.

- Collaborate with local Alaska Native organizations to identify culturally sensitive issues and areas of importance in Kenai.
- Encourage healthy lifestyles by providing opportunities and/or facilities for outdoor activities.
- Continue to support existing senior services and the development of additional services and housing.
- Identify requirements for nominating the Townsite Historic District (TSH) to the National Register Historic District.
- Update Historic District design standards in the City's land use regulations.
- Develop strategies in cooperation with state and federal agencies to ensure there is adequate affordable housing in Kenai.
- Continue to foster a compact, intensive mix of private and public uses in the downtown core area.
- Acknowledge the emergence of other commercial centers.
- Provide a wide variety of opportunities for the public to participate in public policy decision-making

**Goal 2 - Economic Development:** Provide economic development elements to support the fiscal health of the community.

**Vision:** Kenai has a secure economic vitality by being a community that has a wide variety of job opportunities and workforce support and development; by providing a quality of life and financial climate that encourages businesses to start up, expand or relocate to Kenai; and, by providing a built environment based on standards that sustain long-term economic viability and growth and that promotes affordable residential and commercial development.

**Objectives:**

- Promote projects that create workforce development opportunities.
- Implement business friendly regulations, taxation and incentives to create a stable, positive climate for private investment.
- Use regional economic and workforce statistics to match the most suitable type of industry for particular areas and then market these areas.
- Promote adaptive reuse of vacant commercial buildings in the City center and along the Kenai Spur Highway.
- Prior to zoning property to commercial, consider if use has access to collector or arterial road, access to city services, and that potential conflicts with adjacent non-commercial uses have been minimized through site design, landscaping, or other appropriate measures.
- Prior to zoning to industrial, consider if use has access to collector or arterial road, access to city services, that potential conflicts with adjacent nonindustrial uses have been minimized through site design, and that potential hazards from the proposed industrial use have been minimized.
- Reserve areas zoned for industry for industrial uses.
- Capitalize on the tourism industry by marketing Kenai as a destination for recreational activities, conventions, festivals, arts, cultural and other events.

**Goal 3 - Land Use:** Use land use strategies to implement a forward-looking approach to community growth and development.

**Vision:** Kenai implements a forward-looking approach to community growth and development by establishment of several different zoning districts that reflect the needs of each district; and, by providing commercial, industrial, and residential areas suited to current and probable future growth.

**Objectives:**

- Establish siting and design standards so that development is in harmony and scale with surrounding uses.
- Promote the infill of existing, improved subdivision lots.
- Review existing zoning and subdivision codes to determine if they address current and future land uses adequately.
- Review revitalization strategies for the area adjacent to the Bridge Access Road beginning at Millennium Square to the boat landing.
- Support development at emerging community “centers” that lie outside the major employment centers but provide a mix of retail, service, and residential uses.
- Review Zoning Code to consider use of buffers and buffer zones to separate incompatible land uses. Review landscaping ordinance to ensure buffers are required to protect neighborhoods.
- Identify City-owned and public-owned lands appropriate for rezoning to protect natural areas and open space.
- Prohibit development in natural hazard areas.
- Locate parks near schools, residential areas not served now.
- Encourage creative subdivision design for residential areas.
- Where feasible, consolidate access to and between land uses via frontage roads or by shared driveways onto main streets/highways.
- Ensure that the installation of basic public infrastructure (roads, sewer, water, and drainage) are coordinated with the timing of development and that improvements are in place at the time impacts occur.
- Coordinate transportation improvements with the City’s land use plan, Capital Improvement Program, Alaska Department of Transportation & Public Facilities transportation plans, the Kenaitze Indian Tribe, and Salamatof Tribal Council.
- Ensure a pattern of connecting streets and blocks that allows people to get around easily by foot, bicycle or car when approving new developments, both commercial and multifamily.
- Review the siting of oil and gas development.
- Support implementation of the City’s Kenai Airport Master Plan Capital Improvements Program.
- Coordinate senior services and facilities with improvements to the City center or downtown core.
- Provide a wide variety of opportunities for the public to participate in local land use decisions.

**Goal 4 - Public Improvements and Services:** Provide adequate public improvements and services in Kenai.

**Vision:** Kenai encourages public involvement in decision making; has well planned public and institutional facilities that meet the health, education, governmental and social service needs of

all citizens; has an integrated efficient and cost-effective network of utilities and public improvements and is a community where the public feels safe.

**Objectives:**

- Ensure that the installation of basic public infrastructure (roads, sewer, water, and drainage) is coordinated with development and that improvements needed to serve the development are in place at the time impacts occur.
- When siting and designing a new public facility the city shall determine if the facility is necessary, if the demand for services can be met, and if there funding sources in place to pay for it.
- Maintain existing water and sewer utilities.
- Consider additional city activities and services.
- Continue mutual cooperation activities with the Kenai Peninsula Borough Division of Emergency Management for efficient delivery of public safety services (police, fire, EMS) to residents of the City of Kenai.

**Goal 5 – Transportation:** Provide transportation systems that are efficient and adequate to serve the regional needs of the community.

**Vision:** Kenai Municipal Airport is a gateway to the Kenai Peninsula and West Cook Inlet; the roads are designed, constructed, and maintained for year-round use; and the harbor functions as a vital facility for water connection to other areas in the State.

**Objectives:**

- Support future development near or adjacent to the airport when such development is in alignment with the Kenai Municipal Airport's primary mission, "To be the commercial air transportation gateway to the Kenai Peninsula Borough and Cook Inlet."
- Inventory existing roads, trails, and utilities and identify and prioritize upgrades.
- Establish a maintenance and upgrade program for the City's transportation system.
- Pursue local road projects through annual budget requests from the STIP.
- Transportation improvements needed to serve new developments shall be in place at the time new development impacts occur.
- Ensure a pattern of connecting streets and blocks that allows people to get around easily by foot, bicycle or car when approving new developments, both commercial and multifamily.
- Actively pursue design and construction of a Kenai River Bridge Access Road and coastal and bluff trail system
- Coordinate transportation improvements with the city's land use plan, capital improvements program, ADOT&PF transportation plans, the Kenaitze Indian Tribe, and Salamatof Tribal Council.

**Goal 6 – Parks and Recreation:** Ensure that Kenai has excellent parks and recreational facilities and opportunities.

**Vision:** Kenai enhances the quality of life for all citizens through parks and recreational facilities, programs, and community services.

**Objectives:**

- Pursue long-term development of a trail and greenbelt system that connects the proposed coastal trail and upland bluff trail with links to and through the urban area.

- Maintain existing recreational opportunities and plan for new parks and recreation improvements.
- Promote the public/private collaboration for acquisition, development and maintenance of neighborhood parks, youth sports facilities, and recreational areas.
- Support projects that provide additional quality outdoor and indoor recreation.
- Establish criteria for siting parks and recreation facilities to make them accessible, safe, with adequate parking.
- Promote the joint use of municipal land and facilities.
- Encourage development of a mutually supportive cluster of diverse residential facilities for seniors near shops, services, activities, and amenities that cater to seniors as well as the community at large.
- Locate future community parks near schools and residential areas not yet served by parks.
- Preserve and protect water features such as isolated wetlands, stream corridors, drainage areas, and riparian areas for open space and to enhance water quality.
- Include trails and bicycle paths in funding requests to ADOT&PF for future transportations plans.
- Require that greenbelts be provided when new right-of-way corridors are established.

**Goal 7 - Natural Hazards and Disasters:** Prepare and protect the citizens of Kenai from natural hazards and disasters.

**Vision:** Kenai has coordinated and proactive public policies, emergency plans and procedures, and educational programs that minimize the risk to the community from natural hazards and disasters.

**Objectives:**

- Implement the 2016 Hazard Mitigation Plan strategies.
- Prohibit development in known hazard areas except where no feasible or prudent alternative can be identified.

**Goal 8 – Environmental Resources:** Protect and enhance the natural resources and environment of the community.

**Vision:** Kenai practices mindful stewardship of the natural resources and the environment to ensure they are protected and enhanced for their viability and values in perpetuity.

**Objectives:**

- Maintain and improve protection of the Kenai River its beaches, tidelands and wetland areas.
- Development plans should include provisions to avoid or minimize impacts on environmental resources such as the dunes, bluffs, wetlands.
- Review, and modify as necessary, the City's long-term plan for management of the annual Personal Use Fishery.
- Divert public trails away from sensitive salmon spawning streams.
- Revise the conservation zone standards and rezone public lands surplus to Kenai's future development needs for conservation.
- Pursue long-term development of an urban trail and greenbelt system that connects the proposed coastal trail and upland bluff trail with links to and through the urban area.
- Preserve and protect water features such as isolated wetlands, stream corridors, drainage areas, and riparian areas for open space and to enhance water quality.

## PERFORMANCE MEASURES

The City of Kenai has embraced performance measures for almost every function. Performance measurement provides the City with direct feedback about how we are doing. The data can be used to determine if a particular program is meeting its goal and whether it is improving or declining from the previous year.

The City Council, Administration, Department Heads and Supervisors are supportive of the increased use of performance measures and the ability to focus on results that lead to better performance of City services.

Performance measures are collected and displayed by department in the Operating Departments section.

### Key Result Measures

Each department reports performance measures that reflect department values.

Measures can change over time depending on leadership styles and community needs. Some departments may report outcome measures while others report performance measures depending upon the department's maturity with measuring performance.

### Goals

Goals are set by using standards when available or results that are desirable. Department goals are intended to be SMART (Specific, Measurable, Attainable, Relevant, and Time-bound).

### Data and Analysis

The City began collecting performance data in 2018 and reports this data to see if the results are going in the right direction. It is critical that each department analyze its data to be able to use it for day to day management of City operations.

Performance measurement does not always lead to immediate cost savings. However, it can suggest where cost saving may be found. Sometimes it is an indicator of a bigger community or national issue. Finally, it can provide a dialogue about which services to provide and what is the best way to provide city services in the future.

### Decision Making

These historical performance measures give the City valuable data by which to make decisions.



## OVERVIEW

This section of the budget document includes the revenue and expenditure summary for all funds.



# KENAI



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City of Kenai  
Fiscal Year 2026 Operating Budget

Combined Revenues, Appropriations Fund Balance/Net Assets All Funds

		Special Revenue Funds				Enterprise	Internal Service Funds		
		Personal Use Fishery Fund	Water & Sewer Fund	Airport Fund	Senior Citizen Fund	Congregate Housing Fund	Employee Health Care Fund	Equipment Replacement Fund	Fleet Replacement Fund
	General Fund								
<b>REVENUES</b>									
Taxes	\$ 15,137,040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	800,441	2,051	45,879	47,167	545,338	3,918	-	-	-
Interest/Investment Earnings	750,000	15,000	170,000	240,000	-	30,000	75,000	34,135	8,622
Charges for Service	1,524,230	492,650	3,458,724	962,000	101,650	-	3,313,647	-	-
Rents & Leases	219,900	-	-	1,277,820	8,500	497,682	-	554,953	172,204
Licenses & Permits	158,000	-	-	-	-	-	-	-	-
Fines & Forfeitures	83,200	-	-	-	-	-	-	-	-
Miscellaneous	143,000	-	275,000	128,617	141,800	-	-	38,923	15,469
Transfers In	2,082,268	-	-	1,099,774	286,397	-	-	-	-
<b>Total Revenues</b>	<b>\$ 20,898,079</b>	<b>509,701</b>	<b>3,949,603</b>	<b>3,755,378</b>	<b>1,083,685</b>	<b>531,600</b>	<b>3,388,647</b>	<b>628,011</b>	<b>196,295</b>
<b>EXPENDITURES/EXPENSES</b>									
Salaries & Benefits	14,875,401	169,924	1,268,751	1,011,155	627,749	106,120	-	-	-
Supplies	1,170,497	46,550	364,980	366,219	205,210	24,881	10,000	-	-
Services	3,969,084	142,434	1,010,899	1,151,055	116,341	253,770	3,145,044	275,211	101,723
Debt Service	-	-	-	-	-	-	-	-	-
Depreciation	-	-	-	-	-	140,446	-	-	-
Capital Outlay	23,000	20,000	-	-	-	84,000	-	-	-
Transfers	2,412,022	176,100	796,200	2,459,100	168,200	141,200	-	-	-
<b>Total Expenditures</b>	<b>22,450,004</b>	<b>555,008</b>	<b>3,440,830</b>	<b>4,987,529</b>	<b>1,117,500</b>	<b>750,417</b>	<b>3,155,044</b>	<b>275,211</b>	<b>101,723</b>
Contributions to (from) Fund Balance/Net Assets	(1,551,925)	(45,307)	508,773	(1,232,151)	(33,815)	(218,817)	233,603	352,800	94,572
Add Credit From Depreciation	-	-	-	-	-	140,446	-	-	-
Projected lapse/encumbrances	1,001,899	30,391	158,678	151,706	47,465	-	-	-	-
Adjusted Deficit/Surplus	(550,026)	(14,916)	667,451	(1,080,445)	13,650	(78,371)	233,603	352,800	94,572
Beginning Fund Balance/Net Assets	16,791,181	307,053	2,266,613	2,637,009	(13,650)	240,527	2,475,222	4,305,081	1,012,016
Ending Fund Balance/Unrestricted Net Assets	\$ 16,241,155	\$ 292,137	\$ 2,934,064	\$ 1,556,564	\$ -	\$ 162,156	\$ 2,708,825	\$ 4,657,881	\$ 1,106,588

City of Kenai  
Fiscal Year 2026 Operating Budget

Combined Revenues, Appropriations Fund Balance/Net Assets All Funds

Permanent Funds			Capital Project Funds					
Airport Land Sale Permanent Fund	General Land Sale Permanent Fund	Debt Service Fund	Park Improvement	Cemetery Improvement	Kenai Recreation Center	Kenai Senior Center Improvement	Kenai Bluff Erosion Improvement	Personal Use Fishery Improvement
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1,549,041	197,947	-	-	-	-	-	6,435,920	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
6,000	-	-	-	-	-	-	-	-
-	-	130,625	120,000	-	-	-	-	-
1,555,041	197,947	130,625	120,000	-	-	-	6,435,920	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	130,625	-	-	-	-	-	-
-	-	-	420,406	269,149	92,633	138,000	6,435,920	121,467
1,099,774	159,045	-	-	-	-	-	-	-
1,099,774	159,045	130,625	420,406	269,149	92,633	138,000	6,435,920	121,467
455,267	38,902	-	(300,406)	(269,149)	(92,633)	(138,000)	-	(121,467)
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
455,267	38,902	-	(300,406)	(269,149)	(92,633)	(138,000)	-	(121,467)
29,422,893	3,635,337	-	300,406	269,149	92,633	138,000	-	121,467
\$ 29,878,160	\$ 3,674,239	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Kenai  
Fiscal Year 2026 Operating Budget

Combined Revenues, Appropriations Fund Balance/Net Assets All Funds

	Kenai							
	Kenai Public Safety Improvement	Flight Service Station	Congregate Housing Improvement	Multipurpose Facility Improvement	Library Improvement	Kenai City Hall Improvement	Trail Construction	Municipal Roadway Improvement
<b>REVENUES</b>								
Taxes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	-	-	-	-	-	-	-	2,509,281
Interest/Investment Earnings	-	-	-	-	-	-	-	-
Charges for Service	-	-	-	-	-	-	-	-
Rents & Leases	-	-	-	-	-	-	-	-
Licenses & Permits	-	-	-	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-
Transfers In	-	400,000	100,000	-	-	75,000	-	1,400,000
<b>Total Revenues</b>	-	400,000	100,000	-	-	75,000	-	3,909,281
<b>EXPENDITURES/EXPENSES</b>								
Salaries & Benefits	-	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-	-
Services	-	-	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-	-	-
Depreciation	-	-	-	-	-	-	-	-
Capital Outlay	172,570	400,000	495,000	167,665	81,296	334,782	36,600	5,226,378
Transfers	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	172,570	400,000	495,000	167,665	81,296	334,782	36,600	5,226,378
Contributions to (from) Fund Balance/Net Assets	(172,570)	-	(395,000)	(167,665)	(81,296)	(259,782)	(36,600)	(1,317,097)
Add Credit From Depreciation	-	-	-	-	-	-	-	-
Projected lapse/encumbrances	-	-	-	-	-	-	-	-
Adjusted Deficit/Surplus	(172,570)	-	(395,000)	(167,665)	(81,296)	(259,782)	(36,600)	(1,317,097)
Beginning Fund Balance/ Net Assets	172,570	-	395,000	167,665	81,296	259,782	36,600	1,317,097
Ending Fund Balance/ Unrestricted Net Assets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Kenai  
Fiscal Year 2026 Operating Budget

Combined Revenues, Appropriations Fund Balance/Net Assets All Funds

Capital Project Funds							
Municipal Facility Improvement	Airport Operations Facility Improvement	Airport Snow Removal Equipment	Airport Terminal Improvement	Airport Improvements Improvement	Water & Sewer Improvement	Waste Water Treatment Plant	Total All Funds
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,137,040
-	-	-	-	25,115,000	-	-	35,504,995
-	-	-	-	-	-	-	3,069,745
-	-	-	-	-	-	-	9,852,901
-	-	-	-	-	-	-	2,731,059
-	-	-	-	-	-	-	158,000
-	-	-	-	-	-	-	83,200
-	-	-	-	-	-	-	748,809
-	-	-	-	1,265,100	400,000	100,000	7,459,164
-	-	-	-	26,380,100	400,000	100,000	74,744,913
-	-	-	-	-	-	-	18,059,100
-	-	-	-	-	-	-	2,188,337
-	-	-	-	-	-	-	10,165,561
-	-	-	-	-	-	-	130,625
-	-	-	-	-	-	-	140,446
49,420	376,542	1,782,500	175,866	27,448,961	2,446,295	846,959	47,645,409
-	-	-	-	-	-	-	7,411,641
49,420	376,542	1,782,500	175,866	27,448,961	2,446,295	846,959	85,741,119
(49,420)	(376,542)	(1,782,500)	(175,866)	(1,068,861)	(2,046,295)	(746,959)	(10,996,206)
-	-	-	-	-	-	-	140,446
-	-	-	-	-	-	-	1,390,139
(49,420)	(376,542)	(1,782,500)	(175,866)	(1,068,861)	(2,046,295)	(746,959)	(9,465,621)
49,420	376,542	1,782,500	175,866	1,068,861	2,046,295	746,959	72,677,390
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 63,211,769

City of Kenai  
Fiscal Year 2026 Operating Budget

Combined Revenue and Appropriations All Fund Types

	FY2026 Proposed Budget							
	General Fund	Special Revenue	Enterprise Funds	Water & Sewer Service Funds	Permanent Funds	Debt Service Fund	Capital Project Funds	Total All Funds
<b>REVENUES</b>								
Taxes	15,137,040	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,137,040
Intergovernmental	800,441	640,435	3,918	-	-	-	34,060,201	35,504,995
Interest/Investment Earnings	750,000	425,000	30,000	117,757	1,746,988	-	-	3,069,745
Charges for Service	1,524,230	5,015,024	-	3,313,647	-	-	-	9,852,901
Rents & Leases	219,900	1,286,320	497,682	727,157	-	-	-	2,731,059
Licenses & Permits	158,000	-	-	-	-	-	-	158,000
Fines & Forfeitures	83,200	-	-	-	-	-	-	83,200
Miscellaneous	143,000	545,417	-	54,392	6,000	-	-	748,809
Transfers In	2,082,268	1,386,171	-	-	-	130,625	3,860,100	7,459,164
<b>Total Revenues</b>	<b>20,898,079</b>	<b>9,298,367</b>	<b>531,600</b>	<b>4,212,953</b>	<b>1,752,988</b>	<b>130,625</b>	<b>37,920,301</b>	<b>74,744,913</b>
<b>EXPENDITURES/EXPENSES</b>								
Salaries & Benefits	14,875,401	3,077,579	106,120	-	-	-	-	18,059,100
Supplies	1,170,497	982,959	24,881	10,000	-	-	-	2,188,337
Services	3,969,084	2,420,729	253,770	3,521,978	-	-	-	10,165,561
Debt Service	-	-	-	-	-	130,625	-	130,625
Depreciation	-	-	140,446	-	-	-	-	140,446
Capital Outlay	23,000	20,000	84,000	-	-	-	47,518,409	47,645,409
Transfers	2,412,022	3,599,600	141,200	-	1,258,819	-	-	7,411,641
<b>Total Expenditures</b>	<b>22,450,004</b>	<b>10,100,867</b>	<b>750,417</b>	<b>3,531,978</b>	<b>1,258,819</b>	<b>130,625</b>	<b>47,518,409</b>	<b>85,741,119</b>
Contributions to (from) Fund Balance/Net Assets	(1,551,925)	(802,500)	(218,817)	680,975	494,169	-	(9,598,108)	(10,996,206)
Add Credit From Depreciation	-	-	140,446	-	-	-	-	140,446
Projected lapse/encumbrances	1,001,899	388,240	-	-	-	-	-	1,390,139
Adjusted Deficit/Surplus	(550,026)	(414,260)	(78,371)	680,975	494,169	-	(9,598,108)	(9,465,621)
Beginning Fund Balance/Net Assets	16,791,181	5,197,025	240,527	7,792,319	33,058,230	-	9,598,108	72,677,390
Ending Fund Balance/Unrestricted Net Assets	16,241,155	\$ 4,782,765	\$ 162,156	\$ 8,473,294	\$ 33,552,399	\$ -	\$ -	\$ 63,211,769

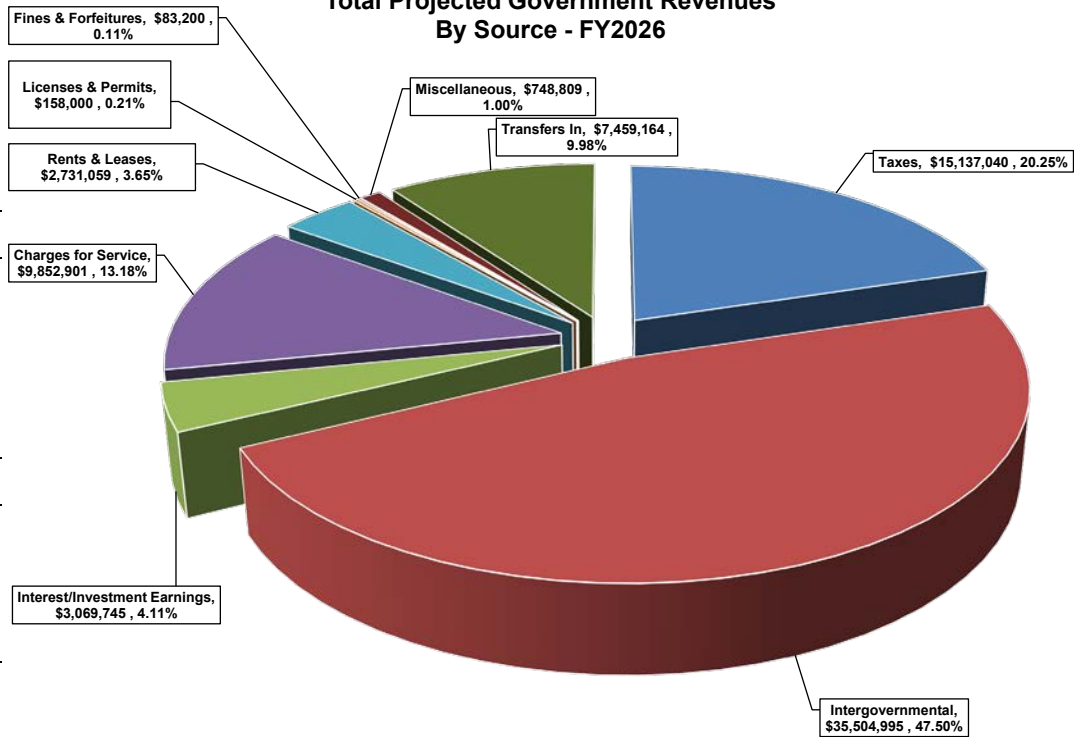


City of Kenai  
Fiscal Year 2026 Operating Budget

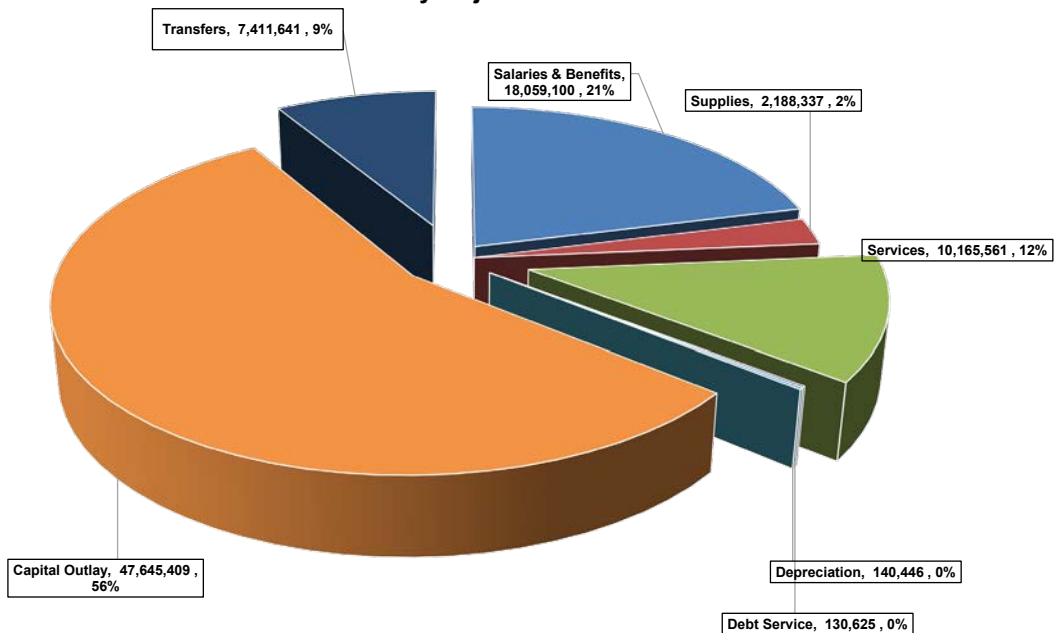
Combined Revenue and Appropriations All Fund Types

FY2025 Projected Total	FY2024 Total
\$ 14,736,085	\$ 14,415,222
4,579,375	1,373,905
2,446,992	4,856,573
9,508,784	9,015,674
2,357,652	2,439,542
159,911	179,570
70,009	73,351
771,585	704,326
5,466,387	3,470,405
<u>40,096,779</u>	<u>36,528,568</u>
17,609,866	16,211,807
2,070,785	1,779,737
10,054,643	7,832,010
130,750	130,625
140,446	140,736
5,308,136	122,033
5,126,977	6,378,476
<u>40,441,603</u>	<u>32,595,424</u>
(344,824)	3,933,144
140,446	140,736
1,423,549	-
1,219,171	4,073,880
<u>72,935,569</u>	<u>58,525,526</u>
<u>\$ 72,677,390</u>	<u>\$ 72,935,569</u>

**\$74,731,026**  
**Total Projected Government Revenues**  
**By Source - FY2026**



**\$85,739,488**  
**Total Estimated Government Expenditures**  
**By Object - FY2026**



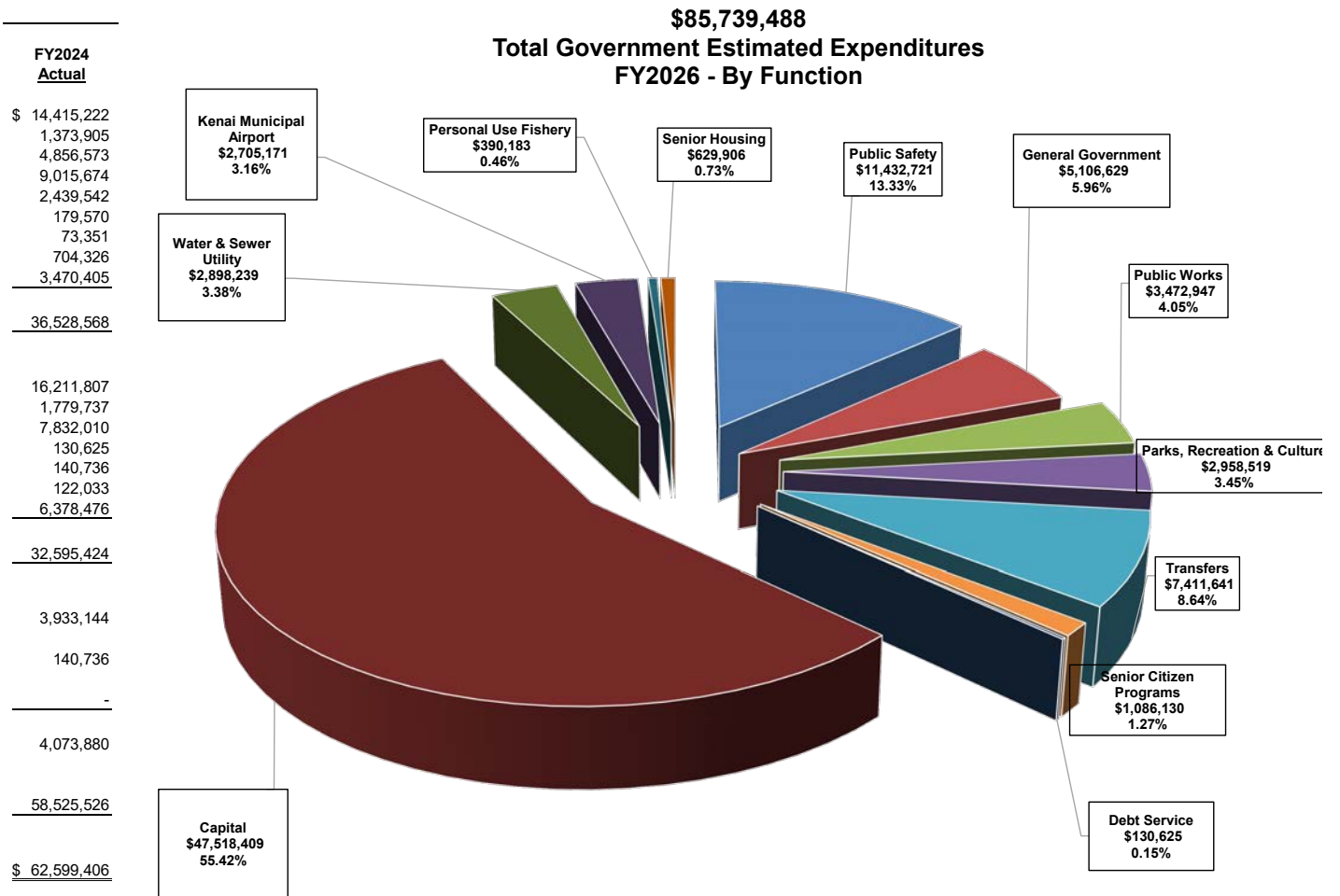
City of Kenai  
Fiscal Year 2026 Operating Budget

Summary of Major Funds and Non-Major Funds in the Aggregate  
Prior Year, Current Year, and Adopted Budget

	Major Funds			Non-Major Funds - Aggregate			Total All Funds	
	FY2026 Proposed Budget	FY2025 Projected	FY2024 Actual	FY2026 Proposed Budget	FY2025 Projected	FY2024 Actual	FY2026 Proposed Budget	FY2025 Projected
<b>REVENUES</b>								
Taxes	\$ 15,137,040	\$ 14,736,085	\$ 14,415,222	\$ -	\$ -	\$ -	\$ 15,137,040	\$ 14,736,085
Intergovernmental	7,333,325	950,370	780,264	28,171,670	3,629,005	593,641	35,504,995	4,579,375
Interest/Investment Earnings	2,739,041	2,179,348	4,252,676	330,704	267,644	603,897	3,069,745	2,446,992
Charges for Service	5,944,954	5,730,268	5,435,506	3,907,947	3,778,516	3,580,168	9,852,901	9,508,784
Rents & Leases	1,995,402	1,738,909	1,853,135	735,657	618,743	586,407	2,731,059	2,357,652
Licenses & Permits	158,000	159,911	179,570	-	-	-	158,000	159,911
Fines & Forfeitures	83,200	70,009	73,351	-	-	-	83,200	70,009
Miscellaneous	552,617	609,850	586,733	196,192	161,735	117,593	748,809	771,585
Transfers In	3,182,042	3,392,168	3,140,304	4,277,122	2,074,219	330,101	7,459,164	5,466,387
<b>Total Revenues</b>	<u>37,125,621</u>	<u>29,566,917</u>	<u>30,716,761</u>	<u>37,619,292</u>	<u>10,529,862</u>	<u>5,811,807</u>	<u>74,744,913</u>	<u>40,096,779</u>
<b>EXPENDITURES/EXPENSES</b>								
Salaries & Benefits	17,261,427	16,829,456	15,517,373	797,673	780,410	694,434	18,059,100	17,609,866
Supplies	1,926,577	1,815,255	1,559,154	261,760	255,530	220,583	2,188,337	2,070,785
Services	6,384,808	6,213,591	4,766,635	3,780,753	3,841,052	3,065,375	10,165,561	10,054,643
Debt Service	-	-	-	130,625	130,750	130,625	130,625	130,750
Depreciation	140,446	140,446	140,736	-	-	-	140,446	140,446
Capital Outlay	6,542,920	2,737,808	116,713	41,102,489	2,570,328	5,320	47,645,409	5,308,136
Transfers	6,908,296	4,622,799	5,870,096	503,345	504,178	508,380	7,411,641	5,126,977
<b>Total Expenditures</b>	<u>39,164,474</u>	<u>32,359,355</u>	<u>27,970,707</u>	<u>46,576,645</u>	<u>8,082,248</u>	<u>4,624,717</u>	<u>85,741,119</u>	<u>40,441,603</u>
Contributions to (from) Fund Balance/Net Assets	(2,038,853)	(2,792,438)	2,746,054	(8,957,353)	2,447,614	1,187,090	(10,996,206)	(344,824)
Add Credit From Depreciation	140,446	140,446	140,736	-	-	-	140,446	140,446
Projected lapse/encumbrances	1,312,283	1,292,750	-	77,856	130,799	-	1,390,139	1,423,549
Adjusted Deficit/Surplus	(586,124)	(1,359,242)	2,886,790	(8,879,497)	2,578,413	1,187,090	(9,465,621)	1,219,171
Beginning Fund Balance/ Net Assets	51,358,222	50,704,225	48,212,292	21,319,168	22,231,344	10,313,234	72,677,390	72,935,569
Ending Fund Balance/ Unrestricted Net Assets	<u>\$ 50,772,098</u>	<u>\$ 49,344,983</u>	<u>\$ 51,099,082</u>	<u>\$ 12,439,671</u>	<u>\$ 24,809,757</u>	<u>\$ 11,500,324</u>	<u>\$ 63,211,769</u>	<u>\$ 74,154,740</u>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

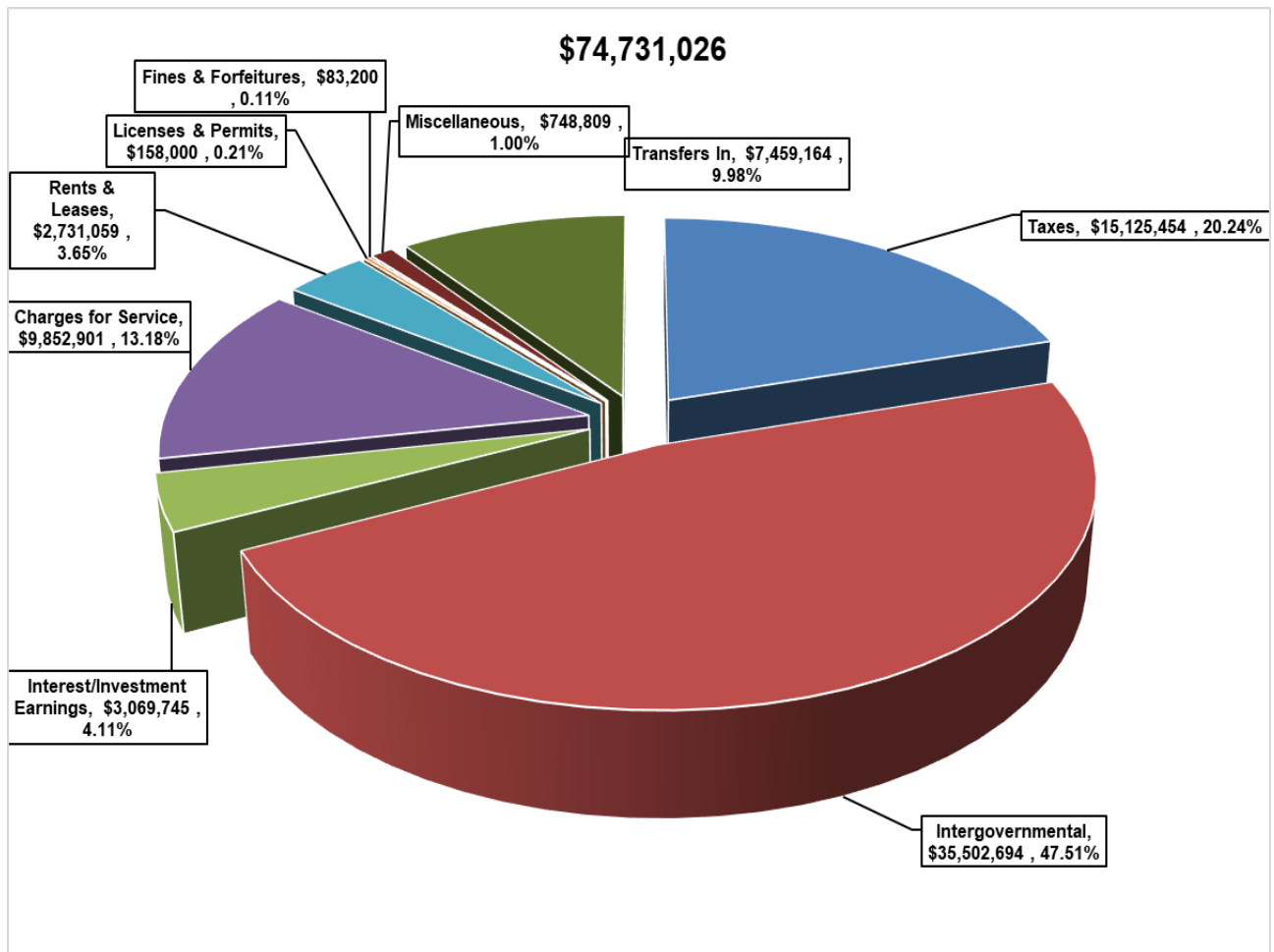
**Summary of Major Funds and Non-Major Funds in the Aggregate  
Prior Year, Current Year, and Adopted Budget**



## REVENUES

This section summarizes City operating revenues from FY2024 through forecasted amounts that will support the FY2026 Budget. As you will see, the City has many revenue sources, some much larger than others.

### Total Projected Government Revenues By Source – FY2026



## **TAXES**

### **A. Property Taxes**

#### **Authority:**

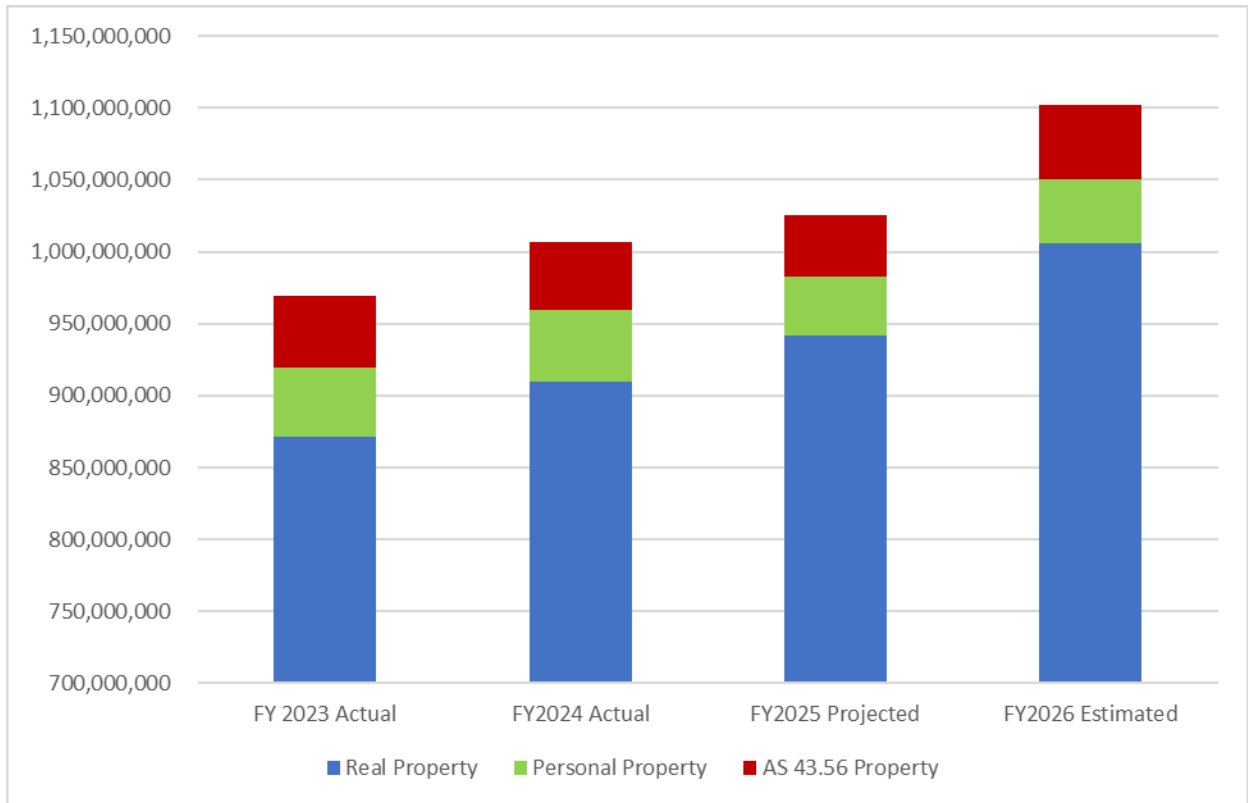
- KMC 7.05 Taxation of Real and Personal Property
- AS 43.56 Oil and Gas Exploration, Production, and Pipeline Transportation Property Taxes

#### **Description:**

All real and personal property not expressly exempt by law shall be subject to annual taxation at its full and true value based upon the actual value of the property assessed. This does not apply to property subject to a flat tax and/or exempted from the ad valorem tax. The rate of levy of tax, a mill rate, shall be fixed annually by resolution of the City Council, but the aggregate thereof does not exceed three percent (3%) of the assessed value of the property assessed. One mill of taxation generates \$100 of tax per \$100,000 of assessed value. Assessment and collection of these taxes is provided by the Kenai Peninsula Borough as required by AS 29.35.170(b).

In addition to real and personal property taxes, the City may levy a tax on the full and true value of real and personal property defined under AS 43.56. The rate of levy may be at a rate no higher than the rate applicable to other property taxed by the City. The State of Alaska provides assessment for all property taxed under AS 43.56.

	<u>Certified Assessment Rolls</u>			
	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
<i>Taxable Values (expressed in thousands):</i>				
Real Property	\$871,589	\$909,614	\$941,391	\$1,005,688
AS 43.56 Property	49,953	47,805	42,981	51,549
Personal Property	<u>47,683</u>	<u>49,550</u>	<u>41,378</u>	<u>44,923</u>
Total Taxable Assessed Value	\$969,225	\$1,006,969	\$1,025,750	\$1,102,160
Rate of Taxation	<u>4.35</u>	<u>4.35</u>	<u>4.35</u>	<u>4.35</u>
Total Ad Valorem Property Tax	\$4,216,129	\$4,380,315	\$4,462,013	\$4,794,396
Motor Vehicle Property Tax	<u>65,980</u>	<u>67,809</u>	<u>75,000</u>	<u>75,000</u>
Total Revenue	<u>\$4,282,109</u>	<u>\$4,448,124</u>	<u>\$4,537,013</u>	<u>\$4,869,396</u>



**Projection Method and Comments:**

FY2025 estimates are based on certified main roll taxable values as of June 1, 2024 as provided by the Kenai Peninsula Borough's assessing department. FY2026 preliminary tax rolls as provided by the Kenai Peninsula Borough's assessing department. Real taxable assessed values are projected to increase at a rate of two percent (2%) annually, Personal taxable assessed values are projected to increase at a rate of 2 percent (2%) and oil & gas taxable assessed values are projected to increase at a rate of 20 percent (20%). There is no projected change in the rate of taxation.

**B. Sales Tax**

**Authority:**

- KMC 7.10 Sales Tax.
- KPBC 5.18 Sales Tax.

**Description:**

The City levies a consumers' sales tax of three percent (3%) on all retail sales, rents, and services made or rendered within the City limits measured by the gross sales price of the seller. With the exception of a seasonal tax exemption on non-prepared food, the City adopts the code of the Kenai Peninsula Borough for the taxation and collection of sales tax. In addition to the City's sales tax levy, the Kenai Peninsula Borough levies an additional three percent (3%) sales tax. Collection of sales taxes is provided by the Kenai Peninsula Borough as required by AS 29.35.170(b).

Taxable sales by category for FY2024, the most recent data available, are:

<u>Category</u>	<u>Amount</u>	<u>%</u>
Retail Trade	\$234,019,232	74.35%
Restaurant/Bar	19,926,933	6.33%
Utilities	12,195,393	3.88%
Services	6,498,351	2.07%
Hotel/Motel/Bed & Breakfast	6,002,770	1.91%
Rental Residential Property	5,519,077	1.75%
Professional, Scientific and Technical Services	4,288,537	1.36%
Public Administration	4,029,756	1.28%
Wholesale Trade	3,333,028	1.06%
Telecommunications	2,385,582	0.76%
Manufacturing	1,982,631	0.63%
Rental Non-Residential Property	1,959,708	0.62%
Rental Personal Property	1,881,882	0.60%
Information	1,783,240	0.57%
Administrative & Waste Management	1,521,764	0.48%
Arts and Entertainment	1,521,739	0.48%
Construction Contracting	1,348,635	0.43%
Educational Services	1,139,227	0.36%
Rental Self-Storage & Mini	1,042,561	0.33%
Guiding	942,690	0.30%
Rental Commercial Property	464,814	0.15%
Transportation and Warehousing	455,680	0.14%
Finance and Insurance	392,853	0.13%
Mining/Quarrying	40,443	0.01%
Agriculture, Forestry, Fishing & Hunting	33,854	0.01%
Health Care and Social Assistance	<u>24,025</u>	<u>0.01%</u>
Total	<u>\$314,744,354</u>	<u>100.00%</u>

	<u>Actual FY2023</u>	<u>Actual FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Taxable Sales	\$307,770,762	\$314,604,437	\$321,598,772	\$328,834,744
Sales Tax Rate	<u>3.00%</u>	<u>3.00%</u>	<u>3.00%</u>	<u>3.00%</u>
Gross Sales Tax Revenue	9,233,123	9,438,133	9,647,963	9,865,042
Credit for Prompt Remittance	(59,860)	(161,658)	(154,367)	(157,841)
Sales Tax on Internet Sales	<u>610,112</u>	<u>698,557</u>	<u>725,000</u>	<u>750,000</u>
Net Sales Tax Revenue	<u>\$ 9,783,375</u>	<u>\$ 9,975,032</u>	<u>\$ 10,218,596</u>	<u>\$ 10,457,201</u>
% Change from Prior Year	6.44%	1.59%	1.5%	2.25%

**Projection Method and Comments:**

Sales tax revenue projections for FY2025 are based on FY2024 plus estimated growth of 1.5%. For FY2026 and beyond sales tax revenue is projected to grow annually by 2.25%.

## **INTERGOVERNMENTAL**

### **A. Public Employees Retirement System (PERS) On-behalf Contributions**

#### **Authority:**

- AS 39.35.255

#### **Description:**

Alaska Statute 39.35.255 requires the State of Alaska to contribute to the PERS Plan an amount such that, when combined with the employer contribution, is sufficient to pay the Plan's past service liability contribution rate as adopted by the Alaska Retirement Management Board (ARMB). As such, the Plan is considered to be in a special funding situation as defined by GASB.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
ARMB Required Contribution Rate	24.79%	24.79%	26.76%	28.33%
City Required Contribution Rate	<u>22.00%</u>	<u>22.00%</u>	<u>22.00%</u>	<u>22.00%</u>
State of Alaska On-behalf Rate	<u>2.79%</u>	<u>2.79%</u>	<u>4.76%</u>	<u>6.33%</u>
On-behalf Revenue Received	\$247,864	\$276,706	\$475,383	\$648,408

#### **Projection Method and Comments:**

PERS on-behalf funding is estimated by applying the ARMB adopted rate to the estimated covered payroll for the applicable period. Future increase are expected because of actuarial changes being adopted that increase the overall pension and other post-employment benefit liability of the system.

### **B. State of Alaska Community Assistance**

#### **Authority:**

- AS 29.60.850

#### **Description:**

The State of Alaska provides to municipalities, reserves, and communities funds to be used for any public purpose.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Total Revenue	\$201,915	\$172,001	\$166,905	\$139,899

#### **Projection Method and Comments:**

The volatility of Community Assistance payments has been caused by the deteriorating financial condition of the State of Alaska. The current projection is based on information provided by the State.



### C. State of Alaska Fisheries Business & Resource Landing Taxes

**Authority:**

- AS 43.75.130
- AS 43.77.060

**Description:**

The State of Alaska provides to municipalities fifty percent (50%) of taxes collected where fishery products are processed and fifty percent (50%) of taxes collected on floating fisheries where fishery products are landed. Taxes are based on the size and value of the catch.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Shared Fisheries Business Tax	\$ 1,771	\$ 464	\$ 490	\$ 450
Fishery Resource Landing Tax	<u>33,876</u>	<u>0</u>	<u>19,510</u>	<u>17,050</u>
	<u>\$35,647</u>	<u>\$ 464</u>	<u>\$20,000</u>	<u>\$17,500</u>

**Projection Method and Comments:**

The shared tax amounts are subject to appropriation by the State of Alaska but are based on the overall value of catch determined by size and price. Cook Inlet fish harvest has been lower in recent years while prices have remained relatively constant.

### D. Federal Nutrition, Transportation & Support Grant

**Authority:**

- Older Americans Act

**Description:**

The Kenai Senior Center receives a federal grant passed through the State of Alaska to provide meals (in groups and in private homes), nutrition and health education information to seniors, and transportation services that enable seniors to maintain mobility and independence.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Total Revenue	\$252,801	\$270,776	\$218,540	\$218,540

**Projection Method and Comments:**

The State of Alaska Department of Health and Human Services provides estimates of the City grant amounts.

## E. Kenai Peninsula Borough Senior Citizen Funding

### **Authority:**

- Kenai Peninsula Borough Budget

### **Description:**

The Kenai Senior Center receives funding from the Kenai Peninsula Borough to provide senior services to seniors within the City's geographic service area. The City's geographic service area for seniors extends outside the City limit of the City.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Total Revenue	\$186,143	\$186,143	\$186,143	\$185,846

### **Projection Method and Comments:**

The Kenai Peninsula Borough provides an amount for senior citizen programs in the annual operating budget. The total amount of funding is divided amongst all senior centers in the Borough based upon the senior population each is serving. Population is based on the 2010 U.S. Census. Future changes will be driven by the result of the 2020 U.S. Census once the information is available.

## F. Choice Waiver Program

### **Authority:**

- State of Alaska Department of Health and Social Services – Senior and Disabilities Services.

### **Description:**

Waiver programs offer individuals who meet an institutional level of care the opportunity receive care in the home or community instead of in an institution. In order to access one of these waiver programs, a person must meet 1) Medicaid eligibility requirements for income and resource limits, as found through an interview and application process with the State of Alaska Division of Public Assistance (DPA), and 2) level of care requirements, as assessed and determined by the Senior and Disability Services Intake and Assessment Unit.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Total Revenue	\$68,496	\$103,428	\$100,000	\$100,000

### **Projection Method and Comments:**

Revenue projections are based upon estimated meal counts the Center expects to serve to eligible clients. The Center has seen significant decrease in the number of eligible clients and revenues are trending down.

## **Interest/Investment Earnings**

### **A. Investment of all funds except Permanent Funds**

#### **Authority:**

- KMC 7.22 Investment of Monies

#### **Description:**

The City's non-Permanent Fund investments shall be managed so that the portfolio, as a whole, meets the following objectives:

1. Safety of principal;
2. Maintaining sufficient liquidity to meet the City's cash flow requirements; and
3. Achieving a reasonable market-average rate of return.

Authorized investments of the portfolio include:

1. Obligations of the U.S. government, its agencies and instrumentalities.
2. Insured or collateralized certificates of deposit, savings accounts, and other deposits with banks and savings and loan associations.
3. Repurchase agreements that are documented by a written agreement, and are fully collateralized by delivery of obligations of the U.S. government to an independent third party custodian.
4. Money market mutual funds whose dollar-weighted average portfolio maturities are not greater than one hundred twenty (120) days, and whose portfolios consist primarily of obligations of the U.S. government, its agencies and instrumentalities, and of repurchase agreements collateralized with such U.S. government, agency, or instrumentality obligations.
5. A State investment pool, should one become available.

#### **Projection Method and Comments:**

The long-term estimated return for City Investments, excluding Permanent Funds, is 3.0%. The Federal Reserve began decreasing the federal funds borrowing rate in September of 2024 as inflation cooled. There are indications that further cuts may happen in 2025. Long-term rates are projected to return to around 3%. Current rate projections take into account the market adjustments caused by changes in the federal funds rate.

### **B. Investment of Permanent Funds**

#### **Authority:**

- KMC 7.30 Land Sale Permanent Funds
- Resolution 2019-27

#### **Description:**

The City's Permanent Fund investments shall be managed as institutional endowments seeking higher rates of return than other City investments because of perpetual investment horizon for the funds.

The FY2025 authorized investment allocation for the investment of the City's Permanent Funds is:

<u>ASSET CLASS</u>	<u>TARGET % WEIGHTING</u>	<u>RANGE %</u>
Cash	3	0-10
Fixed Income:		
Investment Grade Domestic Bonds	26	16-36
High Yield Domestic Bonds	4	0-8
Domestic Equity:		
Large-Cap Domestic Equity	22	12-32
Mid-Cap Equities	10	0-18
Small-Cap Equities	5	0-10
International Emerging Markets	5	0-10
International Equity	8	4-16
Real-estate equities	2	0-4
Infrastructure equities	5	0-10
Alternative Beta	10	0-15

The investment performance shall be measured as follows:

Performance measurement of the Cash allocation will be measured against the Target weighting, using the Citi Group 90 Day T-Bill Index as the benchmark.

Performance measurement of the Investment Grade Domestic Bond allocation will be measured against the Target weighting, using the Bloomberg Barclays U.S. Aggregate Bond Index for the benchmark.

Performance measurement of the High Yield Domestic Bond allocation will be measured against the Target weighting, using the Bloomberg Barclays U.S. Corporate High Yield Very Liquid Bond index for the benchmark.

Performance measurement of the Large-Cap Domestic Equity allocation will be measured against the Target weighting, using the Standard & Poor's 500 Index for the benchmark.

Performance measurement of the Mid-Cap Equity allocation will be measured against the Target weighting, using the Standard & Poor's 400 Mid-Cap Index as the benchmark.

Performance measurement of the Small-Cap Equity allocation will be measured against the Target weighting, using the Standard & Poor's 600 Small-Cap Index as the benchmark.

Performance measurement of the International Emerging Markets allocation will be measured against the Target weighting, using the Morgan Stanley Capital International Emerging Markets index as the benchmark.

Performance measurement of the International Equity allocation will be measured against the Target weighting, using the Morgan Stanley Capital International Europe, Australasia and Far East (MSCI EAFE) index for the benchmark.

Performance measurement of the Real-Estate Equities allocation will be measured against the target weighting, using the Standard & Poor's US REIT Index as the benchmark.

Performance measurement of the Infrastructure Equities allocation will be measured against

the target weighting, using the STOXX Global Broad Infrastructure Index as the benchmark.

Performance measurement of the Alternative Beta allocation will be measured against the target weighting, using the Wilshire Liquid Alternatives Index as the benchmark.

**Projection Method and Comments:**

The City's Permanent Fund investment manager's projections for the City's Permanent Funds is for annual returns to be between (11.7%) and 29.2% with a 7.45% average annualized rate of return since inception.

**CHARGES FOR SERVICE**

**A. Ambulance Fees**

**Authority:**

- City of Kenai Fee Schedule
- Resolution 2019-34

**Description:**

The City bills patients for treatment by fire personnel and transport by City ambulance. Services include treatment without transport, emergent and non-emergent basic life support (BLS), advanced life support (ALS) category I & II, and mileage transported. Historical rates and revenue generated are as follows:

	<u>FY2022</u>	<u>FY2023</u>	<u>FY2024 Estimated</u>	<u>FY2025 Projected</u>
Emergent BLS	575.00	675.00	675.00	675.00
Non-emergent BLS	450.00	550.00	550.00	550.00
ALS I	700.00	800.00	800.00	800.00
ALS II	875.00	975.00	975.00	975.00
Rate per mile	14.00	14.00	14.00	14.00
Total Revenue	\$437,490	\$1,072,366	\$907,927	\$875,000

**Projection Method and Comments:**

Revenue projections are based on FY2024 actual call volumes by type. Gross revenues are reduced by required billing adjustments for allowable Medicare/Medicaid rates and the application of the City's Charity Care Policy. The Supplemental Emergency Medical Transport (SEMT) program was established with CFR 42/443.51 established November 30, 2010, passed by State House Bill 176 (2018), State Plan Amendment (SPA) signed on August 31, 2019, and State regulations approved on October 9, 2021 with payments retroactive to the date the SPA was signed. This program provided the City with additional Medicaid reimbursement in FY2023 for the reporting periods of FY2020 and FY2021 with reimbursement amounts of \$330,273 and \$316,204 respectively, in FY2024 for FY2023 reporting period of \$436,329 and in FY2025 for FY2024 reporting period \$525,672.

## B. Animal Control Fees

### Authority:

- KMC Title 3, Animal Control

### Description:

The Chief Animal Control Officer recommends and the City Council adopts fees associated with the adoption of animals from the City's Animal Control Shelter. All cats and dogs adopted from City are spayed or neutered prior to adoption in an effort to reduce the number of unwanted animals in the City.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u> <u>Estimated</u>	<u>FY2026</u> <u>Projected</u>
Veterinary services	-----Actual Cost-----			
Veterinary services transport per mile	\$ 2.04	\$ 2.04	\$ 2.04	\$ 2.04
Insertion of microchip	10.20	10.20	15.30	15.30
Animal adoption fee	20.40	20.40	20.40	20.40
Total Revenue	\$42,534	\$28,602	\$36,519	\$37,000

### Projection Method and Comments:

Revenue projections are based on historical animal counts and adoptions. Veterinary service costs are increasing slowly and total animals adopted is remaining constant after years of decline.

## C. Multipurpose Fees

### Authority:

- City of Kenai Fee Schedule
- Resolution 2016-19

### Description:

The City operates a multipurpose facility and charges a per hour fee for exclusive use of the ice rink in the facility from October 15<sup>th</sup> to March 15<sup>th</sup> of each year.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2024</u> <u>Estimated</u>	<u>FY2025</u> <u>Projected</u>
Hourly rate	\$145.00	\$165.00	\$165.00	\$165.00
Exclusive hours of use	<u>745.00</u>	<u>835.00</u>	<u>757.00</u>	<u>727.00</u>
Total Revenue	<u>\$157,575</u>	<u>\$137,816</u>	<u>\$125,000</u>	<u>\$120,000</u>

### Projection Method and Comments:

Revenue projections are based on historical ice usage.

## D. Water & Sewer Fees

### Authority:

- KMC Title 17, Public Utilities and Enterprises

- KMC Appendices, Public Utility Regulations and Rates
- City of Kenai Fee Schedule
- Resolution 2019-34

**Description:**

The City provides potable water, waste water handling, and waste water treatment in compliance with all state and federal regulations. The City strives to economically operate the utility to provide reliable service to the residents of Kenai.

Basic water and sewer rates for flat rate and metered accounts are as follows:

	<u>FY2025</u>	<u>FY2026</u>	<u>Change</u>	
<u>Water Rates:</u>				
Residential flat rate per month	\$42.48	\$43.43	\$0.95	
General Use – Metered per 1,000 gallons	\$4.10	\$4.19	\$0.09	
<u>Sewer Rates:</u>				
Residential flat rate per month	\$60.74	\$62.10	\$1.36	
General Use – Metered per 1,000 gallons	\$6.02	\$6.15	\$0.13	
<u>Combined Water &amp; Sewer Rates:</u>				
Residential flat rate per month	\$103.22	\$105.53	\$2.31	
General Use – Metered per 1,000 gallons	\$ 10.12	\$ 10.35	\$0.22	
	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>
			<u>Estimated</u>	<u>Projected</u>
Total Revenue				
Residential	\$2,358,428	\$2,401,511	\$2,522,837	\$2,579,348
General Use	<u>838,138</u>	<u>862,330</u>	<u>928,629</u>	<u>949,430</u>
Total	<u>\$3,196,566</u>	<u>\$3,263,841</u>	<u>\$3,451,466</u>	<u>\$3,528,778</u>

**Projection Method and Comments:**

The City commissioned a utility rate study in 2011 which predicted a 0.35% annual growth in both water and sewer usage. Coupling slow growth with projected increases in operating expenditures of approximately 3.00%, the study called for systematic rate increases in fiscal years 2013 through 2019 and annual adjustments there after based on the Anchorage, Alaska Consumer Price Index for all Urban Consumers (CPI). CPI for 2023 was 1.5% and CPI for 2024 was 2.24%. A recommended rate change of 2.24% is being proposed for FY2026. A new rate study is being commissioned and future rate increases will be based on the results of that study.

**E. Vehicle Parking Fees**

**Authority:**

- KMC Appendices, Airport Regulations Chapter 14.05, Landing Fees
- City of Kenai Fee Schedule
- Resolution 2018-28

**Description:**

The City charges daily for parking in the Kenai Municipal Airports short and long-term parking lots.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Parking rate per day	\$8.00	\$8.00	\$8.00	\$8.00
Total Revenue	<u>\$215,983</u>	<u>\$243,199</u>	<u>\$241,777</u>	<u>\$250,000</u>

**Projection Method and Comments:**

Revenue projections are based on historical parking usage.

**F. Aircraft Landing Fees****Authority:**

- KMC Appendices, Airport Regulations Chapter 14.05, Landing Fees
- City of Kenai Fee Schedule
- Resolution 2018-28

**Description:**

The City charges landing fees at the Kenai Municipal Airports based upon the certified gross takeoff weight of commercial aircraft. Signatory operators on the airport pay thirty percent (30%) less per pound than non-signatory operators.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Landing fees (per 1,000 pounds)				
Signatory	\$1.88	\$1.97	\$2.07	\$2.07
Non-signatory	\$2.44	\$2.56	\$2.69	\$2.69
Total Revenue	<u>\$365,551</u>	<u>\$407,678</u>	<u>\$365,793</u>	<u>\$410,000</u>

**Projection Method and Comments:**

Revenues are projected based on historical certified activity reports provided by commercial operators and future aviation forecasts. Per the negotiated extension to the Airline Operating Agreement, landing fee rates are scheduled to increase 5% each year including FY2022 – FY2025.

**G. Employee Health Care Fees****Authority:**

- Employee Health Care Fund

**Description:**

The City began utilizing an internal service fund to account for the costs of providing employee health and life insurance in FY2018. Each fund and department of the City is billed for each eligible position. Part-time positions are billed at one-half (1/2) the rate of a full-time position. Employees contribute monthly for coverage. Employee monthly premiums are based on the type of coverage and an overall employee cost share of thirteen percent (13%).



	FY2024	FY2025	FY2026	Difference	% Change
<b>Employer Cost Per Posisiton</b>					
Full-time	\$ 25,209	\$ 26,722	\$ 28,325	\$ 1,603	6%
Part-time	12,605	13,361	14,163	802	6%

	Jan 1 - Dec 31 FY2024	Jan 1 - Dec 31 FY2025	Projected Jan 1 - June 30 FY2026	1-Jan-26 Projected Increase	% Increase
<b>Employee Monthly Premiums</b>					
<b>\$3,000/\$6,000 Deductible Plan</b>					
Employee only	\$ 162.00	\$ 176.00	\$ 189.00	\$ 13.00	7%
Employee with child(ren)	296.00	323.00	343.00	20.00	6%
Employee with spouse	325.00	355.00	378.00	23.00	6%
Employee with family	444.00	487.00	517.00	30.00	6%
Part-time employee only	584.00	766.00	820.00	54.00	7%
Part-Time employee with child(ren)	1,497.00	1,894.00	2,041.00	147.00	8%
Part-time employee with spouse	1,723.00	2,144.00	2,306.00	162.00	8%
Part-time employee with family	2,636.00	3,156.00	3,379.00	223.00	7%

<b>QHDHP \$8,000/ \$16,00 Dedcutible Plan</b>					
Employee only	\$ -	\$ 157.00	\$ 167.99	\$ 10.99	7%
Employee with child(ren)	-	287.00	\$ 304.22	17.22	6%
Employee with spouse	-	316.00	\$ 334.96	18.96	6%
Employee with family	-	436.00	\$ 462.16	26.16	6%
Part-time employee only	-	682.00	\$ 729.74	47.74	7%
Part-Time employee with child(ren)	-	1,683.00	\$ 1,817.64	134.64	8%
Part-time employee with spouse	-	1,909.00	\$ 2,061.72	152.72	8%
Part-time employee with family	-	2,826.00	\$ 3,023.82	197.82	7%

	Actual FY2024	Projected FY2025	Proposed FY2026
<b>Revenues</b>			
Charge for Services	\$2,640,656	\$2,834,192	\$3,064,528
Employee Premiums	357,811	342,140	347,520
Interest Earnings	108,361	6,000	30,000
<b>Total Revenue</b>	<b>\$3,106,828</b>	<b>\$3,182,332</b>	<b>\$3,442,048</b>

#### **Projection Method and Comments:**

The FY2026 health insurance projected costs include an average increase of 6%. The Employee cost share remains 13% and the City pays the remaining 87%.

### **Rents & Leases**

#### **A. Land Leases**

#### **Authority:**

- KMC Title 21, City Airport and Airport Lands.
- KMC Title 22, General Fund Lands.

#### **Description:**

The City leases land it holds title to provide operational revenue to the City's General and Airport Funds. Lands deeded to the City by the Federal Aviation Administration have a deed restriction limiting the use of any revenue derived from its sale or lease for the betterment of the Kenai Municipal Airport.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
General Fund Land Leases	\$140,201	\$143,282	\$143,933	\$169,711
Airport Fund Land Leases	<u>559,207</u>	<u>550,127</u>	<u>635,266</u>	<u>\$687,791</u>
	<u>\$699,408</u>	<u>\$693,409</u>	<u>\$779,199</u>	<u>\$857,502</u>

**Projection Method and Comments:**

Land lease amounts are based on a percentage, six percent (6%) to eight percent (8%) of the lands appraised fair market value annually. Most land under lease is appraised in years ending in five (5) and zero (0) with adjustments in non-appraisal years based on the Consumer Price Index for all Urban Consumers, Anchorage Alaska. Revenue estimates are based on land currently under lease with no allowance for new leases.

**B. Terminal Rents**

**Authority:**

- Kenai Municipal Airport Airline Operating Agreement
- City of Kenai Fee Schedule
- Concessionaire agreements

**Description:**

The City leases space in the Kenai Municipal Airport to airlines, car rental agencies, and food/bar concessionaires who operate in the Airport terminal building.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Airline Rents	\$350,375	\$280,516	\$317,766	\$372,412
Concessionaire & Other Rents	<u>95,207</u>	<u>150,579</u>	<u>73,906</u>	<u>75,909</u>
	<u>\$445,582</u>	<u>\$431,095</u>	<u>\$391,672</u>	<u>\$448,321</u>

**Projection Method and Comments:**

Terminal rent is negotiated in the Airport's Airline Operating Agreement. The current agreement is in effect through FY2025. The Airport's Airline Operating Agreement contains a 5% increase in rates for each year of the agreement and a two-percentage point reduction in the terminal rent subsidy for years 2 through 5 of the new agreement. Terminal rental rates will be applied to tenant occupied square footages. Concessionaire agreements are negotiated with multiple vendors and are typically for five years. Revenue estimates are based upon current space occupancy.

**C. Equipment Replacement Fund Rents**

**Authority:**

- KMC 7.25.100 Equipment Replacement Fund

**Description:**

The City operates and internal service fund to account for the purchase of equipment for General Fund departments costing in excess of \$50,000. Utilizing departments are billed annually to accumulate sufficient funds for the replacement of the equipment at the end of its useful life.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Rents:				
Fire Department	\$106,014	\$169,066	\$163,276	\$245,611
Non-Departmental	37,739	44,907	41,290	47,532
Street Department	175,065	197,639	173,012	255,879
Parks, Recreation & Beautification	<u>5,120</u>	<u>5,120</u>	<u>4,163</u>	<u>5,931</u>
	<u>\$323,938</u>	<u>\$416,732</u>	<u>\$381,741</u>	<u>\$554,953</u>

**Projection Method and Comments:**

Rents are based on the estimated replacement cost of each piece of equipment. Assuming a three percent (3%) rate of return on fund equity net of that invested in capital assets, payments are calculated to accumulate the estimated replacement cost of the asset at the end of its useful life. Equipment costs are projected to increase at a rate of three percent (3%) annually. Because the assumed rate of return and assumed rate of cost escalation are both three percent (3%), there is no charge to a department in years beyond the equipment's original scheduled replacement.

**D. Fleet Replacement Fund Rents**

**Authority:**

- KMC 7.25.105 Fleet Replacement Fund

**Description:**

In FY2021 the City began operating an internal service fund to account for the purchase of vehicles for General and Senior Citizen Fund departments. Utilizing departments will be billed annually to accumulate sufficient funds for the replacement of the equipment at the end of its useful life.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Rents:				
Police Department	\$ 81,582	\$ 87,223	\$ 83,164	\$ 90,099
Parks, Recreation & Beautification	20,210	20,210	20,210	20,367
Fire Department	11,769	11,769	12,622	13,760
Street Department	8,909	8,909	8,909	11,790
Shop Department	7,440	7,440	7,440	7,440
Animal Control	5,308	5,308	5,308	8,155
Senior Citizen Fund Departments	10,645	10,873	10,873	13,823
Building Department	<u>5,464</u>	<u>5,464</u>	<u>5,464</u>	<u>6,770</u>
	<u>\$151,327</u>	<u>\$157,196</u>	<u>\$153,990</u>	<u>\$172,204</u>

**Projection Method and Comments:**

Rents are based on the estimated replacement cost of each vehicle. Assuming a three percent (3%) rate of return on fund equity net of that invested in capital assets, payments are calculated to accumulate the estimated replacement cost of the asset at the end of its useful life. Vehicle costs are projected to increase at a rate of three percent (3%) annually. Because the assumed rate of return and assumed rate of cost escalation are both three percent (3%), there is no charge to a department in years beyond the equipment's original scheduled replacement.

**E. Congregate Housing Rents**

**Authority:**

- City of Kenai Fee Schedule

**Description:**

The City Vintage Pointe Manor, operates a forty (40) unit independent living, senior housing complex. The facility charges monthly rents commensurate with the rents of unsubsidized, private facilities in the community.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u> <u>Estimated</u>	<u>FY2026</u> <u>Projected</u>
Rents:	\$466,139	\$486,345	\$506,152	\$497,682

**Projection Method and Comments:**

In years ending in five (5) and zero (0), the City commissions a rental rate study to determine the unsubsidized market rate for comparable unassisted senior housing. For years in which no study is performed, the prior year's market rates are adjusted by the change in the Anchorage, Alaska Consumer Price Index for all Urban Consumers. A new study was completed in FY2020 showing the rent of all units was below market rates. Existing tenants will see no more than a \$50.00 per month increase in rent each year until their rents equals the market rate. Vacancy is assumed to be seven and one-half percent (7.5%) as the facility has a lengthy wait list for prospective tenants.

**Licenses & Permits**

**A. Building Permits**

**B.**

**Authority:**

- KMC 4.05 Building Code

**Description:**

The City assesses a fee for the issuance of a permit for the construction or alteration of structures within the City. The City has adopted the "*International Building Code*," 2009 Edition. The City further utilizes Building Valuation Data Table shown in the latest edition of the *Building Safety Journal*, published by the International Code Council, for determining the value of construction and improvements.

	<u>Commercial</u>	<u>Residential</u>
Valuation \$1.00 - \$500.00	\$23.50	\$17.63
Valuation \$501.00 - \$2,000.00 - Base	\$23.50	\$17.63
Valuation \$501.00 - \$2,000.00 - Each additional \$100.00, or fraction thereof, over \$500.00 including \$2,000.00	\$3.05	\$2.29
Valuation \$2,001.00 - \$25,000.00 - Base	\$69.25	\$51.94
Valuation \$2,001.00 - \$25,000.00 - Each additional \$1,000.00, or fraction thereof, over \$2,000.00 including \$25,000.00	\$14.00	\$10.50
Valuation \$25,001.00 - \$50,000.00 - Base	\$391.25	\$293.44
Valuation \$25,001.00 - \$50,000.00 - Each additional \$1,000.00, or fraction thereof, over \$25,000.00 including \$50,000.00	\$10.10	\$7.58
Valuation \$50,001.00 - \$100,000.00 - Base	\$643.75	\$482.81
Valuation \$50,001.00 - \$100,000.00 - Each additional \$1,000.00, or fraction thereof, over \$50,000.00 including \$100,000.00	\$7.00	\$5.25
Valuation \$100,001.00 - \$500,000.00 - Base	\$993.75	\$745.31
Valuation \$100,001.00 - \$500,000.00 - Each additional \$1,000.00, or fraction thereof, over \$100,000.00 including \$500,000.00	\$5.60	\$4.20
Valuation \$500,001.00 - \$1,000,000.00 - Base	\$3,233.75	\$2,425.31
Valuation \$500,001.00 - \$1,000,000.00 - Each additional \$1,000.00, or fraction thereof, over \$500,000.00 including \$1,000,000.00	\$4.75	\$3.56
Valuation \$1,000,001.00 and up - Base	\$5,608.75	\$4,206.56
Valuation \$1,000,001.00 - and up - Each additional \$1,000.00, or fraction thereof, over \$1,000,000.00	\$3.65	\$2.74
Inspection outside of normal business hours - per hour (two hour minimum charge)	\$47.00	\$47.00
Inspection for which no fee is specifically indicated - per hour (two hour minimum charge)	\$47.00	\$47.00
Additional plan review required by changes, additions or revisions to plans - per hour (one hour minimum charge)	\$47.00	\$47.00

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025 Estimated</u>	<u>FY2026 Projected</u>
Total Revenue	\$134,423	\$155,624	\$140,000	\$140,000

**Projection Method and Comments:**

Revenue projections are based on historical construction values adjusted for any known large projects.

### C. Animal Licenses

**Authority:**

- KMC Title 3, Animal Control

**Description:**

A person who owns a dog over the age of three (3) months, other than in the operation of a kennel facility, must obtain a dog license for that dog.

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026 Projected</u>
Dog License – Sterilized Dog	\$10.20	\$10.20	\$10.20	\$10.20
Dog License – Non-sterilized Dog	\$30.60	\$30.60	\$30.60	\$30.60
Total revenue	\$8,124	\$6,786	\$7,270	\$7,500

**Projection Method and Comments:**

Revenue projections are based on no change in fee amount and relatively stable animal population.

### **Transfers In**

#### **A. Administrative Service Transfers**

**Authority:**

- Administrative Service Charge Policy

**Description:**

The City utilizes the modified direct expenditure method to allocate the administrative costs of operating the City to all funds of the City.

The historical allocation percentage applied to modified direct expenditures and the total General Fund recovery via transfers is as follows:

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026 Projected</u>
Cost Allocation %	13.75%	15.15%	13.02%	11.72%
Total cost recovery	\$1,845,500	\$1,797,900	\$1,834,200	\$1,800,700

**Projection Method and Comments:**

The modified direct expenditure method allocates the identified indirect cost pool to funds based upon their budgeted expenditures modified to eliminate significant specific items that would disproportionately impact the allocations such as depreciation, State of Alaska Public Employee Retirement System grant expenditures, and large capital purchases.

## **B. Other Transfers**

### **Authority:**

- N/A

### **Description:**

Transfers are financial inflows from other funds. An example of a routine transfer is money transferred from the General Fund to the Debt Service Fund for the annual debt service on the City's outstanding Library Expansion Bonds.

### **Projection Method and Comments:**

N/A

**City of Kenai**  
**Fiscal Year 2025 Operating Budget**

**General Fund Central Administration Cost Allocation**

	<b>FY 2025</b>	<b>FY 2026</b>	<b>Difference</b>	<b>Percent</b>
Water	\$ 112,400	\$ 109,300	\$ (3,100)	(2.76%)
Sewer	65,600	64,900	(700)	(1.07%)
Sewer Treatment	118,900	122,000	3,100	2.61%
Airport - Airfield	1,094,800	1,107,300	12,500	1.14%
Airport - Administration Including Land	64,000	72,500	8,500	13.28%
Airport - Terminal	61,800	61,600	(200)	(0.32%)
Senior - Access	44,117	44,422	305	0.69%
Senior - Cong Meals	29,177	36,348	7,171	24.58%
Senior - Home Meals	59,141	59,442	301	0.51%
Senior - Transportation	27,069	19,326	(7,743)	(28.60%)
Senior - Choice Waiver	7,796	8,662	866	11.11%
Dipnet - Public Safety	81,300	72,200	(9,100)	(11.19%)
Dipnet - Streets	3,500	2,600	(900)	(25.71%)
Dipnet - Parks, Recreation & Beautification	21,800	21,900	100	0.46%
Dipnet - Dock	4,000	4,200	200	5.00%
Congregate Housing	<u>38,800</u>	<u>41,200</u>	<u>2,400</u>	<u>6.19%</u>
 Total	 <u>\$ 1,834,200</u>	 <u>\$ 1,847,900</u>	 <u>\$ 13,700</u>	 <u>0.75%</u>



# GENERAL FUND

The General Fund is established to account for the revenues and expenditures necessary to carry out basic governmental activities of the City such as police and fire protection, recreation, planning, legal services, administrative services, etc. Appropriations are made from the fund annually. The fund will continue to exist indefinitely.

Revenue, for this and other funds, is recorded by source, i.e., taxes, licenses, service charges, etc. Expenditures are recorded first by function, then by activity and object of the expenditure.

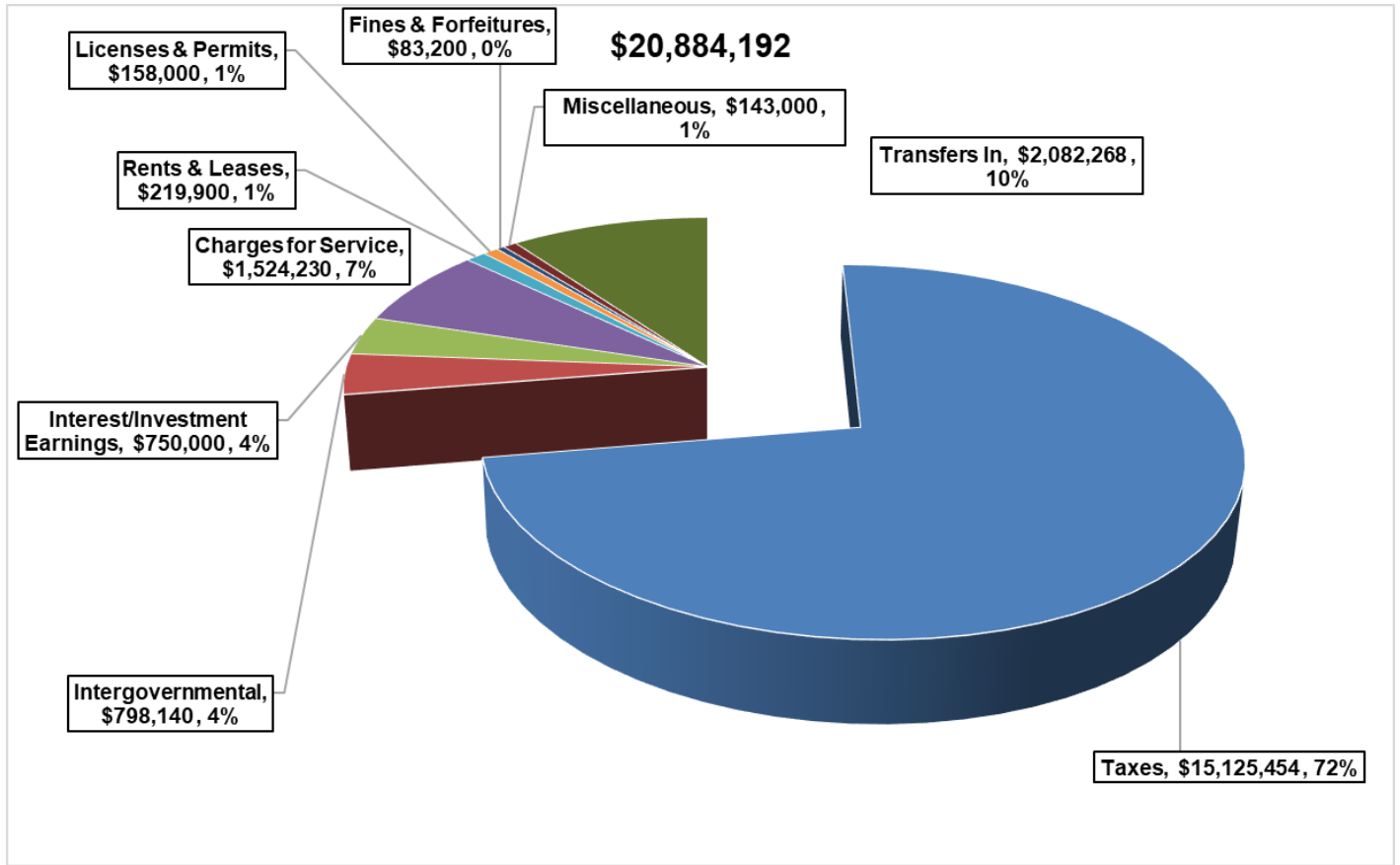
General Fund expenditures are made primarily for current day-to-day operating expenses and operating equipment. Capital expenditures for large-scale public improvements, such as buildings, water and sewer projects or streets, are accounted for elsewhere in the Capital Projects Funds or Enterprise Funds.

