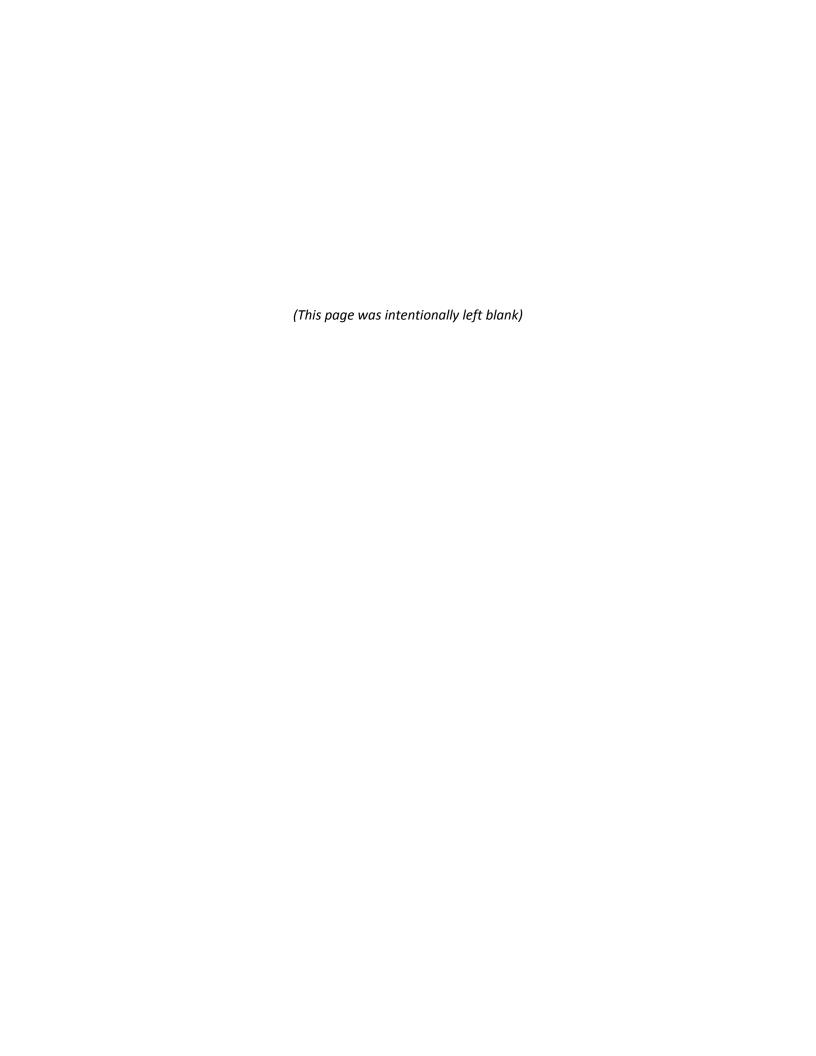
JOINT KENAI HARBOR COMMISSION AND KENAI PARKS & RECREATION COMMISSION SPECIAL MEETING NOVEMBER 25, 2019 – 6:00 P.M. KENAI CITY COUNCIL CHAMBERS 210 FIDALGO AVE., KENAI, AK 99611

http://www.kenai.city

- 1. CALL TO ORDER
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Approval
- **2.** <u>UNSCHEDULED PUBLIC COMMENT</u> (Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)
- 3. <u>UNFINISHED BUSINESS</u> None.
- 4. **NEW BUSINESS**
 - a. **Discussion/Recommendation** Personal Use Fishery Capital Projects
- 5. <u>COMMISSIONER COMMENTS AND QUESTIONS</u>
- 6. ADDITIONAL PUBLIC COMMENT
- 7. <u>ADJOURNMENT</u>

PLEASE CONTACT ONE OF US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING: JACQUELYN -- 283-8231, KAYLA (Harbor) -- 283-8236, OR BOB (Parks) -- 283-8261





"Village with a Past, City with a Future"

210 Fidalgo Avenue, Kenai, Alaska 99611-7794 Telephone: 907-283-7535 / FAX: 907-283-3014



MEMO:

TO: Parks & Recreation Commission and Harbor Commission Members

FROM: Robert J. Frates, Parks & Recreation Director

DATE: November 15, 2019

RE: Personal Use Fishery Capital Projects

Purpose of this memorandum is to inform you that City administration is interested in pursuing four capital projects related to the personal use fishery.

Attached is a memorandum authored by Dan Castimore, IT Manager, outlining the available money, explanation of the process used for determining projects along with project narratives.

The Kenai City Council has referred the requested projects to the Parks & Recreation Commission and the Harbor Commission for recommendation.

