



**Kenai Parks & Recreation Commission**

**Regular Meeting**

**March 06, 2025 - 6:00 PM**

**Kenai City Hall - Council Chambers**

**210 Fidalgo Ave., Kenai, AK 99611**

**\*Telephonic/Virtual Information Below\***

**Agenda**

**A. CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval

**B. SCHEDULED PUBLIC COMMENTS *(Public comments limited to ten (10) minutes per speaker)***

**C. UNSCHEDULED PUBLIC COMMENT *(Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated)***

**D. APPROVAL OF MINUTES**

1. February 6, 2025 Regular Meeting Minutes..... Pg. 3

**E. UNFINISHED BUSINESS**

**F. NEW BUSINESS**

1. **Discussion/Recommendation** -work plan goals for 2025..... Pg. 6

**G. REPORTS**

1. Parks & Recreation Director
2. Commission Chair
3. City Council Liaison..... Pg. 12

**H. ADDITIONAL PUBLIC COMMENTS *(Public comments limited to five (5) minutes per speaker)***

**I. NEXT MEETING ATTENDANCE NOTIFICATION – April 3, 2025**

**J. COMMISSIONER COMMENTS AND QUESTIONS**

**K. ADJOURNMENT**

**L. INFORMATION ITEMS**

1. Parks & Recreation Midmonth Report – January 25..... Pg. 18
2. Parks Inventory ..... Pg. 20

**Registration is required to join the meeting remotely through Zoom.** Please use the link below to register:

<https://us02web.zoom.us/meeting/register/q2OTOZGoTuuDtmCsiCjVIQ>

*The agenda and agenda items are posted on the City's website at [www.kenai.city](http://www.kenai.city). Copies of the agenda items are available at the City Clerk's Office or outside of Council Chambers prior to the meeting. Please contact the Parks and Recreation Director at 907-283-8262 for additional details.*

**\*\*COMMISSIONERS, PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING\*\***

**KENAI PARKS & RECREATION COMMISSION – REGULAR MEETING  
FEBRUARY 6, 2025 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
CHAIR GRANT WISNIEWSKI, PRESIDING**

**ACTION MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Parks & Recreation Commission was held on February 6, 2025, in the Kenai City Council Chambers, Kenai, AK. Chair Wisniewski called the meeting to order at approximately 6:00 p.m.

**1. Pledge of Allegiance**

Chair Wisniewski led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Grant Wisniewski, Chair  
Kyle Graham, Vice Chair  
Michael Bernard

Bridget Grieme  
Sharon Fisher  
Marti Pepper

A quorum was present.

Absent:

Charlie Stephens

Also in attendance were:

Tyler Best, Parks & Recreation Director  
Jenna Brown, Parks & Recreation Assistant Director  
Alex Douthit, City Council Liaison

**3. Election of Chair and Vice Chair**

**MOTION:**

Commissioner Grieme **MOVED** to reappoint Chair Wisniewski. Commissioner Fisher **SECONDED** the motion.

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

**MOTION:**

Chair Wisniewski **MOVED** to reappoint Vice Chair Graham. Commissioner Fisher **SECONDED** the motion.

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

**4. Agenda Approval**

**MOTION:**

Commissioner Fisher **MOVED** to approve the agenda as presented. Commissioner Bernard **SECONDED** the motion.

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

B. **SCHEDULED PUBLIC COMMENTS** - None.

C. **UNSCHEDULED PUBLIC COMMENTS** - None.

D. **APPROVAL OF MINUTES**

1. November 7, 2025 Regular Meeting Minutes
2. January 2, 2025 Regular Meeting Minutes

**MOTION:**

Commissioner Fisher **MOVED** to approve the November 7, 2025 and January 2, 2025 Parks & Recreation Commission minutes. Vice Chair Graham **SECONDED** the motion.

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

E. **UNFINISHED BUSINESS** – None.

F. **NEW BUSINESS**

1. **Discussion/Recommendation** - Review work plan summary report from fy25

Director Best gave a staff report from information provided in the packet.

**MOTION:**

Commissioner Grieme **MOVED** to approve the Parks & Recreation Commission 2024 Annual Report for submission to the City Council.

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

2. **Discussion-** Discuss work plan goals for 2025

Director Best gave a staff report from information provided in the packet, and clarified that he is currently seeking funding for the Old Town Park project.

*[Clerk's Note: At 6:25 p.m. Chair Wisniewski passed the gavel to Vice Chair Graham and exited the meeting.]*

Support was expressed for adding a new objective for 2025, and continuing those from 2024; discussion included how to be a Parks & Recreation liaison for the community.

G. **REPORTS**

1. Parks & Recreation Director – Director Best reported on the following:
  - Reviewed Midmonth reports as provided in the packet.
  - Interdepartmental efforts to help address flooding.
  - Future efforts to gather input from the community about the Parks & Recreation Master Plan.
2. Commission Chair – None.
3. City Council Liaison – Council Member Douthit reported on recent actions of the City Council.

H. **ADDITIONAL PUBLIC COMMENTS** – None.

I. **NEXT MEETING ATTENDANCE NOTIFICATION** – March 6, 2025

Commissioner Grieme noted she would be absent.

**J. COMMISSION QUESTIONS AND COMMENTS**

Commissioner Grieme asked about the timeline for annual goals to be brought to the commission for discussion.

Commissioner Bernard welcomed new commissioners; thanked Director Best for thorough work plan work plan and goal explanation.

Vice Chair Graham suggested introducing commissioners at each meeting.

**K. ADJOURNMENT**

**L. INFORMATIONAL ITEMS**

1. Parks & Recreation Midmonth Report – November 24
2. Parks & Recreation Midmonth Report – December 24

There being no further business before the Parks & Recreation Commission, the meeting was adjourned at 7:09 p.m.

I certify the above represents accurate minutes of the Parks & Recreation Commission meeting of February 6, 2025.

\_\_\_\_\_  
Meghan Thibodeau  
Deputy City Clerk

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**FROM:** Tyler Best, Parks and Recreation Director

**DATE:** February 27, 2025

**SUBJECT:** 2025 Workplan Goals

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During the February 6<sup>th</sup> meeting, Parks and Recreation reviewed the Commission's work plan goals, which will be voted on at the March 6<sup>th</sup> meeting. The four goals that they came up with during the last meeting are attached to this memo.

Goals 1-3 are repeatable goals similar to those voted on by the Commission last year and can be renewed every year. Goal 4 supports the Commission's coming up with a unique one-time goal. Below is the Parks and Recreation Commission Code, which all goals should be guided by when made and voted on.

(a) Purpose. The purpose of the Parks and Recreation Commission is to advise the Council and Administration on issues involving the City's parks and recreational facilities.

(1) Review and provide recommendations on any master plans for the physical development of recreation facilities for the City. Such master plans with accompanying maps, plats, charts, descriptive, and explanatory matter, may show the Commission's recommendations for the development of the City's recreation facilities including:

- (i) Development of the type, location, and sequence of all public recreation facilities; and
- (ii) The relocation, removal, extension, or change of use of existing recreation facilities;

(2) Advise the Council and Administration on concerns and recommendations regarding parks and recreational facilities within the City including recommendations for consideration by the Administration in the development of the Parks and Recreation Department's annual budget; and

(3) Submit annually to the City Manager and Council, not less than ninety (90) days prior to the beginning of the budget year, a list of recommended capital improvements, which, in the opinion of the Commission, are necessary or desirable to be constructed during the forthcoming five (5) year period. Such list will be arranged in order of preference, with recommendations as to which projects are recommended for construction in which year; and

(4) Provide information and recommendations as requested by the City Council and Administration; and

(5) Advise and provide recommendations to the Administration as requested on the qualifications for a Director of Parks and Recreation.