A large, stylized logo for the City of Kenai. It features a light blue arrow pointing upwards and to the right, a green arrow pointing downwards and to the right, and a red arrow pointing upwards and to the right, all overlapping to form a circular shape.

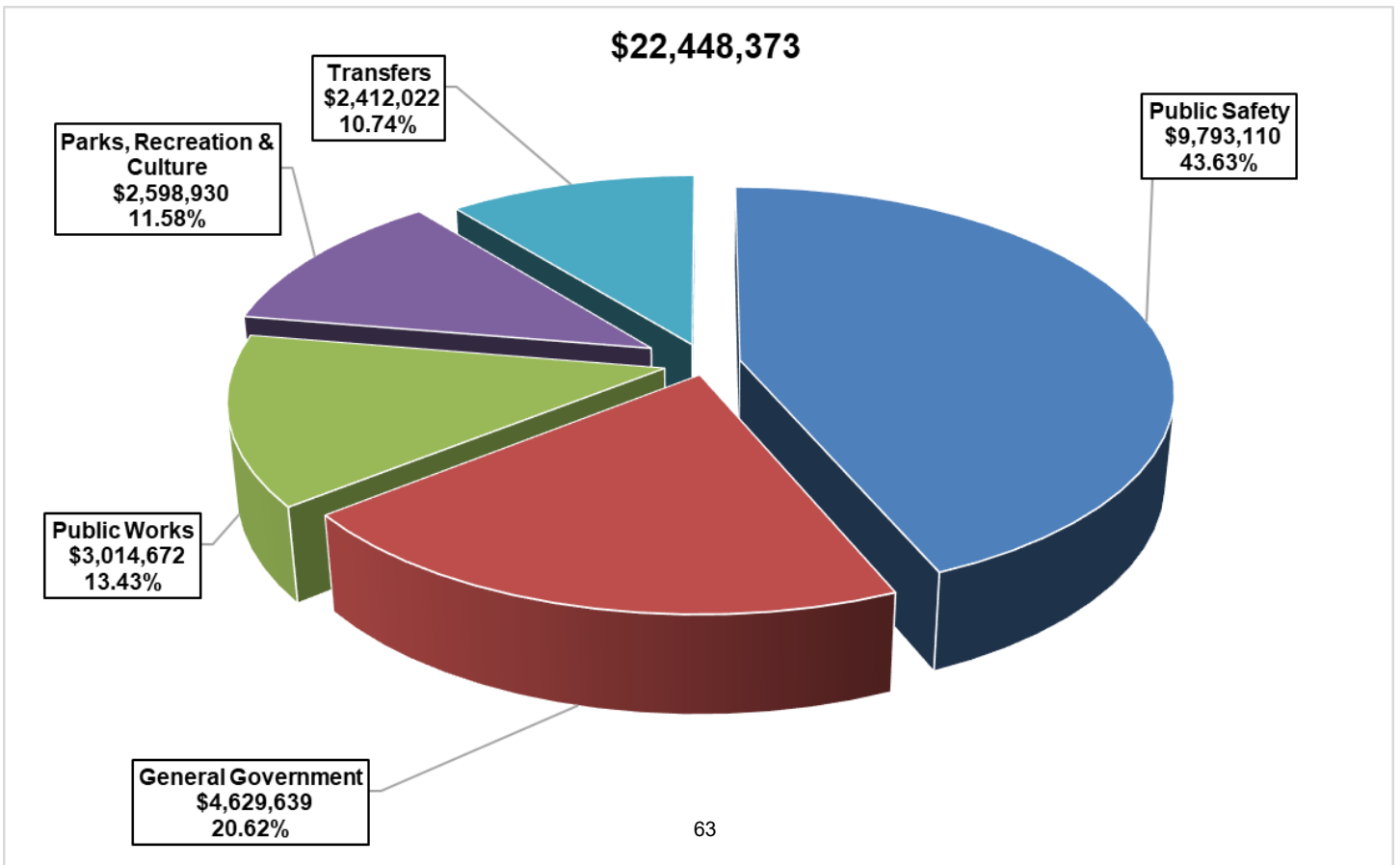
# KENAI



## WHERE THE MONEY COMES FROM – TOTAL OPERATING REVENUE



## WHERE THE MONEY GO – TOTAL OPERATING EXPENDITURES



City of Kenai  
Fiscal Year 2026 Operating Budget

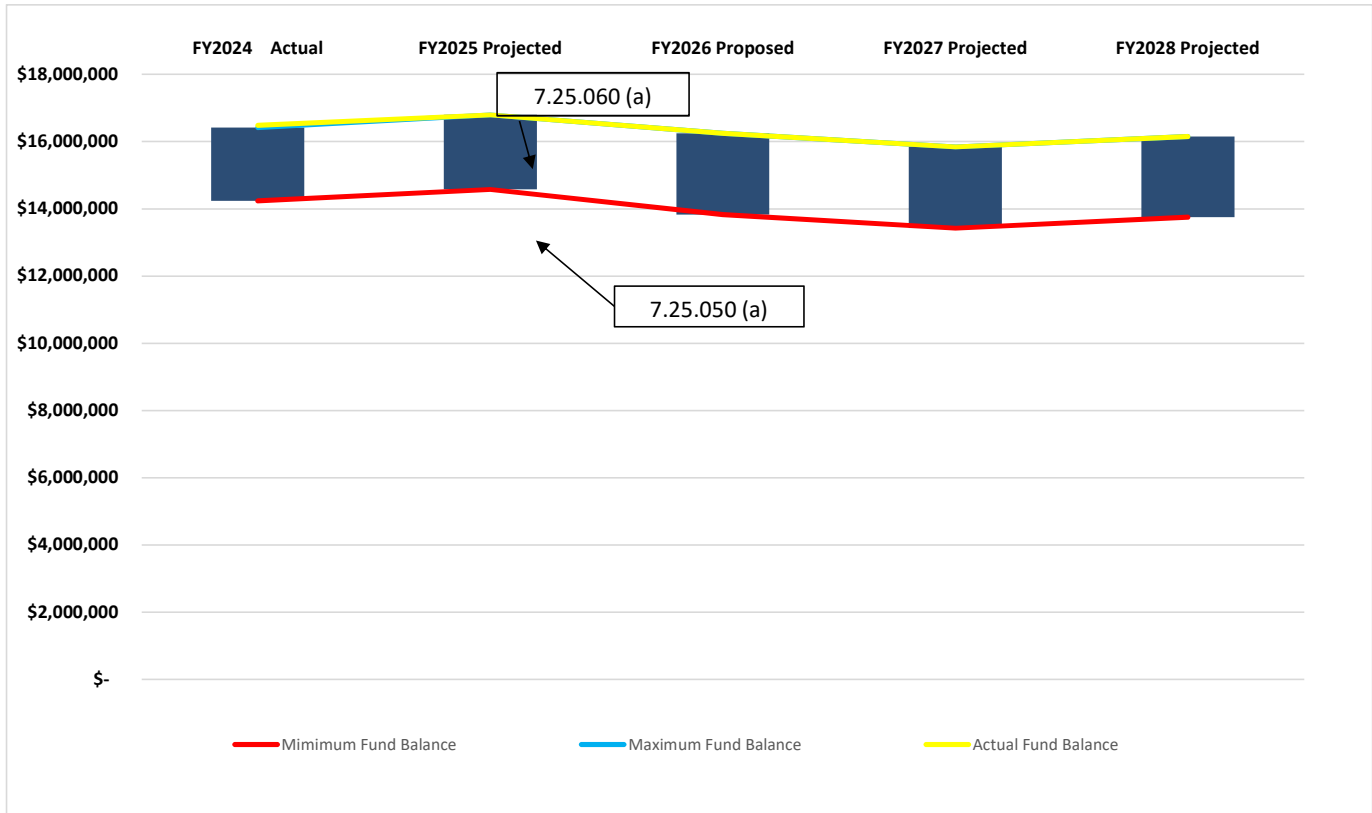
General Fund  
Budget Projection

	Actual FY2024	Original Budget FY2025	Projection FY2025	Proposed FY2026	Projection FY2027	Projection FY2028	Projection FY2029
TAXABLE VALUES (000'S)	\$ 1,006,969	\$ 961,718	\$ 1,025,750	\$ 1,067,148	\$ 1,084,883	\$ 1,103,152	\$ 1,121,959
MILL RATE	4.35	4.35	4.35	4.35	4.35	4.35	4.35
<b>REVENUES</b>							
Property & Sales Taxes							
Property Tax	4,440,190	4,477,109	4,517,489	4,679,839	4,774,856	4,852,737	4,932,911
Sales Tax	9,975,032	10,073,705	10,218,596	10,457,201	10,666,345	10,879,672	11,097,265
Total Property & Sales Taxes	<u>14,415,222</u>	<u>14,550,814</u>	<u>14,736,085</u>	<u>15,137,040</u>	<u>15,441,201</u>	<u>15,732,409</u>	<u>16,030,176</u>
Intergovernmental Revenue:							
PERS Funding	231,382	405,385	405,385	541,742	557,994	574,734	591,976
Community Assistance	172,001	175,745	166,905	139,899	139,899	139,899	139,899
Fish Tax	464	17,500	20,000	17,500	18,025	18,566	19,123
Other	<u>116,052</u>	<u>48,500</u>	<u>69,354</u>	<u>48,500</u>	<u>50,925</u>	<u>53,471</u>	<u>56,145</u>
Total State/Federal Revenue	<u>519,899</u>	<u>647,130</u>	<u>661,644</u>	<u>747,641</u>	<u>766,843</u>	<u>786,670</u>	<u>807,143</u>
Other Revenue							
Licenses and Permits	171,405	157,100	158,621	157,000	160,140	163,343	166,610
Ambulance Fees	943,944	875,000	1,081,311	1,250,000	1,275,000	1,300,500	1,326,510
Interest	923,861	475,000	461,788	750,000	487,235	475,211	484,271
Other	<u>931,616</u>	<u>784,415</u>	<u>750,175</u>	<u>774,130</u>	<u>789,613</u>	<u>805,405</u>	<u>821,513</u>
Total Other Revenue	<u>2,970,826</u>	<u>2,291,515</u>	<u>2,451,895</u>	<u>2,931,130</u>	<u>2,711,988</u>	<u>2,744,459</u>	<u>2,798,904</u>
<b>Total Revenues</b>	<u>17,905,947</u>	<u>17,489,459</u>	<u>17,849,624</u>	<u>18,815,811</u>	<u>18,920,032</u>	<u>19,263,538</u>	<u>19,636,223</u>
Transfer From Other Funds							
Charges to other funds	1,757,300	1,795,400	1,795,400	1,806,700	1,860,901	1,916,728	1,974,230
Capital Projects / Special Revenue	100,369	75,000	124,837	75,000	75,000	75,000	75,000
Enterprise	40,600	38,800	38,800	41,200	42,436	43,709	45,020
Trust Fund	<u>146,180</u>	<u>151,278</u>	<u>153,684</u>	<u>159,368</u>	<u>162,555</u>	<u>165,806</u>	<u>167,377</u>
Total Transfers	<u>2,044,449</u>	<u>2,060,478</u>	<u>2,112,721</u>	<u>2,082,268</u>	<u>2,140,892</u>	<u>2,201,243</u>	<u>2,261,627</u>
<b>Total Revenues and Transfers</b>	<u>19,950,396</u>	<u>19,549,937</u>	<u>19,962,345</u>	<u>20,898,079</u>	<u>21,060,924</u>	<u>21,464,781</u>	<u>21,897,850</u>
<b>EXPENDITURES/APPROPRIATIONS</b>							
General Government	3,579,819	4,436,228	4,535,128	4,631,270	4,770,208	4,913,314	5,060,713
Public Safety	8,787,514	9,372,411	9,397,694	9,793,110	10,086,903	10,389,510	10,701,195
Public Works	2,499,507	2,795,779	2,914,756	3,014,672	3,105,112	3,198,265	3,294,213
Parks, Recreation & Cultural	<u>2,426,049</u>	<u>2,563,678</u>	<u>2,628,240</u>	<u>2,598,930</u>	<u>2,676,898</u>	<u>2,757,205</u>	<u>2,839,921</u>
<b>Total Operating Expenditures</b>	17,292,889	19,168,096	19,475,818	20,037,982	20,639,121	21,258,294	21,896,042
Transfers or Non-Operating	<u>1,667,033</u>	<u>1,094,136</u>	<u>1,143,973</u>	<u>2,412,022</u>	<u>1,854,533</u>	<u>967,419</u>	<u>1,475,692</u>
Total Expenditures/Appropriations	18,959,922	20,262,232	20,619,791	22,450,004	22,493,654	22,225,713	23,371,734
Total Surplus (Deficit)	990,474	(712,295)	(657,446)	(1,551,925)	(1,432,730)	(760,932)	(1,473,884)
Projected Lapse - 5%	-	958,405	973,791	1,001,899	1,031,956	1,062,915	1,094,802
Adjusted Surplus (Deficit)	990,474	246,110	316,345	(550,026)	(400,774)	301,983	(379,082)
Beginning Fund Balance	<u>15,484,362</u>	<u>14,874,696</u>	<u>16,474,836</u>	<u>16,791,181</u>	<u>16,241,155</u>	<u>15,840,381</u>	<u>16,142,364</u>
Ending Fund Balance	16,474,836	15,120,806	16,791,181	16,241,155	15,840,381	16,142,364	15,763,282
Restricted	(824,433)	(818,423)	(871,433)	(907,433)	(943,433)	(979,433)	(1,015,433)
Committed	(12,344,787)	(11,074,341)	(12,612,342)	(11,807,635)	(11,343,948)	(11,616,096)	(11,054,607)
Assigned	<u>(3,305,616)</u>	<u>(3,228,042)</u>	<u>(3,307,406)</u>	<u>(3,526,087)</u>	<u>(3,553,000)</u>	<u>(3,546,835)</u>	<u>(3,693,242)</u>
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**General Fund Fund Balance Policy Compliance**

	<b>FY2024 Actual</b>	<b>FY2025 Projected</b>	<b>FY2026 Proposed</b>	<b>FY2027 Projected</b>	<b>FY2028 Projected</b>
Ending Fund Balance 6/30/24	\$ 16,474,836	\$ 16,791,181	\$ 16,241,155	\$ 15,840,381	\$ 16,142,364
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted -					
Athletics - Daubenspeck Donation	\$ (824,433)	\$ (871,433)	\$ (907,433)	\$ (943,433)	\$ (979,433)
Committed:					
Outstanding Encumbrances	\$ -	\$ (50,000)	\$ (50,000)	\$ (50,000)	\$ (50,000)
Subsequent Year Expenditures	(712,295)	(657,446)	(1,551,925)	(1,432,730)	(760,932)
Health Insurance Reserve	-	-	-	-	-
Capital Improvement Plan Reserve	(4,919,106)	(5,247,625)	(2,957,539)	(2,598,954)	(3,629,407)
Budgetary Stabilization Reserve	3.8743 (6,713,386)	(6,657,271)	(7,248,171)	(7,262,264)	(7,175,757)
Total Committed	\$ (12,344,787)	\$ (12,612,342)	\$ (11,807,635)	\$ (11,343,948)	\$ (11,616,096)
Assigned -					
Accrued Compensated Absences	\$ (1,067,706)	\$ (1,089,060)	\$ (1,110,841)	\$ (1,133,058)	\$ (1,155,719)
Operational and Capital Contingencies Reserve	1.291 (2,237,910)	(2,218,346)	(2,415,246)	(2,419,942)	(2,391,116)
Total Assigned	\$ (3,305,616)	\$ (3,307,406)	\$ (3,526,087)	\$ (3,553,000)	\$ (3,546,835)
Unassigned	\$ -	\$ -	\$ -	\$ -	\$ -



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Property Tax Breakdown**

# What will your property tax \$'s pay for in FY2026?

<b>Home Assessed Value</b>		<b>\$ 350,000.00</b>
City of Kenai Property Tax	(4.35 Mills)	\$ 1,522.50
KPB Property Taxes (After \$50,000 primary residence exemption)	(4.30 Mills)	<u>1,290.00</u>
Total Tax Liability		<b>\$ 2,812.50</b>

**How is your City of Kenai Property Taxes Spent?** **\$ 1,522.50**

Department:

General Government

City Council	\$ 185,034	0.82%	\$ 12.48
City Administration	3,713,795	16.52%	251.52
Lands Administration	80,234	0.36%	5.79
Planning and Zoning	249,493	1.11%	16.90
City Clerk	<u>402,714</u>	<u>1.79%</u>	<u>27.25</u>
Total General Government	4,631,270	20.60%	<b>\$ 313.94</b>

Public Safety

Police	3,956,965	17.63%	\$ 268.42
Fire	4,301,785	19.16%	291.71
Communications	1,041,726	4.64%	70.64
Animal Control	<u>492,634</u>	<u>2.19%</u>	<u>33.34</u>
Total Public Safety	9,793,110	43.62%	<b>\$ 664.11</b>

Public Works

Public Works Administration	237,180	1.06%	16.14
Streets	1,294,957	5.77%	87.85
Maintenance Shop	747,828	3.33%	50.70
Buildings	499,267	2.22%	33.80
Street Lighting	<u>235,440</u>	<u>1.05%</u>	<u>15.99</u>
Total Public Works	3,014,672	13.43%	<b>\$ 204.48</b>

Parks, Recreation & Cultural

Parks, Recreation & Beautification	1,310,795	5.84%	\$ 88.91
Library	1,032,532	4.60%	70.04
Visitor Center	201,024	0.90%	13.70
City Dock	<u>54,579</u>	<u>0.24%</u>	<u>3.65</u>
Total Parks, Recreation & Cultural	2,598,930	11.58%	<b>\$ 176.30</b>

Senior Citizen Programs

286,397 1.28% \$ 19.49

Debt Service

130,625 0.58% \$ 8.83

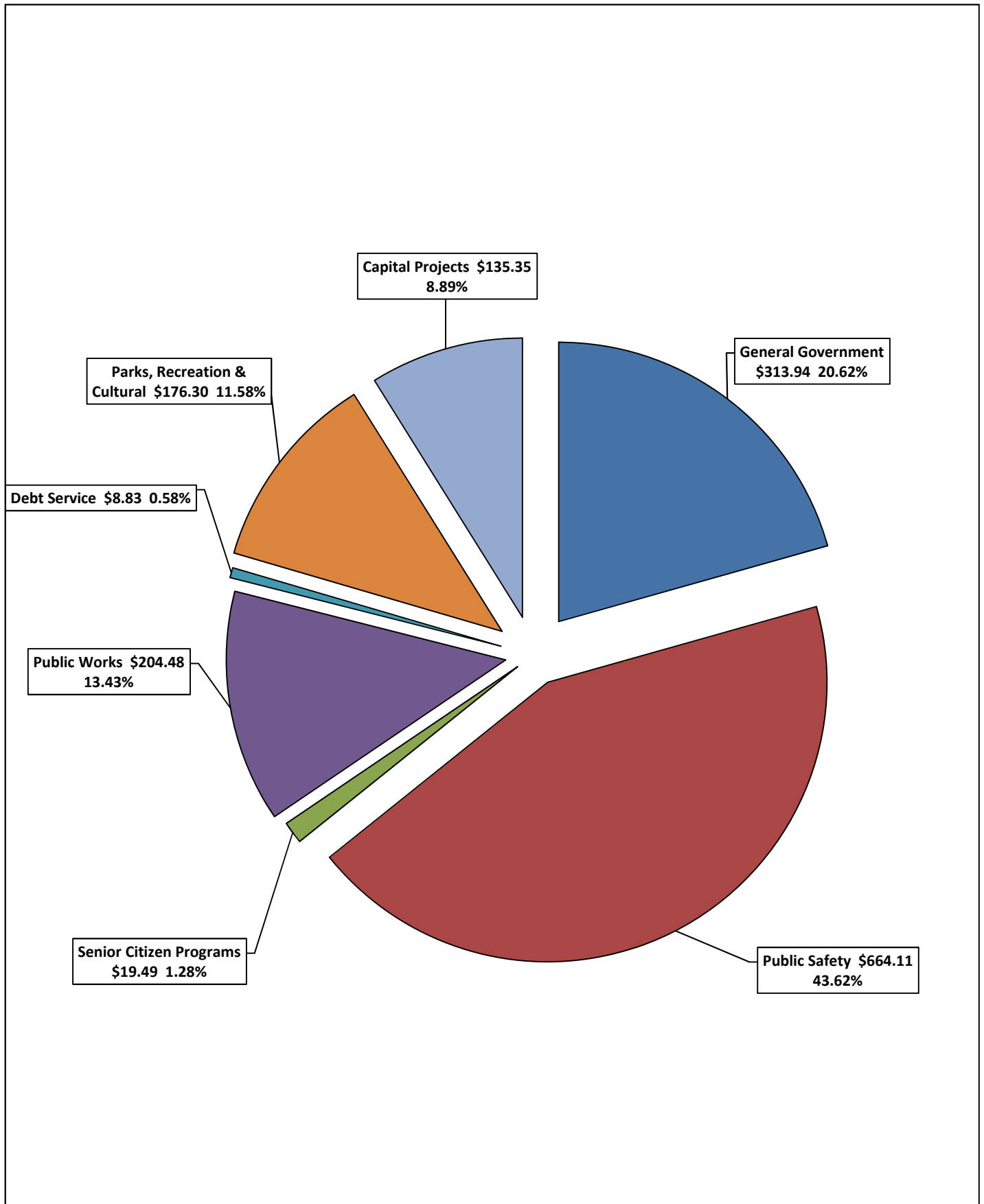
Capital Projects

1,995,000 8.89% \$ 135.35

**Total City of Kenai** **\$ 22,450,004** **100.00%** **\$ 1,522.50**

City of Kenai  
Fiscal Year 2026 Operating Budget

Property Tax Breakdown Graph



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**General Fund Expenditure Recap**

	Personal Services			Maintenance and Operations		
	FY2025 Original Budget	FY2026 Proposed Budget	Difference	FY2025 Original Budget	FY2026 Proposed Budget	Difference
<u>General Government</u>						
City Clerk	\$ 323,571	\$ 320,174	\$ (3,397)	\$ 71,515	\$ 82,540	\$ 11,025
Legislative	51,768	52,829	1,061	141,990	132,205	(9,785)
Legal	418,259	430,726	12,467	35,475	35,875	400
City Manager	445,008	456,156	11,148	64,730	87,560	22,830
Human Resources	173,908	177,386	3,478	27,236	27,950	714
Finance	809,933	791,058	(18,875)	209,755	194,965	(14,790)
Land Administration	-	64,034	64,034	93,400	16,200	(77,200)
Non-Departmental	421,192	557,015	135,823	782,593	928,454	145,861
Planning and Zoning	323,255	217,453	(105,802)	39,140	32,040	(7,100)
Safety	-	-	-	3,500	3,650	150
Total General Government	2,966,894	3,066,831	99,937	1,469,334	1,541,439	72,105
<u>Public Safety</u>						
Police	3,482,936	3,528,522	45,586	404,624	428,443	23,819
Fire	3,384,911	3,633,258	248,347	540,916	668,527	127,611
Communications	953,792	954,986	1,194	85,630	86,740	1,110
Animal Control	340,606	331,752	(8,854)	157,533	160,882	3,349
Total Public Safety	8,162,245	8,448,518	286,273	1,188,703	1,344,592	155,889
<u>Public Works</u>						
Public Works Administration	191,878	216,105	24,227	12,017	21,075	9,058
Shop	433,904	448,690	14,786	304,358	299,138	(5,220)
Streets	705,605	687,039	(18,566)	443,990	607,918	163,928
Buildings	330,852	335,223	4,371	139,199	164,044	24,845
Street Lighting	-	-	-	233,976	235,440	1,464
Total Public Works	1,662,239	1,687,057	24,818	1,133,540	1,327,615	194,075
<u>Library</u>	801,417	820,038	18,621	209,001	212,494	3,493
<u>Parks and Recreation</u>						
Boating Facility	37,293	28,194	(9,099)	26,396	26,385	(11)
Visitor Center	-	-	-	209,453	201,024	(8,429)
Parks, Recreation & Beautification	797,764	824,763	26,999	480,854	486,032	5,178
Total Parks and Recreation	835,057	852,957	17,900	716,703	713,441	(3,262)
Non-Departmental Transfers	-	-	-	-	-	-
Total General Fund	\$ 14,427,852	\$ 14,875,401	\$ 447,549	\$ 4,717,281	\$ 5,139,581	\$ 422,300



**City of Kenai  
Fiscal Year 2026 Operating Budget**

**General Fund Expenditure Recap**

Capital Outlay & Transfers			Total Budget			
FY2025 Original Budget	FY2026 Proposed Budget	Difference	FY2025 Original Budget	FY2026 Proposed Budget	Difference	
						<u>General Government</u>
\$ -	\$ -	\$ -	\$ 395,086	\$ 402,714	\$ 7,628	City Clerk
-	-	-	193,758	185,034	(8,724)	Legislative
-	-	-	453,734	466,601	12,867	Legal
-	-	-	509,738	543,716	33,978	City Manager
-	-	-	201,144	205,336	4,192	Human Resources
-	-	-	1,019,688	986,023	(33,665)	Finance
-	-	-	93,400	80,234	(13,166)	Land Administration
-	23,000	23,000	1,203,785	1,508,469	304,684	Non-Departmental
-	-	-	362,395	249,493	(112,902)	Planning and Zoning
-	-	-	3,500	3,650	150	Safety
-	23,000	23,000	4,436,228	4,631,270	195,042	Total General Government
						<u>Public Safety</u>
-	-	-	3,887,560	3,956,965	69,405	Police
21,463	-	(21,463)	3,947,290	4,301,785	354,495	Fire
-	-	-	1,039,422	1,041,726	2,304	Communications
-	-	-	498,139	492,634	(5,505)	Animal Control
21,463	-	(21,463)	9,372,411	9,793,110	420,699	Total Public Safety
						<u>Public Works</u>
-	-	-	203,895	237,180	33,285	Public Works Administration
-	-	-	738,262	747,828	9,566	Shop
-	-	-	1,149,595	1,294,957	145,362	Streets
-	-	-	470,051	499,267	29,216	Buildings
-	-	-	233,976	235,440	1,464	Street Lighting
-	-	-	2,795,779	3,014,672	218,893	Total Public Works
-	-	-	1,010,418	1,032,532	22,114	<u>Library</u>
						<u>Parks and Recreation</u>
-	-	-	63,689	54,579	(9,110)	Boating Facility
-	-	-	209,453	201,024	(8,429)	Visitor Center
1,500	-	(1,500)	1,280,118	1,310,795	30,677	Parks, Recreation & Beautification
1,500	-	(1,500)	1,553,260	1,566,398	13,138	Total Parks and Recreation
1,094,136	2,412,022	1,317,886	1,094,136	2,412,022	1,317,886	Non-Departmental Transfers
<u>\$ 1,117,099</u>	<u>\$ 2,435,022</u>	<u>\$ 1,317,923</u>	<u>\$ 20,262,232</u>	<u>\$ 22,450,004</u>	<u>\$ 2,187,772</u>	Total General Fund

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**General Fund**  
**Expenditure Summary**

	<b>FY2024</b>	<b>Original</b>	<b>Amended</b>	<b>Proposed</b>	<b>Increase</b>	<b>%</b>
	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>	<b><u>FY2026</u></b>	<b><u>(Decrease)</u></b>	<b><u>Change</u></b>
		<b><u>FY2025</u></b>			<b><u>FY25 Original</u></b>	
<b><u>General Government</u></b>						
01 City Clerk	\$ 343,325	\$ 395,086	\$ 395,086	\$ 402,714	\$ 7,628	1.93%
11 Legislative	154,621	193,758	193,758	185,034	(8,724)	(4.50%)
12 Legal	392,939	453,734	453,734	466,601	12,867	2.84%
13 City Manager	479,894	509,738	510,238	543,716	33,978	6.67%
14 Human Resources	207,653	201,144	215,294	205,336	4,192	2.08%
15 Finance	898,314	1,019,688	1,019,688	986,023	(33,665)	(3.30%)
16 Land Administration	14,356	93,400	137,150	80,234	(13,166)	(14.10%)
18 Non-Departmental	815,290	1,203,785	1,224,284	1,508,469	304,684	25.31%
19 Planning and Zoning	271,792	362,395	382,396	249,493	(112,902)	(31.15%)
20 Safety	1,635	3,500	3,500	3,650	150	4.29%
Total General Government	<u>\$ 3,579,819</u>	<u>\$ 4,436,228</u>	<u>\$ 4,535,128</u>	<u>\$ 4,631,270</u>	<u>195,042</u>	<u>4.40%</u>
<b><u>Public Safety</u></b>						
21 Police	3,721,924	3,887,560	3,909,708	3,956,965	69,405	1.79%
22 Fire	3,690,045	3,947,290	3,947,290	4,301,785	354,495	8.98%
23 Communications	904,050	1,039,422	1,039,422	1,041,726	2,304	0.22%
29 Animal Control	471,495	498,139	501,274	492,634	(5,505)	(1.11%)
Total Public Safety	<u>8,787,514</u>	<u>9,372,411</u>	<u>9,397,694</u>	<u>9,793,110</u>	<u>420,699</u>	<u>4.49%</u>
<b><u>Public Works</u></b>						
31 Public Works Administration	172,413	203,895	260,891	237,180	33,285	16.32%
32 Shop	651,124	738,262	779,642	747,828	9,566	1.30%
33 Streets	1,082,799	1,149,595	1,159,575	1,294,957	145,362	12.64%
34 Buildings	367,619	470,051	477,551	499,267	29,216	6.22%
35 Street Lighting	225,552	233,976	237,097	235,440	1,464	0.63%
Total Public Works	<u>2,499,507</u>	<u>2,795,779</u>	<u>2,914,756</u>	<u>3,014,672</u>	<u>218,893</u>	<u>7.83%</u>
<b><u>Parks, Recreation &amp; Culture</u></b>						
40 Library	962,801	1,010,418	1,032,518	1,032,532	22,114	2.19%
60 Boating Facility	40,589	63,689	63,689	54,579	(9,110)	(14.30%)
03 Visitor Center	162,292	209,453	210,186	201,024	(8,429)	(4.02%)
45 Parks, Recreation & Beautification	1,260,367	1,280,118	1,321,847	1,310,795	30,677	2.40%
Total Parks, Recreation & Culture	<u>2,426,049</u>	<u>2,563,678</u>	<u>2,628,240</u>	<u>2,598,930</u>	<u>35,252</u>	<u>1.38%</u>
<b><u>Total Operating Expenditures</u></b>	<u>17,292,889</u>	<u>19,168,096</u>	<u>19,475,818</u>	<u>20,037,982</u>	<u>869,886</u>	<u>4.54%</u>
<b><u>Transfers to other funds</u></b>						
Senior Citizen Fund	199,476	217,467	253,999	286,397	68,930	31.70%
Debt Service	130,625	130,750	140,097	130,625	(125)	(0.10%)
Other non-operating	1,336,932	745,919	749,877	1,995,000	1,249,081	167.46%
Total Transfers to other funds	<u>1,667,033</u>	<u>1,094,136</u>	<u>1,143,973</u>	<u>2,412,022</u>	<u>1,317,886</u>	<u>120.45%</u>
<b>Total General Fund</b>	<b><u>\$ 18,959,922</u></b>	<b><u>\$ 20,262,232</u></b>	<b><u>\$ 20,619,791</u></b>	<b><u>\$ 22,450,004</u></b>	<b><u>\$ 2,187,772</u></b>	<b><u>10.80%</u></b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**General Fund Summary by Line Item**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 7,687,231	\$ 6,434,402	\$ 8,212,137	\$ 8,248,657	\$ 8,545,299	\$ 333,162	4.06%
0200	Overtime	634,973	409,805	485,441	485,441	329,953	(155,488)	(32.03%)
0250	Holiday Pay	193,894	148,015	210,044	210,044	229,965	19,921	9.48%
0300	Leave	151,655	127,091	295,066	295,601	284,414	(10,652)	(3.61%)
0400	Medicare	122,558	99,832	133,443	133,980	136,150	2,707	2.03%
0450	Social Security	23,732	17,118	24,124	24,124	20,571	(3,553)	(14.73%)
0500	PERS	1,988,257	1,891,261	2,280,342	2,288,494	2,424,574	144,232	6.33%
0600	Unemployment Insurance	-	5,672	44,683	44,860	46,706	2,023	4.53%
0700	Workers Compensation	156,245	122,005	163,340	163,414	218,761	55,421	33.93%
0800	Health & Life Insurance	2,144,361	2,018,955	2,299,628	2,309,649	2,362,036	62,408	2.71%
0900	Supplemental Retirement	220,889	137,945	279,604	280,584	276,972	(2,632)	(0.94%)
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ 13,323,795</u></b>	<b><u>\$ 11,412,101</u></b>	<b><u>\$ 14,427,852</u></b>	<b><u>\$ 14,484,848</u></b>	<b><u>\$ 14,875,401</u></b>	<b><u>\$ 447,549</u></b>	<b><u>3.10%</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	8,627	11,348	16,835	16,835	15,090	(1,745)	(10.37%)
2022	Operating & Repair Supplies	598,390	542,569	656,560	650,841	726,826	70,266	10.70%
2023	Repair & Maintenance Supplies	1,443	3,404	3,850	31,850	3,850	-	-
2024	Small Tools/Minor Equipment	207,750	178,116	157,683	192,989	127,535	(30,148)	(19.12%)
2026	Computer Software	151,428	128,884	215,066	203,591	298,476	83,410	38.78%
4531	Professional Services	391,342	425,982	681,477	764,830	726,682	45,205	6.63%
4532	Communications	61,047	61,960	76,769	76,769	106,808	30,039	39.13%
4533	Travel & Transportation	137,604	103,058	203,415	223,833	209,010	5,595	2.75%
4534	Advertising	15,473	17,764	38,052	39,060	43,870	5,818	15.29%
4535	Printing & Binding	19,877	22,483	37,380	37,787	37,033	(347)	(0.93%)
4536	Insurance	374,324	314,882	417,697	417,697	473,567	55,870	13.38%
4537	Utilities	743,266	742,924	801,532	801,532	795,936	(5,596)	(0.70%)
4538	Repair & Maintenance	210,163	177,575	272,411	285,229	332,823	60,412	22.18%
4539	Rentals	146,744	146,090	166,139	166,139	224,026	57,887	34.84%
4540	Equip. Fund Pmts.	563,055	460,353	600,308	600,308	713,334	113,026	18.83%
4541	Postage	17,950	13,899	23,000	23,000	23,300	300	1.30%
4666	Books	79,446	74,127	74,775	86,700	75,435	660	0.88%
4667	Dues & Publications	25,921	28,181	40,873	40,873	38,080	(2,793)	(6.83%)
4999	General Contingency	-	-	90,000	81,897	90,000	-	-
5041	Miscellaneous	66,100	41,689	60,559	61,359	62,300	1,741	2.87%
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	38,048	188,391	82,900	102,900	15,600	(67,300)	(81.18%)
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 3,857,998</u></b>	<b><u>\$ 3,683,679</u></b>	<b><u>\$ 4,717,281</u></b>	<b><u>\$ 4,906,019</u></b>	<b><u>\$ 5,139,581</u></b>	<b><u>\$ 422,300</u></b>	<b><u>8.95%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	12,127	2,425	-	-	-	-	-
8062	Buildings	-	4,109	-	-	-	-	-
8063	Improvements	-	2,139	-	-	-	-	-
8064	Machinery & Equipment	98,969	103,916	22,963	84,951	23,000	37	0.16%
9090	Transfers	1,667,033	1,873,660	1,094,136	1,143,973	2,412,022	1,317,886	120.45%
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ 1,778,129</u></b>	<b><u>\$ 1,986,249</u></b>	<b><u>\$ 1,117,099</u></b>	<b><u>\$ 1,228,924</u></b>	<b><u>\$ 2,435,022</u></b>	<b><u>\$ 1,317,923</u></b>	<b><u>117.98%</u></b>
	<b>Department Total:</b>	<b><u>\$ 18,959,922</u></b>	<b><u>\$ 17,082,029</u></b>	<b><u>\$ 20,262,232</u></b>	<b><u>\$ 20,619,791</u></b>	<b><u>\$ 22,450,004</u></b>	<b><u>\$ 2,187,772</u></b>	<b><u>10.80%</u></b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 01 – City Clerk**

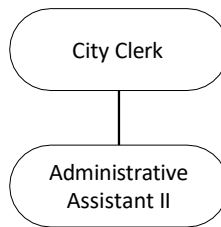
## Mission

The Clerk's Office strives to promote transparency by preserving the official records of the city, assisting the public in accessing public documents, supporting the needs and requirements of the City Council, administering City Elections, and providing these and other services in an ethical, fair, impartial and proficient manner.

## Functions & Responsibilities

The City Clerk serves as the clerical officer to the City Council and is the custodian of City records and the seal of the City. The Office of the City Clerk manages the Kenai Municipal Code and prepares minutes, legislation, and meeting agendas and packets for the City Council and most City commissions and committees. The Office of the City Clerk also administers City elections, certain permitting and licensing programs, and the Kenai Municipal Cemetery.

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
City Clerk	1	NG	1	NG	1	NG	1	NG	1	NG	1	NG
Administrative Assistant II	1	14	1	14	1	14	1	14	1	14	1	14

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
City Clerk	N/A	N/A	N/A	N/A	N/A	N/A
Administrative Assistant II	4	-	15	15	15	15

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Total Agenda Packets Distributed	61	94	96	102	100
Percentage of City Council Action Agendas Prepared One Business Day Following the Meeting	96%	100%	99%	100%	99%
Percentage of City Council Items Fully Processed within One Business Day	96%	99%	98%	100%	99%

<b>Fiscal Year</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025*</b>
Percentage of City Council Minutes Completed for publication in Next Meeting Packet	100%	99%	99%	100%	99%
Total Public Record Requests Processed	25	76	70	27	30
Average Response Time (Business Days)	3	5	4	3	1
Total Licenses Issued	23	22	20	20	20
Average Number of days from receipt of application to issuance (mailing) by type					
Taxi	½	½	1	0	0
Mobile Food Vendor	1	½	1	0	0
Transient Merchant/Peddler	0	0	0	0	0
Number of Boxes Shredded/Destroyed	45	60	40	28	54
Obsolete Document Destruction/Shredded	1,236 lbs.	1,740 lbs.	1,431 lbs.	840 lbs.	1,650 lbs.

*\*Projected Figures based on year-to-date information.*

## **FY25 Department Goals Evaluation**

1. Respond to all business license requests within 1 business day and ensure the licensing process for Passenger Vehicle for Hire, Transient Merchant, Peddler, and Mobile Food Vendors are timely and efficient for both the applicant and City, in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 2 - Economic Development.
  - *Achieved.*
2. Review/Audit the City of Kenai Records Retention schedule, assess the volume of physical records maintained and establish an efficient and cost-effective manner for secure storage of City records, in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 7 - Natural Hazards and Disasters.
  - *Achieved.*
3. Update the Board and Commission Application process and forms, in support of City of Kenai Comprehensive Plan Goal 4 - Public Improvements and Services.
  - *Achieved.*

## **FY26 Department Goals**

1. Explore and implement an online business application platform that allows business owners to apply and submit materials at any time, including outside of regular office hours. This goal will streamline the application process, improve efficiency for both the applicant and the City, providing tools for timely submissions and enhanced accessibility, in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 2 - Economic Development.
2. Work collaboratively with individual departments to assess and identify the most effective method for managing departmental records, ensuring compliance with the City of Kenai Records Retention Schedule, in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 7 - Natural Hazards and Disasters.
3. Evaluate cost-effective solutions for storing records transferred to the Clerk's Office for archival purposes, while ensuring departments have convenient access to the record when needed and optimizing physical space available for storage, in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 7 - Natural Hazards and Disasters.

## **Future Considerations**

The audio/video system in Council Chambers is aging, with some components no longer eligible for updates. Items to access is replacement of individual components or undertaking a complete system overhaul to ensure reliable public access to Council meetings, both in real-time and through recorded sessions.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: City Clerk**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 191,138	\$ 158,308	\$ 208,588	\$ 208,588	\$ 206,722	\$ (1,866)	(0.89%)
0200	Overtime	-	100	740	740	362	(378)	(51.08%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	996	5,481	5,481	5,449	(32)	(0.58%)
0400	Medicare	2,833	2,332	3,115	3,115	3,082	(33)	(1.06%)
0450	Social Security	-	-	-	-	236	236	-
0500	PERS	42,035	34,952	46,052	46,052	44,720	(1,332)	(2.89%)
0600	Unemployment Insurance	-	115	1,074	1,074	1,063	(11)	(1.02%)
0700	Workers Compensation	382	327	427	427	446	19	4.45%
0800	Health & Life Insurance	50,418	51,024	53,444	53,444	53,444	-	-
0900	Supplemental Retirement	4,636	3,328	4,650	4,650	4,650	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ 291,442</u></b>	<b><u>\$ 251,482</u></b>	<b><u>\$ 323,571</u></b>	<b><u>\$ 323,571</u></b>	<b><u>\$ 320,174</u></b>	<b><u>\$ (3,397)</u></b>	<b><u>(1.05%)</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	547	831	850	850	850	-	-
2022	Operating & Repair Supplies	198	399	6,020	6,020	600	(5,420)	(90.03%)
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	683	934	1,520	1,520	1,100	(420)	(27.63%)
2026	Computer Software	18,959	27,682	20,655	20,655	35,990	15,335	74.24%
4531	Professional Services	11,608	10,071	12,200	12,200	15,500	3,300	27.05%
4532	Communications	1,071	1,238	1,940	1,940	1,970	30	1.55%
4533	Travel & Transportation	5,696	6,977	10,460	10,460	10,460	-	-
4534	Advertising	6,355	7,845	8,600	8,600	6,600	(2,000)	(23.26%)
4535	Printing & Binding	6,206	6,003	8,000	8,000	8,200	200	2.50%
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	50	50	100	100	100	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	510	691	870	870	870	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	44	300	300	300	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 51,883</u></b>	<b><u>\$ 62,765</u></b>	<b><u>\$ 71,515</u></b>	<b><u>\$ 71,515</u></b>	<b><u>\$ 82,540</u></b>	<b><u>\$ 11,025</u></b>	<b><u>15.42%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	2,192	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 2,192</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 343,325</u></b>	<b><u>\$ 316,439</u></b>	<b><u>\$ 395,086</u></b>	<b><u>\$ 395,086</u></b>	<b><u>\$ 402,714</u></b>	<b><u>\$ 7,628</u></b>	<b><u>1.93%</u></b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 01 - City Clerk**

<b>2022 Operating &amp; Repair Supplies.</b> Miscellaneous supplies.	<b>4531 Professional Services.</b> Code publishing services, election precinct workers and canvass board, document shredding, permanent records archival, ballot programming and testing and miscellaneous.
<b>2024 Small Tools/Minor Equipment.</b> Charge for (3) three computer replacements, and miscellaneous items.	<b>4533 Travel &amp; Transportation.</b> Car allowance, AAMC conference for clerk and deputy clerk, IIMC annual conference, Northwest clerk institute, and other miscellaneous travel.
<b>2026 Computer Software.</b> Includes annual fees for records management, email archiving, agenda management, and general office software, including web hosting software. Capital Improvement/Special Project: File Archival \$13,000.	<b>4534 Advertising.</b> Election notices, meeting agendas and misc. public notices.  <b>4535 Printing &amp; Binding.</b> Ballot printing, copier and printer maintenance, acid free paper, minute books and paper.



**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 403 – Visitor Center**

## **Mission**

To manage the Kenai Visitor and Cultural Center to celebrate, promote, and reflect the community of Kenai by providing visitor services, cultural programming, and dynamic exhibits. The Center manages and displays the City's historical collection, preserving and showcasing Kenai's natural history, archaeology, Native artifacts, and contemporary art to connect residents and visitors with the region's rich heritage.

## **Functions & Responsibilities**

The Kenai Visitors and Cultural Center houses artifacts and historical data valuable to the residents of Kenai. Under a Facilities Management Agreement, the Kenai Chamber of Commerce (Facility Manager) performs services to promote Kenai as a visitor destination as well as act on the tremendous opportunities of the visitor industry, exploring new attractions and events, coordinating efforts in promoting the recreational and economic potential for our community with an emphasis on long-term growth and expansion.

## **Staffing**

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
NA	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

## **Performance Measures**

Calendar Year	2021	2022	2023	2024	2025*
Number of Facility Visitors	24,024	20,091	23,419	22,732	22,732
Number of Facility Programs	7	8	8	8	8
Number of Facility Events	13	8	9	14	14
Number of Facility Rentals	32	21	32	31	31

NOTE: Information provided by Kenai Chamber of Commerce and Visitor Center

\*Projected Figures based on available information.

## **FY25 Department Goals Evaluation**

The following goals were submitted in FY25 in support of the Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 1 – Promote and encourage quality of life in Kenai:

1. Collaborate with the Facility Manager and local Alaska Native organizations to identify cultural areas of importance to include at the Kenai Visitor and Cultural Center.

✓ *Achieved. The Facility Manager has provided educational and cultural tours to local Alaska Native organizations and hosted luncheon presentations. A new Cultural Center Coordinator was hired to lead a revamp of the museum and held a successful grand reopening with a plan to display new artifacts in monthly, rotating exhibits with a lecture series.*

2. Collaborate with the Facility Manager to develop programs and partner on marketing Kenai as a destination, center for cultural and outdoor events and activities and promoting economic and business growth and opportunities that enrich Kenai's tourism industry and the community's overall quality of life.

✓ *Achieved. The City and Facility Manager partnered on a number of programs and events that showcase Kenai as a destination, center for cultural and outdoor events and activities and promote economic and business growth and opportunities that enrich Kenai's tourism industry and the community's overall quality of life, including but not limited to the 4<sup>th</sup> of July festivities, Annual Kenai Silver Salmon Derby, Kenai River Marathon, and Christmas Comes to Kenai.*

3. Pursue grant funding for capital project needs at the Kenai Visitor and Cultural Center.

✓ *Partially Achieved. The Facility Manager is working toward establishing a 501(3)(c) organization that would be eligible to apply for grant funding opportunities.*

## **FY26 Department Goals**

The following goals support the Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 1 – Promote and encourage quality of life in Kenai:

1. Collaborate with the Facility Manager and local Alaska Native organizations to identify cultural areas of importance to include at the Kenai Visitor and Cultural Center.
2. Collaborate with the Facility Manager to develop programs and partner on marketing Kenai as a destination, center for cultural and outdoor events and activities and promoting economic and business growth and opportunities that enrich Kenai's tourism industry and the community's overall quality of life.
3. Pursue grant funding for capital project needs at the Kenai Visitor and Cultural Center.

## **Future Considerations**

Prior to 2019, the same contractor managed both the Kenai Visitor Center Facility and Tourism and Marketing Services, creating an integrated approach to visitor engagement and promotion. Consolidating these services again could improve efficiency and align on-site interactions and event-based tourism with broader tourism initiatives. Many Kenai Peninsula communities successfully use this model. City Administration will work with the local chamber of commerce, regional tourism organizations, economic development groups, and private businesses to explore potential partnerships for enhancing Kenai's visibility as an exceptional visitor and business destination.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Visitor Center**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	-	-	-	-	-	-	-
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	-	-	-	-	-	-	-
0600	Unemployment Insurance	-	-	-	-	-	-	-
0700	Workers Compensation	-	-	-	-	-	-	-
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	-	440	10,500	11,233	-	(10,500)	(100.00%)
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	119,056	113,563	152,480	152,480	154,980	2,500	1.64%
4532	Communications	175	268	1,920	1,920	2,000	80	4.17%
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	42,641	35,405	44,073	44,073	43,564	(509)	(1.15%)
4538	Repair & Maintenance	420	419	480	480	480	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 162,292</u></b>	<b><u>\$ 150,095</u></b>	<b><u>\$ 209,453</u></b>	<b><u>\$ 210,186</u></b>	<b><u>\$ 201,024</u></b>	<b><u>\$ (8,429)</u></b>	<b><u>(4.02%)</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 162,292</u></b>	<b><u>\$ 150,095</u></b>	<b><u>\$ 209,453</u></b>	<b><u>\$ 210,186</u></b>	<b><u>\$ 201,024</u></b>	<b><u>\$ (8,429)</u></b>	<b><u>(4.02%)</u></b>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund: 001 - General Fund  
Department: 03 - Visitor Center

**4531 Professional Services.** Facility management agreement with operator of Kenai Visitor Center and the Kenai Silver Salmon Derby marketing.

**4538 Repair & Maintenance Services.** Facility security.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 11 – Legislative**

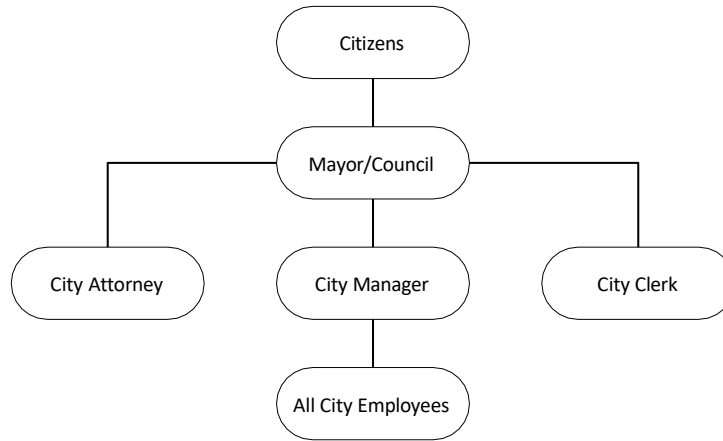
## Mission

To adopt policies that encourage economic growth, ensure public safety, and foster community involvement.

## Functions & Responsibilities

The City Council provides policy direction, on behalf of the citizens, to the City government function, establishes community goals and objectives, and serves as stewards of the financial interests of the City, including the City budget and appropriations.

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Mayor	1	NG	1	NG	1	NG	1	NG	1	NG	1	NG
Council Member	6	NG	6	NG	6	NG	6	NG	6	NG	6	NG

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Number of Meetings and Work Sessions	28	29	32	28	30
Legislation Acted On	166	150	151	140	130
Voter Turnout	12.15%	15%	18%	12.85%	15%

*\*Projected Figures based on year-to-date information.*

## Sales Tax History

Fiscal Year	2021	2022	2023	2024	2025*
Taxable Sales	275,239,394	296,998,545	307,770,762	314,604,437	321,598,772
Percentage Change	6.3%	7.9%	3.6%	2.2%	2.2%

*\*Projected Figures based on year-to-date information.*

## Assessed Value History

Fiscal Year	2021	2022	2023	2024	2025
Real	\$784,008,000	\$794,900,500	\$871,589,000	\$909,613,500	\$941,391,200
Oil	53,200,820	51,261,250	49,952,780	47,805,460	42,980,910
Personal	<u>52,533,763</u>	<u>48,183,607</u>	<u>47,683,460</u>	<u>50,078,547</u>	<u>41,377,754</u>
<b>Total</b>	<b><u>\$889,742,583</u></b>	<b><u>\$894,345,357</u></b>	<b><u>\$969,225,240</u></b>	<b><u>\$1,007,497,507</u></b>	<b><u>\$1,025,749,864</u></b>

## FY25 Department Goals

1. Continued support and collaboration with the US Army Corps of Engineers and Federal Delegation on the Kenai River Bluff Stabilization Project in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 4 – Public Improvements and Services.
  - *Achieved.*
2. Maintain business friendly regulations, taxation, and incentives to create a stable, positive climate for private investment in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 2 – Economic Development.
  - *Achieved.*
3. Support continued community outreach and collaboration for the Waterfront Redevelopment Plan in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 4 – Public Improvements and Services.
  - *Achieved.*
4. Seek opportunities for efficiency by striving to maintain stable tax rates without negatively impacting services to the community in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 1 – Quality of Life.
  - *Achieved.*

## FY26 Department Goals

1. Continued support and collaboration with the US Army Corps of Engineers and Federal Delegation on the Kenai River Bluff Stabilization Project in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 4 – Public Improvements and Services.
2. Maintain business friendly regulations, taxation, and incentives to create a stable, positive climate for private investment in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 2 – Economic Development.
3. Support continued community outreach and collaboration for the Waterfront Redevelopment Plan in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 4 – Public Improvements and Services.
4. Seek opportunities for efficiency by striving to maintain stable tax rates without negatively impacting services to the community in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 1 – Quality of Life.

## Future Considerations

Provide sufficient levels of funding for the replacement of significant City assets as they near the end of their useful life.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: Legislative**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,000	\$ 48,960	\$ 960	2.00%
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	696	696	696	696	710	14	2.01%
0450	Social Security	2,976	2,976	2,976	2,976	3,036	60	2.02%
0500	PERS	-	-	-	-	-	-	-
0600	Unemployment Insurance	-	-	-	-	-	-	-
0700	Workers Compensation	96	106	96	96	123	27	28.13%
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 51,768</b>	<b>\$ 51,778</b>	<b>\$ 51,768</b>	<b>\$ 51,768</b>	<b>\$ 52,829</b>	<b>\$ 1,061</b>	<b>2.05%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	62	200	200	200	-	-
2022	Operating & Repair Supplies	2,001	2,380	9,800	9,800	2,800	(7,000)	(71.43%)
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	1,727	3,688	1,930	1,930	1,425	(505)	(26.17%)
2026	Computer Software	1,160	585	760	760	760	-	-
4531	Professional Services	51,029	49,186	55,000	55,000	70,000	15,000	27.27%
4532	Communications	914	882	1,080	1,080	1,100	20	1.85%
4533	Travel & Transportation	6,432	4,377	14,500	14,500	14,500	-	-
4534	Advertising	2,536	1,595	10,420	10,420	10,420	-	-
4535	Printing & Binding	70	84	300	300	300	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	5	-	-	-	-	-
4667	Dues & Publications	8,576	8,245	9,150	9,150	9,150	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	360	1,003	5,950	5,950	5,950	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	28,048	32,191	32,900	32,900	15,600	(17,300)	(52.58%)
	<b><u>Total Maint. and Operations</u></b>	<b>\$ 102,853</b>	<b>\$ 104,283</b>	<b>\$ 141,990</b>	<b>\$ 141,990</b>	<b>\$ 132,205</b>	<b>\$ (9,785)</b>	<b>(6.89%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 154,621</b>	<b>\$ 156,061</b>	<b>\$ 193,758</b>	<b>\$ 193,758</b>	<b>\$ 185,034</b>	<b>\$ (8,724)</b>	<b>(4.50%)</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 11 - Legislative**

<b>2022 Operating, Repair &amp; Maintenance Supplies.</b> Food, refreshments and awards.	<b>4533 Travel &amp; Transportation.</b> Travel to Alaska Municipal League Annual Conference in Utqiagvik for Council members.
<b>2024 Small Tools/Minor Equipment.</b> Replacement of two computers and two iPads.	<b>4534 Advertising.</b> Miscellaneous promotional items/souvenirs for the City.
<b>4531 Professional Services.</b> Annual City Audit.	<b>5047 Grants to Agencies.</b> Operational or special project grants provided to local organizations.
	Kenai Chamber of Commerce July 4th Celebration 2,600
	Kenai Chamber of Commerce holiday fireworks 3,500
	Industry Appreciation Day 500
	Economic Outlook Forum 500
	Bridges Network (Project Homeless Connect) 500
	Kenai Watershed Forum 1,500
	Central Area Rural Transit Systems, Inc. 5,000
	Miscellaneous grants to be identified 1,500
	<u>\$ 15,600</u>



**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 12 – Legal**

## Mission

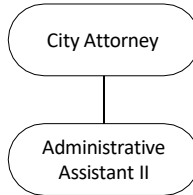
To provide the highest quality legal services to the City Council, Administration, Boards and Commissions in the most ethical, timely, efficient and cost-effective manner for the benefit of the City of Kenai and its residents.

## Functions & Responsibilities

Core functions of the department:

1. Provide legal advice and representation to Council, Administration, Board and Commissions
2. Defend City against civil lawsuits, through direct representation and management of outside counsel
3. Draft and review City legislation and correspondence
4. Draft and review contracts and agreements on behalf of the City
5. Provide legal review and direction on Human Resources decisions
6. Prosecute code enforcement matters and minor offenses
7. Debt collection and representation in bankruptcy proceedings
8. Risk management

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Attorney	1	NG	1	NG	1	NG	1	NG	1	NG	1	NG
Administrative Assistant II	1	14	1	14	1	14	1	14	1	14	1	14

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Administrative Assistant II	-	-	10	10	10	10

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025
Total Citations	827	769	813	659	654*
Litigation Costs	\$ 500	\$ -	\$ -	\$ 3,366	\$ 4,036
Collected Citations	\$ 67,130	\$ 70,836	\$ 102,697	\$ 83,401	\$ 126,492*
Outstanding Citations	Not Available	Not Available	\$ 295,858	\$ 325,912	\$ 358,148
Contracts Processed	216	238	205	189	262*

\*Projected Figures based on year-to-date information.

## **FY25 Department Goals Evaluation**

1. Respond to all Public Records Requests within 3 business days. This goal will provide better service to the public and improve quality of life for residents and visitors by efficiently conducting business that benefits City residents and businesses.
  - *Achieved.*
2. Draft/Review Resolutions and Non-Code Ordinances within 5 business days. This goal will provide better service to the public and improve quality of life for residents and visitors by efficiently conducting business that benefits City residents and businesses.
  - *Achieved.*
3. Prosecute all minor offenses citations at 90% success rate. This goal will provide better service to the public and improve quality of life for residents and visitors by efficiently conducting business that benefits City residents and businesses.
  - *Achieved.*

## **FY26 Department Goals**

1. Respond to all Public Records Requests within 3 business days. This goal will provide better service to the public and improve quality of life for residents and visitors by efficiently conducting business that benefits City residents and businesses.
2. Draft/Review Resolutions and Non-Code Ordinances within 5 business days. This goal will provide better service to the public and improve quality of life for residents and visitors by efficiently conducting business that benefits City residents and businesses.
3. Prosecute all minor offenses citations at 90% success rate. This goal will provide better service to the public and improve quality of life for residents and visitors by efficiently conducting business that benefits City residents and businesses.

## **Future Considerations**

Continue to meet mission statement and support the City in its efforts to provide public safety.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: Legal**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 260,507	\$ 224,913	\$ 277,039	\$ 277,039	\$ 287,138	\$ 10,099	3.65%
0200	Overtime	-	47	483	483	-	(483)	(100.00%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	(33)	13,080	13,080	13,570	490	3.75%
0400	Medicare	3,720	3,208	4,214	4,214	4,360	146	3.46%
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	57,305	49,594	61,055	61,055	63,170	2,115	3.46%
0600	Unemployment Insurance	-	176	1,453	1,453	1,504	51	3.51%
0700	Workers Compensation	443	444	516	516	565	49	9.50%
0800	Health & Life Insurance	50,418	51,138	53,444	53,444	53,444	-	-
0900	Supplemental Retirement	6,242	3,663	6,975	6,975	6,975	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 378,635</b>	<b>\$ 333,150</b>	<b>\$ 418,259</b>	<b>\$ 418,259</b>	<b>\$ 430,726</b>	<b>\$ 12,467</b>	<b>2.98%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	120	500	500	500	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	621	714	870	870	900	30	3.45%
2026	Computer Software	787	650	955	955	1,280	325	34.03%
4531	Professional Services	3,366	871	15,500	15,500	15,500	-	-
4532	Communications	950	1,007	1,200	1,200	1,220	20	1.67%
4533	Travel & Transportation	4,627	6,174	11,000	11,000	11,000	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	2,431	2,394	2,950	2,950	2,975	25	0.85%
4667	Dues & Publications	1,424	1,398	2,000	2,000	2,000	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	98	133	500	500	500	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b>\$ 14,304</b>	<b>\$ 13,461</b>	<b>\$ 35,475</b>	<b>\$ 35,475</b>	<b>\$ 35,875</b>	<b>\$ 400</b>	<b>1.13%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 392,939</b>	<b>\$ 346,611</b>	<b>\$ 453,734</b>	<b>\$ 453,734</b>	<b>\$ 466,601</b>	<b>\$ 12,867</b>	<b>2.84%</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 12 - Legal**

**2026 Computer Software.** Includes annual fees for general office softwares.

**4533 Travel & Transportation.** Includes funds for continuing education of department staff, City Attorney automobile allowance, and travel related to litigation.

**4531 Professional Services.** Funds for outside legal council and process serving services should they be necessary.

**4666 Books.** Westlaw subscription, Alaska Rules of Court, Alaska Directory of Attorneys, Alaska State Statues, etc..

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 413 – City Manager**

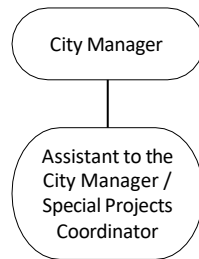
## Mission

To make the City of Kenai *The Best Place to Alaska* through good management and outstanding public service. To manage and continually improve City services, operations, and personnel to promote growth, development, and a thriving business and residential community.

## Functions & Responsibilities

Under the City's Charter, the City Council appoints the City Manager, who serves as the City Administrator. The City Manager is responsible for enforcing the City's laws and ordinances and overseeing all administrative departments, agencies, officers, and employees. Additionally, the City Manager manages the City's budget, finances, and administrative operations while providing policy recommendations and guidance to the City Council.

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
City Manager	1	NG	1	NG	1	NG	1	NG	1	NG	1	NG
Assistant to City Manager	1	23	1	23	1	23	1	23	1	23	1	23
Temporary Grant Writer	0.5	T15	1	T15	1	T15	-	-	-	-	-	-

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
City Manager	N/A	N/A	N/A	N/A	N/A	N/A
Assistant to City Manager	-	-	-	10	10	10
Temporary Grant Writer	-	-	-	-	-	-

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Percent of Department Goals Met	80%**	83%	86%	83%	85%*

\*Projected Figures based on year-to-date information.

\*\*Estimated reduction COVID-19 Impact

## FY25 Department Goals Evaluation

### 1. Improve Organizational Efficiency

Enhance efficiency through an ongoing efficiencies project where departments identify cost-saving measures and process improvements, supporting *Imagine Kenai 2030* Goal 4 – Public Improvements and Services.

- *Achieved:* Beginning in 2024, departments integrated cost-saving measures into their budget presentations to City Council, streamlining reporting processes.

### 2. Support Community Development

Foster a vibrant, healthy, and attractive community by leading and supporting special projects and initiatives in coordination with City Department, supporting *Imagine Kenai 2030* Goals 1 – Quality of Life, 2 – Economic Development, and 3 – Land Use.

#### a) Secure Match Funding for the Bluff Stabilization Project

- *Achieved:* Funding secured in the previous fiscal year with continued progress through a project signing event and support for the Public Works Department.

#### b) Promote Kenai as a Business-Friendly Community

- *Achieved:* Collaborated across departments to foster a pro-business environment, including support for the Storefront Improvement Program, business property tax exemption, and partnerships with the Kenai Chamber of Commerce and Visitor Center.

#### c) Strengthen Collaboration with Local Tribes

- *Achieved:* Increased coordination and collaboration on multiple projects, including facilitation of a Joint Work Session.

#### d) Enhance Marketing for Kenai

- *Achieved:* Worked with the City's marketing services provider to create a communications plan and managed new City-wide radio advertising efforts.

## FY26 Department Goals

### 1. Budget Preparation and Adoption

Complete and present the annual budget to the City Council in compliance with financial regulations, reporting standards, and City Council goals.

### 2. Employee Engagement and Development

Conduct at least one professional development or training opportunity annually for all administrative staff to enhance efficiency, improve service delivery, and strengthen teamwork.

**3. Support Community Development**

Continue efforts in alignment with *Imagine Kenai 2030* Goals 1 – Quality of Life, 2 – Economic Development, and 3 – Land Use:

- a) Implement new initiatives or policy updates to improve Kenai’s reputation as a business-friendly location.
- b) Host a minimum of two formal meetings with local tribes or partners to identify and advance joint initiatives.
- c) Develop and present a proposal for a development initiative to the City Council for consideration.

**4. Strengthen Communication and Public Engagement**

Enhance internal collaboration across all City departments and improve public engagement by responding to resident inquiries within one business day, promoting City news and events, and expanding information sharing and opportunities for public participation to support *Imagine Kenai 2030* Goal 1 – Quality of Life:

- a) Develop and implement an internal communication strategy to improve collaboration across all City departments, with new tools or processes to enhance communication.
- b) Increase public awareness by publishing City news updates and event promotions across multiple communication channels.

**Future Considerations**

As workforce challenges persist and new technologies evolve, the City Manager’s office will continue to refine administrative processes, strengthen HR support, and leverage technology to enhance public participation and outreach, efficiency, and service delivery.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: City Manager**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 275,875	\$ 250,827	\$ 296,009	\$ 296,009	\$ 303,557	\$ 7,548	2.55%
0200	Overtime	-	48	771	771	814	43	5.58%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	9,542	4,455	14,462	14,462	15,177	715	4.94%
0400	Medicare	4,069	3,685	4,513	4,513	4,633	120	2.66%
0450	Social Security	-	344	-	-	-	-	-
0500	PERS	60,692	54,059	65,292	65,292	66,962	1,670	2.56%
0600	Unemployment Insurance	-	84	599	599	1,598	999	166.78%
0700	Workers Compensation	554	540	618	618	671	53	8.58%
0800	Health & Life Insurance	50,418	56,961	53,444	53,444	53,444	-	-
0900	Supplemental Retirement	8,030	3,789	9,300	9,300	9,300	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 409,180</b>	<b>\$ 374,792</b>	<b>\$ 445,008</b>	<b>\$ 445,008</b>	<b>\$ 456,156</b>	<b>\$ 11,148</b>	<b>2.51%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	76	500	500	300	(200)	(40.00%)
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	1,434	1,372	1,160	1,160	1,200	40	3.45%
2026	Computer Software	1,466	1,169	1,570	1,570	1,620	50	3.18%
4531	Professional Services	49,936	52,796	37,500	37,500	60,000	22,500	60.00%
4532	Communications	1,744	1,469	2,400	2,400	2,440	40	1.67%
4533	Travel & Transportation	13,174	9,704	17,600	17,600	17,600	-	-
4534	Advertising	507	1,023	2,000	2,000	2,000	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	1,680	1,546	2,000	2,000	1,900	(100)	(5.00%)
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	773	710	-	500	500	500	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b>\$ 70,714</b>	<b>\$ 69,865</b>	<b>\$ 64,730</b>	<b>\$ 65,230</b>	<b>\$ 87,560</b>	<b>\$ 22,830</b>	<b>35.27%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 479,894</b>	<b>\$ 444,657</b>	<b>\$ 509,738</b>	<b>\$ 510,238</b>	<b>\$ 543,716</b>	<b>\$ 33,978</b>	<b>6.67%</b>



**City of Kenai**  
**Fiscal Year 2025 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 13 - City Manager**

<b>2024 Small Tools/Minor Equipment.</b> Charge for 4 computer replacements.	<b>4531 Professional Services.</b> Marketing and tourism professional services and Resident Satisfaction Survey.
<b>2026 Computer Software.</b> Includes annual fees for general office software.	<b>4533 Travel &amp; Transportation.</b> Car allowance, training and travel expenses for City Manager and Assistant to City Manager.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 414 – Human Resources**

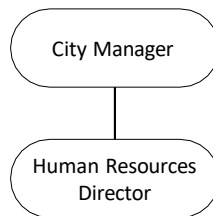
## Mission

The Human Resources Department is committed to developing, implementing, and continually improving human resource services, practices, and programs that support the City's goals and its employees in a fair and equitable manner.

## Functions & Responsibilities

The Human Resources Department is responsible for directing, coordinating, and administering the City's human resources processes, functions, and activities, including recruitment and retention of qualified employees, benefits administration, employee relations, training, performance management, leadership consultation, and employment law compliance as well as providing consistent and comprehensive professional Human Resources support to employees and supervisors.

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		FY25 Actual		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
HR Director	1	26	1	23	1	23	1	23	1	23	1	23

## Performance Measures

Calendar Year	2021	2022	2023	2024	2025*
Total Recruitments Regular Full-time & Part-time Positions	25	26	25	22	24
Annual Turnover Rate Regular Full-time & Part-time Positions	20%	21%	19%	17%	20%
Average Number of Applicants Regular Full-time & Part-time Positions	14	9	13	14	14
Average Number of Days to Fill Vacant Positions	No Data	No Data	No Data	70	70

*\*Projected Figures based on year-to-date information.*

## **FY25 Department Goals Evaluation**

The following goals support Imagine Kenai: 2030 City of Kenai Comprehensive Plan Goal 1 – Quality of Life: Promote and encourage quality of life in Kenai.

1. Improve Human Resource workflows and develop forms and procedures to ensure consistency and compliance.
  - *Achieved. Workflows, forms and procedures have been developed.*
2. Improve Employee Performance Evaluation Program to evaluate employees, improve constructive feedback and work performance. Work with administration to identify performance evaluation strategy and goals and update forms and procedures.
  - *Partially Achieved. Progress has been made in identifying areas for improvement, work is ongoing to update forms and procedures.*
3. Enhance employee training and development by implementing a comprehensive training plan based on individual and departmental needs.
  - *Partially Achieved. Training plans using NeoGov Learn have been assigned based on individual and departmental needs,*
4. Create a positive employee experience by understanding employee needs and implementing initiatives that enhance workplace satisfaction.
  - *Not Achieved. A survey is scheduled for the spring to gather feedback from employees.*

## **FY26 Department Goals**

The following goals support Imagine Kenai: 2030 City of Kenai Comprehensive Plan Goal 4 – Provide adequate public improvements and services in Kenai, as they directly support the efficiency, effectiveness and compliance of City operations.

1. Conduct a review of Human Resources policies and procedures, update at least 10 key policies and implement necessary changes with clear employee communication and training to ensure compliance and best practices.
2. Develop and distribute a Supervisor Guidebook covering key management topics, to provide supervisors with guidance on City policies and best practices.
3. Organize, catalog and properly label all active and archived employee files, using RMS SIMPLE Records Manager to ensure compliance with record retention policies, improve accessibility of records and prepare records for future digitization.

## **Future Considerations**

Looking ahead, the City should focus on keeping Human Resources policies up to date, using technology to make processes more efficient, and supporting employee growth. Improving digital recordkeeping will make files easier to access and manage over time, while regular policy reviews will help the City stay compliant with changing laws. Providing ongoing training for supervisors will ensure they have the tools they need to lead effectively. Checking in on these efforts through employee feedback and performance reviews will help refine HR practices and keep the City competitive in both recruitment and retention of employees.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Human Resources**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 106,285	\$ 101,957	\$ 115,070	\$ 115,070	\$ 116,855	\$ 1,785	1.55%
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	37	1,706	1,706	3,134	1,428	83.70%
0400	Medicare	1,591	1,449	1,693	1,693	1,740	47	2.78%
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	23,382	22,433	25,315	25,315	25,708	393	1.55%
0600	Unemployment Insurance	-	91	584	584	600	16	2.74%
0700	Workers Compensation	213	226	232	232	302	70	30.17%
0800	Health & Life Insurance	25,209	25,622	26,722	26,722	26,722	-	-
0900	Supplemental Retirement	3,469	1,717	2,586	2,586	2,325	(261)	(10.09%)
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 160,149</b>	<b>\$ 153,532</b>	<b>\$ 173,908</b>	<b>\$ 173,908</b>	<b>\$ 177,386</b>	<b>\$ 3,478</b>	<b>2.00%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	161	500	500	500	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	207	1,108	290	290	300	10	3.45%
2026	Computer Software	6,003	4,524	6,086	6,086	6,780	694	11.40%
4531	Professional Services	26,498	5,322	300	14,450	300	-	-
4532	Communications	748	708	960	960	970	10	1.04%
4533	Travel & Transportation	4,475	1,603	5,750	5,750	5,750	-	-
4534	Advertising	788	301	750	750	750	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	244	311	600	600	600	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	8,541	1,708	12,000	12,000	12,000	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b>\$ 47,504</b>	<b>\$ 15,746</b>	<b>\$ 27,236</b>	<b>\$ 41,386</b>	<b>\$ 27,950</b>	<b>\$ 714</b>	<b>2.62%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 207,653</b>	<b>\$ 169,278</b>	<b>\$ 201,144</b>	<b>\$ 215,294</b>	<b>\$ 205,336</b>	<b>\$ 4,192</b>	<b>2.08%</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 14 - Human Resources**

<b>2021 Office Supplies.</b> Miscellaneous supplies.	<b>4534 Advertising.</b> Job fair.
<b>4531 Professional Services.</b> Includes independent investigation, (if needed) and Classification/Compensation Study.	<b>4667 Dues &amp; Publications.</b> SHRM annual membership and PRH recertification exam fee.
<b>4533 Travel &amp; Transportation.</b> Includes funds for continuing education of department staff and car allowance.	<b>5041 Miscellaneous.</b> Education Assistance Program.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 415 – Finance**

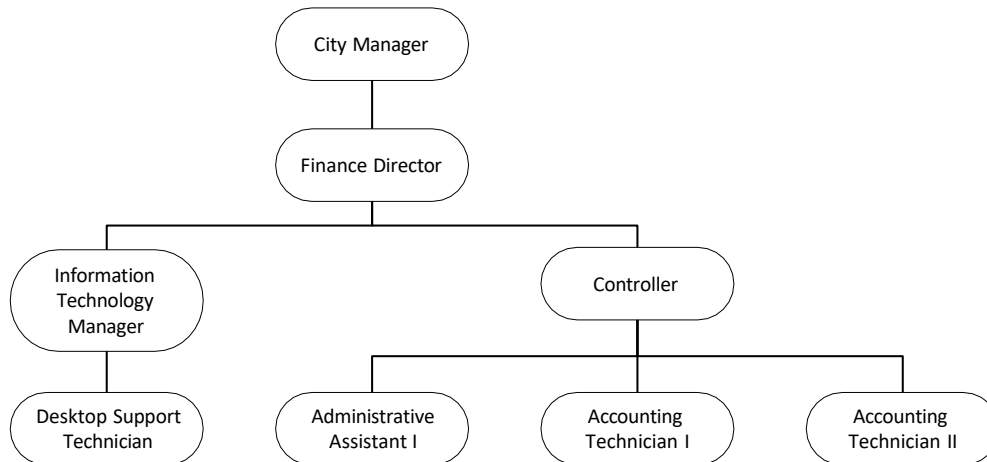
## Mission

To provide timely, accurate, clear and complete information and support to other city departments, citizens, and the City Council for the purpose of making informed financial decisions.

## Functions & Responsibilities

The Finance Department is responsible for the financial and budgetary operations of the City and the operations of the City's information technology network. The Finance Department processes purchase orders, issues vendor checks, processes the citywide payroll, compiles the budget, processes all account receivable transactions including the water and sewer utility bills, and invests the City's money. The department is involved in numerous day-to-day activities of City operations, including special assessments, land sales, land leases, personnel matters, insurance, pensions, and general accounting.

## Organizational Chart



## Staffing

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Finance Director	1	29	1	29	1	29	1	28	1	28	1	28
Controller	-	-	1	25	1	25	1	25	1	25	1	25
IT Manager	1	23	1	23	1	23	1	23	1	23	1	23
Desktop Support Technician	.5	13	.5	13	.5	13	.5	15	.5	15	.5	15
Accountant	1	21	-	-	-	-	-	-	-	-	-	-
Accounting Tech I	.5	15	.5	15	.5	15	.5	14	.5	14	.5	14
Accounting Tech II	1	16	1	16	1	16	1	16	1	16	1	16
Administrative Assistant I	.32	13	.32	13	.32	13	.32	13	.32	13	.32	13
IT Intern	.1	T6	.1	T6	-	T6	-	T6	-	T6	-	T6

### Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	FY25 Projected	FY26 Projected	FY27 Projected
Finance Director	N/A	N/A	N/A	N/A	N/A	N/A
Controller	N/A	N/A	N/A	N/A	N/A	N/A
IT Manager	9	24	45	45	45	45
Accountant	10	-	-	-	-	-
Desktop Support Technician	-	-	-	-	-	-
Accounting Tech I	-	-	-	-	-	-
Accounting Tech II	-	-	-	-	-	-
Administrative Assistant I	-	-	-	-	-	-

### Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Purchase Orders	2,382	2,279	2,392	2,490	2,546
Vendor Checks	2,531	2,908	3,279	3,180	2,953
Payroll Checks	3,601	3,534	4,580	4,625	4,135
Utility Customers	2,025	2,033	2,057	2,080	2,075
Paper Invoices	21,557	21,321	20,988	50,550	19,707
Electronic Invoices	4,620	4,816	5,380	5,868	6,504
Customers on AutoPay	870	897	919	1,000	1,025
Federal Grants	16	24	13	12	11
State Grants	7	5	7	7	7
FTE's per IT Staff	72	69	76	76	76

\*Projected Figures based on year-to-date information.

### FY25 Department Goals Evaluation

- The IT department will evaluate the cybersecurity assessment, recommend and implement cybersecurity improvements.
  - Partially Achieved. The cybersecurity assessment was completed, recommendations were made and implementations of improvements began. Continual ongoing project.*
- Explore and implement the potential of automating the Purchasing-card (Visa) process, update the Purchasing-card policy to support the process.
  - Partially Achieved. We explored the capability of both the bank and Caselle, working towards addressing internal controls and documentation. Continual ongoing project.*
- Conduct an internal audit of asset inventory.
  - Achieved. An audit was completed at the department level and asset inventory was updated accordingly.*

### FY26 Department Goals

- Implement changes in cybersecurity improvements, completing the FY26 goals lined out in the Cyber Security Remediation Plan.
- Complete the automation of the P-card process and update the P-card policy to support the process.
- Complete the documentation of 10 department policies and procedures in FY26 with a goal of completing remaining policies and procedures in FY27.

## **Future Considerations**

Services requiring IT support and complex security threats grow annually. The City's IT staffing of one point six (1.60) full-time equivalents will be difficult to maintain long-term and the need for external professional services continues to grow. Requests for additional staff or an increase in professional service budget, to augment the departments technical understanding and capabilities, is anticipated in the years to come. \$33,000 is included in the Non-Departmental budget in FY26 for such professional services.



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Finance**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 485,339	\$ 451,225	\$ 519,670	\$ 519,670	\$ 508,317	\$ (11,353)	(2.18%)
0200	Overtime	404	794	3,757	3,757	215	(3,542)	(94.28%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	8,580	5,220	16,485	16,485	16,587	102	0.62%
0400	Medicare	7,135	6,495	7,828	7,828	7,614	(214)	(2.73%)
0450	Social Security	1,330	361	-	-	-	-	-
0500	PERS	102,116	97,412	115,155	115,155	111,877	(3,278)	(2.85%)
0600	Unemployment Insurance	-	363	2,700	2,700	2,626	(74)	(2.74%)
0700	Workers Compensation	735	905	1,072	1,072	1,322	250	23.32%
0800	Health & Life Insurance	119,139	120,355	126,288	126,288	125,350	(938)	(0.74%)
0900	Supplemental Retirement	12,645	8,456	16,978	16,978	17,150	172	1.01%
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 737,423</b>	<b>\$ 691,586</b>	<b>\$ 809,933</b>	<b>\$ 809,933</b>	<b>\$ 791,058</b>	<b>\$ (18,875)</b>	<b>(2.33%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	2,896	3,603	5,000	5,000	5,000	-	-
2022	Operating & Repair Supplies	-	73	-	-	-	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	3,057	5,127	4,420	4,420	4,900	480	10.86%
2026	Computer Software	49,580	35,538	58,510	58,510	59,585	1,075	1.84%
4531	Professional Services	85,436	58,285	107,950	107,950	91,550	(16,400)	(15.19%)
4532	Communications	2,674	2,870	3,600	3,600	3,660	60	1.67%
4533	Travel & Transportation	16,620	6,925	19,435	19,435	19,430	(5)	(0.03%)
4534	Advertising	282	537	800	800	800	-	-
4535	Printing & Binding	-	42	7,500	7,500	7,500	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	27	-	-	-	-	-
4667	Dues & Publications	360	1,175	2,040	2,040	2,040	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	(14)	308	500	500	500	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b>\$ 160,891</b>	<b>\$ 114,510</b>	<b>\$ 209,755</b>	<b>\$ 209,755</b>	<b>\$ 194,965</b>	<b>\$ (14,790)</b>	<b>(7.05%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 898,314</b>	<b>\$ 806,096</b>	<b>\$ 1,019,688</b>	<b>\$ 1,019,688</b>	<b>\$ 986,023</b>	<b>\$ (33,665)</b>	<b>(3.30%)</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: 15 - Finance**

**2024 Small Tools/Minor Equipment.** Charge for (7) seven computers and miscellaneous other items. Accounts payable replacement printer.

**2026 Computer Software.** Includes annual fees for general office software's, Caselle financial management software, Laserfiche LSAP software and various software's to support the City's IT Manager. Also includes IT subscriptions for software, Adobe, Microsoft and Server Cals and Laserfiche LSAP costs.

**4531 Professional Services.** FICA Administration fees, online sales tax commission fees and Laserfiche support.

**4533 Travel & Transportation.** Car allowance. Funds for continuing education of department staff including travel for the City's Finance Director to annual conferences, IT Manager and Help Desk Tech to specialized training and one accounting staff travel to annual Caselle user conference. Laserfiche annual conference travel.

**4535 Printing & Binding.** City PAFR (Popular Annual Financial Report).

**4667 Dues & Publications.** Includes funds for professional organization dues for the Finance Director and Controller and certification fees for the Annual Budget and Annual Comprehensive Financial Report.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 416 – Land Administration**

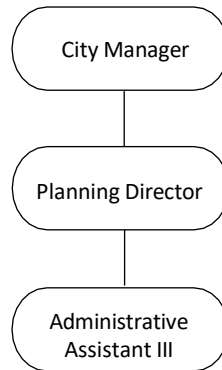
**Mission**

To coordinate, promote, implement, and conserve City land and resources consistent with the City's priorities and public policy.

**Functions & Responsibilities**

City-owned lands and tidelands are managed pursuant to Kenai Municipal Code, Title 22 *City-Owned Lands* and Chapter 11.20 *Leasing of Tidelands* through the City Manager's Office in coordination with the Planning and Zoning Department.