Thank you and please contact me or Public Works Director, Scott Curtin should you have any questions.

Attachments



"Village with a Past, City with a Future"

210 Fidalgo Ave, Kenai, Alaska 99611-7794 Telephone: (907) 283-7535 | Fax: (907) 283-3014 www.kenai.city

MEMORANDUM

TO: Mayor Gabriel and City Council

THROUGH: Paul Ostrander, City Manager

FROM: Dan Castimore, IT Manager

DATE: October 29, 2019

SUBJECT: Personal Use Fishery Capital Projects

In 2013 the City received a grant from the State of Alaska to construct a new access road on South Beach. This grant was in the amount of \$1.9 million. In order to complete this project, the City acquired a large parcel of land which also consisted of several structures. Upon completion of the road, the remaining land and structures were sold, with the resulting revenue returning into the grant account. As of today, a total of \$786,209.94 remains in this account.

During the 2019 legislative session, a change to the grant language was received that allowed for this grant money to be spent on projects that benefit both the north and south beaches rather than only the south beach as originally intended. As a result, the City Manager directed me to put out a call to all departments seeking proposals for projects. These projects were received and scored based on a matrix. Enclosed is the result of this process.

Several projects were clearly scored higher than others, and as a result, additional time was spent to develop the project proposals. A basic narrative for each project is included below, ranked in order of the scoring matrix.

Vault Restrooms

This project would install four new vault-type restrooms, each with two additional toilets.

Currently, one of the larger operating expenses each year is in contracted services. By installing three additional vault restrooms on North Beach the city should save \$6,381 per year. These restrooms would also be available for the remainder of the year for use by residents. Installing a vault restroom on south beach would save the city \$325 per year, and for the first time provide for permanent restrooms for users of this recreational area.

In 2010 three vault restrooms were installed for a total cost of \$96,000. We have engineered drawings available and construction could likely be completed for the 2020 season.

The estimated cost of this project is \$180,000



Subject: Personal Use Fishery Capital Projects

Spruce Campground

Prior to the opening of Walmart in 2010, the city previously maintained two different campgrounds. Kenai Municipal Park was operated as a campground as recently as the 1980s, closing due to complaints from the residents of the adjacent Redoubt Terrace Subdivision. In the late 1990s, a campground was constructed in the area that is now Walmart. With the closure of this campground, Kenai became the only municipality on the Peninsula without a public campground.

A two-acre parcel was identified on South Spruce St that is currently owned by the city. Directly to the south of this parcel is an additional two-acre parcel that is in private ownership. This project would construct a campground with 20 accessible spots, a restroom with showers, a small play area, and a pavilion. In the event that the southern parcel was acquired, an additional 10 spaces could be added along with a scenic viewing platform. Each of the spaces would be spaced approximately 50 feet apart, providing the privacy and nature experience similar to that of a state park. Each site would include electrical hookups with water and sewer if the budget allows.

The estimated cost for the first phase of this project would be \$400,000.

Little League Permanent Restrooms

In 2019 the city paid \$4,254 to have portable restrooms installed at the little league fields for the personal use fishery. In addition, each year little league spends an additional \$5,200 each year to provide restrooms for the spring season. As the current concession stand has water, sewer, and electric, the cost of extending utilities should be minimal.

The estimated cost for this project is \$125,000.

Kenai Avenue Water and Sewer

This project would extend a water and sewer line to the end of Kenai Avenue with the plan of eventually providing running water restrooms. This project would be dependent on having electricity at the end of Kenai Ave.

The estimated cost of this project is \$1,000,000.

North Beach Parking Lot Asphalt

Each year the parking lot on North Beach requires maintenance for eliminating potholes, dust control, and temporary striping. Paving the parking lot would reduce the maintenance costs, and allow for better traffic control using permanent striping.

The estimated cost of this project is \$350,000

Kenai Avenue Paving

Kenai Avenue is a narrow gravel road that is used by many participants to access the fishery. Currently, the road is narrow, and because it is gravel it is not striped. Due to high usage and weather, the road can develop potholes. Because of the high usage, road maintenance during July can be difficult. Paving this road would reduce these issues.

The estimated cost of this project is \$250,000.



Anchor Campground

Similar to the Spruce Campground, another parcel was identified that would be useful as a campground. This is a 5-acre parcel that was previously the Anchor Trailer Park. As this parcel was previously a mobile home park, existing utilities may exist. This site would be laid out similar to the Spruce Campground and feature the same amenities. Because this site has been completely cleared and converted to a gravel lot, development costs would likely be lower than the Spruce Campground.

Because this land is privately held, the cost of land acquisition could be quite high. In addition, the lack of any existing vegetation would also limit the appeal of such a campground.

