

**MINI-GRANT STEERING COMMITTEE  
JULY 15, 2022 – 10:00 A.M.  
KENAI CITY HALL  
KENAI CITY COUNCIL CHAMBERS  
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, S. Douthit, B. Perry

Members absent: M. Bernard

A quorum was present.

**2. AGENDA APPROVAL**

**MOTION:**

Committee Member Perry **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. February 25, 2022

**MOTION:**

Committee Member Douthit **MOVED** to approve the meeting summary from February 25, 2022. Committee Member Perry **SECONDED** the motion. There were no objections; **SO ORDERED**.

**4. PERSONS SCHEDULED TO BE HEARD**

- a. Barry Hartman, Kenai Central High School

It was noted that the Clerk's Office had reached out to Mr. Hartman to request that he attend the meeting, but had not received a response in time before the agenda publishing date. Mr. Hartman later confirmed that he would not be available.

**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 Construction – Dog Park Ramp/House

**MOTION:**

Committee Member Douthit **MOVED** to approve the Mini-Grant application for Kenai Central High School Construction – Dog Park Ramp/House. Committee Member Perry **SECONDED** the motion.

The Committee reviewed that application and noted that the second page of the application had initially not been included but was provided later after it was requested by Chair Gabriel; the project had already been completed and dropped off at the Kenai Parks and Recreation Department. It was noted that it was probably a school project completed last semester; the project was created when a member of the Dog Park Committee requested the applicant

provide something for the park.

Chair Gabriel explained the City Council's past involvement with the Dog Park project, including funding and land donations; the origins of the Dog Parks as a grassroots project were discussed.

Further discussion involved who would be reimbursed, and previous Mini-Grant applications submitted by Kenai Central High School. The Committee reviewed the Purpose statement provided on the application and considered whether the project fell under its purview, specifically the statement that grants are for start-up funding for small projects; it was noted that the Mini-Grant program was not intended for add-ons to ongoing projects. It was also noted that projects should have an immediate impact, and the installation date is unknown.

Postponement was suggested to allow Mr. Hartman to provide additional information, including who would be reimbursed and preferably pictures of the project.

**MOTION:**

Committee Member Douthit **MOVED** to postpone the Mini-Grant application for Kenai Central High School Construction – Dog Park Ramp/House to a date on or before August 26, 2022. Committee Member Perry **SECONDED** the motion.

**VOTE:**

YEA: Douthit, Perry, Gabriel  
NAY: None.

**MOTION PASSED UNANIMOUSLY.**

**8. ANNOUNCEMENT**

Perry noted that this is his first meeting, appreciation was expressed for his input.

**9. ADJOURNMENT**

There being no further business before the Committee, the meeting was adjourned at approximately 10:22 a.m.

Meeting summary prepared and submitted by:



---

Meghan Thibodeau  
Deputy City Clerk