**Organizational Chart**



**Staffing**

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Planning Director	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	.05	24	.05	24
Administrative Assistant III	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	.5	15	.5	15

**Performance Measures**

Fiscal Year	2021	2022	2023	2024	2025*
Existing Leases	19	19	22 <sup>+</sup>	22	24
New Leases	0	1	0	2	0
Lease Amendments/Extensions	-	2	2	4	0
Lease Terminations	0	0	0	0	0
Land Acquisitions	4	4	0	2	0
Land Sales/Donations	1	4	0	2	11
Special Use Permits	4	4	4	5	5

*Note: General Fund Land does not include Airport Lands.*

*\*Projected Figures based on year-to-date information*

## Airport Fund Leases

Fiscal Year	2022	2023	2024	2025*
Existing Leases	65	42 <sup>+</sup>	42	43
New Leases	5	0	4	2
Lease Amendments/Extensions	-	6	4	0
Lease Terminations	1	1	3	1
Land Acquisitions	0	0	0	0
Development Incentives Applications	2	1	2	3
Land Sales	2	0	4	11
Special Use Permits	2	1	2	2

\*Projected Figures based on year-to-date information.

<sup>+</sup>Previous Number of Leases included General Fund Lands.

## FY25 Department Goals Evaluation

- Continue to implement the recommendations as identified in the Land Management Plan.
  - Partially Achieved. Maintained a list of changes (i.e., sales, leases, donation, etc.) to the current land inventory.*
- Create an interactive GIS map of all city-owned properties identified in the Land Management Plan with detailed information on each parcel.
  - Partially Achieved. Started the template and compilation of data to transition from ArcMap to ArcGIS Pro/Online.*
- Actively maintain and stay up to date on the Airport Reserve Lease App (GIS map) of available lease parcels.
  - Not Achieved. The Airport Reserve Lease App (interactive map) has been removed until the data and boundary are updated.*
- Create and update GIS maps to support internal operations, project planning and management, and reporting.
  - Partially Achieved. Existing public interface maps have been updated with latest parcel data from Kenai Peninsula Borough. There are several maps in the works to include the collector app for Public Works to conduct inventory and locations of service lines, conditional use permits with associated planning approvals, and adopt-a-hydrant.*
- Review and update the 2016 Comprehensive Plan to ensure compatibility and consistency between the Land Use Plan and Land Management Plan.
  - Partially Achieved. Started the discussion with Planning and Zoning Commission about updating the land use plan within the Comprehensive Plan to maintain consistency with the Land Management Plan.*
- Implement recommendations of the GIS Needs Assessment in support of support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 2 - Provide economic development to support the fiscal health of Kenai.
  - Not Achieved. Staff's recommendation is to remove this goal and use it towards training opportunities for future users/designee to maintain their databases and maps.*

Planning and Zoning Department will assist with implementation but maintenance will be the responsibility of each department/division.

### **FY26 Department Goals**

1. Create an interactive GIS map (and a printed companion map) of all city-owned properties identified in the Land Management Plan with detailed information on each parcel.
2. Re-create the Airport Reserve Lease App (GIS map) of available lease parcels.
3. Create and update a comprehensive GIS map of all city lands to support internal operations, project planning and management, and reporting.
4. Review and update the 2016 Comprehensive Plan and Official Zoning Map to ensure compatibility and consistency between the Land Use Plan and Land Management Plan.
5. Consider incentives to encourage infill and redevelopment of vacant properties and buildings and ensure they support the intent of Code for City-owned lands and put findings into a report to be submitted to the Planning & Zoning Commission.
6. Strategize actions for undeveloped subdivisions, including the examination of parcel layouts that may no longer be optimal and strategize ways to attract development of unfinished subdivisions and put findings into a report to be submitted to the Planning & Zoning Commission.
7. Market the availability of parcels for lease and communicate development incentives and leases with option to purchase by updating the City Lease Lands Brochure.
8. Configure an existing software subscription to manage leases and implement the solution to streamline the City's process of lease management.

### **Future Considerations**

Lands Administration has not kept pace with the number of changes that have been presented within the past few months. An update to the City of Kenai Land Management Inventory and Land Management Plan is needed to ensure an accurate picture of what lands the city manages. Recent residential land sales have reduced City land inventory. Additional considerations would include an economic development-based webpage showcasing city-owned properties that are ready for improvements or divestment.

Further work needs to be accomplished to ensure the Kenai Municipal Airport and City of Kenai Planning & Zoning Department have accurate, updated mapping and land records. This will streamline project planning processes and make data sharing easier during the development of Airport Master Plans, Hazard Mitigation Plans, and the City's Comprehensive Plan.

For the above reasons, I am recommending that Lands Administration be shifted to the Planning Technician (Administrative Assistant III) under the supervision of the Planning Director to dedicate more time to completing these tasks.

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund: 001 - General Fund  
Department: Land Administration

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ -	\$ 381	\$ -	\$ -	\$ 37,285	\$ 37,285	-
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	574	574	-
0400	Medicare	-	6	-	-	549	549	-
0450	Social Security	-	24	-	-	-	-	-
0500	PERS	-	-	-	-	8,203	8,203	-
0600	Unemployment Insurance	-	1	-	-	189	189	-
0700	Workers Compensation	-	1	-	-	96	96	-
0800	Health & Life Insurance	-	-	-	-	14,697	14,697	-
0900	Supplemental Retirement	-	-	-	-	2,441	2,441	-
<b><u>Total Salaries &amp; Benefits</u></b>		<b><u>\$ -</u></b>	<b><u>\$ 413</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 64,034</u></b>	<b><u>\$ 64,034</u></b>	<b><u>-</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	196	79	200	200	200	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	-	70	-	-	-	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	-	21,268	42,000	84,250	12,000	(30,000)	(71.43%)
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	199	174	500	500	250	(250)	(50.00%)
4535	Printing & Binding	295	59	500	500	250	(250)	(50.00%)
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	1,092	929	-	-	3,300	3,300	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	447	192	200	1,700	200	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	50,000	50,000	-	(50,000)	(100.00%)
<b><u>Total Maint. and Operations</u></b>		<b><u>\$ 2,229</u></b>	<b><u>\$ 22,771</u></b>	<b><u>\$ 93,400</u></b>	<b><u>\$ 137,150</u></b>	<b><u>\$ 16,200</u></b>	<b><u>\$ (77,200)</u></b>	<b><u>(82.66%)</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	12,127	2,425	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
<b><u>Total Capital Outlay and Transfers</u></b>		<b><u>\$ 12,127</u></b>	<b><u>\$ 2,425</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 14,356</u></b>	<b><u>\$ 25,609</u></b>	<b><u>\$ 93,400</u></b>	<b><u>\$ 137,150</u></b>	<b><u>\$ 80,234</u></b>	<b><u>\$ (13,166)</u></b>	<b><u>(14.10%)</u></b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 16 - Land Administration**

<b>4531 Professional Services.</b> Cost of surveys for City owned lands. Recording fees, including rerecording easement over 40 years old.	<b>5041 Miscellaneous.</b> Recording fees for leased parcels.
<b>4535 Printing and Binding.</b> Printing and binding of Land Management plan and maps.	<b>5047 Grant to Other Agencies.</b> Storefront and streetscapes Improvement grants.
<b>4537 Utilities.</b> Includes Peninsula Oilers Water and Sewer.	

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 418 – Non-Departmental**

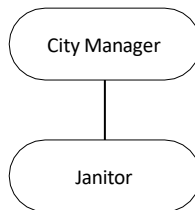
**Mission**

To provide for goods and services and account for expenditures that benefit all departments of the City's General Fund and are not included in or accounted for in another specific department.

**Functions & Responsibilities**

The non-departmental budget provides for administrative expenditures that are not accounted for in another specific department. It includes the day-to-day expenses of City operations, including insurance, utilities, operating supplies, repairs and maintenance, printing and binding, City Hall janitorial services, and postage for City Hall. The non-departmental budget also includes rent to the Airport Land System for General Fund use of the City Shop property, Contingency and transfers to other funds for debt service, senior citizen programs, and capital projects funded by the City's General Fund.

**Organizational Chart**



**Staffing**

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Janitor	.30	3	.30	3	.30	5	.30	6	.30	6	.30	6



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Non-Departmental**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 10,949	\$ 7,034	\$ 14,450	\$ 14,450	\$ 13,919	\$ (531)	(3.67%)
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	164	104	210	210	202	(8)	(3.81%)
0450	Social Security	701	442	896	896	863	(33)	(3.68%)
0500	PERS	194,228	406,875	405,385	405,385	541,742	136,357	33.64%
0600	Unemployment Insurance	-	4	72	72	70	(2)	(2.78%)
0700	Workers Compensation	144	94	179	179	219	40	22.35%
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 206,186</b>	<b>\$ 414,553</b>	<b>\$ 421,192</b>	<b>\$ 421,192</b>	<b>\$ 557,015</b>	<b>\$ 135,823</b>	<b>32.25%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	114	1,000	1,000	500	(500)	(50.00%)
2022	Operating & Repair Supplies	652	3,062	500	500	500	-	-
2023	Repair & Maintenance Supplies	918	527	1,500	1,500	1,500	-	-
2024	Small Tools/Minor Equipment	17,088	9,729	7,000	7,000	7,000	-	-
2026	Computer Software	28,353	22,151	43,250	43,250	86,700	43,450	100.46%
4531	Professional Services	19,122	19,222	30,000	47,100	43,000	13,000	43.33%
4532	Communications	968	927	1,200	1,200	20,980	19,780	1,648.33%
4533	Travel & Transportation	(15,612)	(10,352)	-	6,870	-	-	-
4534	Advertising	-	-	5,832	5,832	14,000	8,168	140.05%
4535	Printing & Binding	7,297	8,431	7,500	7,500	7,500	-	-
4536	Insurance	374,324	314,882	417,697	417,697	473,567	55,870	13.38%
4537	Utilities	49,115	42,947	46,975	46,975	48,160	1,185	2.52%
4538	Repair & Maintenance	1,488	5,099	1,980	1,980	2,280	300	15.15%
4539	Rentals	67,226	61,756	68,234	68,234	69,735	1,501	2.20%
4540	Equip. Fund Pmts.	44,907	37,930	44,925	44,925	47,532	2,607	5.80%
4541	Postage	5,189	4,196	7,500	7,500	8,000	500	6.67%
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	General Contingency	-	-	90,000	81,897	90,000	-	-
5041	Miscellaneous	8,069	6,682	7,500	7,500	7,500	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	154,200	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 609,104</b>	<b>\$ 681,503</b>	<b>\$ 782,593</b>	<b>\$ 798,460</b>	<b>\$ 928,454</b>	<b>\$ 145,861</b>	<b>18.64%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	7,812	-	4,632	23,000	23,000	-
9090	Transfers	1,667,033	1,873,660	1,094,136	1,143,973	2,412,022	1,317,886	120.45%
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 1,667,033</b>	<b>\$ 1,881,472</b>	<b>\$ 1,094,136</b>	<b>\$ 1,148,605</b>	<b>\$ 2,435,022</b>	<b>\$ 1,340,886</b>	<b>122.55%</b>
<b>Department Total:</b>		<b>\$ 2,482,323</b>	<b>\$ 2,977,528</b>	<b>\$ 2,297,921</b>	<b>\$ 2,368,257</b>	<b>\$ 3,920,491</b>	<b>\$ 1,622,570</b>	<b>70.61%</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 18 - Non-Departmental**

<b>0500 PERS.</b> To account for the General Fund's share of State of Alaska Public Employee's Retirements System on-behalf funding.	<b>4535 Printing and Binding.</b> City Hall copier service agreement.																												
<b>2023 Repair &amp; Maintenance Supplies.</b> Janitorial supplies.	<b>4536 Insurance.</b> For the purchase of general liability, property, auto, heavy equipment, physician sponsor, marine, and other City insurances.																												
<b>2024 Small Tools/Minor Equipment.</b> Network miscellaneous hardware and computer items.	<b>4538 Repair &amp; Maintenance Service.</b> City Hall carpet cleaning, window cleaning and security.																												
<b>2026 Computer Software.</b> Includes city-wide annual fees for network device licensing. Capital Improvement/Special Project: VOIP Upgrade \$30,000.	<b>4539 Rentals.</b> Rental of Airport Fund property (Tract A, FBO Subdivision), \$40,119 and the Automated Flight Service Station lot, \$29,616.																												
<b>4531 Professional Services.</b> Network technical support. Cybersecurity managed detection and response service. Capital Improvements/Special Project: Fixed Wireless Upgrade \$10,000.	<b>8064 Machinery &amp; Equipment.</b> Capital Improvements / Special Projects: Fixed Wireless Upgrade \$23,000.																												
<b>4532 Communications.</b> Capital Improvements/Special Projects: VOIP Upgrade \$20,000	<b>9090 Transfers.</b> To account for fund transfers to other funds of the City for operations or capital projects.																												
<b>4534 Advertising.</b> City-wide radio advertising.	<table> <tr> <td>Debt Service</td><td style="text-align: right;">\$ 130,625</td></tr> <tr> <td>Senior Citizen Fund for operations</td><td style="text-align: right;">286,397</td></tr> <tr> <td>Aliak Stormwater &amp; Paving Repair</td><td style="text-align: right;">600,000</td></tr> <tr> <td>Street Condition Assessment</td><td style="text-align: right;">100,000</td></tr> <tr> <td>GIS Stormwater, Lighting &amp; Road Mapping</td><td style="text-align: right;">50,000</td></tr> <tr> <td>Downtown Asphalt Crack Sealing</td><td style="text-align: right;">200,000</td></tr> <tr> <td>Road Improvements &amp; Repairs</td><td style="text-align: right;">150,000</td></tr> <tr> <td>Parking Lot Sealcoating &amp; Repairs</td><td style="text-align: right;">300,000</td></tr> <tr> <td>Flight Services RTU Replacements</td><td style="text-align: right;">400,000</td></tr> <tr> <td>Beaver Creek Pavilion Replacement</td><td style="text-align: right;">50,000</td></tr> <tr> <td>Tractor Replacement</td><td style="text-align: right;">70,000</td></tr> <tr> <td>City Hall Improvements - Design</td><td style="text-align: right;">75,000</td></tr> <tr> <td></td><td style="text-align: right;"><hr/></td></tr> <tr> <td></td><td style="text-align: right;">\$ 2,412,022</td></tr> </table>	Debt Service	\$ 130,625	Senior Citizen Fund for operations	286,397	Aliak Stormwater & Paving Repair	600,000	Street Condition Assessment	100,000	GIS Stormwater, Lighting & Road Mapping	50,000	Downtown Asphalt Crack Sealing	200,000	Road Improvements & Repairs	150,000	Parking Lot Sealcoating & Repairs	300,000	Flight Services RTU Replacements	400,000	Beaver Creek Pavilion Replacement	50,000	Tractor Replacement	70,000	City Hall Improvements - Design	75,000		<hr/>		\$ 2,412,022
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	\$ 2,412,022																												

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 419 – Planning and Zoning**

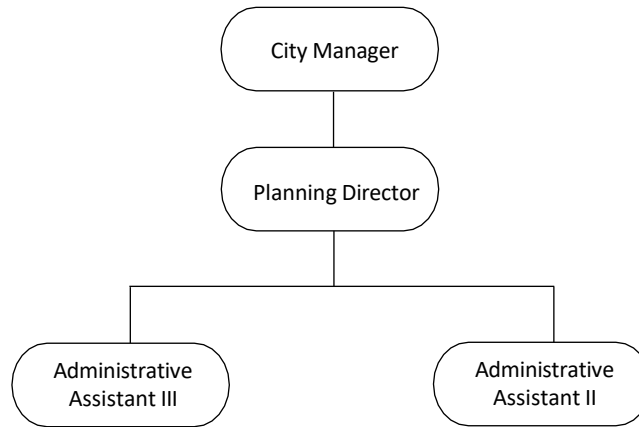
**Mission**

To assist the residents of Kenai in achieving an orderly and efficient pattern of growth that promotes economic development, enhances the quality of life, aesthetics, and environment in the City, preserves historic resources, and conforms to the City's Comprehensive Plan and the City's Zoning Code.

**Functions and Responsibilities**

The Planning and Zoning Department determines the current and future planning needs of the City. The Department is responsible for all functions, operations, activities, and personnel relevant to planning and zoning, floodplain management, GIS data, code enforcement, land use and permitting applications, and land sale and lease administration. The Department provides administrative support and acts as staff liaison to the Planning & Zoning Commission. The Planning & Zoning Department also maintains the City's official zoning and land-use maps.

**Organizational Chart**



**Staffing**

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Planning Director	.7	23	.7	23	.7	24	.7	24	.65	24	.65	24
Administrative Assistant III	1	15	1	15	1	15	1	15	.5	15	.5	15
Administrative Assistant II	-	-	-	-	.5	14	.6	14	.6	14	.6	14
Planning & Zoning Commissioner	7	N/A	7	N/A	7	N/A	7	N/A	7	N/A	7	N/A

**Average Overtime Per Position (hours)**

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Planning Director	N/A	N/A	N/A	N/A	N/A	N/A
Administrative Assistant III	0	3.5	0	0	0	0
Planning & Zoning Commissioner	N/A	N/A	N/A	N/A	N/A	N/A

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Conditional Use Permits	10	10	7	8	6
Preliminary Plats	14	6	11	12	7
Others, include Site Plan	22	23	18	24	5
Total Permits	46	39	36	44	18
Code Violations	25	9	34	25	26
Kenai Municipal Code Changes	3	1	3	4	3

\*Projected Figures based on year-to-date information.

## FY25 Department Goals Evaluation

1. Implement a “One Stop Shop”, a customer-oriented and streamline approach to assisting customers through the development processes, including plan submittals, permits, planning projects, violations and development records.
  - *Partially Achieved. Now working with City Clerk and members of other departments to develop a city-wide software solution to streamline multiple processes, including code enforcement and permitting.*
2. Generate an ongoing list of code amendments that are necessary to reflect current practice, clarify sections of the Zoning and Municipal Codes, maintain consistency with relevant state and/or federal regulations, and promote good planning techniques and principles for implementing adopted plans and codes to improve the efficiency and effectiveness of City’s planning and zoning. Update the Zoning and Municipal Codes periodically to correct the issues that have been identified and are included on the list.
  - *Not Achieved. Ongoing. Due to staff and process changes, amendments to the Zoning Code are to delayed until mid-FY25. Administrative review of KMC Title 14 was completed in February 2025 and sent to P&Z and City Council for review and approval. Additional changes to content will continue into FY26.*
3. Implement an effective performance measure to allow for comparison to be made to enable performance improvements.
  - a. Application Processing Time
  - b. Review Time Goals (number of days)
  - c. Customer inquiries (e.g., walk-ins, appointments, letters, phone calls, and emails)
  - *Partially Achieved. Staff started to utilized web-based solutions to assist with capturing baseline performance measures. There is not sufficient baseline performance data to create quarterly and/or annual goals since there are peak seasons and off-seasons for development.*
4. Review, update and/or implement the following adopted plans and policies.
  - a. Imagine Kenai 2030 City of Kenai Comprehensive Plan
  - b. Historic Preservation Plan
  - c. Hazard Mitigation Plan

- *Not Achieved. Due to staff changes, the Comprehensive Plan has not been updated. The Hazard Mitigation Plan expired in January 2025 and the State of Alaska will provide technical assistance, manage contracting, and cover 100% of the cost if awarded the FEMA BRIC grant. In the event the grant is not awarded, the work will be completed internally.*
5. Waterfront Feasibility Study Implementation in support of support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 2 - Provide economic development to support the fiscal health of Kenai.
    - *Partially Achieved. Additional areas within the City are being considered for rezoning into the Working Waterfront zone. New economic development strategies are under preliminary review within the department.*

## **FY26 Department Goals**

1. Updates to the Kenai Municipal Code, specifically Title 14 (and others as needed), to address inconsistencies and ambiguity within the Sign Code and Conditional Use Permit process.
2. Review existing Conditional Use Permits to determine the feasibility and appropriateness of rezoning areas of the City where development has already occurred. This will reduce the administrative burden on business owners and City personnel.
3. Initiate work on updating the City of Kenai Hazard Mitigation Plan.
  - a. If grant funded, work with the consultant to ensure timely completion.
  - b. If not grant funded, allocate staff time to complete the plan internally to conserve city financial resources.
4. Prepare staff for the upcoming FY27 Comprehensive Plan update process.
  - a. Review existing plans and determine strategies to outline completion.
5. Develop an initial Economic Development framework to guide efforts for future investments in the community.
6. Continue to progress the Waterfront Redevelopment project by seeking grants for design of potential alternatives for development.
  - a. Expand the waterfront redevelopment project to potentially include other areas (near old cannery) to make a cohesive district on both sides of the river.

## **Future Considerations**

Planning & Zoning has a number of planning initiatives that are either overdue, or will be within the next budget year. The City's Hazard Mitigation Plan is overdue and will disallow the City to received mitigation funds from FEMA until it is updated. Federal/state funding is not guaranteed, and the planning department may have to complete the work internally while meeting all other requirements, including code enforcement.

The City's Comprehensive Plan is also approaching 10 years old, and needs to be updated to reflect changing needs throughout the community. This plan will likely be headed up by the Planning Department staff, with initial efforts kicking off in Spring 2026. Development of a new city economic development strategy is also being considered to bolster the growth within the city over the next few years.

For the above reasons, I am recommending that the Planning Director be more focused on the Planning & Zoning functions. The Planning Director would be 95% covered in P&Z and I recommend keeping the Administrative Assistant II a 24-hour PT employee position to dedicate more time to completing these tasks while also covering daily operations.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Planning and Zoning**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 140,146	\$ 122,313	\$ 195,526	\$ 195,526	\$ 133,271	\$ (62,255)	(31.84%)
0200	Overtime	-	58	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	2,781	2,831	2,831	2,044	(787)	(27.80%)
0400	Medicare	1,971	1,761	2,876	2,876	1,962	(914)	(31.78%)
0450	Social Security	521	830	521	521	-	(521)	(100.00%)
0500	PERS	32,393	25,919	41,168	41,168	29,320	(11,848)	(28.78%)
0600	Unemployment Insurance	-	96	950	950	677	(273)	(28.74%)
0700	Workers Compensation	282	254	394	394	342	(52)	(13.20%)
0800	Health & Life Insurance	42,855	43,351	72,149	72,149	44,091	(28,058)	(38.89%)
0900	Supplemental Retirement	3,140	1,976	6,840	6,840	5,746	(1,094)	(15.99%)
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 221,308</b>	<b>\$ 199,339</b>	<b>\$ 323,255</b>	<b>\$ 323,255</b>	<b>\$ 217,453</b>	<b>\$ (105,802)</b>	<b>(32.73%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	329	560	500	500	500	-	-
2022	Operating & Repair Supplies	372	311	1,000	1,000	500	(500)	(50.00%)
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	3,936	1,874	2,100	2,100	2,100	-	-
2026	Computer Software	8,462	3,777	9,370	9,370	9,090	(280)	(2.99%)
4531	Professional Services	1,896	2,775	8,000	8,000	2,500	(5,500)	(68.75%)
4532	Communications	818	795	2,160	2,160	2,190	30	1.39%
4533	Travel & Transportation	5,632	3,934	9,360	8,553	8,360	(1,000)	(10.68%)
4534	Advertising	2,508	2,864	3,000	3,808	2,500	(500)	(16.67%)
4535	Printing & Binding	392	368	1,500	1,500	2,500	1,000	66.67%
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	56	-	-	-	-	-
4667	Dues & Publications	1,133	869	1,650	1,650	1,300	(350)	(21.21%)
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	15,006	3,102	500	500	500	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	10,000	2,000	-	20,000	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 50,484</b>	<b>\$ 23,285</b>	<b>\$ 39,140</b>	<b>\$ 59,141</b>	<b>\$ 32,040</b>	<b>\$ (7,100)</b>	<b>(18.14%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 271,792</b>	<b>\$ 222,624</b>	<b>\$ 362,395</b>	<b>\$ 382,396</b>	<b>\$ 249,493</b>	<b>\$ (112,902)</b>	<b>(31.15%)</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 19 - Planning & Zoning**

**2024 Small Tools/Minor Equipment.** Charge for (4) four computer and miscellaneous small office equipment. (2) iPad replacements.

**4533 Travel & Transportation.** Includes AKAPA Conference travel for department staff and planning commissioners training. Car allowance.

**4531 Professional Services.** Tow services for junk/abandoned vehicles.

**4667 Dues & Publications.** APA Association dues and publications continuing education, miscellaneous subscriptions and dues.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: Safety**

## **Mission**

The Safety department ensures that both the public and City employees are protected from potential hazards.

## **Functions & Responsibilities**

Maintaining safe and healthy working conditions and fostering a culture focusing on awareness, open communication, safety education and supervision, and safe working methods.

The Public Works Director is responsible for planning and directing the implementation and administration of the City Safety Program, which trains and keeps employees informed about the safety and health of work, as well as current safety issues, rules and regulations. Safety is the responsibility of all employees.

## **Staffing**

	FY22 Actual		FY23 Actual		Projected FY24		Proposed FY25		Projected FY26	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

## **Performance Measures**

Fiscal Year	2021	2022	2023	2024	2025**
Workers Compensation Claims	11	16	18	7	3
OSHA 300 Cases	1	6	8	4	1
Total Cases of Days Away from Work	1	4	3	2	0
Total cases of Days of Job Transfer or Restriction	0	0	2	2	0
Safety Committee Meetings (annual)	0*	0*	4	0	2

\*COVID affected normal schedule; Lack of Building Official affected scheduled meetings

\*\*Year-to-date figures.

## **FY25 Department Goals Evaluation**

1. Successfully onboard and train a new Building Official to oversee safety meetings. This will support Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 1 - Quality of Life: Promote and encourage quality of life in Kenai.
  - *Achieved. Safety Meetings resumed in January 2025.*

## **FY26 Department Goals**

1. Qualify for full safety incentives from new insurance provider and revise safety program to meet their requirements. This will support Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 2 – Provide economic development to support the fiscal health of Kenai.



2. Develop policy and procedure for accident reporting, near-miss safety reporting and updating SDS database for departments/buildings.

### **Future Considerations**

The accumulation of data will be a key factor in the City's goal to improve workplace safety. Gathering information before, during, and after each incident will help to make the right decisions on prevention in the future. In addition, when armed with accurate data about a specific type of accident, realistic safety goals can be accomplished and will help to keep everyone safe. Lessons learned to be shared with new hires to ensure safety issues do not repeat themselves.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Safety**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	-	-	-	-	-	-	-
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	-	-	-	-	-	-	-
0600	Unemployment Insurance	-	-	-	-	-	-	-
0700	Workers Compensation	-	-	-	-	-	-	-
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	-	39	600	600	-	(600)	(100.00%)
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	-	-	500	500	500	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	1,635	1,113	2,100	2,100	2,100	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	750	750	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	300	300	300	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 1,635</u></b>	<b><u>\$ 1,152</u></b>	<b><u>\$ 3,500</u></b>	<b><u>\$ 3,500</u></b>	<b><u>\$ 3,650</u></b>	<b><u>\$ 150</u></b>	<b><u>4.29%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 1,635</u></b>	<b><u>\$ 1,152</u></b>	<b><u>\$ 3,500</u></b>	<b><u>\$ 3,500</u></b>	<b><u>\$ 3,650</u></b>	<b><u>\$ 150</u></b>	<b><u>4.29%</u></b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 20 - Safety**

<b>2024 Small Tools &amp; Minor Equipment.</b> Ice cleats.	<b>4533 Transportation.</b> Travel to AMLJIA Safety/Risk conference.
<b>4531 Professional Services.</b> Employee random drug testing.	<b>4666 Books.</b> Safety literature.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 21 – Police**

**Mission**

The Department's mission, together with the community of Kenai, is to make the City a place where all people live safely and without fear.

**Functions & Responsibilities**

In 2022, the Police Department became accredited through the Alaska chapter of the Oregon Accreditation Alliance and is now one of only a few accredited law enforcement agencies in the State of Alaska. The process of accreditation ensures the agency is operating within "Best Practices" for police agencies.

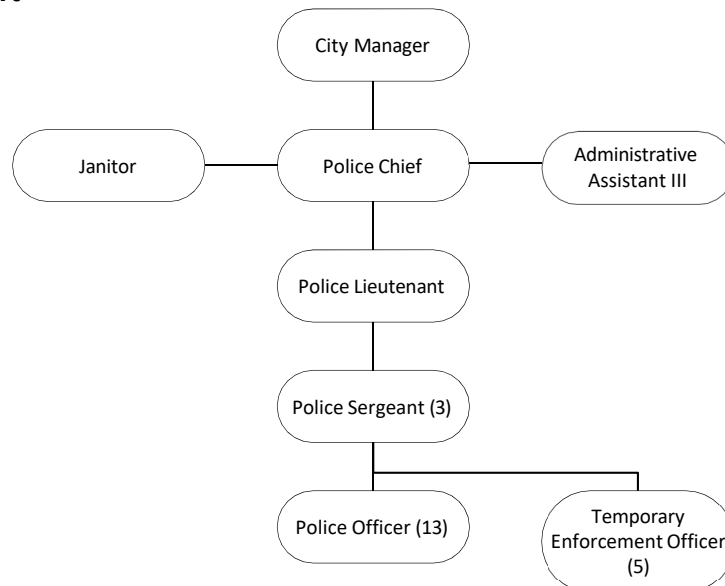
The Department is responsible for the enforcement of laws, regulations and ordinances of the State of Alaska and City of Kenai. We are committed to the philosophy of community policing and problem solving with those that we serve.

The Kenai Police Department provides police protection to residents within Kenai City limits and works cooperatively with other agencies to provide police services beyond the city limits. The Department is responsible for supervision of the City's 911 communication and animal control centers and staff. Kenai police officers enforce traffic law, perform routine preventative patrols and respond to crimes in progress. After initial contact by patrol officers, investigators may be requested to respond to crimes against persons and property and provide assistance to victims and witnesses.

Outreach programs and presentations are conducted year-round in order to strengthen community relations and educate the public on crime prevention. When staffing allows, a school resource officer participates in school-based activities designed to prevent criminal activity among juveniles and inform youth on the role of law enforcement in the community.

The Department also plays a significant role in the safety and operations of the Kenai River Dipnet Fishery. This is accomplished with the assistance of Temporary Enforcement Officers.

**Organizational Chart**



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Police Chief	1	28	1	28	1	28	1	28	1	28	1	28
Lieutenant	1	27	1	27	1	27	1	27	1	27	1	27
Sergeant	3	24	3	24	3	24	3	24	3	24	3	24
Officer	13	21	13	21	13	21	13	21	13	21	13	21
Administrative Assistant III	1	15	1	15	1	15	1	15	1	15	1	15
Administrative Assistant I							.35	13	.35	13	.35	13
Temporary Enforcement Officer	.85	T8	.85	T8	.60	T8	.60	T8	.60	T8	.60	T8
Janitor	.30	3	.30	3	.30	5	.30	6	.30	6	.30	6

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Chief	N/A	N/A	N/A	N/A	N/A	N/A
Lieutenant	N/A	N/A	N/A	N/A	N/A	N/A
Sergeant	487	394	300	300	300	300
Officer	2,208	1,590	1,547	1,547	1,547	1,547
Administrative Assistant I				0	0	0
Administrative Assistant III	0	0	0	0	0	0
Temporary Enforcement Officer	42	291	0	0	0	0

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Total Police Service Calls	6,821	7,231	6,950	6,178	6,550
Total Motor Vehicle Collisions	246	261	270	240	225
Property Crime Reports <sup>1</sup>	128	177	144	140	191
DUI Arrests	64	87	72	79	50
Training hours per sworn officer <sup>2</sup>	54	60	80	92	80
Traffic Contacts	2,761	2,605	2,700	3,115	2,800
Patrol Hours	5,444	5,535	6,000	6,682	6,400

\* Projected Figures based on year-to-date information.

<sup>1</sup> Property Crimes including reported: Burglary, Theft, and Vehicle Theft

<sup>2</sup> Officer Training hours include all training except basic academy, lateral academy, and FBI Academy.

## FY25 Department Goals Evaluation

1. Improve traffic safety through efforts to reduce crashes on Kenai's roadways by 5%.
  - *Partially Achieved. Achievement Anticipated. The Department anticipates that in FY25 there will be greater than a 5% reduction reported traffic crashes in Kenai. Along with Department efforts this is greatly impacted by winter roadway conditions.*
2. The Department will complete the implementation of WatchGuard in-car cameras to include the system's full operational capability.
  - *Partially Achieved. The Department has a fully functioning police in-car video camera program. There are still a few police cars that have not been retrofitted due to their age and their planned replacement as part of the vehicle fleet.*

3. Implement and oversee a seamless transition for several KPD personnel into new special assignment roles. The primary transition will be a new School Resource Officer and new Investigator.
  - *Achieved. The Department has trained and incorporated a new School Resource Officer into the Schools, and a new Investigator into the Investigations unit. The transition was smooth.*

## **FY26 Department Goals**

1. The Police Department will become re-accredited through the Northwest Accreditation Alliance. The Department was accredited in 2022 and is required to go through the process to be re-accredited every three years. This will support Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 4 – Provide adequate public improvements and services in Kenai.
2. The Police Department will train and incorporate a new Administrative Assistant position in a manner that creates more efficiency and backup to the current Evidence Custodian's duties. This position is being incorporated in the latter part of FY25 and greater efficiency is anticipated in FY26. This will support Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 4 – Provide adequate public improvements and services in Kenai.
3. The Police Department will meet with local retailers and collaborate with them on initiatives to reduce shoplifting. This will support Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 1 – Promote and encourage quality of life in Kenai.

## **Future Considerations**

The most significant future concerns are those plaguing the law enforcement profession across the State and the Nation, and that is recruitment, retention, and associated costs, training requirements, and loss of experience/expertise. The Department lost two officers this last year and pending retirements along with normal attrition are anticipated to impact staffing at the department over the next several years.

The City has hired a consultant firm to evaluate the Public Safety Building in order to help determine the future plans for the facility. That work is anticipated to be completed in 2025.

**City of Kenai**  
**Fiscal Year 20256 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Police**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 1,926,820	\$ 1,465,853	\$ 2,011,866	\$ 2,011,866	\$ 2,046,270	\$ 34,404	1.71%
0200	Overtime	173,748	118,718	133,537	133,537	133,423	(114)	(0.09%)
0250	Holiday Pay	94,334	70,290	100,808	100,808	102,507	1,699	1.69%
0300	Leave	29,869	33,828	71,979	71,979	73,876	1,897	2.64%
0400	Medicare	31,740	23,924	33,611	33,611	34,163	552	1.64%
0450	Social Security	2,069	1,649	829	829	4,067	3,238	390.59%
0500	PERS	474,193	358,215	491,226	491,226	488,981	(2,245)	(0.46%)
0600	Unemployment Insurance	-	1,477	11,593	11,593	11,780	187	1.61%
0700	Workers Compensation	51,751	39,621	56,994	56,994	64,899	7,905	13.87%
0800	Health & Life Insurance	478,971	411,576	507,718	507,718	507,718	-	-
0900	Supplemental Retirement	54,613	30,276	62,775	62,775	60,838	(1,937)	(3.09%)
<b><u>Total Salaries &amp; Benefits</u></b>		<b><u>\$ 3,318,108</u></b>	<b><u>\$ 2,555,427</u></b>	<b><u>\$ 3,482,936</u></b>	<b><u>\$ 3,482,936</u></b>	<b><u>\$ 3,528,522</u></b>	<b><u>\$ 45,586</u></b>	<b><u>1.31%</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	870	912	1,400	1,400	1,250	(150)	(10.71%)
2022	Operating & Repair Supplies	103,414	78,682	92,465	92,465	92,350	(115)	(0.12%)
2023	Repair & Maintenance Supplies	525	463	600	600	600	-	-
2024	Small Tools/Minor Equipment	45,559	62,736	32,760	54,908	32,450	(310)	(0.95%)
2026	Computer Software	12,379	12,727	14,156	14,156	30,200	16,044	113.34%
4531	Professional Services	18,042	17,285	24,600	24,600	24,600	-	-
4532	Communications	15,788	14,414	18,370	18,370	18,790	420	2.29%
4533	Travel & Transportation	47,508	36,814	48,500	48,500	48,500	-	-
4534	Advertising	500	148	600	600	1,000	400	66.67%
4535	Printing & Binding	1,207	1,432	2,800	2,800	2,500	(300)	(10.71%)
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	43,965	43,082	50,449	50,449	50,809	360	0.71%
4538	Repair & Maintenance	4,157	6,143	9,500	9,500	9,500	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	87,223	66,888	83,164	83,164	90,099	6,935	8.34%
4541	Postage	2,263	1,961	2,700	2,700	3,000	300	11.11%
4666	Books	1,812	1,742	2,040	2,040	2,175	135	6.62%
4667	Dues & Publications	3,667	3,313	4,170	4,170	4,270	100	2.40%
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	14,937	13,882	16,350	16,350	16,350	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b><u>\$ 403,816</u></b>	<b><u>\$ 362,624</u></b>	<b><u>\$ 404,624</u></b>	<b><u>\$ 426,772</u></b>	<b><u>\$ 428,443</u></b>	<b><u>\$ 23,819</u></b>	<b><u>5.89%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	13,229	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
<b><u>Total Capital Outlay and Transfers</u></b>		<b><u>\$ -</u></b>	<b><u>\$ 13,229</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 3,721,924</u></b>	<b><u>\$ 2,931,280</u></b>	<b><u>\$ 3,887,560</u></b>	<b><u>\$ 3,909,708</u></b>	<b><u>\$ 3,956,965</u></b>	<b><u>\$ 69,405</u></b>	<b><u>1.79%</u></b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: 21 - Police**

**2022 Operating & Repair Supplies.** For the purchase of department operating supplies including ammunition, cleaning supplies, vehicle fuel, and other departmental supplies.

**2024 Small Tools & Minor Equipment.** Cost for 19 desktop computer replacements and related computer hardware/peripherals. 1 rugged laptop computer and docking station. Body armor, gas masks, protective equipment, digital cameras and accessories, body cameras, radar, training materials, vehicle camera replacement, portable breath testers, taser replacement and office furniture.

**2026 Computer Software.** Capital Improvements/Special Projects: Watchguard Software Upgrade \$15,000.

**4531 Professional Services.** Vehicle towing services for investigative impounds, laboratory and emergency room charges, and medical/psychological exams for department applicants. Miscellaneous professional services and Northwest Accreditation Association.

**4533 Transportation.** Police Academy and various police training seminars and conferences.

**4538 Repair & Maintenance.** Department annual building inspection services, miscellaneous equipment repairs and tuning. Printer maintenance, radio programming and maintenance, radar tuning fork testing, small equipment repairs and miscellaneous. Preventative maintenance inspections on new mobile/portable radios.

**5041 Miscellaneous.** Uniform allowance for (18) eighteen sworn officers, bio-hazard material handling, and officer plaques and pins.



**City of Kenai  
Fiscal Year 2025 Operating Budget**

**Fund 001 – General Fund  
Department: 422 – Fire**

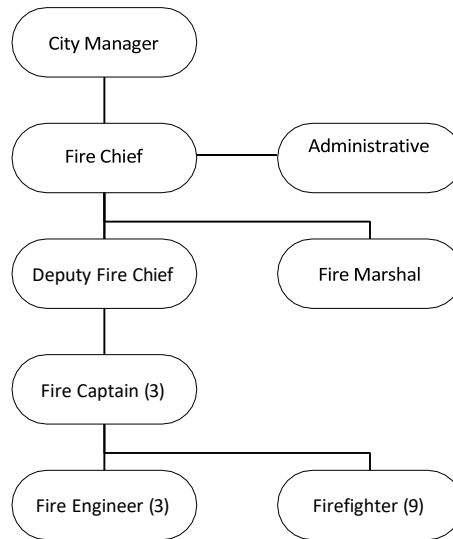
## Mission

The Kenai Fire Department is dedicated to safeguarding the lives, property, and environment of our community through exceptional services in education, preparedness, prevention and response to emergency incidents.

## Functions & Responsibilities

The City of Kenai Fire Department (KFD) provides fire, emergency medical services, airport rescue firefighting (ARFF), technical rescue, water rescue, code enforcement, fire investigation, fire prevention/public education, and other related services. The Department maintains a staff of Fire/EMS professionals who provide service to the citizens of Kenai from two stations staffed 24/7/365.

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Fire Chief	1	27	1	27	1	27	1	27	1	27	1	27
Deputy Fire Chief	1	25	1	25	1	25	1	25	1	25	1	25
Fire Marshal	1	22	1	22	1	22	1	22	1	22	1	22
Captain	3	21	3	21	3	21	3	21	3	21	3	21
Engineer	3	20	3	20	3	20	3	20	3	20	3	20
Firefighter	10	18	10	18	9	18	9	18	12	18	12	18
Administrative Assistant II	1	14	1	14	1	14	1	14	1	14	1	14

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Fire Chief	N/A	N/A	N/A	N/A	N/A	N/A
Deputy Fire Chief	N/A	N/A	N/A	N/A	N/A	N/A
Battalion Chief	N/A	N/A	N/A	N/A	N/A	N/A
Fire Marshal	165	191	364	200	200	200
Captain	255	491	1,833	950	968	968
Engineer	357	239	1,578	1,000	1,000	1000
Firefighter	355.5	339	5,385	3,100	3,216	1000
Administrative Asst. II	3	0	0	10	10	10

## Performance Measures

### 1. Reduce fire loss through fire-code compliance inspections

The Fire Marshal's office completed 168 inspections in 137 separate commercial occupancies, which is 33% of identified commercial occupancies.

Occupancy Inspections	CY2021	CY2022	CY2023	CY2024	CY2025*
Total Number of Occupancies	412	412	419	419	419
Occupancy Inspections Completed	161	124	137	135	147
% of Inspections Completed	39%	30%	32%	32%	35%

\*Projected Figures based on year-to-date information.

CY-Calendar Year

### 2. Reduce fire loss through conducting company level pre-fire plans of all target hazards

Progress shall be measured through continued evaluation of known occupancies within the City and completion of 100% of target hazard inspections each calendar year.

*New levels of Target Hazards based on NFPA 1670 requirements*

Pre-Plans	CY2021	CY2022	CY2023	CY2024*
Level 1 Target Hazards	263	211	211	211
Level 2 Target Hazards	N/A	48	48	48
Level 3 Target Hazards	N/A	4	4	4
Total Target Hazards	263	263	263	263
% of Pre-Plans Completed	100%	100%	100%	100%

\*Projected Figures based on year-to-date information.

All structures identified are in reference to NFPA 1670, Level 1-Basic, Level 2-Intermediate, and Level 3-Comprehensive. Of our 263 structures, 211 were inspected to a Level-1, 48 structures as Level-2 and 4 structures as Level-3.

## FY25 Department Goals Evaluation

- Update Accreditation with the State of Alaska Division of Fire and Life Safety. We are currently due to renew our accreditation for the following Nationally recognized levels: Firefighter I, Firefighter II, Hazardous Materials Awareness and Operations, Fire Apparatus Operator/Driver, Fire Apparatus Operator/Pumper, Fire Officer I, and Rapid Intervention Technician. We would like to add Aircraft Rescue & Fire Fighting to that list during accreditation updates.
  - Partially Achieved. In progress: Instructor training/requalification in progress; should be complete before end of fiscal year.*

2. Seek Grant Funding as well as City appropriated funding for additional Phases of Community Wildfire Protection Plan. In order to take full advantage of USDA funding, the City will need to spend the full amount of \$385,000 to accept the federal match of \$385,000. So far, the City will spend approximately \$292,000 on completion of Phase I and other small projects within the City, towards our matching funds. \$282,000 of this funding was achieved through State Forestry grants, and the other \$10,000 was spent on equipment and wages of City personnel. Appropriating \$93,000 towards CWPP projects will fulfill our required 50% match for the USDA grant. The City has entered into a contract with Doug Koch Professional Tree Service for \$177,700 to mitigate Phase II of our CWPP.
  - *Partially Achieved. In progress: renewed contract extension with Alaska Forestry out to 2026 to allow for increased timeline to spend funds.*
3. Increase our Public Education by attending and holding more community events. We feel that our education in the schools is very good and we would like to expand our ability to get fire prevention, health and safety, and community engagement to all demographics. We are looking at potentially having booths at events such as the Home Show, Sportsman's Show, Industry Appreciation Day on the Strip, or planning our own day at the Fire Department that's open to the public.
  - *Achieved: Held two open houses to include Public Ambulance dedication. KFD participated in multiple school district events/job fairs above our normal Fire Prevention Month schedule in the schools.*
4. Continued partnership with Kenai Peninsula College (KPC) Firefighter/Paramedic programs to educate future individuals in the Emergency Services field. Our department values the importance of education and we feel it is our duty to educate future members of the Fire and EMS service. These 2 programs continue to be some of the best opportunities we have to find qualified people for potential hire. Our partnership with KPC has grown and we feel that we may be able to do more to help these programs succeed. The benefit of having on the job training (OJT) allows us to work with potential future prospects from these programs and recruit individuals to the local job market.
  - *Achieved: Chief Teague now sits on KPC education/EMS board. We have partnered with KPC to host Non-Credit bearing EMT course allowing for greater flexibility/scheduling for area fire departments. KFD is also now hosting 24-hour Paramedic ride-along shifts where before we only allowed 12 hour shifts for KPC students.*
5. Train and prepare personnel for upper level positions to meet the goals of the Succession Plan. This is an ongoing program in the department. We strive to train all personnel to the level above their current position. We assign mentors to individuals to improve and strengthen their skillset to prepare them for promotions and we continually look for training that prepares individuals for promotion.
  - *Partially Achieved. In Progress: Chief Teague has identified various "holes" in succession planning/training during the multiple promotions held to fill vacancies this year. Executive officer level training has already been implemented and new partnerships established with KPC professors to facilitate extra training for current and future officers at KFD.*

## **FY26 Department Goals**

The following goals support Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 7: Prepare and Protect the Citizens of Kenai from Natural Hazards and Disasters and Goal 4 to: Provide Adequate Public Improvements and Services in Kenai.

1. Update Accreditation with the State of Alaska Division of Fire and Life Safety for certifying to the Firefighter II level. With the number of new firefighters we anticipate onboarding in the next year, we anticipate the need to certify new personnel from Firefighter I to Firefighter II.
2. Work with Public Works to finalize Phase 3 and implement forest mitigation grant monies from State of Alaska and United States Forest Service.
3. Improve and implement new personnel testing procedures to enhance candidate pool and acquisition of quality firefighter candidates. KFD is now testing National Training Network for standardized written and physical fire candidate services (CPAT). Our first recruiting cycle since implementation has shown a 300% increase in applicants as well as significant improvement in quality. KFD's goal is to increase applicant pool from 10-15 up to at least 50 per posting.
4. Consolidate fire department database services for cost savings and improved data tracking/dissemination. This will also work to address some of the points lost during our last ISO evaluation. The goal is to improve various data areas to obtain a higher grade/point award to improve our ISO retrograde status. We are currently beta testing ESO and enhanced PSTRAX for consolidation of services.
5. Improve Paramedic and Advanced EMT accuracy when administering meds/interventions in the field. We are testing options now with the hope to implement HandTevy advanced oversight software in the field. This will severely enhance time reduction for intervention/med administration while also eliminating chance for human error. Thus, providing a higher quality level of care and survivability for our patients.

## **Future Considerations**

With the additional positions requested, KFD should see a significant drop in reliance on Overtime Shift Coverage, improved morale, sustainability for current staff and improved fire level response for the citizens of Kenai.

KFD leadership is currently reevaluating the service fleet and needs for "realistic" and "cost-effective" fire response within the city of Kenai. A smaller and more mission specific apparatus fleet will help to reduce operational/maintenance costs moving forward.

KFD is currently working with KPD, and Public Works on the Public Safety Needs Analysis for facility programming. Our hope is to find the most cost-effective route forward that also support mission needs moving into the foreseeable future for Kenai.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Fire**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 1,628,449	\$ 1,323,250	\$ 1,787,954	\$ 1,787,954	\$ 2,040,295	\$ 252,341	14.11%
0200	Overtime	368,193	222,680	278,516	278,516	129,191	(149,325)	(53.61%)
0250	Holiday Pay	74,116	57,209	78,398	78,398	92,741	14,343	18.30%
0300	Leave	44,558	32,735	89,538	89,538	73,821	(15,717)	(17.55%)
0400	Medicare	29,464	22,638	32,403	32,403	33,873	1,470	4.54%
0450	Social Security	-	157	-	-	-	-	-
0500	PERS	454,923	351,801	471,872	471,872	497,690	25,818	5.47%
0600	Unemployment Insurance	-	1,434	11,078	11,078	11,680	602	5.43%
0700	Workers Compensation	65,299	45,475	63,109	63,109	99,435	36,326	57.56%
0800	Health & Life Insurance	478,971	426,071	507,718	507,718	587,884	80,166	15.79%
0900	Supplemental Retirement	50,960	29,943	64,325	64,325	66,648	2,323	3.61%
<b><u>Total Salaries &amp; Benefits</u></b>		<b><u>\$ 3,194,933</u></b>	<b><u>\$ 2,513,393</u></b>	<b><u>\$ 3,384,911</u></b>	<b><u>\$ 3,384,911</u></b>	<b><u>\$ 3,633,258</u></b>	<b><u>\$ 248,347</u></b>	<b><u>7.34%</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	595	377	700	700	700	-	-
2022	Operating & Repair Supplies	62,312	59,577	76,835	76,835	136,986	60,151	78.29%
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	69,961	36,767	35,313	35,313	29,200	(6,113)	(17.31%)
2026	Computer Software	4,910	6,278	6,340	6,340	6,960	620	9.78%
4531	Professional Services	62,773	49,303	69,037	69,037	93,482	24,445	35.41%
4532	Communications	13,805	11,591	17,078	17,078	25,118	8,040	47.08%
4533	Travel & Transportation	10,963	11,942	21,300	21,300	19,000	(2,300)	(10.80%)
4534	Advertising	810	586	1,400	1,400	1,400	-	-
4535	Printing & Binding	1,020	1,342	2,180	2,180	2,180	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	49,983	49,367	51,214	51,214	51,577	363	0.71%
4538	Repair & Maintenance	1,018	4,106	28,682	28,682	24,213	(4,469)	(15.58%)
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	180,835	136,199	214,122	214,122	259,371	45,249	21.13%
4541	Postage	70	178	600	600	700	100	16.67%
4666	Books	1,002	2,376	2,835	2,835	2,835	-	-
4667	Dues & Publications	2,213	2,315	3,780	3,780	3,805	25	0.66%
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	8,500	8,600	9,500	9,500	11,000	1,500	15.79%
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b><u>\$ 470,770</u></b>	<b><u>\$ 380,904</u></b>	<b><u>\$ 540,916</u></b>	<b><u>\$ 540,916</u></b>	<b><u>\$ 668,527</u></b>	<b><u>\$ 127,611</u></b>	<b><u>23.59%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	24,342	45,675	21,463	21,463	-	(21,463)	(100.00%)
9090	Transfers	-	-	-	-	-	-	-
<b><u>Total Capital Outlay and Transfers</u></b>		<b><u>\$ 24,342</u></b>	<b><u>\$ 45,675</u></b>	<b><u>\$ 21,463</u></b>	<b><u>\$ 21,463</u></b>	<b><u>\$ -</u></b>	<b><u>\$ (21,463)</u></b>	<b><u>(100.00%)</u></b>
<b>Department Total:</b>		<b><u>\$ 3,690,045</u></b>	<b><u>\$ 2,939,972</u></b>	<b><u>\$ 3,947,290</u></b>	<b><u>\$ 3,947,290</u></b>	<b><u>\$ 4,301,785</u></b>	<b><u>\$ 354,495</u></b>	<b><u>8.98%</u></b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: 22 - Fire**

**2022 Operating & Repair Supplies.** This line item includes the department general supply budget as well as EMS Supplies including pharmaceuticals. New hire costs, oxygen/nitrogen refills, gasoline and diesel fuels, Class A foam and fire prevention supplies. Capital Improvements/Special Project: Outfitting 3 New Firefighters \$48,756, Foam Replacement \$6,495.

**2024 Small Tools/Minor Maintenance.** This line item includes funds for miscellaneous Fire and EMS equipment, firefighter turnout gear and the new computer and ipad replacement program. Office furniture replacement, SCBA replacement parts.

**4531 Professional Services.** This line item includes the department's ambulance billing service, medical advisor fee, firefighter physicals, and other service and software contracts. Foam disposal.

**4533 Travel & Transportation.** This line item includes travel and registration for department members to attend training such as the National Fire Academy, the Alaska Fire Chiefs Associations Leadership Summit, the Alaska Building Officials Forum, and the Alaska State Arson Symposium.

**4538 Repair & Maintenance.** Ladder inspections, SCBA air sampling, mat cleaning service, maintenance contract, floor waxing and miscellaneous repair and maintenance.

**4540 Equipment Replacement Fund Payments.** Annual payment to the City's Equipment Replacement Fund for equipment purchased by the fund and utilized by the Fire Department.

Safe boat	\$ 9,464
Engine 3	35,559
Hurricane Aerial	88,436
Engine 4	15,375
Ambulance F8	30,829
Engine 2	17,033
Ambulance F7	31,685
Ambulance F6	17,230
F-10	2,574
F-11	2,574
F-12	2,695
P-11	5,917
	<u>\$ 259,371</u>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 23 – Communications**

## Mission

To protect the lives and property of the citizens of Kenai and its visitors through prompt, courteous and efficient call processing and dispatching of emergency services.

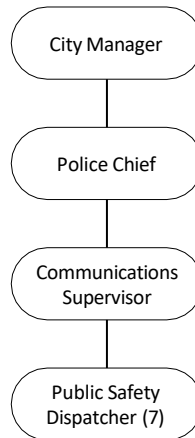
## Functions & Responsibilities

The Department staffs and maintains a 911 communications system and responds accordingly to calls for assistance.

Core functions of the department:

- Answer and dispatch 911 calls
- Answer administrative phones and walk-in customers for the Police Department.
- Administrative support to the Police & Fire Departments
- Alarm monitoring/dispatching (city buildings)
- Answer/dispatch FAA direct hotline for airport disasters

## Organizational Chart



## Staffing

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Communications Supervisor	1	17	1	17	1	17	1	18	1	18	1	18
Public Safety Dispatcher	7	14	7	14	7	14	7	15	7	15	7	15

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Communications Supervisor	140	260	259	79	79	79
Public Safety Dispatcher	344	248	247	267	267	267

## Performance Measures

Fiscal Year	2021	2022	2023	2024*	2025*
Police Calls for Service Dispatched	6,834	7,231	6,950	6,178	6,543
Medical Calls for Service Dispatched	1,007	1,184	1,240	1,333	1,400
Fire Calls for Service Dispatched	320	366	383	301	296
911 Calls Received	2,907	3,590	3,200	3,004	3,683
Training Hours Per Dispatcher	53	55	50	55	55

\* Projected Figures based on year-to-date information.

## FY25 Department Goals Evaluation

- The dispatch center will implement a Quality Assurance (QA) program.
  - Partially Achieved. The dispatch center had significant employee turnover for the last year which impeded full implementation of this goal. However, a quality control team within dispatch has been created, trained, and will be moving forward with implementation.*
- Improve dispatch training for existing dispatch personnel.
  - Achieved. Mandatory monthly trainings ensure Dispatchers achieve the required annual 24 hours of training for their EMD recertification. The Dispatch Center has added APCO/NENA memberships in addition to the utilization of Priority Dispatch to make available additional dispatch focused training.*
- The dispatch center will update the Communications Training Officer (CTO) Training Manual for new dispatchers.
  - Partially Achieved. Achievement Anticipated. The dispatch center's Communications Training Officers (CTOs) have worked on updates to the current training manual and anticipate completing the update this fiscal year.*

## FY26 Department Goals

- The Dispatch Center will incorporate Emergency Medical Dispatching from the third dispatch position in the dispatch center. This will enable the dispatch center to better handle responding to simultaneous incidents and to more seamlessly respond to technology problems at other stations. This supports Comprehensive Plan Goal 4 Public Improvements and Services - Promote and encourage quality of life in Kenai by enhancing public safety, and to provide adequate public improvements and services in Kenai.
- The Dispatch Center will work with the State Department of Public Safety through their CJIS Modernization Project and implement the new Alaska Public Safety Information Network (APSIN) software. This modernization project will require training of all dispatchers on the new system. Comprehensive Plan Goal 1-Quality of life - Promote and encourage quality of life in Kenai by enhancing public safety.



3. The Dispatch Center will evaluate the feasibility of becoming accredited under the Northwest Accreditation Alliance, which is the organization that accredits the Police Department. This supports Comprehensive Plan Goal 4 Public Improvements and Services - Promote and encourage quality of life in Kenai by enhancing public safety, and to provide adequate public improvements and services in Kenai.

### **Future Considerations**

The Department will continue to evaluate a potential transition from operating our own records management system to joining the State Department of Public Safety's records management system.

The City has hired a consultant firm to evaluate the Public Safety Building in order to help determine the future plans for the facility. That work is anticipated to be completed in 2025.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Communications**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 446,645	\$ 360,523	\$ 520,688	\$ 520,688	\$ 526,061	\$ 5,373	1.03%
0200	Overtime	35,131	19,811	16,380	16,380	14,926	(1,454)	(8.88%)
0250	Holiday Pay	25,444	20,516	30,838	30,838	34,717	3,879	12.58%
0300	Leave	2,682	9,768	13,441	13,441	13,197	(244)	(1.82%)
0400	Medicare	7,191	5,729	8,430	8,430	8,539	109	1.29%
0450	Social Security	-	3	-	-	-	-	-
0500	PERS	112,027	89,064	124,939	124,939	118,038	(6,901)	(5.52%)
0600	Unemployment Insurance	-	365	2,907	2,907	2,945	38	1.31%
0700	Workers Compensation	983	668	1,147	1,147	2,906	1,759	153.36%
0800	Health & Life Insurance	201,672	173,296	213,776	213,776	213,776	-	-
0900	Supplemental Retirement	15,052	10,275	21,246	21,246	19,881	(1,365)	(6.42%)
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ 846,827</u></b>	<b><u>\$ 690,018</u></b>	<b><u>\$ 953,792</u></b>	<b><u>\$ 953,792</u></b>	<b><u>\$ 954,986</u></b>	<b><u>\$ 1,194</u></b>	<b><u>0.13%</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	666	779	1,500	1,500	1,000	(500)	(33.33%)
2022	Operating & Repair Supplies	-	85	250	250	250	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	4,574	5,520	6,600	6,600	7,300	700	10.61%
2026	Computer Software	4,263	2,646	19,120	3,120	13,220	(5,900)	(30.86%)
4531	Professional Services	3,549	1,669	3,520	3,520	3,770	250	7.10%
4532	Communications	1,895	1,741	3,190	3,190	3,950	760	23.82%
4533	Travel & Transportation	9,821	8,300	10,000	10,000	10,000	-	-
4534	Advertising	-	341	600	600	600	-	-
4535	Printing & Binding	12	167	400	400	400	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	30,635	28,821	38,250	38,250	43,950	5,700	14.90%
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	100	48	100	100	100	-	-
4667	Dues & Publications	966	590	1,250	1,250	1,350	100	8.00%
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	742	567	850	850	850	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 57,223</u></b>	<b><u>\$ 51,274</u></b>	<b><u>\$ 85,630</u></b>	<b><u>\$ 69,630</u></b>	<b><u>\$ 86,740</u></b>	<b><u>\$ 1,110</u></b>	<b><u>1.30%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	16,000	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 16,000</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 904,050</u></b>	<b><u>\$ 741,292</u></b>	<b><u>\$ 1,039,422</u></b>	<b><u>\$ 1,039,422</u></b>	<b><u>\$ 1,041,726</u></b>	<b><u>\$ 2,304</u></b>	<b><u>0.22%</u></b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 23 - Communications**

**2024 Small Tools & Minor Equipment.** Replacement computer, monitors, headsets, handsets, hardware and furniture. Replacement printer for Communications Supervisor.

**2026 Computer Software.** Capital Improvements/Special Project: Dispatch Headset Integration \$10,000.

**4531 Professional Services.** Drug screenings for new hires and medical director fees.

**4533 Travel & Transportation.** Continuing education for department staff including emergency communications training and emergency medical dispatch training.

**4538 Repair & Maintenance.** Maintenance of department radio equipment, records management system, call recording equipment and other miscellaneous items.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 29 – Animal Control**

## Mission

The Kenai Animal Shelter strives to make the community safer for individuals and animals within the City of Kenai. This will be accomplished through public education, spaying/neutering, and ensuring our staff continues to operate in a humane and safe manner in accordance with City, State and national standards regarding animal welfare.

## Functions & Responsibilities

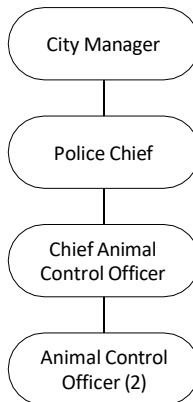
The primary responsibilities of the Kenai Animal Shelter are:

1. Provide temporary care and shelter to a variety of domestic animals.
2. Provide fair enforcement of Title 3 of the Kenai Municipal Code which covers many areas of animal welfare and restraint.
3. Provide shelter services for the City of Soldotna as outlined in the Agreement for Animal Control Shelter Services Contract.

Services provided by the Kenai Animal Shelter include: rabies control, public safety, animal welfare, and public relations/education.

The Kenai Animal Shelter performs regular patrols of neighborhoods, investigates complaints, issues citations to violators, responds to exigent situations, and assists other agencies with animal related issues.

## Organizational Chart



## Staffing

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Chief Animal Control Officer	1	16	1	17	1	17	1	17	1	17	1	17
Animal Control Officer	2	14	2	14	2	14	2	14	2	14	2	14

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Chief Animal Control Officer	30.5	35.5	30	30	30	30
Animal Control Officer	41.5	17	60	60	60	60

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Field investigations & Patrols	576	452	337	261	290
Volunteer Hours Logged	0	128	107.79	96.65	20
Educational Outreach	2	13	7	3	7
Animal Shelter Intake	693	501	558	456	400

\* Projected Figures based on year-to-date information.

## FY25 Department Goals Evaluation

1. Send at least 2/3 of the Animal Control Staff to in-person training.
  - *Achievement Anticipated. One of the staff members will attend a training conference in February focusing on shelter operations, community engagement and networking. Two staff members are anticipated to attend the Alaska Animal Control Conference at the beginning of May.*
2. Host a second annual Animal Fair in the City of Kenai to bring many animal groups in the area together in one event.
  - *Achieved. The Kenai Animal Shelter hosted an animal fair in June of 2024. Organizations included shelter/rescues, vet hospitals, spay/neuter programs, dog parks, farm resource/groups, library resources, animal food resources, animal training, boarding facilities and grooming.*

## FY26 Department Goals

1. The Animal Shelter will partake in or host a minimum of seven community outreach events. This will support goal number one and four in the Kenai Comprehensive Plan by increasing community awareness about Kenai Animal Control, Kenai Animal Shelter and the resources we offer.
2. The Animal Shelter will restart the volunteer program. This will support goal number one and four in the Kenai Comprehensive Plan by giving the community an opportunity help animals and increase the adoptability of the animals through exercise and enrichment.
3. 3.The Kenai Animal Shelter will document a minimum of seven Department Policies and Procedures in FY 26. This will support the Kenai Comprehensive Plan goal four by helping to provide adequate public improvements and services in Kenai.

## Future Considerations

The Kenai Animal Control staff would like the City to consider updating the Animal Control Section of the Kenai Municipal Code. The animal control field and national standards for animal shelters have grown extensively over the last decade. The staff would like to update our code to help reflect changes within the field and support staff enforcement.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: Animal Control**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 190,624	\$ 174,327	\$ 193,796	\$ 193,796	\$ 188,067	\$ (5,729)	(2.96%)
0200	Overtime	3,431	2,839	5,602	5,602	4,973	(629)	(11.23%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	8,835	3,115	3,721	3,721	2,894	(827)	(22.23%)
0400	Medicare	2,799	2,434	2,945	2,945	2,841	(104)	(3.53%)
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	42,675	39,049	43,867	43,867	42,469	(1,398)	(3.19%)
0600	Unemployment Insurance	-	135	1,016	1,016	980	(36)	(3.54%)
0700	Workers Compensation	2,257	2,354	2,518	2,518	2,387	(131)	(5.20%)
0800	Health & Life Insurance	75,627	76,638	80,166	80,166	80,166	-	-
0900	Supplemental Retirement	5,644	4,575	6,975	6,975	6,975	-	-
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 331,892</b>	<b>\$ 305,466</b>	<b>\$ 340,606</b>	<b>\$ 340,606</b>	<b>\$ 331,752</b>	<b>\$ (8,854)</b>	<b>(2.60%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	257	484	795	795	500	(295)	(37.11%)
2022	Operating & Repair Supplies	13,626	11,308	14,040	14,040	14,590	550	3.92%
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	6,686	4,466	1,640	4,163	1,660	20	1.22%
2026	Computer Software	1,180	1,079	1,340	1,440	1,680	340	-
4531	Professional Services	23,444	28,444	36,500	36,500	36,500	-	-
4532	Communications	1,683	1,890	2,356	2,356	2,396	40	1.70%
4533	Travel & Transportation	5,652	3,364	7,000	8,605	7,500	500	7.14%
4534	Advertising	20	4	50	50	50	-	-
4535	Printing & Binding	486	699	1,150	1,357	1,150	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	28,760	29,979	33,115	33,115	31,545	(1,570)	(4.74%)
4538	Repair & Maintenance	756	1,666	1,769	1,769	2,100	331	18.71%
4539	Rentals	48,181	47,479	48,305	48,305	48,491	186	0.39%
4540	Equip. Fund Pmts.	5,308	4,246	5,308	5,308	8,155	2,847	53.64%
4541	Postage	928	880	1,200	1,200	1,600	400	33.33%
4666	Books	-	44	250	150	250	-	-
4667	Dues & Publications	890	772	1,015	1,015	1,015	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	1,746	1,311	1,700	500	1,700	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b>Total Maint. and Operations</b>	<b>\$ 139,603</b>	<b>\$ 138,115</b>	<b>\$ 157,533</b>	<b>\$ 160,668</b>	<b>\$ 160,882</b>	<b>\$ 3,349</b>	<b>2.13%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b>Total Capital Outlay and Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 471,495</b>	<b>\$ 443,581</b>	<b>\$ 498,139</b>	<b>\$ 501,274</b>	<b>\$ 492,634</b>	<b>\$ (5,505)</b>	<b>(1.11%)</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: 29 - Animal Control**

**2022 Operating, Repair & Maintenance Supplies.** Euthanasia drugs/supplies, dog and cat vaccines, animal feed, litter, enrichment toys and beds. Cleaning supplies, volunteer staff supplies and rewards. Vehicle fuel, new uniform and reflective outerwear, officer safety protection gear and rabies clinic costs.

**2024 Small Tools & Minor Equipment.** Computer replacement for two computers. Capture/restraint tools and miscellaneous small tools.

**4531 Professional Services.** Veterinary services including spaying and neutering of animals that are reimbursed by those adopting animals and general veterinary services for care of animals being housed at the shelter.

**4533 Travel & Transportation.** Continuing education for shelter staff on humane treatment of animals and recertifications.

**4539 Rentals.** Annual lease of the Animal Control shelter and land from the City's Airport Fund.

**4667 Dues and Publications.** Professional organization dues for shelter staff and online subscription to continuing education for staff and volunteers.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: Public Works Administration**

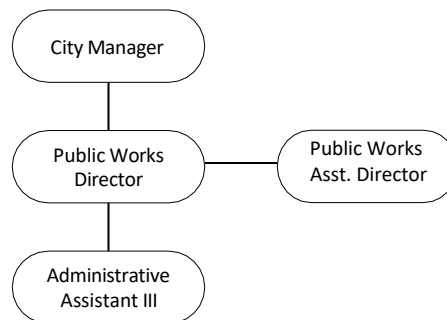
## Mission

To provide high-quality, cost-effective services that ensure the design, construction, operation and maintenance of all public infrastructure, facilities and services are responsive to the needs of the community, businesses, other City Departments, as well as the general public.

## Functions & Responsibilities

The Public Works Department is responsible for a full range of duties including supervision and coordination of Building Maintenance, Building Permits, Shop, Streets, Water and Sewer, and Wastewater Treatment Plant. In addition to Purchasing and Contract Management assistance for all departments, management of Capital Projects, providing infrastructure support, overseeing the City Dock & Harbor, Safety Department, and maintaining streetlights.

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Public Works Director	.71	28	.71	28	.71	28	.71	28	.71	28	.71	28
Administrative Assistant III	.71	15	.71	15	.71	15	.71	15	.71	15	.71	15
Public Works Assistant Director	0	N/A	0	N/A	0	N/A	1	24	1	24	1	24
Capital Project Manager	1	23	1	23	1	23	0	N/A	0	N/A	0	N/A

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Public Works Director	N/A	N/A	N/A	N/A	N/A	N/A
Administrative Assistant III	0	0	2.25*	6	6	6
Public Works Assistant Director	N/A	N/A	N/A	N/A	N/A	N/A

\*Actual number as of 2/25/25



## Performance Measures

Fiscal Year	2022	2023	2024	2025*	2026**
Active Capital Projects	16	26	22	18	34
Completed Capital Projects	8	12	8	6	22
RFPs released	7	8	3	6	12
ITBs released	10	12	8	23	20
Right of Way / Excavation Permits Issued	51	58	76	104	60

\*Actual Figures year-to-date 2/18/25. \*\*Projected Figures / Goals

## FY25 Department Goal Evaluation

1. Actively pursue and coordinate grant opportunities with our local tribal organizations to our mutual benefit. This will support all eight goals of the City of Kenai's Comprehensive Plan by leveraging available funding in support of all City needs.
  - *Achieved: City has actively pursued grant opportunities for fish passage improvements jointly and are in discussions for other opportunities.*
2. Increase number of completed Capital Projects to 15, release of RFPs to 8, and release of Invitation to Bids to 12 in an effort to continue working through the backlog of projects.
  - *Partially Achieved. City has hired New Public Works Director and Assistant Director working through backlog of capital projects.*

## FY26 Department Goals

1. Continue work through active capital project allocations to develop a project schedule for each project or reallocate funding if needed. Goal is to complete 18 capital projects. Can support all goals associated with the Comprehensive plan depending upon the project.
2. Update construction specifications for road, water and sewer improvements. Supports Goals 4 and 5 of the Comprehensive Plan.
3. Incorporate new solutions and programs for procurement, project management and permitting. Supports Goal 2 of the Comprehensive Plan.
4. Develop procedure to accompany Purchasing Policy and develop Contracting policy and procedure to assist all departments in the City.

## Future Considerations

The loss of Capital funding from the State of Alaska will necessitate the increased use of City funds to maintain and improve our infrastructure. Mechanisms for providing this funding will need to be identified and implemented to assure that critical infrastructure does not fall into disrepair.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: Public Works Administration**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 244,274	\$ 198,208	\$ 117,412	\$ 153,932	\$ 136,462	\$ 19,050	16.22%
0200	Overtime	72	87	267	267	209	(58)	(21.72%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	854	4,096	4,631	3,096	(1,000)	(24.41%)
0400	Medicare	3,396	2,776	1,766	2,303	2,027	261	14.78%
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	53,713	46,466	25,890	34,042	30,068	4,178	16.14%
0600	Unemployment Insurance	-	136	608	785	699	91	14.97%
0700	Workers Compensation	494	410	242	316	(644)	(886)	(366.12%)
0800	Health & Life Insurance	29,494	32,364	31,244	41,265	36,074	4,830	15.46%
0900	Supplemental Retirement	6,182	3,679	10,353	11,333	8,114	(2,239)	(21.63%)
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 337,625</b>	<b>\$ 284,980</b>	<b>\$ 191,878</b>	<b>\$ 248,874</b>	<b>\$ 216,105</b>	<b>\$ 24,227</b>	<b>12.63%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	1,094	884	1,550	1,550	1,550	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	2,330	1,989	3,400	3,400	3,200	(200)	(5.88%)
2026	Computer Software	2,222	1,793	2,482	2,482	2,785	303	12.21%
4531	Professional Services	(174,082)	(122,869)	-	-	-	-	-
4532	Communications	1,564	1,382	2,085	2,085	2,190	105	5.04%
4533	Travel & Transportation	1,053	566	900	900	9,750	8,850	983.33%
4534	Advertising	225	305	500	500	500	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	78	300	300	300	-	-
4667	Dues & Publications	382	455	800	800	800	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b>\$ (165,212)</b>	<b>\$ (115,417)</b>	<b>\$ 12,017</b>	<b>\$ 12,017</b>	<b>\$ 21,075</b>	<b>\$ 9,058</b>	<b>75.38%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 172,413</b>	<b>\$ 169,563</b>	<b>\$ 203,895</b>	<b>\$ 260,891</b>	<b>\$ 237,180</b>	<b>\$ 33,285</b>	<b>16.32%</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 31 - Public Works Administration**

**2024 Small Tools/Minor Equipment.** Charge for (5) five computer and furniture / chairs. Replacement printer.

**4533 Travel & Transportation.** Continuing education for department staff including FAA annual meeting, AWWMA and AML conferences. Mileage for Director and Assistant Director.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 432 – Shop**

## Mission

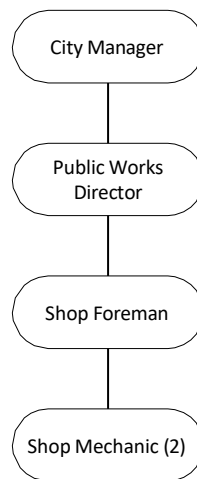
The Kenai Shop serves the citizens of Kenai by providing a cost-effective maintenance, repairs and replacement program of the City vehicles and equipment.

## Functions & Responsibilities

The Shop Department is a service provider for all city departments, coordinating the maintenance operations for the city's fleet of equipment. The Shop Department is comprised of one building fully outfitted with office space, mechanical lifts, crane hoists, welding stations and parts storage. Three employees provide all primary labor for the department to maintain a fleet of approximately 307 units of vehicles and equipment.

Departments serviced by the Shop include: Administration, Animal Control, Airport, Beacon Training Facility, Boating Facility, Building Maintenance, Fire, Police, Parks & Recreation, Senior Center, Shop, Streets, Wastewater Treatment Plant and Water & Sewer.

## Organizational Chart



## Staffing

Position Title	FY22 Actual		FY23 Actual		Budgeted FY24		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Shop Foreman	1	21	1	21	1	21	1	21	1	21	1	21
Mechanic	2	19	2	19	2	19	2	19	2	19	2	19

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Shop Foreman	86	136	55.5	120	120	120
Mechanic	24.5	50.5	144	100	100	100

## Performance Measures

Calendar Year	2020	2021	2022	2023	2024
Work Orders	1,057	1,097	1,253	865	766
Repair Expenses	\$ 347,978	\$ 324,509	\$ 354,958	\$ 285,699	\$390,169

## Fleet by Department

	Vehicles	Heavy Equipment	Utility Vehicles	Other*
Airport	5	16	9	51
Police	31	0	5	4
Fire	6	9	9	37
Public Works	13	21	4	108
Parks & Rec	7	7	20	104
Senior	5	0	0	3
Planning & Zoning	2	0	0	0
Total	69	53	47	307

\*Other includes trailers, push mowers, chainsaws, generators and other motorized non-rideable equipment

## Recent replacements within the Fleet include

- 2025: (3) Police Vehicles

## Ongoing / Pending Fleet Purchases

- (1) Airport Loader, (1) Airport Dump Truck / Sander, (3) Police Vehicles, (2) Senior Vans, (2) Water Utility Trucks, (1) Fire Vehicle, (1) ARFF Vehicle

## Planned Fleet Purchases for FY26

- (3) Utility Trucks for Shop and Streets, (1) Bucket Truck, (1) Fire Apparatus

## FY25 Department Goals Evaluation

1. New for this year, staff will be cross training on all equipment repairs. This is intended to improve redundancy in staff operations while providing better service to all departments.
  - *Achieved. Staff have shifted scheduled and work on all equipment to provide ability to service all equipment at all times.*
2. Work to further optimize the data created utilizing Fleet Maintenance Pro Software. Continue to develop data in support of the fleet replacement plan and preventive maintenance of the City Fleet.
  - *Partially Achieved. Ongoing. Staff is utilizing software while learning how to best capture data for future use.*
3. Obtain J Pro aftermarket diagnostic software. This will allow mechanics to interface with a variety of equipment without the need to maintain separate subscriptions to proprietary diagnostic equipment.
  - *Achieved.*

## FY26 Department Goals

1. Reorganize and inventory parts storage. Staff is working to reduce excessive inventory of parts and finding items for equipment no longer owned by City. Supports Goal 2 of the Comprehensive Plan.

2. Conduct City Surplus Auction. Supports Goal 2 of economic development.
3. Develop policy and procedure for surplusage and auction of City assets, inventorying spare parts and entering work orders into fleet management system.

### **Future Considerations**

Ability for Shop to maintain some equipment or perform some repairs is becoming more difficult with increased proprietary technology that requires being sent to a dealer. This may reduce the ability of our staff to perform timely repairs on vehicles and equipment resulting in longer downtimes due to scheduling and transporting vehicles and equipment to dealers for work.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Shop**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 222,936	\$ 234,738	\$ 253,657	\$ 253,657	\$ 260,634	\$ 6,977	2.75%
0200	Overtime	12,049	8,809	11,690	11,690	14,508	2,818	24.11%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	30,320	14,025	9,034	9,034	9,292	258	2.86%
0400	Medicare	3,734	3,559	3,978	3,978	4,124	146	3.67%
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	51,676	53,659	58,377	58,377	60,531	2,154	3.69%
0600	Unemployment Insurance	-	196	1,372	1,372	1,422	50	3.64%
0700	Workers Compensation	5,643	6,013	6,330	6,330	8,713	2,383	37.65%
0800	Health & Life Insurance	75,627	76,477	80,166	80,166	80,166	-	-
0900	Supplemental Retirement	5,594	4,724	9,300	9,300	9,300	-	-
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 407,579</b>	<b>\$ 402,200</b>	<b>\$ 433,904</b>	<b>\$ 433,904</b>	<b>\$ 448,690</b>	<b>\$ 14,786</b>	<b>3.41%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	5	200	200	200	-	-
2022	Operating & Repair Supplies	162,533	156,706	183,800	175,800	188,000	4,200	2.29%
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	8,458	8,422	10,740	14,740	8,500	(2,240)	(20.86%)
2026	Computer Software	767	733	900	4,900	900	-	-
4531	Professional Services	100	338	1,190	1,190	1,200	10	0.84%
4532	Communications	2,226	2,637	3,000	3,000	3,060	60	2.00%
4533	Travel & Transportation	-	-	7,200	7,200	5,000	(2,200)	(30.56%)
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	50,307	44,948	57,346	57,346	54,638	(2,708)	(4.72%)
4538	Repair & Maintenance	3,597	10,204	20,000	30,000	20,300	300	1.50%
4539	Rentals	-	-	500	500	500	-	-
4540	Equip. Fund Pmts.	7,440	5,077	7,440	7,440	7,440	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	2,469	5,015	8,833	8,833	6,200	(2,633)	(29.81%)
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	5,648	2,312	3,209	3,209	3,200	(9)	(0.28%)
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 243,545</b>	<b>\$ 236,397</b>	<b>\$ 304,358</b>	<b>\$ 314,358</b>	<b>\$ 299,138</b>	<b>\$ (5,220)</b>	<b>(1.72%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	31,380	-	-	-
9090	Transfers	-	-	-	-	-	-	-
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,380</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 651,124</b>	<b>\$ 638,597</b>	<b>\$ 738,262</b>	<b>\$ 779,642</b>	<b>\$ 747,828</b>	<b>\$ 9,566</b>	<b>1.30%</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: 32 - Shop**

**2022 Operating & Repair Supplies.** Repair parts for City vehicles and equipment, fuel, diesel exhaust fluid, summer tire order, oil & lubricants, and other general department supplies.

**2024 Small Tools & Minor Equipment.** Miscellaneous small tools, computer replacement for (4) computers and metal tags for equipment.

**4533 Travel & Transportation.** Travel and lodging for seminar expenses.

**4538 Repair & Maintenance.** Professional services for crash repairs, dealer repairs and oil furnace service. Crane, joists, and bucket truck annual inspections. Hazardous waste cleanup and miscellaneous repairs.

**4667 Dues & Publications.** Vehicle maintenance manual subscriptions, parts and services manuals, fleet maintenance annual subscription and other annual updates.

**5041 Miscellaneous.** Laundry service for uniforms, floor mat cleaning and vehicle licenses renewals.



City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 001 – General Fund  
Department: 433 – Streets

## Mission

To provide for the safe and secure travel throughout the City's road system for all citizens throughout the year.

## Functions & Responsibilities

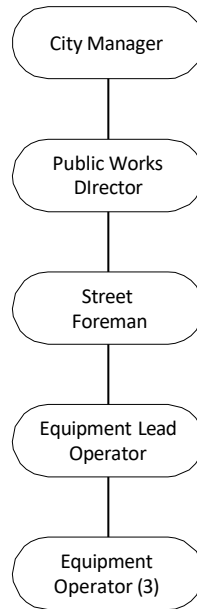
Street Maintenance is a primary responsibility for the City. The Streets division strives to maintain approximately 131 lane miles of streets at an acceptable level of service and safety. An important function of street maintenance is to provide snow and ice removal as well as sanding to ensure a safe and accessible transportation system during winter months. The department maintains all municipal parking lots. The Streets division also plows snow from State-owned sidewalks and bike paths from North Forest Dr. through town to Tinker Ln. All roads, parking lots and sidewalks are also swept periodically during summer months.

Operations include pothole repairs, grading of gravel roadways, applying calcium chloride for dust control, crack sealing, and repair/replacement of culverts as needed. Clearing and ditching of all right of ways as needed. Maintenance of storm drain facilities, including catches, inlets and outlets. Installing and maintaining roadway signage, including regulatory, cautionary, public information and street names. Monitoring all streetlights for damage and functionality.