The estimated cost of this project is \$350,000 not including the land acquisition costs. The current Borough assessment of this land is \$328,100.

South Beach Shack Replacement

The current fee shack on South Beach was not constructed for the current purpose. When constructed, the fee shacks were only staffed for a portion of the day and used paper receipt books rather than computers. Generators were used when light was needed. Currently, electricity is provided by HEA, computers and other sensitive equipment are used, and the shacks are staffed 24 hours per day.

This project would construct a new shack with large windows for increased visibility, an HVAC system for temperature control, and better lighting. In addition, traffic gates would be added to better control traffic similar to what is being used on North Beach.

The estimated cost of this project is \$35,000.

Kenai Avenue Electric

This project would extend HEA power to the end of Kenai Avenue. Having electricity would allow for better facilities and more vendor opportunities.

The estimated cost of this project is \$100,000.

South Beach Fence Completion

Currently, the City maintains approximately 2,500 feet of fencing along the dunes on South Beach. A private landowner maintains another 1,800 feet of fencing protecting the remainder of the dunes and part of the flats to the north of Royal Ct. There is a remaining section of approximately 800 feet that would connect this fence to the chain link fence on the Hilcorp pad.

The estimated cost of this project is \$40,000.

South Beach Parking Area

Prior to the 2017 season, access to South Beach was via Dunes Rd. Adjacent to Dunes Rd. is a small parking lot that was used by fishery participants that didn't have four-wheel-drive vehicles. These participants would park in this lot and drive an ATV down to the fishery. Since the access has moved to Royal Ct, there is a lack of parking for participants without four-wheel-drive vehicles. This project would create a parking lot to the north of the Hilcorp pad.

The estimated cost of this project is \$100,000.



Recommendation

Based on our scoring rubric, the following projects provide the greatest value to the City.

- 1. Vault Restrooms
- 2. Spruce Campground
- 3. Little League Permanent Restrooms
- 4. South Beach Shack Replacement

Administration is recommending the available grant dollars be utilized to pursue these projects, and that Council refers these projects to the Parks and Recreation Commission and the Harbor Commission for their consideration. Administration will bring a resolution to Council at your December 4th meeting that includes the recommendation of both commissions.

Thank you for your consideration.



Personal Use Fishery Capital Project Scoring Matrix Results

Project	Cost	Score
Vault Restrooms	\$ 180,000	167
Spruce Campground	\$ 400,000	140
Little League Permanent Restroom	\$ 125,000	124
Kenai Ave Water/Sewer	\$ 1,000,000	122
North Beach Parking Lot Asphalt	\$ 350,000	120
Kenai Ave Asphalt	\$ 250,000	115
Anchor Campground	\$ 350,000	113
South Beach Shack Replacement	\$ 35,000	110
Kenai Ave Electric	\$ 100,000	97
South Beach Fence Completion	\$ 40,000	77
South Beach Parking Area	\$ 100,000	51

These scores are the total amount of the three individuals who scored the projects.

Personal Use Fishery Capital Improvement Request – Scoring Rubric

Describe how this project would improve safety to residents or participants: (up to 15 points)

- 15 points project would significantly improve safety for members of the public.
- 15 points project would directly improve safety for personal use fishery employees.
- 10 points project would moderately improve safety for members of the public.
- 5 points project may improve safety for members of the public.
- 0 points project would not impact public safety.

Describe how this project would reduce operating expenses: (up to 15 points)

- 15 points project would result in a reduction of operating expenses year-round.
- 10 points project would result in a reduction of operating expenses during the fishery.
- 5 points project may result in a reduction of operating expenses.
- 0 points project wouldn't reduce, or would increase, operating expenses.

Describe how this project would increase revenue: (up to 15 points)

- 15 points project would result in an increase of revenue year-round.
- 10 points project would result in an increase of revenue during the fishery.
- 5 points project may result in an increase of revenue.
- 0 points project wouldn't increase, or may decrease, revenue.

Describe how this project would improve the quality of life (QoL) for residents: (up to 40 points)

- 40 points project would result in an increase QoL for most residents year-round.
- 30 points project would result in an increase QoL for **some** residents year-round.
- 20 points project would result in an increase QoL for most residents for part of the year.
- 10 points project would result in an increase QoL for some residents for part of the year.
- 0 points project wouldn't increase, or may decrease, QoL for residents.

Provide an estimated timeline for completion of this project: (up to 15 points)

- 15 points project can be completed with minimal effort in 3 months or less.
- 12 points Project can be completed with some effort before June 30, 2019.
- 8 points Project can be completed with significant effort before June 30, 2019.
- 4 points Project is unlikely to be completed before June 30, 2019.
- 0 points Project will take more than 1 year to complete.

