

**KENAI PARKS & RECREATION COMMISSION
NOVEMBER 2, 2017 – 7:00 PM
CITY HALL COUNCIL CHAMBERS
CHAIR CHARLIE STEPHENS, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER & ROLL CALL

The meeting was called to order at 7:00 p.m. Roll was confirmed as follows:

Commissioners present: J. Halstead, C. Stephens, J. Joanis, S. Kisen

Commissioners absent: T. Wisniewski, N. Widmayer

Staff/Council Liaison present: Parks & Rec Director B. Frates, Council Member J. Glendening

A quorum was present.

2. AGENDA APPROVAL

Director B. Frates requested to add Little Free Library to the agenda.

MOTION:

Commissioner Halstead **MOVED** to add Little Free Library to Item 6, Unfinished Business on the agenda; Commissioner Joanis **SECONDED** the motion. There were no objections; **SO ORDERED.**

3. APPROVAL OF MEETING SUMMARY

a. May 4, 2017

MOTION:

Commissioner Halstead **MOVED** to approve the meeting summary of May 4, 2017; Commissioner Joanis **SECONDED** the motion. There were no objections; **SO ORDERED.**

b. July 11, 2017

MOTION:

Commissioner Halstead **MOVED** to approve the meeting summary of July 11, 2017; Commissioner Kisen **SECONDED** the motion. There were no objections; **SO ORDERED.**

c. September 7, 2017

MOTION:

Commissioner Halstead **MOVED** to approve the meeting summary of September 7, 2017;

Commissioner Joanis **SECONDED** the motion. There were no objections; **SO ORDERED**.

d. October 5, 2017

MOTION:

Commissioner Halstead **MOVED** to approve the meeting summary of October 5, 2017; Commissioner Joanis **SECONDED** the motion. There were no objections; **SO ORDERED**.

4. **PERSONS SCHEDULED TO BE HEARD** – None

5. **PERSONS PRESENT NOT SCHEDULED** – None

6. **UNFINISHED BUSINESS**

a. Little Free Library

Commissioner J. Halstead presented a Little Free Library he constructed and reported that he has a few others interested in helping build more.

Commissioner J. Joanis inquired about how many are needed and where they would be located. Parks & Recreation Director Frates responded that the library requested 10 and he would work with the Library Director for determining location. He added that there were some park locations, although vandalism was a concern, certainly City facilities would be included.

Commissioner J. Joanis expressed her support and suggested an initial “kick-off” by encouraging children to capture a picture of themselves at various locations and possibly include prizes.

7. **NEW BUSINESS**

a. Discussion – Kenai Flats Wildlife Viewing Area Interpretive Displays

As previously reported, the interpretive displays at the Wildlife Viewing Area were in disrepair. It was stated that there were several options explored for getting them replaced. Commissioner J. Halstead previously volunteered to design six new signs based on topics chosen.

Director B. Frates reported the signs were similarly formatted, easy to read, and with interesting facts on them. Chairman Stephens stated he agreed with the comments and liked the layout and format.

Director B. Frates reported the cost savings with volunteer support was significant and he expressed his appreciation for Commissioner J. Halstead’s willingness on this project and for his expertise.

8. **REPORTS**

- a. **Parks and Recreation Director** – Frates reported the following:
- The monthly report was in the packet and highlighted the hiring of a new Operator and the Fall Pumpkin Festival.
 - A Drone Technical Conference on November 21, sponsored by the Kenai Peninsula Borough.
 - A Spruce Bark Beetle Workshop coming up, sponsored by UAF
- Parks and Recreation Commission Meeting
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- Cooperative Extension Service.
- b. **Commission Chair** – Stephens welcomed S. Kisenia and J. Joanis to the Commission and thanked them for their service.
 - c. **City Council Liaison** – Glendening reported the Council’s recognition of Tim Wisniewski’s volunteer service of over 30 years.

9. NEXT MEETING ATTENDANCE NOTIFICATION – December 7, 2017

Commissioner Halstead stated he will not be in attendance of the next meeting.

10. COMMISSION QUESTIONS & COMMENTS – None

11. PERSONS PRESENT NOT SCHEDULED TO BE HEARD – None

12. INFORMATION – None

13. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:40 p.m.

Meeting summary prepared and submitted by:



Jacquelyn Kennedy
Deputy City Clerk

