

FAIRBANKS NORTH STAR BOROUGH
John A Carlson Community Activity Center Advisory Board
May 9, 2023
3:36 p.m.

A. CALL TO ORDER

A regular meeting of the John A Carlson Community Activity Center Advisory Board was held Tuesday, May 9, 2023, in the Mona Lisa Drexler Assembly Chambers of the Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska.

B. ROLL CALL

There were present:

Scott Roselius	Bill Wright
Allison LeBon, Vice-Chair	Randy Zarnke, Chair

Comprising a quorum of the Commission, and

Lee Williams, Riverside Superintendent
Terrell Echols, Carlson Center General Manager
David Spencer, Recreation Specialist III
Bryce Ward, Borough Mayor
Cullen Mahaffey, Assistant Clerk I

Excused

Karl Kassel

C. MESSAGES

C.1. Citizens' Comments – limited to three (3) minutes

C.1.a. Agenda items not scheduled for public hearing

NONE

C.1.b. Items other than those appearing on the agenda

NONE

MESSAGES - continued

C.2. Disclosure and Statement of Conflict of Interest

NONE

D. APPROVAL OF AGENDA AND CONSENT AGENDA

Approval of consent agenda passes all routine items indicated by asterisk (*) on the agenda. Consent agenda items are not considered separately unless any Commission member or citizen so requests. In the event of such a request, the item is returned to the general agenda.

LEBON,
Seconded by WRIGHT

moved to approve the agenda and consent
agenda as read.

WITHOUT OBJECTION, SO ORDERED

E. MINUTES

E.1. *John A Carlson Community Activity Center Advisory Board meeting minutes from February 13, 2023.

Without objection this measure was read by title and approved under the consent agenda.

F. REPORTS

F.1. Report by Lee Williams, Riverside Superintendent, of the most recent John A Carlson Community Activity Center FY23 Quarterly Financials Including Revenue and Expenditures.

Lee Williams, Riverside Superintendent, reported on the FY23 quarterly financials including the remaining budget, revenues, and expenditures.

Commissioners questioned staff about the following:

- Caterers under contract.
- Cost recovery.
- Revenue categories.
- Revenue coding.
- Catering events.

REPORTS - continued

F.2. Report by Lee Williams, Riverside Superintendent, of the John A Carlson Community Activity Center FY24 Operating Budget and an update on the current approval status.

Lee Williams, Riverside Superintendent, reported on the FY24 Operating Budget and provided an update on the current approval status.

Commissioners questioned staff about the following:

- Bleachers.
- Capital Asset.
- Alaska Universal Productions, Inc.
- Program user fees potential revenue.
- Replacement of kitchen equipment.
- Rink replacement.

F.3. Report by Terrell Echols, Carlson Center General Manager, of events completed in the John A Carlson Community Activity Center for the recent FY23 Quarter.

Terrell Echols, Carlson Center General Manager, reported on the events completed during the most recent FY23 Quarter.

Commissioners questioned staff about the following:

- Number of events.
- Teen Zone.
- Skate Night.

F.4. Report by Terrell Echols, Carlson Center General Manager, on the upcoming schedule of events for the next FY23 Quarter at the John A Carlson Community Activity Center.

Terrell Echols, Carlson Center General Manager, reported on the events completed during the next FY23 Quarter.

G. EXCUSE FUTURE ABSENCES

NONE

H. COMMISSIONERS' COMMENTS/COMMUNICATIONS

Commissioners asked how to fill vacant Board seats. Mayor Ward stated applications should be sent to the Mayor's Office.

Chair Zarnke commented on the usefulness of the John A Carlson Community Activity Center Advisory Board.

Mayor Ward spoke on the value of the commission.

Commissioner Roselius commented that it was a good meeting.

Commissioner LeBon thanked the staff.

I. ADJOURNMENT

There being no further business to come before the John A Carlson Community Activity Center Advisory Board, the meeting was adjourned at 4:43 p.m.

APPROVED: August 8, 2023