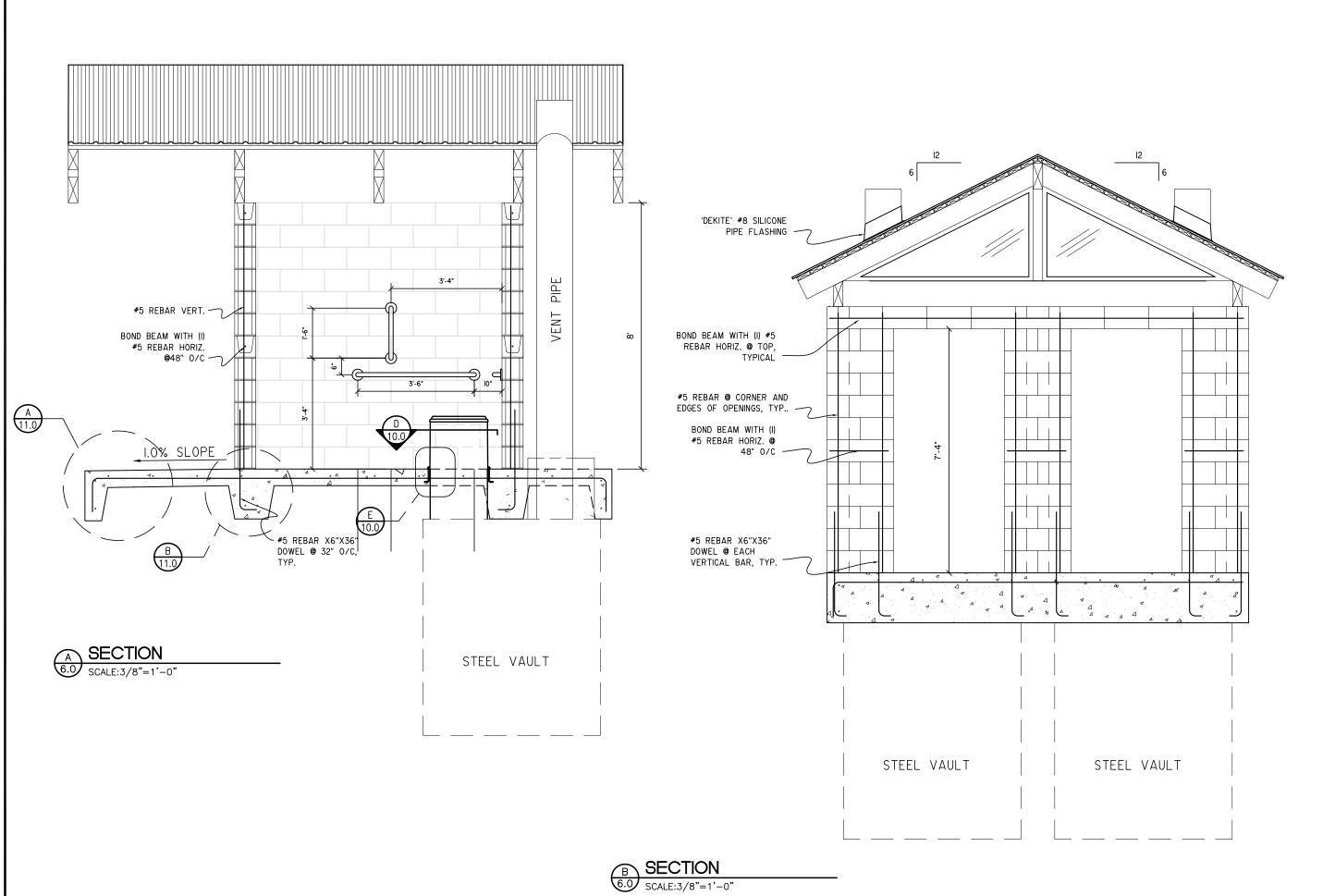
Project Name: Vault Restrooms		
Project Location: Misc	Estimated Cost: \$180,000	
Project Description:		Score
Install Vault restrooms to replace portable toilets in locations of Meeks Trail and Kenai Ave, 2 additional stalls at the end of Beach. In 2010 three of these units were installed for a price of	Spruce St, and 2 additional stalls in the parking lot o	
Describe how this project would improve safety to resi	dents or participants: (up to 15 points)	
Describe how this project would reduce operating exp	enses of the fishery: (up to 15 points)	
This would eliminate the need for portable toilets at all location area.	ons except the dock and south beach camping	
Describe how this project would increase revenue duri	ng the fishery: (up to 15 points)	
Describe how this project would improve the quality o	f life for residents: (up to 40 points)	
This would provide additional restrooms for residents year rooms	und.	
Provide an estimated timeline for completion of this p	roject: (up to 15 points)	
July 2020. Existing engineered drawings and contract docume	nts from 2010 exist.	
	Total Score:	0
Form prepared by: Dan Castimore De	epartment: Finance	