### INTRODUCTION

This area should include a brief description of the overall purpose of the commission. *Note: Work plans developed by the advisory body will be submitted to the City Council for approval; therefore, it is a good idea to align the goals and objectives with city code, policy and the City of Kenai Comprehensive Plan.*

**Instructions:** In the space provided below, create a list of issues and goals (objectives) your commission would like to address in the upcoming year, your list should also include plans on how to address those issues. Each objective listed should include information regarding additional staff resources and/or community volunteers needed; funding resources, are funds available in the budget if not are you proposing council include funding in the upcoming budget cycle; and how long is it expected to obtain the objective. Please prioritize the objectives of your group with number one (1) being the top priority.

 <b>GOAL OR OBJECTIVE</b>	 <b>COLLABORATION</b>	 <b>FUNDING RESOURCES</b>	 <b>TIME TO COMPLETE</b>
Objective No. <u>01</u>	Objective: <u>Tour Parks &amp; Trails Twice Annually</u>		Estimated Time to Complete: <u>8 Hours</u>

**Strategy:** *(Provide a summary of tasks which need to be done to obtain the objective.)*

The Parks & Recreation Commission will tour the City's parks, trails, and recreation facilities twice a year with the Parks & Recreation Department. These tours will highlight accomplishments, goals, and provide an opportunity for the Commission to offer recommendations on capital improvements and master plans. Transportation will be provided by the Department, as available.

**Narrative:** *(Describe the benefits to the residents and visitors of the City.)*

This objective will allow the Commission to effectively support 19.05.010 and 19.05.020 and adequately advise the Council and administration on issues involving the City's parks and recreational facilities.

**Collaboration:** *(Who needs to be involved to obtain the objective?)*

Parks & Recreation Department

**Funding:** *(Are funds available, or is funding needed in a future budget?)*

N/A



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**OBJECTIVE** Objective No. 2 Objective: Capital Improvement Plan (CIP) Work Session Twice Annually Estimated Time to Complete: 4 Hours

*Strategy: (Provide a summary of tasks which need to be done to obtain the objective.)*

The Parks & Recreation Commission will collaborate with the Parks & Recreation Department to hold CIP Work Sessions twice a year (spring and fall), following the parks, trails, and recreation facilities tours. These sessions will review the status, progress, and accomplishments of existing capital improvements, while providing an opportunity for the Commission to offer recommendations on new or ongoing projects

*Narrative: (Describe the benefits to the residents and visitors of the City.)*

This objective will allow the Commission to effectively support 19.05.010 and 19.05.020 and adequately advise the Council and administration on issues involving the City's parks and recreational facilities.

*Collaboration: (Who needs to be involved to obtain the objective?)*

Parks & Recreation Department




*Funding: (Are funds available, or is funding needed in a future budget?)*

N/A

### INTRODUCTION

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GOAL OR 		FUNDING RESOURCES 	TIME TO COMPLETE 
<b>OBJECTIVE</b> ObjectivNo. 3	Objective: Development of Long-Term Goals	Estimated Time to Complete:	4 Hours

**Strategy:** *(Provide a summary of tasks which need to be done to obtain the objective.)*

Based on other objectives previously identified by the Parks & Recreation Commission (Commission), and in the support of 19.05.02they will work in collaboration with the Parks & Recreation Department (Department) to support and review master plan development

**Narrative:** *(Describe the benefits to the residents and visitors of the City.)*

The Commission acts as an intermediary between the public, the Department, Council, and Administration, conveying public feedback in an organized manner. This approach allows the Commission to effectively represent diverse community perspectives, provide expertise, maintain regular communication with the Department, ensure accountability and transparency with Council, and enhance community engagement. This is supported by 1.95.050.01

**Collaboration:** *(Who needs to be involved to obtain the objective?)*

Parks & Recreation Department





**Funding:** *(Are funds available, or is funding needed in a future budget?)*

N/A

### INTRODUCTION

This area should include a brief description of the overall purpose of the commission. *Note: Work plans developed by the advisory body will be submitted to the City Council for approval; therefore, it is a good idea to align the goals and objectives with city code, policy and the City of Kenai Comprehensive Plan.*

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GOAL OR		FUNDING RESOURCES	TIME TO COMPLETE
OBJECTIVE <u>Objective No. 4</u>	Objective: <u>Development of a unique work plan goal for FY26</u>		Estimated Time to Complete: <u>4 Hours</u>

**Strategy:** *(Provide a summary of tasks which need to be done to obtain the objective.)*

Develop a unique, one-time goal that addresses an emerging need or opportunity within the City's parks, trails, or recreation facilities. This initiative will be focused on innovation, community impact, and long-term sustainability, and should be developed during 2025 and implemented in 2026. The goal will be selected collaboratively by the Commission based on current trends, community feedback, and available resources, and will contribute to enhancing the overall quality of life for City residents.

**Narrative:** *(Describe the benefits to the residents and visitors of the City.)*

By developing a one-time, innovative initiative in 2025 for FY26, the Commission will use Goals 1-3 to identify this unique goal and structure their work plan throughout their meetings in 2025. This is supported by 1.95.050.020

**Collaboration:** *(Who needs to be involved to obtain the objective?)*

Parks & Recreation Department, Parks and Recreation Commission, Beautification Commission, and Community members

**Funding:** *(Are funds available, or is funding needed in a future budget?)*

N/A



## Kenai City Council - Regular Meeting

February 05, 2025 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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

**\*\*Telephonic/Virtual Information on Page 3\*\***

### **Action Agenda**

#### **A. CALL TO ORDER**

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

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

#### **B. SCHEDULED ADMINISTRATIVE REPORTS**

1. Annual Review of City of Kenai Permanent Funds, 2024 Financial Performance, Financial Projections and Recommended 2025 Asset Allocations for the City's Permanent Funds, Brandy Niclai and Bill Lierman, from Alaska Permanent Capital Management.

#### **C. SCHEDULED PUBLIC COMMENTS** (*Public comments limited to ten (10) minutes per speaker*)

1. Kenai Chamber of Commerce and Visitor Center Annual Report, Samantha Springer, Executive Director.

#### **D. UNSCHEDULED PUBLIC COMMENTS** (*Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

#### **E. PUBLIC HEARINGS**

1. **ENACTED WITHOUT OBJECTION. Ordinance No. 3448-2025** - Amending Kenai Municipal Code Section 14.22.010 - Land Use Table, to Allow Airports as a Principal Permitted Use in the Airport Light Industrial Zone. (Administration)
2. **ADOPTED WITHOUT OBJECTION. Resolution No. 2025-08** - Designating the Investment and Allocation Plan for the City's Permanent Funds and Establishing Appropriate Benchmarks to Measure Performance for Calendar Year 2025. (Administration)
3. **ADOPTED WITHOUT OBJECTION. Resolution No. 2025-09** - Authorizing a Contract Award for the 2025 Parks and Recreation Master Plan. (Administration)
4. **ADOPTED WITHOUT OBJECTION. Resolution No. 2025-10** - Authorizing the Use of the Fleet Replacement Fund for the Purchase of One Ford F-150 Responder Vehicle Utilizing the State of Alaska Equipment Fleet Contract and Municipality of Anchorage Contract. (Administration)

