

**JANUARY 5, 2021  
CITY COUNCIL SPECIAL MEETING  
ADDITIONAL MATERIAL/REVISIONS**

**REQUESTED ADDITIONS TO THE PACKET:**

<b><u>ACTION</u></b>	<b><u>ITEM</u></b>	<b><u>REQUESTED BY</u></b>
Add to item D.5.	<b>Ordinance No. 3265-2021</b> <ul style="list-style-type: none"><li>• October 18, 2021 Discussion Item - Kenai Dog Park</li></ul>	Council Member Pettey
Add to item J.1.	<b>Land Management Plan Requested Information</b> <ul style="list-style-type: none"><li>• Memo</li></ul>	City Manager



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | [www.kenai.city](http://www.kenai.city)

## MEMORANDUM

**TO:** Mayor Gabriel and Council Members  
**FROM:** Paul Ostrander, City Manager  
**DATE:** October 18, 2021  
**SUBJECT:** Discussion Item – Kenai Dog Park

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Pat Porter, former Kenai Mayor, provided a letter to Council on September 26, 2021, requesting Council take action in three areas:

1. Appropriate the Daubenspeck Funding as a grant, removing the expectation of these funds being reimbursed.
2. Consider appropriating additional funding from the Daubenspeck Funds toward finishing this park in the way it should be for its citizens.
3. Consider writing a Tier I grant to the Rasmuson Foundation.

This memo is intended to provide background information for Council and to address these three requests.

In 2018, the City Council passed Resolution 2018-52, authorizing the use of an approximately 22,500 square-foot area of Daubenspeck Family Park for the construction of a Kenai Dog Park after a formal presentation by the Kenai Dog Park Committee at the Parks and Recreation Commission. The Resolution states a committee of community volunteers have offered to design and construct an off-leash dog park at no expense to the City.

Ordinance 3211-2021, adopting the annual budget for FY2021, included a \$25,000 grant to the Kenai Community Dog Park from the City's General Fund. At the May 19, 2021 public hearing on the Ordinance, a letter from Ms. Porter requested the City Council appropriate \$25,000 from the Daubenspeck Fund and stated, "every effort will be made to reimburse the Daubenspeck funding." A motion to amend the Ordinance to appropriate \$25,000 from the Daubenspeck Fund for the Kenai Dog Park was made; however, the amendment failed. Funding in the amount of \$25,000 from the City's General Fund was approved. Although Ms. Porter stated that their intent was to return the money to the City, and discussion by Council when considering the motion indicated that Council hoped that the money would be reimbursed, Council included no requirement in the motion that the Kenai Community Dog Park reimburse these grant funds.

The City has deposited \$21,120 of the \$25,000 appropriated for the Kenai Dog Park in the Kenai Community Foundation bank account to pay for fencing. In addition to funds donated by the City, there have been additional private donations of \$28,970.

In addition to funding, the City has provided support from the Parks and Recreation department on improvements to the property, including drafting the concept plan through the River, Trails and Conservation Assistance program and assisting with volunteer planning meetings, coordination with Peak Oilfield Services and L&J Enterprises for clearing and dirt work and with Salamatof Native Cooperation for dirt work and leveling of area, assisting volunteers with brush clearing, tree pruning and original measuring/staking of the park, removal of approximately 30 beetle-kill trees, mowing grass growing in a cleared area, measuring and staking out property for fence work; meeting with Fireweed Fence to review layout, grubbing out a 15'x25' area for small dogs, providing an update to the Kenai Rotary Club, and storing donated tires at the City yard along with trash cans that volunteers will paint.

It appears that City and community support and fundraising have been successful. Between private donations and the grant from the City, the funding gap between income and budgeted expenditures to complete the park has been reduced to \$2,830. Fundraising over the course of the winter will likely close most if not all of this gap, indicating that an additional appropriation is not necessary at this time.

In July, the City hired a Temporary Grant Writer who is primarily focused on grant opportunities to fulfill match requirements for our Bluff Stabilization Project and pursuing funding for water and sewer projects that have been identified in the City's five-year capital improvement plan. Based on the limited amount of additional funds needed to complete the park and the importance of continued focus on funding for the Bluff Stabilization Project and needed water and sewer improvements, tasking the Temporary Grant Writer to apply for a Tier 1 Rasmuson Grant for the Kenai Dog Park is likely not the best utilization of that position.