North Beach Parking Lot Vault Restrooms New Vault/ Restroom Existing Vault Restroom Page 11 of 29

Meeks Trail Vault Restrooms Kenai Ave Rumpster -Vault Restroom 29′¦-6″ 146′<mark>–</mark>10″ Page 12 of 29







CONSULTING ENGINEERS
STRUCTURAL/CIVIL
155 BIDARKA ST
KENAI, AK 99611
TEL. (907) 283 - 3583

NELSON TE

KENAI NORTH SHORE IMPROVEMENTS
RESTROOMS
TYPICAL SECTIONS

Z _____

PROJECT NO.
1034.1

DRAWN BY:

MEH
CHECKED BY:

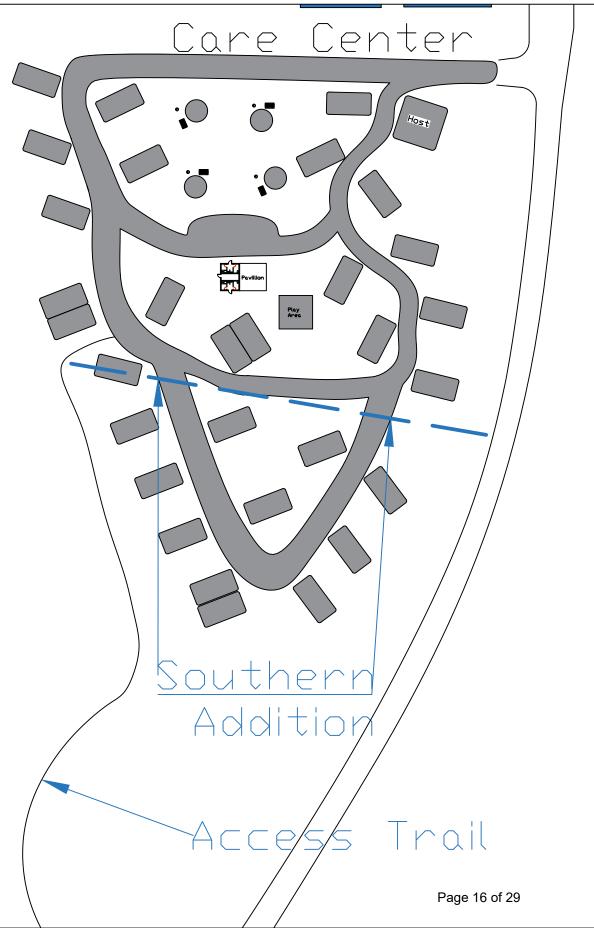
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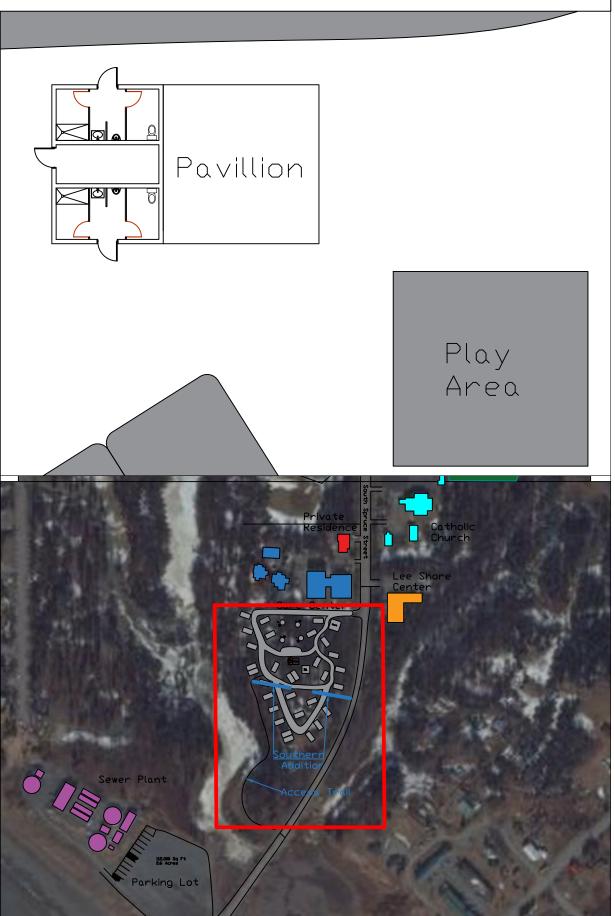
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Page 14 of 29