5. **ADOPTED WITHOUT OBJECTION. Resolution No. 2025-11** - Authorizing the Use of the Water and Sewer Fund for the Purchase of Two Ford Trucks Utilizing the State of Alaska Equipment Fleet Contract. (Administration)
6. **ADOPTED WITHOUT OBJECTION. Resolution No. 2025-12** - Authorizing the Use of the Fleet Replacement Fund for the Purchase of Two Ford Transit Vans Utilizing the State of Alaska Equipment Fleet Contract. (Administration)
7. **ADOPTED WITHOUT OBJECTION. Resolution No. 2025-13** - Redirecting Public Safety Capital Project Funds to Complete the Emergency Services Facility Assessment. (Administration)
8. **ADOPTED WITHOUT OBJECTION. Resolution No. 2025-14** - Authorizing a Contract for the 2025 Emergency Services Facility Programming and Assessment. (Administration)

#### **F. MINUTES**

1. \*Regular Meeting of January 15, 2025. (City Clerk)

#### **G. UNFINISHED BUSINESS**

#### **H. NEW BUSINESS**

1. \***Action/Approval** - Bills to be Ratified. (Administration)
2. \***Action/Approval** - Non-Objection to Renewal of a Package Store Liquor License for Carr-Gottstein Foods Co. DBA Oaken Keg #1808 - License No. 3218. (City Clerk)
3. \***Action/Approval** - Non-Objection to Renewal of a Package Store Liquor License for Three Bears Alaska, Inc. DBA Three Bears - License No. 4118. (City Clerk)
4. \***Ordinance No. 3449-2025** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting Grants from the United States Department of Justice and Alaska Municipal League Joint Insurance Association for the Purchase of Ballistic Vests. (Administration)
5. \***Ordinance No. 3450-2025** - Amending Sections of Kenai Municipal Code Title 23 - Personnel Regulations, Sections 23.05.070 - Definitions, 23.25.080 - Promotion, 23.30.030 - Probationary Period for Employees in the Classified Service, and 23.55.020 - Compensation Structure by Grade for Employees in the Classified Service, to Ensure a Consistent Approach to Pay Adjustments for City Employees. (Administration)
6. **APPROVED WITHOUT OBJECTION. Action/Approval** - Airport Commission 2025 Work Plan. (City Clerk)
7. **SCHEDULED FOR 4/16/2025 AT 5:00 P.M. Discussion** - Scheduling a Joint Work Session with the Planning & Zoning Commission for the Presentation of the Draft SS4A Comprehensive Safety Action Plan. (Administration)
8. **Discussion** - City of Kenai Arbitration Panel - Membership Terms. (City Clerk)

#### **I. COMMISSION REPORTS**

1. Council on Aging Commission
2. Airport Commission
  - Airport Commission 2024 Annual Report

3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Commission

**J. REPORT OF THE MAYOR**

**K. ADMINISTRATION REPORTS**

1. City Manager
2. City Attorney
3. City Clerk

**L. ADDITIONAL PUBLIC COMMENTS**

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

**M. EXECUTIVE SESSION**

**N. PENDING ITEMS**

**O. ADJOURNMENT**

**P. INFORMATION ITEMS**

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## Kenai City Council - Regular Meeting

February 19, 2025 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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

**\*\*Telephonic/Virtual Information on Page 3\*\***

### **Action Agenda**

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#### **B. SCHEDULED ADMINISTRATIVE REPORTS**

#### **C. SCHEDULED PUBLIC COMMENTS (*Public comments limited to ten (10) minutes per speaker*)**

1. Project Homeless Connect 2025, Executive Director of Love INC Leslie Rohr.

#### **D. UNSCHEDULED PUBLIC COMMENTS (*Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)**

#### **E. PUBLIC HEARINGS**

1. **ENACTED UNANIMOUSLY. Ordinance No. 3449-2025** - Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting Grants from the United States Department of Justice and Alaska Municipal League Joint Insurance Association for the Purchase of Ballistic Vests. (Administration)
2. **ADOPTED UNANIMOUSLY. Ordinance No. 3450-2025** - Amending Sections of Kenai Municipal Code Title 23 - Personnel Regulations, Sections 23.05.070 - Definitions, 23.25.080 - Promotion, 23.30.030 - Probationary Period for Employees in the Classified Service, and 23.55.020 - Compensation Structure by Grade for Employees in the Classified Service, to Ensure a Consistent Approach to Pay Adjustments for City Employees. (Administration)
3. **ADOPTED UNANIMOUSLY. Resolution No. 2025-15** - Authorizing the City Manager to Execute a Lease of Airport Reserve Lands Between the City of Kenai and ENA, Limited Liability Corporation for Lots 5A and 5B, FBO Subdivision No. 10, to be Described as Lot 5C, FBO Subdivision 2024 Addition Upon Approval of Final Plat. (Administration)

#### **F. MINUTES**

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

#### **G. UNFINISHED BUSINESS**

## **H. NEW BUSINESS**

1. **\*Action/Approval** - Bills to be Ratified. (Administration)
2. **\*Action/Approval** - First Extension to the Agreement with Guardian Security Systems, Inc. for Security Guard Services at the Kenai Municipal Airport. (Administration)
3. **\*Action/Approval** - Council Confirmation of Mayoral Nomination of Gina Kuntzman to the Council on Aging Commission. (Gabriel)
4. **\*Ordinance No. 3451-2025** - Accepting and Appropriating Donations to the Kenai Community Library for Library Materials, Equipment, Furniture, and Programming. (Administration)
5. **\*Ordinance No. 3452-2025** - Accepting and Appropriating a Polar Bear and Brown Bear Taxidermy Donation from the Warren E Johnson Estate for Display in the Kenai Municipal Airport Terminal. (Administration)
6. **\*Ordinance No. 3453-2025** - Amending Kenai Municipal Code Chapter 7.15 – Purchases and Sales, Sections 7.15.060 – Procurement of Professional Services and 7.15.070 – Innovative Procurements and Other Exceptions, to Allow Insurance Coverages to be Procured by Direct Negotiation and Authorize Other Procurement Exceptions Subject to City Council Approval by Resolution. (Knackstedt)
7. **\*Ordinance No. 3454-2025** - Amending Kenai Municipal Code 23.35.032 - Arbitration Panel to Amend the Member Terms from Indefinite Terms to Three-Year Terms. (City Clerk)
8. **\*Ordinance No. 3455-2025** - Authorizing the Purchase of a Used Ventrac Tractor and Attachments from KNC Golf, Inc., that Deviates from Procurement Procedures Authorized by Kenai Municipal Code Chapter 7.15 Purchases and Sales. (Administration)
9. **APPROVED UNANIMOUSLY. Action/Approval** - Authorizing the City Manager to Modify the Agreement with the Kenai Peninsula Borough for Accepting Landfill Leachate at the Waste Water Treatment Plant. (Administration)
10. **SUPPORTED UNANIMOUSLY. Discussion/Action** - Digester Blowers Standardization. (Administration)
11. **Discussion** - Grants to Other Agencies - Annual Reports. (Douthit)

## **I. COMMISSION REPORTS**

1. Council on Aging Commission
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Commission

## **J. REPORT OF THE MAYOR**

## **K. ADMINISTRATION REPORTS**

1. City Manager
2. City Attorney
3. City Clerk



**L. ADDITIONAL PUBLIC COMMENTS**

1. Citizens Comments *(Public comments limited to five (5) minutes per speaker)*
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**M. EXECUTIVE SESSION**

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## MEMORANDUM

**TO:** Mayor Gabriel and Council Members

**THROUGH:** Terry Eubank, City Manager

**FROM:** Tyler Best, Parks and Recreation Director

**DATE:** February 12th

**SUBJECT:** Mid-Month Report-January

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The lack of snow continues during the 2025 Winter. A slight snowfall in January was not enough to groom the Ski Trails. The annual Solstice Ski Event put on by Relay for Life was initially rescheduled from December 21st to January 21st, but due to the lack of snow and plethora of rain, the event had to be canceled for the 2025 winter.