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## MEMORANDUM

**TO:** Mayor Gabriel, Council Members and City Commissions  
**FROM:** Paul Ostrander, City Manager  
**DATE:** January 4, 2022  
**SUBJECT:** **City of Kenai Land Management Plan Requested Information**

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This memo provides additional information requested by the Planning and Zoning Commission at its December 22, 2021 Regular Meeting to clarify the intent of the City of Kenai Land Management Plan and the best way for Commissioners to make amendments, as well as provide an example of a motion to amend and sample Implementation Plan that Commissions may use as they review and consider recommending adoption of the Land Management Plan.

### **Intent of the Land Management Plan**

The intent of the Land Management Plan is to catalog the inventory of City-owned lands, including identification of properties needed for a public purpose, and recommendations for lease or sale of individual parcels not needed for a public purpose. The Plan does *not* provide land policies or procedures or include an implementation plan. The City's land policies for lease and sale of City-owned land are provided in the Kenai Municipal Code, and the decision whether or not to lease or sell land rests in the sole discretion of the City Council. Any sale or lease of City-owned land would require further Council action. An implementation plan is a separate document outlining action items based on the adopted Land Management Plan. An implementation plan would require Council approval.

### **Motions to Amend**

All commissioner-suggested amendments received in writing or requested during a scheduled meeting or work session will be compiled by the Planning Director and placed in the proper format for consideration at the meeting in which the commission resolution to adopt the Plan will be considered.

If an amendment has not been received in writing, or has not been requested during previous meetings or work sessions, motions to amend the draft Plan may also be made by commissioners at the meeting in which the commission resolution to adopt the Plan will be considered.

Amendments related to land ownership changes or clerical errors will not need to be made as motions to amend the Plan. Administration will prepare a memo with these updates and corrections when the Plan is finalized for consideration by City Council.

### **Example: Motion to Amend**

The following is an example of a recommended amendment provided by a Commissioner that may be made as a motion to amend:

Map 8, Page 36, Parcel Numbers 04314103 and 04314104 should be recommended for disposal. These parcels should be retained for a public purpose of future sports facilities.

The following amendment is respectfully requested:

Amend Section 1 so that it reads:

The draft of the City of Kenai Land Management Plan is hereby recommended for adoption with the following amendment:

1. The retention status of parcel numbers 04314103 and 04314104, which appear on Map 8 Kenai Spur Highway North Corridor be changed from Dispose to Retain.

### **Example: Role of Implementation Plan in Process**

Attached is a table describing the role of the Kenai Municipal Code, Land Management Plan and a sample Implementation Plan in the management of City-owned lands.

Attachment



## KENAI MUNICIPAL CODE

A Codification of the General Ordinances of the City of Kenai

### Title 21 and Title 22 Govern City Airport Reserve Lands and City-Owned Lands

- Provides land lease and sale policies and practices that encourage responsible growth and development to support a thriving business, residential, recreational and cultural community.
- Provides process for competitive lease application, and both competitive and non-competitive sale of lands as well as rules governing subdivision, appraisal, annual lease rates and terms, public notice, and review by commissions

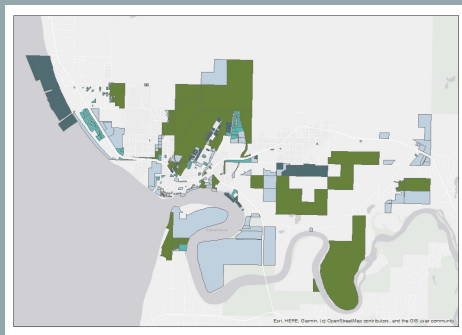


## LAND MANAGEMENT PLAN

An inventory of City-owned lands and comprehensive reference document

### Land Inventory and Retention Recommendations Adopted by a Resolution of the City Council

- Provides an inventory of City-owned lands with detailed information on each parcel
- Identifies properties recommended required or not needed for a public purpose
- Information available to the public



## SAMPLE: IMPLEMENTATION PLAN

An outline of action items approved by Council based on the adopted Land Management Plan

### For example:

Date	Actions	Staff Assigned
March 2022	Apply to Borough for removal of restrictive plat notes on City lands	Planning
March 2022	Request removal of patent restrictions from BLM	Planning
July 2023	Request FAA release of parcels not needed for a public purpose	Airport/ Planning

NOTE: the decision whether or not to lease or sell City-owned land rests in the sole discretion of the City Council