Project Name: Spruce Campground	
Project Location: 330 South Spruce St Estimated Cost: \$400,000	
Project Description:	Score
Create a campground on City land at 330 South Spruce Street. This 2 acre parcel is mostly flat terrain, adjacent. A right of way separates this property and the care center, and is already partially improved. accommodate full length RV spaces along with a small restroom, pavilion, play area, and several tent s site. An additional parcel to the south is privately held. If the City acquired this parcel, an additional 10 added, along with a trail for better access to the fishery.	This site would sites or a group camp
Describe how this project would improve safety to residents or participants: (up to 15 points)	its)
By providing power at each site users would not run generators, which are a fire hazard and source of monoxide. Full hookups at each site would provide clean water and sewer to improve overall sanitatio running water restroom with showers would also improve sanitation and provide a source of potable v	n. A
Describe how this project would reduce operating expenses of the fishery: (up to 15 points	s)
This would likely increase the operating expenses as the electrical service would have reoccuring costs could be offset by higher fees for these sites.	. This
Describe how this project would increase revenue during the fishery: (up to 15 points)	
Higher fees could be charged for these sites.	
Describe how this project would improve the quality of life for residents: (up to 40 points)	
This would provide a municipal campground for visitors year round. The pavilion would be available to year round.	residents
Provide an estimated timeline for completion of this project: (up to 15 points)	
This project would likely 12+ months to complete.	
Tot	tal Score:
Form prepared by: Dan Castimore Department: Finance	

Spruce Campground





Project Name:	Little League Permanent Re	estrooms	-
Project Location:	Kenai Little League Fields	Estimated Cost: \$100,000	-
Project Descript	ion:		Score
	24'x26' CMU permanent restroom attachend be used seasonally May through Sep	ned to the existing concession building. Restroom woul tember.	d have
Describe how th	is project would improve safety to	residents or participants: (up to 15 points)	
created by childrer		on would improve safety by reducing the hazard cess portable toilets. By providing running water	
Describe how th	is project would reduce operating e	expenses of the fishery: (up to 15 points)	
Would reduce ope of contracted porta		mately \$4,300 by eliminating the rental and servicing	
Describe how th	is project would increase revenue d	luring the fishery: (up to 15 points)	
Describe how th	is project would improve the qualit	y of life for residents: (up to 40 points)	
to rent portable to	ilets throughout the baseball/softball se	iminate the need for several community organizations eason, thus, allowing these groups to better utilize S, American Legion Post 20 Baseball and Kenai Little	
Provide an estim	nated timeline for completion of thi	s project: (up to 15 points)	
June 30, 2019			
		Total Score:	0
Form prepared by	Robert J. Frates	Department: Parks & Recreation	

Little League Permanent Restrooms



Project Name: Kenai Ave Water & Sew	er Extension	_
Project Location: Kenai Ave	Estimated Cost: \$1,000,000	_
Project Description:		Score
Install additional lift station at the end of Kenai Ave. In	nstall 2,800 feet of water main from WWTP to end of Kenai	Ave.
Describe how this project would improve safety	to residents or participants: (up to 15 points)	
This will enable running water restrooms which will imparticipants. Fire hydrants would be installed along Ke		
Describe how this project would reduce operati	ng expenses of the fishery: (up to 15 points)	
This would enable the installation of running water refor any portable restrooms.	strooms throughout the fishery area, eliminating the need	
Describe how this project would increase reven	ue during the fishery: (up to 15 points)	
Describe how this project would improve the qu	uality of life for residents: (up to 40 points)	
Permanent restrooms would be available to residents	year round.	
Provide an estimated timeline for completion or	f this project: (up to 15 points)	
Project would likely take more than 12 months to com	nplete.	
	Total Score:	0
Form prepared by: Dan Castimore	Department: Finance	_

Project Name: North Beach Parking Lot Aspi	1ait	
Project Location: North Beach	Estimated Cost: \$350,000	
Project Description:		Score
This project would provide an asphalt parking lot on North Be	each. Area to be paved is approximately 120,000 sq ft	
Describe how this project would improve safety to res	idents or participants: (up to 15 points)	
An asphalt parking lot could be striped, clearly delineating tratimes would reduce vehicle wear.	ffic patterns. Eliminating potholes during rainy	
Describe how this project would reduce operating exp	enses of the fishery: (up to 15 points)	
Less time would be required to maintain the parking lot durin required.	g rainy periods. Dust control would no longer be	
Describe how this project would increase revenue dur	ing the fishery: (up to 15 points)	
Parking would be easier to control as parking spaces would be more room than allowed due to poor markings.	e clearly defined. Currently vehicles will take up	
Describe how this project would improve the quality of	f life for residents: (up to 40 points)	
An asphalt surface would reduce vehicle wear, reduce dust, a	nd provide for better parking control.	
Provide an estimated timeline for completion of this p	roject: (up to 15 points)	
July 2021		
	Total Score:	0
Form prepared by: Dan Castimore	epartment: Finance	