Operating from a 13,200 sq. ft. facility located at 550 Daubenspeck Road, the Streets division performs routine maintenance and operates a full line of equipment listed below:

Equipment	Quantity
Road Graders	4
Loaders	3
Sand Trucks	3
Sweepers	2
Bucket Truck	1
Pickups	2
Trackless Equipment	2
<i>Loader mounted snow blower</i>	<i>1</i>
<b>Total Equipment</b>	<b>18</b>

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Foreman	.91	21	.92	21	.92	21	.93	21	.93	21	.93	21
Equipment Lead Operator	.9	19	.91	19	.91	19	.92	19	.92	19	.92	19
Equipment Operator	2.66	16	2.66	16	2.6	16	2.73	16	2.73	16	2.73	16
Temporary Equipment Operator I (hours)	-	16	-	16	.38	16	.38	16	.38	16	.38	16

## Average Overtime per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Foreman	141.5	120	140.5	100	100	100
Equipment Lead Operator	114.5	21.5	83.5	100	100	100
Equipment Operator	426.5	522	323.5	270	270	270
Temp. Equip. Operator	36	6	26	20	20	20

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Lane Miles of streets**	131	131	131	131	131
Reported and Repaired Potholes	1	3	5	3	2
Complaint Records	110	125	178	127	93
Calcium Chloride	1	2	2	3	0
Grading	3	2	3	3	1
Plowing	20	31	58	56	48
Sanding	9	7	9	6	6
Snow Berms	37	46	65	16	15
Street Sweeping	0	0	0	2	0
Other	39	37	51	41	23

\*Current as of February 18, 2025

\*\*Number of Lane Miles adjusted through new count.

## **FY25 Department Goals Evaluation**

1. Continue to perform annual crack sealing in 4<sup>th</sup> quarter when weather conditions are the most favorable, with a goal of 5-10 miles of roadway. This is in support of Goal 4 Public Improvements & Services from the City of Kenai's Comprehensive Plan.
  - *Not Achieved. City is reviewing options to contract this work annually.*
2. Finalize the City's snow removal plan and post to City website by November 1<sup>st</sup>, 2024. This will support Goal 4 Public Improvements and Services and Goal 5 Transportation of the City of Kenai's Comprehensive Plan.
  - *Not Achieved. New Staff in Public Works Administration reviewing goal and snow removal policies to have an update for winter in FY26.*
3. Continue with additional right of way clearing and ditching with a goal of 5-10 miles completed. This will support Goal 4 Public Improvements and Services and Goal 5 Transportation of the City of Kenai's Comprehensive Plan.
  - *Partially Achieved. This goal was not achieved due to staffing demands, however several problem trees were successfully removed that were close to private structures and City is planning on renting an excavator for ditching that can be completed regardless of weather.*

## **FY26 Department Goals**

1. Develop annual crack sealing plan for contract work through Street Assessment Project after determination of annual needs. This is in support of Goal 4 Public Improvements & Services from the City of Kenai's Comprehensive Plan.
2. Finalize/update the City's snow removal plan or policy and post to City website by November 1<sup>st</sup>, 2025. This will support Goal 4 Public Improvements and Services and Goal 5 Transportation of the City of Kenai's Comprehensive Plan.
3. Continue with additional right of way clearing and ditching with a goal of 10 miles completed. This will support Goal 4 Public Improvements and Services and Goal 5 Transportation of the City of Kenai's Comprehensive Plan.
4. Develop policy and procedure for regular tasks to be completed by the Streets Department for summer operations, winter operations, transitions seasons and dock activities.

## **Future Considerations**

Live tracking of some City vehicles may be beneficial to assisting staff dealing with phone calls mainly for snow clearing. Typically, Streets Foreman provides a plan for the day for snow clearing and checks in throughout the day to keep up on issues and provide updates. Live tracking would allow City staff to tell members of the public exactly where equipment has been or currently is.

Deterioration of metal storm water culverts is becoming an issue in several areas of town. Infrastructure may need significant rehabilitation work in coming years.

Sand used for roadway traction in the winter is currently stored outside and smaller amounts are shifted indoors to thaw as space allows. This causes additional use of equipment and fuel to perform the service. An indoor storage facility for winter sand and bulk purchase and storage may be beneficial to the City.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Streets**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 369,534	\$ 351,020	\$ 402,570	\$ 402,570	\$ 403,541	\$ 971	0.24%
0200	Overtime	33,623	31,447	30,364	30,364	25,483	(4,881)	(16.07%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	4,598	3,175	17,237	17,237	17,111	(126)	(0.73%)
0400	Medicare	5,704	5,362	6,529	6,529	6,469	(60)	(0.92%)
0450	Social Security	1,113	311	1,615	1,615	1,548	(67)	(4.15%)
0500	PERS	87,019	85,223	89,517	89,517	77,710	(11,807)	(13.19%)
0600	Unemployment Insurance	-	312	2,250	2,250	2,231	(19)	(0.84%)
0700	Workers Compensation	12,203	12,311	14,487	14,487	16,102	1,615	11.15%
0800	Health & Life Insurance	115,503	124,475	122,436	122,436	122,119	(317)	(0.26%)
0900	Supplemental Retirement	10,867	8,320	18,600	18,600	14,725	(3,875)	(20.83%)
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 640,164</b>	<b>\$ 621,956</b>	<b>\$ 705,605</b>	<b>\$ 705,605</b>	<b>\$ 687,039</b>	<b>\$ (18,566)</b>	<b>(2.63%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	140	153	240	240	240	-	-
2022	Operating & Repair Supplies	136,537	117,764	150,000	150,000	152,500	2,500	1.67%
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	1,478	1,989	3,380	3,380	4,900	1,520	44.97%
2026	Computer Software	1,185	913	1,350	1,350	1,220	(130)	(9.63%)
4531	Professional Services	6,528	(10,922)	1,250	11,230	1,250	-	-
4532	Communications	3,781	4,154	4,030	4,030	4,100	70	1.74%
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	1,068	2,000	2,000	2,000	-	-
4535	Printing & Binding	89	90	250	250	250	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	26,453	32,589	30,935	30,935	31,589	654	2.11%
4538	Repair & Maintenance	51,371	13,153	10,000	10,000	60,000	50,000	500.00%
4539	Rentals	8,525	12,547	26,000	26,000	82,200	56,200	216.15%
4540	Equip. Fund Pmts.	206,548	184,354	214,555	214,555	267,669	53,114	24.76%
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b>\$ 442,635</b>	<b>\$ 357,852</b>	<b>\$ 443,990</b>	<b>\$ 453,970</b>	<b>\$ 607,918</b>	<b>\$ 163,928</b>	<b>36.92%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	4,232	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ -</b>	<b>\$ 4,232</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 1,082,799</b>	<b>\$ 984,040</b>	<b>\$ 1,149,595</b>	<b>\$ 1,159,575</b>	<b>\$ 1,294,957</b>	<b>\$ 145,362</b>	<b>12.64%</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: 33 - Streets**

**2022 Operating & Repair Supplies.** Department supplies including barricades, safety supplies, brooms and sweepers, calcium chloride, road sand, equipment cutting edges, fuel and other miscellaneous supplies. Culvert and gravel stock material, pit run/D1, sewer rock.

**4538 Repair & Maintenance.** Professional services for parking lot striping, stop bars and pavement markings. Capital Improvement/Special Project: Crack Sealing \$50,000.

**4539 Rentals.** Warm storage rental for road sand, excavator rental, and misc. rental equipment, including dozer, compactor, man life extend a boom. Capital Improvements/Special Projects: Citywide Ditching \$34,000.

**4540 Equipment Replacement Fund Payments.** Annual payment to the City's Equipment Replacement Fund for equipment purchased by the fund and utilized by the Street's Department.

Water Truck - ST17	\$ 10,746
Street Sweeper - ST30	21,924
140G Motor Grader - ST42	15,771
Sander Truck - ST23	14,447
Sander Truck - ST45	13,947
160H Motor Grader - ST51	21,487
Trackless - ST55	30,083
Bucket Truck - ST25	13,244
Trackless - ST56	12,701
Street Sweeper - ST29	12,774
New Loader Mounted Blower	26,986
L120 Loader - ST43	19,476
120G Motor Grader - ST31	22,817
L110H Loader - ST43	19,476
ST-01	2,574
ST-03	6,207
ST-02	3,009
	<u>\$ 267,669</u>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 34 –Buildings**

**Mission**

The Building Official strives to safeguard the public, promote health, safety and welfare to the City of Kenai through the enforcement of the adopted building codes while providing an excellent level of customer service and relations.

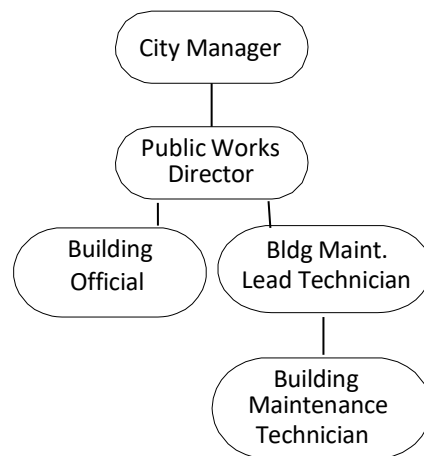
The Building Maintenance team strives to provide a level of maintenance that allows City-owned buildings and equipment to be used productively, safely, comfortably, and economically by the citizens of Kenai and its employees.

**Functions & Responsibilities**

The Building Official ensures that new construction of private and public buildings follows established codes, laws and regulations. The work involves plan review, inspection, record keeping and issuance of permits and certificates of occupancy. The Building Official is responsible for knowledge of construction, skilled trades, and building code regulations.

The Building Maintenance team performs preventative maintenance, emergency response and general repair of City-owned facilities and equipment. The maintenance team is responsible for the following facilities: City Hall, Library, Park Buildings & Facilities, Recreation Center, Public Safety Building, Visitor Center, Vintage Point, Fine Arts Building, City Shop, Water Treatment Plant, Waste Water Treatment Plant, and Parking Lot & Buildings Exterior Lighting, Airport Terminal and Buildings, Airport Operations Building, Firehouse No. 2, Fire Training Facility, and FAA buildings.

**Organizational Chart**



## Staffing

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Building Maintenance Lead Technician	.66	19	.66	19	.66	19	.66	19	.66	19	.66	19
Building Maintenance Technician	.66	17	.66	17	.66	17	.66	16	.66	16	.66	16
Building Official/Manger	1	22	1	22	1	22	1	21	1	21	1	21

## Average Overtime per Position (hours)

Position Title	Actual FY22	Actual FY23	Actual FY24	Projected FY25	Proposed FY26	Projected FY27
Building Maintenance Lead Technician	2	13	19	16	24	24
Building Maintenance Technician	25	36.5	1	4	12	12
Building Official	0	14	3	0	0	0

## Performance Measures

Calendar Year	2021	2022	2023	2024	2025*
Building Permits Issued	58	50	71	91	100
Building Permit Fees	\$ 109,597	\$ 120,236	\$ 106,516	\$ 150,921	\$ 160,000
Plan Review Fees	\$ 36,533	\$ 35,664	\$ 24,871	\$ 20,964**	\$ 35,000
Number of Inspections	164	217	308	372	400
Work Orders	309	442	410	353	400

\*Projected

\*\*Does not include plan reviews completed and billed direct to the Alaska State Fire Marshall Plan Review Bureau during a gap in Building Officials. These plan review fees would have added \$32,650.

## FY25 Department Goals Evaluation

### Building Official

- Maintain sufficiently licensed staff throughout the year to remain in compliance with our State Fire Marshal deferral.
  - Achieved. New Building Official brought on at start of fiscal year.*
- Successful onboard a new Building Official.
  - Achieved.*
- Establish training objectives to ensure growth of new Building Official.
  - Achieved. New Building Official is participating in statewide training and restarting Safety Committees.*

## Building Maintenance

1. Continue with facility assessments in support of the Facility Maintenance Manual with a goal of completing six additional buildings. This is in support of Goal 4 Public Improvements & Services of the City of Kenai Comprehensive Plan.
  - *Partially Achieved. Work is ongoing.*

## FY26 Department Goals

### Building Official

1. Maintain sufficiently licensed staff throughout the year to remain in compliance with our State Fire Marshal deferral.
2. Continue participation in local and statewide building groups to ensure continued growth of new Building Official

Both goals support Goal 1 of the City of Kenai Comprehensive Plan, promote and encourage quality of life in Kenai.

### Building Maintenance

Continue with facility assessments in support of the Facility Maintenance Manual with a goal of completing six additional buildings. This will bring the total to twelve facilities with completed assessments before the end of the fiscal year. This is in support of Goal 4 Public Improvements & Services of the City of Kenai Comprehensive Plan

## Future Considerations

Buildings will continue to work toward improving customer service for our internal customers. Building Official will review creating new ways to make the permitting and building process more user-friendly to the residents of Kenai.



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Buildings**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 164,318	\$ 148,018	\$ 204,214	\$ 204,214	\$ 206,319	\$ 2,105	1.03%
0200	Overtime	1,015	803	1,155	1,155	1,562	407	35.24%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	1,736	3,157	4,324	4,324	5,622	1,298	30.02%
0400	Medicare	2,363	2,150	3,041	3,041	3,096	55	1.81%
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	36,353	32,805	45,181	45,181	45,734	553	1.22%
0600	Unemployment Insurance	-	114	1,049	1,049	1,068	19	1.81%
0700	Workers Compensation	2,649	2,956	3,244	3,244	3,107	(137)	(4.22%)
0800	Health & Life Insurance	58,485	59,177	61,994	61,994	61,994	-	-
0900	Supplemental Retirement	4,268	3,224	6,650	6,650	6,721	71	1.07%
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 271,187</b>	<b>\$ 252,404</b>	<b>\$ 330,852</b>	<b>\$ 330,852</b>	<b>\$ 335,223</b>	<b>\$ 4,371</b>	<b>1.32%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	59	173	300	300	300	-	-
2022	Operating & Repair Supplies	25,895	24,383	27,000	27,000	37,000	10,000	37.04%
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	1,626	2,208	5,070	5,070	2,800	(2,270)	(44.77%)
2026	Computer Software	1,314	1,118	18,565	18,565	7,200	(11,365)	(61.22%)
4531	Professional Services	9,399	1,502	12,000	8,000	12,000	-	-
4532	Communications	1,420	1,527	1,800	1,800	1,774	(26)	(1.44%)
4533	Travel & Transportation	9,437	4,257	7,500	19,000	8,500	1,000	13.33%
4534	Advertising	-	86	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	35,267	42,446	60,000	60,000	86,200	26,200	43.67%
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	5,464	4,371	5,464	5,464	6,770	1,306	23.90%
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	342	1,000	1,000	1,000	-	-
4667	Dues & Publications	160	226	500	500	500	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 90,041</b>	<b>\$ 82,639</b>	<b>\$ 139,199</b>	<b>\$ 146,699</b>	<b>\$ 164,044</b>	<b>\$ 24,845</b>	<b>17.85%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	4,109	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	6,391	1,278	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 6,391</b>	<b>\$ 5,387</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 367,619</b>	<b>\$ 340,430</b>	<b>\$ 470,051</b>	<b>\$ 477,551</b>	<b>\$ 499,267</b>	<b>\$ 29,216</b>	<b>6.22%</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: 34 - Buildings**

**2022 Operating & Repair Supplies.** Supplies for City wide building maintenance/repair work orders. Capital Improvements/Special Project: Flight Service Center Sign \$10,000.

**2024 Small Tools & Minor Equipment.** Computer replacement for 3 computers, replacement printer and miscellaneous tools and equipment.

**2026 Computer Software.** Plan review software and support. Software for three computers and for surface tables. Special Project: Building Permit Solutions software: \$15,000.

**4531 Professional Services.** Engineering design services assistance for city owned facilities.

**4533 Transportation.** Building Official certification training.

**4538 Repair & Maintenance.** Includes repair of City facilities and inspection/testing of elevators and fire alarm/sprinkler systems. Boiler maintenance inspections, contract services for processing requested work orders and garage doors. Capital Improvements/Special Projects: Garage Door Maintenance \$20,200 Boiler Maintenance \$6,000.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: Street Lighting**

## **Mission**

To provide safe and consistent street lighting for streets in the City of Kenai that meets the needs of the community.

## **Functions & Responsibilities**

Street Lighting provides for the repair, maintenance and installation of City streetlights.

Field and shop maintenance of City-owned streetlights and related equipment include trouble shooting failures, replacing parts, repairing components, and/or replacing light systems.

## **Staffing**

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

## **Performance Measures**

	2021	2022	2023	2024	2025*
KWh Consumed	214,186	199,211	212,126	213,661	210,791
Number of Street Lights					
City Lights	271	271	271	271	271
LED Lights	95	103	110	126	140
Standard Lights	176	168	161	145	131
HEA Lights	213	213	213	213	213
Work Orders Completed	40	49	58	26	40

*\*Projected Figures*

## **FY25 Department Goals Evaluation**

1. With completion of the street lighting assessment begin coordination and completion of designated repairs with funding provided through a Street Lighting Capital Improvement Project as identified in the FY2025-FY2029 CIP. If authorized within the FY2025 budget, funds will become available July 1<sup>st</sup>, 2024. This supports Goal 4 of Public Improvements and Services and Goal 5 of Transportation in the City of Kenai Comprehensive Plan by providing safe and sufficient lighting in appropriate locations.
  - *Not Achieved. Assessment to start at end of FY25 to provide direction for spending capital funds.*
2. With completion of the assessment, and repairs completed toward the highest priority locations first, goal two will be to split the remaining locations up into smaller projects to be included in future Capital Improvement Plans. This supports Goal 4 of Public Improvements and Services and Goal 5 of Transportation in the City of Kenai Comprehensive Plan by providing safe and sufficient lighting in appropriate locations.
  - *Not Achieved. Assessment not started.*

## **FY26 Department Goals**

1. With completion of the assessment, and repairs completed toward the highest priority locations first, develop Capital Improvement Plans to improve existing lighting infrastructure and reduce ongoing utility and maintenance costs. This supports Goal 4 of Public Improvements and Services and Goal 5 of Transportation in the City of Kenai Comprehensive Plan by providing safe and sufficient lighting in appropriate locations.

## **Future Considerations**

City completing assessment of lighting system will provide a plan for the best way to move forward replacing LEDs and old infrastructure to get the best value for the City funds. Additional burden on the City has been performing digline locates for underground wiring that we have little mapping available. Efforts to improve GIS data, use GPS systems to map wiring and train staff to perform electrical locates aims to reduce the contracting costs and staff time associated with this work. Mapping may be improved in short term, but GPS locating of underground system will take several years.

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund: 001 - General Fund  
Department: Street Lighting

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	-	-	-	-	-	-	-
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	-	-	-	-	-	-	-
0600	Unemployment Insurance	-	-	-	-	-	-	-
0700	Workers Compensation	-	-	-	-	-	-	-
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	-	-	-	-	-	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	-	-	-	-	-	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	158,627	158,293	170,976	170,976	170,440	(536)	(0.31%)
4538	Repair & Maintenance	66,925	37,959	63,000	66,121	65,000	2,000	3.17%
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 225,552</u></b>	<b><u>\$ 196,252</u></b>	<b><u>\$ 233,976</u></b>	<b><u>\$ 237,097</u></b>	<b><u>\$ 235,440</u></b>	<b><u>\$ 1,464</u></b>	<b><u>0.63%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 225,552</u></b>	<b><u>\$ 196,252</u></b>	<b><u>\$ 233,976</u></b>	<b><u>\$ 237,097</u></b>	<b><u>\$ 235,440</u></b>	<b><u>\$ 1,464</u></b>	<b><u>0.63%</u></b>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund: 001 - General Fund  
Department: 35 - Street Lighting

<p><b>4538 Repairs &amp; Maintenance Services.</b> Annual street light maintenance contract. Utility locates and miscellaneous repairs.</p>
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**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: 40 – Library**

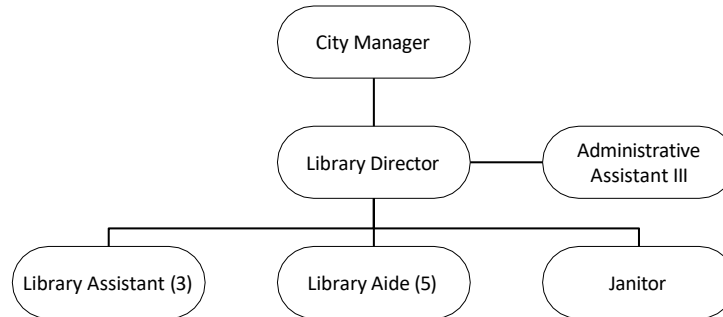
## Mission

To provide a welcoming space where people can connect, learn, discover and grow.

## Functions & Responsibilities

The Kenai Community Library maintains a dynamic and diverse collection serving patrons of all ages and abilities. It houses approximately 70,000 physical items, provides access to over 3 million additional titles statewide through the Alaska Library Catalog, and offers digital books and audiobooks via the Alaska Digital Library. Patrons also enjoy 24/7 access to a variety of online learning tools. Dedicated Library staff foster literacy, lifelong learning, and creativity through high-quality programs, resources, and services in a safe and welcoming environment. The Library features quiet study rooms, as well as early literacy tools for young learners, such as educational toys and pre-reader kits. Additionally, it offers technology lending, including laptops and other devices, as well as computer stations with hardwired internet, indoor and outdoor wireless internet, and printing, faxing, and scanning services.

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Library Director	1	23	1	23	1	23	1	23	1	23	1	23
Administrative Assistant III	1	15	1	15	1	15	1	15	1	15	1	15
Library Assistant II	3	11	3	11	3	11	3	12	3	12	3	12
Library Aide (40 hr/week)	1	8	1	8	1	8	1	8	1	8	1	8
Library Aide (25 hr/week)	0.62	8	0.62	8	0.62	8						
Library Aide (24 hr/week)							0.62	8	0.62	8	0.62	8
Library Aide (14 hr/week)	1.05	8	1.05	8	1.05	8	1.05	8	1.05	8	1.05	8
Janitor	.45	3	.45	3	.45	4	.45	6	.45	6	.45	6

\*Temporary intern funded by grant.

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
<b>Items Borrowed</b>					
Physical Checkouts	56,100	72,200	80,400	78,080	85,000
Digital Checkouts	19,250	18,200	18,800	22,033	23,000
<b>Visits and Services</b>					
Visitors Welcomed	28,000	48,220	56,400	57,750	60,000
New Memberships	350	604	679	736	750
Rooms Reserved	84	1,201	1,552	1,682	1,700
<b>Programs</b>					
Presented	212	292	444	451	620
People Attending	2,290	4,625	7,700	8,540	10,000
<b>Technology</b>					
Public Computer Sessions	3,243	5,535	6,080	6,084	6,100

\*Projected Figures based on year-to-date information.

## FY25 Department Goals Evaluation

### 1. Welcoming Community Space

We aim to create a user-friendly library experience based on community needs.

#### Achievements:

- a. **Visitors:** On track to welcome 60,000+ (Goal: 52,000).
- b. **New Users:** Estimated 750 new library accounts (Goal: 550).
- c. **Meeting Spaces:** Assisting ~1,700 groups/individuals (Goal: 1,600).

### 2. Promoting Literacy & Providing Resources

We support literacy in all forms and deliver resources based on community needs.

#### Achievements:

- a. **Checkouts:** On track for 85,000+ physical and 23,000+ digital items (Goals: 75,000 and 20,000).
- b. **Collection Growth:** Adding 3,900+ items (Goal: 3,500)
- c. **Efficiency:** New items ready for use < 7 days of arrival (Goal: 7 days).
- d. **Tech Access:** Public computers and high-speed Wi-Fi available during open hours; ~524 monthly public computer sessions; ~5,770 Wi-Fi sessions.
- e. **Digital Access:** 24/7 availability of the online catalog, website, digital resources, and the Alaska Digital Library.
- f. **Displays:** Maintaining at least one new display monthly.

### 3. Classes & Events for Lifelong Learning

We promote early literacy and lifelong learning through instructor-led programs in various formats.

#### Achievements:

- a. **Children (12 & under):** ~35 programs/month (Goal: 15).
- b. **Teens (13–17):** ~2.4 programs/month (Goal: 3).
- c. **Adults (18+):** ~7.5 programs/month (Goal: 4).
- d. **All Ages:** ~7 programs/month.
- e. **DIY Kits:** ~1 kit/month (Goal: 1).
- f. **Outreach:** On track for 6+ programs in FY 2025.
- g. **Partnerships:** Building at least 1 new community collaboration.
- h. **Summer Reading Program:** On track for all age groups.



## FY26 Department Goals

The following goals support the “Imagine Kenai 2030 City of Kenai Comprehensive Plan” - Goal 1: Promote and encourage quality of life in Kenai; Goal 4: Provide adequate public improvements and services in Kenai.

### Our Vision for the Library: A Welcoming Space for All

#### 1. Creating a Welcoming Community Hub

We aim to serve as a gathering place for all by prioritizing community needs and enhancing accessibility both in-person and virtually.

- a. Host approximately **61,500 visitors** in safe, comfortable spaces for interaction, reading, work, or study.
- b. Welcome around **600 new library members**.
- c. Support at least **1,600 individuals and groups** in utilizing our meeting spaces for collaboration, study, or leisure.

#### 2. Promoting Literacy and Resource Access

Our mission includes fostering literacy and providing valuable resources for our community.

- a. Assist patrons in borrowing an estimated **85,000 physical items** and **24,000 digital items**.
- b. Expand the collection with **3,500 new items**, including books, digital materials, and “Library of Things” items.
- c. Provide reliable access to **public computers, high-speed Wi-Fi**, and 24/7 online resources like the OPAC, digital library, and website.

#### 3. Encouraging Learning Through Programs and Outreach

We will inspire lifelong learning and support early literacy through diverse programs and partnerships.

- a. Offer **34 children’s programs, 2 teen programs, and 5 adult programs, and 7 programs for all ages** monthly.
- b. Create **1 DIY kit per quarter** and host **6 outreach programs** annually.
- c. Build partnerships with at least **1 new community organization**.
- d. Run a **Summer Reading Program** for all age groups.

## Future Considerations

#### 1. Community Engagement

- a. Conduct ongoing surveys to ensure services and programs align with evolving community needs.
- b. Create feedback loops for continuous improvement of services.

#### 2. Expanding Resources

- a. Evaluate the demand for specialized collections like STEAM kits, Makerspaces, or adaptive technology.
- b. Expand “Library of Things” offerings, including tools, tech gadgets, or educational kits.
- c. Consider adding on-demand learning platforms to digital resources.

#### 3. Programs and Outreach

- a. Offer intergenerational programs to encourage learning and connection across age groups.
- b. Continue to build partnerships with local schools and businesses to expand learning opportunities and foster a sense of community collaboration.

#### **4. Marketing and Awareness**

- a.** Continue to improve marketing efforts to raise awareness of services, especially for digital resources and outreach programs.
- b.** Use social media, newsletters, and community events to build a stronger connection with the public.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Library**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 469,742	\$ 411,106	\$ 486,982	\$ 486,982	\$ 500,478	\$ 13,496	2.77%
0200	Overtime	9	2	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	1,298	13,702	13,702	16,548	2,846	20.77%
0400	Medicare	6,282	5,486	7,261	7,261	7,497	236	3.25%
0450	Social Security	3,699	3,037	3,855	3,855	2,914	(941)	(24.41%)
0500	PERS	90,256	79,701	93,455	93,455	95,918	2,463	2.64%
0600	Unemployment Insurance	-	301	2,504	2,504	2,585	81	3.23%
0700	Workers Compensation	1,123	894	1,151	1,151	1,507	356	30.93%
0800	Health & Life Insurance	163,859	165,398	173,693	173,693	173,693	-	-
0900	Supplemental Retirement	15,219	10,876	18,814	18,814	18,898	84	0.45%
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 750,189</b>	<b>\$ 678,099</b>	<b>\$ 801,417</b>	<b>\$ 801,417</b>	<b>\$ 820,038</b>	<b>\$ 18,621</b>	<b>2.32%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	978	1,975	900	900	800	(100)	(11.11%)
2022	Operating & Repair Supplies	7,025	7,158	5,500	7,781	5,500	-	-
2023	Repair & Maintenance Supplies	-	2,414	-	-	-	-	-
2024	Small Tools/Minor Equipment	22,791	20,168	9,990	15,892	11,300	1,310	13.11%
2026	Computer Software	5,395	3,408	6,627	7,052	24,106	17,479	263.75%
4531	Professional Services	1,885	1,503	1,600	1,720	1,700	100	6.25%
4532	Communications	4,501	4,665	3,600	3,600	3,820	220	6.11%
4533	Travel & Transportation	8,289	6,367	6,910	8,160	6,910	-	-
4534	Advertising	743	714	500	700	500	-	-
4535	Printing & Binding	2,803	2,950	3,300	3,500	3,303	3	0.09%
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	62,978	63,296	73,554	73,554	74,430	876	1.19%
4538	Repair & Maintenance	10,556	15,755	19,250	18,947	3,300	(15,950)	(82.86%)
4539	Rentals	-	5,360	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	9,500	6,684	11,000	11,000	10,000	(1,000)	(9.09%)
4666	Books	74,101	67,015	65,000	77,025	65,500	500	0.77%
4667	Dues & Publications	1,067	925	1,270	1,270	1,325	55	4.33%
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	120	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 212,612</b>	<b>\$ 210,477</b>	<b>\$ 209,001</b>	<b>\$ 231,101</b>	<b>\$ 212,494</b>	<b>\$ 3,493</b>	<b>1.67%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	2,139	-	-	-	-	-
8064	Machinery & Equipment	-	4,335	-	-	-	-	-
9090	Transfers	-	-	-	-	-	-	-
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ -</b>	<b>\$ 6,474</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 962,801</b>	<b>\$ 895,050</b>	<b>\$ 1,010,418</b>	<b>\$ 1,032,518</b>	<b>\$ 1,032,532</b>	<b>\$ 22,114</b>	<b>2.19%</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 40 - Library**

<b>2022 Operating, Repair &amp; Maintenance Supplies.</b> Custodial and kitchen supplies. Processing and programming supplies.	<b>4538 Repair &amp; Maintenance.</b> Maintenance agreements for department specific systems, carpet and floor cleaning, window washing and miscellaneous contracted repairs of books and equipment.
<b>2026 Computer Software.</b> Cost for languages software, publicity software and work scheduling software. Library calendar, scanner, postage and Siris Dynix software.	<b>4666 Books.</b> Purchase of books and materials for the Library's collection.
<b>4531 Professional Services.</b> Transit services between Soldotna and Kenai libraries.	<b>4667 Dues &amp; Publications.</b> Alaska Library Network and Association dues, American Library Association dues and library publications.
<b>4533 Travel &amp; Transportation.</b> Car allowance, professional development, AKLA conference and other professional conferences.	

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**  
**Fund 001 – General Fund**  
**Department: 45 – Parks, Recreation & Beautification**

**Mission**

To make Kenai a more attractive place to live and play by working in partnership with the community to foster and support community well-being and healthy environments.

**Functions & Responsibilities**

The Kenai Parks, Recreation & Beautification Department manages the City's parks, recreation facilities, trails, and open spaces, ensuring they remain safe, clean, and accessible for residents and visitors.

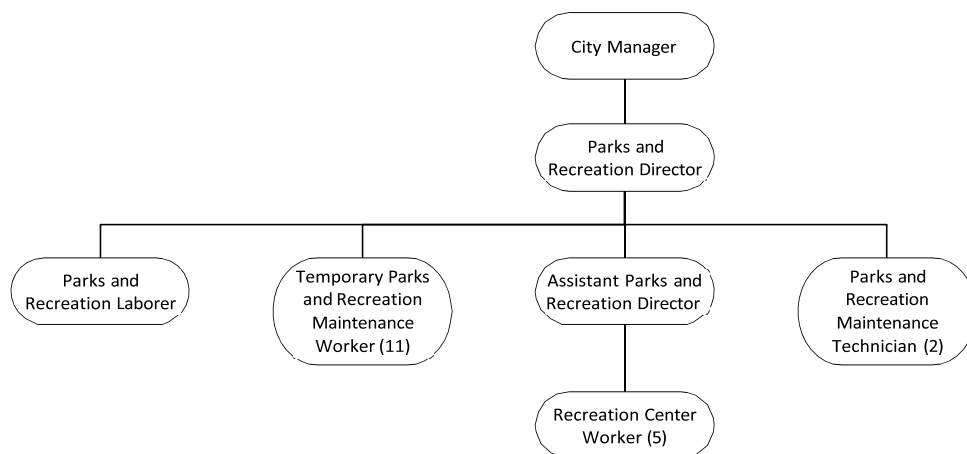
To maintain public spaces, the department provides horticultural and turf care across City properties and public rights-of-way. Responsibilities include landscaping, cemetery upkeep, irrigation, forestry management, playground maintenance, trail maintenance, trash and debris removal, graffiti cleanup, facility repairs, snow removal, trail grooming, and equipment maintenance.

The department maintains and manages baseball fields, softball fields, soccer fields, disc golf courses, pedestrian trails, and other outdoor spaces. It manages the Kenai Recreation Center, which includes the attached Kenai Teen Center, operated by the Boys & Girls Club of the Kenai Peninsula. The department also oversees the city-owned Multi-Purpose Facility (Kenai Ice Rink), managing scheduling and general oversight, while a contractor manages daily operations during the ice season.

Additionally, it collaborates with an independent group that leases and operates the City Golf Course, which serves as Nordic ski trails in the winter. The department maintains the ski trails throughout the winter season.

In addition to maintenance and facility management, the department supports the community by assisting residents with space reservations, coordinating volunteer efforts, and helping support public events.

**Organizational Chart**



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Parks & Rec Director	.96	22	.96	23	.96	23	.96	23	.96	23	.96	23
Administrative Assistant I	-	13	-	13	-	13	-	13	-	13	-	13
Administrative Assistant III	.95	15	-	15	-	15	-	15	-	15	-	15
Assistant Director	0	N/A	.88	19	.93	19	.93	19	.93	19	.93	19
Maintenance Technician	1.92	14	1.92	14	1.92	14	1.92	14	1.92	14	1.92	14
Laborer	.98	6	.98	6	.98	6	.98	6	.98	6	.98	6
Temporary Maintenance Leader	.40	T3	.40	T6	.40		.40	-	.40	-	.40	-
Temporary Maintenance Worker	1.77	T1	2.06	T5	2.77	T5	2.77	T5	2.77	T5	2.77	T5
Temporary Gardener	.29	T2	-	N/A	-	N/A	-	N/A	-	N/A	-	N/A
Recreation Center Worker	3	3	3	3	3	4	3	6	3	6	3	6

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Director	N/A	N/A	N/A	N/A	N/A	N/A
Administrative Assistant I	N/A	N/A	N/A	N/A	N/A	N/A
Assistant Director	15	59	15	15	15	15
Maintenance Technician	23	80	20	20	20	20
Laborer	7	59	10	10	10	10
Temporary Maintenance Leader	0	0	0	0	0	0
Temporary Maintenance Worker	0	26	5	5	5	5
Temporary Gardener	0	N/A	N/A	N/A	N/A	N/A

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Total Recreation Center Visits	13,462	36,616**	42,484**	44,787**	39,539**
Total Program-based Activities (sponsored & co-sponsored)	6	7	8	8	8
Total Pedestrian Trails (Miles)	6.3	6.3	6.3	6.3	6.3
Total Shelter Reservations	26	54	41	38	58
Ice Reservations (Hours)	949	745	950	807	
Volunteer Hours	239	192	215	767	810
Removal of Beetle Kill Trees	106	111	250	150	100
Issued Tree Removal Permits	3	2	3	2	5

\*Projected Figures based on year-to-date information.

\*\* Excludes Teen Center visits.

## FY25 Department Goals Evaluation

1. Development of a Parks and Recreation Master Plan. A Master Plan takes input from the community and aligns the department's long-term and short-term vision with the public. This goal aligns with all current goals in the City of Kenai Comprehensive Plan
  - *Partially Achieved: At the beginning of 2025, a contract was awarded for development of the plan, which is expected to be finalized by 2026.*
2. Assess the Multi-Purpose Facility Compressor System. The current system runs on refrigerants that are no longer produced or imported into the United States. The MPF's current system needs to be assessed to determine possible alternatives to continue operating this building. This supports Goals 4 and 6 of the City of Kenai Comprehensive Plan.
  - *Achieved: The facility was assessed in the spring of 2024, and a report will be delivered to the City in the spring of 2025.*
3. Redesign and remap trails, including multi-use walking trails and Kenai Ski Trails. Make these maps available at trailheads and via QR codes throughout the City. This supports Goal 4 and Goal 6 of the City of Kenai Comprehensive Plan.
  - *Partially Achieved: The City partnered with Rotary to include a Path of 10,000 steps throughout multiple of the City's walking trails. This included a QR code with a map identifying trails, parking areas, and bathrooms. The QR code was placed at all trailheads identified along the path of 10,000 steps. A new map of the ski trails is still needed. This goal will be completed by the end of FY25.*
4. Beetle-killed Tree Removal & Reforestation: The department will need to continue tracking and evaluating the impact of beetle-killed trees on City lands and assist in implementing cost-effective measures to eliminate hazards and unsightliness. This supports Goals 7 and 8 of the City of Kenai Comprehensive Plan.
  - *Achieved. The department continues to remove hazardous trees in parks, recreation areas, and other city properties. In addition to removing trees on city property, the Parks Department also manages tree removal permit applications, which allow residents to remove diseased, dying, or dead trees from the city property. This helps remove dead trees and provides a valuable resource to the community.*

## FY26 Department Goals

1. Publish a Parks and Recreation Master Plan. A Master Plan incorporates input from the community and aligns the department's long-term and short-term vision with the public. This goal aligns with all current goals in the City of Kenai Comprehensive Plan
  - **Goal 1** - Quality of Life: Promote and encourage quality of life elements in Kenai.
  - **Goal 2** - Economic Development: Provide economic development elements to support the fiscal health of the community
  - **Goal 3** - Land Use: Use land use strategies to implement a forward-looking approach to community growth and development.
  - **Goal 4** - Public Improvements and Services: Provide adequate public improvements and services in Kenai.
  - **Goal 5** – Transportation Provide transportation systems that are efficient and adequate to serve the regional needs of the community.
  - **Goal 6** - Parks and Recreation: Ensure that Kenai has excellent parks and recreational facilities and opportunities.
  - **Goal 8** - Environmental Resources: Protect and enhance the natural resources and environment of the community.

2. Establish and support a community group encouraging more people to use and enjoy the Kenai Community Garden and park, creating community engagement and recreation opportunities. This effort will include organizational and promotional support to get the group up and running and encourage community participation. By the end of 2025, the goal is to have eight garden beds rented by a group or individuals. This initiative supports Goals 1, 6, and 8 of the Kenai Comprehensive Plan.
3. Establish and support a volunteer group dedicated to helping groom and maintain the ski trails in the City of Kenai, making the trails more accessible and enjoyable for winter recreation. This effort will include providing training, resources, and organizational support to ensure volunteers have the tools and knowledge needed for trail maintenance. By the end of 2025, the goal is to recruit at least three volunteers committed to keeping the trails in good condition throughout the winter season. This initiative supports Goals 1, 4, and 6 of the Kenai Comprehensive Plan by enhancing recreational opportunities, improving public services, and encouraging community involvement in maintaining valuable outdoor spaces.
4. Develop and implement five key procedures, policies, or task outlines for the Parks and Recreation Department to improve efficiency, accountability, and consistency. These procedures include Employee Scheduling (covering PTO requests, schedule posting, and attendance tracking), an improvement action plan, department task management, a reservation policy, and a contract management procedure. Each procedure, policy, or task outline will be short, providing clear guidance without unnecessary complexity. These streamlined procedures will help the department operate more smoothly, ensure consistency in decision-making, improve communication among staff, and enhance overall productivity.

## **Future Considerations**

Prioritize and execute projects outlined in the to be completed Parks and Recreation Master Plan to enhance recreational spaces, improve park facilities, and ensure equitable access. Adhering to the plan ensures alignment with the city's long-term vision.



**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: Parks, Recreation & Beautificat**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 492,512	\$ 388,940	\$ 536,122	\$ 536,122	\$ 563,229	\$ 27,107	5.06%
0200	Overtime	5,110	3,062	2,179	2,179	2,849	670	30.75%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	10,689	11,586	12,920	12,920	11,573	(1,347)	(10.43%)
0400	Medicare	7,492	5,844	7,992	7,992	8,376	384	4.80%
0450	Social Security	11,278	6,965	13,432	13,432	7,907	(5,525)	(41.13%)
0500	PERS	71,599	62,375	71,641	71,641	74,010	2,369	3.31%
0600	Unemployment Insurance	-	259	2,756	2,756	2,888	132	4.79%
0700	Workers Compensation	10,535	7,953	9,792	9,792	15,614	5,822	59.46%
0800	Health & Life Insurance	120,663	117,887	127,773	127,773	122,644	(5,129)	(4.01%)
0900	Supplemental Retirement	13,774	8,782	13,157	13,157	15,673	2,516	19.12%
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ 743,652</u></b>	<b><u>\$ 613,653</u></b>	<b><u>\$ 797,764</u></b>	<b><u>\$ 797,764</u></b>	<b><u>\$ 824,763</u></b>	<b><u>\$ 26,999</u></b>	<b><u>3.38%</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	81,503	78,644	83,000	83,000	89,500	6,500	7.83%
2023	Repair & Maintenance Supplies	-	-	1,750	29,750	1,750	-	-
2024	Small Tools/Minor Equipment	15,534	8,439	17,700	17,700	6,000	(11,700)	(66.10%)
2026	Computer Software	3,043	2,113	3,030	3,030	8,400	5,370	177.23%
4531	Professional Services	70,122	125,121	66,050	69,803	82,050	16,000	24.22%
4532	Communications	4,322	7,795	4,800	4,800	5,080	280	5.83%
4533	Travel & Transportation	3,837	2,106	6,000	6,000	6,000	-	-
4534	Advertising	-	124	-	-	-	-	-
4535	Printing & Binding	-	816	2,000	2,000	1,000	(1,000)	(50.00%)
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	220,640	233,506	234,699	234,699	227,699	(7,000)	(2.98%)
4538	Repair & Maintenance	3,973	11,310	17,000	17,000	13,000	(4,000)	(23.53%)
4539	Rentals	18,748	15,457	17,200	17,200	17,200	-	-
4540	Equip. Fund Pmts.	25,330	21,288	25,330	25,330	26,298	968	3.82%
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	180	305	795	795	805	10	1.26%
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	1,247	1,015	1,500	1,500	1,250	(250)	(16.67%)
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 448,479</u></b>	<b><u>\$ 508,039</u></b>	<b><u>\$ 480,854</u></b>	<b><u>\$ 512,607</u></b>	<b><u>\$ 486,032</u></b>	<b><u>\$ 5,178</u></b>	<b><u>1.08%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	68,236	25,163	1,500	11,476	-	(1,500)	(100.00%)
9090	Transfers	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ 68,236</u></b>	<b><u>\$ 25,163</u></b>	<b><u>\$ 1,500</u></b>	<b><u>\$ 11,476</u></b>	<b><u>\$ -</u></b>	<b><u>\$ (1,500)</u></b>	<b><u>(100.00%)</u></b>
<b>Department Total:</b>		<b><u>\$ 1,260,367</u></b>	<b><u>\$ 1,146,855</u></b>	<b><u>\$ 1,280,118</u></b>	<b><u>\$ 1,321,847</u></b>	<b><u>\$ 1,310,795</u></b>	<b><u>\$ 30,677</u></b>	<b><u>2.40%</u></b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund  
Department: 45 - Parks, Recreation & Beautification**

<b>2022 Operating &amp; Repair Supplies.</b> General department supplies including flowers, trees, ice melt, fertilizer, herbicides, soils, fuel, janitorial supplies. Hockey lines and paint, hockey nets and pads, Zamboni propane, park supplies, and public events supplies. Seasonal decor.	<b>4538 Repair &amp; Maintenance.</b> Restroom / vault pumping, compressor rebuild and equipment replacement and maintenance.
<b>2024 Small Tools/Minor Equipment.</b> Charge for (5) five computers, winter pole decorations and miscellaneous small tools.	<b>4539 Rentals.</b> Rental of machinery, equipment, dumpsters and portable toilets rentals.
<b>2026 Computer Software.</b> Computer software for access license, Office and Adobe. Recreation software	<b>5041 Miscellaneous.</b> Disposal fees.
<b>4531 Professional Services.</b> Winter ice maintenance, tree removal and background checks for new hires. Kenai Boys and Girls Club Grant.	

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 001 – General Fund  
Department: Boating Facility**

## Mission

The City Boating Facility (Dock) is dedicated to providing a safe facility for commercial and public access to the Upper Cook Inlet and Kenai River.

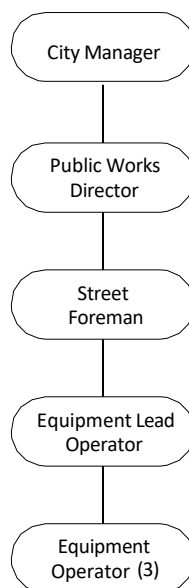
## Functions & Responsibilities

The installation and removal of the City Dock facilities, including excavation of silt buildup on ramps, the installation of 27 floats and seasonal pilings is overseen and managed by the Streets division of the Public Works Department.

The operation, maintenance and repair of the facility include the dock, three cranes, restrooms, and a boat launch ramp and floats. Additionally, Staff monitors the boat ramp, parking lot, fee shack, access roads, restrooms and trash dumpsters.

The Public Works Director is responsible for the administration of the Kenai Boating Facility lease with private enterprises.

## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Streets Foreman	.04	21	.04	21	.04	21	.04	21	.04	21	.04	21
Lead Operator	.04	19	.04	19	.04	19	.04	19	.04	19	.04	19
Operator	.19	16	.19	16	.19	16	.19	16	.19	16	.19	16

### Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Streets Foreman	1	0	41	23	23	23
Lead Operator	9	0	2	18	18	18
Operator	5	0	2	24	24	24

### Performance Measures

Fiscal Year	2022	2023	2024	2025	2026*
Boating Facility Open	4/19/22	5/10/23	5/1/24	4/3/25	5/1/26*
Boating Facility Closed	10/27/21	11/2/22	10/26/23	10/31/24	11/1/25*
Number of Drop Offs	61	84	37	61*	61*
Number of Day Use Parking	611	582	531	575*	575*
Number of Boat Launch and Parking	3,013	2,729	2,392	2,711*	2,711*

\*Projected Figures based on year-to-date information.

### FY25 Department Goals Evaluation

- Complete the float replacements at the facility in support of Goal 4 of the Comprehensive Plan: provide adequate public improvements and services in Kenai by maintaining and rebuilding public infrastructure.
  - Not Achieved. State grant funds redirected to this project. Parts being procured to build floats with City Staff. Project expected to be completed in FY26.*
- Complete the ramp replacements at Lane 4 in support of Goal 4 of the Comprehensive Plan: provide adequate public improvements and services in Kenai by maintaining and rebuilding public infrastructure.
  - Not Achieved. Ramp work to begin after procurement of float materials completed. Expected to be completed by end of FY26.*

### FY26 Department Goals

- Complete the float replacements at the facility in support of Goal 4 of the Comprehensive Plan: provide adequate public improvements and services in Kenai by maintaining and rebuilding public infrastructure.
- Complete the ramp replacements at Lane 4 in support of Goal 4 of the Comprehensive Plan: provide adequate public improvements and services in Kenai by maintaining and rebuilding public infrastructure.
- Develop policies and procedures for annual opening and closing of the dock facility to include float placement, float removal, crane inspection, dredging and winterization.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: Boating Facility**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 13,138	\$ 13,461	\$ 22,524	\$ 22,524	\$ 17,919	\$ (4,605)	(20.44%)
0200	Overtime	2,188	500	-	-	1,438	1,438	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	246	94	1,029	1,029	849	(180)	(17.49%)
0400	Medicare	214	194	342	342	293	(49)	(14.33%)
0450	Social Security	45	19	-	-	-	-	-
0500	PERS	1,672	1,659	4,955	4,955	1,723	(3,232)	(65.23%)
0600	Unemployment Insurance	-	13	118	118	101	(17)	(14.41%)
0700	Workers Compensation	459	453	792	792	649	(143)	(18.06%)
0800	Health & Life Insurance	7,032	7,145	7,453	7,453	4,610	(2,843)	(38.15%)
0900	Supplemental Retirement	554	342	80	80	612	532	665.00%
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 25,548</b>	<b>\$ 23,880</b>	<b>\$ 37,293</b>	<b>\$ 37,293</b>	<b>\$ 28,194</b>	<b>\$ (9,099)</b>	<b>(24.40%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	2,322	1,998	5,750	5,750	5,750	-	-
2023	Repair & Maintenance Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	-	356	800	800	800	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	-	136	2,700	2,700	2,700	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	49	500	500	500	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	8,705	8,583	8,196	8,196	8,185	(11)	(0.13%)
4538	Repair & Maintenance	-	494	2,500	2,500	2,500	-	-
4539	Rentals	4,014	3,441	5,800	5,800	5,800	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	30	150	150	150	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b>\$ 15,041</b>	<b>\$ 15,087</b>	<b>\$ 26,396</b>	<b>\$ 26,396</b>	<b>\$ 26,385</b>	<b>\$ (11)</b>	<b>(0.04%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 40,589</b>	<b>\$ 38,967</b>	<b>\$ 63,689</b>	<b>\$ 63,689</b>	<b>\$ 54,579</b>	<b>\$ (9,110)</b>	<b>(14.30%)</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 001 - General Fund**  
**Department: 60 - Boating Facility**

**2022 Operating & Repair Supplies.** General department supplies including signage, fuel, oils & greases, traffic cones, electrical supplies, restroom and cleaning supplies. Crane startup, testing and winterizing.

**4531 Professional Services.** Annual crane inspection and cathodic inspection.

**4538 Repair & Maintenance Services.** General maintenance of dock and restroom maintenance.

**4539 Rentals.** Rental of specialty equipment for installation and removal of floating docks, garbage dumpster and boom lift to set pilings/floats. Air compressor to blow down water lines. 6 months dumpster rentals.

# SPECIAL REVENUE FUNDS

A Special Revenue Fund is established to finance particular activities and is created out of receipts of specific taxes or other designated revenues. Such funds are authorized by statutory or charter provisions to pay for certain activities with some form of continuing revenues.

## 1. PERSONAL USE FISHERY FUND

This fund accounts for revenues and expenditures related to the Personal Use Fishery that occurs during the month of July. The fund's sources of revenue is parking and camping fees on the City's north and south beaches, and parking and boat launch fees at the City's dock.

## 2. WATER AND SEWER FUND

This fund accounts for operations of the water and sewer system and the sewer treatment plant. User charges are designed to recover cost of operation and maintenance of the system, exclusive of depreciation and major capital improvements.

## 3. AIRPORT FUND

This fund accounts for operations of the airport and rental and lease of surrounding airport owned lands. Significant revenue sources include, rents from leases of airport-owned lands and terminal spaces, as well as car rental commissions, vehicle parking, landing fees and investment earnings from the Airport Land Sale Permanent Fund.

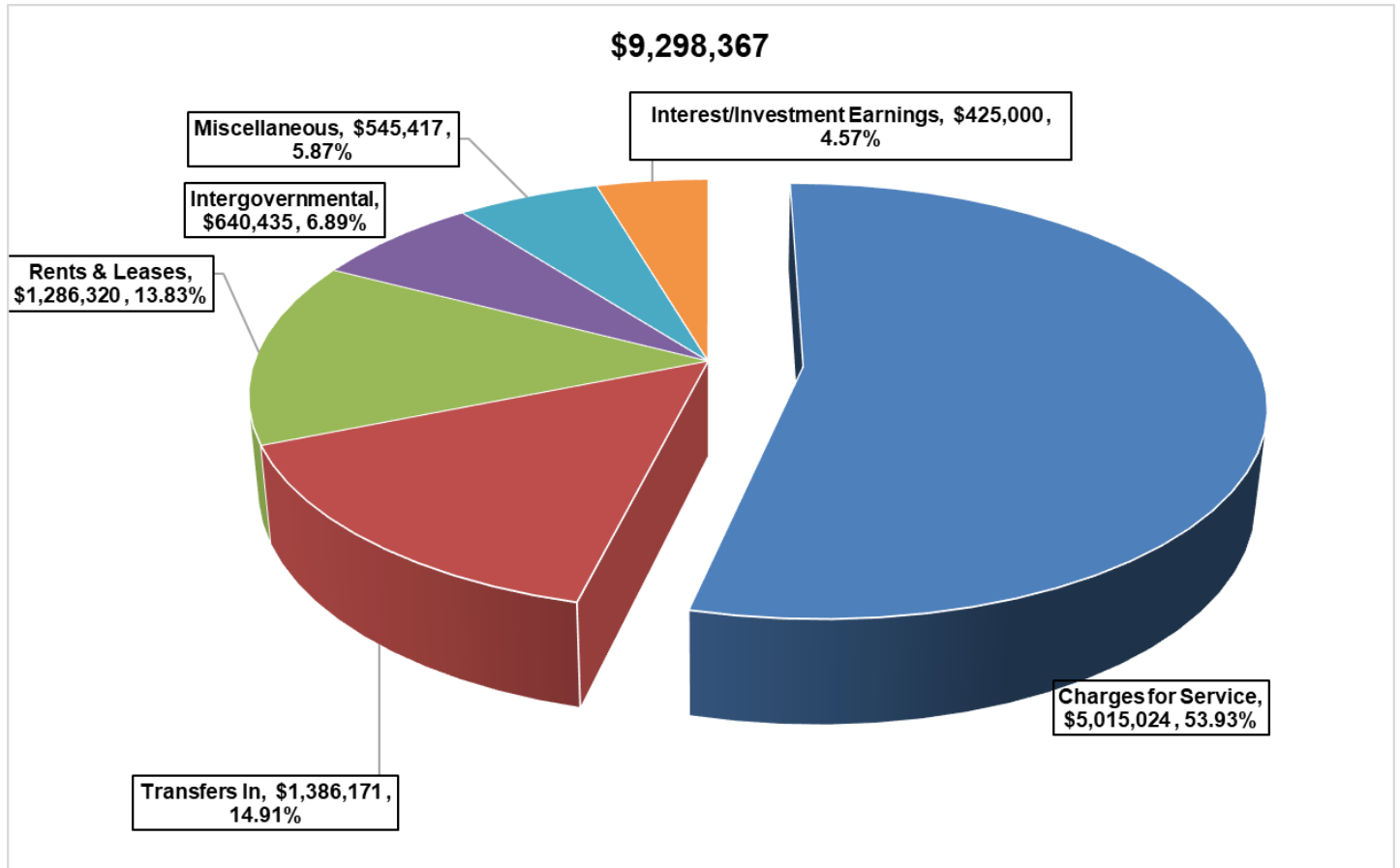
## 4. SENIOR CITIZEN FUND

This fund accounts for revenues and expenditures related to the Senior Citizens Program. The fund's sources of revenue include a grant from the Kenai Peninsula Borough, a State of Alaska nutrition, transportation and support services grant, and customer charges. This fund includes the Senior Citizens Access, Congregate Meals, Home Meals, Senior Transportation Departments and Choice Waiver.

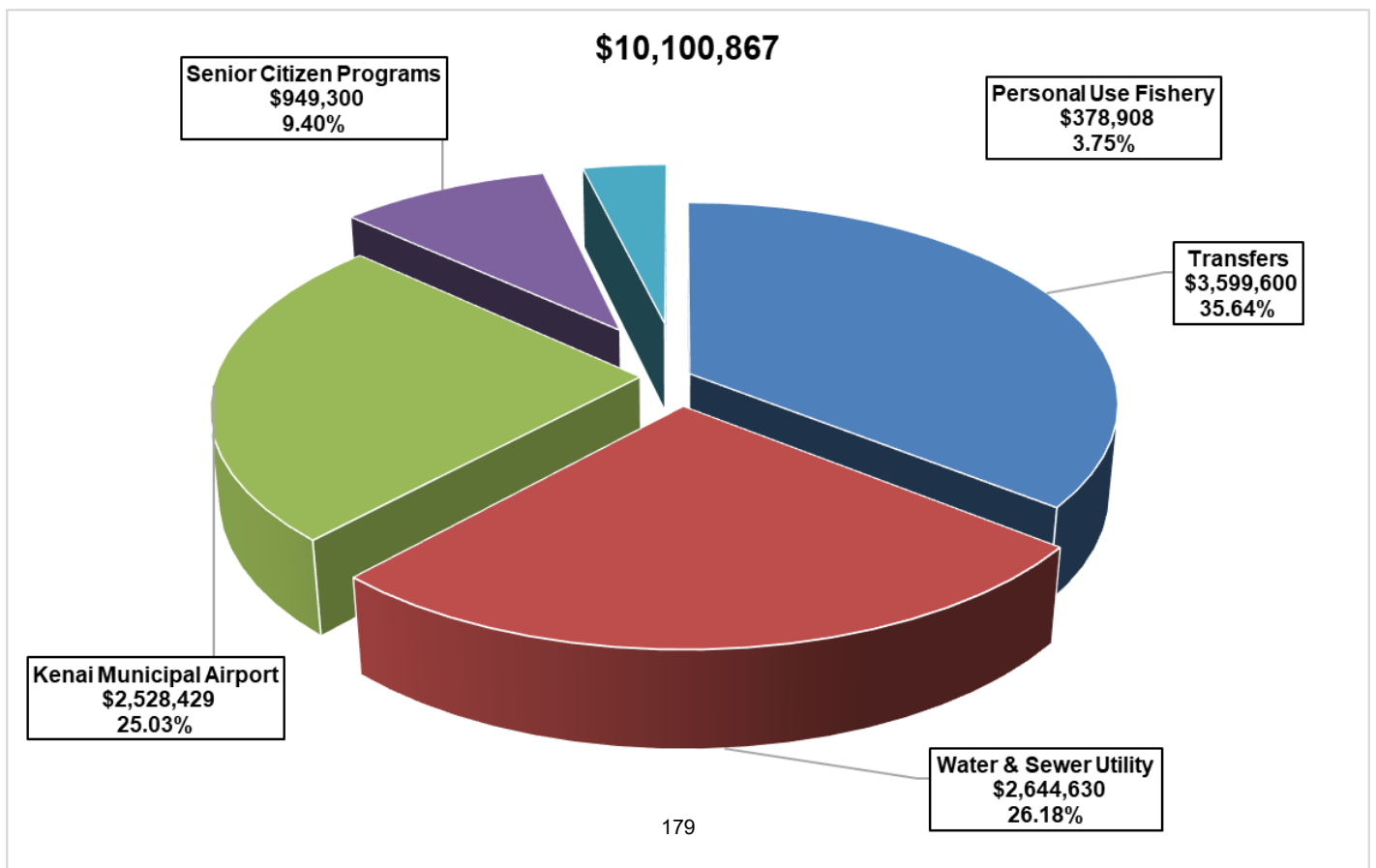




## WHERE THE MONEY COMES FROM – TOTAL OPERATING REVENUE



## WHERE THE MONEY GO – TOTAL OPERATING EXPENDITURES



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Special Revenue Funds Expenditure Recap**

	Personal Services			Maintenance and Operations		
	FY2025 Original Budget	FY2026 Proposed Budget	Difference	FY2025 Original Budget	FY2026 Proposed Budget	Difference
<b><u>Personal Use Fishery Fund</u></b>						
Public Safety	\$ 39,043	\$ 39,781	\$ 738	\$ 16,188	\$ 16,355	\$ 167
Streets	20,250	17,290	(2,960)	15,552	15,602	50
Parks, Recreation & Beautification	93,084	80,141	(12,943)	129,264	123,853	(5,411)
Dock	30,783	32,712	1,929	8,032	33,174	25,142
Total Personal Use Fishery Fund	183,160	169,924	(13,236)	169,036	188,984	19,948
<b><u>Water and Sewer Fund</u></b>						
Water	\$ 404,285	\$ 411,225	\$ 6,940	\$ 538,011	\$ 555,142	\$ 17,131
Sewer	398,798	416,505	17,707	122,861	121,763	(1,098)
Wastewater Treatment Plant	443,599	441,021	(2,578)	674,595	698,974	24,379
Total Water and Sewer Fund	1,246,682	1,268,751	22,069	1,335,467	1,375,879	40,412
<b><u>Airport Fund</u></b>						
Terminal	218,057	222,196	4,139	413,416	373,453	(39,963)
Airfield	422,354	430,001	7,647	705,484	802,466	96,982
Administration	250,378	259,416	9,038	63,992	70,668	6,676
Other Buildings & Areas	106,117	99,542	(6,575)	118,761	117,787	(974)
Training Facility	-	-	-	164,987	152,900	(12,087)
Total Airport Fund	996,906	1,011,155	14,249	1,466,640	1,517,274	50,634
<b><u>Senior Citizen Fund</u></b>						
Access	155,049	160,257	5,208	33,905	37,567	3,662
Congregate Meals	97,088	124,218	27,130	58,261	85,161	26,900
Home Meals	205,922	218,276	12,354	168,864	143,804	(25,060)
Transportation	80,371	92,004	11,633	23,039	24,453	1,414
Choice Waiver	45,295	32,994	(12,301)	32,633	30,566	(2,067)
Total Senior Citizen Funds	583,725	627,749	44,024	316,702	321,551	4,849
<b>Total Special Revenue Funds</b>	<b>\$ 3,010,473</b>	<b>\$ 3,077,579</b>	<b>\$ 67,106</b>	<b>\$ 3,287,845</b>	<b>\$ 3,403,688</b>	<b>\$ 115,843</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Special Revenue Funds Expenditure Recap**

Capital Outlay & Transfers			Total Budget			
FY2025 Original Budget	FY2026 Proposed Budget	Difference	FY2025 Original Budget	FY2026 Proposed Budget	Difference	
\$ 81,300	\$ 92,400	\$ 11,100	\$ 136,531	\$ 148,536	\$ 12,005	<u>Personal Use Fishery Fund</u>
3,500	2,600	(900)	39,302	35,492	(3,810)	Public Safety
96,800	96,900	100	319,148	300,894	(18,254)	Streets
4,000	4,200	200	42,815	70,086	27,271	Parks, Recreation & Beautification
185,600	196,100	10,500	537,796	555,008	17,212	Dock
						Total Personal Use Fishery Fund
						<u>Water and Sewer Fund</u>
\$ 187,290	\$ 309,300	\$ 122,010	\$ 1,129,586	\$ 1,275,667	\$ 146,081	Water
758,100	214,900	(543,200)	1,279,759	753,168	(526,591)	Sewer
218,900	272,000	53,100	1,337,094	1,411,995	74,901	Wastewater Treatment Plant
1,164,290	796,200	(368,090)	3,746,439	3,440,830	(305,609)	Total Water and Sewer Fund
						<u>Airport Fund</u>
61,800	61,600	(200)	693,273	657,249	(36,024)	Terminal
1,120,617	1,925,000	804,383	2,248,455	3,157,467	909,012	Airfield
64,000	72,500	8,500	378,370	402,584	24,214	Administration
-	400,000	400,000	224,878	617,329	392,451	Other Buildings & Areas
-	-	-	164,987	152,900	(12,087)	Training Facility
1,246,417	2,459,100	1,212,683	3,709,963	4,987,529	1,277,566	Total Airport Fund
						<u>Senior Citizen Fund</u>
44,117	44,354	237	233,071	242,178	9,107	Access
29,177	29,334	157	184,526	238,713	54,187	Congregate Meals
59,141	59,459	318	433,927	421,539	(12,388)	Home Meals
27,069	27,215	146	130,479	143,672	13,193	Transportation
7,796	7,838	42	85,724	71,398	(14,326)	Choice Waiver
167,300	168,200	900	1,067,727	1,117,500	49,773	Total Senior Citizen Funds
\$ 2,763,607	\$ 3,619,600	\$ 855,993	\$ 9,061,925	\$ 10,100,867	\$ 1,038,942	<u>Total Special Revenue Funds</u>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Budget Projection**  
**Fund: 006 - Personal Use Fishery Fund**

	<u>Actual FY2023</u>	<u>Actual FY2024</u>	<u>Original Budget FY2025</u>	<u>Projection FY2025</u>	<u>Proposed FY2026</u>
<b>Revenues</b>					
State Grant	\$ 694	\$ 249	\$ 1,861	\$ 1,861	\$ 2,051
Usage Fees					
Beach Parking	153,976	157,839	164,980	173,592	169,755
Beach Camping	200,802	216,085	210,102	238,852	222,500
Dock Launch & Park	106,548	100,489	100,754	88,423	95,000
Dock Parking Only	12,540	12,460	12,495	11,483	12,495
Participant Drop-off Fee	4,971	6,274	4,707	4,110	4,400
Total Usage Fees	<u>478,837</u>	<u>493,147</u>	<u>493,038</u>	<u>516,460</u>	<u>504,150</u>
Miscellaneous Revenues					
Investment earnings	4,755	19,502	5,000	5,000	15,000
Other	<u>(11,320)</u>	<u>(11,201)</u>	<u>(11,500)</u>	<u>(10,876)</u>	<u>(11,500)</u>
Total Miscellaneous Revenues	<u>(6,565)</u>	<u>8,301</u>	<u>(6,500)</u>	<u>(5,876)</u>	<u>3,500</u>
Transfer In, Capital Projects	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	<u>472,966</u>	<u>501,697</u>	<u>488,399</u>	<u>512,445</u>	<u>509,701</u>
<b>Expenditures</b>					
Public Safety	114,046	122,066	136,531	136,531	148,536
Streets	33,921	26,518	39,302	39,302	35,492
Boating Facility	39,868	41,120	42,815	42,815	70,086
Parks, Recreation & Beautification	<u>204,667</u>	<u>206,597</u>	<u>244,148</u>	<u>244,148</u>	<u>225,894</u>
Total Expenditures	<u>392,502</u>	<u>396,301</u>	<u>462,796</u>	<u>462,796</u>	<u>480,008</u>
<b>Transfers</b>					
General Fund	75,000	75,000	75,000	75,000	75,000
Capital Projects	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Transfers	<u>125,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>	<u>75,000</u>
Total Expenditures & Transfers	<u>517,502</u>	<u>471,301</u>	<u>537,796</u>	<u>537,796</u>	<u>555,008</u>
Contribution To/(From) Fund Balance:	(44,536)	30,396	(49,397)	(25,351)	(45,307)
Projected Lapse	<u>-</u>	<u>-</u>	<u>16,632</u>	<u>83,327</u>	<u>30,391</u>
Adjusted (Deficit)/Surplus	(44,536)	30,396	(32,765)	57,976	(14,916)
Beginning Fund Balance	<u>263,217</u>	<u>218,681</u>	<u>291,581</u>	<u>249,077</u>	<u>307,053</u>
Ending Fund Balance	<u>\$ 218,681</u>	<u>\$ 249,077</u>	<u>\$ 258,816</u>	<u>\$ 307,053</u>	<u>\$ 292,137</u>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Personal Use Fishery Fund Summary by Line Item**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 72,444	\$ 85,553	\$ 100,756	\$ 100,756	\$ 99,295	\$ (1,461)	(1.45%)
0200	Overtime	42,058	36,381	47,716	47,716	42,971	(4,745)	(9.94%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	105	225	890	890	1,295	405	45.51%
0400	Medicare	1,572	1,721	2,165	2,165	2,082	(83)	(3.83%)
0450	Social Security	5,577	5,360	6,787	6,787	6,696	(91)	(1.34%)
0500	PERS	2,875	7,738	10,446	10,446	9,335	(1,111)	(10.64%)
0600	Unemployment Insurance	-	103	744	744	718	(26)	(3.49%)
0700	Workers Compensation	1,910	2,467	3,402	3,402	4,046	644	18.93%
0800	Health & Life Insurance	9,499	16,487	10,196	10,196	2,276	(7,920)	(77.68%)
0900	Supplemental Retirement	411	694	58	58	1,210	1,152	1,986.21%
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 136,451</b>	<b>\$ 156,729</b>	<b>\$ 183,160</b>	<b>\$ 183,160</b>	<b>\$ 169,924</b>	<b>\$ (13,236)</b>	<b>(7.23%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	19,799	9,882	20,300	20,300	37,850	17,550	86.45%
2024	Small Tools/Minor Equipment	356	3,443	1,050	1,050	1,050	-	-
2026	Computer Software	1,740	1,555	12,500	12,500	7,650	(4,850)	(38.80%)
4531	Professional Services	978	5,458	17,400	17,400	19,100	1,700	9.77%
4532	Communications	464	587	960	960	860	(100)	(10.42%)
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	24	-	-	-	-	-
4535	Printing & Binding	1,695	1,987	3,000	3,000	3,000	-	-
4536	Insurance	3,199	3,964	4,787	4,787	5,185	398	8.31%
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	7,315	2,973	8,750	8,750	9,000	250	2.86%
4539	Rentals	104,584	90,985	98,289	98,289	103,289	5,000	5.09%
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	2,000	2,000	2,000	2,000	2,000	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 142,130</b>	<b>\$ 122,858</b>	<b>\$ 169,036</b>	<b>\$ 169,036</b>	<b>\$ 188,984</b>	<b>\$ 19,948</b>	<b>11.80%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	5,320	1,106	-	-	20,000	20,000	-
9090	Transfers	187,400	181,349	185,600	185,600	176,100	(9,500)	(5.12%)
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 192,720</b>	<b>\$ 182,455</b>	<b>\$ 185,600</b>	<b>\$ 185,600</b>	<b>\$ 196,100</b>	<b>\$ 10,500</b>	<b>5.66%</b>
<b><u>Department Total:</u></b>		<b>\$ 471,301</b>	<b>\$ 462,042</b>	<b>\$ 537,796</b>	<b>\$ 537,796</b>	<b>\$ 555,008</b>	<b>\$ 17,212</b>	<b>3.20%</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**  
**Fund 006 – Personal Use Fishery Fund**

## **Mission**

Provide a safe, positive, and inviting environment for residents, visitors, and businesses during the Kenai River Personal Use Fishery.

## **Functions and Responsibilities**

The personal use (PU) fishery fund is comprised of four separate budgets: PU Public Safety, PU Streets, PU Dock, and PU Recreation:

PU Public Safety provides additional Police protection with five Temporary Enforcement Officers. The Police Department provides traffic control, issues parking citations, and provides all other law enforcement needs. Communications provides dispatch services for Police and Fire departments. The Fire Department provides Fire and EMS services, as well as patrolling the river no wake zone in the City's fire boat.

PU Streets is responsible for maintaining the road and parking lots associated with the fishery. They also wake signs, places traffic control barriers, and transports temporary fee shacks. The Street Department also sets dock floats, installs no-wake signs, and dredges the boat ramp.

PU Dock is responsible for managing the City Boating Facility for the duration of the PU fishery. This includes maintenance of the facilities, traffic control in the parking area, and active management of the boat launch ramps.

PU Recreation is responsible for the operation of the North and South Beaches, the Little League parking area, and the Softball field overflow parking. Duties include servicing permanent restrooms and outhouses, staffing fee shacks, beach cleaning, parking facilities, and any other tasks that arise.

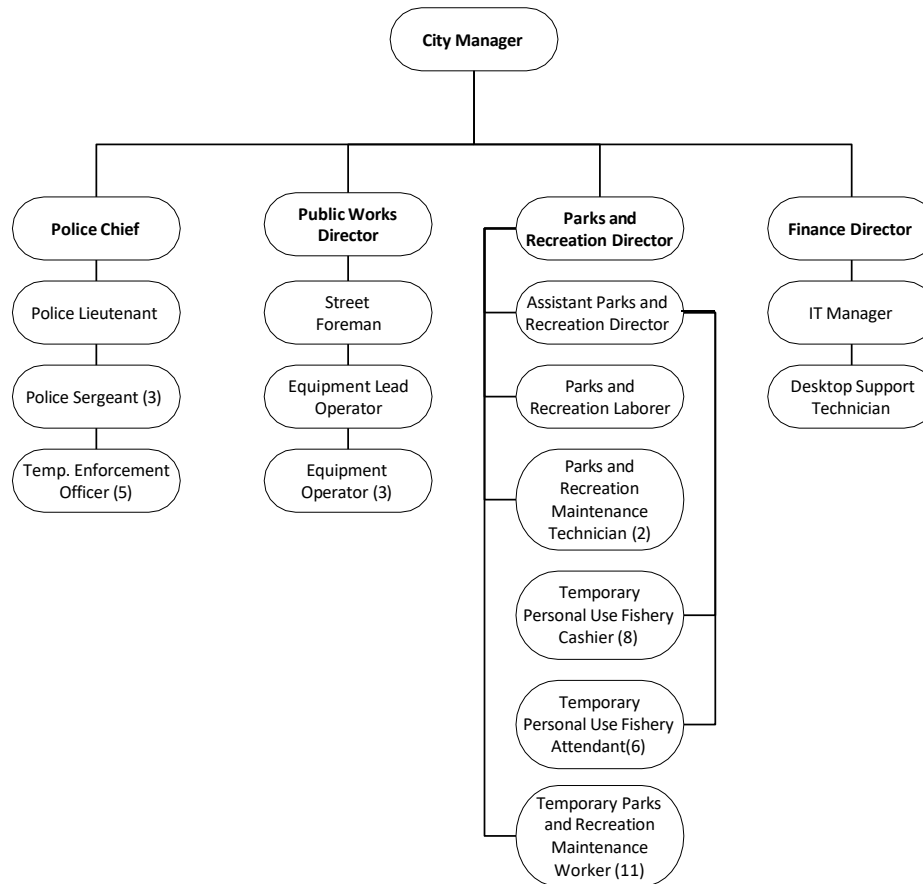
## **Facilities**

**City Boating Facility (Dock):** The dock is comprised of four boat launch ramps, a gravel parking area, permanent restrooms with running water, and a permanent fee shack. Temporary outhouses and dumpsters are also provided in the parking area to accommodate the fishery's high demand.

**North Beach:** The North Beach is comprised of a large gravel parking lot, six permanent outhouses, and approximately one mile of beach access to the fishery. Additional parking is available at the Little League park, which also includes two temporary fee shacks within the roadway with a temporary by-pass for local area traffic. Temporary outhouses and dumpsters are also provided throughout the North Beach access area. Overflow parking is provided at the Kenai Softball Fields. A large gravel parking lot is provided with permanent running water restrooms. This site is also adjacent to the Greenstrip, which includes picnic shelters, playground equipment, and additional running water restrooms.

**South Beach:** The South Beach is comprised of beach access, one permanent outhouse, and one temporary fee shack. Access to the fishery is via the beach, with ample sand parking and a camping area  $\frac{3}{4}$  of a mile from the road. Temporary outhouses and dumpsters are provided within the parking area.

## Organizational Chart



## Staffing

### PU Public Safety

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Temporary Enforcement Officer	.56	T8	.56	T8	.56	T8	.56	T8	.56	T8	.56	T8

### PU Streets

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Street Foreman	.03	21	.02	21	.02	21	.02	21	.02	21	.02	21
Equipment Lead Operator	.04	14	.03	14	.03	14	.03	19	.03	19	.03	19
Equipment Operator	.10	16	.13	16	.13	16	.13	16	.13	16	.13	16

## PU Dock

	FY22 Actual		FY23 Actual		FY24 Actual		Budgeted FY25		Adopted FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Street Foreman	.02	21	.04	21	.02	21	.02	21	.02	21	.02	21
Equipment Lead Operator	.03	19	.04	19	.02	19	.02	19	.02	19	.02	19
Equipment Operator	.05	16	.19	16	.02	16	.02	16	.02	16	.02	16
Temporary Dock Worker	.33	T4	.33	T4	.33	T4	.33	T4	.33	T4	.33	T4

## PU Parks, Recreation & Beautification

	FY22 Actual		FY23 Actual		FY24 Actual		Budgeted FY25		Adopted FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Parks & Rec Director	.04	22	.04	23	.04	23	.04	23	.04	23	.04	23
Assistant Director	-	N/A	.12	19	.03	19	.03	19	.03	19	.03	19
Administrative Assistant I	-	13	-	13	-	13	-	13	-	13	-	13
Administrative Assistant III	.05	15	-	15	-	15	-	15	-	15	-	15
Maintenance Technician	.08	14	.08	14	.08	14	.08	14	.08	14	.08	14
Laborer	.02	6	.02	6	.02	6	.02	6	.02	6	.02	6
Temporary Parks & Rec Maintenance Leader	.06	T3	.06	T6	-	-	-	-	-	-	-	-
Temporary Parks & Rec Worker	.13	T1	.13	T5	.33	T5	.33	T5	.33	T5	.33	T5
IT Manager	.09	23	.09	23	.09	23	.09	23	.09	23	.09	23
IT Desktop Support Technician	.09	13	.09	13	.09	13	.09	13	.09	13	.09	13
Temporary Fishery Cashier	.57	T1	.57	T3	.54	T3	.54	T3	.54	T3	.54	T3

## Performance Measures

Fiscal Year	2022	2023	2024	2025	2026*
Total Transactions	17,015	17,157	16,828	17,500	17,500
Dipnet Kenai page views	192,400	207,425	131,200	115,600	110,000
Traffic Control Calls	1	3	1	0	1
Vendor Days <sup>1</sup>	7	6	0	10	5

\*Projected Figures based on year-to-date information.

1 A cumulative total of how many vendors are present at noon each day

## FY25 Department Goals Evaluation

- Purchase New Jersey barriers to protect the fishery's traffic flow and wildlife areas.
  - Achieved: New barriers have been ordered for the start of the FY26 season*
- The signage protecting the dunes is faded and hard to read. It needs to be replaced, and more signage needs to be added on North Beach and South Beach.
  - Achieved: New signs were purchased and put out on bollards.*
- An assessment of the Dunes and the walkways on North Beach. The dunes have bollards with chains built into their base to help rebuild them, and walkways have been installed to protect the dunes and give access to the beach. These structures have been highly successful, and the walkways are starting to get covered in sand. A new phase of this dune protection and rebuild needs to be planned and implemented.
  - Achieved the walkways are under a considerable amount of sand, and Parks and Recreation has made a goal to move to try and unbury and lift the walkways and*



*reposition some bollards of the fence. The purchase of an auger in FY25 should help complete this goal.*

### **FY26 Department Goals**

1. Inventory and Restore Dipnet Sign Storage. Over the years, Parks has purchased and refreshed many signs for the PU Fishery. However, some of these signs are no longer usable due to outdated information, contributing to our sign storage capacity depletion. Doing a property inventory will help the department sign orders in the future.
2. Move and Repair One of the Walkways on North Beach. Parks typically perform routine excavation of the walkways every few years. However, this method is no longer effective due to the accelerated build-up of dunes. In FY26, Parks and Recreation plans to excavate and elevate one walkway to assess the viability of this solution. This initial effort will help determine if it can be implemented in-house for the future project

### **Future Considerations**

It has been mentioned multiple times by participants in the fishery that the City of Kenai should have a permanent campground that could be used during fishery and during other summer months.

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 006 - Personal Use Fishery Fund  
Department: Public Safety

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 21,311	\$ 20,838	\$ 23,701	\$ 23,701	\$ 24,273	\$ 572	2.41%
0200	Overtime	8,159	9,231	11,646	11,646	11,645	(1)	(0.01%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	427	436	513	513	521	8	1.56%
0450	Social Security	1,827	1,843	2,192	2,192	2,227	35	1.60%
0500	PERS	-	43	-	-	-	-	-
0600	Unemployment Insurance	-	24	177	177	180	3	1.69%
0700	Workers Compensation	476	590	814	814	935	121	14.86%
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 32,200</b>	<b>\$ 33,005</b>	<b>\$ 39,043</b>	<b>\$ 39,043</b>	<b>\$ 39,781</b>	<b>\$ 738</b>	<b>1.89%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	-	1,749	-	-	-	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	-	3,520	14,100	14,100	14,100	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	746	687	838	838	1,005	167	19.93%
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	1,250	1,250	1,250	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 746</b>	<b>\$ 5,956</b>	<b>\$ 16,188</b>	<b>\$ 16,188</b>	<b>\$ 16,355</b>	<b>\$ 167</b>	<b>1.03%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	5,320	1,064	-	-	20,000	20,000	-
9090	Transfers Out	83,800	60,280	81,300	81,300	72,400	(8,900)	(10.95%)
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 89,120</b>	<b>\$ 61,344</b>	<b>\$ 81,300</b>	<b>\$ 81,300</b>	<b>\$ 92,400</b>	<b>\$ 11,100</b>	<b>13.65%</b>
<b>Department Total:</b>		<b>\$ 122,066</b>	<b>\$ 100,305</b>	<b>\$ 136,531</b>	<b>\$ 136,531</b>	<b>\$ 148,536</b>	<b>\$ 12,005</b>	<b>8.79%</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 006 - Personal Use Fishery Fund  
Department: 21 - Public Safety**

<b>4531 Professional Services.</b> Boat operator course.	<b>8064 machinery &amp; Equipment.</b> Capital Improvements/Special Project: Ranger Replacement \$20,000.
<b>4538 Repair &amp; Maintenance.</b> AED maintenance costs.	