Recent cold weather has given the park staff an excellent opportunity to maintain the Skating pond at Daubenpeck Family Park. The pond is in excellent condition for skating and hockey (always skate at your own risk when skating on outdoor surfaces). There are currently two training goals on the pond for pick-up hockey!

Rec Center attendance and participation in programs and reservations have been high this last month. The weekly schedule, which is posted every Monday, is attached. It includes Regular programs and reservations!

### Rec Center Visits January

Weight Room/Cardio Room	1205
Racquetball /Wallyball	271
Shower/Sauna	71
Gymnasium	1584
Gym Rental Visits	514
<b>Total Number of Visits</b>	<b>3645</b>



## KENAI REC CENTER

2/17- 2/23

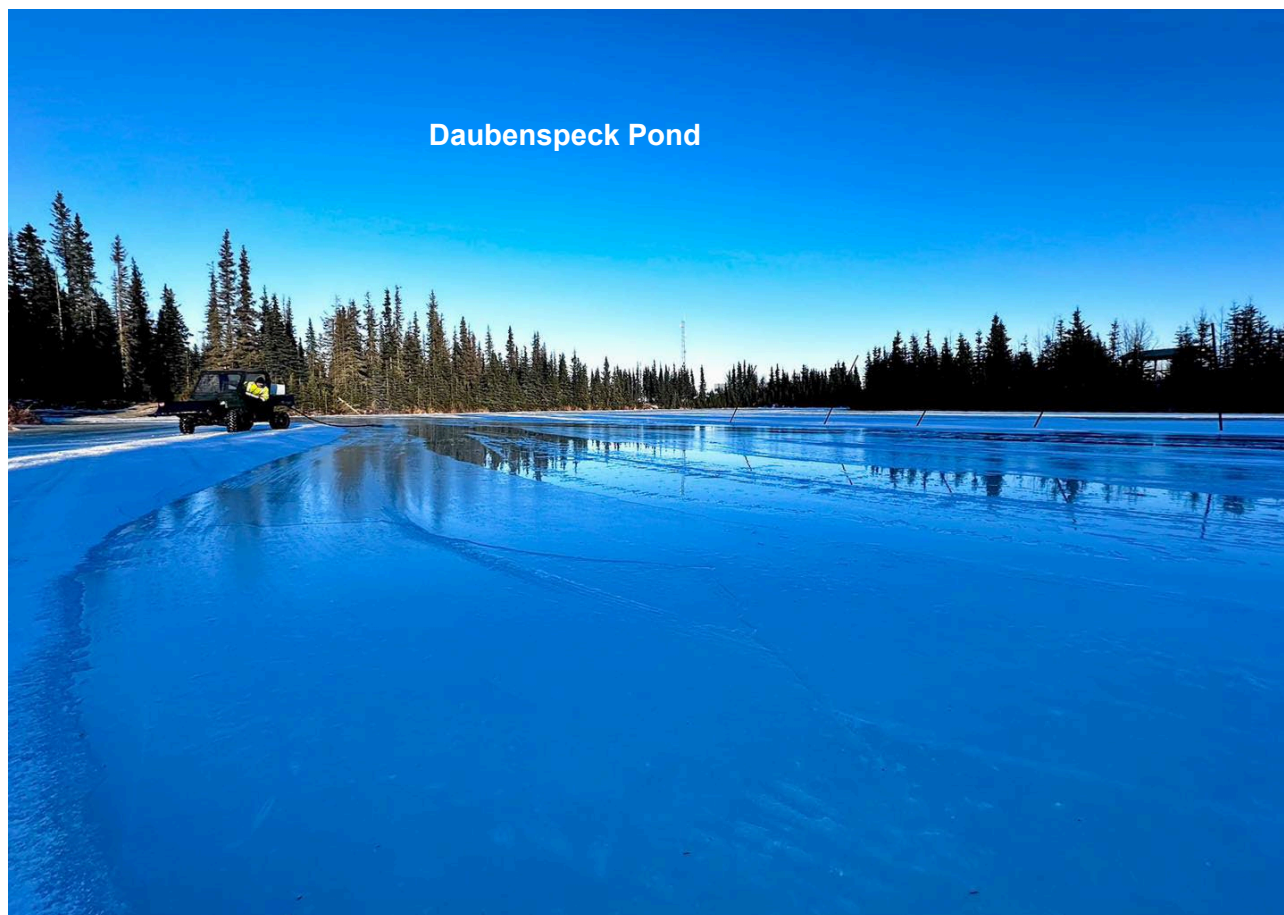
MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
OG 6:00-9:00 TT 9:30 - 11:30 PB 12:00 - 3:00 OG 3:30 - 6:00	OG 6:00 - 10:00 Walk 9:00 - 10:30 Circuit 9:30 - 10:30 PB 11:00 - 2:00 <b>Reservation - IDEA</b> 1/2 OG 4:00 - 5:00 <b>Reservation - IWA</b>	OG 6:00 - 9:45 <b>Reservation - TNT</b> PB 11:30 - 3:00 OG 3:30 - 6:00	OG 6:00 - 9:00 TT 9:30 - 11:30 OG 12:30- 5:30 <b>Reservation - IWA</b> 1/2 OG 4:00-5:30	OG 6:00 - 9:00 Walk 9:00-10:00 PB 10:00 - 3:00 OG 3:30 - 6:00  <b>Reservation</b>	OG 8:00 - 11:45 AM <b>Reserved (12p - 2p)</b> OG 2:15p - 3:45p <b>Reserved (4p - 6p)</b>  Open Basketball 6:15p - 9:45p
Open PB 6:30- 9:45	KCL Games: 6:30, 7:30, 8:30	Open VB 6:30- 9:45	KCL Games: 6:30, 7:30, 8:30	Open Gym 8:45 - 9:00	<b>SUNDAY</b> Family Open Gym 1:00 - 5:00

1/2 :Half Court , TT: Tot Time, PB: Pickleball, OG: Open Gym, BB: Basketball, VB: Volleyball

Posted: 2/10/2025

To ensure courts are cared for and to facilitate smooth transitions between user groups, we have designated specific intervals between regular programming. These scheduled intervals are at the discretion of KRC Staff, based on the needs of facilities.

**No Street Shoes** - please carry-in clean non-marking gym shoes to use in recreation spaces.





## Park and Recreation Inventory

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## Introduction

The City of Kenai Parks and Recreation Department oversees a diverse array of parks, trails, and recreational facilities to enhance the quality of life for residents and visitors. With a team of dedicated year-round staff and seasonal employees, the department maintains over 25 parks, miles of trails, and numerous green spaces across the city. Facilities range from playgrounds and sports fields to specialized areas like the Kenai Bark Park and the Kenai Recreation Center.

