

**MINI-GRANT STEERING COMMITTEE
FEBRUARY 25, 2022 – 10:00 A.M.
KENAI CITY HALL
CLERK'S CONFERENCE ROOM
CHAIR BRIAN GABRIEL, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER & ROLL CALL

Chair Gabriel called the meeting to order at approximately 10:00 a.m.

Roll was confirmed as follows:

Members present: B. Gabriel, M. Bernard, S. Douthit

Members absent: None.

A quorum was present.

2. AGENDA APPROVAL

MOTION:

Committee Member Bernard **MOVED** to approve the agenda as presented. Committee Member Douthit **SECONDED** the motion. There were no objections; **SO ORDERED**.

3. APPROVAL OF MEETING SUMMARY

- a. November 5, 2021

MOTION:

Committee Member Bernard **MOVED** to approve the meeting summary from November 5, 2021 and Committee Member Douthit **SECONDED** the motion. There were no objections; **SO ORDERED**.

4. PERSONS SCHEDULED TO BE HEARD

- a. Will Chervenak, Kenai Central High School

Will Chervenak identified the different user groups that would benefit from the bathroom project; provided a summary of the funds raised at this point; the proposed timeline for the project to start would be in the spring of 2022 and ideally be finished by August. He described the various lack of hygiene points associated with port-a-potties.

Mr. Chervenak clarified that any funds raised would be given to the Kenai Peninsula Borough (KPB) to manage the project; this project has been on the KPB Capital Project list for some time; and that he felt that if they could raise at least half of the funds needed the KPB would be open to meeting them half way. He stated that if they did not receive all of the fund, the collected funds would remain in the bank until the remainder could be raised.

There was discussion regarding additional funding sources such as Rasmuson Foundation, State of Alaska, Hilcorp and individual donors. This not being the general way that this type of project was funded; however, it was supported School District.

5. **PERSONS PRESENT NOT SCHEDULED TO BE HEARD** – None.

6. **UNFINISHED BUSINESS** – None.

7. **NEW BUSINESS**

- a. Review of Mini-Grant Application for Award
 - Kenai Central High School Field Bathrooms

MOTION:

Committee Member Douthit **MOVED** to approve the Mini-Grant application for Kenai Central High School Field Bathrooms. Committee Member Bernard **SECONDED** the motion.

The Committee reviewed the application and discussed the scope of projects eligible for Mini Grant Funding, specifically the small project aspect; the program was not meant for incremental funding of other organizations capital projects. They noted that more fitting projects would be finishing touches to the project such as benches and menu boards. There was additional discussion related to alternative ways the City Council could support the project, such as a Resolution of Support, to be attached to grants applications to other entities. The committee encouraged the applicant to re-apply for a small project.

Chair Gabriel identified the information needed to start the process of drafting a Resolution of Support.

VOTE:

YEA: None.
NAY: Bernard, Douthit, Chair Gabriel

MOTION FAILED.

8. **ANNOUNCEMENTS**

Chair Gabriel welcomed Committee Member Douthit; and noted that the Chamber Representative Member of the Committee was currently vacant.

9. **ADJOURNMENT**

There being no further business before the Committee, the meeting was adjourned at approximately 10:46 a.m.

Meeting summary prepared and submitted by:



Michelle M. Saner, MMC
City Clerk