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 006 - Personal Use Fishery Fund  
Department: Streets

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 5,965	\$ 8,972	\$ 9,863	\$ 9,863	\$ 9,640	\$ (223)	(2.26%)
0200	Overtime	215	573	2,700	2,700	2,542	(158)	(5.85%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	70	36	443	443	450	7	1.58%
0400	Medicare	85	131	188	188	183	(5)	(2.66%)
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	941	1,872	3,363	3,363	3,451	88	2.62%
0600	Unemployment Insurance	-	9	64	64	63	(1)	(1.56%)
0700	Workers Compensation	194	314	407	407	437	30	7.37%
0800	Health & Life Insurance	3,025	4,213	3,206	3,206	198	(3,008)	(93.82%)
0900	Supplemental Retirement	143	155	16	16	326	310	1,937.50%
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 10,638</b>	<b>\$ 16,275</b>	<b>\$ 20,250</b>	<b>\$ 20,250</b>	<b>\$ 17,290</b>	<b>\$ (2,960)</b>	<b>(14.62%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	1,916	2,209	2,800	2,800	2,800	-	-
2024	Small Tools/Minor Equipment	-	-	-	-	-	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	-	-	-	-	-	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	277	348	298	298	348	50	16.78%
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	9,487	9,769	12,454	12,454	12,454	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 11,680</b>	<b>\$ 12,326</b>	<b>\$ 15,552</b>	<b>\$ 15,552</b>	<b>\$ 15,602</b>	<b>\$ 50</b>	<b>0.32%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	4,200	4,180	3,500	3,500	2,600	(900)	(25.71%)
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 4,200</b>	<b>\$ 4,180</b>	<b>\$ 3,500</b>	<b>\$ 3,500</b>	<b>\$ 2,600</b>	<b>\$ (900)</b>	<b>(25.71%)</b>
<b>Department Total:</b>		<b>\$ 26,518</b>	<b>\$ 32,781</b>	<b>\$ 39,302</b>	<b>\$ 39,302</b>	<b>\$ 35,492</b>	<b>\$ (3,810)</b>	<b>(9.69%)</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund 006 - Personal Use Fishery Fund**  
**Department: 33 - Streets**

<b>2022 Operating &amp; Repair Supplies.</b> Departmental supplies including gravel for beach acces roads, calcium chloride, signage and fuel.	<b>4539 Rentals.</b> Rental of General Fund equipment to be used in preparation for and operations of the fishery.
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<b>4535 Insurance.</b> General liability and broker fee.	
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City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 006 - Personal Use Fishery Fund  
Department: Parks, Recreation & Beautification

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 31,545	\$ 38,443	\$ 49,141	\$ 49,141	\$ 44,112	\$ (5,029)	(10.23%)
0200	Overtime	25,181	19,081	26,224	26,224	23,850	(2,374)	(9.05%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	165	342	342	498	156	45.61%
0400	Medicare	739	807	1,098	1,098	993	(105)	(9.56%)
0450	Social Security	2,490	2,386	3,368	3,368	3,341	(27)	(0.80%)
0500	PERS	1,821	4,554	5,634	5,634	3,989	(1,645)	(29.20%)
0600	Unemployment Insurance	-	48	378	378	342	(36)	(9.52%)
0700	Workers Compensation	890	1,017	1,592	1,592	1,952	360	22.61%
0800	Health & Life Insurance	4,973	10,010	5,270	5,270	444	(4,826)	(91.57%)
0900	Supplemental Retirement	268	450	37	37	620	583	1,575.68%
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 67,907</b>	<b>\$ 76,961</b>	<b>\$ 93,084</b>	<b>\$ 93,084</b>	<b>\$ 80,141</b>	<b>\$ (12,943)</b>	<b>(13.90%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	13,465	5,705	14,700	14,700	12,250	(2,450)	(16.67%)
2024	Small Tools/Minor Equipment	356	1,694	1,050	1,050	1,050	-	-
2026	Computer Software	1,740	1,555	12,500	12,500	7,650	(4,850)	(38.80%)
4531	Professional Services	978	1,938	3,300	3,300	5,000	1,700	51.52%
4532	Communications	464	587	960	960	860	(100)	(10.42%)
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	1,695	1,987	3,000	3,000	3,000	-	-
4536	Insurance	1,604	2,326	3,054	3,054	3,093	39	1.28%
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	7,315	2,973	7,500	7,500	7,750	250	3.33%
4539	Rentals	89,873	74,030	81,200	81,200	81,200	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	2,000	2,000	2,000	2,000	2,000	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 119,490</b>	<b>\$ 94,795</b>	<b>\$ 129,264</b>	<b>\$ 129,264</b>	<b>\$ 123,853</b>	<b>\$ (5,411)</b>	<b>(4.19%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	42	-	-	-	-	-
9090	Transfers Out	94,200	88,920	96,800	96,800	96,900	100	0.10%
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 94,200</b>	<b>\$ 88,962</b>	<b>\$ 96,800</b>	<b>\$ 96,800</b>	<b>\$ 96,900</b>	<b>\$ 100</b>	<b>0.10%</b>
<b>Department Total:</b>		<b>\$ 281,597</b>	<b>\$ 260,718</b>	<b>\$ 319,148</b>	<b>\$ 319,148</b>	<b>\$ 300,894</b>	<b>\$ (18,254)</b>	<b>(5.72%)</b>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 006 - Personal Use Fishery Fund  
Department: 45 - Parks, Recreation & Beautification

<b>2022 Operating &amp; Repair Supplies.</b> For the purchase of signage, janitorial supplies, receipt bags, zip ties, traffic cones, thermal paper, door hangers, brochures and printer ribbons. Vehicle fuel.	<b>4538 Repairs &amp; Maintenance Services.</b> Restroom vault pumping and repairs.
<b>2026 Computer Software.</b> Personal Use Fishery software fees and streaming server.	<b>4539 Rentals.</b> For the rental of portable toilets and dumpsters. Van rental.
<b>4531 Professional Services.</b> Personal Use Fishery software modification consultant.	<b>5041 Miscellaneous.</b> Post fishery beach cleanup by Kenai Central High School Nordic Ski Team.

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 006 - Personal Use Fishery Fund  
Department: Boating Facility

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 13,623	\$ 17,300	\$ 18,051	\$ 18,051	\$ 21,270	\$ 3,219	17.83%
0200	Overtime	8,503	7,496	7,146	7,146	4,934	(2,212)	(30.95%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	35	24	105	105	347	242	230.48%
0400	Medicare	321	347	366	366	385	19	5.19%
0450	Social Security	1,260	1,131	1,227	1,227	1,128	(99)	(8.07%)
0500	PERS	113	1,269	1,449	1,449	1,895	446	30.78%
0600	Unemployment Insurance	-	22	125	125	133	8	6.40%
0700	Workers Compensation	350	546	589	589	722	133	22.58%
0800	Health & Life Insurance	1,501	2,264	1,720	1,720	1,634	(86)	(5.00%)
0900	Supplemental Retirement	-	89	5	5	264	259	5,180.00%
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 25,706</b>	<b>\$ 30,488</b>	<b>\$ 30,783</b>	<b>\$ 30,783</b>	<b>\$ 32,712</b>	<b>\$ 1,929</b>	<b>6.27%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	4,418	1,968	2,800	2,800	22,800	20,000	714.29%
2024	Small Tools/Minor Equipment	-	-	-	-	-	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	-	-	-	-	-	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	24	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	572	603	597	597	739	142	23.79%
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	5,224	7,186	4,635	4,635	9,635	5,000	107.87%
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 10,214</b>	<b>\$ 9,781</b>	<b>\$ 8,032</b>	<b>\$ 8,032</b>	<b>\$ 33,174</b>	<b>\$ 25,142</b>	<b>313.02%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	5,200	27,969	4,000	4,000	4,200	200	5.00%
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 5,200</b>	<b>\$ 27,969</b>	<b>\$ 4,000</b>	<b>\$ 4,000</b>	<b>\$ 4,200</b>	<b>\$ 200</b>	<b>5.00%</b>
<b>Department Total:</b>		<b>\$ 41,120</b>	<b>\$ 68,238</b>	<b>\$ 42,815</b>	<b>\$ 42,815</b>	<b>\$ 70,086</b>	<b>\$ 27,271</b>	<b>63.69%</b>



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund 006 - Personal Use Fishery Fund**  
**Department: 60 - Boating Facility**

**2022 Operating & Repair Supplies.** For the purchase of stripping paint, bathroom supplies, road cones/string, calcium chloride for dust control and other supplies for operations of the fishery.

**4539 Rentals.** For the rental of portable toilets to supplement the onsite restrooms during peak season, and rental of General Fund Equipment for preparation and operations of the fishery.

**4536 Insurance.** General liability and broker fee.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Budget Projection**  
**Fund: 010 - Water and Sewer Fund**

	<u>Actual FY2023</u>	<u>Actual FY2024</u>	<u>Original Budget FY2025</u>	<u>Projection FY2025</u>	<u>Proposed FY2026</u>
<b>Revenues</b>					
PERS Grant	\$ 18,073	\$ 20,117	\$ 35,719	\$ 35,719	\$ 45,879
Usage Fees					
Service Hook-up	9,030	11,191	10,151	10,122	10,151
Residential Water	967,050	985,426	1,029,363	1,037,823	1,029,364
Commercial Water	351,024	370,037	396,588	402,777	396,588
Residential Sewer	1,358,476	1,382,479	1,444,145	1,467,896	1,444,144
Commercial Sewer	475,421	480,225	535,889	519,551	535,889
Total Usage Fees	<u>3,161,001</u>	<u>3,229,358</u>	<u>3,416,136</u>	<u>3,438,169</u>	<u>3,416,136</u>
Miscellaneous Revenues					
Penalty and Interest	41,583	39,038	42,588	43,347	42,588
Interest Earnings	78,182	200,941	75,000	12,000	170,000
Other	5,798	82,687	5,000	341,726	275,000
Total Miscellaneous Revenues	<u>125,563</u>	<u>322,666</u>	<u>122,588</u>	<u>397,073</u>	<u>487,588</u>
Transfer In, Capital Projects	<u>-</u>	<u>30,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues	<u>3,304,637</u>	<u>3,602,141</u>	<u>3,574,443</u>	<u>3,870,961</u>	<u>3,949,603</u>
<b>Expenditures</b>					
Water Department	889,643	883,063	1,127,196	1,032,081	1,075,667
Sewer Department	453,824	458,611	759,759	695,907	603,168
Wastewater Treatment Plant Department	<u>1,073,800</u>	<u>1,113,532</u>	<u>1,237,094</u>	<u>1,118,194</u>	<u>1,261,995</u>
Total Expenditures	<u>2,417,267</u>	<u>2,455,206</u>	<u>3,124,049</u>	<u>2,846,182</u>	<u>2,940,830</u>
<b>Transfers</b>					
Capital Projects	<u>740,000</u>	<u>679,970</u>	<u>622,390</u>	<u>889,291</u>	<u>500,000</u>
Total Expenditures & Transfers	<u>3,157,267</u>	<u>3,135,176</u>	<u>3,746,439</u>	<u>3,735,473</u>	<u>3,440,830</u>
Contribution To/(From) Fund Balance:	147,370	466,965	(171,996)	135,488	508,773
Projected Lapse (6%)	<u>-</u>	<u>-</u>	<u>169,629</u>	<u>170,771</u>	<u>158,678</u>
Adjusted (Deficit)/Surplus			(2,367)	306,259	667,451
Beginning Fund Balance	<u>1,346,019</u>	<u>1,493,389</u>	<u>1,157,702</u>	<u>1,960,354</u>	<u>2,266,613</u>
Ending Fund Balance	<u>\$ 1,493,389</u>	<u>\$ 1,960,354</u>	<u>\$ 1,155,335</u>	<u>\$ 2,266,613</u>	<u>\$ 2,934,064</u>

City of Kenai  
Fiscal Year 2026 Operating Budget

Water & Sewer Fund Summary by Line Item

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 671,448	\$ 590,148	\$ 718,285	\$ 718,285	\$ 725,960	\$ 7,675	1.07%
0200	Overtime	36,881	30,112	32,040	32,040	24,245	(7,795)	(24.33%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	1,714	8,194	22,919	22,919	24,020	1,101	4.80%
0400	Medicare	9,874	8,748	11,209	11,209	11,227	18	0.16%
0450	Social Security	-	-	-	-	1,256	1,256	-
0500	PERS	175,963	169,153	200,791	200,791	206,791	6,000	2.99%
0600	Unemployment Insurance	-	474	3,868	3,868	3,872	4	0.10%
0700	Workers Compensation	12,165	11,310	13,616	13,616	15,660	2,044	15.01%
0800	Health & Life Insurance	209,995	209,912	222,613	222,613	237,113	14,500	6.51%
0900	Supplemental Retirement	20,541	13,528	21,341	21,341	18,607	(2,734)	(12.81%)
<b><u>Total Salaries &amp; Benefits</u></b>		<b><u>\$ 1,138,581</u></b>	<b><u>\$ 1,041,579</u></b>	<b><u>\$ 1,246,682</u></b>	<b><u>\$ 1,246,682</u></b>	<b><u>\$ 1,268,751</u></b>	<b><u>\$ 22,069</u></b>	<b><u>1.77%</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	374	968	6,150	6,150	6,150	-	-
2022	Operating & Repair Supplies	250,812	221,635	272,030	272,030	306,150	34,120	12.54%
2024	Small Tools/Minor Equipment	20,356	23,727	50,170	50,170	37,700	(12,470)	(24.86%)
2026	Computer Software	4,756	10,655	18,910	18,910	14,980	(3,930)	(20.78%)
4531	Professional Services	138,274	88,467	212,900	218,208	253,900	41,000	19.26%
4532	Communications	17,870	19,200	27,912	27,912	24,914	(2,998)	(10.74%)
4533	Travel & Transportation	877	2,101	11,000	11,000	11,000	-	-
4534	Advertising	-	542	1,750	1,750	1,750	-	-
4535	Printing & Binding	543	510	1,850	1,850	1,850	-	-
4536	Insurance	68,084	52,846	77,609	77,609	78,132	523	0.67%
4537	Utilities	490,669	476,982	518,183	518,183	514,733	(3,450)	(0.67%)
4538	Repair & Maintenance	1,468	20,171	80,300	94,025	67,000	(13,300)	(16.56%)
4539	Rentals	21,255	17,062	26,503	26,503	27,320	817	3.08%
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	10,007	8,255	9,400	9,400	9,500	100	1.06%
4666	Books	1,399	460	3,000	3,000	3,000	-	-
4667	Dues & Publications	3,161	5,685	9,600	9,600	9,600	-	-
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	7,920	4,752	8,200	8,200	8,200	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b><u>\$ 1,037,825</u></b>	<b><u>\$ 954,018</u></b>	<b><u>\$ 1,335,467</u></b>	<b><u>\$ 1,354,500</u></b>	<b><u>\$ 1,375,879</u></b>	<b><u>\$ 40,412</u></b>	<b><u>3.03%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	10,269	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	6,117	245,000	245,000	-	(245,000)	(100.00%)
9090	Transfers	958,770	1,448,196	919,290	889,291	796,200	(123,090)	(13.39%)
<b><u>Total Capital Outlay and Transfers</u></b>		<b><u>\$ 958,770</u></b>	<b><u>\$ 1,464,582</u></b>	<b><u>\$ 1,164,290</u></b>	<b><u>\$ 1,134,291</u></b>	<b><u>\$ 796,200</u></b>	<b><u>\$ (368,090)</u></b>	<b><u>(31.61%)</u></b>
<b>Department Total:</b>		<b><u>\$ 3,135,176</u></b>	<b><u>\$ 3,460,179</u></b>	<b><u>\$ 3,746,439</u></b>	<b><u>\$ 3,735,473</u></b>	<b><u>\$ 3,440,830</u></b>	<b><u>\$ (305,609)</u></b>	<b><u>(8.16%)</u></b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 010 – Water & Sewer Fund  
Department: 65 Water & 66 Sewer**

## Mission

To provide high quality, safe potable water, as well as the secure safe handling / disposal of wastewater in compliance with all state and federal regulations in the most cost-effective manner possible while providing a consistently reliable service to the citizens of Kenai.

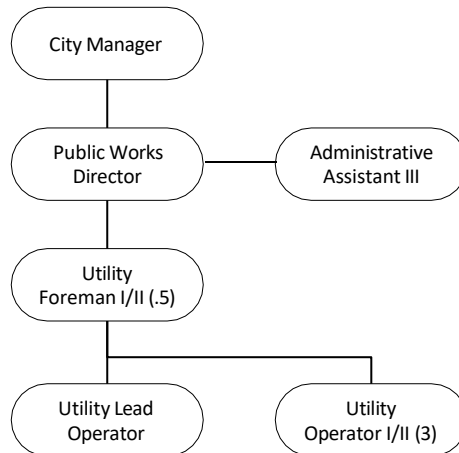
## Functions & Responsibilities

The City's water distribution system consists of four wells, one water treatment facility, two pump houses, a 60,000 gallon tank, a 1,000,000 gallon tank, a 3,000,000 gallon tank and approximately 60 miles of water pipe. The system serves approximately 2,000 service connections. The system meets all state, local, and federal mandates applying to all safety standards and the Clean Water Act.

The Water Treatment Facility presently treats from a winter low of approximately 580,000 gallons a day of water to a summer peak of just over 1 million gallons a day.

The sewer collection system of the City of Kenai collects sewage from approximately 2,000 customers. The City maintains approximately 46 miles of sewer pipe and 19 lift stations.

## Organizational Chart



## Staffing

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Utility Foreman I/II	-	N/A	.5	21/22	.5	21/22	.5	21/22	.5	21/22	.5	21/22
Water & Sewer Foreman	1	21	-	N/A	-	N/A	-	N/A	-	N/A	-	N/A
Utility Lead Operator	1	19	1	19	1	19	1	19	1	19	1	19
Utility Operator I/II	2	18	3	15/18	3	15/18	3	15/18	3	15/18	3	15/18
Accounting Technician I - Utility Billing*	.5	15	.5	15	.5	15	.5	14	.5	14	.5	14
Administrative Assistant I*	.31	13	.31	13	.31	13	.31	13	.31	13	.31	13

Public Works Director	.17	28	.09	28	.09	28	.09	28	.09	28	.09	28
Administrative Assistant III	.17	15	.09	15	.09	15	.09	15	.09	15	.09	15

\*The Organizational Chart depicts Water & Sewer exclusive employees and does not include employees from other departments which are allocated to the Water & Sewer Department and the supervision of those employees is performed outside of the Water & Sewer department.

### Average Overtime per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Utility Foreman I/II	-	15.25	15	93	93	93
Water & Sewer Foreman	6.5	N/A	N/A	N/A	N/A	N/A
Utility Lead Operator	150	72.5	26	93	93	93
Utility Operator I/II	133	165	144.75	229	229	229
Accounting Technician I – Utility Billing*		-	-	-	-	-
Administrative Assistant I*		-	-	-	-	-
Administrative Assistant III		-	-	-	-	-

\*Finance Dept

### Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Water Customers	1,980	1,992	2,008	2,037	2,042
Sewer Customers	1,942	1,951	1,966	1,989	1,994
Metered Connections	236	237	240	251	255
Turn on/off	60	51	49	53	60
811 Locates	487	624	500	1,495**	2,000**
Shut off tags hung	739	668	599	693	700

\*Projected Figures

\*\*Enstar completing main replacements

### FY25 Department Goal Evaluation

1. Complete Construction of the new Water Treatment Plant Pump house project.  
Completion of this project will significantly improve the ability of the utility to provide uninterrupted water service to our citizens. This supports Goal 4 of the City of Kenai Comprehensive Plan of providing Public Improvements and Services.
  - *Partially Achieved. The Department was successful in obtaining a \$1.2 million 100% forgivable loan through the State Revolving Fund in support of this project. Design will take place through the 4<sup>th</sup> quarter of FY25. Construction is expected to be completed near the end of FY26.*
2. In coordination with the Planning & Zoning Department, provide additional detail and location specific information for water and sewer service connections within the City. Update the City's publicly available GIS Maps to reflect this information. This supports Goal 4 of the City of Kenai Comprehensive Plan of providing Public Improvements and Services.
  - *Partially Achieved: Utilities has worked with Planning to update maps. Funding requested in capital budget to continue this work and incorporate storm sewer and street lighting.*

## **FY26 Department Goals**

1. Update construction specifications for water and sewer improvements. Supports Goals 4 and 5 of the Comprehensive Plan.
2. Revise job descriptions and positions to make all Utility Department positions cross trained between Water and Sewer Department and WWTP Department. This supports Goal 4 of the City of Kenai Comprehensive Plan of providing Public Improvements and Services.
3. Locate 30% of City water services with GPS unit to upload into GIS system to ease of future locates. This supports Goal 4 of the City of Kenai Comprehensive Plan of providing Public Improvements and Services.

## **Future Considerations**

Aging and obsolete equipment and infrastructure requires more frequent and more expensive repairs and replacement. Increased State and Federal water and sewer quality standards and testing requirements fuel the need to upgrade and purchase new equipment and technology to adequately maintain the City's infrastructure.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 010 - Water & Sewer Fund  
Department: - Water Department**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 187,343	\$ 163,459	\$ 233,357	\$ 233,357	\$ 237,762	\$ 4,405	1.89%
0200	Overtime	13,028	9,220	9,478	9,478	4,453	(5,025)	(53.02%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	857	2,229	6,868	6,868	6,941	73	1.06%
0400	Medicare	2,781	2,455	3,620	3,620	3,613	(7)	(0.19%)
0450	Social Security	-	-	-	-	628	628	-
0500	PERS	54,454	48,918	64,985	64,985	65,749	764	1.18%
0600	Unemployment Insurance	-	131	1,249	1,249	1,246	(3)	(0.24%)
0700	Workers Compensation	3,154	2,857	4,076	4,076	4,704	628	15.41%
0800	Health & Life Insurance	70,461	63,928	74,692	74,692	81,546	6,854	9.18%
0900	Supplemental Retirement	5,953	3,844	5,960	5,960	4,583	(1,377)	(23.10%)
<b>Total Salaries &amp; Benefits</b>		<b>\$ 338,031</b>	<b>\$ 297,041</b>	<b>\$ 404,285</b>	<b>\$ 404,285</b>	<b>\$ 411,225</b>	<b>\$ 6,940</b>	<b>1.72%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	152	417	3,200	3,200	3,200	-	-
2022	Operating & Repair Supplies	163,511	139,448	150,530	150,530	179,150	28,620	19.01%
2024	Small Tools/Minor Equipment	5,695	9,863	16,040	16,040	12,250	(3,790)	(23.63%)
2026	Computer Software	1,171	2,375	8,550	8,550	5,615	(2,935)	(34.33%)
4531	Professional Services	23,091	13,934	32,300	35,860	29,250	(3,050)	(9.44%)
4532	Communications	10,121	11,437	12,561	12,561	10,959	(1,602)	(12.75%)
4533	Travel & Transportation	278	535	4,000	4,000	4,000	-	-
4534	Advertising	-	423	1,200	1,200	1,200	-	-
4535	Printing & Binding	516	386	750	750	750	-	-
4536	Insurance	27,327	20,191	31,434	31,434	31,177	(257)	(0.82%)
4537	Utilities	184,523	184,019	216,143	216,143	211,704	(4,439)	(2.05%)
4538	Repair & Maintenance	896	6,866	30,000	43,725	33,667	3,667	12.22%
4539	Rentals	17,495	16,310	22,503	22,503	23,320	817	3.63%
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	5,639	4,517	4,000	4,000	4,100	100	2.50%
4666	Books	704	157	1,200	1,200	1,200	-	-
4667	Dues & Publications	2,213	1,404	3,600	3,600	3,600	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b>Total Maint. and Operations</b>		<b>\$ 443,332</b>	<b>\$ 412,282</b>	<b>\$ 538,011</b>	<b>\$ 555,296</b>	<b>\$ 555,142</b>	<b>\$ 17,131</b>	<b>3.18%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	10,269	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	97	72,500	72,500	-	(72,500)	(100.00%)
9090	Transfers Out	381,670	325,542	114,790	84,791	309,300	194,510	169.45%
<b>Total Capital Outlay and Transfers</b>		<b>\$ 381,670</b>	<b>\$ 335,908</b>	<b>\$ 187,290</b>	<b>\$ 157,291</b>	<b>\$ 309,300</b>	<b>\$ 122,010</b>	<b>65.14%</b>
<b>Department Total:</b>		<b>\$ 1,163,033</b>	<b>\$ 1,045,231</b>	<b>\$ 1,129,586</b>	<b>\$ 1,116,872</b>	<b>\$ 1,275,667</b>	<b>\$ 146,081</b>	<b>12.93%</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 010 - Water & Sewer Fund  
Department: - 65 - Water Department**

<b>2022 Operating &amp; Repair Supplies.</b> The most significant operating supply for the department are the chemicals utilized in the water treatment process. Also includes fuel, valves, fittings, meters and protective clothing.	<b>4539 Rentals</b> Water reservoir #1 land rental \$15,570, Well 1 land lease, excavator rental for key box repairs, miscellaneous tools and accessories.
<b>4531 Professional Services.</b> Engineering / Testing services. Lab work, SCADA services, cathodic protection inspections and drug testing.	<b>4541 Postage.</b> Public notifications and monthly water/sewer billings postage.
<b>4533 Transportation.</b> Travel for continuing education.	<b>9090 Transfers Out.</b> \$109,300 Central administrative charges from General Fund and \$200,000 transfer to water capital projects.
<b>4538 Repair &amp; Maintenance.</b> Professional services for repair and maintenance of the system.	



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 010 - Water & Sewer Fund**  
**Department: - Sewer Department**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 187,342	\$ 163,459	\$ 229,257	\$ 229,257	\$ 237,762	\$ 8,505	3.71%
0200	Overtime	14,771	8,781	9,478	9,478	8,462	(1,016)	(10.72%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	857	2,229	6,868	6,868	6,941	73	1.06%
0400	Medicare	2,800	2,447	3,559	3,559	3,671	112	3.15%
0450	Social Security	-	-	-	-	628	628	-
0500	PERS	54,521	48,800	63,887	63,887	66,884	2,997	4.69%
0600	Unemployment Insurance	-	130	1,229	1,229	1,266	37	3.01%
0700	Workers Compensation	3,183	2,772	3,995	3,995	4,765	770	19.27%
0800	Health & Life Insurance	70,461	64,143	74,692	74,692	81,546	6,854	9.18%
0900	Supplemental Retirement	5,953	3,843	5,833	5,833	4,580	(1,253)	(21.48%)
<b>Total Salaries &amp; Benefits</b>		<b>\$ 339,888</b>	<b>\$ 296,604</b>	<b>\$ 398,798</b>	<b>\$ 398,798</b>	<b>\$ 416,505</b>	<b>\$ 17,707</b>	<b>4.44%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	50	305	1,350	1,350	1,350	-	-
2022	Operating & Repair Supplies	11,753	10,288	14,550	14,550	14,550	-	-
2024	Small Tools/Minor Equipment	4,176	4,867	10,410	10,410	11,200	790	7.59%
2026	Computer Software	638	1,479	4,940	4,940	3,865	(1,075)	(21.76%)
4531	Professional Services	879	3,167	12,400	14,148	12,400	-	-
4532	Communications	1,622	1,841	7,172	7,172	6,920	(252)	(3.51%)
4533	Travel & Transportation	278	903	3,000	3,000	3,000	-	-
4534	Advertising	-	29	250	250	250	-	-
4535	Printing & Binding	-	100	-	-	-	-	-
4536	Insurance	8,902	7,242	9,362	9,362	10,411	1,049	11.20%
4537	Utilities	28,097	26,476	31,927	31,927	30,317	(1,610)	(5.04%)
4538	Repair & Maintenance	-	4,341	21,500	21,500	21,500	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	4,368	3,738	4,000	4,000	4,000	-	-
4666	Books	518	120	800	800	800	-	-
4667	Dues & Publications	642	737	1,200	1,200	1,200	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b>Total Maint. and Operations</b>		<b>\$ 61,923</b>	<b>\$ 65,633</b>	<b>\$ 122,861</b>	<b>\$ 124,609</b>	<b>\$ 121,763</b>	<b>\$ (1,098)</b>	<b>(0.89%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	172,500	172,500	-	(172,500)	(100.00%)
9090	Transfers Out	56,800	169,075	585,600	585,600	214,900	(370,700)	(63.30%)
<b>Total Capital Outlay and Transfers</b>		<b>\$ 56,800</b>	<b>\$ 169,075</b>	<b>\$ 758,100</b>	<b>\$ 758,100</b>	<b>\$ 214,900</b>	<b>\$ (543,200)</b>	<b>(71.65%)</b>
<b>Department Total:</b>		<b>\$ 458,611</b>	<b>\$ 531,312</b>	<b>\$ 1,279,759</b>	<b>\$ 1,281,507</b>	<b>\$ 753,168</b>	<b>\$ (526,591)</b>	<b>(41.15%)</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 010 - Water & Sewer Fund**  
**Department: - 66 - Sewer Department**

**2022 Operating & Repair Supplies.** Supplies for the maintenance of lift stations (motor starters, radios, breakers, transducers, pumps, etc.), manholes, PPE for employees and other consumables.

**4531 Professional Services.** Vac truck dumping, Alaska dig line, cathodic protection inspections electrical troubleshooting and professional consulting.

**4538 Repair & Maintenance.** Professional services for lift station/collection systems repairs including level transducers, cell modems etc. Vactor dumps.

**4541 Postage.** Public notifications and monthly water/sewer billings postage.

**9090 Transfers Out.** \$64,900 Central administrative charges from General Fund and \$150,000 transfer to sewer capital projects.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**  
**Fund 010 – Water and Sewer Fund**  
**Department: Wastewater Treatment Plant**

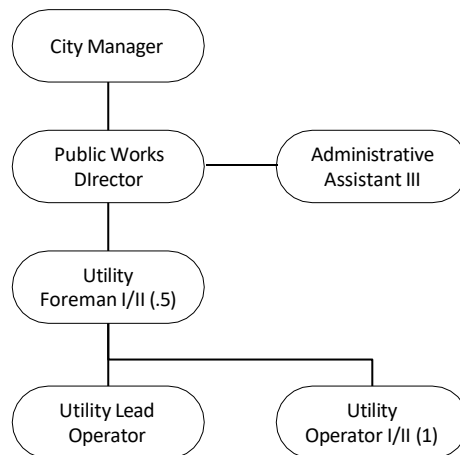
## Mission

Dedicated to protecting public health and the environment for our communities by providing high quality wastewater treatment services in an effective, efficient, safe and responsible manner.

## Functions & Responsibilities

1. To monitor and control the activated sludge treatment and disinfection processes using visual observations, lab data, and statistical analysis to provide the best quality effluent as efficiently as possible.
2. Ensure that all aspects of the plants Alaska Pollutant Discharge Elimination System (APDES) permit are followed including allowable discharges, required testing, reporting, and record keeping. Operations must also comply with Alaska Department of Environmental Conservation (DEC) training and certification requirements.
3. Maintain and repair all of the equipment in the facility.

## Organizational Chart



## Staffing

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Public Works Director	.11	28	.11	28	.12	28	.12	28	.12	28	.12	28
Administrative Assistant III	.11	15	.11	15	.12	15	.12	15	.12	15	.12	15
Utility Foreman I/II	N/A	N/A	.5	21/22	.5	21/22	.5	21/22	.5	21/22	.5	21/22
WWTP Foreman	1	21	-	N/A	-	N/A	-	N/A	-	N/A	-	N/A
Utility Lead Operator	1	19	1	19	1	19	1	19	1	19	1	19
Utility Operator I/II	1	18	2	15/18	2	15/18	1	15/18	1	15/18	1	15/18

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Public Works Director	N/A	N/A	N/A	N/A	N/A	N/A
Administrative Assistant III	N/A	N/A	N/A	N/A	N/A	N/A
Utility Foreman I/II	N/A	13.25	0	93	93	93
WWTP Foreman	14.5	N/A	N/A	N/A	N/A	N/A
Utility Lead Operator	32	41	14	93	93	93
Utility Operator I/II	79	74.5	54	93	93	93

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Permitted plant flow vs. Actual plant flow (million gallons per day)	1.3/.488 mgd	1.3/.500 mgd	1.3/.501 mgd	1.3/.527 mgd	1.3/.535 mgd
Number of discharge violations / exceptions	0	0	1**	0	1***
Tons of sludge taken to the dump	669	835	485	700	687
Number of fully licensed operators	2 of 3	3 of 3	3 of 3	3 of 3	0 of 7****

\*Projected Figures based on year-to-date information.

\*\*Exceeded allowable copper discharge limits one time

\*\*\*Excessive flow violation during high rainfall event

\*\*\*\*Plant increased to Level 3 Certification. Staff are currently testing to achieve certification and cross training to work in all areas of Utility Department. Assistant Public Works Director is fully certified for plant operation.

## FY22 Department Goal Evaluation

1. Successfully complete the demo and replacement of the Digester Blowers including the new structure to house the units adjacent to the Digester. This supports Goal 8 of the City of Kenai Comprehensive Plan to Protect and Enhance the natural resources and environment.
  - *Not Achieved. Construction project will be awarded by end of fiscal year to be completed in FY26.*
2. The new screw press came online in July 2023. Sufficient time to allow for system optimization and fine tuning of polymer and chemicals will be the goal for the coming year. This supports Goal 8 of the City of Kenai Comprehensive Plan to Protect and Enhance the natural resources and environment and Goal 4 Public Improvements & Services to provide adequate public improvements and services.
  - *Achieved.*

## **FY26 Department Goals**

1. Revise job descriptions and positions to make all Utility Department positions cross trained between Water and Sewer Department and WWTP Department. This supports Goal 4 of the City of Kenai Comprehensive Plan of providing Public Improvements and Services.
2. Successfully complete the demo and replacement of the Digester Blowers including the new structure to house the units adjacent to the Digester. This supports Goal 8 of the City of Kenai Comprehensive Plan to Protect and Enhance the natural resources and environment.

## **Future Considerations**

The existing Wastewater Treatment Plant has met historical needs by providing adequate treatment capacity and appropriate treatment capability. The department is currently working to treat additional wastewater flows and meet stricter effluent ammonia limits. These needs will be met by striving to continue to stay ahead of changing regulations and improving operator training. Although new DEC limits may impact treatment difficulty, staff and the facility continue to fulfill all requirements.

SCADA and remote visibility of wastewater treatment plant is an ongoing issue being reviewed.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 010 - Water & Sewer Fund**  
**Department: - Wastewater Treatment Plant**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 296,763	\$ 263,230	\$ 255,671	\$ 255,671	\$ 250,436	\$ (5,235)	(2.05%)
0200	Overtime	9,082	12,111	13,084	13,084	11,330	(1,754)	(13.41%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	3,736	9,183	9,183	10,138	955	10.40%
0400	Medicare	4,293	3,846	4,030	4,030	3,943	(87)	(2.16%)
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	66,988	71,435	71,919	71,919	74,158	2,239	3.11%
0600	Unemployment Insurance	-	213	1,390	1,390	1,360	(30)	(2.16%)
0700	Workers Compensation	5,828	5,681	5,545	5,545	6,191	646	11.65%
0800	Health & Life Insurance	69,073	81,841	73,229	73,229	74,021	792	1.08%
0900	Supplemental Retirement	8,635	5,841	9,548	9,548	9,444	(104)	(1.09%)
<b>Total Salaries &amp; Benefits</b>		<b>\$ 460,662</b>	<b>\$ 447,934</b>	<b>\$ 443,599</b>	<b>\$ 443,599</b>	<b>\$ 441,021</b>	<b>\$ (2,578)</b>	<b>(0.58%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	172	246	1,600	1,600	1,600	-	-
2022	Operating & Repair Supplies	75,548	71,899	106,950	106,950	112,450	5,500	5.14%
2024	Small Tools/Minor Equipment	10,485	8,997	23,720	23,720	14,250	(9,470)	(39.92%)
2026	Computer Software	2,947	6,801	5,420	5,420	5,500	80	1.48%
4531	Professional Services	114,304	71,366	168,200	168,200	212,250	44,050	26.19%
4532	Communications	6,127	5,922	8,179	8,179	7,035	(1,144)	(13.99%)
4533	Travel & Transportation	321	663	4,000	4,000	4,000	-	-
4534	Advertising	-	90	300	300	300	-	-
4535	Printing & Binding	27	24	1,100	1,100	1,100	-	-
4536	Insurance	31,855	25,413	36,813	36,813	36,544	(269)	(0.73%)
4537	Utilities	278,049	266,487	270,113	270,113	272,712	2,599	0.96%
4538	Repair & Maintenance	572	8,964	28,800	28,800	11,833	(16,967)	(58.91%)
4539	Rentals	3,760	752	4,000	4,000	4,000	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	1,400	1,400	1,400	-	-
4666	Books	177	183	1,000	1,000	1,000	-	-
4667	Dues & Publications	306	3,544	4,800	4,800	4,800	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	7,920	4,752	8,200	8,200	8,200	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b>Total Maint. and Operations</b>		<b>\$ 532,570</b>	<b>\$ 476,103</b>	<b>\$ 674,595</b>	<b>\$ 674,595</b>	<b>\$ 698,974</b>	<b>\$ 24,379</b>	<b>3.61%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	6,020	-	-	-	-	-
9090	Transfers Out	520,300	953,579	218,900	218,900	272,000	53,100	24.26%
<b>Total Capital Outlay and Transfers</b>		<b>\$ 520,300</b>	<b>\$ 959,599</b>	<b>\$ 218,900</b>	<b>\$ 218,900</b>	<b>\$ 272,000</b>	<b>\$ 53,100</b>	<b>24.26%</b>
<b>Department Total:</b>		<b>\$ 1,513,532</b>	<b>\$ 1,883,636</b>	<b>\$ 1,337,094</b>	<b>\$ 1,337,094</b>	<b>\$ 1,411,995</b>	<b>\$ 74,901</b>	<b>5.60%</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 010 - Water & Sewer Fund  
Department: - 67 - Wastewater Treatment Plant**

**2022 Operating & Repair Supplies.** The most significant operating supply for the department are the chemicals utilized in the treatment process. Other supplies include testing supplies and fuel for vehicles.

**2024 Small Tools/Minor Equipment.** Equipment tools and parts, lab supplies, fuel, oil and grease. Office furniture and computer replacement for three computers.

**4531 Professional Services.** Telemetry and other consulting services used to efficient and effectively manage the utility's operation, including lab testing and equipment calibration. Waste hauling service, vaccinations and ADEC permit testing. Sludge disposal landfill fees. Capital Improvements/Special Projects: WWTP Permit Renewal \$50,000..

**4533 Transportation.** Training certifications conferences.

**4538 Repair & Maintenance.** Professional services for repair and maintenance of the system, including electrical items, and lighting.

**5041 Miscellaneous.** State of Alaska DEC Annual permit review fees.

**9090 Transfers Out.** \$122,000 Central administrative charges from General Fund and \$150,000 transfer to Wastewater Treatment Plant capital projects.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund**  
**Department:- Airport Fund Summary**

	<u>Actual FY2023</u>	<u>Actual FY2024</u>	<u>Original Budget FY2025</u>	<u>Projection FY2025</u>	<u>Proposed FY2026</u>
<b>Revenues</b>					
State & Federal Grants	\$ 1,249,807	\$ 185,760	\$ 37,700	\$ 24,875	\$ 47,167
Usage Fees					
Fuel Sales	38,298	43,694	45,000	42,355	45,000
Fuel Flowage	16,322	16,432	17,000	17,286	17,000
Float Plane	1,915	2,280	2,000	2,285	2,000
Tie Down	10,015	12,840	10,500	13,755	13,000
Landing	365,551	407,678	384,855	365,793	410,000
Plane Parking	19,166	11,429	22,000	11,709	12,000
Total Usage Fees	451,267	494,353	481,355	453,183	499,000
Rents and Leases - Land	559,207	550,127	708,089	635,266	687,791
Miscellaneous					
Penalty and Interest	5,929	2,043	3,000	5,817	5,000
Interest on Investments	80,860	288,474	120,000	35,000	240,000
Other	43,570	231,843	170,000	123,023	125,617
Total Miscellaneous	130,359	522,360	293,000	163,840	370,617
Terminal Revenue					
Parking Fees	215,983	243,199	225,000	241,777	250,000
Rents and Leases	690,036	544,899	522,336	387,102	580,029
Penalty and Interest	5,134	11,635	5,000	6,425	5,000
Car Rental Commissions	186,928	171,038	185,000	175,213	185,000
Advertising Commissions	19,086	22,041	28,000	30,955	28,000
Miscellaneous	2,829	6,087	3,000	4,670	3,000
Total Terminal Revenue	1,119,996	998,899	968,336	846,142	1,051,029
Transfers In					
Capital Project Fund	286	337	-	185,331	-
Airport Land Trust Fund	1,028,478	1,065,518	1,090,387	1,094,116	1,099,774
Total Transfers In	1,028,764	1,065,855	1,090,387	1,279,447	1,099,774
Total Revenues	4,539,400	3,817,354	3,578,867	3,402,753	3,755,378
<b>Expenditures</b>					
Airport Terminal	568,901	361,252	693,273	643,273	657,249
Airport Airfield	1,889,544	437,729	2,222,638	1,954,580	2,292,367
Airport Administration	332,670	289,949	378,370	378,370	402,584
Airport Other Buildings and Areas	165,156	625,855	224,878	(226,190)	217,329
Airport Training Facility	108,706	159,337	164,987	168,237	152,900
Total Expenditures	3,064,977	1,874,122	3,684,146	2,918,270	3,722,429
Transfers					
Transfer to Capital Projects	2,251,842	2,251,842	25,817	796,875	1,265,100
Transfer to General Fund	-	-	-	-	-
Total Transfers	2,251,842	2,251,842	25,817	796,875	1,265,100
Total Expenditures & Transfers	5,316,819	4,125,964	3,709,963	3,715,145	4,987,529
Contribution To/(From) Fund Balance:	(777,419)	(308,610)	(131,096)	(312,392)	(1,232,151)
Projected Lapse (6%)	-	-	147,813	148,188	151,706
Adjusted (Deficit)/Surplus			16,717	(164,204)	(1,080,445)
Beginning Fund Balance	3,887,242	3,109,823	2,095,481	2,801,213	2,637,009
Ending Fund Balance	\$ 3,109,823	\$ 2,801,213	\$ 2,112,198	\$ 2,637,009	\$ 1,556,564



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund**  
**Department:- Airport Summary - Line Item**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 573,425	\$ 511,482	\$ 587,856	\$ 587,856	\$ 584,090	\$ (3,766)	(0.64%)
0200	Overtime	32,033	30,748	39,829	39,829	42,719	2,890	7.26%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	45,699	23,122	8,156	8,156	11,179	3,023	37.06%
0400	Medicare	9,376	8,197	9,222	9,222	9,250	28	0.30%
0450	Social Security	2,039	2,146	1,534	1,534	6,068	4,534	295.57%
0500	PERS	128,123	138,806	161,345	161,345	170,501	9,156	5.67%
0600	Unemployment Insurance	-	459	3,181	3,181	3,191	10	0.31%
0700	Workers Compensation	9,810	8,494	9,498	9,498	10,488	990	10.42%
0800	Health & Life Insurance	150,754	153,128	159,797	159,797	159,797	-	-
0900	Supplemental Retirement	10,465	8,175	16,488	16,488	13,872	(2,616)	(15.87%)
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 961,724</b>	<b>\$ 884,757</b>	<b>\$ 996,906</b>	<b>\$ 996,906</b>	<b>\$ 1,011,155</b>	<b>\$ 14,249</b>	<b>1.43%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	1,390	943	1,650	1,650	1,625	(25)	(1.52%)
2022	Operating & Repair Supplies	268,831	227,494	314,850	314,850	339,154	24,304	7.72%
2024	Small Tools/Minor Equipment	22,557	21,905	13,540	13,540	17,260	3,720	27.47%
2026	Computer Software	7,761	4,903	8,130	8,130	8,180	50	0.62%
4531	Professional Services	21,816	23,770	92,035	92,035	86,388	(5,647)	(6.14%)
4532	Communications	15,535	14,635	14,602	14,602	13,644	(958)	(6.56%)
4533	Travel & Transportation	11,392	8,025	18,610	18,610	25,870	7,260	39.01%
4534	Advertising	2,865	3,910	9,500	9,500	10,000	500	5.26%
4535	Printing & Binding	1,691	1,480	2,800	2,800	2,800	-	-
4536	Insurance	143,829	118,122	161,309	161,309	149,129	(12,180)	(7.55%)
4537	Utilities	476,966	410,589	560,077	560,077	569,462	9,385	1.68%
4538	Repair & Maintenance	158,872	161,859	255,612	261,862	282,237	26,625	10.42%
4539	Rentals	2,280	2,429	6,300	6,300	6,300	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	1,736	493	1,375	1,375	1,475	100	7.27%
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	32,927	7,235	6,250	6,250	3,750	(2,500)	(40.00%)
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	20,316	-	-	-	-	-
	<b>Total Maint. and Operations</b>	<b>\$ 1,170,448</b>	<b>\$ 1,028,108</b>	<b>\$ 1,466,640</b>	<b>\$ 1,472,890</b>	<b>\$ 1,517,274</b>	<b>\$ 50,634</b>	<b>3.45%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	4,898	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	5,617	4,086	-	-	-	-	-
9090	Transfers	1,988,175	2,620,477	1,246,417	1,245,349	2,459,100	1,212,683	97.29%
	<b>Total Capital Outlay and Transfers</b>	<b>\$ 1,993,792</b>	<b>\$ 2,629,461</b>	<b>\$ 1,246,417</b>	<b>\$ 1,245,349</b>	<b>\$ 2,459,100</b>	<b>\$ 1,212,683</b>	<b>97.29%</b>
<b>Department Total:</b>		<b>\$ 4,125,964</b>	<b>\$ 4,542,326</b>	<b>\$ 3,709,963</b>	<b>\$ 3,715,145</b>	<b>\$ 4,987,529</b>	<b>\$ 1,277,566</b>	<b>34.44%</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 – Airport Fund  
Department: 461 – Airport Terminal**

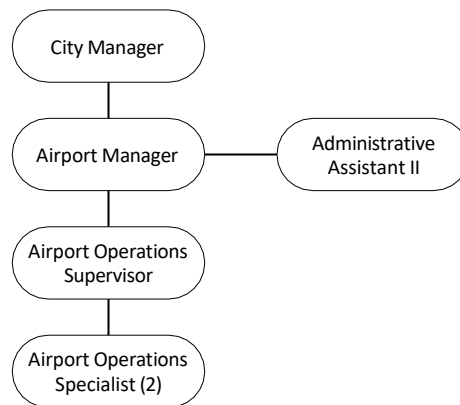
## Mission

Provide high quality, safe air travel services for the citizens of the Kenai Peninsula and visitors through services and facilities.

## Functions & Responsibilities

Airport Administration is responsible for general management, regulatory compliance, development of the terminal facilities. These functions include airline recruitment and support of leases within the terminal.

## Organizational Chart



*\*The Organizational Chart depicts Airport exclusive employees and does not include employees from other departments which are allocated to the Airport and the supervision of those employees is performed outside of the Airport.*

## Staffing

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Administrative Assistant II	.33	14	.33	14	.33	14	.33	14	.33	14	.33	14
Building Maintenance Lead Technician	.17	19	.17	19	.17	19	.17	19	.17	19	.17	19
Building Maintenance Technician	.17	17	.17	17	.17	17	.17	16	.17	16	.17	16
Airport Operations Specialist (2)t	1	16	1	16	1	16	1	16	1	16	1	16

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Administrative Assistant II	4	7.5	-	-	-	-
Building Maintenance Lead Technician	0	2	5	5	5	5
Building Maintenance Technician	0	2	5	5	5	5
Airport Operations Specialist (2)	74	-	-	-	-	-

## Performance Measures

Calendar Year	2021	2022	2023	2024	2025
Enplanements	67,844	73,465	**71,605	75,449	*77,330
Percent Change from Previous Year	▲ 109%	▲ 10%	▼ 3%	▲ 5%	▲ 2%
Percentage of Tenant Areas Leased	87%	87%	83%	83%	98%

\*Projected Figures based on 4-year average.

\*\*Reflects RAVN leaving in October 2023.

## FY25 Department Goals Evaluation

Encourage and promote safe and economical travel through the Kenai Airport in support of Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 1 – Quality of Life to ensure that Kenai is a community where people are safe, Goal 4 – Public Improvements and Services to provide adequate public improvement services in Kenai, and Goal 5 – Provide transportation systems that are efficient and adequate to serve the regional needs of the community.

1. Complete Terminal landscaping
  - *Achieved.*
2. Lease 100% of in-terminal spaces.
  - *Partially Achieved. 98% of the spaces have been rented. The Airport Restaurant Concession Agreement has been completed and Echo Lakes Meats was introduced. The Airport also expects to fill the third Airline Tenant Area in June.*
3. Complete the addition of cameras in the terminal.
  - *Not Achieved. This is being pushed back to FY26.*

## FY26 Department Goals

1. Lease 100% of the terminal spaces.
2. Conduct a survey of tenants and travelers on the use of the terminal.
3. Document Department Policies and Procedures. 12 policies and procedures will be developed in 2026.

## Future Considerations

The terminal parking lot is reaching the end of its useful life. Reconstruction will be costly, revenue generating parking lots are not AIP eligible. Plan for reconstruction in the long term which may include a phased approach to the project.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund  
Department:- Airport Terminal**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 111,865	\$ 97,109	\$ 118,883	\$ 118,883	\$ 119,112	\$ 229	0.19%
0200	Overtime	2,112	2,310	9,976	9,976	8,904	(1,072)	(10.75%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	1,765	2,113	2,113	3,508	1,395	66.02%
0400	Medicare	1,614	1,472	1,900	1,900	1,907	7	0.37%
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	29,140	29,426	34,483	34,483	36,267	1,784	5.17%
0600	Unemployment Insurance	-	86	655	655	658	3	0.46%
0700	Workers Compensation	2,153	1,986	2,503	2,503	3,066	563	22.49%
0800	Health & Life Insurance	42,101	42,768	44,626	44,626	44,626	-	-
0900	Supplemental Retirement	2,740	2,036	2,918	2,918	4,148	1,230	42.15%
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 191,725</b>	<b>\$ 178,958</b>	<b>\$ 218,057</b>	<b>\$ 218,057</b>	<b>\$ 222,196</b>	<b>\$ 4,139</b>	<b>1.90%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	455	373	650	650	650	-	-
2022	Operating & Repair Supplies	15,971	15,543	18,000	18,000	18,000	-	-
2024	Small Tools/Minor Equipment	4,952	2,941	1,000	1,000	1,000	-	-
2026	Computer Software	2,000	833	2,000	2,000	2,000	-	-
4531	Professional Services	490	242	31,700	31,700	2,000	(29,700)	(93.69%)
4532	Communications	4,591	1,493	3,683	3,683	2,383	(1,300)	(35.30%)
4533	Travel & Transportation	-	391	1,600	1,600	1,600	-	-
4534	Advertising	796	380	1,500	1,500	2,000	500	33.33%
4535	Printing & Binding	549	328	800	800	800	-	-
4536	Insurance	15,412	11,851	17,935	17,935	17,753	(182)	(1.01%)
4537	Utilities	128,268	139,511	162,093	162,093	146,487	(15,606)	(9.63%)
4538	Repair & Maintenance	134,144	138,997	172,455	172,455	178,780	6,325	3.67%
4539	Rentals	-	199	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	(1)	73	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b>Total Maint. and Operations</b>	<b>\$ 307,627</b>	<b>\$ 313,155</b>	<b>\$ 413,416</b>	<b>\$ 413,416</b>	<b>\$ 373,453</b>	<b>\$ (39,963)</b>	<b>(9.67%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	2,852	-	-	-	-	-
9090	Transfers Out	111,900	133,480	61,800	61,800	61,600	(200)	(0.32%)
	<b>Total Capital Outlay and Transfers</b>	<b>\$ 111,900</b>	<b>\$ 136,332</b>	<b>\$ 61,800</b>	<b>\$ 61,800</b>	<b>\$ 61,600</b>	<b>\$ (200)</b>	<b>(0.32%)</b>
<b>Department Total:</b>		<b>\$ 611,252</b>	<b>\$ 628,445</b>	<b>\$ 693,273</b>	<b>\$ 693,273</b>	<b>\$ 657,249</b>	<b>\$ (36,024)</b>	<b>(5.20%)</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund**  
**Department:- 61 - Airport Terminal**

**2022 Operating & Repair Supplies.** Janitorial supplies, generator fuel, and other general operating supplies for operation of the terminal, including ice melt, pay station supplies, and parking permits/violations.

**4531 Professional Services.** Consulting service for Airline Operating Agreement and miscellaneous services.

**4538 Repair & Maintenance.** Professional services for repair and maintenance of the terminal including janitorial and security services. Annual mechanical, AED and fire systems inspections. Window washing, elevator repairs, parking machine monitoring and annual warranty, flight monitor systems 'cloud' services and website link.

**9090 Transfers Out.** \$61,600 Central administration charges from General Fund.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 – Airport Fund  
Department: 62 – Airport Airfield**

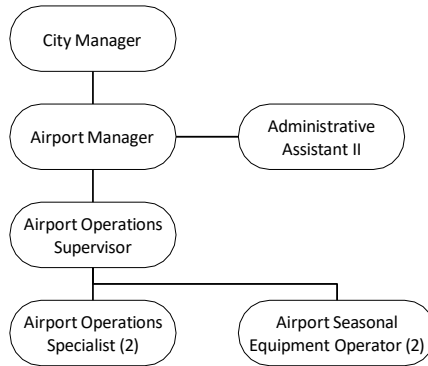
## Mission

To ensure the safety and security of aircraft and the traveling public and to operate the airport in compliance with the rules, regulations, and standards prescribed, including but not limited to, Title 14 of Code Federal Regulations Part 139.

## Functions & Responsibilities

The Airport Operations Section is responsible for the daily operation and maintenance of the airport.

## Organizational Chart



## Staffing

Position Title	FY22 Actual		FY23 Actual		Actual FY24		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Airport Operations Supervisor	1	20	1	20	1	21	1	21	1	21	1	21
Airport Operations Specialist (2)	1	16	1	16	1	16	1	16	1	16	1	16
Seasonal Equipment Operator (2)	.83	16	.83	16	.83	16	.83	16	.83	16	.83	16
Temporary Equipment Operator	.19	T16	.39	T16	.39	T16	.39	T16	.39	T16	.39	T16

## Average Overtime per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Airport Operations Supervisor	287	226	38	173	173	173
Airport Operations Specialist (2)	45	271	240	160	160	160
Seasonal Equipment Operator (2)	228	47	170	150	150	150
Temporary Equipment Operator	14	-	-	-	-	-

## Performance Measures

Calendar Year	2021	2022	2023	2024	2025 (Projected)
Hazing Activity	2,852	4,554	10,715	7,925	6,511
Bird Strikes	2	2	1	1	0
Airfield Workorders Completed	*	198 <sup>‡</sup>	303 <sup>‡</sup>	114	205
FAA Annual Inspection Findings	2	15	1	3	TBD

\*NO FAA Certification Inspection due to COVID-19

‡Airfield Work Order Tracking began 4/28/2022

## FY25 Department Goals Evaluation

The following goals support the Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 5 – Transportation: Provide transportation systems that are efficient and adequate to serve the regional needs of the community:

1. Receive no FAA findings during the annual Airport Certification Inspection.
  - *Not Achieved. There were three findings during the inspection which included airport sand gradation being too large, not completing the wildlife hazard management plan review, and utilization of the wildlife report log. All of these issues were quickly resolved.*
2. Complete the annual wildlife hazard management plan yearly review on time.
  - *Achieved- The airport proactively self-identified that a review was not documented. Two reviews were then completed. At the time of the finding and during the routine schedule on time in July. By the airport taking these proactive steps the finding was issued and closed out at the same time.*
3. Hire and train a new operations supervisor.
  - *Achieved. A new supervisor was hired and has been trained over the past year.*

## FY26 Department Goals

1. Receive no FAA findings during the annual Airport Certification Inspection.
2. Reduce wildlife interactions and hazing events. Hazing Activity will be reduced by 5% by utilizing sound producing devices.

## Future Considerations

The Airport has a substantial list of FAA Grant funded projects in the next two years to include: crack sealing the apron and taxiway Juliet, Acquiring a new loader and plow truck, conducting a new master plan, ARFF building boiler replacement, perimeter fence line, rehabilitating runway 2L, acquiring a new ARFF Vehicle, and followed by a rehabilitation of Taxiways A, C, K, L. It is going to be important to stay vigilant to ensure that they are completed on time and work closely with all tenants and users of the airport to create the least amount of disruption as possible.

While the transition through these projects will, at times be difficult, it puts the airport in a great position to support the City of Kenai economically for the next 20 years.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund  
Department:- Airport Airfield**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 247,800	\$ 221,805	\$ 248,974	\$ 248,974	\$ 246,275	\$ (2,699)	(1.08%)
0200	Overtime	27,816	27,674	28,575	28,575	32,584	4,009	14.03%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	32,507	11,301	2,407	2,407	3,194	787	32.70%
0400	Medicare	4,393	3,736	4,060	4,060	4,090	30	0.74%
0450	Social Security	2,039	2,048	1,534	1,534	6,068	4,534	295.57%
0500	PERS	59,461	59,524	67,649	67,649	71,926	4,277	6.32%
0600	Unemployment Insurance	-	212	1,400	1,400	1,410	10	0.71%
0700	Workers Compensation	5,866	5,250	5,740	5,740	6,264	524	9.13%
0800	Health & Life Insurance	50,419	51,244	53,444	53,444	53,444	-	-
0900	Supplemental Retirement	3,635	2,724	8,571	8,571	4,746	(3,825)	(44.63%)
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 433,936</b>	<b>\$ 385,518</b>	<b>\$ 422,354</b>	<b>\$ 422,354</b>	<b>\$ 430,001</b>	<b>\$ 7,647</b>	<b>1.81%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	246	239	500	500	475	(25)	(5.00%)
2022	Operating & Repair Supplies	194,991	170,701	237,000	237,000	279,804	42,804	18.06%
2024	Small Tools/Minor Equipment	11,069	16,531	10,960	10,960	13,960	3,000	27.37%
2026	Computer Software	2,818	1,792	3,020	3,020	3,020	-	-
4531	Professional Services	9,346	8,774	16,935	16,935	45,188	28,253	166.83%
4532	Communications	6,551	7,269	7,440	7,440	7,740	300	4.03%
4533	Travel & Transportation	4,860	3,735	13,710	13,710	11,710	(2,000)	(14.59%)
4534	Advertising	132	692	500	500	500	-	-
4535	Printing & Binding	514	544	1,000	1,000	1,000	-	-
4536	Insurance	123,133	101,106	138,443	138,443	123,229	(15,214)	(10.99%)
4537	Utilities	190,769	182,496	244,676	244,676	284,540	39,864	16.29%
4538	Repair & Maintenance	5,639	12,072	26,300	29,300	26,300	-	-
4539	Rentals	778	890	4,500	4,500	4,500	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	2,072	622	500	500	500	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b>Total Maint. and Operations</b>	<b>\$ 552,918</b>	<b>\$ 507,463</b>	<b>\$ 705,484</b>	<b>\$ 708,484</b>	<b>\$ 802,466</b>	<b>\$ 96,982</b>	<b>13.75%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	1,358,375	2,057,310	1,120,617	1,120,617	1,925,000	804,383	71.78%
	<b>Total Capital Outlay and Transfers</b>	<b>\$ 1,358,375</b>	<b>\$ 2,057,310</b>	<b>\$ 1,120,617</b>	<b>\$ 1,120,617</b>	<b>\$ 1,925,000</b>	<b>\$ 804,383</b>	<b>71.78%</b>
<b>Department Total:</b>		<b>\$ 2,345,229</b>	<b>\$ 2,950,291</b>	<b>\$ 2,248,455</b>	<b>\$ 2,251,455</b>	<b>\$ 3,157,467</b>	<b>\$ 909,012</b>	<b>40.43%</b>



**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund  
Department:- 62 - Airport Airfield**

**2022 Operating & Repair Supplies.** Supplies including fuel, brooms, runway lights, solid deicer, urea, potassium acetate, nitrogen, wildlife hazing supplies, PPE's, loader tires, propane, diesel exhaust fluid, runway sand and miscellaneous operating supplies. Capital Improvements/Special Projects: Foam Replacement \$42,804.

**2024 Small Tools & Minor Equipment.** Includes 4 computer replacements, KFD structural gear (2 sets), and radios. Two bed frames and one recliner.

**4531 Professional Services.** Annual stormwater permit, pre-employment tests, annual hazard management plan review and other professional services. Capital Improvements/Special Projects: Foam Disposal \$29,253.

**4538 Repairs and Maintenance.** Annual calibrations, fire alarm and suppression system testing, boiler and mechanical inspections and service agreements. Includes miscellaneous contractor repairs.

**4539 Rentals.** Annual Air Faire tents, tables and chairs rental.

**9090 Transfers Out.** \$1,059,900 Central administrative charges from General Fund and \$865,100 transfer to Airport capital projects.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**  
**Fund 008 – Airport Fund**  
**Department: 463 – Airport Administration**

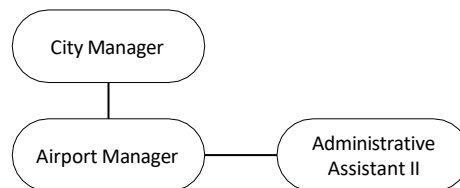
## Mission

The mission of Kenai Municipal Airport is to be the commercial air transportation gateway to the Kenai Peninsula Borough and West Cook Inlet.

## Functions & Responsibilities

Airport Administration is responsible for general management, regulatory compliance, and development of the airport.

## Organizational Chart



## Staffing

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Airport Manager	1	25	1	25	1	25	1	25	1	25	1	25
Administrative Assistant II	.67	14	.67	14	.67	14	.67	14	.67	14	.67	14

## Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Airport Manager	N/A	N/A	N/A	N/A	N/A	N/A
Administrative Assistant II	19	22	27	32	32	32

## Performance Measures

Calendar Year	2021	2022	2023	2024	2025*
Enplanements	67,844	73,465	71,605	75,449	77,329

*\*Projected*

Fiscal Year	2021	2022	2023	2024	2025 *
Cost per Enplaned Passenger	\$ 12.53	\$ 7.65	\$ 7.96	\$ 7.42	\$ 7.19
Airline Rents & Leases	\$ 249,665	\$ 201,462	\$ 350,375	\$ 280,516	\$ 297,638
Airline Landing Fees	\$ 257,574	\$ 211,221	\$ 226,562	\$ 253,255	\$ 244,855
FAA Grant Offers	\$ 2,220,201	\$ 2,175,398	\$ 313,625	\$ 2,458,804	\$ 30,160,800

*\*Projected*

## **FY25 Department Goals Evaluation**

1. Update a new airline operating agreement for the next 5 years.
  - *Partially Achieved. The Airport has updated the terms in the Airline operating agreement. This is scheduled to be completed in June 2025.*
2. Air Service Development. This will involve identifying current patterns, understanding passenger demand, evaluating potential routes, and assessing the economic feasibility of new service routes as well as current routes. This will include completing the leakage study. By addressing these aspects, the airport can strategically plan services to capture more traffic and enhance connectivity with the lower 48 states. The Airport will also look to apply for the Small Community Air Service Development Program Grant.
  - *Partially Achieved. A leakage study was completed that shows there is a market for additionally service. We have worked with Volaire and reached out to Airlines to showcase Kenai. The Administration will also be attending an airline conference in March. Additionally, the airport applied for the Small Community Air Service Development Grant.*

## **FY26 Department Goals**

The following goals support City of Kenai Comprehensive Plan Goal 2 – Economic Development to support the fiscal health of Kenai, Goal 4 – Public improvements and services: Provide adequate public improvements and services in Kenai, and Goal 5 – Transportation: Provide transportation systems that are efficient and adequate to serve the regional needs of the community:

1. Air Service Development. This will involve identifying current patterns, understanding passenger demand, evaluating potential routes, and assessing the economic feasibility of new service routes as well as current routes. This will include continuing to work with Volaire to showcase the findings of the leakage study. By addressing these aspects, the airport can strategically plan services to capture more traffic and enhance connectivity with the lower 48 states. The Airport will also look to apply for the Small Community Air Service Development Program Grant. The Airport will continue to attend conferences and hold discussions with Airlines.
2. Policy Documentation. The Airport Administration Department will document 12 policies in FY26.

## **Future Considerations**

Consider the diversity of the airport's revenue sources, and pursue additional revenue opportunities.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund  
Department:- Airport Administration**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 154,363	\$ 143,749	\$ 153,916	\$ 153,916	\$ 158,524	\$ 4,608	2.99%
0200	Overtime	1,891	621	700	700	657	(43)	(6.14%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	13,192	9,150	2,335	2,335	2,922	587	25.14%
0400	Medicare	2,537	2,273	2,276	2,276	2,350	74	3.25%
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	29,192	38,833	41,375	41,375	45,096	3,721	8.99%
0600	Unemployment Insurance	-	121	785	785	811	26	3.31%
0700	Workers Compensation	1,075	469	353	353	340	(13)	(3.68%)
0800	Health & Life Insurance	42,099	42,717	44,625	44,625	44,625	-	-
0900	Supplemental Retirement	2,226	2,394	4,013	4,013	4,091	78	1.94%
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 246,575</b>	<b>\$ 240,327</b>	<b>\$ 250,378</b>	<b>\$ 250,378</b>	<b>\$ 259,416</b>	<b>\$ 9,038</b>	<b>3.61%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	689	331	500	500	500	-	-
2022	Operating & Repair Supplies	394	756	850	850	850	-	-
2024	Small Tools/Minor Equipment	1,335	677	580	580	1,300	720	124.14%
2026	Computer Software	943	1,454	1,110	1,110	1,160	50	4.50%
4531	Professional Services	11,980	2,579	38,400	38,400	34,200	(4,200)	(10.94%)
4532	Communications	1,993	3,836	2,196	2,196	2,226	30	1.37%
4533	Travel & Transportation	6,424	3,830	3,300	3,300	12,560	9,260	280.61%
4534	Advertising	1,937	2,301	4,000	4,000	4,000	-	-
4535	Printing & Binding	628	608	1,000	1,000	1,000	-	-
4536	Insurance	5,284	5,165	4,931	4,931	8,147	3,216	65.22%
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	1,736	493	1,375	1,375	1,475	100	7.27%
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	30,856	6,535	5,750	5,750	3,250	(2,500)	(43.48%)
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	20,316	-	-	-	-	-
	<b>Total Maint. and Operations</b>	<b>\$ 64,199</b>	<b>\$ 48,881</b>	<b>\$ 63,992</b>	<b>\$ 63,992</b>	<b>\$ 70,668</b>	<b>\$ 6,676</b>	<b>10.43%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	5,617	1,234	-	-	-	-	-
9090	Transfers Out	67,900	91,954	64,000	64,000	72,500	8,500	13.28%
	<b>Total Capital Outlay and Transfers</b>	<b>\$ 73,517</b>	<b>\$ 93,188</b>	<b>\$ 64,000</b>	<b>\$ 64,000</b>	<b>\$ 72,500</b>	<b>\$ 8,500</b>	<b>13.28%</b>
<b>Department Total:</b>		<b>\$ 384,291</b>	<b>\$ 382,396</b>	<b>\$ 378,370</b>	<b>\$ 378,370</b>	<b>\$ 402,584</b>	<b>\$ 24,214</b>	<b>6.40%</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund  
Department:- 63 - Airport Administration**

<b>2024 Small Tools/Minor Equipment.</b> Two computer and one printer replacements.	<b>4534 Advertising.</b> Newspaper advertising of agendas, work sessions etc., and air fair advertising.
<b>4531 Professional Services.</b> AIT domain, miscellaneous professional engineering and TSA clearance. Volaire professional services.	<b>5041 Miscellaneous.</b> Refreshments for meetings and vending machine supplies.
<b>4533 Transportation.</b> Miscellaneous travel and AK DOT DBE summit travel.	<b>9090 Transfers Out.</b> Central administrative charges from General Fund.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 – Airport Fund  
Department: 464 – Other Buildings & Areas**

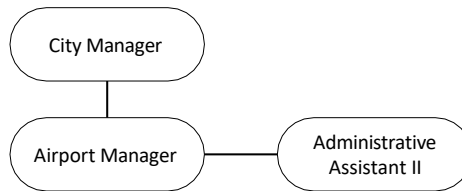
**Mission**

To encourage growth and development of Airport lands by simplifying and streamlining the leasing processes to support the Airport and City’s goal of a thriving business community.

**Functions & Responsibilities**

Airport Administration and Planning work together on the general management, regulatory compliance, and development of airport lands that support both aviation and non-aviation related activities.

**Organizational Chart**



*\*The Organizational Chart depicts Airport exclusive employees and does not include employees from other departments which are allocated to the Airport and the supervision of those employees is performed outside of the Airport.*

**Staffing**

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
City Planner/Planning Director	.30	23	.30	23	.30	23	.30	23	.30	23	.30	23
Building Maintenance Lead Technician	.17	19	.17	19	.17	19	.17	19	.17	19	.17	19
Building Maintenance Technician	.17	17	.17	17	.17	17	.17	17	.17	17	.17	17

**Average Overtime Per Position (hours)**

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
City Planner/ Planning Director	N/A	N/A	N/A	N/A	N/A	N/A
Building Maintenance Lead Technician	10	5	0	5	5	5
Building Maintenance Technician	10	4	0	5	5	5

## Performance Measures – Airport Lands

Fiscal Year	2021	2022	2023	2024	2025
Airport Land Sale Permanent Fund (ALSPF)	\$ 30,434,755	\$ 30,980,525	\$ 26,202,338	\$ 27,677,470	\$ 28,792,533
Transfers into Airport Operations from ALSPF	\$ 969,922	\$ 1,025,736	\$ 1,076,665	\$ 1,065,518	\$ 1,094,116
Airport Fund Land Leases	\$ 504,665	\$ 512,254	\$ 508,309	\$ 532,323	\$ 708,089
Leased Parcels – in Reserve	27	28	29	29	30
Leased Parcels – outside Reserve	12	10	12	12	12
Special Use Permits – inside the Reserve	8	7	6	6	7
Special Use Permits – outside Reserve	0	2	4	-	5

\* Projected 2025 Figures based on previous five-year average

## Performance Measures – Float Plane Basin

Calendar Year	2021	2022	2023	2024	2025*
Slips Available for Lease	20	20	35	35	35
Float Plane Slips Leased (tenants)	7	6	10	14	14
Slip Rental	\$ 340	\$ 600	\$ 600	\$ 1,960	\$ 1,958
Water Landings	602	675	909	1,600	1,569
Fuel Sold (Gallons)	2,647	3,892	6,862	5,624	7,618
Transient Parking Fees	\$ 130	\$ 140	\$ 140	\$ 115	\$ 135

\* Projected 2025 Figures based on previous five-year average

## FY25 Department Goals Evaluation

- Complete a long-term lease for the fueling station at the float plane basin. An RFP will be released that will reduce risk for the airport, create a business opportunity, and increase demand.
  - Partially Achieved- The airport has evaluated airport agreements, began drafting an RFP, and researched interested parties. An RFP will be released in the Fall of FY26.*

## FY26 Department Goals

- Develop the west side of the airport next to the float plane basin. This will involve subdividing lease lots in conjunction with the design of taxiway Sierra, advertising to potential lessees, and exploring funding options.
- Documentation of Department Policies and Procedures. The Department will document 12 policies in FY26.

## Future Considerations

The float plane basin has a lot of opportunities in the future with the planned development of Taxiway S and lease lots. This could create additional opportunities for general aviation leases at the float plane basin. A willow Street extension could create additional opportunities for larger lease lots to commercial operators. Both of these projects have been submitted to the FAA and are being evaluated for funding eligibility in conjunction with the Airport Master Plan.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund  
Department:- Other Buildings and Areas**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 59,397	\$ 48,819	\$ 66,083	\$ 66,083	\$ 60,179	\$ (5,904)	(8.93%)
0200	Overtime	214	143	578	578	574	(4)	(0.69%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	906	1,301	1,301	1,555	254	19.52%
0400	Medicare	832	716	986	986	903	(83)	(8.42%)
0450	Social Security	-	98	-	-	-	-	-
0500	PERS	10,330	11,023	17,838	17,838	17,212	(626)	(3.51%)
0600	Unemployment Insurance	-	40	341	341	312	(29)	(8.50%)
0700	Workers Compensation	716	789	902	902	818	(84)	(9.31%)
0800	Health & Life Insurance	16,135	16,399	17,102	17,102	17,102	-	-
0900	Supplemental Retirement	1,864	1,021	986	986	887	(99)	(10.04%)
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 89,488</b>	<b>\$ 79,954</b>	<b>\$ 106,117</b>	<b>\$ 106,117</b>	<b>\$ 99,542</b>	<b>\$ (6,575)</b>	<b>(6.20%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	41,986	31,430	58,000	58,000	39,000	(19,000)	(32.76%)
2024	Small Tools/Minor Equipment	-	-	-	-	-	-	-
2026	Computer Software	2,000	800	2,000	2,000	2,000	-	-
4531	Professional Services	-	12,175	5,000	5,000	5,000	-	-
4532	Communications	2,400	2,037	1,283	1,283	1,295	12	0.94%
4533	Travel & Transportation	108	69	-	-	-	-	-
4534	Advertising	-	537	1,500	1,500	1,500	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	37,266	37,492	46,171	46,171	43,885	(2,286)	(4.95%)
4538	Repair & Maintenance	1,105	1,747	3,007	3,007	23,307	20,300	675.09%
4539	Rentals	1,502	1,340	1,800	1,800	1,800	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	5	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b>\$ 86,367</b>	<b>\$ 87,632</b>	<b>\$ 118,761</b>	<b>\$ 118,761</b>	<b>\$ 117,787</b>	<b>\$ (974)</b>	<b>(0.82%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	4,898	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	450,000	243,986	-	(1,068)	400,000	400,000	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ 450,000</b>	<b>\$ 248,884</b>	<b>\$ -</b>	<b>\$ (1,068)</b>	<b>\$ 400,000</b>	<b>\$ 400,000</b>	<b>-</b>
<b>Department Total:</b>		<b>\$ 625,855</b>	<b>\$ 416,470</b>	<b>\$ 224,878</b>	<b>\$ 223,810</b>	<b>\$ 617,329</b>	<b>\$ 392,451</b>	<b>174.52%</b>



**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 - Airport Fund  
Department:- 64 - Other Buildings & Areas**

<b>2022 Operating &amp; Repair Supplies.</b> Fuel for resale at the Airport's Float Plane Basin and other miscellaneous operating supplies.	<b>4538 Repair &amp; Maintenance.</b> Boiler inspection, device registration and miscellaneous repairs.
<b>4531 Professional Services.</b> Appraisal fees, engineering and recording costs for the leasing of Airport land.	<b>4539 Rentals.</b> Cost of portable toilets rental.
<b>4534 Advertising.</b> Advertising for float plane basin and land brochures.	<b>9090 Transfer Out.</b> \$400,000 Roof Animal Control Building.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund 008 – Airport Fund  
Department: 465 – Alaska Fire Training Facility**

**Mission**

To be the premier aircraft and firefighting training facility for the State of Alaska by encouraging use and maintaining equipment and buildings.

**Functions & Responsibilities**

Airport Administration is responsible for general management, regulatory compliance, and development of the Alaska Fire Training Facility.

**Staffing** – Year to year management agreement.

**Performance Measures**

<b>Fiscal Year</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>
Students	241	300	181	169	157*
Class Trainings	35	40	20	20	22*
Facility SF Leased	8,241	4,441	4,441	4,441	4,441
Facility Repairs & Maintenance	\$ 3,127	\$ 3,500	\$ 8,261	\$ 19,763	\$ 16,966 (ytd)

\* represents the training season from April 2024 through October 2025

**FY25 Department Goal Evaluations**

The following goals support the Imagine Kenai 2030 City of Kenai Comprehensive Plan Goal 1: Promote and encourage Quality of Life in Kenai, Goal 2 - Provide Economic Development to support the fiscal health of Kenai, Goal 3 - Land Use, and Goal 4 - Public Improvements and Services:

1. Establish a long-term janitorial contract.
  - *Partially Achieved- The Airport has established a monthly contract for the Janitorial contract and determined the needs of the facility moving forward. The Airport has also explored options internally.*
2. Rent out the unused office space to another business. The Airport will look for specific ways to market the space to generate additional revenue and establish a long-term partnership.
  - *Not Achieved- The Airport has conducted multiple tours and reached out to interested parties. The administration has reached out and encouraged the current tenant to become long term tenants.*

## **FY26 Department Goals**

1. Rent out the unused office space to another business. The Airport will look for additional new ways to market the space to generate additional revenue and establish long-term partnerships. These partnerships should include.
  - a) A facility maintenance program.
  - b) A measurable goal to increase class/training participation at the facility.
  - c) A program for accountability and efficiency with available resources
  - d) Long term leases
2. Document department Policies and Procedures. The department will document 12 policies in FY26.

## **Future Considerations**

Long-range considerations should be given to the financial stability of the Alaska Regional Fire Training Center.

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 008 - Airport Fund  
Department:- Airport Training Facility

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	-	-	-	-	-	-	-
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	-	-	-	-	-	-	-
0600	Unemployment Insurance	-	-	-	-	-	-	-
0700	Workers Compensation	-	-	-	-	-	-	-
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	15,489	9,064	1,000	1,000	1,500	500	50.00%
2024	Small Tools/Minor Equipment	5,201	1,756	1,000	1,000	1,000	-	-
2026	Computer Software	-	24	-	-	-	-	-
4531	Professional Services	-	-	-	-	-	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	-	2,000	2,000	2,000	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	120,663	51,090	107,137	107,137	94,550	(12,587)	(11.75%)
4538	Repair & Maintenance	17,984	9,043	53,850	57,100	53,850	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 159,337</u></b>	<b><u>\$ 70,977</u></b>	<b><u>\$ 164,987</u></b>	<b><u>\$ 168,237</u></b>	<b><u>\$ 152,900</u></b>	<b><u>\$ (12,087)</u></b>	<b><u>(7.33%)</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	-	93,747	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 93,747</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 159,337</u></b>	<b><u>\$ 164,724</u></b>	<b><u>\$ 164,987</u></b>	<b><u>\$ 168,237</u></b>	<b><u>\$ 152,900</u></b>	<b><u>\$ (12,087)</u></b>	<b><u>(7.33%)</u></b>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 008 - Airport Fund  
Department:- 65 - Airport Training Facility

<b>2022 Operating, Repair &amp; Maintenance.</b> Janitorial supplies.	<b>4534 Advertising.</b> Marketing of office space and ARFF training.
<b>2024 Small Tools &amp; Minor Equipment.</b> Miscellaneous tools.	<b>4538 Repair &amp; Maintenance.</b> Fire suppression system testing, elevator testing and maintenance, custodial services, equipment inspection contract and other general maintenance items.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund**  
**Department:- Title III Summary**

	<u>Actual FY2023</u>	<u>Actual FY2024</u>	<u>Original Budget FY2025</u>	<u>Projection FY2025</u>	<u>Proposed FY2026</u>
<b>Revenues</b>					
State Grants	\$ 260,288	278,855	\$ 261,646	\$ 277,107	\$ 237,492
Federal Grants	-	-	-	-	-
USDA Grant	22,022	24,966	22,000	25,000	22,000
Choice Waiver	68,496	103,428	80,000	100,000	100,000
KPB Grant	186,143	186,143	186,143	186,143	185,846
Other Grants	-	-	-	905	-
Rents and Leases	7,398	12,479	10,000	7,562	8,500
Donations	25,330	20,720	27,500	27,930	27,500
Donation - Senior Connection	100,000	102,850	120,000	120,000	120,000
Meal Donations	87,969	93,718	97,650	91,000	95,650
Transfer from General Fund - Operations	241,562	199,476	217,467	224,830	286,397
Other	185	60	300	3,556	300
Total Revenue	<u>999,393</u>	<u>1,022,695</u>	<u>1,022,706</u>	<u>1,064,033</u>	<u>1,083,685</u>
<b>Expenditures</b>					
Senior Citizen Access	219,553	224,366	233,071	232,892	242,178
Congregate Meals	130,016	140,210	184,526	226,393	238,713
Home Meals	459,299	484,983	433,927	441,377	421,539
Senior Transportation	97,583	113,641	130,479	130,596	143,672
Choice Waiver	89,433	67,902	85,724	85,490	71,398
Total Expenditures	<u>995,884</u>	<u>1,031,102</u>	<u>1,067,727</u>	<u>1,116,748</u>	<u>1,117,500</u>
Contribution To/(From) Fund Balance:	3,509	(8,407)	(45,021)	(52,715)	(33,815)
Projected Lapse (5%)	<u>-</u>	<u>-</u>	<u>45,021</u>	<u>47,472</u>	<u>47,465</u>
Adjusted (Deficit)/Surplus	3,509	(8,407)	-	(5,243)	13,650
Beginning Fund Balance	<u>(3,509)</u>	<u>-</u>	<u>-</u>	<u>(8,407)</u>	<u>(13,650)</u>
Ending Fund Balance	<u>\$ -</u>	<u>\$ (8,407)</u>	<u>\$ -</u>	<u>\$ (13,650)</u>	<u>\$ -</u>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund**  
**Department:- Title III Summary - Line Item**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 344,152	\$ 300,631	\$ 355,846	\$ 369,371	\$ 374,546	\$ 18,700	5.26%
0200	Overtime	939	586	699	699	776	77	11.02%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	10,071	8,591	11,884	11,884	13,126	1,242	10.45%
0400	Medicare	5,023	4,342	5,342	5,342	5,633	291	5.45%
0450	Social Security	4,140	3,333	4,332	4,332	4,557	225	5.19%
0500	PERS	71,313	68,865	76,715	76,715	86,062	9,347	12.18%
0600	Unemployment Insurance	-	236	1,842	1,842	1,941	99	5.37%
0700	Workers Compensation	3,956	3,528	4,173	4,173	4,996	823	19.72%
0800	Health & Life Insurance	108,400	114,289	114,900	114,900	128,261	13,361	11.63%
0900	Supplemental Retirement	9,989	7,664	7,992	7,992	7,851	(141)	(1.76%)
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 557,983</b>	<b>\$ 512,065</b>	<b>\$ 583,725</b>	<b>\$ 597,250</b>	<b>\$ 627,749</b>	<b>\$ 44,024</b>	<b>7.54%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	778	643	1,175	1,175	1,400	225	19.15%
2022	Operating & Repair Supplies	189,621	184,330	188,923	194,319	196,100	7,177	3.80%
2024	Small Tools/Minor Equipment	3,923	2,261	11,025	11,642	2,955	(8,070)	(73.20%)
2026	Computer Software	4,366	4,045	4,545	4,545	4,755	210	4.62%
4531	Professional Services	8,260	8,144	10,100	38,249	9,750	(350)	(3.47%)
4532	Communications	2,297	2,681	2,500	2,500	2,350	(150)	(6.00%)
4533	Travel & Transportation	3,450	1,650	4,700	5,533	4,700	-	-
4534	Advertising	421	281	400	400	450	50	12.50%
4535	Printing & Binding	3,141	2,497	4,050	4,200	4,400	350	8.64%
4536	Insurance	18,861	16,247	20,361	20,361	21,936	1,575	7.74%
4537	Utilities	50,328	47,242	53,393	53,393	53,931	538	1.01%
4538	Repair & Maintenance	350	678	2,800	2,800	2,670	(130)	(4.64%)
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	10,873	8,515	10,873	10,873	13,823	2,950	27.13%
4541	Postage	1,026	512	925	925	1,050	125	13.51%
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	625	661	932	1,283	1,281	349	37.45%
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b>Total Maint. and Operations</b>	<b>\$ 298,320</b>	<b>\$ 280,387</b>	<b>\$ 316,702</b>	<b>\$ 352,198</b>	<b>\$ 321,551</b>	<b>\$ 4,849</b>	<b>1.53%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	13,007	-	-	-	-	-
9090	Transfers	174,800	171,440	167,300	167,300	168,200	900	0.54%
	<b>Total Capital Outlay and Transfers</b>	<b>\$ 174,800</b>	<b>\$ 184,447</b>	<b>\$ 167,300</b>	<b>\$ 167,300</b>	<b>\$ 168,200</b>	<b>\$ 900</b>	<b>0.54%</b>
<b>Department Total:</b>		<b>\$ 1,031,103</b>	<b>\$ 976,899</b>	<b>\$ 1,067,727</b>	<b>\$ 1,116,748</b>	<b>\$ 1,117,500</b>	<b>\$ 49,773</b>	<b>4.66%</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**  
  
**Fund 019 – Senior Citizens Fund**  
**Department: Senior Services**

## **Mission**

To serve as a community focal point for senior services where adults 60+ come together for fellowship and program participation, to engage in opportunities for dignity and personal growth, to improve their quality of life, to support the needs of older individuals, to enhance their independence, and to broaden their involvement within the community.