The department coordinates seasonal displays, landscaping efforts, and public events, ensuring parks are vibrant and accessible throughout the year. The Parks and Recreation Department actively supports recreation, conservation, and cultural heritage through partnerships with local organizations, volunteers, and the community.

## Maintenance and Seasonal Operations

From May to October, the department employs seasonal staff to assist with mowing, landscaping, and prepping sports fields. They transition to snow clearing, light displays, and ski trail grooming in winter. The team also manages extensive flower displays, supported by local volunteers and vendors, making Kenai vibrant year-round.

Staffing at Kenai Parks and Rec

### Full-Time Staff

1. **Director:** Oversees the Parks and Recreation Department and the PU Fishery
2. **Assistant Director:** Directly oversees the Kenai Recreation Center and the PU Fishery
3. **Parks and Recreation Maintenance Technicians (2):** Responsible for maintenance and landscaping duties across the department's facilities and parks.
4. **Laborer (1):** Supports maintenance operations.

### Recreation Center Staff

- **Part-Time Recreation Center Workers (7):** Operate the Kenai Recreation Center's front desk, handle transactions, and manage facility cleaning.

*Note: Supervised by the Assistant Director.*

### Seasonal Staff (May to October)

- **Seasonal Maintenance Workers (10):** Hired to manage increased workload during summer months, including landscaping, mowing, trail maintenance, and other seasonal tasks.

This comprehensive inventory reflects the City of Kenai's commitment to fostering recreation, preserving natural beauty, and promoting community well-being through its parks and facilities.

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## **Kenai Little League Fields**

### **Inventory**

- Kenai Little League Fields – 3 baseball fields and one softball field. Shared space with Municipal Park
- Shared space with Municipal Park and Waste Water Treatment Plant

**Acreage: 45.6**

### **Land Management Plan page 59 Parcel ID 04701008**

**Notes:** The Parks and Recreation Department preps these fields for the start of the season and then performs weekly maintenance on them. This maintenance includes snow removal, mowing, dragging the fields, fertilizing, weed whacking, and laying lines.

Little League fields were constructed before 1979. The Sr. Field was home to the Peninsula Oilers before 1979. Girls' softball field was constructed in 1987.



## **Steve Shearer Memorial Ball Fields**

### **Inventory**

- Steve Shearer Memorial Fields – 4 Softball fields
- Running water bathrooms (only in summer)
- Shared space with Green strip pavilion and playground

**Acreage: 33**

**Land Management Plan page 71, Parcel ID 04327036**

**Notes:** The Parks and Recreation Department preps these fields for the start of the season and then performs weekly maintenance on them. This maintenance includes snow removal, mowing, dragging the fields, fertilizing, weed whacking, and laying lines.

Three (3) fields were constructed in 1980, and a fourth (4th) bordering 1st Ave. was completed in 1989. These are FAA fields, and if deemed beneficial for the airport, the land could be developed for such.





## **Kenai Sports Complex**

### **Inventory**

- Kenai Sports Complex Fields – 6 Soccer Fields

**Acreage: 53.8**

**Land Management Plan page 33, Parcel ID 04310038**

**Notes:** The Parks and Recreation Department preps these fields for the start of the season and then performs weekly maintenance, including mowing, fertilizing, and weed whacking.

The park was an LWCF project, and the fields were constructed in 2006. The local soccer clubs heavily utilize the fields during the summer months. While no official plan has been approved, the park commission has discussed expanding this sports complex.



## **Millennium Square** **Inventory**

- Field 04705807 acres 3.05
- Field 04705805 acres 3.22
- open fields provide space for events, snow storage, and seasonal weekly rugby,

**Acreage: 6.27**

**Land Management Plan page 133, Parcel ID 04705807, 04705805**

**Notes:** The Parks and Recreation Department preps these fields for the start of the season and then performs weekly maintenance. This maintenance includes mowing, fertilizing, and weed whacking. The Parks Department also hosts several events a year in this field.

Lot 04705805 has been become an unofficial field for the local rugby team who host weekly practices and an annual tournament.





## **Multi-Purpose Facility**

### **Inventory:**

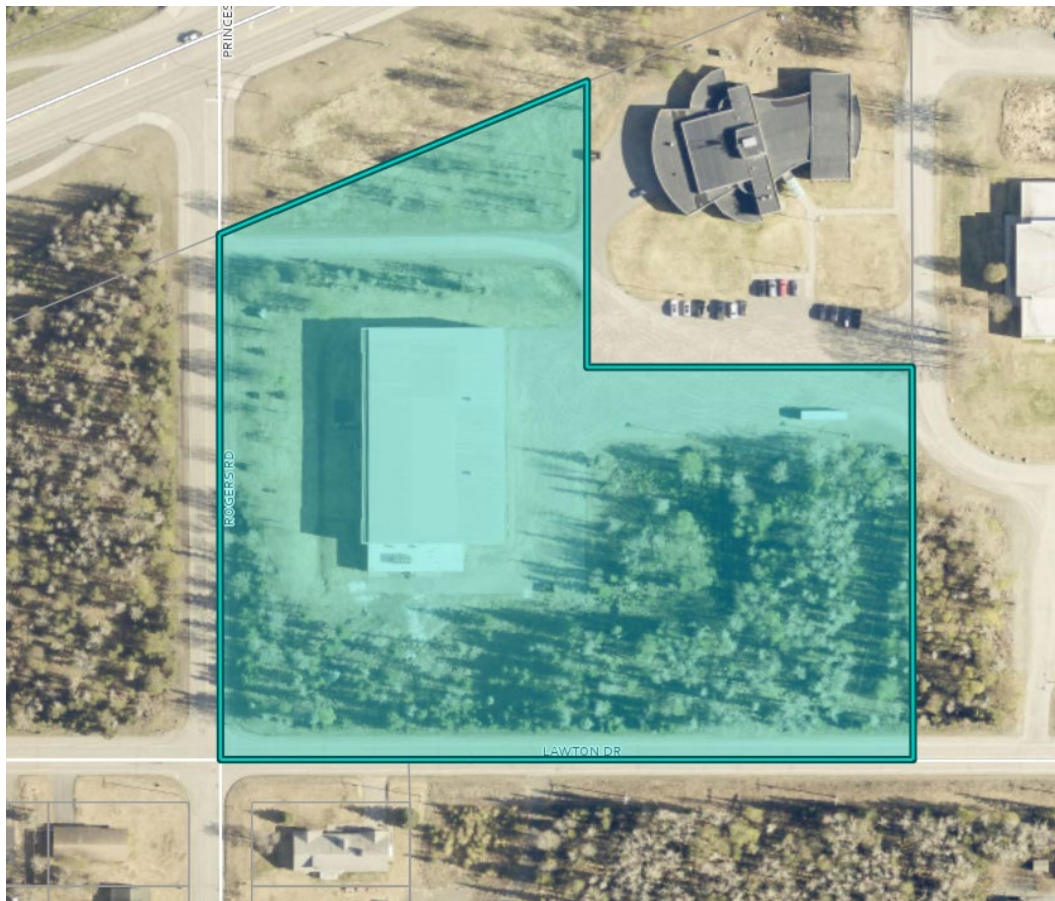
- Refrigerated partially enclosed ice rink for Hockey
- Running water bathrooms (no showers)
- six heated locker rooms

**Acreage 7.26**

**Land Management Plan page 153, Parcel ID 04501023**

**Notes:** The facility was constructed in 1999, and refrigeration equipment was added in 2001. The Parks and Recreation Commission has expressed interest in someday obtaining an indoor turf facility and marked this as a possible location. This building is closed in the summer except for limited particular use. Current project

The Parks and Recreation Department contracts for the ice maintenance and cleaning of this facility. City staff provide ice scheduling and facility maintenance. Parks maintains all the green space around this facility in the summer months.



