



Leif Hansen Memorial Park Tree – Shrub – Marker Application

City of Kenai
 210 Fidalgo Avenue
 Kenai, AK 99611
 Phone: 283-8231
 Fax: 283-5068
 Email: cityclerk@kenai.city

Applicant Information:			
Name:		Telephone:	
Address:			
Email Address:			
Tree Selection - \$265.00 Deciduous Trees = 8-10' tall Evergreen = 3-4' tall (larger requires quote)			
Price includes delivery/installation with amended soil, edging, weed block fabric and bark mulch.			
<input type="checkbox"/> Colorado Spruce <input type="checkbox"/> Weeping Birch <input type="checkbox"/> European Mt. Ash <input type="checkbox"/> Dolgo Crabapple <input type="checkbox"/> Red Crabapple <input type="checkbox"/> Choke Cherry <input type="checkbox"/> Amur Choke Cherry <input type="checkbox"/> May Day Tree <input type="checkbox"/> Other: _____			
Shrub Selection - \$165.00 Deciduous Shrubs = Two #2 containers Mugo Pine = One #5 container			
Price includes delivery/installation with amended soil, edging, weed block fabric and bark mulch. Additional deciduous shrubs are \$50 each; Additional Mugo Pines are \$80 each.			
<input type="checkbox"/> Peking Cotoneaster <input type="checkbox"/> Cinquefoil <input type="checkbox"/> Rose Tree of China <input type="checkbox"/> Rugosa Rose Red <input type="checkbox"/> Rugosa Rose Pink <input type="checkbox"/> Rugosa Rose White <input type="checkbox"/> Lilac <input type="checkbox"/> Mugo Pine <input type="checkbox"/> Other: _____			
Black Granite Marker - \$330.00			
Includes the first 30 letters, shipping/handling (estimated and may vary) @ \$50.00, and one set-up fee/fax proof @ \$30.00. Additional letters are \$3.00 each. Additional proofs are \$30.00 each. Logo or emblem = additional price and must be confirmed. Punctuation does not count in determining cost.			
Marker Inscription: _____ _____ _____ _____			
Fees:			
Base Marker Cost:	\$	Base Tree/Shrub Cost:	\$
Extra Letters:	\$	Extra Costs (tree, proof, etc.):	\$
Logo/Emblem Cost:	\$	TOTAL:	\$

FOR CITY USE ONLY ROUTING: <input type="checkbox"/> Clerk's Office Space No.: _____ DISTRIBUTION: <input type="checkbox"/> Parks & Recreation <input type="checkbox"/> File

ADDITIONAL PLANT INFORMATION

MOOSE WILL EAT ANYTHING BUT THE SPRUCE TREES. THEY LIKE SOME TREES/SHRUBS BETTER THAN OTHERS; THEY WILL EAT PINE AND DESIDUOUS TREES.

Cotoneaster: *Hardest – comes back and recovers well from winter weather. Low maintenance.*

Potentilla: *Also known as Cinquefoil; moose don't seem to bother. Very hardy – good choice.*

Choke Cherry: *Moose don't like choke cherry trees, but will damage them. The Canada or Makai Choke Cherry trees recover well. The Canadian Red Cherry is extremely hardy – first to leaf out and last to lose leaves. Landscaper's choice.*

May Day Tree: *Good choice.*

Rose Tree of China: *Marginal. They will grow, but not well. They require a more sheltered or protected area. They are susceptible to moose.*



STATEMENT OF POLICY AND PROCEDURES
LEIF HANSEN MEMORIAL PARK

Council Adopted 1990

The City of Kenai, acting upon the wishes of the public, established a park whereby the community is able to have planted a tree, shrub, or flowers in memory of a loved one, either living or passed. The park was named for a young man who contributed much to the community, however, the park is open for anyone desiring to commemorate their own loved one.

