

MINI-GRANT STEERING COMMITTEE
JULY 15, 2022 – 10:00 A.M.
CLERK'S CONFERENCE ROOM, KENAI CITY HALL
210 FIDALGO AVENUE, KENAI AK 99611
Telephonic/Virtual Information Below
<http://www.kenai.city>

AGENDA

1. **CALL TO ORDER & ROLL CALL**
2. **AGENDA APPROVAL**
3. **APPROVAL OF MEETING SUMMARY**
 - a. February 25, 2022
4. **PERSONS SCHEDULED TO BE HEARD**
 - a. Barry Hartman, Kenai Central High School
5. **PERSONS PRESENT NOT SCHEDULED TO BE HEARD**
(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)
6. **UNFINISHED BUSINESS**
7. **NEW BUSINESS**
 - a. Review of Mini-Grant Application for Award
 - Kenai Central High School Construction – Dog Park Ramp/House
8. **ANNOUNCEMENTS**
9. **ADJOURNMENT**

Join Zoom Meeting

<https://us02web.zoom.us/j/84778427054>

Meeting ID: 847 7842 7054 **Password:** 290340

OR

Phone In: (253) 215-8782 or (301) 715-8592

Meeting ID: 847 7842 7054 **Password:** 290340

**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



Mini-Grant Application

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

| |
|----------------|
| Grant Number: |
| Date Received: |

Contact Information

| | |
|--|---|
| Applicant: <i>KCHS Construction</i> | Date: <i>6/4/22</i> |
| Applicant Address: <i>9583 Keni Spur Highway</i> | |
| Phone: | Email: <i>bhattarang.kphs@k12.ak.us</i> |
| Contact Name: <i>Barry Hartman (teacher)</i> | Phone: <i>283-6140</i> |
| <input type="checkbox"/> 501(c)(3) Non-profit Organization EIN #: _____ (New grantees should attach a copy of their IRS Letter of Determination.) | |
| <input type="checkbox"/> Society Group (There may be a tax liability for grant awards to non-exempt entities.) | |
| <input type="checkbox"/> Individual (There may be a tax liability for grant awards to non-exempt individuals.) | |

Project Information

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|--|--------------------------------|
| Project Title: <i>Reagan Avery Jacob, and Ryan's dog toy Dog Park ramp/house</i> | |
| Project Start Date: <i>1/17/21</i> | Project End Date: |
| Total Project Cost: <i>\$500</i> | Amount Requested: <i>\$500</i> |

1. Provide a brief description of your organization, society, group, or entity. As an individual applicant, describe your involvement in the community and your experience/expertise as it relates to this project. (Attach a separate sheet, if necessary.)

A member of the dog park committee asked if my construction class could be interested in building something for the Kenai Parkstrec Dog park. After looking at a few picture ideas, we chose to do a ramp up/down to a covered platform.

TOGETHER WE CAN

2. Describe the project for which you are requesting funding. Include a project timeline and an explanation of how the project will benefit the community. (Attach a separate sheet if necessary.)

Ramps/Platform are already dropped off at Kenai Parkst Rec.

3. Please complete a simple budget for this project. Grants over \$500 must be approved by the Kenai City Council.

| ITEM (Material or service needed to complete your project.) | COST (Estimated cost of the items.) | STORE OR SUPPLIER* (Where you will purchase this item or service.) |
|--|--|---|
| Treated lumber | 380 | Home Depot/SBS |
| Screws | 60 | Home Depot/SBS |
| Metal roofing | 80 | Northstar metals (Sterling) |
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Total Grant Request: \$ 500

* The City requests material bought with city grant funds be purchased within the City of Kenai, if possible.

4. How will you know if your project is successful?

Already completed

History

5. Have you received a City of Kenai Mini-Grant before? Yes No

If yes, most current award: Project title: _____

Project dates: _____

Amount of Grant: \$ _____

Did you comply with the Letter of Agreement? Yes No (If no, attach a current status of your project.)

I certify the information contained in this application, including all attachments and support material, is true and correct. I understand the grant funds, if granted, will be used only for the project or purpose described in this application. I understand ninety percent (90%) of the funds approved will be provided in advance. The balance will be paid at the completion of the project and report filed with the steering committee. Signatory must be an authorized officer for an organization. Student applications must also be signed/approved by a teacher.

| | |
|---|--|
| Applicant Signature: <i>Barry Hartman</i> | Date: <i>6/4/22</i> |
| Name Printed: <i>Barry Hartman</i> | Title: <i>CTE Instructor</i> (if applicable) |

| | |
|---------------------|------------------------|
| Approval Signature: | Date: |
| Name Printed: | Title: (if applicable) |

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