## **Kenai Recreation Center**

### **Inventory:**

- Kenai Recreation Center – building consists of a weight room, full gymnasium, 2 Wallyball courts, and year-round programming and activities for all ages, including a teen center operated by the Boys and Girls Club 4 locker rooms with showers; 2 of the locker rooms have saunas

### **Acreage 1.58**

### **Land Management Plan page 125, Parcel ID 04337004,04337005,04337001,04337002**

Notes: This Facility is operated by six part-time regular staff members, supported by the Assistant Parks and Recreation Director. They operate the front desk, which handles all transactions for Kenai Recreation Center, and perform all of the facility cleaning.

Construction of the Recreation Center (phase I) was completed in 1981. Phase II (gymnasium was completed in 1983.

The Boys & Girls Club of the Kenai Peninsula managed and operated the facility since 2003 under a Partnership Agreement until 2021, when the City took over the operation of the downstairs of the facility, and the Boys and Girls Club of the Kenai Peninsula still manages the teen center which is located upstairs.

In the Summer months, Parks maintains all the green space around this facility.



City of Kenai Park Inventory



## **Municipal Park**

### **Inventory**

- four rentable shelters,
- Playground
- Outdoor Basketball court
- Half mile of walking trails
- Beach access
- one running water bathroom (only open in summer)
- Shared space with Kenai Little League and Waste Water Treatment Plant

**Acreage: 1.99**

### **Land Management Plan page 59 Parcel ID 04701008**

**Notes:** The Parks and Recreation Department maintains the grass, playground structure, walking trail, court, pavilions, bathrooms, and landscaping.

The property became parkland in 1966 through LWCF. It originally served as a campground through the 1970s and '80s and discontinued as such in the late '80s; trail upgrades were performed in 2004.





## **Old Town Park**

### **Inventory**

- Playground
- Play structure
- Picnic structure
- Half-court basketball court
- Shared space with Historical cabins operated by the Historical Society and Kenai Art Center operated by a local nonprofit.

**Acreage 1.9**

**Land Management Plan page 89 Parcel ID 0410105**

**Notes:** The Parks and Recreation Department maintains the grass, playground structures, court, and landscaping.

Currently, a Schematic Design to completely redo this park in the Capital Improvement Plan





## **Leif Hansen Memorial Park**

### **Inventory**

- Gazebo
- Paved walking path
- Memorial plaques
- Town clock
- Fountain
- Multiple memorials

**Acreage 1.93**

**Land Management Plan page 133 Parcel ID 04705101**

Notes: The property was developed beginning in 1986. The park is a focal point of the town, with a wide variety of tree plantings and memorial plaques purchased by individuals in memory of family members or friends. Memorial plaques are purchased through the Clerk's office and installed by Parks & Recreation personnel. The sprinkler system was installed in 2008.



## **Erik Hansen Scout Park**

### **Inventory**

- Memorial Benches
- Boy Scout Statue
- Scenic view

**Acreage .64**

### **Land Management Plan Parcel ID 04709307**

**Notes:** Property donated to the City by Dr. Peter O. and Karolee T Hansen in 1997 for a park for public use in perpetuity. Park was named after their son Erik, whose demise was November 25, 1996. Erik was an active Boy Scout and achieved the rank of Eagle Scout in 1982. A statue of a scout leader was placed to honor all scouts. This park receives a very high number of visitors throughout the summer months.

In the Summer, Parks maintains all the green space and landscaping at this park. In the winter months, they hang winter décor throughout the park.



## **Cunningham Park**

### **Inventory**

- Vault Toilets
- Pedestrian River Access
- Bike Repair station

**Acreage 2.16**

**Land Management Plan page 191 Parcel ID 04108019**

Notes: The park was an LWCF project starting in 1973. The project description was to construct a general park area on the Kenai River, including a boat launch, site improvements, a comfort station, parking, landscaping, and a sign.

In the Summer, Parks maintains all the green space, landscaping, and bathrooms around this facility.





## **Beaver Creek Park**

### **Inventory**

- Vault Toilet(out of order currently a porta potties is rented in the summer)
- Picnic shelter
- Playground
- Full outdoor basketball court

**Acresage 5.23**

**Land Management Plan page 99 Parcel ID 04709307**

Notes: Before 1972, the park was maintained primarily by the local Boy Scouts. In 1972, the city obtained LWCF monies and used them to construct the park. The project was to develop a small community park on the south bank of Beaver Creek. Work would include site improvement, landscaping, playground equipment, a comfort station, picnic tables, parking, and signs. The land was leased from the State for several years and purchased by the city in 1980.

The Parks and Recreation Department maintains the grass, playground structures, court, and landscaping.



## **Daubenspeck Family Park**

### **Inventory**

- Vault Toilet
- 2 pavilions available for rent
- Walking trail
- Beach/swimming area
- Story walk
- Ice skating surface in winter months
- Shared space with Kenai Bark Park
- Little Free Library

**Acreage 8.28**

**Land Management Plan page 147 Parcel ID 04501062**

**Notes :** The Parks and Recreation Department maintains the grass, playground structures, court, and landscaping.



## **Kenai Bark Park**

### **Inventory**

- Pavilion
- Walking trail
- Catch and release area for dogs
- Small and large dog areas
- Shared space with Daubenspeck Family Park

**Acreage 8.28**

**Land Management Plan page 147 Parcel ID 04501062**

**Notes:** Officially opened in 2023. The Parks and Recreation Department maintains the grass, and landscaping.





## **Elson Family Rest stop**

### **Inventory**

- Path
- Picnic Table

**Acreage .72**

**Land Management Plan page 207 Parcel ID 04937002**

**Notes:** Property acquired through a donation by James A. Elson and Jo Ann Elson in June 2005 to be used as a park/rest stop. The park is located adjacent to the Unity Trail.

Parks maintain the trail and the picnic table



## **Kenai Municipal Cemetery**

### **Inventory**

- 2 fenced-in cemetery areas
- Columbarium
- 2 shared lots due to expansion

**Acreage 9.5 & 4.1**

**Land Management Plan page 71 Parcel Id 04317038 & 04317037**

**Notes:** The clerk's office manages reservations for the cemetery. Parks maintain the grass, landscaping and will mark plot for burial and the seed the mounds after burial.







## **4 Ave Park**

### **Inventory**

- Baseball backstop
- Full outdoor basketball court
- Picnic structure

**Acreage 2.5**

**Land Management Plan page n/a Parcel Id 04305017**

**Notes:** The Park previously had playground equipment, which was initially planned to be replaced, but no official plans had been made. Discussion through the Park Commission mentioned a playground at the local school several blocks away.

Parks maintain the grass and the basketball court



## **Greenstrip Pavilion and Playground**

### **Inventory**

- Share Steve Shearer Memorial Fields and Kenai community garden
- two pavilions with power available to rent
- Event Space

**Acreage: 33**

**Land Management Plan page 71, Parcel ID 04327036**

Notes: The shelter was constructed around 1991 and expanded in 2009. A permanent restroom was added around 1992 or '93.