The City Council hereby establishes Policies and Procedures for the implementation of the planting of the park to ensure the longest life of the planting and the uniform distribution which will enhance the individual material planted and the park as a whole

PLANTING/PLAQUE PLACEMENT POLICIES

1. The Kenai City Council has approved a design for the Memorial Park and all planting will be done in accordance with the plan and the suggested list of planting materials
2. Any requests for deviation from the plan or planting materials shall be reviewed by Council prior to placement.
3. Plaques must be uniform due to the dimensions of the spaces in the sidewalk and of the same materials (black granite), however, the wording and logos are up to the individual. Any inappropriately worded plaques of an objectionable nature will be removed.
4. All materials which are planted in the Park are to be done by a licensed landscaper. The City will maintain the materials after the material is planted by the landscaper. The landscaper has agreed to guarantee the material for one year. The City will not guarantee any planting done by individuals nor beyond the one year guarantee.
5. Future program expansion will include the development of the fountain to include red memorial bricks that may be purchased by participants.
6. As was originally intended, trees and/or shrubs planted in the park are intended to serve as a living memorial to those who passed on.
7. Subject to the Kenai City Council approval, large group memorials may be placed at the locations identified on the site plan under the following guidelines:
 - a. Rock shall not exceed 4' x 4' in dimension;
 - b. Rock shall be indigenous to the local area;
 - c. Site shall not exceed 6' x 6' unless otherwise approved by the Parks and Recreation Director;
 - d. Site shall be lined with plastic edging, weed fabric, and bark; and,
 - e. Individual(s) making the request must cover all expenses.
8. Future planning will also include a Memorial Wall to be located at the location indicated on the site plan. The Memorial Wall will include plaques that may be purchased by participants.
9. **No miscellaneous items, i.e. trinkets, windsocks, mementos, additional planting material, etc., shall be installed within Leif Hansen Memorial Park. All such items left are subject to removal by Parks personnel.**

PLANTING/PLAQUE PLACEMENT PROCEDURES

1. Any person desiring to plant a memorial planting material, please contact the City Clerk. The City Clerk will assist with the selection of location and material to be planted. A design is available for selection for placement and a suggested list of materials is also available from the City Clerk.
2. The City Clerk will assist in the selection of the working of the plaque. The plaque will be placed by Parks and Recreation personnel at the desired location.
3. Upon receipt of the cost of the plaque and planting material, the City Clerk will place the order at the appropriate time (if the order is received during the planting season, the order will be made upon receipt. If the order is received during the months when planting is inappropriate, the order will be assembled and held until spring.)
4. The landscaper and the Parks and Recreation personnel will handle all required work done in the park. The landscaper guarantees planting for one year. Parks and Recreation personnel will maintain the planting thereafter.

LEIF HANSEN MEMORIAL PARK RESERVATION INFORMATION

GENERAL POLICY STATEMENT

Leif Hansen Memorial Park, while not in use for Park Department sponsored or co-sponsored activities, will be made available for a deposit to groups for weddings and memorial services. Groups just be non-profit/non-commercial and operate within park rules and regulations. Park reservations are on a first-paid, first-served basis.

GUIDELINES

1. Reservations for park use for the upcoming summer can be made at the Kenai Recreation Center beginning March 1. All reservations must be made in person. A refundable deposit of \$200 must be made to secure the reservation. If damages exceed the deposit amount, the group or individual sponsoring the event agrees to fully reimburse the City of Kenai for costs of repair. The date is reserved when payment is received and reservations must be made at least three (3) days in advance.
2. The reservation area consists of all physical characteristics of the park (frontage park sign, gazebo, water fountain, veteran's memorial, lawn, sidewalks/memorial plaques, trees/shrubs and flower plantings.)
3. ALCOHOLIC BEVERAGES ARE PROHIBITED.
4. A copy of the reservation must be in the applicant's possession when using the facility.
5. Cancellations must be made at least twenty-four (24) hours in advance of the reservation date. Allow at least three (3) weeks for return of deposit.

6. User will leave the facility in the same condition as when they arrived. All cleaning must be accomplished immediately following the event.
7. An adult must be present at all times.
8. A dog brought into the park must be on a leash. Any person with a dog will be responsible for both the conduct of the animal and for removal of feces deposited by such animal from the park.
9. Riding, parking, or driving (except city maintenance vehicles) any bicycle, tricycle, motorcycle, motor vehicle, skateboard, or rollerblades through the park is prohibited.
10. Arranging temporary structures of any kind (tent, shelter, bulletin boards, posts, poles or signs for advertisement) are prohibited unless written authorization from the Parks and Recreation Director is obtained.