## **Functions & Responsibilities**

The Senior Center serves as a gateway to the nation's aging network – connecting older adults to vital community services that can help them stay healthy and independent.

The Senior Center is serving our older citizens who were instrumental in building the City of Kenai. As the City's population ages, the Senior Center continues to provide services that promote quality of life and maximize independence, while allowing seniors to stay within the community of their choice.

The Center serves the City of Kenai, Salamatof, Kalifornsky Beach, Cohoe, and Kasilof. Services and programs are available for seniors 60 + from 8 am – 5 pm, Monday through Friday.

The Senior Center offers a wide variety of programs and services, including:

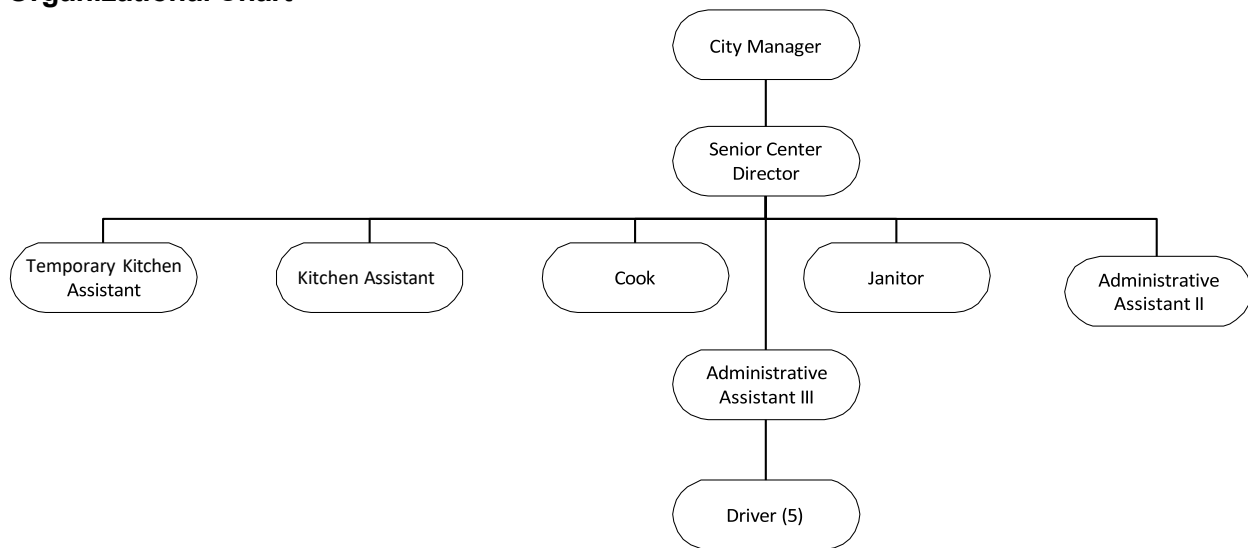
- ❖ Meal and nutrition programs
- ❖ Information and assistance
- ❖ Health, fitness, and wellness programs
- ❖ Transportation services
- ❖ Benefits counseling
- ❖ Employment assistance
- ❖ Volunteer opportunities
- ❖ Shopping Assistance
- ❖ Social and recreational activities
- ❖ Education and art programs
- ❖ Intergenerational programs

## **How is the Senior Center Funded?**

To sustain its operations, the Center relies on a diverse range of resources, including support from the City of Kenai, federal and state agencies, the Kenai Peninsula Borough, special events, public and private grants, local businesses, bequests, participant contributions, in-kind donations, and volunteer hours.



## Organizational Chart



## Staffing

	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
Position Title	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Director	.65	23	.65	23	.60	23	.60	23	.60	23	.60	23
Administrative Assistant III	.75	15	.75	15	.70	15	.70	15	.70	15	.70	15
Administrative Assistant II	--	--	1	14	1	14	1	14	1	14	1	14
Data Entry Clerk	.33	1	.33	1	-	-	-	-	-	-	-	-
Janitor	.35	6	.35	6	.35	3	.35	3	.35	6	.35	6
Temporary Maintenance Assistant	.06	T1	-	T1	-	T1	-	T1	-	T1	-	T1
Cook	1	6	1	6	1	8	1	8	1	8	1	8
Kitchen Assistant	1	2	1	2	1	4	1	6	1	6	1	6
Temporary Kitchen Assistant	.05	T6	.05	T6	.03	T4	.03	T4	.03	T4	.03	T4
Meals Driver (2)	.85	6	.85	6	.85	6	.85	6	.85	6	.85	6
Driver (3)	.70	1	.70	1	1.05	4	1.05	6	1.05	6	1.05	6

## Overtime

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Director	N/A	N/A	N/A	N/A	N/A	N/A
Administrative Assistant III	0	11	12	12	12	12
Activities & Volunteer Coordinator	0	0	0	6	6	0
Data Entry Clerk	N/A	N/A	N/A	N/A	N/A	N/A
Janitor	-	N/A	N/A	N/A	N/A	N/A
Temporary Maintenance Assistant	N/A	N/A	N/A	N/A	N/A	N/A
Cook	0	0	0	0	0	0
Kitchen Assistant	5	8.5	0	0	0	0

## Performance Measures

Fiscal Year	2021	2022	2023	2024	2025*
Congregate Meals	677	7,653	10,925	14,182	11,352
Home Delivered Meals	34,623	27,667	22,549	24,986	25,421
Assisted & Unassisted Rides	135	1,565	2,053	2,975	2,778
Volunteers	13	59	60	62	71
Volunteer Hours	380	2,713	3,561	4,554	5,270
***Activity Participation Units	1,972	17,759	24,129	24,543	23,227**
New Registered Participants	49	54	94	57	65

\*Projected Figures based on year-to-date information.

\*\*Activity Participation Units are single-entry sign-ins to MySeniorCenter

## FY25 Department Goals Evaluation

1. Market and promote a positive, active image of the Kenai Senior Center within the Community by surveying both seniors and the general community regarding their perceptions of the Senior Center.
  - *Partially Achieved and in progress. Joint workplan with Council on Aging Commission for FY26.*
2. Upgrade the Senior Center page on the City website increasing awareness of opportunities via social media.
  - *Partially Achieved. Work in progress.*
3. Obtain certification for the Activity/Volunteer Coordinator through National Association of Activity Professionals, aiming to enhance insights into current and emerging trends related to aging adults.
  - *Achieved (will be completed by June 30, 2025)*
4. Comprehensively updating policies for Home Delivered and Congregate Meal Programs giving a thorough examination of legal aspects, collaboration with stakeholders, and building evaluation framework to gauge the effectiveness of the updated policies.
  - *Not Achieved. Updated goal for FY26.*

## FY26 Department Goals

1. **Enhance the Senior Center Web Page** – Continue to improve the Senior Center section on the City website by updating it with information on activities, volunteer opportunities, and rental details.
2. **Increase Volunteer Engagement** – Recruit and train at least 10 new volunteers and provide quarterly sessions to foster a stronger volunteer base.
3. **Create an Emergency Preparedness and Support Plan** - Develop a comprehensive plan to assist seniors during extreme weather events, power outages, or natural disasters.
4. **Document** 20 department policies and procedures according to the new format for the City of Kenai..

## **Future Considerations**

While the Senior Center Dining Room can accommodate over 200 people, other key spaces have become increasingly limited. The Game Room and Computer Lab frequently reach capacity during meetings and training sessions, while the Craft Room is too small to accommodate additional participants for projects. As the Center continues to grow, exploring options to expand or optimize space should be a priority to better meet the needs of our seniors.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund  
Department:- Senior Citizen Access**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 89,781	\$ 74,317	\$ 92,903	\$ 92,903	\$ 95,552	\$ 2,649	2.85%
0200	Overtime	111	297	318	318	395	77	24.21%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	4,753	2,987	3,969	3,969	4,112	143	3.60%
0400	Medicare	1,336	1,093	1,409	1,409	1,451	42	2.98%
0450	Social Security	595	532	618	618	630	12	1.94%
0500	PERS	20,351	17,924	22,278	22,278	24,302	2,024	9.09%
0600	Unemployment Insurance	-	54	486	486	500	14	2.88%
0700	Workers Compensation	285	252	297	297	386	89	29.97%
0800	Health & Life Insurance	27,730	30,688	29,393	29,393	29,393	-	-
0900	Supplemental Retirement	2,711	1,838	3,378	3,378	3,536	158	4.68%
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 147,653</b>	<b>\$ 129,982</b>	<b>\$ 155,049</b>	<b>\$ 155,049</b>	<b>\$ 160,257</b>	<b>\$ 5,208</b>	<b>3.36%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	243	235	300	300	300	-	-
2022	Operating & Repair Supplies	2,099	1,540	1,900	1,900	4,400	2,500	131.58%
2024	Small Tools/Minor Equipment	1,698	503	435	147	435	-	-
2026	Computer Software	1,059	996	909	909	951	42	4.62%
4531	Professional Services	1,965	2,566	2,600	2,600	2,050	(550)	(21.15%)
4532	Communications	407	446	500	500	470	(30)	(6.00%)
4533	Travel & Transportation	54	175	2,800	2,800	2,800	-	-
4534	Advertising	243	160	200	200	250	50	25.00%
4535	Printing & Binding	1,609	1,082	1,500	1,609	1,600	100	6.67%
4536	Insurance	4,955	4,134	5,400	5,400	5,793	393	7.28%
4537	Utilities	13,787	12,065	14,028	14,028	14,267	239	1.70%
4538	Repair & Maintenance	-	42	50	50	100	50	100.00%
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	2,827	565	2,883	2,883	3,651	768	26.64%
4541	Postage	301	134	200	200	300	100	50.00%
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	46	200	200	200	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b>Total Maint. and Operations</b>	<b>\$ 31,247</b>	<b>\$ 24,689</b>	<b>\$ 33,905</b>	<b>\$ 33,726</b>	<b>\$ 37,567</b>	<b>\$ 3,662</b>	<b>10.80%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	45,466	43,521	44,117	44,117	44,354	237	0.54%
	<b>Total Capital Outlay and Transfers</b>	<b>\$ 45,466</b>	<b>\$ 43,521</b>	<b>\$ 44,117</b>	<b>\$ 44,117</b>	<b>\$ 44,354</b>	<b>\$ 237</b>	<b>0.54%</b>
<b>Department Total:</b>		<b>\$ 224,366</b>	<b>\$ 198,192</b>	<b>\$ 233,071</b>	<b>\$ 232,892</b>	<b>\$ 242,178</b>	<b>\$ 9,107</b>	<b>3.91%</b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund  
Department: - 70 - Senior Citizen Access**

<b>2022 Operating, Repair &amp; Maintenance.</b> Activity supplies, volunteer appreciation supplies and choir music. Capital Improvements/Special Projects: Fireplace/Recep Carpet Replacement \$2,500.	<b>4538 Repair &amp; Maintenance.</b> Fire extinguishers testing.
<b>4531 Professional Services.</b> Exterior flowers installation and maintenance, motion picture licensing, and volunteer screening.	<b>9090 Transfers Out.</b> Central administrative charges from General Fund.
<b>4533 Transportation.</b> NAAP conference and training.	

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund**  
**Department:- Congregate Meals**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 37,207	\$ 55,724	\$ 55,490	\$ 69,015	\$ 69,432	\$ 13,942	25.13%
0200	Overtime	120	58	91	91	91	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	904	1,608	1,864	1,864	2,634	770	41.31%
0400	Medicare	541	801	832	832	1,046	214	25.72%
0450	Social Security	419	459	373	373	368	(5)	(1.34%)
0500	PERS	7,646	13,959	13,268	13,268	18,015	4,747	35.78%
0600	Unemployment Insurance	-	59	288	288	361	73	25.35%
0700	Workers Compensation	505	780	577	577	1,067	490	84.92%
0800	Health & Life Insurance	13,326	23,364	23,638	23,638	30,164	6,526	27.61%
0900	Supplemental Retirement	1,103	1,578	667	667	1,040	373	55.92%
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 61,771</b>	<b>\$ 98,390</b>	<b>\$ 97,088</b>	<b>\$ 110,613</b>	<b>\$ 124,218</b>	<b>\$ 27,130</b>	<b>27.94%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	535	374	550	550	650	100	18.18%
2022	Operating & Repair Supplies	41,693	51,936	33,414	34,310	61,458	28,044	83.93%
2024	Small Tools/Minor Equipment	1,587	984	3,802	4,707	1,100	(2,702)	(71.07%)
2026	Computer Software	903	789	909	909	951	42	4.62%
4531	Professional Services	1,850	1,586	1,750	27,750	2,000	250	14.29%
4532	Communications	311	508	500	500	470	(30)	(6.00%)
4533	Travel & Transportation	671	806	800	1,300	800	-	-
4534	Advertising	178	121	200	200	200	-	-
4535	Printing & Binding	491	381	600	641	700	100	16.67%
4536	Insurance	2,090	3,114	3,564	3,564	4,740	1,176	33.00%
4537	Utilities	6,754	9,127	7,954	7,954	6,428	(1,526)	(19.19%)
4538	Repair & Maintenance	350	579	2,000	2,000	2,320	320	16.00%
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	1,207	241	1,749	1,749	2,850	1,101	62.95%
4541	Postage	225	130	225	225	250	25	11.11%
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	175	253	244	244	244	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 59,020</b>	<b>\$ 70,929</b>	<b>\$ 58,261</b>	<b>\$ 86,603</b>	<b>\$ 85,161</b>	<b>\$ 26,900</b>	<b>46.17%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	9,847	-	-	-	-	-
9090	Transfers Out	19,420	33,473	29,177	29,177	29,334	157	0.54%
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 19,420</b>	<b>\$ 43,320</b>	<b>\$ 29,177</b>	<b>\$ 29,177</b>	<b>\$ 29,334</b>	<b>\$ 157</b>	<b>0.54%</b>
<b>Department Total:</b>		<b>\$ 140,211</b>	<b>\$ 212,639</b>	<b>\$ 184,526</b>	<b>\$ 226,393</b>	<b>\$ 238,713</b>	<b>\$ 54,187</b>	<b>29.37%</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund**  
**Department: - 71 - Congregate Meals**

**2022 Operating & Repair Supplies.** Food and supplies for meal preparation, paper and packaging products, and other miscellaneous supplies. Food and supplies are allocated based on the number of meals served.

**4531 Professional Services.** Outdoor gardening supplies.

**4538 Repair & Maintenance.** Equipment repair and maintenance, including security, fire alarm testing, kitchen fire extinguisher and hood.

**9090 Transfers Out.** Central administrative charges from General Fund.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund**  
**Department:- Home Delivered Meals**

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 148,374	\$ 97,022	\$ 119,893	\$ 119,893	\$ 121,490	\$ 1,597	1.33%
0200	Overtime	480	145	182	182	182	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	3,601	2,952	3,751	3,751	4,599	848	22.61%
0400	Medicare	2,148	1,397	1,797	1,797	1,831	34	1.89%
0450	Social Security	1,668	1,018	1,256	1,256	655	(601)	(47.85%)
0500	PERS	30,970	21,791	26,709	26,709	31,479	4,770	17.86%
0600	Unemployment Insurance	-	55	618	618	631	13	2.10%
0700	Workers Compensation	2,016	1,389	1,441	1,441	1,866	425	29.49%
0800	Health & Life Insurance	53,090	38,293	47,577	47,577	52,694	5,117	10.76%
0900	Supplemental Retirement	4,396	2,693	2,698	2,698	2,849	151	5.60%
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 246,743</b>	<b>\$ 166,755</b>	<b>\$ 205,922</b>	<b>\$ 205,922</b>	<b>\$ 218,276</b>	<b>\$ 12,354</b>	<b>6.00%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	11	100	100	200	100	100.00%
2022	Operating & Repair Supplies	122,748	99,185	130,502	135,002	107,270	(23,232)	(17.80%)
2024	Small Tools/Minor Equipment	191	240	3,302	3,302	600	(2,702)	(81.83%)
2026	Computer Software	950	861	909	909	951	42	4.62%
4531	Professional Services	300	128	400	2,900	300	(100)	(25.00%)
4532	Communications	675	682	500	500	470	(30)	(6.00%)
4533	Travel & Transportation	710	186	500	833	500	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	491	415	600	600	700	100	16.67%
4536	Insurance	8,421	5,198	7,174	7,174	7,753	579	8.07%
4537	Utilities	19,583	13,377	20,101	20,101	19,521	(580)	(2.89%)
4538	Repair & Maintenance	-	-	500	500	-	(500)	(100.00%)
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	4,909	3,096	3,832	3,832	4,979	1,147	29.93%
4541	Postage	200	120	200	200	200	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	175	193	244	361	360	116	47.54%
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 159,353</b>	<b>\$ 123,692</b>	<b>\$ 168,864</b>	<b>\$ 176,314</b>	<b>\$ 143,804</b>	<b>\$ (25,060)</b>	<b>(14.84%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	3,160	-	-	-	-	-
9090	Transfers Out	78,887	54,140	59,141	59,141	59,459	318	0.54%
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 78,887</b>	<b>\$ 57,300</b>	<b>\$ 59,141</b>	<b>\$ 59,141</b>	<b>\$ 59,459</b>	<b>\$ 318</b>	<b>0.54%</b>
<b>Department Total:</b>		<b>\$ 484,983</b>	<b>\$ 347,747</b>	<b>\$ 433,927</b>	<b>\$ 441,377</b>	<b>\$ 421,539</b>	<b>\$ (12,388)</b>	<b>(2.85%)</b>



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund**  
**Department: - 72 - Home Delivered Meals**

<b>2022 Operating &amp; Repair Supplies.</b> Food and supplies for meal preparation, paper and packaging products, and other miscellaneous supplies. Food and supplies are allocated based on the number of meals served.	<b>4531 Professional Services.</b> Background checks.
<b>2024 Small Tools &amp; Minor Equipment.</b> Miscellaneous kitchen equipment and computer replacements.	<b>9090 Transfers Out.</b> Central administrative charges from General Fund.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund**  
**Department:- Transportation**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 50,094	\$ 40,146	\$ 55,215	\$ 55,215	\$ 69,696	\$ 14,481	26.23%
0200	Overtime	167	53	84	84	84	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	359	104	1,805	1,805	1,083	(722)	(40.00%)
0400	Medicare	727	571	829	829	1,028	199	24.00%
0450	Social Security	1,247	1,054	895	895	2,687	1,792	200.22%
0500	PERS	8,209	6,220	10,936	10,936	7,490	(3,446)	(31.51%)
0600	Unemployment Insurance	-	33	285	285	354	69	24.21%
0700	Workers Compensation	897	643	1,104	1,104	1,395	291	26.36%
0800	Health & Life Insurance	7,562	7,684	8,016	8,016	8,016	-	-
0900	Supplemental Retirement	1,225	610	1,202	1,202	171	(1,031)	(85.77%)
<b><u>Total Salaries &amp; Benefits</u></b>		<b>\$ 70,487</b>	<b>\$ 57,118</b>	<b>\$ 80,371</b>	<b>\$ 80,371</b>	<b>\$ 92,004</b>	<b>\$ 11,633</b>	<b>14.47%</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	16	150	150	150	-	-
2022	Operating & Repair Supplies	9,362	6,328	5,000	5,000	5,000	-	-
2024	Small Tools/Minor Equipment	447	230	485	485	485	-	-
2026	Computer Software	874	785	909	909	951	42	4.62%
4531	Professional Services	375	430	1,150	1,150	1,200	50	4.35%
4532	Communications	563	469	500	500	470	(30)	(6.00%)
4533	Travel & Transportation	156	90	100	100	100	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	344	305	650	650	700	50	7.69%
4536	Insurance	2,346	1,963	3,276	3,276	2,520	(756)	(23.08%)
4537	Utilities	5,887	6,731	8,566	8,566	10,822	2,256	26.34%
4538	Repair & Maintenance	-	32	250	250	250	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	1,327	2,379	1,903	1,903	1,588	(315)	(16.55%)
4541	Postage	100	42	100	100	100	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	100	32	-	117	117	117	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b>\$ 21,881</b>	<b>\$ 19,832</b>	<b>\$ 23,039</b>	<b>\$ 23,156</b>	<b>\$ 24,453</b>	<b>\$ 1,414</b>	<b>6.14%</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	21,273	20,549	27,069	27,069	27,215	146	0.54%
<b><u>Total Capital Outlay and Transfers</u></b>		<b>\$ 21,273</b>	<b>\$ 20,549</b>	<b>\$ 27,069</b>	<b>\$ 27,069</b>	<b>\$ 27,215</b>	<b>\$ 146</b>	<b>0.54%</b>
<b>Department Total:</b>		<b>\$ 113,641</b>	<b>\$ 97,499</b>	<b>\$ 130,479</b>	<b>\$ 130,596</b>	<b>\$ 143,672</b>	<b>\$ 13,193</b>	<b>10.11%</b>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund: 019 - Senior Citizens Fund  
Department: - 74 - Transportation

<b>2022 Operating &amp; Repair Supplies.</b> Fuel for vehicles.	<b>9090 Transfers Out.</b> Central administrative charges from General Fund.
<b>4531 Professional Services.</b> Cleaning and detailing for vehicles and driving certifications/memberships.	

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund**  
**Department:- Choice Waiver**

<u>Account Number</u>	<u>Expense Description</u>	<u>FY2024 Actual</u>	<u>Five year Historical Average</u>	<u>Original Budget FY2025</u>	<u>Amended Budget</u>	<u>Proposed FY2026</u>	<u>Increase (Decrease) FY2024 Original</u>	<u>% Change</u>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 18,696	\$ 33,422	\$ 32,345	\$ 32,345	\$ 18,376	\$ (13,969)	(43.19%)
0200	Overtime	61	33	24	24	24	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	454	940	495	495	698	203	41.01%
0400	Medicare	271	480	475	475	277	(198)	(41.68%)
0450	Social Security	211	270	1,190	1,190	217	(973)	(81.76%)
0500	PERS	4,137	8,971	3,524	3,524	4,776	1,252	35.53%
0600	Unemployment Insurance	-	35	165	165	95	(70)	(42.42%)
0700	Workers Compensation	253	464	754	754	282	(472)	(62.60%)
0800	Health & Life Insurance	6,692	14,260	6,276	6,276	7,994	1,718	27.37%
0900	Supplemental Retirement	554	945	47	47	255	208	442.55%
	<b><u>Total Salaries &amp; Benefits</u></b>	<b>\$ 31,329</b>	<b>\$ 59,820</b>	<b>\$ 45,295</b>	<b>\$ 45,295</b>	<b>\$ 32,994</b>	<b>\$ (12,301)</b>	<b>(27.16%)</b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	7	75	75	100	25	33.33%
2022	Operating & Repair Supplies	13,719	25,341	18,107	18,107	17,972	(135)	(0.75%)
2024	Small Tools/Minor Equipment	-	304	3,001	3,001	335	(2,666)	(88.84%)
2026	Computer Software	580	614	909	909	951	42	4.62%
4531	Professional Services	3,770	3,434	4,200	3,849	4,200	-	-
4532	Communications	341	576	500	500	470	(30)	(6.00%)
4533	Travel & Transportation	1,859	393	500	500	500	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	206	314	700	700	700	-	-
4536	Insurance	1,049	1,838	947	947	1,130	183	19.32%
4537	Utilities	4,317	5,942	2,744	2,744	2,893	149	5.43%
4538	Repair & Maintenance	-	25	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	603	2,234	506	506	755	249	49.21%
4541	Postage	200	86	200	200	200	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	175	137	244	361	360	116	47.54%
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b>\$ 26,819</b>	<b>\$ 41,245</b>	<b>\$ 32,633</b>	<b>\$ 32,399</b>	<b>\$ 30,566</b>	<b>\$ (2,067)</b>	<b>(6.33%)</b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	9,754	19,757	7,796	7,796	7,838	42	0.54%
	<b><u>Total Capital Outlay and Transfers</u></b>	<b>\$ 9,754</b>	<b>\$ 19,757</b>	<b>\$ 7,796</b>	<b>\$ 7,796</b>	<b>\$ 7,838</b>	<b>\$ 42</b>	<b>0.54%</b>
<b>Department Total:</b>		<b>\$ 67,902</b>	<b>\$ 120,822</b>	<b>\$ 85,724</b>	<b>\$ 85,490</b>	<b>\$ 71,398</b>	<b>\$ (14,326)</b>	<b>(16.71%)</b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 019 - Senior Citizens Fund**  
**Department: - 75 - Choice Waiver**

<b>2022 Operating &amp; Repair Supplies.</b> Food and supplies for meal preparation, paper and packaging products, and other miscellaneous supplies.	<b>9090 Transfers Out.</b> Central administrative charges from General Fund.
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<b>4531 Professional Services.</b> Contracted billing services and background checks.
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# DEBT SERVICE FUNDS

The City's Debt Service Fund is used to accumulate monies for payment of general obligation bonds issued for construction, improvements, and equipping public facilities throughout the City. The City has the following active debt authorizations.

## 1. LIBRARY EXPANSION BONDS

The voters of the City of Kenai authorized the issuance of \$2,000,000 of general obligation bonds at the City's October 2, 2007 general election for the expansion of the Kenai Library. These bonds were issued on March 11, 2010 in the amount of \$2,000,000 with a term of twenty years. In July 2020 these bonds were advance refundable to reduce the Debt service costs annually for the remaining ten years of the debt. The advance refunding resulted in a cash flow savings of \$132,171 and an economic gain of \$119,680.

## 2. KENAI BLUFF EROSION CONTROL BONDS

The voters of the City of Kenai authorized the issuance of \$2,000,000 of general obligation bonds at the City's October 2, 2007 general election for stabilization of the eroding bluff at the mouth of the Kenai River. To date, the bonds remain unissued as full project funding is yet to be secured.

Pursuant to Section 6-1 of the Kenai Municipal Charter, outstanding general-obligation indebtedness of the "City shall not at any time exceed twenty percent (20%) of the assessed value of real and personal property in the City. The FY2025 debt limit for the City is:

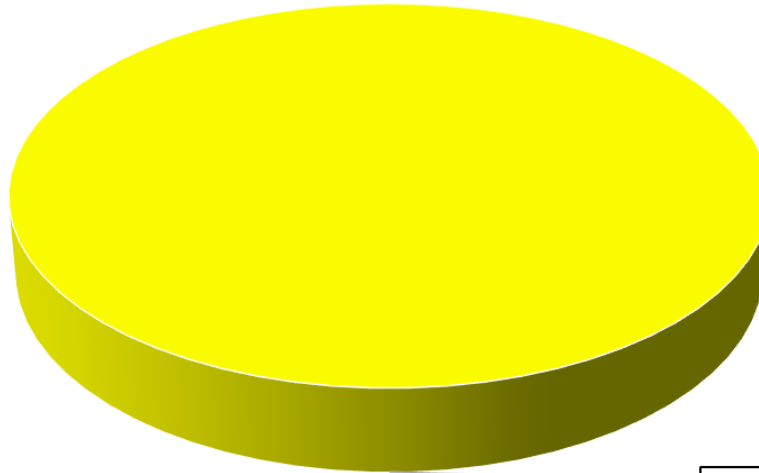
Total Assessed Value	\$1,044,909,988
	<u>X 20%</u>
Maximum Indebtedness	208,981,898
Outstanding Debt, July 1, 2025	<u>565,000</u>
Available Debt Capacity	<u>\$208,416,898</u>





## WHERE THE MONEY COMES FROM – TOTAL OPERATING REVENUE

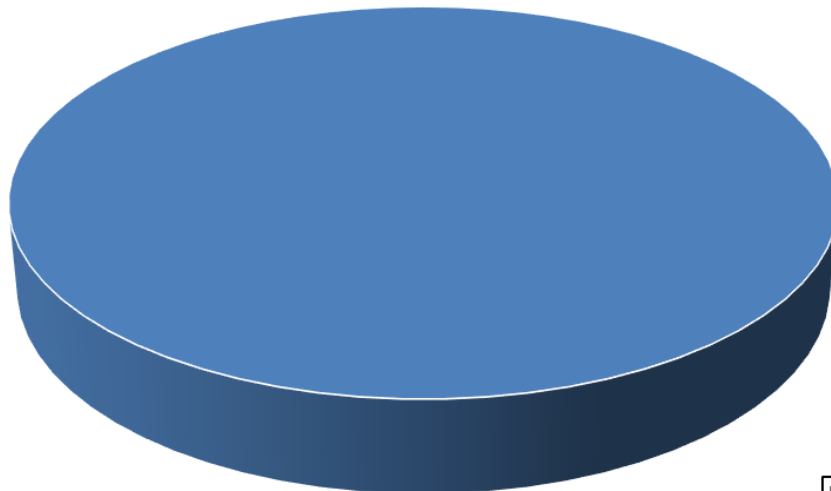
**\$130,625**



Transfers In, \$130,625,  
100.00%

## WHERE THE MONEY GO – TOTAL OPERATING EXPENDITURES

**\$130,625**



Debt Service  
\$130,625  
100.00%

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund 048 - Debt Service**

	<b>Actual FY2023</b>	<b>Actual FY2024</b>	<b>Original Budget FY2025</b>	<b>Projection FY2025</b>	<b>Proposed FY2026</b>
<b>Revenues</b>					
Bond Interest Subsidy		-	-	-	-
Proceeds form debt issuance		-	-	-	-
Payments to refunded bond escrow agent		-	-	-	-
Transfer from General Fund	<u>130,250</u>	<u>130,625</u>	<u>130,750</u>	<u>130,750</u>	<u>130,625</u>
Total Revenue	<u>130,250</u>	<u>130,625</u>	<u>130,750</u>	<u>130,750</u>	<u>130,625</u>
<b>Expenditures</b>					
Parks, Recreation & Culture	<u>129,625</u>	<u>130,625</u>	<u>130,750</u>	<u>130,750</u>	<u>130,625</u>
Contributions To/From Fund Balance	625	-	-	-	-
Beginning Fund Balance	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	<u>\$ 625</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund 048 - Debt Service**

<b>Account Number</b>	<b>Expense Description</b>	<b>FY2024 Actual</b>	<b>Five year Historical Average</b>	<b>Original Budget FY2025</b>	<b>Amended Budget</b>	<b>Proposed FY2026</b>	<b>Increase (Decrease) FY2025 Original</b>	<b>% Change</b>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	-	-	-	-	-	-	-
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	-	-	-	-	-	-	-
0600	Unemployment Insurance	-	-	-	-	-	-	-
0700	Workers Compensation	-	-	-	-	-	-	-
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	-	-	-	-	-	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	-	3,189	-	-	-	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	130,625	377,278	130,750	130,750	130,625	(125)	(0.10%)
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 130,625</u></b>	<b><u>\$ 380,467</u></b>	<b><u>\$ 130,750</u></b>	<b><u>\$ 130,750</u></b>	<b><u>\$ 130,625</u></b>	<b><u>\$ (125)</u></b>	<b><u>(0.10%)</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 130,625</u></b>	<b><u>\$ 380,467</u></b>	<b><u>\$ 130,750</u></b>	<b><u>\$ 130,750</u></b>	<b><u>\$ 130,625</u></b>	<b><u>\$ (125)</u></b>	<b><u>(0.10%)</u></b>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 048 - Debt Service

Summary by Debt Issuance

<u>Issue Date</u>	<u>Amount Issued</u>	<u>Interest Rate</u>	<u>Maturity Dates</u>	<u>Annual Installments</u>	<u>Outstanding 6/30/2025</u>
<b>Library Expansion Refunding Bonds</b>					
3/11/2010	\$2,000,000	2.00 - 6.341	2011 - 2030	\$143,560 - \$178,598	\$ 565,000

## PERMANENT FUNDS

AIRPORT LAND SALES PERMANENT FUND (ALSPF) was established to account for the proceeds of airport land sales, including principal and interest on long-term notes.

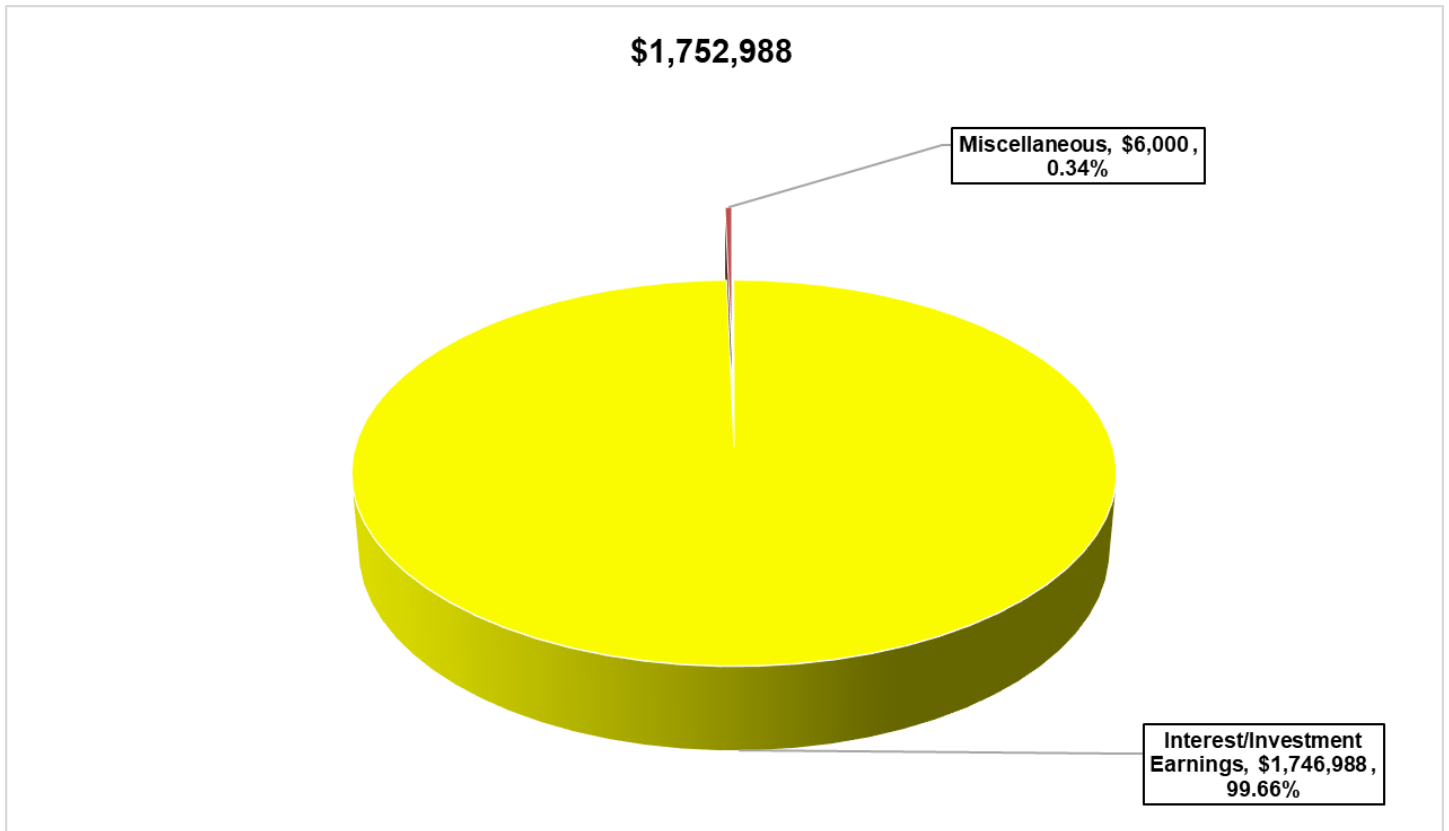
GENERAL GOVERNMENT LAND SALES PERMANENT FUND (GGLSPF) was established to account for the proceeds of general government land sales, including principal and interest on long-term notes. By City Charter, the principal cannot be spent.

A large, stylized logo for Kenai, Alaska. It features a light blue shape on the left, a large red 'K' in the center, and a green shape on the right. Below the logo, the word 'KENAI' is written in large, light green, sans-serif capital letters.

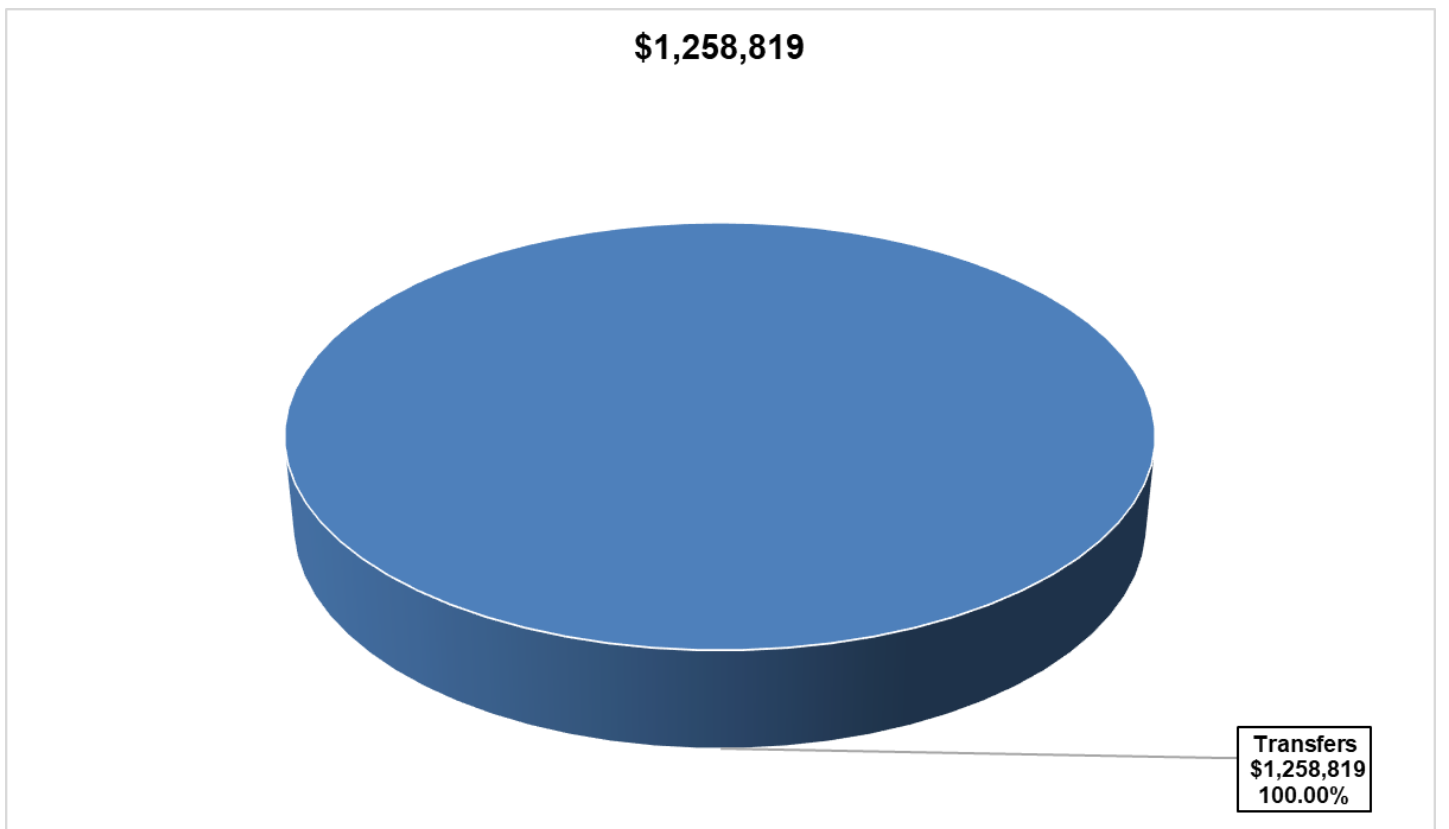
KENAI



## WHERE THE MONEY COMES FROM – TOTAL OPERATING REVENUE



## WHERE THE MONEY GO – TOTAL OPERATING EXPENDITURES



**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Budget Projection  
Land Sales Permanent Funds**

	<u><b>Actual FY2023</b></u>	<u><b>Actual FY2024</b></u>	<u><b>Original Budget FY2025</b></u>	<u><b>FY2025 Projection</b></u>	<u><b>Proposed FY2026</b></u>
<b>FUND 082-52 Airport Land Sales Permanent Fund</b>					
<b>Revenues</b>					
Acct. 36610 Investments Earnings	\$ 1,945,163	\$ 2,787,146	\$ 1,655,560	\$ 1,655,560	\$ 1,549,041
Acct. 36645 Interest on Land Sale Contracts	8,263	6,873	10,000	6,029	6,000
Acct. 33640 Land Sales	<u>9,491</u>	<u>12,361</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	1,962,917	2,806,380	1,665,560	1,661,589	1,555,041
<b>Expenses</b>					
Transfer to Airport Land System Fund	<u>1,065,518</u>	<u>1,065,518</u>	<u>1,090,387</u>	<u>1,090,387</u>	<u>1,099,774</u>
Contributions To/(From) Fund Balance	897,399	1,740,862	575,173	571,202	455,267
Beginning Fund Balance	<u>26,213,430</u>	<u>27,110,829</u>	<u>28,851,691</u>	<u>28,851,691</u>	<u>29,422,893</u>
Ending Fund Balance	<u>\$ 27,110,829</u>	<u>\$ 28,851,691</u>	<u>\$ 29,426,864</u>	<u>\$ 29,422,893</u>	<u>\$ 29,878,160</u>
<b>FUND 081-52 General Land Sales Permanent Fund</b>					
<b>Revenues</b>					
Acct. 36610 Investments Earnings	\$ 246,011	\$ 360,112	\$ 213,926	\$ 233,680	\$ 197,947
Acct. 36645 Interest on Land Sale Contracts	-	-	-	-	-
Acct. 33640 Land Sales	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenue	246,011	360,112	213,926	233,680	197,947
<b>Expenses</b>					
Transfer to General Fund	<u>146,180</u>	<u>146,180</u>	<u>151,278</u>	<u>151,278</u>	<u>159,045</u>
Contributions To/(From) Fund Balance	99,831	213,932	62,648	82,402	38,902
Beginning Fund Balance	<u>3,239,172</u>	<u>3,339,003</u>	<u>3,552,935</u>	<u>3,552,935</u>	<u>3,635,337</u>
Ending Fund Balance	<u>\$ 3,339,003</u>	<u>\$ 3,552,935</u>	<u>\$ 3,615,583</u>	<u>\$ 3,635,337</u>	<u>\$ 3,674,239</u>



# INTERNAL SERVICE FUNDS

Internal Service Funds are established to account for the financing of self-supporting activities of governmental units, which render services to the general government itself. Internal Service Funds are maintained on the accrual basis of accounting. Expenses are controlled through budgetary accounting procedures similar to the governmental fund.

## 1. EMPLOYEE HEALTH CARE FUND

This Fund accounts for employee health care costs. Department within funds are billed for each eligible employee.

## 2. EQUIPMENT REPLACEMENT FUND

The Equipment Replacement Fund accounts for the purchase of equipment to be used by a department of the General Fund with a purchase price of at least \$50,000. Departments are invoiced annually an amount sufficient to accumulate sufficient cash reserves to replace the equipment at the end of its useful life.

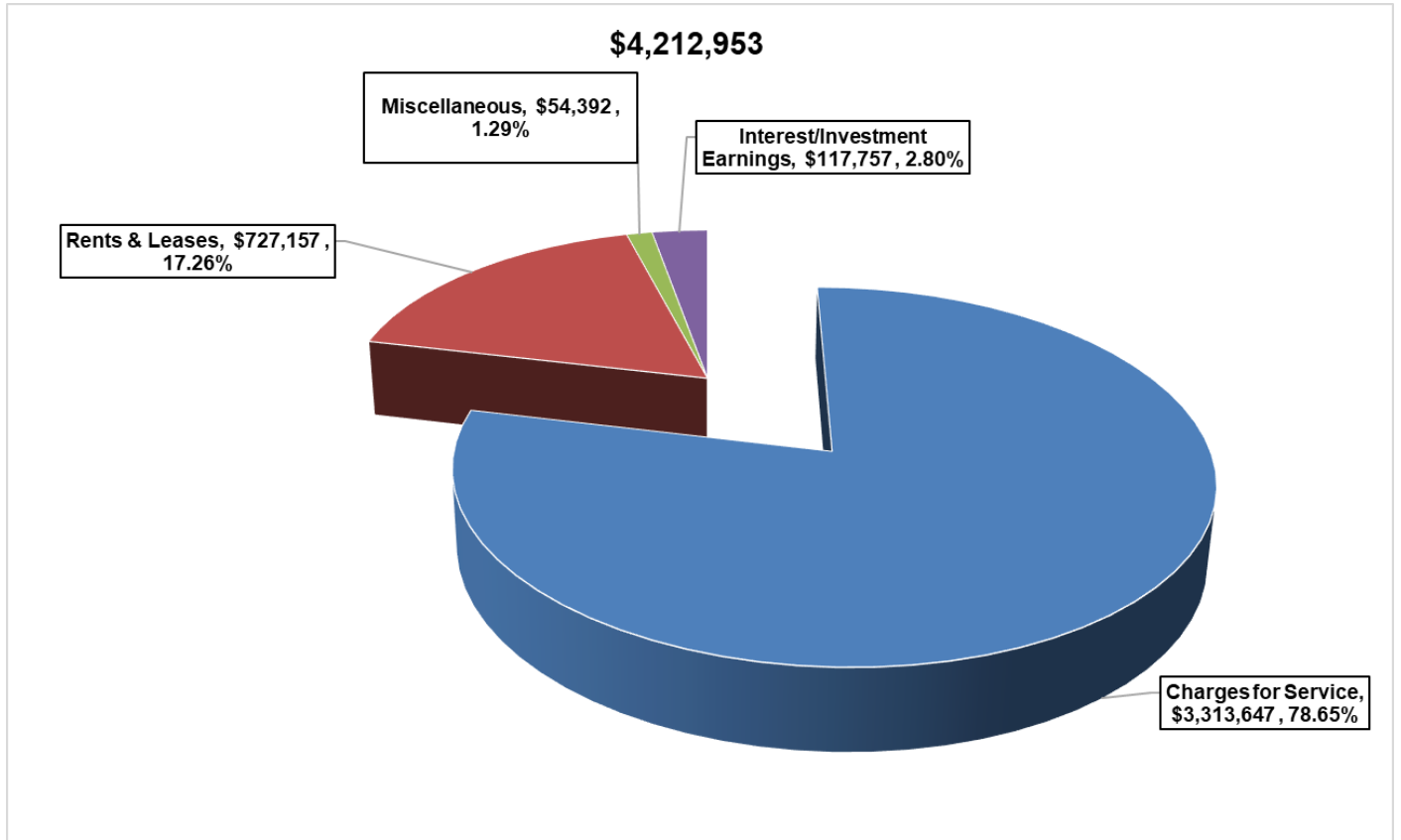
## 3. FLEET REPLACEMENT FUND

The Fleet Replacement Fund accounts for the purchase of General and Senior Citizen Funds vehicles. Departments are invoiced annually an amount sufficient to accumulate sufficient cash reserves to replace the vehicles at the end of their useful life.

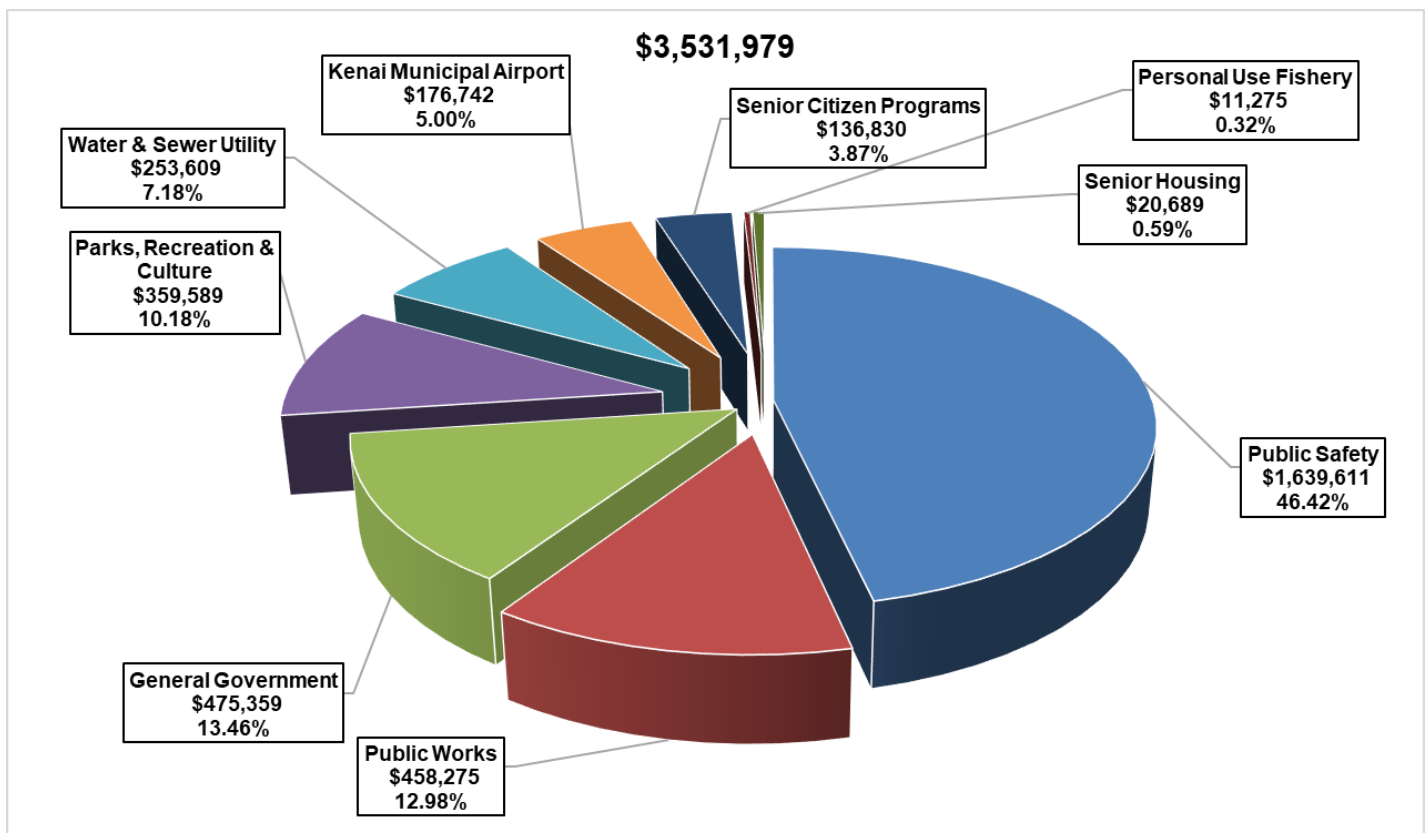
KENAI



## WHERE THE MONEY COMES FROM – TOTAL OPERATING REVENUE



## WHERE THE MONEY GO – TOTAL OPERATING EXPENDITURES



**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 011 - Employee Health Care Fund  
Department: 18 - Health Care Fund Summary**

	<b>Actual FY2023</b>	<b>Actual FY2024</b>	<b>Original Budget FY2025</b>	<b>Projection FY2025</b>	<b>Proposed FY2026</b>
<b>Revenues</b>					
Charge for Services	\$ 3,046,664	\$ 2,640,656	\$ 2,825,839	\$ 2,834,192	\$ 2,966,127
Participant premiums	369,182	357,811	422,878	342,140	347,520
Transfer from Other Funds	-	-	-	-	-
Interest Earnings	27,328	108,361	30,000	6,000	75,000
<b>Total Revenues</b>	<b>3,443,174</b>	<b>3,106,828</b>	<b>3,278,717</b>	<b>3,182,332</b>	<b>3,388,647</b>

<b>Expenses</b>	<b>2,863,721</b>	<b>2,575,276</b>	<b>3,209,541</b>	<b>3,209,541</b>	<b>3,155,044</b>
Net Income (loss)	552,125	531,552	69,176	(27,209)	233,603
Beginning Retained Earnings	1,391,428	1,970,879	2,473,111	2,502,431	2,475,222
Available Retained Earnings	\$ 1,970,879	\$ 2,502,431	\$ 2,542,287	\$ 2,475,222	\$ 2,708,825

	<b>FY2024</b>	<b>FY2025</b>	<b>FY2026</b>	<b>Difference</b>	<b>% Change</b>
<b>Employer cost per position:</b>					
Full-time	\$ 25,209	\$ 26,722	\$ 28,325	\$ 1,603	6.00%
Part-time	12,605	13,361	14,163	802	6.00%

	<b>Jan 1 - Dec 31 FY2023</b>	<b>Jan 1 - Dec 31 2024</b>	<b>July 1- Dec 31 2025</b>	<b>1-Jan-26 Projected* Increase</b>	<b>% Increase</b>
<b>Employee monthly premiums:</b>					
<b>\$3,000/\$6,000 Deductible Plan</b>					
Employee only	162.00	\$ 175.00	\$ 176.00	18.60	10.63%
Employee with child(ren)	296.00	319.00	323.00	36.30	11.38%
Employee with spouse	325.00	350.00	355.00	40.50	11.57%
Employee with family	444.00	479.00	487.00	56.70	11.84%
Part-time employee only	584.00	761.00	766.00	81.60	10.72%
Part-time employee w/Children	1,497.00	1,904.00	1,894.00	179.40	9.42%
Part-time employee w/Spouse	1,723.00	2,148.00	2,144.00	210.40	9.80%
Part-time employee w/Family	2,636.00	3,136.00	3,156.00	335.60	10.70%

\* Assumes a 10% premium increase for health insurance and a 3.00% increase for dental and an employee cost share of 13%.

<b>Employee monthly premiums:</b>					
<b>\$4,000/\$8,000 QHDHP with HSA</b>					
Employee only	N/A	N/A	\$ 157.00	15.70	10.00%
Employee with child(ren)	N/A	N/A	287.00	28.70	10.00%
Employee with spouse	N/A	N/A	316.00	31.60	10.00%
Employee with family	N/A	N/A	436.00	43.60	10.00%
Part-time employee only	N/A	N/A	682.00	68.20	10.00%
Part-time employee w/Children	N/A	N/A	1,683.00	168.30	10.00%
Part-time employee w/Spouse	N/A	N/A	1,909.00	190.90	10.00%
Part-time employee w/Family	N/A	N/A	2,826.00	282.60	10.00%

City of Kenai  
Fiscal Year 2025 Operating Budget

Fund: 011 - Employee Health Care Fund  
Department: 18 - Employee Health Care

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	-	-	-	-	-	-	-
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	-	-	-	-	-	-	-
0600	Unemployment Insurance	-	-	-	-	-	-	-
0700	Workers Compensation	-	-	-	-	-	-	-
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	-	-	10,000	10,000	10,000	-	-
2024	Small Tools/Minor Equipment	-	-	-	-	-	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	56,994	51,883	55,322	55,322	53,612	(1,710)	(3.09%)
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	10,000	10,000	10,000	-	-
4534	Advertising	-	40	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	2,518,282	2,614,388	3,134,219	3,134,219	3,081,432	(52,787)	(1.68%)
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 2,575,276</u></b>	<b><u>\$ 2,666,311</u></b>	<b><u>\$ 3,209,541</u></b>	<b><u>\$ 3,209,541</u></b>	<b><u>\$ 3,155,044</u></b>	<b><u>\$ (54,497)</u></b>	<b><u>(1.70%)</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
	<b>Department Total:</b>	<b><u>\$ 2,575,276</u></b>	<b><u>\$ 2,666,311</u></b>	<b><u>\$ 3,209,541</u></b>	<b><u>\$ 3,209,541</u></b>	<b><u>\$ 3,155,044</u></b>	<b><u>\$ (54,497)</u></b>	<b><u>(1.70%)</u></b>

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 011 - Employee Health Care Fund**  
**Department: 18 - Employee Health Care**

<b>2022 Operating &amp; Repair Supplies.</b> Wellness committee supplies.	<b>4533 Travel &amp; Transportation.</b> Wellness committee training and travel.
<b>4531 Professional Services.</b> Broker services, \$45,000 and HRA/FSA administration charges, \$4,116.	<b>4536 Insurance.</b> Medical, dental and prescription drug coverage, \$2,716,344, HRA employer funding, \$205,920, employee opt out payments, \$47,800, and employer provided life insurance, \$20,784.

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 061 - Equipment Replacement Fund  
Department: 59 - Equipment Replacement Fund Summary**

	<u>Actual FY2023</u>	<u>Actual FY2024</u>	<u>Original Budget FY2025</u>	<u>Projection FY2025</u>	<u>Proposed FY2026</u>
<b>Revenues</b>					
Rents & Leases	\$ 323,938	\$ 416,732	\$ 457,191	\$ 457,191	\$ 34,135
Interest Earnings	25,441	88,525	10,000	10,000	38,923
Other income	-	-	33,456	8,850	554,953
Total Revenues	<u>349,379</u>	<u>505,257</u>	<u>500,647</u>	<u>476,041</u>	<u>628,011</u>
<b>Expenses - Depreciation</b>	<u>205,289</u>	<u>216,745</u>	<u>272,476</u>	<u>272,476</u>	<u>275,211</u>
Net Income (loss)	144,090	288,512	228,171	203,565	352,800
Transfers out	-	-	-	-	-
Total net income (loss) and transfers out	144,090	288,512	228,171	203,565	352,800
Beginning Net Position	<u>3,668,914</u>	<u>3,813,004</u>	<u>4,002,206</u>	<u>4,101,516</u>	<u>4,305,081</u>
Ending Net Position	3,813,004	4,101,516	4,230,377	4,305,081	4,657,881
Invested in Capital Assets	<u>(2,133,505)</u>	<u>(2,138,530)</u>	<u>(1,845,394)</u>	<u>(2,598,315)</u>	<u>(4,259,152)</u>
Unrestricted Net Position	<u>\$ 1,679,499</u>	<u>\$ 1,962,986</u>	<u>\$ 2,384,983</u>	<u>\$ 1,706,766</u>	<u>\$ 398,729</u>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund: 061 - Equipment Replacement Fund  
Department: 59 - Equipment Replacement Fund Summary

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2025	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	-	-	-	-	-	-	-
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	-	-	-	-	-	-	-
0600	Unemployment Insurance	-	-	-	-	-	-	-
0700	Workers Compensation	-	-	-	-	-	-	-
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	-	-	-	-	-	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	-	-	-	-	-	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	(1,178)	(236)	1,500	1,500	1,500	-	-
5045	Depreciation	217,923	200,150	270,976	270,976	273,711	2,735	1.01%
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 216,745</u></b>	<b><u>\$ 199,914</u></b>	<b><u>\$ 272,476</u></b>	<b><u>\$ 272,476</u></b>	<b><u>\$ 275,211</u></b>	<b><u>\$ 2,735</u></b>	<b><u>1.00%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	-	80,000	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 80,000</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 216,745</u></b>	<b><u>\$ 279,914</u></b>	<b><u>\$ 272,476</u></b>	<b><u>\$ 272,476</u></b>	<b><u>\$ 275,211</u></b>	<b><u>\$ 2,735</u></b>	<b><u>1.00%</u></b>



City of Kenai  
Fiscal Year 2026 Operating Budget

Fund: 061 - Equipment Replacement Fund  
Department: 59 - Equipment Replacement Fund Summary

<b>5045 Depreciation.</b> The allocation of the cost of equipment over its useful life.
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City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 061 - Equipment Replacement Fund  
Department: 59 - Equipment Replacement

Item	Vehicle	Dept.	Year Acquired	Current Useful Life	Estimated Replacement Year	Description	Current Equip. Original Cost	2023	2024	2025	2026
1	Safeboat	Fire	2015	20	2035	25' Safeboat	125,000	\$ 8,169	\$ 8,169	\$ 6,643	\$ 9,464
2	ST17	Streets	2016	25	2041	Water Truck	160,000	8,969	8,969	6,982	10,745
3	E2	Fire	2020	30	2050	Pumper, Engine 3	574,825	28,723	28,723	21,447	35,559
4	Server	Non-Dept	2025	5	2030	Datacenter Replacement	180,618	30,820	37,988	29,697	33,512
5	ST30	Streets	2019	20	2039	Street Sweeper	289,571	18,925	18,925	15,389	21,924
6	ST32	Streets	2023	25	2048	160 Motor Grader with Wing & Plow	319,948	-	-	13,961	21,487
7	FR7	Fire	2024	10	2034	Ambulance	259,889	-	-	24,734	31,685
8	ST23	Streets	2018	30	2048	Sander Truck	233,542	11,670	11,670	8,714	14,447
10	ST45	Streets	2018	30	2048	Sander Truck	225,466	11,266	11,266	8,412	13,947
11	ST51	Streets	2022	25	N/A	160H Motor Grader with Wing & Plow	215,000	17,935	17,935	-	-
12	FT1	Fire	1993	32	2026	Hurricane Aerial	521,627	26,081	63,266	49,601	88,436
13	ST55	Streets	2009	15	2026	MT-6 4x4 Articulating Snow Blower	177,000	14,351	14,351	15,386	30,083
14	E3	Fire	1995	30	2027	Hurricane Tanker, Engine 4	251,837	12,584	12,584	9,396	15,376
15	ST25	Streets	2005	20	2026	Aerial Bucket Truck	79,836	5,218	5,218	4,243	13,244
16	F8R	Fire	2024	10	2034	Ambulance	252,870	251	26,118	24,734	30,829
17	PR11	Parks & Rec	2008	20	2029	Ice Conditioner	78,335	5,120	5,120	4,163	5,931
18	ST42	Streets	2003	25	2029	140H Motor Grader with Wing	234,825	13,163	13,163	10,247	15,771
19	ST56	Streets	2013	15	2028	MT-6 4x4 Articulating Snow Blower	139,971	11,349	11,349	9,660	12,701
20	E1	Fire	1999	30	2030	Pumper Engine 2	275,356	13,759	13,759	10,274	17,034
21	F6R	Fire	2016	10	2029	Ambulance	171,894	16,446	16,446	16,446	17,230
22	ST29	Streets	2009	25	2034	Crosswind, IH4300 Sweeoeer	190,200	10,662	10,662	8,300	12,774
23	ST43	Streets	2010	25	2035	L120 Loader	290,000	16,256	16,256	16,256	19,476
26	ST31	Streets	2013	25	2038	120G Motor Grader w/ Wing & Plow	339,740	19,045	19,045	19,045	22,817
27	ST15	Streets	2014	25	2039	L110H Loader	\$ 290,000	16,256	16,256	16,256	19,476
28	Server 2	Non-Dept	2022	10	2032	Network Infrastruture	55,637	6,919	6,919	11,592	14,020
29	Blower	Streets	2024	10	2034	Loader Mounted Snow Blower	\$ 221,347	-	22,574	20,161	26,986
Total							\$ 6,154,334	\$ 323,937	\$ 416,731	\$ 381,741	\$ 554,953
Fire								106,014	169,066	163,276	245,611
Streets								175,065	197,639	173,012	255,879
Non-Dept								37,739	44,907	41,290	47,532
Parks & Rec								5,120	5,120	4,163	5,931
Total								\$ 323,937	\$ 416,731	\$ 381,741	\$ 554,953

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 063 - Fleet Replacement Fund**  
**Department: 59 - Fleet Replacement Fund Summary**

	<u>Actual FY2023</u>	<u>Actual FY2024</u>	<u>Original Budget FY2025</u>	<u>Projection FY2025</u>	<u>Proposed FY2026</u>
<b>Revenues</b>					
Rents & Leases	\$ 152,059	\$ 157,196	\$ 153,990	\$ 153,990	\$ 172,204
Interest Earnings	9,340	27,396	13,791	12,964	8,622
Other income	6,245	-	30,656	6,094	15,469
Total Revenues	<u>167,644</u>	<u>184,592</u>	<u>198,437</u>	<u>173,048</u>	<u>196,295</u>
<b>Expenses - Depreciation</b>	<u>62,268</u>	<u>53,488</u>	<u>93,332</u>	<u>263,803</u>	<u>101,723</u>
Net Income (loss)	105,376	131,104	105,105	(90,755)	94,572
Transfers out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total net income (loss) and transfers out	105,376	131,104	105,105	(90,755)	94,572
Beginning Net Position	<u>866,291</u>	<u>971,667</u>	<u>1,068,565</u>	<u>1,102,771</u>	<u>1,012,016</u>
Ending Net Position	971,667	1,102,771	1,173,670	1,012,016	1,106,588
Invested in Capital Assets	<u>(503,083)</u>	<u>(454,571)</u>	<u>(25,287)</u>	<u>(580,892)</u>	<u>(706,552)</u>
Unrestricted Net Position	<u>\$ 468,584</u>	<u>\$ 648,200</u>	<u>\$ 1,148,383</u>	<u>\$ 431,124</u>	<u>\$ 400,036</u>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund: 063 - Fleet Replacement Fund  
Department: 59 - Fleet Replacement Fund Summary

Account Number	Expense Description	FY2024 Actual	Five year Historical Average	Original Budget FY2024	Amended Budget	Proposed FY2026	Increase (Decrease) FY2025 Original	% Change
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
0200	Overtime	-	-	-	-	-	-	-
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	-	-	-	-	-	-	-
0400	Medicare	-	-	-	-	-	-	-
0450	Social Security	-	-	-	-	-	-	-
0500	PERS	-	-	-	-	-	-	-
0600	Unemployment Insurance	-	-	-	-	-	-	-
0700	Workers Compensation	-	-	-	-	-	-	-
0800	Health & Life Insurance	-	-	-	-	-	-	-
0900	Supplemental Retirement	-	-	-	-	-	-	-
	<b><u>Total Salaries &amp; Benefits</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	-	-	-	-	-	-	-
2022	Operating & Repair Supplies	-	-	-	-	-	-	-
2024	Small Tools/Minor Equipment	-	-	-	-	-	-	-
2026	Computer Software	-	-	-	-	-	-	-
4531	Professional Services	-	-	-	-	-	-	-
4532	Communications	-	-	-	-	-	-	-
4533	Travel & Transportation	-	-	-	-	-	-	-
4534	Advertising	-	-	-	-	-	-	-
4535	Printing & Binding	-	-	-	-	-	-	-
4536	Insurance	-	-	-	-	-	-	-
4537	Utilities	-	-	-	-	-	-	-
4538	Repair & Maintenance	-	-	-	-	-	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	-	-	-	-	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	600	600	600	-	-
5045	Depreciation	53,488	47,904	92,732	92,732	101,123	8,391	9.05%
5047	Grants to Agencies	-	-	-	-	-	-	-
	<b><u>Total Maint. and Operations</u></b>	<b><u>\$ 53,488</u></b>	<b><u>\$ 47,904</u></b>	<b><u>\$ 93,332</u></b>	<b><u>\$ 93,332</u></b>	<b><u>\$ 101,723</u></b>	<b><u>\$ 8,391</u></b>	<b><u>8.99%</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	170,471	-	-	-
9090	Transfers Out	-	-	-	-	-	-	-
	<b><u>Total Capital Outlay and Transfers</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>\$ 170,471</u></b>	<b><u>\$ -</u></b>	<b><u>\$ -</u></b>	<b><u>-</u></b>
<b>Department Total:</b>		<b><u>\$ 53,488</u></b>	<b><u>\$ 47,904</u></b>	<b><u>\$ 93,332</u></b>	<b><u>\$ 263,803</u></b>	<b><u>\$ 101,723</u></b>	<b><u>\$ 8,391</u></b>	<b><u>8.99%</u></b>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund: 063 - Fleet Replacement Fund  
Department: 59 - Fleet Replacement Fund Summary

<b>5045 Depreciation.</b> The allocation of the cost of equipment over its useful life.
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**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund 063 - Fleet Replacement Fund**  
**Department: 59- Fleet Replacement**

Item	Department	Vehicle	Estimated Replacement Year	Description	2024	2025	2026	2027	2028
11	Police	P-35	2025	AWD police cruiser	\$ 5,604	\$ 5,604	\$ 6,599	\$ 6,599	\$ 6,599
12	Police	P-31	2025	AWD police cruiser	5,604	5,604	6,599	6,599	6,599
30	Shop	SH-01	2026	1/2 Ton PU	3,066	3,066	3,066	4,450	4,450
35	Senior Center	SC-02	2026	AWD Vehicle	1,933	1,933	1,933	2,650	2,650
40	Streets	ST-02	2026	1 Ton PU	3,009	3,009	3,009	4,367	4,367
41	Shop	SH-02	2026	1 Ton PU	4,374	4,374	4,374	5,982	5,982
13	Police	P-36	2027	AWD police cruiser	5,604	5,604	5,604	5,604	7,236
17	Police	P-37	2027	AWD police cruiser	5,604	5,604	5,604	5,604	7,236
14	Police	P-38	2028	AWD police cruiser	5,604	5,604	5,604	5,604	5,604
15	Police	P-39	2028	AWD police cruiser	5,604	5,604	5,604	5,604	5,604
32	Animal Control	AC-1	2028	Van	2,121	2,121	4,426	4,426	4,426
36	Senior Center	SC-04	2028	AWD Vehicle	1,933	1,933	3,187	3,187	3,187
4	Police	P-08	2029	1/2 Ton pickup	3,434	3,434	2,646	2,646	2,646
6	Police	P-26	2029	1/2 Ton pickup	3,223	3,223	2,646	2,646	2,646
22	Parks & Rec	PR-002	2029	1 Ton PU	3,179	3,179	5,913	5,913	5,913
24	Fire	F-11	2029	3/4 Ton pickup	3,045	3,045	2,574	2,574	2,574
25	Fire	F-10	2029	3/4 Ton pickup	3,045	3,045	2,574	2,574	2,574
31	Animal Control	AC-3	2029	1/2 Ton pickup	3,187	3,187	3,729	3,729	3,729
27	Fire	F-12	2030	3/4 Ton pickup	3,008	3,008	2,695	2,695	2,695
29	Streets	ST-03	2030	1 Ton PU	3,009	3,009	6,207	6,207	6,207
20	Parks & Rec	PR-007	2031	1/2 Ton pickup	3,570	3,570	3,294	3,294	3,294
5	Police	P-xx	2032	1/2 Ton pickup	4,350	3,463	3,294	3,294	3,294
1	Police	P-17	2033	AWD police cruiser	6,312	5,922	6,789	6,789	6,789
7	Police	P-18	2033	AWD police cruiser	3,942	5,922	6,789	6,789	6,789
8	Police	P-19	2033	AWD police cruiser	5,604	6,244	6,789	6,789	6,789
10	Police	P-20	2033	AWD police cruiser	7,963	3,838	6,789	6,789	6,789
16	Police	P-11	2033	AWD police cruiser	4,678	7,188	5,121	5,121	5,121
37	Senior Center	SC-08	2033	AWD Vehicle	1,933	1,933	1,933	1,933	1,933
33	Senior Center	SC-05	2034	15 Passenger Van	2,537	2,537	3,385	3,385	3,385
34	Senior Center	SC-06	2034	15 Passenger Van	2,537	3,385	3,385	3,385	3,385
9	Police	P-32	2035	AWD police cruiser	5,604	5,604	6,599	6,599	6,599
2	Police	P-03	2037	1/2 Ton pickup	4,350	1,450	3,729	3,729	3,729
18	Parks & Rec	PR-003	2037	1/2 Ton pickup	3,500	3,500	2,646	2,646	2,646
19	Parks & Rec	BF-01	2037	1/2 Ton pickup	3,500	3,500	2,646	2,646	2,646
23	Parks & Rec	PR-006	2037	3/4 Ton pickup	2,891	2,891	2,574	2,574	2,574
28	Streets	ST-01	2037	3/4 Ton pickup	2,891	2,891	2,574	2,574	2,574
3	Police	P-xx	2039	1/2 Ton pickup	4,350	3,463	3,294	3,294	3,294
26	Fire	P-11	2039	3/4 Ton pickup	2,671	4,862	5,917	5,917	5,917
21	Parks & Rec	PR-009	2040	1/2 Ton pickup	3,570	3,570	3,294	3,294	3,294
38	Buildings	BI-2	2044	15 Passenger Van	2,813	2,813	3,385	3,385	3,385
39	Buildings	BI-3	2044	15 Passenger Van	2,651	2,651	3,385	3,385	3,385
Total					<u>\$ 157,407</u>	<u>\$ 156,387</u>	<u>\$ 172,204</u>	<u>\$ 177,271</u>	<u>\$ 180,535</u>
Police					\$ 87,434	\$ 83,375	\$ 90,099	\$ 90,099	\$ 93,363
Parks & Rec					20,210	20,210	20,367	20,367	20,367
Fire					11,769	13,960	13,760	13,760	13,760
Streets					8,909	8,909	11,790	13,148	13,148
Shop					7,440	7,440	7,440	10,432	10,432
Animal Control					5,308	5,308	8,155	8,155	8,155
Senior Center					10,873	11,721	13,823	14,540	14,540
Buildings					<u>5,464</u>	<u>5,464</u>	<u>6,770</u>	<u>6,770</u>	<u>6,770</u>
					<u>\$ 157,407</u>	<u>\$ 156,387</u>	<u>\$ 172,204</u>	<u>\$ 177,271</u>	<u>\$ 180,535</u>

# ENTERPRISE FUNDS

Enterprise Funds are established to account for the financing of self-supporting activities of governmental units, which render services to general public on a user charge basis. Enterprise Funds are maintained on the accrual basis of accounting. Expenses are controlled through budgetary accounting procedures similar to the governmental fund.

## 1. CONGREGATE HOUSING FUND

This Fund consists of a 40-unit senior citizen housing complex located on a bluff overlooking the Kenai River. The significant revenue source is rents.

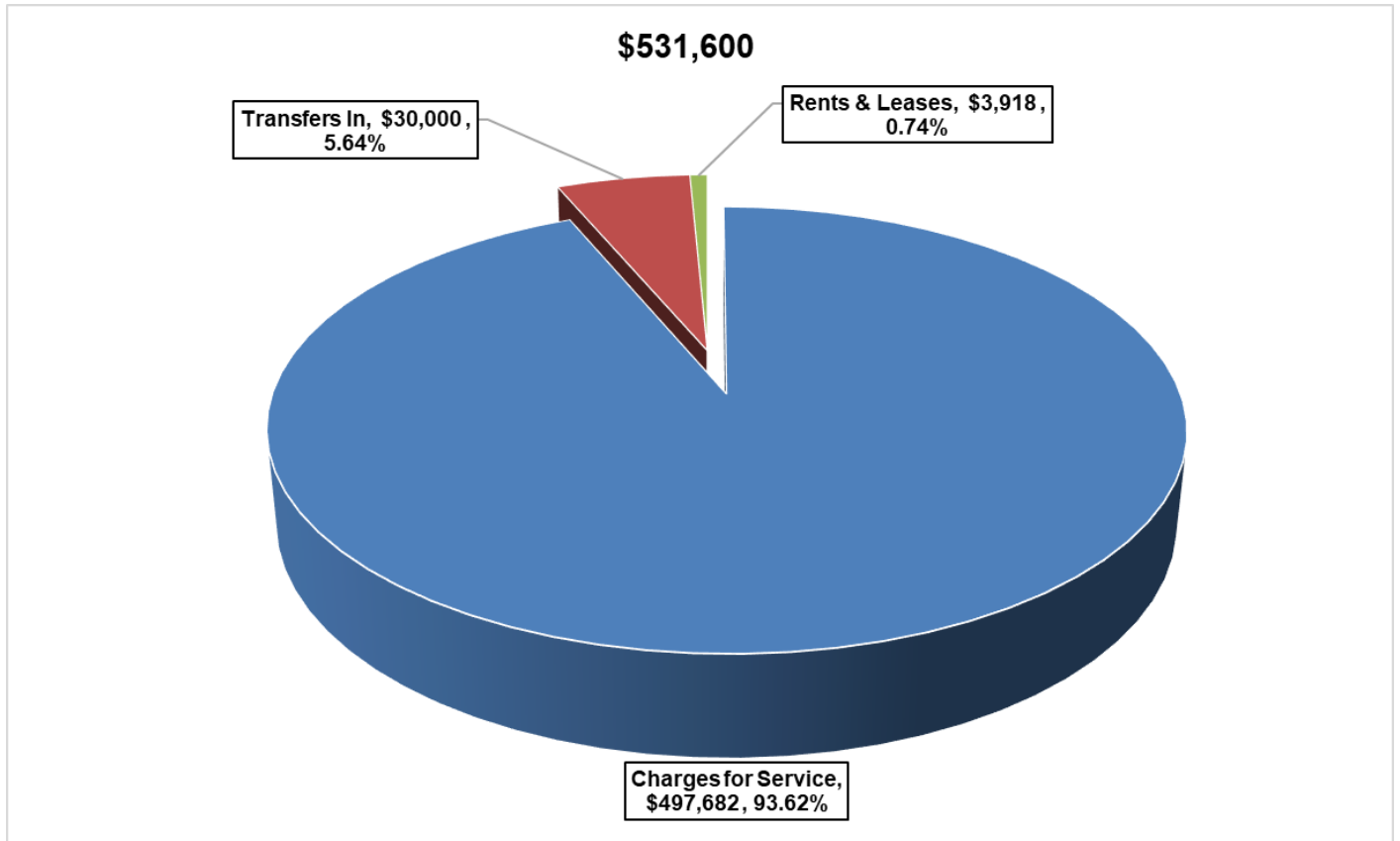


KENAI

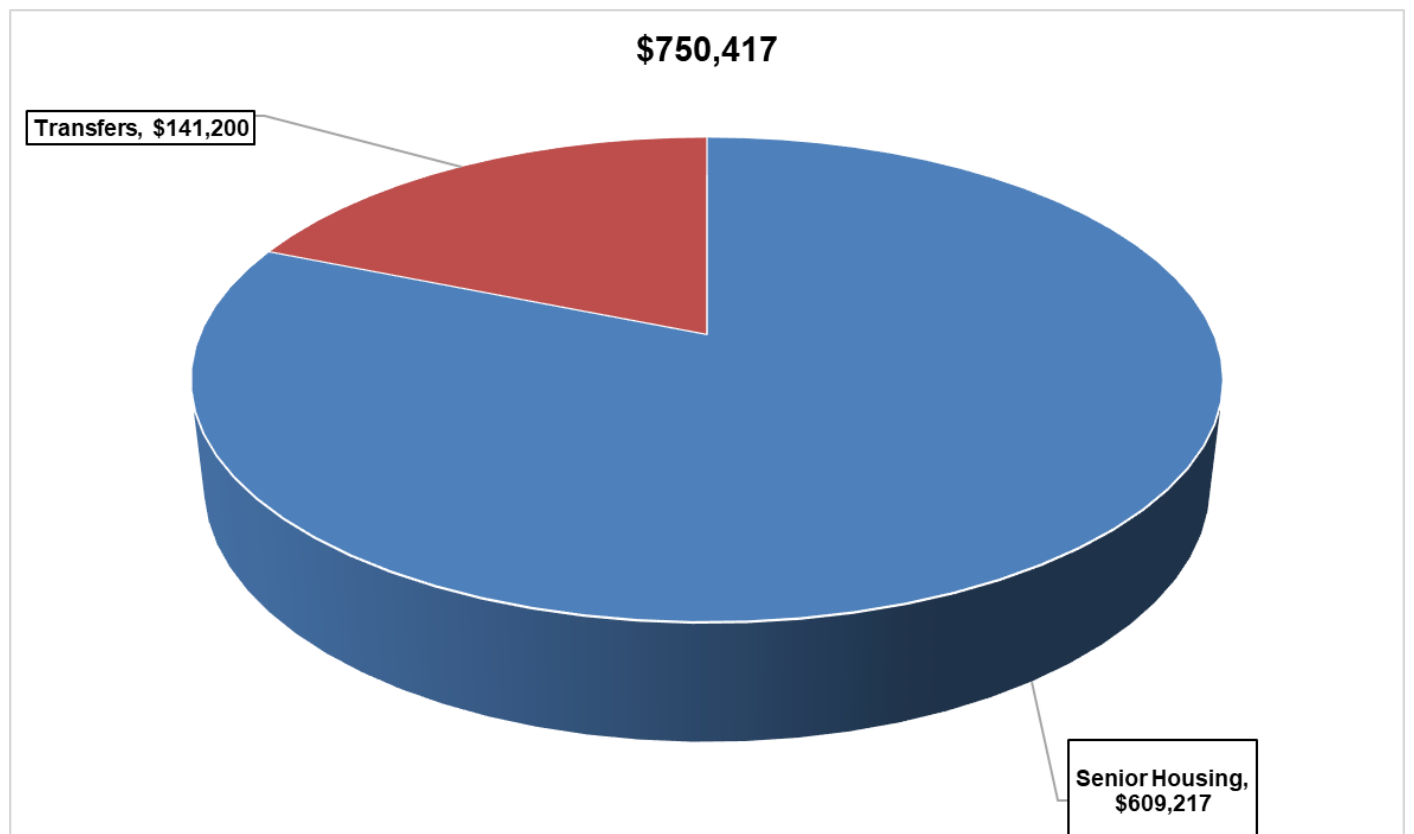




## WHERE THE MONEY COMES FROM – TOTAL OPERATING REVENUE



## WHERE THE MONEY GO – TOTAL OPERATING EXPENDITURES



**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Budget Projection**  
**Fund: 009 - Congregate Housing Fund**

	<u>Actual FY2023</u>	<u>Actual FY2024</u>	<u>Original Budget FY2025</u>	<u>Projection FY2025</u>	<u>Proposed FY2026</u>
<b>Revenues</b>					
PERS Grant	\$ 1,314	\$ 1,688	\$ 2,897	\$ 2,897	\$ 3,918
Rents and Leases	466,139	486,345	477,403	477,403	497,682
Interest on Investments	17,198	52,254	15,000	15,000	30,000
Miscellaneous	502	203	-	-	-
Total Revenues	<u>485,153</u>	<u>540,490</u>	<u>495,300</u>	<u>495,300</u>	<u>531,600</u>
<b>Expenses</b>	<u>510,086</u>	<u>534,126</u>	<u>578,714</u>	<u>583,703</u>	<u>566,417</u>
Net Income (loss)	(24,933)	6,364	(83,414)	(88,403)	(34,817)
Beginning Retained Earnings	923,218	1,013,889	484,058	616,133	240,527
Capital Asset Acquisitions	(24,842)	(544,856)	(215,000)	(427,649)	-
Allocated to Capital Projects	(585,413)	(212,649)	(212,649)	-	(184,000)
Credit for Depreciation	<u>140,446</u>	<u>140,736</u>	<u>140,446</u>	<u>140,446</u>	<u>140,446</u>
Available Retained Earnings	<u>\$ 428,476</u>	<u>\$ 403,484</u>	<u>\$ 113,441</u>	<u>\$ 240,527</u>	<u>\$ 162,156</u>

City of Kenai  
Fiscal Year 2026 Operating Budget

Fund 009 – Congregate Housing Fund  
Department: 62 – Congregate Housing

## Mission

To provide independent seniors with a supportive, community-focused living environment that frees them from the burdens of homeownership while fostering dignity, respect, and meaningful connections with their peers.