Project Name: Kenai Ave Asphalt		
Project Location: Kenai Ave	Estimated Cost: \$250,000	
Project Description:		Score
This project would provide an asphalt driving surface on Kenai in width, would be paved.	Ave. Approximately 1800 feet of road surface, avera	aging 18'
Describe how this project would improve safety to resi	dents or participants: (up to 15 points)	
An asphalt road could be striped, clearly delineating the lanes. reduce vehicle wear.	. Eliminating potholes during rainy times would	
Describe how this project would reduce operating expe	enses of the fishery: (up to 15 points)	
Less time would be required to maintain the gravel road durin required.	g rainy periods. Dust control would no longer be	
Describe how this project would increase revenue duri	ng the fishery: (up to 15 points)	
Describe how this project would improve the quality of	f life for residents: (up to 40 points)	
An asphalt surface would reduce vehicle wear, reduce dust, ar delineation.	nd provide for increased safety due to clear lane	
Provide an estimated timeline for completion of this pr	roject: (up to 15 points)	
July 2021		
	Total Score:	0
Form prepared by: Dan Castimore De	partment: Finance	

Project Name: Anchor Campground	
Project Location: 11823 Kenai Spur Highway Estimated Cost: \$350,000 + Land	
Project Description:	Score
Acquire the previous Anchor Trailer Park land. This 5 acre parcel is already developed, with water and sewer, elect natural gas already on the property. This site would accommodate full length RV spaces, along with a small bathro pavilion, and play area. Approximately 40 RV spaces would be possible.	-
Describe how this project would improve safety to residents or participants: (up to 15 points)	
By providing power at each site, this would prevent people from operating generators around the clock. Generators are a fire hazard and a source of carbon monoxide. By providing full hookups at each site, sanitation would be greatly improved.	
Describe how this project would reduce operating expenses of the fishery: (up to 15 points)	
This would likely increase the operating expenses as the electrical service would have reoccuring costs. This could be offset by higher fees for these sites.	
Describe how this project would increase revenue during the fishery: (up to 15 points)	
Higher fees could be charged for these sites.	
Describe how this project would improve the quality of life for residents: (up to 40 points)	
This would provide a municipal campground for visitors year round. The pavilion would be available to residents year round. The proximity to the ball fields would provide additional opportunities for tournaments.	
Provide an estimated timeline for completion of this project: (up to 15 points)	
After land acquisition, project should take less than 6 months due to the current state of the property.	
Total Score:	0

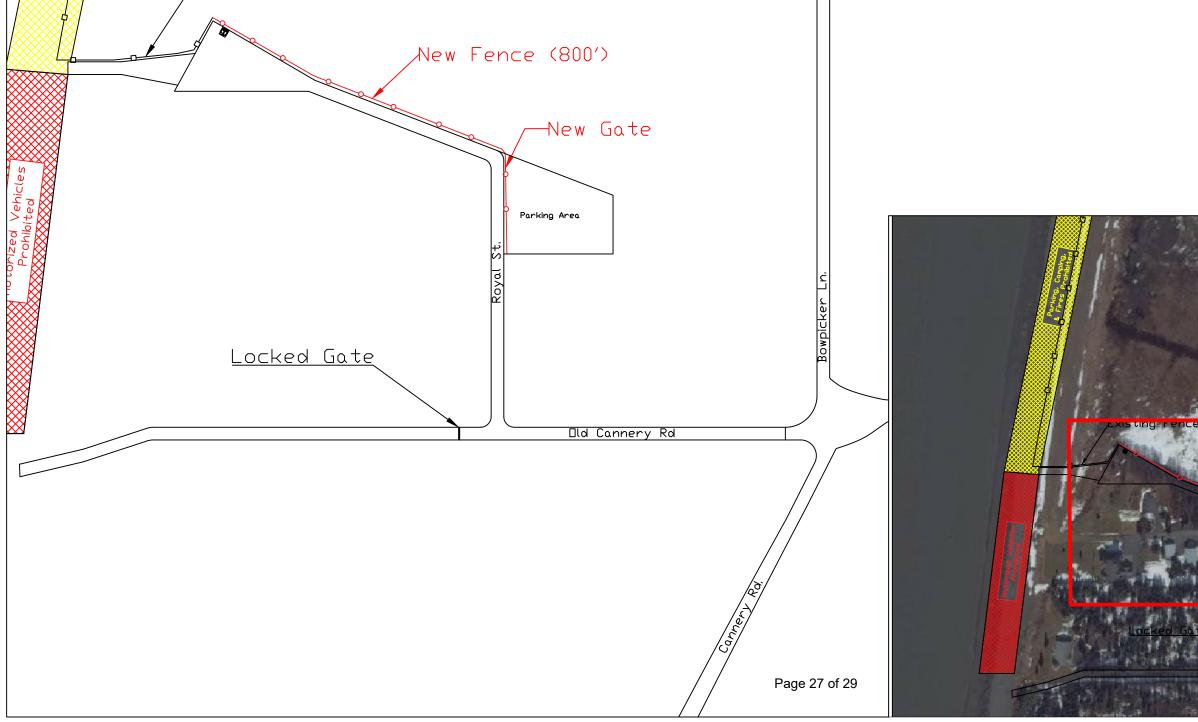
Anchor Campground Short of the state Kenai Electric Pavillion S 0 C Page 23 of 29

