

KENAI PENINSULA BOROUGH

Office of the Borough Clerk

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Johni Blankenship, MMC
Borough Clerk

MEMORANDUM

To: Gary Knopp, Assembly President
Members, Kenai Peninsula Borough Assembly

Thru: Johni Blankenship, Borough Clerk (B)

From: Michele Turner, Borough Clerk Assistant (MT)

Date: August 17, 2012

RE: Ordinance 2012-19-23: Appropriating \$1,010 in Donations for Youth Programming and Community Events at the Seldovia Recreation Service Area

Please amend the Title and the First Whereas as follows:

AN ORDINANCE APPROPRIATING \$1,010 IN DONATIONS FOR YOUTH PROGRAMMING AND COMMUNITY EVENTS AT THE SELDOVIA RECREATIONAL SERVICE AREA

WHEREAS, the Seldovia Recreational Service Area (SRSA) conducted fund raising during the 2012 summer and raised \$1,010, which it would like to use for youth programming and community events; and

The service area board reviewed the referenced ordinance at its August 8, 2012 meeting. Please amend the final Whereas, lines 4 & 5 on page 26 of the packet to read as follows:

WHEREAS, the SRSA board at its August [14] 8, 2012, meeting recommended use of the \$1,010 for youth programming and community events by majority consent;

Thank you.

Seldovia Recreational Service Area Board Meeting

August 8, 2012

5:00 p.m.

Sea Otter Community Center

Mark Janes

Sheryl Hingley

Sandra Murray

Vivian Rojas

Janice Wyland

Seat A

Seat B

Seat C

Seat D

Seat E

Expire 10/12

Expire 10/12

Expire 10/12

Expire 10/12

Expire 10/12

A. Call to Order

Meeting was called to order by Chair Vivian Rojas at 5:15 pm.

B. Roll Call

Members present: Vivian, Rojas, Sandra Murray, Sheryl Hingley, and Mark Janes

Excused Absence: Jan Wyland

C. Approval of the Agenda

Motion to approve the agenda by Mark Janes and 2nd by Sheryl Hingley

Voice vote: Unanimous

D. Vacancy, Designation or Seating of Members-none

E. Approval of the Minutes (June 5, 2012)

Correction and clarification by Tim Dillon: The City will furnish **cleaning** supplies for the janitor not items like toilet paper etc.

This correction will be made by Sandy Murray before submitting minutes.

Motion to approve the amended minutes by Mark Janes and 2nd by Sheryl Hingley.

Voice vote: Unanimous

F. Presentations-none

G. Reports

G1. Damara recapped July fund raising where a little over \$1000 was raised. There has been 35 hours of volunteer labor from 14 volunteers. If there were a Volunteer of the month Mark Janes would be it. There have been over 148 users of the building in July. Damara's goal is to keep increasing the numbers every month and to get a wider base of volunteers. Ila Dillon donated the plants in the Center. Damara is waiting

on an order for curtain rods so the curtains can all be put up. Robs overhead lighting will remain in case we have events. Kaladi donated 20 pounds of coffee and a press pot. A group of young kids approached her and asked to use the space for gaming. More and more people are coming to her.

G2. Update by Tim Dillon, City Manager. He thinks Damara is doing an awesome job for us. The contract between the City and the Borough needs to start fresh. No problem with the city paying Damara. The custodian is backing down from some jobs because of health problem. He may have to advertise this position again. He said that we should get our capital project needs known. The Borough has a "book" they take to the legislature. There is possibly a late September deadline. We will want to get resolutions from Pack, The Tribe, The City, Chamber etc. to support our wishes. This item should be on the agenda for our September meeting.

H. Special Orders-None

I. Unfinished Business

I1. Fee Schedule

Discussed fees again. Damara put a proposal in our packet. Clarified **10% of receipts** not profit would be expected from those charging for activities. Input from Laurel Hilts that she thinks the space in the Center is great for small events. Suggests no blueberry pie or red coolade be served in the Center because the stains they cause are really hard to get out.