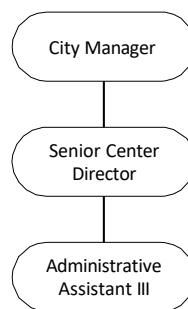
## Functions & Responsibilities

Vintage Pointe Manor offers a welcoming and supportive community where seniors from all walks of life can enjoy their independence while fostering meaningful connections. Residents have the opportunity to share life experiences and embrace their later years in a safe, comfortable, and caring environment.

Conveniently located next to the Kenai Senior Center, Vintage Pointe Manor provides residents with easy and secure access to a variety of activities and services. The building features 40, one and two-bedroom apartments with rental rates ranging from \$XXXX.XX to \$XXXX.XX per month, based on unit size and location. Rent includes gas heat, water, sewer, refuse, internet, and basic television. Each apartment is equipped with a washer/dryer, electric stove, dishwasher, refrigerator, and a small indoor storage area. Residents are responsible for their own electricity and phone services. To qualify, tenants must be **60 years or older** and able to live independently.

A contracted on-site resident manager provides minor maintenance, oversees facility operations, and maintains regular office hours. The **Kenai Senior Center Office** manages overall supervision, including rental agreements, fee collection, purchase orders, and tenant concerns.

## Organizational Chart



## Staffing

Position Title	FY22 Actual		FY23 Actual		FY24 Actual		Projected FY25		Proposed FY26		Projected FY27	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Senior Center Director	.35	23	.35	23	.40	23	.40	23	.40	23	.40	23
Administrative Assistant III	.25	15	.25	15	.30	15	.30	15	.30	15	.30	15
Data Entry Clerk	.02	1	.02	1	-	-	-	-	-	-	-	-

### Average Overtime Per Position (hours)

Position Title	FY22 Actual	FY23 Actual	FY24 Actual	Projected FY25	Proposed FY26	Projected FY27
Senior Center Director	N/A	N/A	N/A	N/A	N/A	N/A
Administrative Assistant III	4	4	4	4	4	4
Data Entry Clerk	-	-	-	-	-	-

### Performance Measures

Fiscal Year	2021	2022	2023	2024	2025
Apartment Turnover	3	4	9	6	*5
Units at Market Rate Rents	17.5%	85%	88%	7%	*30%
Apartment Renovations	N/A	N/A	N/A	N/A	N/A

\*July 1 – April 1

### FY25 Department Goals Evaluation

The following goals support the City of Kenai Comprehensive Plan Goal 1: Promote and encourage quality of life in Kenai:

1. Finalize design plans for kitchen and bath renovations and completion of two apartments.
  - *Not Achieved. Goal is in the works for RFP for the design process.*
2. Develop online marketing for the apartments, including a virtual tour and an online application process.
  - *Achieved. (This will be completed by June 30)*
3. To implement a schedule for replacing antiquated lighting and heating systems, thus reducing energy costs.
  - *Partially Achieved. Boiler was replaced FY25. Lighting to be replaced FY26.*
4. Modernize common areas as funding is available. Carpeting, furniture, and wallpaper are all considerations in this process.
  - *Not Achieved. Continual goal as funds become available.*
5. Restructure the apartment waiting list to ensure that it accurately reflects the needs and intentions of potential residents. Streamlining this list will focus on those individuals who are genuinely ready to move into senior housing within the next 6-12 months if an apartment was offered to them.
  - *Goal achieved. Current waiting list at 132.*

### FY26 Department Goals

1. Issue RFP and award contract for construction phase two apartment remodels.
2. Upgrade hallway and commons areas lighting systems to improve energy efficiency and reduce costs.
3. Continue common areas modernization with the first-floor east hallway and commons areas.

4. Document 10 department policies and procedures according to the new format for the City of Kenai.
5. Initiate the development of a comprehensive long-term maintenance and renovation plan creating a strategic roadmap that identifies priorities for improvements beyond FY26 to ensure long-term sustainability, efficiency, and livability.

### **Future Considerations**

Explore the implementation for smart home technologies – such as voice-activated assistants, smart thermostats, and automated lighting - to enhance safety, comfort, and independence for residents aging in place.

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Fund: 009 - Congregate Housing Fund**  
**Department: 62 - Congregate Housing**

<u>Account Number</u>	<u>Expense Description</u>	<u>FY2024 Actual</u>	<u>Five year Historical Average</u>	<u>Original Budget FY2025</u>	<u>Amended Budget</u>	<u>Proposed FY2026</u>	<u>Increase (Decrease) FY2025 Original</u>	<u>% Change</u>
<b><u>Salaries and Benefits</u></b>								
0100	Salaries	\$ 59,335	\$ 48,116	\$ 60,590	\$ 60,590	\$ 63,581	\$ 2,991	4.94%
0200	Overtime	333	249	168	168	209	41	24.36%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	(1,380)	962	2,553	2,553	2,707	154	6.03%
0400	Medicare	837	671	917	917	964	47	5.13%
0450	Social Security	(2)	37	-	-	-	-	-
0500	PERS	14,408	13,075	16,258	16,258	18,072	1,814	11.16%
0600	Unemployment Insurance	-	37	316	316	332	16	5.06%
0700	Workers Compensation	120	107	145	145	139	(6)	(4.14%)
0800	Health & Life Insurance	17,647	15,874	18,705	18,705	18,705	-	-
0900	Supplemental Retirement	1,970	1,122	1,368	1,368	1,411	43	3.14%
<b><u>Total Salaries &amp; Benefits</u></b>		<b><u>\$ 93,268</u></b>	<b><u>\$ 80,250</u></b>	<b><u>\$ 101,020</u></b>	<b><u>\$ 101,020</u></b>	<b><u>\$ 106,120</u></b>	<b><u>\$ 5,100</u></b>	<b><u>5.05%</u></b>
<b><u>Maintenance and Operations</u></b>								
2021	Office Supplies	85	120	250	250	250	-	-
2022	Operating & Repair Supplies	1,677	1,843	21,100	21,100	11,100	(10,000)	(47.39%)
2024	Small Tools/Minor Equipment	12,902	12,101	12,135	12,135	12,300	165	1.36%
2026	Computer Software	802	552	1,189	1,189	1,231	42	3.53%
4531	Professional Services	109,443	94,564	106,304	106,304	100,500	(5,804)	(5.46%)
4532	Communications	3,682	2,169	3,365	3,365	5,981	2,616	77.74%
4533	Travel & Transportation	144	129	-	-	-	-	-
4534	Advertising	-	38	-	-	-	-	-
4535	Printing & Binding	639	450	500	639	500	-	-
4536	Insurance	22,833	16,789	27,008	27,008	26,012	(996)	(3.69%)
4537	Utilities	77,835	81,009	83,397	83,397	84,677	1,280	1.53%
4538	Repair & Maintenance	29,477	33,653	35,100	39,951	36,000	900	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	-	-	-
4541	Postage	-	44	100	100	100	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	-	-	-	-	-	-
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	140,736	140,504	140,446	140,446	140,446	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
<b><u>Total Maint. and Operations</u></b>		<b><u>\$ 400,255</u></b>	<b><u>\$ 383,965</u></b>	<b><u>\$ 430,894</u></b>	<b><u>\$ 435,883</u></b>	<b><u>\$ 419,097</u></b>	<b><u>\$ (11,797)</u></b>	<b><u>(2.74%)</u></b>
<b><u>Capital Outlay &amp; Transfers</u></b>								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	8,000	8,000	84,000	76,000	950.00%
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	190,600	170,960	253,800	253,800	141,200	(112,600)	(44.37%)
<b><u>Total Capital Outlay and Transfers</u></b>		<b><u>\$ 190,600</u></b>	<b><u>\$ 170,960</u></b>	<b><u>\$ 261,800</u></b>	<b><u>\$ 261,800</u></b>	<b><u>\$ 225,200</u></b>	<b><u>\$ (36,600)</u></b>	<b><u>(13.98%)</u></b>
<b><u>Department Total:</u></b>		<b><u>\$ 684,123</u></b>	<b><u>\$ 635,175</u></b>	<b><u>\$ 793,714</u></b>	<b><u>\$ 798,703</u></b>	<b><u>\$ 750,417</u></b>	<b><u>\$ (43,297)</u></b>	<b><u>(5.45%)</u></b>

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Fund: 009 - Congregate Housing Fund  
Department: 62 - Congregate Housing**

**2022 Operating, Repair & Maintenance.** Outdoor plants and supplies. Capital Improvements/Special Projects: Furniture \$5,000, Solarium Cabinet \$4,500.

**2024 Small Tools/Minor Equipment.** For the purchase of 3 washer/dryer stack combos, 3 stoves, 3 refrigerators, 4 garbage disposals, first aid kit & refills and computer replacements.

**4531 Professional Services.** Facility management services, snow removal and sanding of parking area, and landscaping.

**4538 Repair and Maintenance.** Includes blinds/drapery, carpet cleaning, elevator maintenance, monitoring of fire alarm, plumbing and electrical repairs, painting of apartments on move out, window and gutter cleaning, seasonal maintenance of outdoor sprinklers, and AED warranty/maintenance.

**8062 Buildings.** Capital Improvement/Special Projects: Lighting hallways and stairways \$40,000, Flooring Replacement \$14,000, Paint, First floor hallways/commons \$30,000.

**9090 Transfers Out.** Central administrative charges from General Fund, \$41,200 and transfer to capital projects, \$100,000.

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# MAJOR AND CAPITAL PROJECT FUNDS

The following section provides a description of the FY2026 City of Kenai Major and Capital Project Budgets.

The Major and Capital Program (MCP) represents the City's plan for major projects, infrastructure, and equipment funding. The MCP is reviewed each year to reflect changing priorities and to provide a framework for identifying project requirements, as well as monitor the impact of projects on operating budgets and for project scheduling and coordination.

The complete City of Kenai Capital Improvement Plan for Fiscal Years 2026-2030 can be viewed at:

[https://www.kenai.city/sites/default/files/fileattachments/public\\_works/page/5666/capital\\_improvement\\_plan\\_2026-2030\\_final.20.25\\_0.pdf](https://www.kenai.city/sites/default/files/fileattachments/public_works/page/5666/capital_improvement_plan_2026-2030_final.20.25_0.pdf)

## DEFINITION OF A CAPITAL PROJECT

A capital project is in excess of \$35,000 and has a useful life exceeding one year. Major maintenance projects on existing assets are included in the MCP provided they meet the preceding conditions.

## DEFINITION OF A MAJOR PROJECT

A major project is in excess of \$35,000 and does not result in construction, purchase or betterment of an existing asset. An example of a major project would be a comprehensive or master plan.

## SOURCES OF FUNDING

A MCP has no means of generating revenue. Projects on the MCP receive funding from the operating funds, transfers from other funds and from grants.

## PRIORITIZATION

The City Manager evaluates, modifies and reviews tentative project requests submitted by Department Heads before submitting to the City Council for their review and approval as part of the budget process. Items considered in the prioritization of projects include but are not limited to regulatory compliance, public safety, employee safety, and community goals. Requests are also considered based upon available funding and long-term plans.

In total, this budget includes \$29,364,920 in projects for FY2026. \$26,465,000 of the requests are contingent upon grants and will be appropriated and authorized at the time grants are received. The remaining amount is funded with \$609,820 in transfers from the associated operating funds and \$2,290,100 from fund balance in the Capital Projects Funds. Remaining pages of this section provide a detailed description of adopted projects.



**City of Kenai**  
**Capital Budget Revenue, Expenditure and Fund Balance Summary**  
**Fiscal Years 2026 Through 2030**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues:						
Grants	\$ 3,211,329	\$ 34,060,201	\$ 39,741,100	\$ 2,950,000	\$ 7,330,000	\$ 30,274,400
Transfer from Other Fund:						
General Fund	808,013	1,995,000	1,465,000	560,000	1,220,000	500,000
Airport Special Revenue Fund	43,237	1,265,100	1,746,000	100,000	400,000	1,965,000
Water & Sewer Special Revenue Fund	652,389	500,000	1,590,000	1,575,000	660,000	950,000
Congregate Housing Enterprise Fund	215,000	100,000	100,000	100,000	-	-
Total Revenues	4,929,968	37,920,301	44,642,100	5,285,000	9,610,000	33,689,400
Expenditures:						
General Government	-	734,782	800,000	-	-	-
Parks, Recreation & Culture	228,437	1,238,636	1,675,000	225,000	3,850,000	500,000
Senior Citizen Programs	-	138,000	40,000	35,000	-	-
Public Works	3,159,851	11,662,298	590,000	1,650,000	1,800,000	-
Public Safety	409,192	172,570	-	-	-	-
Senior Housing	32,649	495,000	100,000	100,000	-	-
Kenai Municipal Airport	3,815,017	29,783,869	37,687,100	100,000	900,000	31,439,400
Water & Sewer Utility	409,988	3,293,254	3,750,000	3,175,000	3,060,000	1,750,000
Total Expenditures	8,055,134	47,518,409	44,642,100	5,285,000	9,610,000	33,689,400
Transfer to Other Funds						
General Fund	-	-	-	-	-	-
Airport Special Revenue Fund	185,331	-	-	-	-	-
Total Transfer to other Funds	185,331	-	-	-	-	-
Total Expenditures and transfers	8,240,465	47,518,409	44,642,100	5,285,000	9,610,000	33,689,400
Contribution to/(From) Fund Balance	(3,310,497)	(9,598,108)	-	-	-	-
Beginning Fund Balance	10,731,021	9,598,108	0	0	0	0
Ending Fund Balance	7,420,524	-	-	-	-	-
Assigned Fund Balance						
Park Improvement Capital Project Fund	300,406	-	-	-	-	-
Cemetery Improvement Capital Project Fund	269,149	-	-	-	-	-
Kenai Recreation Center Improvement Capital Project Fund	92,633	-	-	-	-	-
Kenai Senior Center Improvement Capital Project Fund	138,000	-	-	-	-	-
Personal Use Fishery Improvement Capital Project Fund	121,467	-	-	-	-	-
Kenai Public Safety Improvement Capital Project Fund	172,570	-	-	-	-	-
Congregate Housing Improvement Capital Project Fund	395,000	-	-	-	-	-
Kenai Multipurpose Facility Capital Project Fund	167,665	-	-	-	-	-
Library Improvement Capital Project Fund	81,296	-	-	-	-	-
Kenai City Hall Improvement Capital Project Fund	259,782	-	-	-	-	-
Airport Operations Facility Improvement Capital Project Fund	376,542	-	-	-	-	-
Airport Snow Removal Equipment Capital Project Fund	1,782,500	-	-	-	-	-
Airport Terminal Capital Project Fund	175,866	-	-	-	-	-
Airport Improvement Capital Project Fund	1,068,861	-	-	-	-	-
Water \$ Sewer Improvement Capital Project Fund	2,046,295	-	-	-	-	-
Wastewater Treatment Improvement Capital Project Fund	746,959	-	-	-	-	-
Trail Construction Improvement Capital Project Fund	36,600	-	-	-	-	-
Municipal Roadway Improvement Capital Project Fund	1,317,097	-	-	-	-	-
Municipal Facility Improvement Capital Project Fund	49,420	-	-	-	-	-
Total Assigned Fund Balance	9,598,108					
Unassigned Fund Balance:						
Total Unassigned Fund Balance	-	-	-	-	-	-
Total Assigned & Unassigned Fund Balance	\$ 9,598,108	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Kenai  
Capital Budget Expenditure Summary  
of Current and Future Year Authorizations  
Fiscal Years 2026 Through 2030**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Prior Year's Authorizations						
General Government						
Kenai City Hall Improvement Capital Project Fund	\$ -	\$ 259,782	\$ -	\$ -	\$ -	\$ -
Parks, Recreation & Culture:						
Park Improvement Capital Project Fund	105,245	300,406	-	-	-	-
Cemetery Improvement Capital Project Fund	19,488	269,149	-	-	-	-
Kenai Recreation Center Capital Project Fund	103,035	92,633	-	-	-	-
Personal Use Fishery Improvement Capital Project Fund	453	121,467	-	-	-	-
Municipal Facility Improvement Capital Project Fund	-	49,420	-	-	-	-
Kenai Multipurpose Facility Capital Project Fund	216	167,665	-	-	-	-
Library Improvement Capital Project Fund	-	81,296	-	-	-	-
Trail Construction Capital Project Fund	-	36,600	-	-	-	-
Public Works:						
Kenai Bluff Erosion Capital Project Fund	2,399,857	6,435,920	-	-	-	-
Municipal Roadway Improvements Capital Project Fund	759,994	1,626,378	-	-	-	-
Municipal Facility Improvement Capital Project Fund	-	49,420	-	-	-	-
Public Safety:						
Kenai Public Safety Improvement Capital Project Fund	409,192	172,570	-	-	-	-
Senior Housing -						
Congregate Housing Improvement Capital Project Fund	32,649	395,000	-	-	-	-
Senior Citizen Programs -						
Kenai Senior Center Improvement Capital Project Fund	-	138,000	-	-	-	-
Kenai Municipal Airport						
Airport Operations Facility Capital Project Fund	739,629	376,542	-	-	-	-
Airport Snow Removal Equipment Capital Project Fund	1,179,884	1,782,500	-	-	-	-
Airport Terminal Improvement Capital Project Fund	109,629	175,866	-	-	-	-
Airport Improvement Capital Project Fund	1,785,875	1,068,861	-	-	-	-
Water & Sewer Utility						
Water & Sewer Improvement Capital Project Fund	249,662	2,046,295	-	-	-	-
Wastewater Treatment Facility Imp. Capital Project Fund	160,326	746,959	-	-	-	-
Total Prior Year's Authorizations	<u>8,055,134</u>	<u>16,392,729</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations:						
General Government						
Kenai City Hall Improvement Capital Project Fund	-	75,000	800,000	-	-	-
FAA Flight Service Station Capital Project Fund	-	400,000	-	-	-	-
Parks, Recreation & Culture:						
Playground Improvement Capital Project Fund	-	-	1,635,000	-	-	-
Park Improvement Capital Project Fund	-	120,000	-	150,000	3,000,000	-
Cemetery Improvements Capital Project Fund	-	-	-	-	-	-
Kenai Recreation Center Capital Project Fund	-	-	40,000	-	-	-
Kenai Multipurpose Facility Capital Project Fund	-	-	-	75,000	850,000	500,000
Library Improvement Capital Project Fund	-	-	-	-	-	-
Senior Citizen Programs -						
Kenai Senior Center Improvement Capital Project Fund	-	-	40,000	35,000	-	-
Public Works:						
Municipal Roadway Improvements Capital Project Fund	-	3,600,000	590,000	1,650,000	1,500,000	-
Municipal Facility Improvements Capital Project Fund	-	-	-	-	300,000	-
Senior Housing -						
Congregate Housing Improvement Capital Project Fund	-	100,000	100,000	100,000	-	-
Kenai Municipal Airport						
Airport Operations Facility Capital Project Fund	-	-	-	100,000	900,000	-
Airport Improvement Capital Project Fund	-	26,380,100	37,687,100	-	-	31,439,400
Water & Sewer Utility						
Water & Sewer Improvement Capital Project Fund	-	400,000	1,750,000	2,950,000	1,060,000	750,000
Waste Water Treatment Plant Capital Project Fund	-	100,000	2,000,000	225,000	2,000,000	1,000,000
Total Current & Future Year Authorizations	<u>-</u>	<u>31,175,100</u>	<u>44,642,100</u>	<u>5,285,000</u>	<u>9,610,000</u>	<u>33,689,400</u>
Total Expenditures	<u>\$ 8,055,134</u>	<u>\$ 47,567,829</u>	<u>\$ 44,642,100</u>	<u>\$ 5,285,000</u>	<u>\$ 9,610,000</u>	<u>\$ 33,689,400</u>

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 106 - Playground Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues -						
Grants	\$ -	\$ -	\$ 1,000,000	\$ -	\$ -	\$ -
Restitution	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Transfer from General Fund	-	-	635,000	-	-	-
Transfer from Airport Fund	-	-	-	-	-	-
Transfer from Water & Sewer Fund	-	-	-	-	-	-
Transfer from Personal Use Fishery Fund	-	-	-	-	-	-
Transfer From Congregate Housing Fund	-	-	-	-	-	-
Total Revenues	-	-	1,635,000	-	-	-
Expenditures -						
Current & Future Year Authorizations:						
Old Town play equipment replacement	-	-	1,635,000	-	-	-
Total Expenditures	-	-	1,635,000	-	-	-
Contribution to/(From) Fund Balance	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Assigned -	-	-	-	-	-	-
Unassigned Fund Balance	-	-	-	-	-	-

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 116 - Park Improvement Capital Project Fund**

	<u><b>FY2025 Projected</b></u>	<u><b>FY2026 Proposed</b></u>	<u><b>FY2027 Projected</b></u>	<u><b>FY2028 Projected</b></u>	<u><b>FY2029 Projected</b></u>	<u><b>FY2030 Projected</b></u>
Revenues:						
Grants	\$ 10,651	\$ -	\$ -	\$ -	\$ 2,400,000	\$ -
Restitution	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Transfer from General Fund	144,625	120,000	-	150,000	600,000	-
Total Revenues	<u>155,276</u>	<u>120,000</u>	<u>-</u>	<u>150,000</u>	<u>3,000,000</u>	<u>-</u>
Expenditures:						
Prior Year's Authorizations -						
Park Area Hazardous Tree Removal	-	50,000	-	-	-	-
Municipal Park Shelter #3	5,000	70,000	-	-	-	-
Parks & Rec Master Plan	69,957	43	-	-	-	-
Tractor Replacement	-	80,000	-	-	-	-
Softball field shelter/dugout replacement	19,637	100,363	-	-	-	-
Slash Disposal Site	10,651	-	-	-	-	-
Total Prior Year's Authorizations	<u>105,245</u>	<u>300,406</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations:						
Tractor Replacement	-	70,000	-	-	-	-
Relocation Parks & Rec - Design	-	-	-	150,000	-	-
Relocation Parks & Rec - Construct	-	-	-	-	3,000,000	-
Beaver Creek Replace Pavilion	-	50,000	-	-	-	-
Total Current & Future Year Authorizations	<u>-</u>	<u>120,000</u>	<u>-</u>	<u>150,000</u>	<u>3,000,000</u>	<u>-</u>
Total Expenditures	<u>105,245</u>	<u>420,406</u>	<u>-</u>	<u>150,000</u>	<u>3,000,000</u>	<u>-</u>
Contribution to/(From) Fund Balance	50,031	(300,406)	-	-	-	-
Beginning Fund Balance	<u>250,375</u>	<u>300,406</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	300,406	-	-	-	-	-
Assigned -						
Parks & Rec Master Plan	(43)	-	-	-	-	-
Park Area Hazardous Tree Removal	(50,000)	-	-	-	-	-
Municipal Park Shelter #3	(70,000)	-	-	-	-	-
Tractor Replacement	(80,000)	-	-	-	-	-
Softball field shelter/dugout replacement	<u>(100,363)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unassigned Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

## TRACTOR REPLACEMENT

Department: Parks & Recreation  
 Total Project Cost: \$70,000  
 Project Phased: No  
 Project Type: Equipment  
 Funding Source(s): General Fund  
 Potential Grant Identified: None  
 Operating Budget Impact: No Effect



YEAR:	2026	2027	2028	2029	2030
COST:	\$70,000				

Details: This project will replace aging equipment with new equipment. A tractor and various attachments, including a wide area mower deck and snow removal components, are anticipated. Price will also include purchase of a trailer to haul equipment around City. Equipment is planned for year-round use.

## BEAVER CREEK PARK REPLACEMENT PAVILION

Department: Parks and Recreation  
 Total Project Cost: \$50,000  
 Project Phased: No  
 Project Type: Parks & Recreation  
 Funding Source(s): General Fund  
 Potential Grant Identified: None  
 Operating Budget Impact: No Effect



YEAR:	2026	2027	2028	2029	2030
COST:	\$50,000				

Details: Construct a new pavilion at Beaver Creek Park located just off the Spur Highway on Parkside Dr. This will be a wood frame structure consistent with other similar structures within the City.

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 118 - Cemetery Improvement Capital Project Fund**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Revenues -						
Transfer from General Fund	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures:						
Prior Year's Authorizations -						
Kenai Cemetery Expansion Phase 1	19,488	4,118	-	-	-	-
Kenai Cemetery Expansion Phase 2		240,031				
Kenai Cemetery Veteran Columbarium	<u>-</u>	<u>25,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Prior Year's Authorizations	<u>19,488</u>	<u>269,149</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures - Current & Future Year Authorizations -						
Kenai Cemetery Veteran Columbarium	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>19,488</u>	<u>269,149</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contribution to/(From) Fund Balance	5,512	(269,149)	-	-	-	-
Beginning Fund Balance	<u>263,637</u>	<u>269,149</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	269,149	-	-	-	-	-
Assigned -						
Kenai Cemetery Expansion Phase 1	(4,118)					
Kenai Cemetery Expansion Phase 2	(240,031)					
Kenai Cemetery Veteran Columbarium	<u>(25,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 119 - Kenai Recreation Center Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues -						
Grants	\$ 98,224	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer from General Fund	-	-	40,000	-	-	-
Total Revenues	<u>98,224</u>	<u>-</u>	<u>40,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures:						
Prior Year's Authorizations:						
Rec Center Improvements	4,811	17,633	-	-	-	-
Rec Center Floor Refinishing	<u>98,224</u>	<u>75,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Prior Year's Authorizations	<u>103,035</u>	<u>92,633</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations				-		
Gymnasium Drop Curtain Addition	-	-	40,000	-	-	-
Repair and refinish Rec Center Gym Floor	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Current & Future Year Authorizations	<u>-</u>	<u>-</u>	<u>40,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>103,035</u>	<u>92,633</u>	<u>40,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfer to - General Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Transfers	<u>103,035</u>	<u>92,633</u>	<u>40,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contribution to/(From) Fund Balance	(4,811)	(92,633)	-	-	-	-
Beginning Fund Balance	<u>97,444</u>	<u>92,633</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	92,633	-	-	-	-	-
Assigned:						
Rec Center Improvements	(17,633)					
Rec Center Floor Refinishing	<u>(75,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unassigned Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 120 - Kenai Senior Center Improvement Capital Project Fund**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Revenues:						
Transfer from General Fund	\$ 50,000	\$ -	\$ 40,000	\$ 35,000	\$ -	\$ -
Total Revenues	50,000	-	40,000	35,000	-	-
Expenditures:						
Prior Year Authorizations -						
HVAC and DDC Controls	-	48,000	-	-	-	-
Canopy Roof Repair	-	50,000	-	-	-	-
Front entry modifications	-	40,000	-	-	-	-
Total Prior Year Authorizations	-	138,000	-	-	-	-
Current & Future Year Authorizations -						
Landscaping Phase I	-	-	40,000	-	-	-
Landscaping Phase II	-	-	-	35,000	-	-
Canopy Roof Repair	-	-	-	-	-	-
Total Current & Future Year Authorizations	-	-	40,000	35,000	-	-
Total Expenditures	-	138,000	40,000	35,000	-	-
Transfer to Other Funds	-	-	-	-	-	-
Total Expenditures and Transfers	-	138,000	40,000	35,000	-	-
Contribution to/(From) Fund Balance	50,000	(138,000)	-	-	-	-
Beginning Fund Balance	88,000	138,000	-	-	-	-
Ending Fund Balance	138,000	-	-	-	-	-
Assigned:						
HVAC and DDC Controls	(48,000)	-	-	-	-	-
Canopy Roof Repair	(50,000)	-	-	-	-	-
Front entry modifications	(40,000)	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 129 - Kenai Bluff Erosion Improvement Capital Project Fund**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Revenues:						
Grants	\$ 172,435	\$ 6,435,920	\$ -	\$ -	\$ -	\$ -
Total Revenues	172,435	6,435,920	-	-	-	-
Expenditures:						
Prior Year's Authorizations - Kenai Bluff Stabilization Project	2,399,857	6,435,920	-	-	-	-
Total Expenditures	2,399,857	6,435,920	-	-	-	-
Contribution to/(From) Fund Balance	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Ending Fund Balance Assigned -	-	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 130 - Personal Use Fishery Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues:						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	-	-	-	-	-	-
Expenditures:						
Prior Year's Authorizations -						
Float replacement	453	121,467	-	-	-	-
Current & Future Year Authorizations -						
Float replacement	-	-	-	-	-	-
Boat ramp concrete repairs	-	-	-	-	-	-
Total Current & Future Year Authorizations	-	-	-	-	-	-
Total Expenditures	453	121,467	-	-	-	-
Contribution to/(From) Fund Balance	(453)	(121,467)	-	-	-	-
Beginning Fund Balance	121,920	121,467	-	-	-	-
Ending Fund Balance	121,467	-	-	-	-	-
Assigned -						
Float replacement	(121,467)	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Kenai  
Fiscal Year 2026

Capital Budget

Fund 133 - Animal Control Improvement Capital Project Fund

	<u>FY2025</u> <u>Projected</u>	<u>FY2026</u> <u>Proposed</u>	<u>FY2027</u> <u>Projected</u>	<u>FY2028</u> <u>Projected</u>	<u>FY2029</u> <u>Projected</u>	<u>FY2030</u> <u>Projected</u>
Revenues -						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restitution	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Transfer from General Fund	-	-	-	-	-	-
Transfer from Airport Fund	-	-	-	-	-	-
Transfer from Water & Sewer Fund	-	-	-	-	-	-
Transfer from Personal Use Fishery Fund	-	-	-	-	-	-
Transfer From Congregate Housing Fund	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-
Transfers - Transfer to General Fund	-	-	-	-	-	-
Total Expenditures & Transfers	-	-	-	-	-	-
Contribution to/(From) Fund Balance	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Ending Fund Balance- Assigned -	-	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

City of Kenai  
Fiscal Year 2026

Capital Budget

Fund 134 - Kenai City Dock Improvement Capital Project Fund

	<u>FY2025</u> <u>Projected</u>	<u>FY2026</u> <u>Proposed</u>	<u>FY2027</u> <u>Projected</u>	<u>FY2028</u> <u>Projected</u>	<u>FY2029</u> <u>Projected</u>	<u>FY2030</u> <u>Projected</u>
Revenues -						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restitution	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Transfer from General Fund	-	-	-	-	-	-
Transfer from Airport Fund	-	-	-	-	-	-
Transfer from Water & Sewer Fund	-	-	-	-	-	-
Transfer from Personal Use Fishery Fund	-	-	-	-	-	-
Transfer From Congregate Housing Fund	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-
Transfers - Transfer to General Fund	-	-	-	-	-	-
Contribution to/(From) Fund Balance	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Assigned -						
Dock Repair	-	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 135 - Kenai Public Safety Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues:						
Grants	\$ 142,858		\$ -	\$ -	\$ -	\$ -
Transfer from General Fund	150,000	-	-	-	-	-
Total Revenues	<u>292,858</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures:						
Prior Year Authorizations						
Fire Department Community Wildfire Protect	111,358	-	-	-	-	-
Fire Department Flooring Replacement	-	40,000	-	-	-	-
Fire Department Hose Testing Tank Repair	-	60,000	-	-	-	-
Dispatch Radio Replacement	91,872	37,032				
Emergency Service Facility Assessment	174,462	35,538	-	-	-	-
Police in-car camera replacement	-	-	-	-	-	-
Cyber Security Assessment	31,500	-	-	-	-	-
Total Prior Year Authorizations	<u>409,192</u>	<u>172,570</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations -						
Emergency Service Facility Imp. Design	-	-	-	-	-	-
	-	-	-	-	-	-
Total Current & Future Year Authorizations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>409,192</u>	<u>172,570</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contribution to/(From) Fund Balance	(116,334)	(172,570)	-	-	-	-
Beginning Fund Balance	<u>288,904</u>	<u>172,570</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	172,570	-	-	-	-	-
Assigned -						
Fire Department Community Wildfire Protection	-	-	-	-	-	-
Fire Department Flooring Replacement	(40,000)	-	-	-	-	-
Fire Department Hose Testing Tank Repair	(60,000)					
Dispatch Radio Replacement	(37,032)					
Emergency Service Facility Assessment	<u>(35,538)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 136 - Flight Service Station Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues -						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restitution	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Transfer from General Fund	-	400,000	-	-	-	-
Transfer from Airport Fund	-	-	-	-	-	-
Transfer from Water & Sewer Fund	-	-	-	-	-	-
Transfer from Personal Use Fishery Fund	-	-	-	-	-	-
Transfer From Congregate Housing Fund	-	-	-	-	-	-
Total Revenues	-	400,000	-	-	-	-
Expenditures -						
Prior Year Authorizations -	-	-	-	-	-	-
Total Prior Year Authorizations	-	-	-	-	-	-
Current & Future Year Authorizations -						
Flight Service Station RTU replacement	-	400,000	-	-	-	-
Total Current & Future Year Authorizations	-	400,000	-	-	-	-
Total Expenditures	-	400,000	-	-	-	-
Contribution to/(From) Fund Balance	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Assigned -	-	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -



**FLIGHT SERVICES RTU REPLACEMENTS**

Department: Public Works  
Total Project Cost: \$400,000  
Project Phased: No  
Project Type: Building Improvement  
Funding Source(s): General Fund  
Potential Grant Identified: None  
Operating Budget Impact: Decrease



YEAR:	2026	2027	2028	2029	2030
COST:	\$400,000				

Details: This is a planned replacement project for air handling units reaching the end of their useful life. This work will provide for the efficient and reliable function of HVAC systems at the facility currently leased by the Federal Aviation Administration (FAA).

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 209 - Congregate Housing Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues -						
Transfer From Congregate Housing Fund	\$ 215,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ -	\$ -
Total Revenues	215,000	100,000	100,000	100,000	-	-
Expenditures:						
Prior Year's Authorizations:						
Boiler Replacement Project	32,649	-	-	-	-	-
Elevator major maintenance		50,000				
Floors 2 & 3 hallway carpet		55,000				
Exterior door replacement		60,000				
Apartment kitchen and bathroom remodel	-	230,000	-	-	-	-
Total Prior Year's Authorizations	32,649	395,000	-	-	-	-
Current & Future Year Authorizations						
Apartment kitchen and bathroom remodel	-	-	100,000	100,000	-	-
Elevator Maintenance	-	100,000	-	-	-	-
Total Current & Future Year Authorizations	-	100,000	100,000	100,000	-	-
Total Expenditures	32,649	495,000	100,000	100,000	-	-
Contribution to/(From) Fund Balance	182,351	(395,000)	-	-	-	-
Beginning Fund Balance	212,649	395,000	-	-	-	-
Ending Fund Balance	395,000	-	-	-	-	-
Assigned:						
Elevator major maintenance	(50,000)	-	-	-	-	-
Floors 2 & 3 hallway carpet	(55,000)					
Exterior door replacement	(60,000)					
Apartment kitchen and bathroom remodel	(230,000)	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## ELEVATOR MAINTENANCE

Department: Senior Center

Total Project Cost: \$100,000

Project Phased: No

Project Type: Building Improvement

Funding Source(s): Congregate Housing Fund

Potential Grant Identified: None

Operating Budget Impact: No Effect



YEAR:	2026	2027	2028	2029	2030
COST:	\$100,000				

Details: These funds will supplement previously appropriated elevator maintenance funds to complete a modernization of the elevator.

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 217 - Kenai Multipurpose Facil Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues -						
Grants	\$ -	\$ -	\$ -	\$ -	\$ 680,000	\$ -
Transfer from General Fund	-	-	-	75,000	170,000	500,000
Total Revenues	-	-	-	75,000	850,000	500,000
Expenditures:						
Prior Year Authorizations:						
Lighting Upgrade	108	99,892	-	-	-	-
Exhaust fan installation	108	67,773	-	-	-	-
Rust remediation	-	-	-	-	-	-
Total Prior Year Authorizations	216	167,665	-	-	-	-
Current & Future Year Authorizations:						
Multi-Purpose Facility Roof - Design	-	-	-	75,000	-	-
Multi-Purpose Facility Roof - Construct	-	-	-	-	850,000	-
Multi-Purpose Facility Refrigeration System	-	-	-	-	-	500,000
Total Current & Future Year Authorizations	-	-	-	75,000	850,000	500,000
Total Expenditures	216	167,665	-	75,000	850,000	500,000
Contribution to/(From) Fund Balance	(216)	(167,665)	-	-	-	-
Beginning Fund Balance	167,881	167,665	-	-	-	-
Ending Fund Balance	167,665	-	-	-	-	-
Assigned:						
Multi-Purpose Facility Lighting	(99,892)	-	-	-	-	-
Exhaust fan installation	(67,773)	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 218 - Library Improvement Capital Project Fund**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Revenues:						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	-	-	-	-	-	-
Expenditures						
Prior Year's Authorizations -						
Sidewalk & Retaining Wall Repairs	-	31,284	-	-	-	-
HVAC DDC Controls	-	50,012	-	-	-	-
Total Prior Year's Authorizations	-	81,296	-	-	-	-
Current & Future Year Authorizations -						
Total Current & Future Year Authorizations	-	-	-	-	-	-
Total Expenditures	-	81,296	-	-	-	-
Contribution to/(From) Fund Balance	-	(81,296)	-	-	-	-
Beginning Fund Balance	81,296	81,296	0	0	0	0
Ending Fund Balance	81,296	0	0	0	0	0
Assigned -						
Sidewalk & Retaining Wall Repairs	(31,284)	-	-	-	-	-
HVAC DDC Controls	(50,012)	-	-	-	-	-
Unassigned Fund Balance	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 227 - Kenai Visitor Center Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues:						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restitution	-	-	-	-	-	-
Donations	-	-	-	-	-	-
Transfer from General Fund	-	-	-	-	-	-
Transfer from Airport Fund	-	-	-	-	-	-
Transfer from Water & Sewer Fund	-	-	-	-	-	-
Transfer from Personal Use Fishery Fund	-	-	-	-	-	-
Transfer From Congregate Housing Fund	-	-	-	-	-	-
Total Revenues	-	-	-	-	-	-
Expenditures:						
Prior Year Authorizations						
Roof Replacement	-	-	-	-	-	-
Total Prior Year Authorizations	-	-	-	-	-	-
Transfers - Transfer to General Fund	-	-	-	-	-	-
Total Expenditures & Transfers	-	-	-	-	-	-
Contribution to/(From) Fund Balance	-	-	-	-	-	-
Beginning Fund Balance	-	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-
Assigned:						
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 228 - Kenai City Hall Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues -						
Grants	\$ -	\$ -	\$ 640,000	\$ -	\$ -	\$ -
Transfer from General Fund	-	75,000	160,000	-	-	-
Total Revenues	-	75,000	800,000	-	-	-
Expenditures:						
Prior Year Authorizations -						
HVAC air handler replacement	-	209,782	-	-	-	-
Elevator major maintenance	-	50,000	-	-	-	-
Total Prior Year Authorizations	-	259,782	-	-	-	-
Current & Future Year Authorizations -						
City Hall Improvements - Design	-	75,000	-	-	-	-
City Hall Improvements - Construct	-	-	800,000	-	-	-
Total Current & Future Year Authorizations	-	75,000	800,000	-	-	-
Total Expenditures	-	334,782	800,000	-	-	-
Contribution to/(From) Fund Balance	-	(259,782)	-	-	-	-
Beginning Fund Balance	259,782	259,782	-	-	-	-
Ending Fund Balance	259,782	-	-	-	-	-
Assigned -						
Elevator major maintenance	(50,000)	-	-	-	-	-
HVAC air handler replacement	(209,782)	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## CITY HALL IMPROVEMENTS

Department: Public Works

Total Project Cost: \$875,000

Project Phased: Yes

Project Type: Building Improvement

Funding Source(s): Grant / General Fund

Potential Grant Identified: State Capital

Project Submission and Federal Grants to be Identified

Operating Budget Impact: Decrease



YEAR:	2026	2027	2028	2029	2030
COST:	\$75,000	\$800,000			

Details: This project will replace the 40+ year-old exterior doors, windows, exterior siding, and mechanical ventilation systems. Remodel of interior portions of the building may also occur as the scope is developed through the design phase.



**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 328 - Airport Operations Facili Improvement Capital Project Fund**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Revenues:						
Grants	\$ 501,831	\$ -	\$ -	\$ -	\$ 500,000	\$ -
Transfer from Airport Fund	-	-	-	100,000	400,000	-
Transfer from Water & Sewer Fund	-	-	-	-	-	-
Transfer from Personal Use Fishery Fund	-	-	-	-	-	-
Transfer From Congregate Housing Fund	-	-	-	-	-	-
Total Revenues	<u>501,831</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>900,000</u>	<u>-</u>
Expenditures:						
Prior Year Authorizations:						
HVAC DDC controls	12,306	61,759	-	-	-	-
Boiler Replacement	727,323	264,783	-	-	-	-
Elevator Major Maintenance	-	50,000	-	-	-	-
Total Prior Year Authorizations	<u>739,629</u>	<u>376,542</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations:						
EA/Design - ARFF Building Roof Replacement	-	-	-	100,000	-	-
Construct - ARFF Building Roof Replacement	-	-	-	-	900,000	-
Total Current & Future Year Authorizations	<u>-</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>900,000</u>	<u>-</u>
Total Expenditures	<u>739,629</u>	<u>376,542</u>	<u>-</u>	<u>100,000</u>	<u>900,000</u>	<u>-</u>
Transfers - Transfer to Airport Fund	-	-	-	-	-	-
Total Expenditures & Transfers	<u>739,629</u>	<u>376,542</u>	<u>-</u>	<u>100,000</u>	<u>900,000</u>	<u>-</u>
Contribution to/(From) Fund Balance	(237,798)	(376,542)	-	-	-	-
Beginning Fund Balance	<u>614,340</u>	<u>376,542</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	376,542	-	-	-	-	-
Assigned:						
HVAC DDC controls	(61,759)	-	-	-	-	-
Boiler Replacement	(264,783)	-	-	-	-	-
Elevator Major Maintenance	(50,000)	-	-	-	-	-
Unassigned Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 332 - Airport Snow Removal Equi Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues:						
Grants	\$ 1,179,884	\$ -	\$ -	\$ -	\$ -	\$ -
Transfer from Airport Fund	-	-	-	-	-	-
Total Revenues	<u>1,179,884</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures:						
Prior Year Authorizations -						
Broom Replacement	-	62,500				
Multi-purpose Broom/Blower Replacement	<u>1,179,884</u>	<u>1,720,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Prior Year Authorizations	<u>1,179,884</u>	<u>1,782,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>1,179,884</u>	<u>1,782,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Transfers - Transfer to Airport Fund	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Transfers	<u>1,179,884</u>	<u>1,782,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contribution to/(From) Fund Balance	-	(1,782,500)	-	-	-	-
Beginning Fund Balance	<u>1,782,500</u>	<u>1,782,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	1,782,500	-	-	-	-	-
Assigned -						
Multi-purpose Broom/Blower Replacement	(1,720,000)	-	-	-	-	-
Broom Replacement	<u>(62,500)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unassigned Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**City of Kenai  
Fiscal Year 2026**

**Capital Budget**

**Fund 335 - Airport Terminal Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues:						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Expenditures:						
Prior Year's Authorizations -						
Terminal landscaping	109,629	866	-	-	-	-
Elevator major maintenance	-	50,000	-	-	-	-
Surveillance cameras/Ops access controls	<u>-</u>	<u>125,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Prior Year's Authorizations	<u>109,629</u>	<u>175,866</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations -						
Terminal road and parking lot improvements	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Current & Future Year Authorizations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures	<u>109,629</u>	<u>175,866</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Contribution to/(From) Fund Balance	(109,629)	(175,866)	-	-	-	-
Beginning Fund Balance	<u>285,495</u>	<u>175,866</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	175,866	-	-	-	-	-
Assigned:						
Terminal landscaping	(866)					
Elevator major maintenance	(50,000)					
Surveillance Cameras/OPS Access Controls	<u>(125,000)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unassigned Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**City of Kenai  
Fiscal Year 2025**

**Capital Budget**

**Fund 342 - Airport Improvement Capital Project Fund**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Revenues:						
Grants	\$ 1,059,027	\$ 25,115,000	\$ 35,941,100	\$ -	\$ -	\$ 29,474,400
Transfer from Airport Fund	<u>43,237</u>	<u>1,265,100</u>	<u>1,746,000</u>	<u>-</u>	<u>-</u>	<u>1,965,000</u>
Total Revenues	<u>1,102,264</u>	<u>26,380,100</u>	<u>37,687,100</u>	<u>-</u>	<u>-</u>	<u>31,439,400</u>
Expenditures:						
Prior Year's Authorizations -						
Airfield sand and equip. storage building	3,037	-	-	-	-	-
Airport Master Plan	729,445	25,086	-	-	-	-
Runway Rehabilitation Project	621,493	91,280	-	-	-	-
Airfield Drainage Improvement Project	341,764	299,230	-	-	-	-
DBE Program Update	2,208	-	-	-	-	-
Airfield Marking Rehabilitaion	54,189	324,846	-	-	-	-
ARFF Vehicle	-	62,500	-	-	-	-
Perimeter Fence	-	247,500	-	-	-	-
Mobile Testing Foam	33,408	-	-	-	-	-
Apron crack seal and seal coating	<u>331</u>	<u>18,419</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Prior Year's Authorizations	<u>1,785,875</u>	<u>1,068,861</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations:						
Airport Master Plan Phase 2	-	-	-	-	-	-
Runway Rehabilitation Project construction	-	25,330,100	-	-	-	-
Perimeter Fence Line Improvements	-	-	-	-	-	-
Taxiway A/B/C/D/E/K/L/M Rehabilitation	-	650,000	19,952,100	-	-	31,439,400
Animal Control Building Roof Replacement	-	400,000	-	-	-	-
EA/Design/Construct Apron & Willow St. Extension	-	-	7,448,000	-	-	-
Float Plane Basin Taxiway	<u>-</u>	<u>-</u>	<u>10,287,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Current & Future Year Authorizations	<u>-</u>	<u>26,380,100</u>	<u>37,687,100</u>	<u>-</u>	<u>-</u>	<u>31,439,400</u>
Total Expenditures	<u>1,785,875</u>	<u>27,448,961</u>	<u>37,687,100</u>	<u>-</u>	<u>-</u>	<u>31,439,400</u>
Transfers -						
Transfer to Airport Fund	<u>185,331</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Tranfers	<u>1,971,206</u>	<u>27,448,961</u>	<u>37,687,100</u>	<u>-</u>	<u>-</u>	<u>31,439,400</u>
Contribution to/(From) Fund Balance	(868,942)	(1,068,861)	-	-	-	-
Beginning Fund Balance	<u>1,937,803</u>	<u>1,068,861</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	1,068,861	-	-	-	-	-
Assigned:						
Airport Master Plan	(25,086)	-	-	-	-	-
Runway Rehabilitation Project	(91,280)	-	-	-	-	-
Airfield Drainage Improvement Project	(299,230)	-	-	-	-	-
Airfield Marking Rehabilitaion	(324,846)	-	-	-	-	-
ARFF Vehicle	(62,500)	-	-	-	-	-
Perimeter Fence	(247,500)	-	-	-	-	-
Apron crack seal and seal coating	<u>(18,419)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

## REHABILITATE RUNWAY 2L/20R - CONSTRUCTION

Department: Airport  
 Total Project Cost: \$25,330,100  
 Project Phased: Yes  
 Project Type: Infrastructure  
 Funding Source(s): Grant / Airport Fund  
 Potential Grant Identified: Federal Aviation  
 Administration  
 Operating Budget Impact: Increase



YEAR:	2026	2027	2028	2029	2030
COST:	\$25,330,100				

Details: This project will rehabilitate Kenai Municipal Airport's primary Runway 2L/20R to current standards. The work will involve milling of the existing runway surface and placement of new asphalt surfaces along the 7,855 lineal feet in length by 150 lineal feet in width runway. Project will be bid to receive full grant funding for construction this fiscal year. The City has forward funded the design effort to date and local funds are anticipated to meet match requirements.

## REHAB TW A/B/C/D/E/K/L/M

Department: Airport  
 Total Project Cost: \$20,602,100  
 Project Phased: Yes  
 Project Type: Infrastructure  
 Funding Source(s): Grant / Airport Fund  
 Potential Grant Identified: Federal Aviation  
 Administration  
 Operating Budget Impact: Increase



YEAR:	2026	2027	2028	2029	2030
COST:	\$650,000	\$19,952,100			

Details: This project will rehabilitate runway taxiways A, B, C, D, E, K, L, and M to current standards. The work will involve milling the existing taxiways and placing new asphalt surfaces, markings, and lighting. HDL Engineering continues to develop design documents in coordination with the Runway Rehab work. These documents will be completed in advance of the 2026 grant season as coordinated with the Federal Aviation Administration. The City has forward-funded the design effort to date.

## ANIMAL CONTROL BUILDING ROOF REPLACEMENT

Department: Airport  
Total Project Cost: \$400,000  
Project Phased: No  
Project Type: Infrastructure  
Funding Source(s): Airport Fund  
Potential Grant Identified: None  
Operating Budget Impact: Increase



YEAR:	2026	2027	2028	2029	2030
COST:	\$400,000				

Details: This project will replace the failing inverted roof membrane assembly on the Animal Control Building with a new EPDM roof system.

**City of Kenai  
Fiscal Year 2025**

**Capital Budget**

**Fund 621 - Water & Sewer Improvement Capital Project Fund**

	<u><b>FY2025 Projected</b></u>	<u><b>FY2026 Proposed</b></u>	<u><b>FY2027 Projected</b></u>	<u><b>FY2028 Projected</b></u>	<u><b>FY2029 Projected</b></u>	<u><b>FY2030 Projected</b></u>
<b>Revenues:</b>						
Grants	\$ -	\$ -	\$ 560,000	\$ 1,600,000	\$ 800,000	\$ -
Transfer from Water & Sewer Fund	552,389	400,000	1,190,000	1,350,000	260,000	750,000
Total Revenues	<u>552,389</u>	<u>400,000</u>	<u>1,750,000</u>	<u>2,950,000</u>	<u>1,060,000</u>	<u>750,000</u>
<b>Expenditures:</b>						
Prior Year's Authorizations:						
Cemetery Creek Culvert	68	-	-	-	-	-
Water & Sewer masterplan and rate study	58,584	8,451	-	-	-	-
SCADA system integration	-	11,216	-	-	-	-
Hydrant mapping & installation Phase I	-	75,000	-	-	-	-
Manhole restoration	-	40,000	-	-	-	-
Lift station maintenance	2,344	859,630	-	-	-	-
Lead service line inventory support services	-	42,000	-	-	-	-
Water Treatment Facility Pump House Design	188,666	1,009,998	-	-	-	-
Total Prior Year's Authorizations	<u>249,662</u>	<u>2,046,295</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations:						
Disinfectant Generation Equipment Design	-	100,000	-	-	-	-
Trading Bay Road Sewer Insulation	-	100,000	-	-	-	-
Airport Res pump house improvements - Design	-	-	200,000	-	-	-
Airport Res pump house improvements - Construct	-	-	-	2,000,000	-	-
Broad Street Lift Station	-	-	600,000	-	-	-
Disinfectant Generation Equipment construction	-	-	500,000	-	-	-
GIS Mapping Improvements	-	100,000	-	-	-	-
Water Main Valve Replacements I	-	-	-	-	-	-
Facility Fencing Improvements	-	100,000	-	-	-	-
Water Main Line Improvements I	-	-	250,000	250,000	-	500,000
Water Meter / Software Equipment	-	-	200,000	-	-	-
Airport Reservoir Tank Exterior Repair - Design	-	-	-	100,000	-	-
Airport Reservoir Tank Exterior Repair	-	-	-	-	1,000,000	-
Florida Ave Water Main - Design	-	-	-	-	60,000	-
Florida Ave Water Main - Construct	-	-	-	-	-	250,000
Vac Truck	-	-	-	600,000	-	-
Total Current & Future Year Authorizations	<u>-</u>	<u>400,000</u>	<u>1,750,000</u>	<u>2,950,000</u>	<u>1,060,000</u>	<u>750,000</u>
 Total Expenditures	 <u>249,662</u>	 <u>2,446,295</u>	 <u>1,750,000</u>	 <u>2,950,000</u>	 <u>1,060,000</u>	 <u>750,000</u>
 Contribution to/(From) Fund Balance	 302,727	 (2,046,295)	 -	 -	 -	 -
 Beginning Fund Balance	 <u>1,743,568</u>	 <u>2,046,295</u>	 <u>-</u>	 <u>-</u>	 <u>-</u>	 <u>-</u>
 Ending Fund Balance	 2,046,295	 -	 -	 -	 -	 -
Assigned:						
Water & Sewer masterplan and rate study	(8,451)	-	-	-	-	-
SCADA system integration	(11,216)	-	-	-	-	-
Hydrant mapping & installation Phase I	(75,000)	-	-	-	-	-
Manhole restoration	(40,000)	-	-	-	-	-
Lift station upgrades	(859,630)	-	-	-	-	-
Lead service line inventory support services	(42,000)	-	-	-	-	-
Water Treatment Facility Pump House Design	<u>(1,009,998)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
 Unassigned Fund Balance	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ -</u>	 <u>\$ -</u>



## DISINFECTANT GENERATION EQUIPMENT

Department: Public Works – Water & Sewer  
Total Project Cost: \$600,000  
Project Phased: No  
Project Type: Equipment  
Funding Source(s): Water & Sewer Fund / Grant  
Potential Grant Identified: State Revolving Fund  
Operating Budget Impact: Decrease



YEAR:	2026	2027	2028	2029	2030
COST:	\$100,000	\$500,000			

Details: This Project will allow the Public Works department to generate our own chlorine disinfectant for use at the water and wastewater plants. This project will result in long-term cost savings over purchasing liquid disinfectant.

## TRADING BAY ROAD SEWER INSULATION

Department: Public Works – Water & Sewer  
Total Project Cost: \$100,000  
Project Phased: No  
Project Type: Infrastructure  
Funding Source(s): Water & Sewer Fund  
Potential Grant Identified: None  
Operating Budget Impact: Decrease



YEAR:	2026	2027	2028	2029	2030
COST:	\$100,000				

Details: Several sewer services on Trading Bay Road have annual freezing issues due to the shallow burial depth. The project will excavate and insulate these service lines within the ROW to reduce the chances of freezing during winter.



## GIS MAPPING IMPROVEMENTS

Department: Public Works – Water & Sewer

Total Project Cost: \$100,000

Project Phased: No

Project Type: Information Technology

Funding Source(s): Water & Sewer Fund

Potential Grant Identified: None

Operating Budget Impact: No Effect



YEAR:	2026	2027	2028	2029	2030
COST:	\$100,000				

Details: This project will update the water and sewer mapping for the utility systems. Funds to be used with a general fund project to update street light and storm sewer mapping.

## WTP & WWTP FENCING IMPROVEMENTS

Department: Public Works – Water & Sewer

Total Project Cost: \$200,000

Project Phased: No

Project Type: Infrastructure

Funding Source(s): Water & Sewer Fund /  
Grant

Potential Grant Identified: SHSP

Operating Budget Impact: No Effect



YEAR:	2026	2027	2028	2029	2030
COST:	\$200,000				

Details: This project will add fencing where needed to secure utility sites and replace damaged fencing at the WWTP. Grant funds are being pursued for this project.

**City of Kenai  
Fiscal Year 2025**

**Capital Budget**

**Fund 625 - Wastewater Treatment Facility Improvement Capital Project Fund**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Revenues:						
Grants	\$ -	\$ -	\$ 1,600,000	\$ -	\$ 1,600,000	\$ 800,000
Transfer from Water & Sewer Fund	100,000	100,000	400,000	225,000	400,000	200,000
Transfer from Personal Use Fishery Fund	-	-	-	-	-	-
Transfer From Congregate Housing Fund	-	-	-	-	-	-
Total Revenues	<u>100,000</u>	<u>100,000</u>	<u>2,000,000</u>	<u>225,000</u>	<u>2,000,000</u>	<u>1,000,000</u>
Expenditures:						
Prior Year's Authorizations:						
Water & Sewer Utility masterplan and rate study	42,636	3,571	-	-	-	-
Sludge Press replacement	11,383	82,413	-	-	-	-
SCADA system integration	-	881	-	-	-	-
Digester blower replacement and building	94,151	354,996	-	-	-	-
Contact basin repairs	-	80,000	-	-	-	-
Clarifier drainage repairs	-	50,000	-	-	-	-
WWTP Ops Bldg Replacement Design	-	100,000	-	-	-	-
Electronic Access Gate & Controls	12,156	75,098	-	-	-	-
Total Prior Year Authorizations	<u>160,326</u>	<u>746,959</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations:						
WWTP Operations Bldg Replacement	-	-	2,000,000	-	-	-
Facility fencing improvements	-	100,000	-	-	-	-
Effluent flow monitoring and automated dosing	-	-	-	225,000	-	-
Replace WWTP Screening System	-	-	-	-	2,000,000	-
Influent pump station construction	-	-	-	-	-	1,000,000
Total Current & Future Year Authorizations	<u>-</u>	<u>100,000</u>	<u>2,000,000</u>	<u>225,000</u>	<u>2,000,000</u>	<u>1,000,000</u>
Total Expenditures	<u>160,326</u>	<u>846,959</u>	<u>2,000,000</u>	<u>225,000</u>	<u>2,000,000</u>	<u>1,000,000</u>
Transfer to Water & Sewer Fund	-	-	-	-	-	-
Total Expenditures & Transfers	<u>160,326</u>	<u>846,959</u>	<u>2,000,000</u>	<u>225,000</u>	<u>2,000,000</u>	<u>1,000,000</u>
Contribution to/(From) Fund Balance	(60,326)	(746,959)	-	-	-	-
Beginning Fund Balance	<u>807,285</u>	<u>746,959</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	746,959	-	-	-	-	-
Assigned:						
Water & Sewer Utility masterplan and rate study	(3,571)	-	-	-	-	-
Sludge Press replacement	(82,413)	-	-	-	-	-
SCADA system integration	(881)	-	-	-	-	-
Digester blower replacement and building	(354,996)	-	-	-	-	-
Contact basin repairs	(80,000)	-	-	-	-	-
Clarifier drainage repairs	(50,000)	-	-	-	-	-
WWTP Ops Bldg Replacement Design	(100,000)	-	-	-	-	-
Electronic Access Gate & Controls	(75,098)	-	-	-	-	-
Unassigned Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

## WTP & WWTP FENCING IMPROVEMENTS

Department: Public Works – Water & Sewer

Total Project Cost: \$200,000

Project Phased: No

Project Type: Infrastructure

Funding Source(s): Water & Sewer Fund /  
Grant

Potential Grant Identified: SHSP

Operating Budget Impact: No Effect



YEAR:	2026	2027	2028	2029	2030
COST:	\$200,000				

Details: This project will add fencing where needed to secure utility sites and replace damaged fencing at the WWTP. Grant funds are being pursued for this project.

**City of Kenai  
Fiscal Year 2025**

**Capital Budget**

**Fund 751 - Trail Construction Improvement Capital Project Fund**

	<b><u>FY2025</u></b> <b><u>Projected</u></b>	<b><u>FY2026</u></b> <b><u>Proposed</u></b>	<b><u>FY2027</u></b> <b><u>Projected</u></b>	<b><u>FY2028</u></b> <b><u>Projected</u></b>	<b><u>FY2029</u></b> <b><u>Projected</u></b>	<b><u>FY2030</u></b> <b><u>Projected</u></b>
Revenues:						
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	-	-	-	-	-	-
Expenditures:						
Prior Year's Authorizations -						
Municipal Park trail construction	-	36,600	-	-	-	-
Total Priore Year Authorizations	-	36,600	-	-	-	-
Current & Future Year Authorizations:						
Total Current & Future Year Authorizations	-	-	-	-	-	-
Total Expenditures	-	36,600	-	-	-	-
Transfers -						
Transfer to Green Strip Fund	-	-	-	-	-	-
Total Expenditures & Tranfers	-	36,600	-	-	-	-
Contribution to/(From) Fund Balance	-	(36,600)	-	-	-	-
Beginning Fund Balance	36,600	36,600	-	-	-	-
Ending Fund Balance	36,600	-	-	-	-	-
Assigned -						
Municipal Park Trail Construction	(36,600)	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Kenai  
Fiscal Year 2025**

**Capital Budget**

**Fund 755 - Municipal Roadway Improvement Capital Project Fund**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Revenues:						
Grants	\$ 46,419	\$ 2,509,281	\$ -	\$ 1,350,000	\$ 1,350,000	\$ -
Transfer from General Fund	438,388	1,400,000	590,000	300,000	150,000	-
Total Revenues	<u>484,807</u>	<u>3,909,281</u>	<u>590,000</u>	<u>1,650,000</u>	<u>1,500,000</u>	<u>-</u>
Expenditures:						
Prior Year's Authorizations:						
Wildwood Drive rehabilitation	710	280,413	-	-	-	-
Bridge Access pedestrian pathway	-	247,991	-	-	-	-
First Avenue repairs	345	30,446	-	-	-	-
Inlet Wood storm drain improvements	-	120,000	-	-	-	-
City Dock Float Replacement	46,419	309,281	-	-	-	-
Lilac St. reconstruction	711,351	39,416	-	-	-	-
Aliak Storm Water and Paving	-	80,000	-	-	-	-
Street Lighting Improvements Construction	863	399,137	-	-	-	-
Public Main Walk Replacement - ADA Warning	-	40,000	-	-	-	-
Street Lighting Assessment	306	79,694	-	-	-	-
Total Prior Year's Authorizations	<u>759,994</u>	<u>1,626,378</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Current & Future Year Authorizations -						
Wildwood Drive Rehabilitation - Construct	-	1,200,000	-	-	-	-
Downtown Asphalt Crack Sealing	-	200,000	-	-	-	-
Street condition assessment	-	100,000	-	-	-	-
GIS Stormwater, lighting, road mapping improvement	-	50,000	-	-	-	-
Aliak storm water and paving repair - Cons.	-	600,000	-	-	-	-
Storm Water improvement to be identified	-	-	240,000	-	-	-
Parking lot sealcoating and repairs	-	300,000	-	-	-	-
Gravel Roadway Improvements - Design	-	-	200,000	-	-	-
Gravel Roadway Improvements - Construct	-	-	-	-	-	-
Asphalt Roadway Improvements - Design	-	-	150,000	150,000	-	-
Asphalt Roadway Improvements - Construct	-	1,150,000	-	1,500,000	1,500,000	-
Street lighting improvements - Const.	-	-	-	-	-	-
Total Current & Future Year Authorizations	<u>-</u>	<u>3,600,000</u>	<u>590,000</u>	<u>1,650,000</u>	<u>1,500,000</u>	<u>-</u>
Total Expenditures	<u>759,994</u>	<u>5,226,378</u>	<u>590,000</u>	<u>1,650,000</u>	<u>1,500,000</u>	<u>-</u>
Transfers - Transfer to General Fund	<u>49,837</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures & Transfers	809,831	5,226,378	590,000	1,650,000	1,500,000	-
Contribution to/(From) Fund Balance	(325,024)	(1,317,097)	-	-	-	-
Beginning Fund Balance	<u>1,642,121</u>	<u>1,317,097</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Fund Balance	1,317,097	-	-	-	-	-
Assigned:						
Wildwood Drive rehabilitation	(280,413)	-	-	-	-	-
Bridge Access pedestrian pathway	(247,991)	-	-	-	-	-
First Avenue repairs	(30,446)	-	-	-	-	-
Inlet Wood storm drain improvements	(120,000)	-	-	-	-	-
Lilac St. reconstruction	(39,416)	-	-	-	-	-
Aliak Storm Water and Paving	(80,000)	-	-	-	-	-
Street Lighting Improvements Construction	(399,137)	-	-	-	-	-
Public Main Walk Replacement - ADA Warning	(40,000)	-	-	-	-	-
Street Lighting Assessment	(79,694)	-	-	-	-	-
Unassigned Fund Balance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>



## WILDWOOD DRIVE REHABILITATION

Department: Public Works

Total Project Cost: \$1,480,000

Project Phased: No

Project Type: Infrastructure

Funding Source(s): State Grant / General Fund

Potential Grant Identified: State Grant

Operating Budget Impact: Decrease



YEAR:	2026	2027	2028	2029	2030
COST:	\$1,480,000				

Details: This project will rehabilitate Wildwood Drive from the Kenai Spur Highway to the entrance of the Wildwood Drive Correctional Facility. The roadway is severely deteriorated. The State of Alaska Department of Corrections is the primary user of the roadway. Designs for the project are 95% complete, and approximately \$280,000 in local funding is available from previous appropriations for this project. Project activity will include design completion, right of way acquisition, and construction.

## DOWNTOWN ASPHALT CRACK SEALING

Department: Public Works

Total Project Cost: \$200,000

Project Phased: No

Project Type: Infrastructure

Funding Source(s): General Fund

Potential Grant Identified: None

Operating Budget Impact: Decrease



YEAR:	2026	2027	2028	2029	2030
COST:	\$200,000				

Details: The project will use asphalt mastic to seal the wide gaps that are unraveling between paving joints on downtown roads. Priorities will be Willow and Main. The product is similar to crack sealing but creates a better bond with the existing asphalt to minimize water intrusion.

## STREETS CONDITION ASSESSMENT

Department: Public Works  
 Total Project Cost: \$100,000  
 Project Phased: No  
 Project Type: Planning  
 Funding Source(s): General Fund  
 Potential Grant Identified: None  
 Operating Budget Impact: No Effect



YEAR:	2026	2027	2028	2029	2030
COST:	\$100,000				

Details: This project will assess all the asphalt roads the City of Kenai maintains. The condition ratings collected from this assessment will be used to develop a priority list for replacing and maintaining asphalt roadways.

## GIS STORMWATER, LIGHTING, AND ROAD MAPPING IMPROVEMENTS

Department: Public Works  
 Total Project Cost: \$50,000  
 Project Phased: No  
 Project Type: Information Technology  
 Funding Source(s): General Fund  
 Potential Grant Identified: None  
 Operating Budget Impact: No Effect



YEAR:	2026	2027	2028	2029	2030
COST:	\$50,000				

Details: Funding to be used as part of a project with Water and Sewer funding to update and import new information into our GIS system. The goal is to include underground stormwater piping and street light wiring.



## ALIAK STORM WATER & PAVING REPAIR – CONSTRUCTION

Department: Public Works  
 Total Project Cost: \$600,000  
 Project Phased: Yes  
 Project Type: Infrastructure  
 Funding Source(s): General Fund  
 Potential Grant Identified: None  
 Operating Budget Impact: Decrease



YEAR:	2026	2027	2028	2029	2030
COST:	\$600,000				

Details: This project will address a failed stormwater line on Aliak Dr. between Candlelight Dr. and Highbush Ln. The galvanized piping has collapsed in several locations, which causes the occasional sinkhole to surface after significant runoff. This project will require the removal of sections of the roadway and the replacement of existing stormwater piping with new ones or removal of piping and installation of infiltration basins, followed by resurfacing the roadway.

## PARKING LOT SEAL COATING AND REPAIRS

Department: Public Works  
 Total Project Cost: \$300,000  
 Project Phased: No  
 Project Type: Infrastructure  
 Funding Source(s): General Fund  
 Potential Grant Identified: None  
 Operating Budget Impact: No Effect



YEAR:	2026	2027	2028	2029	2030
COST:	\$300,000				

Details: The project would crack seal and seal coat parking lot areas for the City of Kenai-owned buildings, excluding the airport and utility buildings, to extend the life of the asphalt. The project would also make minor repairs to parking lots as needed.



## ROAD IMPROVEMENTS AND REPAIRS

Department: Public Works

Total Project Cost: \$1,150,000

Project Phased: Yes

Project Type: Infrastructure

Funding Source(s): State Grant / General Fund

Potential Grant Identified: State Grant

Operating Budget Impact: Decrease



YEAR:	2026	2027	2028	2029	2030
COST:	\$1,150,000				

Details: General funding for roadway improvements to supplement active projects as needed and repair major deficiencies. Grant funds would be used start design and construction improvements to roads identified in the Streets Assessment. If no grant funds are obtained, local funds will be used to cap gravel roads to improve driving surfaces and drainage.

**City of Kenai  
Fiscal Year 2025**

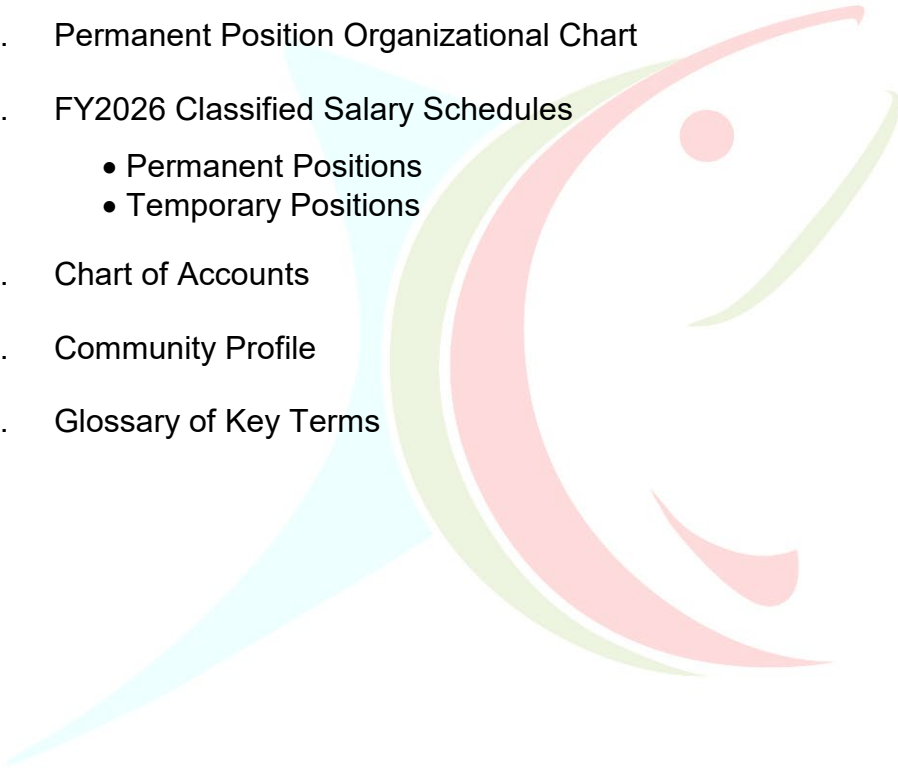
**Capital Budget**

**Fund 800 - Municipal Facility Improvement Capital Project Fund**

	<b><u>FY2025 Projected</u></b>	<b><u>FY2026 Proposed</u></b>	<b><u>FY2027 Projected</u></b>	<b><u>FY2028 Projected</u></b>	<b><u>FY2029 Projected</u></b>	<b><u>FY2030 Projected</u></b>
Revenues -						
Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ 300,000	\$ -
Total Revenues	-	-	-	-	300,000	-
Expenditures -						
Prior Year's Authorizations:						
Facility Assessment Phase II	-	49,420	-	-	-	-
Total Prior Year's Authorizations	-	49,420	-	-	-	-
Current & Future Year Authorizations -						
Senior Housing Feasibility Study	-	-	-	-	300,000	-
	-	-	-	-	-	-
Total Current & Future Year Authorizations	-	-	-	-	300,000	-
Total Expenditures	-	49,420	-	-	300,000	-
Contribution to/(From) Fund Balance	-	(49,420)	-	-	-	-
Beginning Fund Balance	49,420	49,420	-	-	-	-
Ending Fund Balance	49,420	-	-	-	-	-
Assigned:						
Facility Assessment Phase II	(49,420)	-	-	-	-	-
Unassigned Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

# APPENDIX

1. City of Kenai Schedule of Rates, Charges, and Fees
2. Authorized Personnel Staffing Table
3. Permanent Position Organizational Chart
4. FY2026 Classified Salary Schedules
  - Permanent Positions
  - Temporary Positions
5. Chart of Accounts
6. Community Profile
7. Glossary of Key Terms



KENAI



# SCHEDULE OF RATES, CHARGES AND FEES

The City Manager shall establish and the City Council shall approve via resolution, the fees, rates, and charges for the billing and collections for support of City Services. The City reserves the right to change the rate schedule at any time. There is a 6% sales tax added to the total invoice (3% City and 3% Borough) for all fees, rates, and charges not exempted by the sales tax code of the Kenai Peninsula Borough and the City.