Project Name: South Beach Shack Replace	ement	_
Project Location: South Beach	Estimated Cost: \$35,000	-
Project Description:		Score
Replace one existing shack on South beach and install gate no longer be deployed to South beach which would increa would be larger and would have heating and air conditioni	se the size of the parking area for contractors. The new	
Describe how this project would improve safety to	residents or participants: (up to 15 points)	
Current shack has very limited visibility and a wooden doo vehicle collisions when people bypass the fee shack.	r. Providing a gate on the exit lane would prevent	
Describe how this project would reduce operating e	expenses of the fishery: (up to 15 points)	
By reducing the number of shacks on South Beach, setup v	vill take less time.	
Describe how this project would increase revenue of	luring the fishery: (up to 15 points)	
Installing gates on both incoming and outgoing lanes woul	d prevent people from bypassing the fee shacks.	
Describe how this project would improve the qualit	y of life for residents: (up to 40 points)	
Provide an estimated timeline for completion of thi	s project: (up to 15 points)	
This project could be completed by July 1.		
	Total Score:	0
Form prepared by: Dan Castimore	Department: Finance	

Score
ossings
0

Project Name: <u>South Beach Fence Completio</u>	on 	
Project Location: South Beach	Estimated Cost: \$40,000	
Project Description:		Score
Install fencing from the South East edge of the existing fence, a permanent gate adjacent to the gravel lot north of the Hilco		include
Describe how this project would improve safety to resi	idents or participants: (up to 15 points)	
This area is currently unfenced. Vehicle traffic has damaged vehicles are used to block the gravel lot to the north of the Hil		
Describe how this project would reduce operating expe	enses of the fishery: (up to 15 points)	
Each year, jersey barriers must be moved in this area. Perman time needed each year. In addition, the jersey barriers could be	-	
Describe how this project would increase revenue duri	ng the fishery: (up to 15 points)	
Describe how this project would improve the quality of	f life for residents: (up to 40 points)	
This would prevent vandalism to the flats by preventing ATV a appealing than 10 large concrete barriers.	access. The permanent fence is more visually	
Provide an estimated timeline for completion of this pr	roject: (up to 15 points)	
Project could be completed before July 1st.		
	Total Score:	0
Form prepared by: ^{Dan Castimore} De	epartment: Finance	

South Beach Fence Completion Existing Fence New Fence (800')





Project Name: South Beach Parking Area		_
Project Location: South Beach	Estimated Cost: \$100,000	-
Project Description:		Score
This project would provide a gravel parking lot on Royal Ct. to topad to be brought up to a level grade.	the north of the Hilcorp pad. This would require the	e existing
Describe how this project would improve safety to resid	dents or participants: (up to 15 points)	
Describe how this project would reduce operating expe	nses of the fishery: (up to 15 points)	
Describe how this project would increase revenue during	ng the fishery: (up to 15 points)	
Each year individuals request an area to park on South Beach. was provided for users without 4 wheel drive vehicles. Users withe fishery.	- I	
Describe how this project would improve the quality of	life for residents: (up to 40 points)	
This project would likely have minimal impact for users outside the current fee collection area.	e of the fishery, as adequate parking is available in	
Provide an estimated timeline for completion of this pr	oject: (up to 15 points)	
July 2020		
	Total Score:	0
Form prepared by: Dan Castimore Dep	partment: Finance	_

South Beach Parking Area