Fee changes suggested were:

Lost keys fee should be \$300.

Minimum fee for cleaning should be \$50. More should be able to be charged depending on the clean-up necessary.

There was discussion of why we need to charge any fees since there are tax dollars. Reasonable fees will allow more time for an employee. We do not want to have to go higher than $\frac{3}{4}$ mill for the tax rate. With that tax rate we really have no uncommitted funds.

It was suggested that we join other organizations like Chamber, Arts Council etc. Damara will check with the Borough about this.

Everyone should look over the proposed fee schedule. E-mail it out to others for comments. Put it in the Gazette. The fee schedule will have to be approved by the Assembly.

Place fee schedule on the agenda for the next meeting to be voted on and then forwarded to the Borough.

12. Performance Tracking

We may want to be more specific as we go for grants.

Can add a "general use" category if needed.

We should define what each category means to us.

13. Building "wish List" Purchases

1. Recorder-hold off. Use City Recorder for now.

2. Teleconferencing- Get a good phone with teleconferencing capability. Put a "want list" up at the PO and in the Gazette.

3. PRIORITY- LED, cart and hanging screen. Damara will check out the school equipment and price these items and bring her findings back to the Board at our next meeting. Need to purchase ASAP.

4. Since the building capacity is 50 we will purchase a dolly and 35 chairs. The dollies only hold 35. Also will need to get some tables from Costco. Since each table seats 8 comfortably probably 4.

5. Other items discussed were towel dispenser , wall storage- suggested we could get some lockable metal units from Home Depot.

6. Virus protection software for all computers. Cost for these Approximately \$120.00.

7. Obtain a floor lamp. Damara will post at the PO and in the Gazette when she posts the speaker phone need.

J. New Business

J1. Motion to put on the table appropriation of the \$1,010 from Fundraising



by Mark Janes, 2nd Sheryl Hingley.

Voice vote: Unanimous.

Motion to approve Ordinance 2012-19²³ by Mark Janes, 2nd Sheryl Hingley

Voice vote: Unanimous

J2. FY13 Capital Projects via Grants.

Unanimous decision of the Board to include in the grant application Damara is going for:

1. ½ of the area of the main area of the Center to redone in wood flooring.
2. A DEC approved kitchen.

J3. SRCA Mission Statement

Motion by Sheryl Hingley that we use the following as our Mission statement:

"To Provide Healthy Year Round Activities that the Whole Community can enjoy"

2nd Mark Janes

Voice vote; Unanimous.

J4. Profit/Loss Statement

Needed to apply for grants.

Vivian would like to see us apply for Outdoor Education grants and equipment for both summer and winter programs. Other programs suggested were music camps in the summer, Bluegrass camps for Kids, An Americore Volunteer who as one person pointed out is lots of work with not much dollars.

Sandy Murray has a card from Ranger Joe who was here with the Aqua Kids who does such programs for free. She will get his information to Damara and do the profit/loss statement.

J5 Community Education

Damara is promoting this. One suggestion was a fly tying class by Monte Hingley. Using the school shop building wa alsoj suggested. Liability could be a problem with this.

J6. Energy Audit

Damara will check into this.

J7. SRSA Board Candidacy Deadline

Form is in our packet.

K. Public Comments

Jere Murray said he was downloading an antivirus on the computer he is using. Cost is \$90 for a year. What he downloaded can be put on a thumb drive and uploaded on the other computers.

Someone else suggested that Nodd 32 was the antivirus to get.

L. Board Comments

Mark Janes: Good job, Damara.

Sheryl Hingley: I second Mark's comments. Do we have a priority system now, first come, first serve?

Sandy Murray: Great job! Awesome, Damara.

Vivian Rojas: Thanks so much, Damara.

M. Announcement of Next Meeting

Next meeting is first Tuesday in September, September 4th. At 5 pm.

N. Adjournment

Motion to adjourn by Mark Janes 2nd by Sheryl Hingley.

Voice vote: Unanimous

Adjourned at 7:18 p.m.

Vivian Rojas, Chair

Minutes approved on _____