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## Airport Fees

21.05.085	<b>Fuel Flowage Fee Per Gallon</b>	
	Signatory	\$0.035
	Non-signatory	\$0.07
<b>APX - Airport Regulations</b>	<b>Aircraft Parking Fees</b>	
06.05.07 (c)	transient, under 4,000 lbs. 0 - 4 hrs.	FREE
6.05.070 (c)	transient, under 4,000 lbs. over 4 hrs.	\$5.00
6.05.070 (c)	transient, 4,001 - 12,500 lbs. 0-12 hrs.	\$25.00
6.05.070 (c)	transient, 4,001 - 12,500 lbs. 12-24 hrs.	\$50.00
6.05.070 (c)	transient, 12,501 - 100,000 lbs. 0-12 hrs.	\$50.00
6.05.070 (c)	transient, 12,501 - 100,000 lbs. 12-24 hrs.	\$100.00
6.05.070 (c)	transient, 100,001 lbs. per day	\$250.00
	<b>Landing Fees</b>	
14.05.010 (a)(2)	Signatory per thousand pounds	\$2.07
14.05.010 (b)(2)	Non-signatory per thousand pounds	\$2.69
	exempt -- float planes, test landings due to mechanical or weather, government aircraft	
	<b>Tie-down Fees, General Aviation</b>	
	<b>Paved Areas</b>	
	wheels, per month	\$45.00
	wheels, w/electric per month	\$70.00
	<b>Gravel Area</b>	
	wheels/skis, per month	\$45.00
	<b>Float Plane Basin, Private</b>	
	daily	\$5.00
	monthly	<del>\$(40.00)</del> 60.00
	season -- May to October	\$250.00
	<b>Float Plane Basin, Commercial</b>	
	daily	\$10.00
	monthly	<del>\$(50.00)</del> 75.00
	season -- May to October	\$300.00
	monthly w/electric	<del>\$(75.00)</del> 100.00
	<b>Terminal Building Rent -- Exclusive Space</b>	
	signatory - per square foot per year	\$41.15
	signatory -- arrival hallway, departure hallway, passenger hold room & baggage claim area (per square foot per year)	\$41.15
	<b>Terminal Building Rent -- Joint Use Space</b>	
	signatory -- baggage make up area (per square foot per year)	\$24.94
	signatory -- baggage break down area (per square foot per year)	\$24.94
	non-signatory terminal rates 30% higher	
	<b>Vehicle Parking Fees at Terminal</b>	
	short term 0 - 2 hours	FREE
	24 hours	\$8.00
	annual permit	\$800.00
	annual parking permit w/electric	\$1,140.00
	<b>Vehicle Parking Fees</b>	
	<b>Greater Than 1/4 Mile from Terminal Building (at GA Lot)</b>	
	calendar day	\$3.00
	annual permit	\$420.00

<b>Late Payment Vehicle Parking Fee</b>	
late payment fee for unpaid parking after 30 days	\$50.00
<b>Business Activity &amp; Airport Access Permit</b>	
mechanic access (per each)	\$50.00
fueling access (annual)	\$100.00
dispensing fee (per gallon)	\$0.02
water extraction access (annual)	\$100.00
non-tenant use of basin parking apron	\$75.00
float plane parking apron (annual)	\$25.00
Deposit/replacement proximity card fee (each)	\$100.00
Catering/mobile food service	\$50.00
<b>Commercial Turn Fees</b>	
turn fee (narrow body - (1 aisle)	\$200.00
turn fee (regional 50 - 99 seats)	\$150.00
turn fee (commuter - fewer than 50 seats)	\$100.00
<b>Helicopter Landing Fees</b>	
Per Landing	\$25.00
<b>Conference Room Fees</b>	
Airport Lessee's and sub Lessee's in good standing shall receive a 25% discount	
0 - 2 hours	\$50.00
2 - 4 hours	\$100.00
4 - 8 hours	\$200.00
More than 8 hours (same day and no later than 10:00 pm)	\$300.00
Cleaning fee (if room is not cleaned)	\$100.00
<b>Other Fees</b>	
Taxi cab annual fee per vehicle	\$100.00
Terminal building key replacement (per key)	\$10.00
Non-signatory airline airport apron rental rate per square foot	\$1.40
Signatory, airline, terminal apron parking and GSE Storage space rent per square foot	\$0.64
<b>Alaska Regional Fire Training Center Fees</b>	
All Training Rooms include shared use of Breakroom, Tables and Chairs	
<b>Training Props and Out Buildings</b>	
pursuant to agreed fees and terms by Airport Manager approved by City Manager	
<b>Room 104, 108, or 109</b>	
Airport Lessee's and sub Lessee's in good standing shall receive a 25% discount	
0 - 4 hours	\$300.00
4 > 12 hours	\$500.00
<b>Room 104, 108, or 109 - Non-Profit Entity</b>	
0 - 4 hours	\$250.00
4 > 12 hours	\$425.00
<b>Rooms 108 and 109 combined</b>	
Airport Lessee's and sub Lessee's in good standing shall receive a 25% discount	
0 - 4 hours	\$450.00
4 > 12 hours	\$700.00
<b>Rooms 108 and 109 combined - Non-Profit Entity</b>	
0 - 4 hours	\$400.00

4 > 12 hours

\$600.00

**Fire Training Center Rental Items**

LCD Projector and Screen

\$50.00

Podium

\$50.00

21.10.090 (a)

**Airport Reserve Land Annual Lease Rates**

<u>Legal Description of Property</u>	<u>KPB Parcel ID No.</u>	<u>FY24 Annual Rent</u>
Lot 2, Block 2, FBO Subdivision	04336004	\$7,430.96
NW 1/4 NW 1/4 Sec. 33 lying W of Marathon Rd. excluding Baron Park 2007 Replat	04501056	Subject to Appraisal
Lot 8, Block 2, Cook Inlet Industrial Air Park	04322008	\$17,739.60
Lot 3, Block 5, Cook Inlet Industrial Air Park	04322020	\$6,741.04
Lot 4, Block 5, Cook Inlet Industrial Air Park	04322021	\$6,791.84
Lot 9A, Block 5, General Aviation Apron No. 6	04324026	\$15,769.12
Lot 1, Block 2, FBO Subdivision	04336003	\$7,735.44
Lot 1, FBO Subdivision No. 7	04336034	\$14,481.28
Lot 3, FBO Subdivision No. 7	04336036	\$20,515.12
Lot 5, FBO Subdivision No. 9	04336043	Subject to Appraisal
Tract A1, Baron Park 2007 Replat	04501031	\$41,390.08
Tract C-1, Gusty Subd. No. 8	04327034	\$34016.16
Portion of W1/2 of Sec. 28 & SE1/4, Sec. 29, T6N, R11W	04101021	Subject to Appraisal
Portion of SW1/4, Sec. 29, T6N, R11W Excluding Airport Float Basin Replat	04101022	Subject to Appraisal
Portion of Tract A, Kenai Airport Float Plane Basin Replat	04318043	Subject to Appraisal
Portion Sec. 32, T6N, R11W Excluding Subs. & Leased Areas & Float Plane Basin	04318044	Subject to Appraisal
Tract A, FBO Subdivision	04336001	Subject to Appraisal
Portion of E1/2 NE1/4 & SW1/4 NE1/4, Sec. 29, T6N, R11W	04101004	Subject to Appraisal
Portion of Tract B, FBO Subdivision No. 10	04318045	Subject to Appraisal
Lot 5B, FBO Subdivision No. 10	04318048	Subject to Appraisal
Tract A, Gusty Subdivision No. 3	04327021	Subject to Appraisal
Lot 1, Block 3, Gusty Subdivision No.4	04327030	Subject to Appraisal
Lot 2, Block 3, Gusty Subdivision No. 4	04327031	Subject to Appraisal
Lot 3, Block 3, Gusty Subdivision No. 4	04327032	Subject to Appraisal
Tract C-1, Gusty Subdivision No. 7	04327034	
Tract B, Gusty Subdivision No. 6 Amended	04327035	Subject to Appraisal
Portion of T 5N R 11W Sec 5 & 6 Seward Meridian Kn Ptns of Sec 5 & 6 Lying NE of Kenai Spur Hwy & E of Birch Dr & NW of Main St Excl USS 4969 & Gusty Sub K1700 & Gusty Sub Addn #1 Amd 84- 183 & Gusty Sub #3 84-237 & Gusty Sub #4 86-76 & Gusty Sub #5 87-15 & Gusty Sub #7 89-5 & Kenai Cemetery Expansion Sub	04327036	Subject to Appraisal
Lot 1, FBO Subdivision No. 7	04336037	Subject to Appraisal



## **Animal Control Fees**

3.05.100 (a)	Kennel Facility - Non-refundable application fee	\$26.00
	Kennel Facility - Approved application fee	\$76.00
	Livestock - Non-refundable application fee	\$26.00
3.05.100 (a)(5)	Insertion of Microchip	\$15.30
3.05.100 (b)	Dog License - Sterilized Dog	\$10.20
	Dog License - Non-sterilized Dog	\$30.60
	Lost License Replacement	\$2.04
3.05.100 (c) (1)	First Impoundment within 12 months- Dog	\$51.00
	First Impoundment within 12 months- Cat	\$15.30
3.05.100 (c) (2)	Second Impoundment within 12 months- Dog	\$71.40
	Second Impoundment within 12 months- Cat	\$30.60
3.05.100 (c) (3)	Subsequent Impoundment within 12 months- Dog	\$102.00
	Subsequent Impoundment within 12 months- Cat	\$40.80
3.05.100 (c) (4)	Facility Use Fee - 15lbs or less - Per Day	\$20.40
	Facility Use Fee - more than 15lbs - Per Day	\$35.70
3.05.100 (c) (5)	Dangerous Animal Impoundment	\$102.00
3.25.060 (c)	Veterinary Services - Includes spaying, neutering, vaccinations, and other veterinary services. actual cost Veterinary services transfer fee - per mile (Actual mileage excluding the first four miles of travel)	\$2.04
	City of Kenai Resident	
N/A	Animal Waiver Fee - Dog	\$20.40
	Animal Waiver Fee - Puppy <3 months	\$15.30
	Animal Waiver Fee - Kitten < 3 months	\$10.20
	Animal Waiver Fee - Cat	\$20.40
	Animal Waiver Fee - Bird/Rodent	\$10.20
	Animal Waiver Fee - Litter (3 or more) - Kittens	\$35.70
	Animal Waiver Fee - Litter (3 or more) - Puppies	\$35.70
<b>Note: Pursuant to the contract for the City to provide animal shelter services to the City of Soldotna, Soldotna City residents shall pay City of Kenai resident fees for animal waivers.</b>		
	Non-City Resident	
	N/A Animal Waiver Fee - Dog	\$40.80
	Animal Waiver Fee - Puppy <3 months	\$30.60
	Animal Waiver Fee - Kitten < 3 months	\$20.40
	Animal Waiver Fee - Cat	\$40.80
	Animal Waiver Fee - Bird/Rodent	\$20.40
	Animal Waiver Fee - Litter (3 or more) - Kittens	\$71.40
	Animal Waiver Fee - Litter (3 or more) - Puppies	\$71.40
N/A	Adoption Fee	\$20.40
N/A	Rabies Vaccination Clinic (per animal vaccinated)	\$10.20

**Note: All Animal Control Fees are subject to a 2% discount for payment by means other than credit card.**

## **City Clerk Fees**

### **Cemetery Fees** (All Cemetery Fees are Exempt from Sales Tax)

APX - 1 Title 24 -	Cemetery Regulations	
24.15.020	Standard Plot	\$1,000.00
	Veteran Plot	\$750.00
	Infant Plot	\$150.00
	Cremains	\$300.00
	Columbarium Niche	\$1,000.00
	Veterans Columbarium Niche (up to two standard urns)	\$750.00
	Columbarium Niche - opening and/ closing fee for reasons other than inurnment	\$100.00
	Marker/Headstone Deposit (applies to Cemetery Plots and Columbarium Niches)	\$400.00
	Cemetery Gazebo Marker Fees	Actual Cost

### **Memorial Park Fees** (All Memorial Park Fees are Exempt from Sales Tax)

Tree (includes transportation/planting, soil, edging, weed block, and a one-year guarantee on planting.)	\$265.00
Shrub (includes transportation/planting, soil, edging, weed block, and a one-year guarantee on planting.)	\$165.00
Markers:	Actual Cost
Memorial Park Rock (Actual cost for ground preparation, transportation placement, etc. and plaque borne by requestor.)	Actual Cost
Logo or emblem	Additional Fee

### **Mobile Food Vendor License**

5.25.050	Annual Mobile Food Vendor License	\$50.00
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### **Oil & Gas Well**

5.35.050	Oil & Gas Well Application Fee	\$500.00
	Oil & Gas Well Processing Fee	\$100.00

### **Public Records Requests**

10.40.090(a)	First 10 copies are free, more than 10 copies per copy	\$0.25
10.40.090(d)	Electronic Services	Actual
10.40.090(b)	Certified Copy Fee	\$10.00
10.40.090(c)	Production fee will be calculated for work over 5 hours	Actual

### **Recount of Votes - Application**

6.45.010	Recount of Votes Application Fee	\$100.00
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### **Transient Merchant and Peddler License**

5.30.040	Annual Transient Merchant and Peddler License	\$25.00
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### **Vehicle for Hire**

20.05.050 (a)	Annual Vehicle for Hire Permit - Permit and First Vehicle	\$250.00
20.05.050 (a)	Annual Vehicle for Hire Permit - Additional Vehicle (Additional Vehicle may be added at any time during the year.)	\$100.00

## **Fire Department Fees**

BLS Non-emergency	\$550.00
BLS Emergency	\$675.00
ALS I (advanced life support)	\$800.00
ALS II	\$975.00
Mileage per mile	\$14.00

## **Land Management Fees**

21.10.040 (a) and 21.05.025 (a)	Land Lease Application Fee	\$100.00
21.10.070 (a) and 22.05.045 (a)	Land Lease Amendment Application Fee	\$100.00
21.10.070 (a) and 22.05.045 (a)	Land Lease Extension Application Fee	\$100.00
21.10.070 (a) and 22.05.045 (a)	Land Lease Renewal Application Fee	\$100.00
22.05.045 (a)	Consent to Sublease Application Fee	\$50.00
22.05.045 (a)	Land Lease Assignment Application Fee	\$100.00
22.05.100 (a)	Competitive Land Purchase Application Fee	\$100.00
22.05.100 (a)	Non-Competitive Land Lease or Purchase Fee	\$100.00
	Special Use Permit Application Fee	\$100.00

# Library Fees

## APX - Library Regulations and Policies

1. Default fees for lost, stolen or damaged materials when no retail value is available.
  - a. Adult book (hardcover) \$33.00
  - b. Adult large print \$40.00
  - c. Adult audiobook \$50.00
  - d. Youth board book \$10.00
  - e. Youth book (hardcover) or picture book \$25.00
  - f. Youth audiobook \$25.00
  - g. Adult/youth trade paperbacks \$15.00
  - h. Adult/youth mass market paperbacks \$10.00
  - i. Magazines \$5.00
  - j. Video/DVD/music CD \$30.00
  - k. DVD set \$50.00
  - l. Interlibrary loan item (fee or actual cost charged by lender) \$30.00
  - m. Juvenile kits/Adult kits/Playaway launchpads \$150.00
  - n. Microfilm reel or microfiche \$35.00
  - o. Chromebook kit \$370.00
  - p. Laptop \$800.00
2. **Proctoring per test** \$25.00
3. **Replacement Costs** Costs
  - a. processing fee for all lost/damaged items \$5.00
  - b. [ITEM BARCODE] processing labels (e.g., spoke labels, barcodes, etc.) \$1.00
  - c. RFID Tag \$1.00
  - d. replacement library card \$1.00
  - e. [MYLAR] book covers \$1.00
  - f. music DC or single disc DVD case \$2.00
  - g. multidisc DVD or audiobook case \$5.00
  - h. power cord Chromebook/Laptop \$20.00
  - i. power cord Launchpads, Tonies, etc. 10.00
4. Damages
  - a. defaced or torn pages per page \$2.00
5. Photocopying and Printing
  - a. Black & white prints or copies (per single-sided page) \$0.25
  - b. Color - photocopies only (per single-sided page) \$0.50

## **Parks and Recreation Fees**

### **Multipurpose Facility**

hourly <u>winter</u> rate (reservation)	\$165.00
<u>hourly summer rate - Only available when the ice is out</u> <u>(concrete floors, limited availability)</u>	<u>\$25.00</u>

### **Kenai Recreation Center**

**Weights/Cardio/Sauna** - includes weight/cardio room, shower, sauna and gym. (When using the weight room, must be [16] [17] or older unless accompanied by guardian)

Day Pass: Adults*	\$5.00
Day Pass: College Students, Veterans & Seniors (55 and older)*	\$2.50
High School Students and younger	FREE
10 visit punch card: Adults*	\$40.00
10 visit punch card: College Students, Veterans & Seniors (55 and older)*	\$20.00
Monthly Pass: Adults*	\$50.00
Monthly Pass: College Student, Veterans & Senior (55 and older)*	\$25.00
City League Basketball (per team)	\$325.00
<u>City League Player Participation Fee*</u>	<u>\$50.00</u>
Annual Locker Rental	\$120.00

**Racquetball & Wallyball Court Rentals** - per hour and includes showers for participants.

Adult Racquetball or Wallyball*	\$15.00
Racquetball or Wallyball Punch Card (10 hours all ages)*	\$120.00

**Facility Rental** - per hour

Gym*	\$50.00
1/2 Gym*	\$25.00

### **Parks/Gazebos/Gardens**

Picnic Shelter	
8:00 am - 3:00 pm	\$20.00
4:00 pm - 11:00 pm	\$20.00
Gazebo	
8:00 am - 3:00 pm	\$25.00
4:00 pm - 11:00 pm	\$25.00
Community Garden Plot (each)	\$20.00
Adopt-A-Bench (Maintenance included.) Bench, freight, and installation at actual cost.	Actual Cost

### **Personal Use Fishery**

Personal Use Fishery Day Use Parking	
5 am to Midnight (vehicle or up to two atv's)*	\$22.05
Personal Use Fishery Overnight Parking	
Before noon of the first day to noon of the second day (vehicle or up to two atv's and one tent)*	\$60.64
After noon of the first day to noon of the second day (vehicle or up to two atv's and one tent)*	\$49.61
Personal Use Fishery Camping (one tent)*	\$27.56
Personal Use Fishery Vehicle Drop Off (vehicle or up to two atv's per day)*	\$11.03

\*All Parks and Rec fees with asterisk include 3 percent City tax and 3 percent borough tax

## **Planning and Zoning Fees**

### **Kenai Zoning Code**

14.20.150(b)(6)	Conditional Use Permit Fee	\$250.00
14.20.151	Surface Extraction Conditional Use Permit Application Fee	\$425.00
14.20.180(b)(1)(C)	Variance Permit Non-refundable Deposit/Advertising Fee	\$250.00
14.20.185(c)	Encroachment Application Fee	\$250.00
14.20.240	Mobile Home Building Permit	\$100.00
14.20.270(b)(4)	Zoning Amendment Request Non-refundable Deposit/Advertising Fee	\$250.00
14.20.290(b)(6)	Board of Adjustment Appeal filing and records preparation Fee	\$100.00

### **Planning and Zoning Fees**

#### **Sign Permits**

home occupation	\$5.00
electrical signs	\$25.00
all others	\$15.00

#### **Maps**

11 x 17	FREE
17 x 22 or 22 x 34	\$15.00
34 x 44 or 28 x 40	\$25.00

#### **Copies**

per page	\$0.25
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## **Police Department Fees**

### **Abandoned Property (Other than Motor Vehicles)**

15.05.030 (b) and 15.05.070	Impoundment and Storage - Contractor	Actual Cost
15.05.030 (b) and 15.05.070	Impoundment - City Employee	\$5.00
15.05.030 (b) and 15.05.070	Storage by City - per day	\$1.00
15.05.070	Towing Charge - Car	\$10.00
15.05.070	Towing Charge - Truck	\$13.00
15.05.070	Storage Fee - Vehicle (per day)	\$1.00
15.05.070	Abandoned Property Certificate	\$3.00
15.05.070	Clerk's Endorsement on Certificates	\$5.00

### **Police Fees**

Report Copies (per page)	\$0.50
CD/DVD with Digital Media (per) \$	25.00
Duplication of other media	Actual Cost
Reproduction Cost (for time spent in excess of 5 hours)	Actual Cost

# Public Works and Capital Projects Fees

## Building Permit Fees

### Commercial Structures

4.05.030	Valuation \$1.00 - \$500.00	\$23.50
	Valuation \$501.00 - \$2,000.00 - Base	\$23.50
	Valuation \$501.00 - \$2,000.00 - Each additional \$100.00, or fraction thereof, over \$500.00 including \$2,000.00	\$3.05
	Valuation \$2,001.00 - \$25,000.00 - Base	\$69.25
	Valuation \$2,001.00 - \$25,000.00 - Each additional \$1,000.00, or fraction thereof, over \$2,000.00 including \$25,000.00	\$14.00
	Valuation \$25,001.00 - \$50,000.00 - Base	\$391.25
	Valuation \$25,001.00 - \$50,000.00 - Each additional \$1,000.00, or fraction thereof, over \$25,000.00 including \$50,000.00	\$10.10
	Valuation \$50,001.00 - \$100,000.00 - Base	\$643.75
	Valuation \$50,001.00 - \$100,000.00 - Each additional \$1,000.00, or fraction thereof, over \$50,000.00 including \$100,000.00	\$7.00
	Valuation \$100,001.00 - \$500,000.00 - Base	\$993.75
	Valuation \$100,001.00 - \$500,000.00 - Each additional \$1,000.00, or fraction thereof, over \$100,000.00 including \$500,000.00	\$5.60
	Valuation \$500,001.00 - \$1,000,000.00 - Base	\$3,233.75
	Valuation \$500,001.00 - \$1,000,000.00 - Each additional \$1,000.00, or fraction thereof, over \$500,000.00 including \$1,000,000.00	\$4.75
	Valuation \$1,000,001.00 and up - Base	\$5,608.75
	Valuation \$1,000,001.00 - and up - Each additional \$1,000.00, or fraction thereof, over \$1,000,000.00	\$3.65
	Inspection outside of normal business hours - per hour (two-hour minimum charge)	\$47.00
	Inspection for which no fee is specifically indicated - per hour (two-hour minimum charge)	\$47.00
	Additional plan review required by changes, additions or revisions to plans - per hour (one-hour minimum charge)	\$47.00
	Outside consultants for plan checking and inspections, or both	Actual Cost

### Residential Structures

4.05.030	Valuation \$1.00 - \$500.00	\$17.63
	Valuation \$501.00 - \$2,000.00 - Base	\$17.63
	Valuation \$501.00 - \$2,000.00 - Each additional \$100.00, or fraction thereof, over \$500.00 including \$2,000.00	\$2.29
	Valuation \$2,001.00 - \$25,000.00 - Base	\$51.94
	Valuation \$2,001.00 - \$25,000.00 - Each additional \$1,000.00, or fraction thereof, over \$2,000.00 including \$25,000.00	\$10.50
	Valuation \$25,001.00 - \$50,000.00 - Base	\$293.44
	Valuation \$25,001.00 - \$50,000.00 - Each additional \$1,000.00, or fraction thereof, over \$25,000.00 including \$50,000.00	\$7.58
	Valuation \$50,001.00 - \$100,000.00 - Base	\$482.81
	Valuation \$50,001.00 - \$100,000.00 - Each additional \$1,000.00, or fraction thereof, over \$50,000.00 including \$100,000.00	\$5.25
	Valuation \$100,001.00 - \$500,000.00 - Base	\$745.31

**Residential Structures - Continued**

Valuation \$100,001.00 - \$500,000.00 - Each additional \$1,000.00, or fraction thereof, over \$100,000.00 including \$500,000.00	\$4.20
Valuation \$500,001.00 - \$1,000,000.00 - Base	\$2,425.31
Valuation \$500,001.00 - \$1,000,000.00 - Each additional \$1,000.00, or fraction thereof, over \$500,000.00 including \$1,000,000.00	\$3.56
Valuation \$1,000,001.00 and up - Base	\$4,206.56
Valuation \$1,000,001.00 - and up - Each additional \$1,000.00, or fraction thereof, over \$1,000,000.00	\$2.74
Inspection outside of normal business hours - per hour (two-hour minimum charge)	\$47.00
Inspection for which no fee is specifically indicated - per hour (two-hour minimum charge)	\$47.00
Additional plan review required by changes, additions or revisions to plans - per hour (one-hour minimum charge)	\$47.00
Outside consultants for plan checking and inspections, or both	Actual Cost

**City Dock Fees**

Boat Launch Ramp - Includes Parking with Trailer	
Excluding days of the personal use dip net fishery	
Non-Commercial Users	NO FEES
Commercial Users	
First 10 minutes on ramps or floats	\$25.00
Each minute over 10 on ramps or floats	\$ 1/minute
Seasonal Boat Launch Pass per Commercial Vessel	\$150.00
Personal Use Fishery Days - All Users	
First 10 minutes on ramps or floats	\$38.59
Each minute over 10 on ramps or floats	\$ 1/minute
Parking Only	
Excluding days of the personal use dip net fishery	
Non-Commercial Users	NO FEES
Commercial Users	
Per day (Vehicle with trailer must pay launch fee)	\$15.00
Personal Use Fishery Days - All Users	
Per day (Vehicle with trailer must pay launch fee)	\$22.05
Vehicle Drop Offs	
Personal Use Fishery Days - All Users (vehicle per day)	\$11.03
Forklift and/or crane with operator, mobilization & travel time to be charged (2-hour minimum) - per hour	\$100.00

**Excavations in City Streets by Contractors or Utility Companies**

18.20.050	Excavation License Fee - per year	\$25.00
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**Project Permits**

18.25.030	Inspection Fee	\$10.00
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**Public Works & Capital Project Fees**

Bid Documents and Project Plans	Actual Cost
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**Streets and Drainage**

18.10.020	Street Building Permit	\$10.00
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## Tidelands

11.15.150	Tideland filing fee	\$10.00
11.20.050	Tideland lease filing fee	\$100.00

## Tidelands, Leasing of

11.20.790	Tideland lease for shore fisheries - per year	\$300.00
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## Water Fees

### **APX - Public Utility Regulations and Rates**

Water & Sewer service deposit - refundable after two years of timely payments	\$100.00
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#### **1. Schedule A - General Domestic Service Rates (non-metered)**

one or two family residence, per family unit	\$42.48
single or double unit apartment, per family unit	\$42.48
apartment, 3 or more units on a single parcel, per family unit	
single bill assumed by owner	\$31.98
separate bill	\$42.48
trailers, one or two on single lot, each	\$42.48
trailer, 3 or more on single lot	
single billing	\$31.98
separate billing	\$42.48
boarding houses, per available room	\$11.30

#### **2. Schedule B - Commercial service (non-metered)**

Truck Fill Station Permit	\$200.00
demand	
1.00 inch service	\$43.08
1.25 inch service	\$65.61
1.50 inch service	\$108.67
2.00 inch service	\$164.02
3.00 inch service	\$246.05
larger than 3.00 inch service	\$369.04
use charge	
bakery	\$125.06
bath house, tub or shower, each	\$28.75
bottling works, per bottling machine	\$988.23
bowling alleys, amusement parks, doctor	\$118.89
car lot, with car wash facilities	\$59.47
car wash, automatic, per facility	\$533.04
car wash, self-service, per stall	\$79.94
churches, lodges, clubs, banquet rooms, per seat	\$0.46
cleaners and commercial laundries, per facility	\$342.40
dairies, installation of water meter required	
day care center/preschool, per child, maximum capacity	\$1.71
doctor and dentist offices, per room or chair	\$25.62
garage, service stations	\$51.26
recreational vehicle dump facility (May - September)	\$59.47
hangar, airplane repair	\$51.26
with washing facilities	\$59.45

hospital, per bed	\$33.85
hotel, motel, resort, per room	\$26.64
laundry, self-service, per machine	\$48.22
markets, meat	\$65.61
office building single bill assumed by owner, per business	\$57.38
office building, tenants are billed, per business	\$65.61
restaurants, cafes, taverns, bars, per seat	\$3.69
public office building, per restroom	\$14.78
recreation facility, per restroom, sauna, shower	\$28.75
rv/camper park, per space	\$28.75
schools, per seating capacity	\$1.71
shopping center	\$29.76
shops, beauty, per station or chair	\$29.76
shops, misc. (includes barber), per shop	\$29.76
sleeping room, per room	\$11.30
studio, photo or photo lab	\$140.45
supermarket	\$337.28
theater, indoor, per seat	\$0.20
theater, outdoor, per seat	\$0.20
taverns, lounges, bars (without kitchens), per seat	\$3.52
xray or lab office	\$84.07
<b>3. Schedule C - Industrial Service (non-metered)</b>	
concrete mixing plant	\$541.24
concrete products	\$270.65
confectioner	\$180.40
greenhouse, commercial	\$180.40
ice cream plant	\$270.65
cold storage plant or locker	\$127.13
hydrant use (per day)	\$110.06
<b>4. Schedule D - Fire Protection</b>	
<b>5. Schedule E - Metered Service</b>	
general usage, per thousand gallons	\$4.10
hydrant use, per thousand gallons	\$6.17
minimum monthly charge, general usage	\$61.54
<b>6. Schedule F - Water Connection Permit Fee</b>	
Hydrant Permit deposit	\$255.13
Unauthorized shut-off or turn-on of water service	\$200.00
Service shut-off or turn-on - during normal business hours	\$250.00
Service shut-off or turn-on - outside normal business hours & holidays	\$50.00
New construction service turn-on and shut off for system testing	\$150.00
New construction service turn-on for occupancy	\$0.00
Service valve & key box installation by City	\$0.00
Key box location	Actual Cost

**Note: All Water Fees are subject to a 2% discount for payment by means other than credit card.**

## Sewer Fees

### **APX - Public Utility Regulations and Rates**

#### **1. Schedule A - General Domestic Service Rates (non-metered)**

one or two family residence, per family unit	\$60.74
single or double unit apartment, per family unit	\$60.74
apartment, 3 or more units on a single parcel, per family unit	
single bill assumed by owner	\$45.67
separate bill	\$60.74
trailers, one or two on single lot, each	\$60.74
trailer, 3 or more on single lot	
single billing	\$45.67
separate billing	\$60.74
boarding houses, per available room	\$16.40

#### **2. Schedule B - Commercial service (non-metered)**

demand	
1.00 inch service	\$61.31
1.25 inch service	\$90.91
1.50 inch service	\$154.36
2.00 inch service	\$230.45
3.00 inch service	\$348.88
larger than 3.00 inch service	\$524.37
use charge	
bakery	\$177.58
bath house, tub or shower, each	\$40.15
bottling works, per bottling machine	\$1,408.15
bowling alleys, amusement parks, doctor	\$170.22
car lot, with car wash facilities	\$84.57
car wash, automatic, per facility	\$756.93
car wash, self-service, per stall	\$113.10
churches, lodges, clubs, banquet rooms, per seat	\$0.63
cleaners and commercial laundries, per facility	\$486.30
dairies, installation of water meter required	
day care center/preschool, per child, maximum capacity	\$2.44
doctor and dentist offices, per room or chair	\$36.49
garage, service stations	\$74.02
recreational vehicle dump facility (May - September)	\$84.57
hangar, airplane repair	\$73.47
with washing facilities	\$84.57
hospital, per bed	\$48.64
hotel, motel, resort, per room	\$37.52
laundry, self service, per machine	\$68.20
markets, meat	\$93.04
office building single bill assumed by owner, per business	\$80.36
office building, tenants are billed, per business	\$93.04
restaurants, cafes, taverns, bars, per seat	\$5.40
public office building, per restroom	\$21.14

recreation facility, per restroom, sauna, shower	\$40.70
rv/camper park, per space	\$40.70
schools, per seating capacity	\$2.44
shopping center	\$42.29
shops, beauty, per station or chair	\$42.29
shops, misc. (includes barber), per shop	\$42.29
sleeping room, per room	\$16.40
studio, photo or photo lab	\$200.87
supermarket	\$479.95
theater, indoor, per seat	\$0.29
theater, outdoor, per seat	\$0.29
taverns, lounges, bars (without kitchens), per seat	\$5.06
xray or lab office	\$119.46
<b>3. Schedule C - Industrial Service (non-metered)</b>	
concrete mixing plant	\$771.75
concrete products	\$384.82
confectioner	\$255.82
greenhouse, commercial	\$255.82
ice cream plant	\$384.82
cold storage plant or locker	\$179.72
<b>4. Schedule D - Fire Protection None</b>	
<b>5. Schedule E - Metered Service</b>	
general usage, per thousand gallons	\$6.02
hydrant use, per thousand gallons	
minimum monthly charge, general usage	\$90.33
<b>6. Schedule F - Permit Fee</b>	\$243.11

**Note: All Sewer Fees are subject to a 2% discount for payment by means other than credit card.**

## **Senior Center**

### **Senior Center Meals**

12 years and younger	\$8.00
Adult non-senior (13 years and older but less than 60 years)	\$16.00
60 years and older - Suggested Donation	\$8.00

### **Senior Center Transportation**

Transportation within Kenai City Limits - To Senior Center - Suggested Donation	\$6.00
Transportation within Kenai City Limits	\$6.00
Transportation outside Kenai City Limits	\$15.00

### **Senior Center Rental**

Main Dining Room and Kitchen Rental	
One Day Rental	\$800.00
Friday (1/2 day) and Saturday	\$1,200.00
Saturday and Sunday	\$1,500.00
Friday (1/2 day), Saturday and Sunday	\$2,100.00
Dishes (per place setting)	\$1.50
Security Deposit	\$1,000.00

### **Vintage Pointe Rents**

FOR UNITS WITH RENTAL AGREEMENTS GRANDFATHERED PER THE CITY'S POLICY BEFORE JUNE 30, 2023:

1-A apartment=586 sq. ft. Ocean Side (8)	<u>\$[1,067.46]</u> <u>1,102.45</u>
1-A apartment=586 sq. ft. Street Side (5)	<u>\$[1,020.98]</u> <u>1,060.56</u>
1-B apartment=637 sq. ft. Ocean Side (6)	<u>\$[1,087.24]</u> <u>1,137.04</u>
1-B apartment=637 sq. ft. Street Side (4)	<u>\$[1,039.77]</u> <u>1,082.66</u>
1-C apartment=682 sq. ft. Ocean Side (4)	<u>\$[1,104.06]</u> <u>1,154.06</u>
1-C apartment=682 sq. ft. Street Side (4)	<u>\$[1,056.58]</u> <u>1,102.45</u>
2-A apartment=826 sq. ft. Ocean Side (3)	<u>\$[1,225.20]</u> <u>1,275.20</u>
2-A apartment=826 sq. ft. Street Side (1)	<u>\$[1,174.27]</u> <u>1,224.27</u>
2-B apartment=876 sq. ft. Ocean Side (2)	<u>\$[1,235.17]</u> <u>1,285.17</u>
2-B apartment=876 sq. ft. Street Side (2)	<u>\$[1,177.39]</u> <u>1,227.39</u>
2-C apartment=789 sq. ft. Ocean Side (1)	<u>\$[1,215.81]</u> <u>1,265.81</u>
Monthly Automatic ACH Payment Fee	

**Note: All Vintage Pointe Rents are subject to a 2% discount for payment by means other than credit card.**

FOR UNITS WITH MARKET RATE RENTAL AGREEMENTS:

1-A apartment=586 sq. ft. Ocean Side (8)	<u>\$[1,090.83]</u> <u>1,115.26</u>
1-A apartment=586 sq. ft. Street Side (5)	<u>\$[1,037.32]</u> <u>1,060.56</u>
1-B apartment=637 sq. ft. Ocean Side (6)	<u>\$[1,113.60]</u> <u>1,138.54</u>
1-B apartment=637 sq. ft. Street Side (4)	<u>\$[1,058.94]</u> <u>1,082.66</u>
1-C apartment=682 sq. ft. Ocean Side (4)	<u>\$[1,132.96]</u> <u>1,158.34</u>
1-C apartment=682 sq. ft. Street Side (4)	<u>\$[1,078.30]</u> <u>1,102.45</u>
2-A apartment=826 sq. ft. Ocean Side (3)	<u>\$[1,276.43]</u> <u>1,305.02</u>
2-A apartment=826 sq. ft. Street Side (1)	<u>\$[1,213.80]</u> <u>1,240.99</u>
2-B apartment=876 sq. ft. Ocean Side (2)	<u>\$[1,294.66]</u> <u>1,323.63</u>

2-B apartment=876 sq. ft. Street Side (2)	<del>\$(1,232.03)</del> <u>1,259.63</u>
2-C apartment=789 sq. ft. Ocean Side (1)	<del>\$(1,261.63)</del> <u>1,289.89</u>
Monthly Automatic ACH Payment Fee	

**Note: All Vintage Pointe Rents are subject to a 2% discount for payment by means other than credit card.**

### Fees

Facility entrance access device - replacement (each)	\$10.00
Facility entrance access device - resident requested additional	\$10.00
Apartment Internal Move Fee	\$500.00

City of Kenai  
Fiscal Year 2026 Consolidated Operating Budget

Authorized Personnel Staffing Table

<u>Department</u>	<u>Position Title</u>	<u>FY2024 Grade</u>	<u>FY2025 Grade</u>	<u>FY2026 Grade</u>	<u>FY2024 Full Time Equivalent Positions</u>	<u>FY2025 Full Time Equivalent Positions</u>	<u>FY2026 Full Time Equivalent Positions</u>
<b><u>General Fund</u></b>							
<b><u>Legislative</u></b>	Mayor	Unclassified	Unclassified	Unclassified			
	Council Members	Unclassified	Unclassified	Unclassified			
<b><u>City Clerk</u></b>	City Clerk	Unclassified	Unclassified	Unclassified	1.00	1.00	1.00
	Administrative Assistant II	14	14	14	1.00	1.00	1.00
<b><u>Legal Department</u></b>	City Attorney	Unclassified	Unclassified	Unclassified	1.00	1.00	1.00
	Administrative Assistant II	14	14	14	1.00	1.00	1.00
<b><u>City Manager</u></b>	City Manager	Unclassified	Unclassified	Unclassified	1.00	1.00	1.00
	Assistant to the City Manager/Special Projects Coordinator	23	23	23	1.00	1.00	1.00
	Temporary Grant Writer	T15	-	-	1.00	-	-
<b><u>Human Resources</u></b>	Human Resources Director	23	23	23	1.00	1.00	1.00
<b><u>Finance Department</u></b>	Finance Director	29	28	28	1.00	1.00	1.00
	IT Manager	23	23	23	0.98	0.98	0.98
	Desktop Support Technician	13	15	15	0.58	0.58	0.58
	Controller	25	25	25	1.00	1.00	1.00
	Accounting Technician I	15	14	14	0.50	0.50	0.50
	Accounting Technician II	16	16	16	1.00	1.00	1.00
	Administrative Assistant I	13	13	13	0.32	0.32	0.32
<b><u>Land</u></b>	Planning Director	-	-	24	-	-	0.05
	Administrative Assistant III	-	-	15	-	-	0.50
<b><u>Non-Departmental</u></b>	Janitor	5	6	6	0.30	0.35	0.35
<b><u>Planning &amp; Zoning Department</u></b>	Planning Director	23	24	24	0.70	0.70	0.65
	Administrative Assistant III	15	15	15	1.00	1.00	0.05
	Administrative Assistant II	-	14	14	-	0.50	0.50
	Commissioners	Unclassified	Unclassified	Unclassified			
<b><u>Police Department</u></b>	Police Chief	28	28	28	1.00	1.00	1.00
	Police Lieutenant	27	27	27	1.00	1.00	1.00
	Police Sergeant	24	24	24	3.00	3.00	3.00
	Police Officer	21	21	21	13.00	13.00	13.00
	Administrative Assistant III	15	15	15	1.00	1.00	1.00
	Administrative Assistant I	-	-	13	-	-	0.35
	Janitor	5	6	6	0.30	0.30	0.30
	Temporary Enforcement Officer	T8	T8	T8	0.60	0.60	0.60
<b><u>Fire Department</u></b>	Fire Chief	27	27	27	1.00	1.00	1.00
	Deputy Fire Chief	25	25	25	1.00	1.00	1.00
	Fire Marshal	22	22	22	1.00	1.00	1.00
	Fire Captain	21	22	22	3.00	3.00	3.00
	Fire Engineer	20	20	20	3.00	3.00	3.00
	Firefighter	18	18	18	9.00	9.00	12.00
	Administrative Assistant II	14	14	14	1.00	1.00	1.00

City of Kenai  
Fiscal Year 2026 Consolidated Operating Budget

Authorized Personnel Staffing Table

<u>Department</u>	<u>Position Title</u>	<u>FY2024 Grade</u>	<u>FY2025 Grade</u>	<u>FY2026 Grade</u>	<u>FY2024 Full Time Equivalent Positions</u>	<u>FY2025 Full Time Equivalent Positions</u>	<u>FY2026 Full Time Equivalent Positions</u>
<b><u>Communications</u></b>							
<b><u>Department</u></b>	Communications Supervisor	17	18	18	1.00	1.00	1.00
	Public Safety Dispatcher	14	15	15	7.00	7.00	7.00
<b><u>Animal Control</u></b>							
<b><u>Department</u></b>	Chief Animal Control Officer	17	17	17	1.00	1.00	1.00
	Animal Control Officer	14	14	14	2.00	2.00	2.00
<b><u>Public Works</u></b>							
<b><u>Administration</u></b>	Public Works Director	28	28	28	0.71	0.71	0.70
	Capital Project Manager	23	23	-	1.00	1.00	-
	Assistant Public Works Director	23	22	24	1.00	1.00	0.70
	Administrative Assistant III	15	15	15	0.71	0.71	0.70
<b><u>Shop Department</u></b>							
	Shop Foreman	21	21	21	1.00	1.00	1.00
	Shop Mechanic	19	19	19	2.00	2.00	2.00
<b><u>Street Department</u></b>							
	Street Foreman	21	21	21	0.93	0.93	0.93
	Equipment Lead Operator	19	19	19	0.92	0.92	0.91
	Equipment Operator	16	16	16	2.73	2.73	2.73
	Temporary Equipment Operator	-	T16	T16	-	0.39	0.39
<b><u>Building Department</u></b>							
	Building Official	22	21	21	1.00	1.00	1.00
	Building Maintenance Foreman	-	-	21	-	-	0.66
	Building Maintenance Lead Technician	19	19	-	0.66	0.66	-
	Building Maintenance Technician	17	16	16	0.66	0.66	0.66
<b><u>Library</u></b>							
	Library Director	23	23	23	1.00	1.00	1.00
	Administrative Assistant III	15	15	15	1.00	1.00	1.00
	Library Assistant	11	12	12	3.00	3.00	3.00
	Library Aide	8	8	8	2.67	2.67	2.67
	Janitor	4	5	5	0.45	0.39	0.39
<b><u>Parks, Recreation &amp; Beautification</u></b>							
<b><u>Department</u></b>	Parks and Recreation Director	23	23	23	0.96	0.96	0.95
	Assistant Parks and Recreation Director	19	19	19	0.93	0.93	0.94
	Parks and Recreation Maintenance Technician	14	14	14	1.92	1.92	1.91
	Parks and Recreation Laborer	6	6	6	0.98	0.98	0.98
	Recreation Center Worker	3	6	6	3.00	3.35	3.35
	Temporary Parks and Recreation Maintenance Worker	T5	T5	T5	2.27	2.34	2.34
<b><u>Dock</u></b>							
	Street Foreman	21	21	21	0.04	0.04	0.03
	Equipment Lead Operator	19	19	19	0.04	0.04	0.04
	Equipment Operator	16	16	16	0.19	0.19	0.17
<b><u>General Fund Totals</u></b>					<b><u>97.05</u></b>	<b><u>97.35</u></b>	<b><u>98.88</u></b>
<b><u>Water and Sewer Fund</u></b>							
<b><u>Water</u></b>							
	Public Works Director	28	28	28	0.09	0.09	0.09
	Assistant Public Works Director	-	-	24	-	-	0.09
	Administrative Assistant III	15	15	15	0.09	0.09	0.09
	Utility Foreman I/II	21/22	21/22	21/22	0.25	0.25	0.25
	Utility Lead Operator	19	19	19	0.50	0.50	0.50
	Utility Operator I/II	15/18	15/18	15/18	1.50	1.50	1.50
	Accounting Technician I	15	14	14	0.25	0.25	0.25
	Administrative Assistant I	13	13	13	0.16	0.16	0.16
	Temporary Utility Technician	-	-	T21	-	-	0.13



City of Kenai  
Fiscal Year 2026 Consolidated Operating Budget

Authorized Personnel Staffing Table

<u>Department</u>	<u>Position Title</u>	<u>FY2024 Grade</u>	<u>FY2025 Grade</u>	<u>FY2026 Grade</u>	<u>FY2024 Full Time Equivalent Positions</u>	<u>FY2025 Full Time Equivalent Positions</u>	<u>FY2026 Full Time Equivalent Positions</u>
<b><u>Sewer</u></b>	Public Works Director	28	28	28	0.09	0.09	0.09
	Assistant Public Works Director	-	-	24	-	-	0.09
	Administrative Assistant III	15	15	15	0.09	0.09	0.09
	Utility Foreman I/II	21/22	21/22	21/22	0.25	0.25	0.25
	Utility Lead Operator	19	19	19	0.50	0.50	0.50
	Utility Operator I/II	15/18	15/18	15/18	1.50	1.50	1.50
	Accounting Technician I	15	14	14	0.25	0.25	0.25
	Administrative Assistant I	13	13	13	0.15	0.15	0.15
	Temporary Utility Technician	-	-	T21	-	-	0.12
<b><u>Sewer Treatment Plant</u></b>	Public Works Director	28	28	28	0.12	0.12	0.12
	Assistant Public Works Director	-	-	24	-	-	0.12
	Administrative Assistant III	15	15	15	0.12	0.12	0.12
	Utility Foreman I/II	21/22	21/22	21/22	0.50	0.50	0.50
	Utility Lead Operator	19	19	19	1.00	1.00	1.00
	Utility Operator I/II	15/18	15/18	15/18	1.00	1.00	1.00
<b><u>Water and Sewer Fund Totals</u></b>					<b><u>8.39</u></b>	<b><u>8.39</u></b>	<b><u>8.96</u></b>
<b><u>Airport Fund</u></b>							
<b><u>Administration</u></b>	Airport Manager	25	25	25	1.00	1.00	1.00
	Administrative Assistant II	14	14	14	0.67	0.67	0.67
<b><u>Airfield</u></b>	Airport Operations Supervisor	21	21	21	1.00	1.00	1.00
	Airport Operations Specialist	16	16	16	1.00	1.00	1.00
	Seasonal Equipment Operator	16	16	16	0.83	1.00	1.00
	Temporary Equipment Operator	T16	T16	T16	0.39	0.39	0.39
<b><u>Other Buildings &amp; Areas</u></b>	Planning Director	23	23	23	0.30	0.30	0.30
	Building Maintenance Foreman	-	-	21	-	-	0.17
	Building Maintenance Lead Technician	19	19	-	0.17	0.17	-
	Building Maintenance Technician	17	16	16	0.17	0.17	0.17
<b><u>Airport Terminal</u></b>	Building Maintenance Foreman	-	-	21	-	-	0.17
	Building Maintenance Lead Technician	19	19	-	0.17	0.17	-
	Building Maintenance Technician	17	16	16	0.17	0.17	0.17
	Administrative Assistant II	14	14	14	0.33	0.33	0.33
	Airport Operations Specialist	16	16	16	1.00	1.00	1.00
<b><u>Airport Fund Totals</u></b>					<b><u>7.20</u></b>	<b><u>7.37</u></b>	<b><u>7.37</u></b>
<b><u>Congregate Housing Fund</u></b>							
<b><u>Congregate Housing</u></b>	Senior Center Director	23	23	23	0.40	0.40	0.40
	Administrative Assistant III	15	15	15	0.30	0.30	0.30
<b><u>Congregate Housing Fund Totals</u></b>					<b><u>0.70</u></b>	<b><u>0.70</u></b>	<b><u>0.70</u></b>

City of Kenai  
Fiscal Year 2026 Consolidated Operating Budget

Authorized Personnel Staffing Table

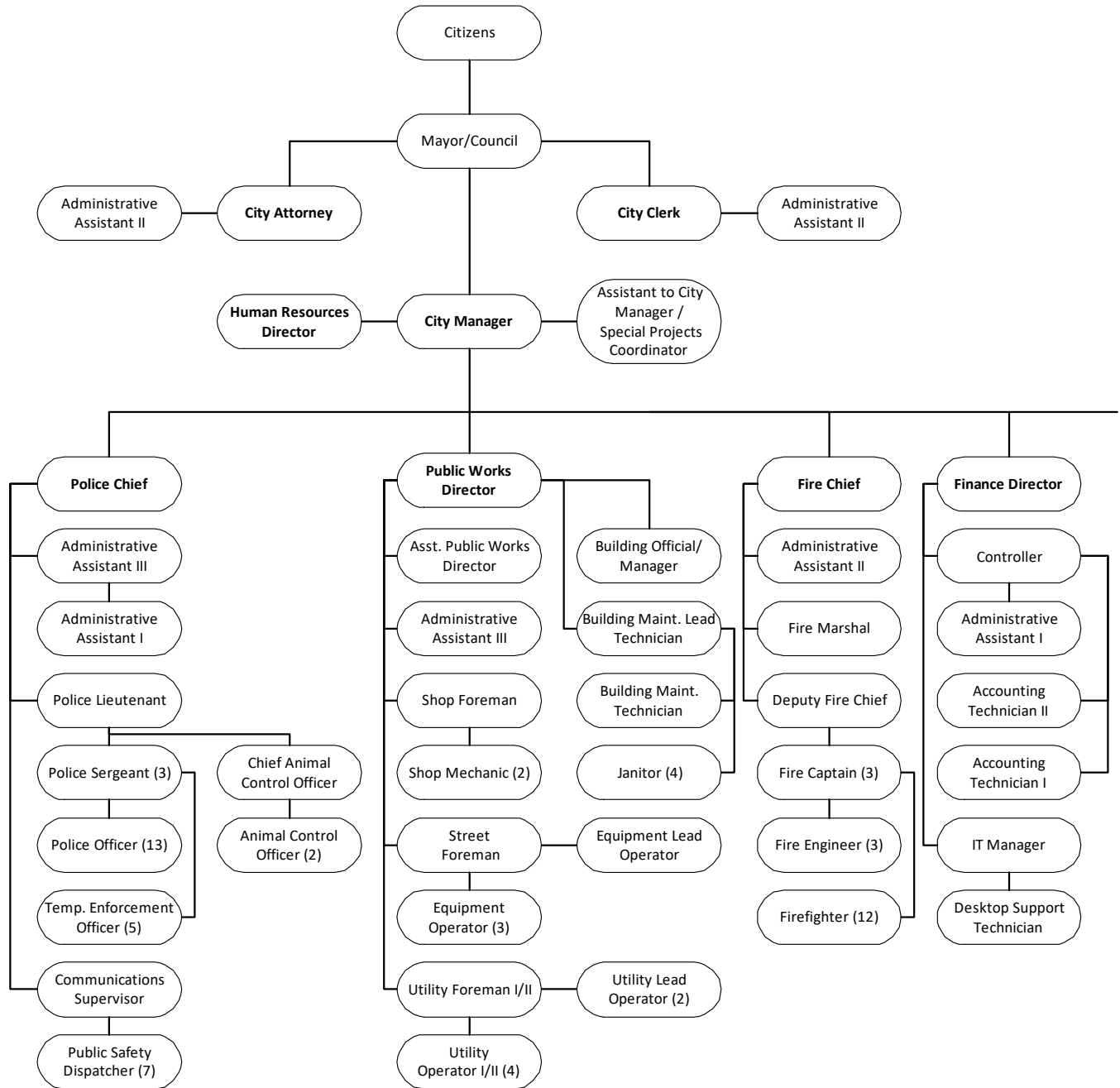
<u>Department</u>	<u>Position Title</u>	<u>FY2024 Grade</u>	<u>FY2025 Grade</u>	<u>FY2026 Grade</u>	<u>FY2024 Full Time Equivalent Positions</u>	<u>FY2025 Full Time Equivalent Positions</u>	<u>FY2026 Full Time Equivalent Positions</u>
<b><u>Senior Citizens Fund</u></b>							
<b><u>Title III Access</u></b>	Senior Center Director	23	23	23	0.15	0.15	0.15
	Administrative Assistant III	15	15	15	0.10	0.10	0.10
	Administrative Assistant II	14	14	14	0.85	0.85	0.85
	Janitor	3	4	4	<u>0.26</u>	<u>0.26</u>	<u>0.26</u>
<b><u>Congregate Meals</u></b>	Senior Center Director	23	23	23	0.05	0.10	0.10
	Administrative Assistant III	15	15	15	0.08	0.15	0.15
	Administrative Assistant II	14	14	14	0.03	0.05	0.05
	Driver	6	6	6	0.06	0.28	0.28
	Cook	8	8	8	0.18	0.33	0.33
	Janitor	3	4	4	0.05	0.08	0.08
	Kitchen Assistant	4	6	6	0.18	0.33	0.33
	Temporary Kitchen Assistant	T4	T4	T4	<u>0.01</u>	<u>0.01</u>	<u>0.01</u>
<b><u>Home Meals</u></b>	Senior Center Director	23	23	23	0.22	0.17	0.17
	Administrative Assistant III	15	15	15	0.33	0.26	0.26
	Administrative Assistant II	14	14	14	0.11	0.09	0.09
	Cook	8	8	8	0.73	0.58	0.58
	Janitor	3	6	6	0.06	0.05	0.05
	Driver	6	6	6	0.23	0.49	0.49
	Kitchen Assistant	4	6	6	0.72	0.58	0.58
	Temporary Kitchen Assistant	T4	T4	T4	<u>0.03</u>	<u>0.03</u>	<u>0.02</u>
<b><u>Transportation</u></b>	Senior Center Director	23	23	23	0.15	0.15	0.15
	Administrative Assistant III	15	15	15	0.15	0.15	0.15
	Driver	4	6	6	<u>0.70</u>	<u>1.05</u>	<u>1.05</u>
<b><u>Choice Waiver</u></b>	Senior Center Director	23	23	23	0.03	0.03	0.03
	Administrative Assistant III	15	15	15	0.04	0.04	0.04
	Administrative Assistant II	14	14	14	0.01	0.01	0.01
	Cook	8	8	8	0.09	0.09	0.09
	Kitchen Assistant	4	6	6	0.09	0.09	0.09
	Driver	6	6	6	0.04	0.75	0.75
	Janitor	3	6	6	0.01	0.02	0.02
	Temporary Kitchen Assistant	T6	T6	T6	<u>0.01</u>	<u>0.01</u>	<u>0.01</u>
<b><u>Senior Citizen Fund</u></b>							
<b><u>Total</u></b>					<b><u>5.74</u></b>	<b><u>7.29</u></b>	<b><u>7.29</u></b>

City of Kenai  
Fiscal Year 2026 Consolidated Operating Budget

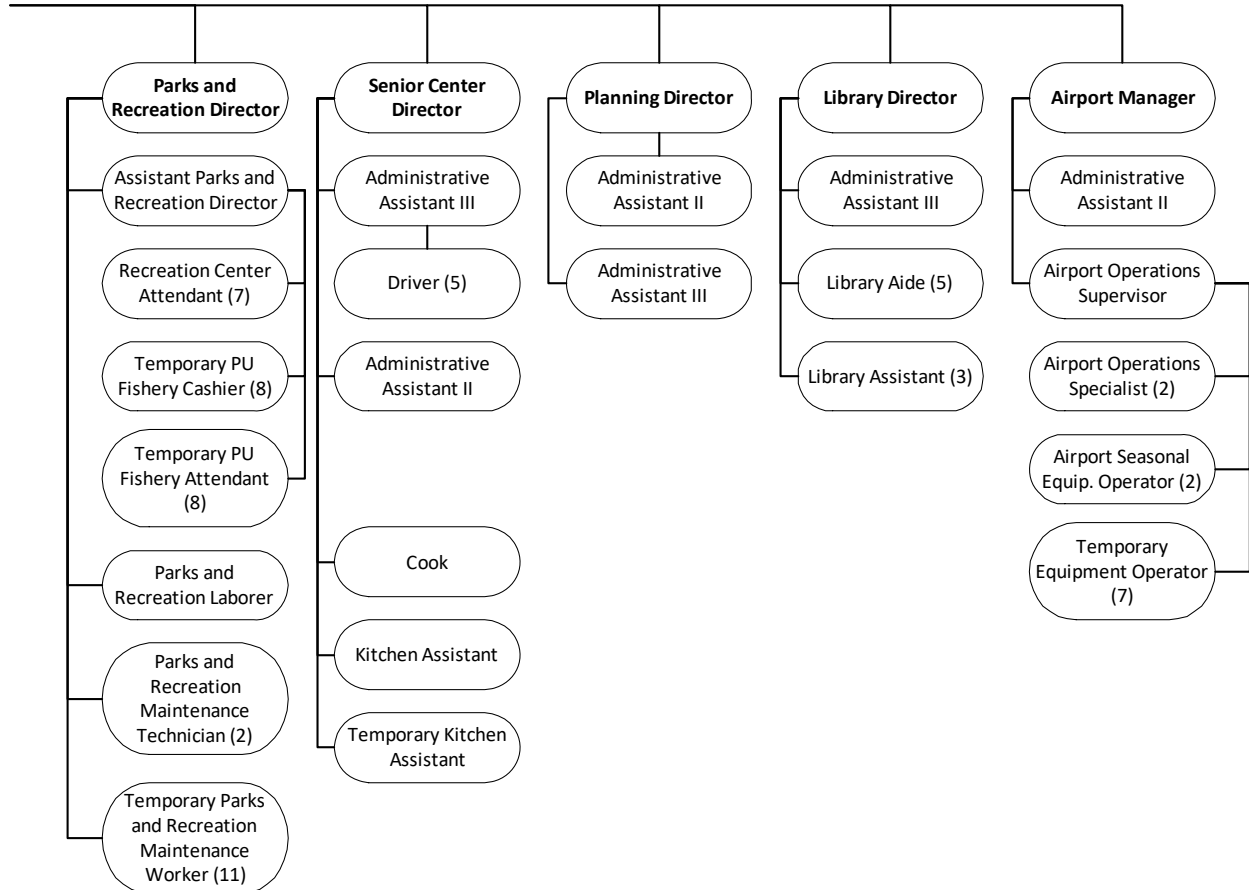
Authorized Personnel Staffing Table

<u>Department</u>	<u>Position Title</u>	<u>FY2024 Grade</u>	<u>FY2025 Grade</u>	<u>FY2026 Grade</u>	<u>FY2024 Full Time Equivalent Positions</u>	<u>FY2025 Full Time Equivalent Positions</u>	<u>FY2026 Full Time Equivalent Positions</u>
<b><u>Personal Use Fishery Fund</u></b>							
<b><u>Public Safety</u></b>	Temporary Enforcement Officer	T8	T8	T8	0.56	0.56	0.56
<b><u>Streets</u></b>	Street Foreman	21	21	21	0.02	0.02	0.02
	Equipment Lead Operator	14	19	19	0.03	0.03	0.03
	Equipment Operator	16	16	16	0.13	0.08	0.08
<b><u>Parks, Recreation &amp; Beautification Department</u></b>	Parks and Recreation Director	23	23	23	0.04	0.04	0.04
	Assistant Parks and Recreation Director	19	19	19	0.03	0.03	0.03
	Parks and Recreation Maintenance Technician	14	14	14	0.08	0.08	0.08
	Parks and Recreation Laborer	6	6	6	0.02	0.02	0.02
	IT Manager	23	23	23	0.09	0.02	0.02
	Desktop Support Technician	13	15	15	0.09	0.02	0.02
	Temporary Personal Use Fishery Cashier	T3	T3	T3	0.54	0.57	0.57
	Temporary Personal Use Fishery Attendant	-	T4	T4	-	0.07	0.07
	Temporary Parks and Recreation Maintenance Worker	T5	T5	T5	0.33	0.33	0.33
<b><u>Dock</u></b>	Street Foreman	21	21	21	0.02	0.02	0.02
	Equipment Lead Operator	19	19	19	0.02	0.02	0.02
	Equipment Operator	16	16	16	0.02	0.02	0.02
	Parks and Recreation Director	-	23	23	-	0.01	0.01
	Assistant Parks and Recreation Director	-	19	19	-	0.03	0.03
	Parks and Recreation Maintenance Technician	-	14	14	-	0.01	0.01
	Temporary Personal Use Fishery Attendant	T4	T4	T4	0.33	0.36	0.36
	Temporary Parks and Recreation Maintenance Worker	-	T5	T5	-	0.02	0.02
<b><u>Personal Use Fishery Fund Total</u></b>					<b><u>2.35</u></b>	<b><u>2.36</u></b>	<b><u>2.36</u></b>
<b>All Funds Totals</b>					<b><u>121.43</u></b>	<b><u>123.46</u></b>	<b><u>125.56</u></b>

**City of Kenai  
FY2026 Permanent Positions  
Organizational Chart**



**City of Kenai  
FY2026 Permanent Positions  
Organizational Chart**



**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Permanent Position - Classified Salary Schedule**

Range	Job Title	A	B	C	D	E	F
1	Police Trainee	\$14.52	\$14.89	\$15.25	\$15.62	\$15.97	\$16.34
2		\$15.25	\$15.63	\$16.01	\$16.39	\$16.78	\$17.16
3		\$16.01	\$16.41	\$16.82	\$17.22	\$17.62	\$18.01
4		\$16.82	\$17.24	\$17.66	\$18.08	\$18.50	\$18.92
5		\$17.65	\$18.08	\$18.53	\$18.97	\$19.41	\$19.85
6	Driver, Janitor, Kitchen Assistant, Parks & Rec Laborer, Recreation Center Worker	\$18.54	\$19.00	\$19.47	\$19.93	\$20.40	\$20.86
7		\$19.46	\$19.95	\$20.43	\$20.92	\$21.41	\$21.90
8	Cook, Library Aide	\$20.84	\$21.36	\$21.88	\$22.40	\$22.92	\$23.44
9		\$21.89	\$22.44	\$22.98	\$23.53	\$24.08	\$24.62
10		\$22.97	\$23.54	\$24.12	\$24.69	\$25.27	\$25.85
11		\$24.10	\$24.70	\$25.31	\$25.91	\$26.51	\$27.11
12	Library Assistant	\$25.34	\$25.97	\$26.60	\$27.23	\$27.87	\$28.51
13	Administrative Assistant I Accounting Tech I, Adminstrative Assistant II, Animal Control Officer, Parks & Rec Maint. Tech.	\$26.61	\$27.27	\$27.94	\$28.61	\$29.27	\$29.94
14	Administrative Assistant III, Desktop Support Tech, Public Safety Dispatcher, Utility Operator I	\$27.94	\$28.63	\$29.34	\$30.03	\$30.73	\$31.43
15	Accounting Technician II, Airport Operations Specialist, Building Maintenance Tech, Equipment Operator	\$29.31	\$30.05	\$30.78	\$31.52	\$32.24	\$32.98
16		\$30.78	\$31.55	\$32.32	\$33.09	\$33.86	\$34.63
17	Chief Animal Control Officer	\$32.35	\$33.16	\$33.98	\$34.78	\$35.59	\$36.40
18	Communications Supervisor, Utility Operator II Assistant Parks & Rec Director, Equipment Lead Operator, Shop Mechanic, Utility Lead Operator	\$33.95	\$34.79	\$35.64	\$36.50	\$37.34	\$38.19
19		\$35.65	\$36.54	\$37.43	\$38.32	\$39.22	\$40.11
20		\$37.41	\$38.35	\$39.28	\$40.22	\$41.16	\$42.10
21	Airport Operations Supervisor, Building Official, Police Officer, Shop Foreman, Street Foreman, Building Foreman	\$39.29	\$40.27	\$41.26	\$42.24	\$43.22	\$44.21
22	Utility Foreman II	\$41.26	\$42.29	\$43.32	\$44.35	\$45.39	\$46.42
23	Assistant to City Manager/Special Projects Coor, IT Manager	\$43.30	\$44.38	\$45.46	\$46.54	\$47.63	\$48.72
24	Police Sergeant, Assistant Public Works Director	\$45.48	\$46.61	\$47.76	\$48.89	\$50.03	\$51.16
25	Controller, Fire Deputy Chief	\$47.76	\$48.95	\$50.14	\$51.34	\$52.53	\$53.72
26		\$50.17	\$51.42	\$52.68	\$53.94	\$55.19	\$56.45
27	Police Lieutenant	\$52.63	\$53.95	\$55.26	\$56.58	\$57.90	\$59.21
28		\$55.28	\$56.67	\$58.05	\$59.44	\$60.81	\$62.20

**Classified employees engaged in fire protection activities**

18	Firefighter	\$24.25	\$24.85	\$25.45	\$26.05	\$26.65	\$27.25
19		\$25.46	\$26.09	\$26.72	\$27.36	\$27.99	\$28.62
20	Fire Engineer	\$26.71	\$27.38	\$28.04	\$28.70	\$29.37	\$30.03
21		\$28.07	\$28.77	\$29.48	\$30.18	\$30.89	\$31.59
22	Fire Captain, Fire Marshall	\$29.48	\$30.21	\$30.95	\$31.68	\$32.42	\$33.15

**Department Head**

Range		Minimum	New Maximum
23	Human Resources Director, Library Director, Parks & Rec Director, Senior Center Director	\$90,062	\$126,086
24	Planning Director	\$94,602	\$132,443
25	Airport Manager	\$99,334	\$139,067
26		\$104,361	\$146,106
27	Fire Chief	\$109,475	\$153,264
28	Finance Director, Police Chief, Public Works Director	\$114,991	\$160,987

**City Manager, City Clerk and City Attorney are Council-Appointed administrative offices with negotiated salaries**

**City of Kenai  
Fiscal Year 2026 Operating Budget**

**Permanent Position - Classified Salary Schedule**

AA	BB	CC	DD	EE
\$16.96	\$17.57	\$18.20	\$18.81	\$19.43
\$17.81	\$18.45	\$19.10	\$19.75	\$20.40
\$18.70	\$19.37	\$20.05	\$20.74	\$21.42
\$19.64	\$20.35	\$21.06	\$21.78	\$22.49
\$20.60	\$21.35	\$22.10	\$22.85	\$23.60
\$21.64	\$22.44	\$23.23	\$24.01	\$24.80
\$22.73	\$23.55	\$24.38	\$24.01	\$26.03
\$24.33	\$25.21	\$26.09	\$26.98	\$27.87
\$25.55	\$26.48	\$27.42	\$28.35	\$29.27
\$26.83	\$27.80	\$28.77	\$29.75	\$30.73
\$28.13	\$29.16	\$30.18	\$31.21	\$32.23
\$29.59	\$30.66	\$31.74	\$32.81	\$33.89
\$31.07	\$32.20	\$33.33	\$34.47	\$35.59
\$32.61	\$33.80	\$34.99	\$36.18	\$37.36
\$34.22	\$35.47	\$36.71	\$37.96	\$39.21
\$35.93	\$37.25	\$38.56	\$39.86	\$41.17
\$37.78	\$39.16	\$40.52	\$41.90	\$43.28
\$39.63	\$41.08	\$42.51	\$43.96	\$45.40
\$41.63	\$43.14	\$44.66	\$46.17	\$47.69
\$43.69	\$45.28	\$46.87	\$48.46	\$50.04
\$45.88	\$47.54	\$49.22	\$50.89	\$52.56
\$48.17	\$49.93	\$51.68	\$53.43	\$55.19
\$50.55	\$52.40	\$54.23	\$56.08	\$57.92
\$53.10	\$55.03	\$56.97	\$58.89	\$60.83
\$55.75	\$57.78	\$59.81	\$61.84	\$63.87
\$58.58	\$60.71	\$62.84	\$64.97	\$67.11
\$61.44	\$63.69	\$65.92	\$68.16	\$70.40
\$64.55	\$66.90	\$69.25	\$71.59	\$73.95
\$28.28	\$29.31	\$30.35	\$31.38	\$32.41
\$29.70	\$30.78	\$31.86	\$32.95	\$34.03
\$31.16	\$32.30	\$33.44	\$34.57	\$35.71
\$32.78	\$33.98	\$35.17	\$36.36	\$37.56
\$34.40	\$35.66	\$36.90	\$38.16	\$39.41

**City of Kenai**  
**Fiscal Year 2026 Operating Budget**

**Temporary Position - Classified Salary Schedule**

Range	A	B	C
1	14.24	14.60	14.95
2	14.95	15.32	15.70
3	15.70	16.09	16.49
4	16.49	16.90	17.31
5	17.30	17.73	18.17
6	18.18	18.63	19.09
7	19.08	19.56	20.03
8	20.43	20.94	21.45
9	21.46	22.00	22.53
10	22.52	23.08	23.65
11	23.63	24.22	24.81
12	24.84	25.46	26.08
13	26.09	26.74	27.39
14	27.39	28.07	28.76
15	28.74	29.46	30.18
16	30.18	30.93	31.69
17	31.72	32.51	33.31
18	33.28	34.11	34.94
19	34.95	35.82	36.70
20	36.68	37.60	38.51
21	38.52	39.48	40.45
22	40.45	41.46	42.47
23	42.45	43.51	44.57
24	44.59	45.70	46.82
25	46.82	47.99	49.16
26	49.19	50.42	51.65
27	51.60	52.89	54.18
28	54.20	55.56	56.91
29	56.99	58.41	59.84



## CHART OF ACCOUNTS

**2021 - Office Supplies** - Office stationery, forms, items of office equipment costing less than \$50, maps, drafting supplies, etc.

**2022 - Operating, Repair & Maintenance Supplies** - Includes building materials and supplies; paints and painting supplies; structural steel, iron, and related materials; plumbing supplies; electrical supplies; motor vehicle repair materials; parts and supplies; agricultural supplies; chemicals, drugs, and veterinary supplies; animal feed; food and kitchen supplies; motor vehicle fuel and lubricants; custodial and institutional supplies; clothing, film, and ammunition.

**2024 - Small Tools & Minor Equipment** - Tools and items of equipment that cost less than \$5,000 per item and which have a useful life greater than one year.

**2025 - Snack Bar Supplies** - Snack foods, beverages, paper products, (i.e., paper plates, napkins, plastic-ware), condiments and other supplies as needed to maintain the snack bar.

**2026 - Computer Software** - Computer software that is licensed either permanently or on a subscription basis, including cloud based services.

**4531 - Professional Services** - Accounting and auditing services; management consulting services; surveying, engineering, and architectural services; special legal services; and other professional services.

**4532 - Communications** - Monthly telephone, internet, cellular data, and wide area network charges.

**4533 - Transportation** - Travel expenses, per diem, lodging expenses, and seminar expenses.

**4534 - Advertising** - Newspaper; other media advertising; promotions.

**4535 - Printing & Binding** - Copy machine rental and maintenance; professional printing charges; copy machine paper.

**4536 - Insurance** - All insurance policy expenses (other than personnel related).

**4537 - Public Utility Services** - Natural gas, electricity, cable, water, sewer, and solid waste disposal.

**4538 - Repair & Maintenance Service** - Contracted repairs of buildings, vehicles, equipment, and improvements; inspection charges and other contracted services; custodial services; and building security services.

**4539 - Rentals** - Land, building, machinery, postage machine and equipment rentals.

**4540 - Equipment Fund Payments** - Payments to Equipment Replacement Internal Service Fund.

**4541 - Postage** - Stamps and postage meter.

**4666 - Books** - Books, reference materials (including CD's), and other library materials.

**4667 - Dues & Publications** - Subscriptions to magazines and newspapers; dues for professional organizations; certification fees.

**5041 - Miscellaneous** - Court costs and investigations; judgments and damages; recording fees; information and credit services; taxes; uniform allowances; college tuition costs and reimbursements; other expenses not otherwise classified.

**8061 - Land** - Costs of acquiring raw land.

**8062 - Buildings** - Costs of construction or acquiring buildings, to include engineering, design, inspection, and other related costs. Costs of improving buildings, if improvements lengthen the useful life of the building or provide a new function.

**8063 - Improvements Other Than Buildings** - Costs of improving land, if improvements provide a new function or lengthen the useful life of an existing improvement.

**8064 - Machinery & Equipment** - Equipment items costing more than \$5,000 and having a useful life in excess of one year.

**9090 - Transfers Out** - Transfer of funds from one fund to another.

## COMMUNITY PROFILE

### Government

The City of Kenai (City) was formed by a Home Rule Charter on May 20, 1963 under the provisions of Alaska Statute, Title 29, as amended. The City operates under a council-manager form of government. Policymaking and legislative authority are vested in the seven-member City Council, of which the Mayor is a member. The Council is authorized to adopt ordinances, the budget, and select the City Manager, City Attorney and City Clerk. The City Manager is responsible for carrying out the City's policies and ordinances, overseeing the day-to-day operations, and supervising department heads. The Council is elected at large on a nonpartisan basis. Council members and the Mayor are elected to three-year terms.

The City provides the following services: public safety (police, fire, animal control, and 911 communications), public improvements, airport, dock facility, water and sewer, library, senior citizen, recreation, parks, planning and general administrative services.

### Geography

The City is located in southcentral Alaska on the beautiful Kenai Peninsula at 60°33'31"N 151°13'47"W. Situated at the mouth of the world-famous Kenai River. The City is located some 160 road miles south of Anchorage. The City has a land area of 35.4 square miles of which 28.6 square miles is land and the remaining 6.8 square miles is water. The City's estimated population is 7,872. The City is located within the Kenai Peninsula Borough (KPB); a unit of government analogous to a county with a land area of 24,752 square miles and an estimated population of 61,835.



### Climate

As with much of Southcentral Alaska, Kenai has a moderate subarctic climate due to the cool summers. Winters are snowy, long but not particularly cold, especially considering the latitude, with January featuring a daily average temperature of 15.8°F. Snowfall averages 63.6 inches per year, falling primarily from October thru March, with some accumulation in April, and rarely in May or September. Summers are cool due to the coastal influence, with an average temperature of 61.7°F in the months of June, July and August. The City's record high was 93.0°F on June 14, 1969 and the record low was -48°F on February 4, 1947.

## History

Kenai was first inhabited by the Dena'ina people 3,000 years ago. In 1786 Pytor Zaikov built Fort Nikolaevskaia for the Lebedev-Lastochkin Company on the site of modern Kenai, being the first European settlement on the Alaskan mainland. In 1965, offshore oil discoveries in Cook Inlet caused a period of rapid growth. They were a part of a series of oil deposits located during the middle of the 20th century. In 1957, oil was discovered at Swanson River, 20 miles (32 km) northeast of Kenai. This was the first major oil discovery in Alaska. The same exceptional fishing, wildlife, and abundant natural resources that brought the Dena'ina people to Kenai some 3,000 years ago still attracts visitors and residents today. This small village and oil boomtown has developed into a diverse community that celebrates its rich history in one of the most spectacular natural settings in America. Kenai was named a "Top 200 Town for Sportsmen" by *Outdoor Life* magazine and was twice, in 1992 and again in 2011, named an All-American City by the National Civic League.

## Demographics

Population	2015	2025*
City of Kenai	7,480	7,951
Kenai Peninsula Borough	58,000	62,447

Population by Sex/Age	2015	2025*
Male	3,523	3,869
Female	3,577	3,693
Under 18	27.8%	32.8%
18 & over	72.2%	61.2%
Median age	34.2	34.1
20-24	6.5%	7.6%
25-34	12.7%	10.6%
35-59	35.1%	41.0%
60-84	13.9%	28.8%
85 & Over	0.8%	2.9%

Population by Race	2015	2025*
White	5,281	5339
African American	74	73
Asian	239	243
American Indian and Alaska Native	784	940
Native Hawaiian and Pacific Islander	16	47
Identified by two or more	830	1029
Other	277	280

Household Income	2015	2025*
Number of households	2,809	2,916
Average household size	2.45	2.56

Median household income	\$ 61,348	\$ 74,907
Persons in poverty	13.4%	12.28%

Education (persons age 25+)	2015	2025*
High school graduate or higher	91.6%	94.7%
Bachelor's degree or higher	18.0%	21.1%

\* Estimated.

Source: U.S. Bureau of the Census, American Fact/Finder, census.gov, <https://worldpopulationreview.com/us-cities/kenai-ak-population>

## Economy

The City of Kenai's economy follows the economy of the surrounding KPB and the State of Alaska. Among KPB cities, Kenai has ranked highest in gross sales since 2011. As of 2020 Kenai was the 55<sup>th</sup> top US port for commercial fisheries volume (8.2 million pounds landed) with a value of more than \$6.5 million. Kenai's economy, like the State, is heavily dependent on the price of oil. Many Kenai residents work in the oil and gas industry in Cook Inlet and other parts of Alaska. Other significant local employers include Education and Health Services, Retail Trade and Leisure and Hospitality businesses.

Unemployment	2015	2025*
Kenai Peninsula Borough	9.1%	6.7 %

Source: <https://live.laborstats.alaska.gov/data-pages/labor-force-area-data?a=0&s=16>

### Taxable Sales by Category (July 1 – June 30)

Category	2014	2024
Retail Trade	\$156,190,787	\$234,019,232
Restaurant/Bar	14,206,733	19,926,933
Utilities	9,487,473	12,195,393
Services	4,540,369	6,498,351
Hotel/Motel/Bed & Breakfast	9,072,481	6,002,770
Rental Residential Property	4,843,838	5,519,077
Professional, Scientific and Technical Services	3,288,067	4,288,537
Wholesale Trade	3,818,567	3,333,028
Public Administration	3,053,947	4,029,756
Telecommunications	1,862,305	2,385,582
Information	8,666,289	1,783,240
Rental Non-Residential Property	2,423,276	1,959,708
Guiding	300,979	942,690
Arts and Entertainment	539,560	1,521,739
Administrative & Waste Management	1,162,525	1,521,764
Construction Contracting	1,494,688	1,348,635
Rental Personal Property	248,147	1,881,882
Rental of Self-storage & Mini-warehouses	18,374	1,042,561
Rental Commercial Property	391,013	464,814
Manufacturing	1,039,713	1,982,631

Finance and Insurance	466,795	392,853
Educational Services	227,574	1,139,227
Transportation and Warehousing	349,192	455,680
Mining/Quarrying	11,000	40,443
Agriculture, Forestry, Fishing & Hunting	333,051	33,854
Health Care and Social Assistance	17,415	24,025
Other	<u>11,874</u>	
Total	<u>\$228,066,032</u>	<u>\$314,734,405</u>
City direct sales tax rate	3.00%	3.00%

Source: The Kenai Peninsula Borough Sales Tax Department.

### Transportation

The City is the major airfare hub for the Kenai Peninsula. The Kenai Municipal Airport receives approximately 75,000 passengers and 2.3 million pounds of freight annually.

## GLOSSARY OF KEY TERMS

**Accrual Basis** - The basis of accounting under which the financial effects of a transaction and other events and circumstances that have cash consequences for the governmental entity are recorded in the period in which those transactions, events and circumstances occur, rather than only in the periods in which cash is received or paid by the entity.

**Adopted Budget** - Refers to the budget amounts as originally approved by the Kenai City Council at the beginning of the year and also to the budget document which consolidates all beginning of the year operating appropriations and new capital project appropriations.

**Annual Budget** - A budget developed and enacted to apply to a single fiscal year.

**Annual Comprehensive Financial Report (ACFR)** - The official annual report of a government. It includes: (a) the five combined financial statements in the combined statement-overview and their related notes and (b) combining statements by fund type and individual fund and account group financial statements prepared in conformity with GAAP and organized into a financial report pyramid. It also includes support schedules necessary to demonstrate compliance with finance-related legal and contractual provisions, required supplementary information, extensive introductory material and detailed statistical sections.

**Appraise** - To estimate the value, particularly the value of property. if the property is valued for taxations, the narrower term "assess" is substituted.

**Appropriation Ordinance** - The official enactment by the City Council establishing the legal authority for the City administrative staff to obligate and expend resources.

**Assessed Valuation** - The valuation set upon all real and personal property in the City that is used as a basis for levying taxes. Tax-exempt property is excluded from the assessable base.

**Audit** - A systematic collection of the sufficient, competent evidential matter needed to attest to the fairness of management's assertions in the financial statements or to evaluate whether management has efficiently and effectively carried out its responsibilities. The auditor obtains this evidential matter through inspections, observation, inquiries and confirmations with third parties.

**Automatic Aid:** A plan developed between two or more fire departments for immediate joint response on first alarms. Defines area of response and defines what will respond, including initial response vehicle and manning.

**Available Fund Balance** - The difference between fund assets and fund liabilities of governmental and proprietary fund types that is not reserved for specific purposes.

**Basis of Accounting** - A term used to refer to when revenues, expenditures, expenses, and transfers - and the related assets and liabilities - are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on either the cash or accrual method.

**Bond** - Most often, a written promise to pay a specified sum of money, called the par value or principal, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The difference between a note and bond is that the latter is issued for a longer period and requires greater legal formality.

## GLOSSARY OF KEY TERMS

**Bond Ordinance** - An ordinance authorizing a bond issue.

**Budget** - A plan of financial operation embodying an estimate of proposed expenditures for a given period and the proposed means of financing them. Sometimes the term "budget" designates the financial plan presented to the appropriating governing body for adoption, and sometimes, the plan finally approved by that body.

**Budgetary Control** - The control or management of a government or enterprise in accordance with an approved budget to keep expenditures within the limitations of available appropriations and available revenues.

**Budget Document** - The official written statement prepared by the City's administrative staff to present a comprehensive financial program to the City Council. The first part provides overview information, together with a message from the budget-making authority, and a summary of the proposed expenditures and the means of financing them. The second consists of schedules supporting the summary. These schedules show in detail the past years' actual revenues, expenditures and other data used in making the estimates. The third part is composed of personnel and salary schedules, the chart of accounts, and a glossary.

**Capital Improvement Plan** - A plan that identifies: (a) all capital improvements which are proposed to be undertaken during a five fiscal year period; (b) the cost estimate for each improvement; (c) method of financing each improvement; and (d) the recommended time schedule for each project.

**Capital Projects** - Projects which purchase or construct fixed assets. Typically, a capital

project encompasses a purchase of land and/or the construction of a building or facility.

**Capital Projects Funds** - Funds established to account for financial resources to be used for the acquisition or construction of major capital facilities (other than proprietary and trust funds).

**Contingency** - Those funds included in the budget for the purpose of providing a means to cover minor unexpected costs during the budget year.

**Contractual Services** - Items of expenditure from services the City receives primarily from an outside company.

**Debt Service Funds** - Funds established to account for the accumulation of resources for and the payment of, general long-term debt principal and interest that resulted from the issuance of bonds.

**Deficit** - The excess of expenditures over revenues during an accounting period, or in the case of proprietary funds, the excess of expenses over revenues during an accounting period.

**Department** - The City administration is divided into departments. While a department may refer to a single activity, it usually indicates a grouping of related activities.

**Depreciation** - In accounting for depreciation, the cost of a fixed asset, less any salvage value, is prorated over the estimated service life of the asset. Each period is charged with a portion of the cost. Through this process, the entire cost of the asset less the salvage value is ultimately charged off as an expense.

**Employee Benefits** - Contributions made by the City to designated funds to meet commitments or obligations for employee



## GLOSSARY OF KEY TERMS

fringe benefits. Included is the City's share of costs for pension, medical, and life insurance plans.

**Encumbrances** – Commitments related to unperformed contracts, in the form of purchase orders or contracts, for goods or services. Used in budgeting, encumbrances are not expenditures or liabilities, but represent the estimated amount of expenditures that will result if unperformed contracts in process are completed.

**Enterprise Fund** - A proprietary fund established to account for operations that are financed and operated in a manner similar to private business enterprises. In this case the intent of the governing body is that the expenses including depreciation of providing goods as services to the general public on a continuing basis be financed or recovered primarily through user charges. Included in this category are two hospitals.

**Expenditure** - Decreases in net financial resources. Expenditures include current operating expenses, requiring the present or future use of net current assets, debt service and capital outlays, and inter-governmental grants, entitlements and shared revenues.

**Expenses** - Outflows or other using up of assets or incurrence of liabilities (or a combination of both) from delivering or producing goods, rendering services or carrying out other activities that constitute the entity's ongoing major or central operations.

**Fiduciary Fund Types** - The trust and agency funds used to account for assets held by a government unit in a trustee capacity or an agent for individuals, private organizations, other government units and/or other funds.

**Financial Resources** - Cash and other assets that, in the normal course of operations, will become cash.

**Fiscal Year** - The twelve-month period to which the annual operating budget applies and at the end of which a government determines the financial position and results of its operations. The City's fiscal year extends from July 1 to the following June 30.

**Fixed Assets** - long-lived tangible assets obtained or controlled as a result of past transactions, events or circumstances. Fixed assets include buildings, equipment, and improvements other than buildings and land.

**Function** - A group of related activities aimed at accomplishing a major service for which a government is responsible.

**Fund** - A fiscal and accounting entity with a self-balancing set of accounts in which cash and/or other financial resources, all related liabilities, and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or attain certain objectives in accordance with special regulations, restrictions or limitations.

**Fund Balance** - The difference between fund assets and fund liabilities of governmental and similar trust funds.

**Fund Balance Appropriated** - The amount of fund balance budgeted as a revenue source.

**Fund Categories** - Funds used in governmental accounting are classified into three broad categories: governmental, proprietary and fiduciary.

**Fund Type** - The three broad fund categories of governmental accounting are subdivided into seven fund types. The seven fund types are: general, special revenue, debt service, capital projects, enterprise, internal service, and fiduciary.



## GLOSSARY OF KEY TERMS

**General Fund** - A type of governmental fund used to account for revenues and expenditures for regular day-to-day operations of the City, including the school district, which is not accounted for in specific purpose funds. The primary sources of revenue for this fund are local taxes and federal and state revenues.

**Generally Accepted Accounting Principles (GAAP)** - Uniform minimum standards and guidelines for financial account and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general applications, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations.

**Governmental Fund Types** - Funds used to account for the acquisition, use and balances of expendable financial resources and the related current liabilities - except those accounted for in the proprietary funds and fiduciary fund. Under current GAAP, there are four governmental fund types: general, special revenue, debt service and capital projects.

**Grants** - Contributions or gifts of cash or other assets from another government or other organization to be used for a specified purpose, activity or facility. Typically, these contributions are made to local governments from the state and federal governments.

**Interfund Transfers** - Amounts transferred from one fund to another fund. This includes reimbursements, residual equity transfers and operating transfers.

**Intergovernmental Revenues** - Revenues from other governments in the form of grants, entitlements, or shared revenues or

payments in lieu of taxes.

**Internal Service Fund** - A proprietary fund type used to account for the financing of goods or services provided by one department of a government to other departments.

**Investment** - Securities held for the production of income in the form of interest in compliance with the policies set out by the City code of ordinances.

**Levy** - To impose taxes, special assessments or service charges for the support of government activities. Also used to denote the total amount of taxes, special assessments or service charges imposed by a government.

**Liabilities** - Debt or other legal obligations, arising from present obligations of a particular entity, to transfer assets or provide services to other entities in the future as a result of past transactions or events.

**Measurement Focus** - The accounting convention that determines (1) which assets and which liabilities are included on a government's balance sheet and where they are reported there, and (2) whether an operating statement presents information on the flow of financial resources (revenues and expenditures) or information on the flow of economic resources (revenues and expenses).

**Mill** - A measure of the rate of property taxation, representing one one-thousandth of a dollar of assessed value.

**Mill Rate** - The tax rate on property, based on mill(s). A rate of 1 mill applied to a taxable value of \$100,000 would yield \$100 in tax.

**Modified Accrual Basis of Accounting** - A basis of accounting in which revenues and other financial resources are recognized

## GLOSSARY OF KEY TERMS

when they become susceptible to accrual, that is when they are both "measurable" and "available to finance expenditures of the current period." "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and

(2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting.

**Mutual Aid** - Reciprocal assistance by emergency services under a prearranged plan. Not an automatic response, but a requested response. Request identifies resources requested and manning. Does not need to be a defined area but generally is between adjacent entities or those relatively close in proximity of each other.

**Non-Departmental** - Refers to a group of governmental activities, which are not associated with and cannot be allocated to any particular department.

**Ordinance** - A formal legislative enactment by the legislative body which, if not in conflict with any higher form of law, has the full force and effect of law within the boundaries of the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**Other Financing Sources** – Increase in current financial resources that is reported

separately from revenues to avoid distorting revenue trends. Governmental fund general long-term debt proceeds, land lease payments, land sale payments, proceeds from the sale of fixed assets, operating transfers in, service charges, and fees for governmental services.

**Performance Measures** - Specific quantitative productivity measures of work performed within an activity or program. Also, a specific quantitative measure of results obtained through a program or activity.

**Personnel Services** - Items of expenditures in the operating budget for salaries and wages paid for services performed by City employees, including employee benefit costs such as the City's contribution for retirement, social security, and health and life insurance.

**Program** - Group activities, operations or organizational units directed to attaining specific purposes or objectives.

**Property Tax** - A tax levied on the assessed value of property.

**Proprietary Funds** - A type of fund that accounts for governmental operations that are financed and operated in a manner similar to private business enterprises. Proprietary fund types used by the City include the enterprise and internal service funds.

**Purchase Order** - A document authorizing the delivery of specified merchandise or the rendering of certain services for a stated estimated price. Outstanding purchase orders at the end of the fiscal year are called encumbrances.

**Replacement Cost** - The amount of cash or other consideration that would be required today to obtain the same asset or its equivalent.

## GLOSSARY OF KEY TERMS

**Retained Earnings** - An equity account reflecting the accumulated earning of an enterprise or internal service fund.

**Revenue** - Increases in the net current assets of a governmental fund type other than expenditure refunds and residual equity transfers. General long-term debt proceeds and operating transfers are classified as 'other financing sources' rather than as revenues. Increases in the net total assets of a proprietary fund type other than expense refunds, capital contributions, and residual equity transfers. Operating transfers, as in governmental fund types, are classified separately from revenues.

**Sales Tax** - State legislation allows local governments to levy a sales tax on retail sales in its jurisdiction. The City currently levies 3% on all taxable retail within the City.

**Single Audit** - An audit performed in accordance with the single audit act of 1984 and the office of management and budget (OMB) circular a-128, audits of state and local governments. The single audit act allows or requires governments (depending on the amount of federal assistance received) to have one audit performed to meet the needs of all federal grantor agencies.

**Special Revenue Fund** - A fund used to account for the proceeds of specific revenue sources (other than expendable trust or major capital projects) that are legally restricted to expenditure for specified purposes.

**Tax Levy** - The total dollar amount of tax that optimally should be collected based on tax rates and assessed values of personal and real properties.