Parks maintains the playground, grass and landscaping in the summer





## **Kenai Community Garden**

### **Inventory**

- Steve Shearer Memorial Fields – 4 Softball fields
- Running water bathrooms (only in summer)
- Community apple trees and berry bushes
- Raised and low beds available for rent

**Acreage: 33**

**Land Management Plan page 71, Parcel ID 04327036**

**Notes:** Parks manages the reservation of the beds and will prep them for the renters. Then, they maintain the grass inside the park.



## **Scenic Bluff Overlook**

### **Inventory**

- Rentable pergola (known as bird cage)
- Scenic View
- Little Free Library

**Acreage: 4.13**

**Land Management Plan page 133, Parcel ID 04705806**

**Notes:** A gazebo (donated by Scott Hamann/Metal Magic) was installed in 2009.





## **Bernie Huss Trail**

### **Inventory**

- 9-hole disc golf course
- Trash receptible
- .4 miles of trails
- Shared with Ryan's Creek Trail
- Part of Path of 10,000 steps

### **Land Management Plan page 107(blue trail)**

**Notes:** Parks maintain the trail throughout the summer



## **Ryan's Creek Trail**

### **Inventory**

- 9-hole disc golf course
- Trash receptible
- .4 miles of trails
- Shared with Ryan's Creek Trail
- Part of the path of 10,000 steps

### **Land Management Plan page 107(red trail)**

**Notes:** Parks maintain the trail throughout the summer





## **Shqui Tsatnu Trail(Richka Creek)**

### **Inventory**

- Bench
- Footbridge

**Land Management Plan page 55 Parcel ID 04304011, 04304004**

**Notes:** Parks maintain the trail throughout the summer





## Meeks Trail

### Inventory

- Trash can
- Bench
- Beach access

### Land Management Plan page 85

**Notes:** Parks maintain the trail throughout the summer



**Ski Trails/ Kenai Golf Course**

**Acreage 119.7**

**Land Management Plan page 183 Parcel ID 04938216**

**Notes:** The city leases the Property to be privately operated as a community golf course. Development began in 1986.

Parks groom the ski trains weekly in the winter months.



## **East End Trails**

### **Inventory**

- 1 mile of walking trails
- Shared 18-course disc golf course
- Benches
- Trash receptacles

**Acreage 15.18**

**Land Management Plan page 183 Parcel ID 04938215**

**Notes:** The Park was an LWCF project, and hiking and ski trails were developed beginning in 1972. The Peninsula Oilers Baseball Club leases the adjacent parcel from the City for a summer baseball program.

Parks maintain the trail throughout the summer.



## Eagle Disc Golf Course

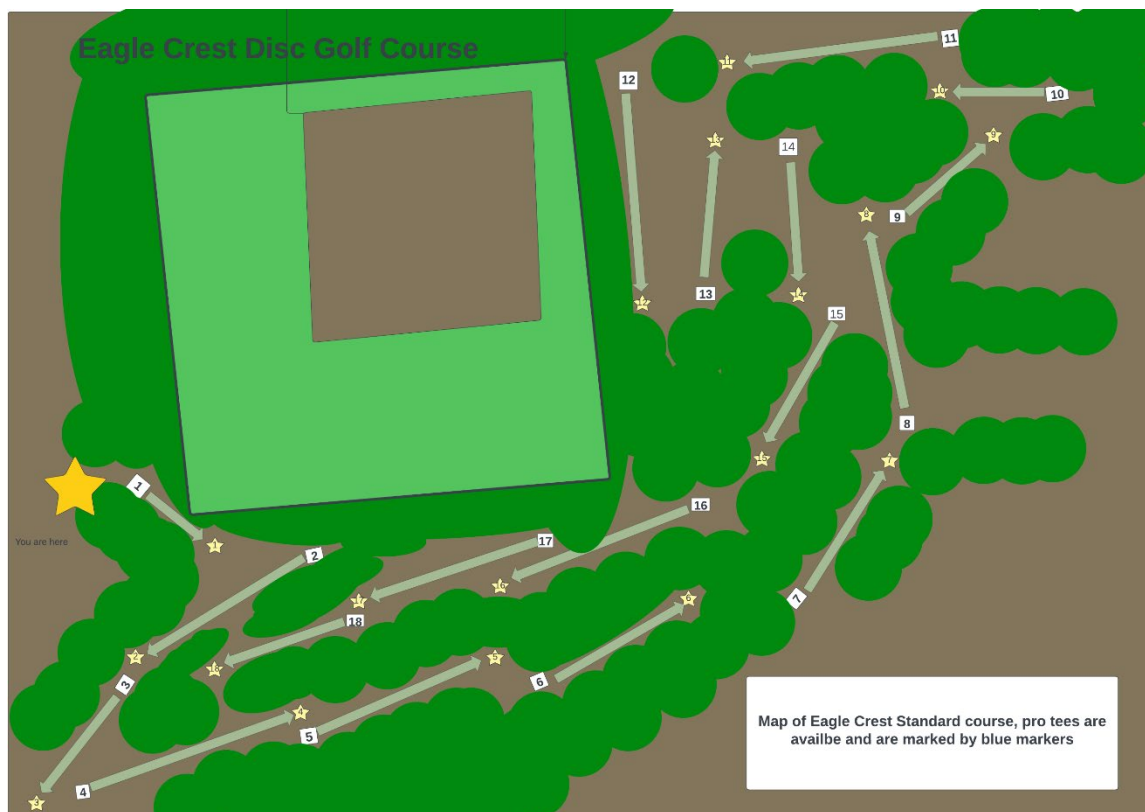
### Inventory

- 1 mile of walking trails
- Shared pathway for multipurpose use
- Benches
- Trash receptacles

**Acreage 15.18**

**Land Management Plan page 183 Parcel ID 04938215**

**Notes:** Parks maintain the trail throughout the summer







## **Lawton Drive extension**

### **Inventory**

- 1+ mile of multi trails open to pedestrians and ATVs

### **Land Management Plan page 187**

**Notes:** Currently, the parks department does not maintain this trail but will run a ski groomer down it in the winter.



#### **4 Ave Pocket green space**

##### **Inventory**

- bench
- little free library

**Land Management Plan parcel Id 04304017**page 53

**Notes:** Parks maintain the green space in the summer





## **Blue Star Memorial** **Inventory**

- Blue Star memorial
- Benches

**Notes:** Parks maintain the green space in the summer





## City Hall Campus Inventory

- Flower Beds
- Benches

**Notes:** Parks maintain the grass and landscaping of the Library, City Hall, and Public Safety. In the winter months, they clear the pedestrian pathways of snow.



### **Field of Flowers**

- Flower Beds
- Benches
- Gazebo

**Acreage 16.4**

**Land Management Plan parcel Id 00451003 page 153**

**Notes:** Parks maintain the green space in the summer. A contractor hydroseeds it every summer, and the parks maintain the flowers through the summer.



## Kenai Visitor Center

### Inventory

- Flower Beds
- Benches

**Notes:** Parks maintain the grass and landscaping of the Library, City Hall, and Public Safety. In the winter months, they clear the pedestrian pathways of snow.





**Kenai Challenger Center**  
**Inventory**

- Multi-use building
- Benches

**Land Management Plan page 153**

**Notes:** The building is leased by a nonprofit. Parks maintain the grass and landscaping of the Challenger Center



**North Beach**  
**Inventory**

- Vault Toilets
- Trash cans

**Land Management Plan page 59**

**Notes:** Parks maintain the bathrooms and the beach



**South Beach**  
**Inventory**

- Vault Toilets
- Trash cans

**Land Management Plan page 166**

**Notes:** Parks maintain the bathrooms and the beach





## **City Dock**

### **Inventory**

- Running Water Toilets (summer only)
- Trash cans
- 4-lane boat launch

**Land Management Plan page 175, Parcel ID N/A**

**Notes:** Parks maintains the bathrooms and small greenspace behind them.



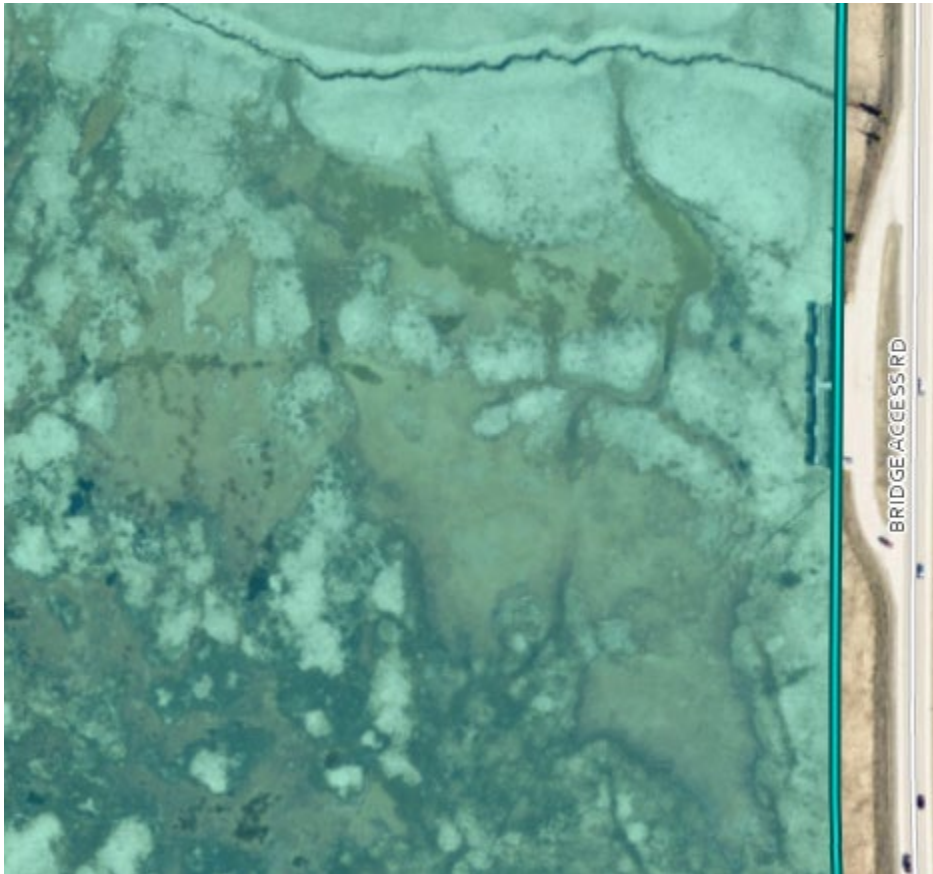
## **Wildlife Viewing Platform**

### **Inventory**

- Viewing platform
- Viewing scope
- Trash can
- Interpretive display

**Land Management Plan page 175, Parcel ID N/A**

**Notes:** LWCF project with development in 1990.  
Parks maintain the basic maintenance of the platform.



## **Tarbox Bird Viewing**

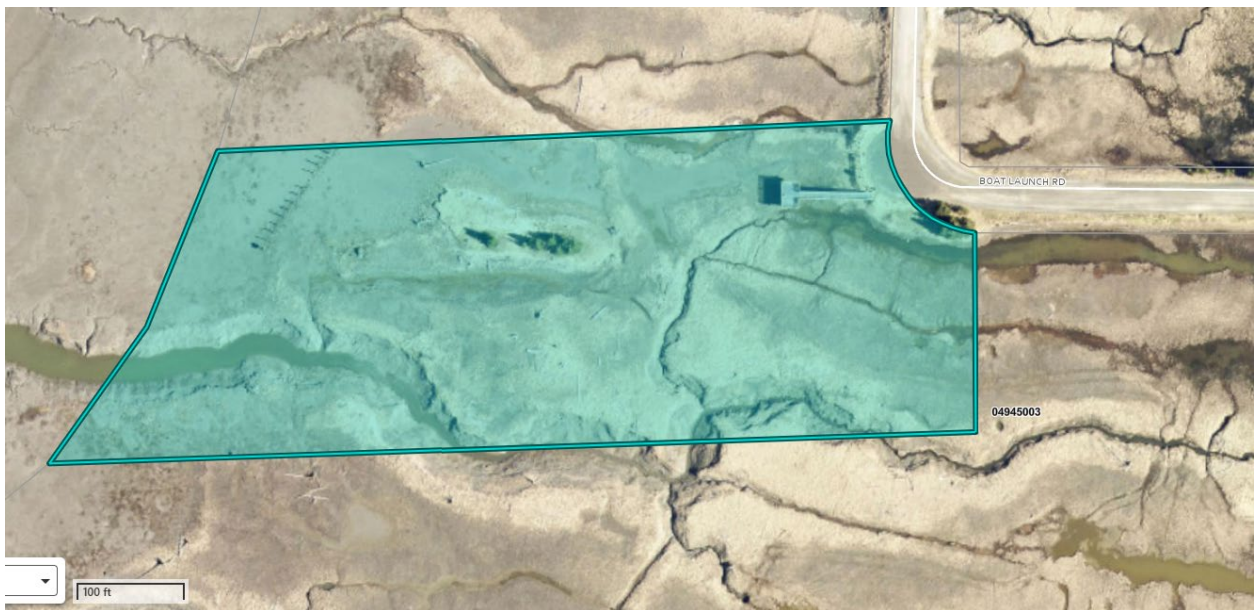
### **Inventory**

- Viewing platform
- Viewing scope
- Trash can

### **Land Management Plan page 175, Parcel ID 04945003**

**Notes:** The project was completed in 2009 through the combined efforts of ConocoPhillips Alaska Inc., Kenai Watershed Forum, Keen Eye Birders, the City of Kenai, and the State of AK DNR & USF&W.

Parks maintain the basic maintenance of the platform.



### **Unity Trail**

This excellent paved trail is one of the most used trails in our area. Following the Kenai Spur Highway, this path is excellent for walking, running, jogging, biking, and rollerblading and is a beautiful place to take strollers or wagons. With many scenic views, park benches, and parks along the way, you can go almost as far as you would like and then return.

**Notes:** The Unity Trail is on state land, but if a tree falls on it or there is another maintenance issue, Parks and Streets will usually take care of it if it is within City Limits.

**Notes:** Interconnecting our trails, parks, fields, and facilities is an essential step for our future. An example of this is that there is no connection trail across the Bridge access that would connect the unity and trail.

### **Right of Ways**

Along the State right of way between Tinker Lane and N. Forrest Drive, the Parks department maintains all greenspace. This includes flower beds, signs, benches, trash cans, and turf. There is also a select road inside the City limits that the City maintains. All of this green space equates to an estimated 20 acres of turf and landscape maintenance.