

**KENAI COUNCIL ON AGING
REGULAR MEETING
MAY 12, 2022 – 3:00 P.M.
KENAI SENIOR CENTER
361 SENIOR CT., KENAI, AK 99611
Telephonic/Virtual Information Below
<http://www.kenai.city>**

1. **CALL TO ORDER**
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Approval

2. **SCHEDULED PUBLIC COMMENTS**
(Public comment limited to ten (10) minutes per speaker)

3. **UNSCHEDULED PUBLIC COMMENT** *(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

4. **APPROVAL OF MEETING SUMMARY**
 - a. April 14, 2022..... Pg. 2

5. **UNFINISHED BUSINESS**

6. **NEW BUSINESS**
 - a. **Discussion** – 2022 Senior Center Survey Results Pg. 5
 - b. **Discussion** – 2023 Draft Senior Center Budget Pg. 12

7. **REPORTS**
 - a. Senior Center Director
 - b. Council on Aging Chair
 - c. City Council Liaison Pg. 29

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – June 9, 2022

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**

10. **ADDITIONAL PUBLIC COMMENT**

11. **INFORMATION ITEMS**

12. **ADJOURNMENT**

Join Zoom Meeting

<https://us02web.zoom.us/j/85932221514?pwd=U1VQMm8wNHZ3UFRGN01rUWpmTml1Zz09>

Meeting ID: 859 3222 1514 **Password:** 363482

OR

Dial in by your Location: (253) 215-8782 or (301) 715-8592

Meeting ID: 859 3222 1514 **Password:** 363482

**KENAI COUNCIL ON AGING
REGULAR MEETING
APRIL 14, 2022 – 3:00 P.M.
KENAI SENIOR CENTER
CHAIR PRO TEM VELDA GELLAR, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Pro Tem Gellar called the meeting to order at approximately 3:00 p.m.

a. Pledge of Allegiance

Chair Pro Tem Gellar led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Members Present: C. Thornton, V. Gellar, B. Modigh, F. Kilfoyle,
Members Absent: R. Craig, R. Williams

A quorum was present.

Staff/Council Liaison

Present: Senior Center Director K. Romain, Volunteer Coordinator K. Feltman, and Council Liaison H. Knackstedt

c. Agenda Approval

MOTION:

Member Thornton **MOVED** for approval of the agenda as presented and Member Kilfoyle **SECONDED** the motion. There were no objections. **SO ORDERED.**

2. **SCHEDULED PUBLIC COMMENTS** – None.

3. **UNSCHEDULED PUBLIC COMMENT** -- None.

4. **APPROVAL OF MEETING SUMMARY**

a. February 10, 2022

MOTION:

Member Thornton **MOVED** to approve the February 10, 2022 meeting summary. Member Modigh **SECONDED** the motion. There were no objections. **SO ORDERED.**

5. **UNFINISHED BUSINESS** -- None.

6. **NEW BUSINESS**

a. **Discussion** – Adding Suggested Transportation Donation to the City of Kenai Fees Schedule.

Director Romain provided a memo in the packet that proposed increasing the transportation donation amount for round trips in Kenai to \$5.00 to the City of Kenai Fees Schedule. Members expressed support, noting that the amount is reasonable.

MOTION:

Member Thornton **MOVED** to add a suggested transportation amount ranging from \$5-10 to the City of Kenai Fees Schedule. Member Kilfoyle **SECONDED** the motion.

There were no objections. **SO ORDERED.**

b. **Discussion** – Director’s Goals for FY23

The Senior Center budget was discussed, and the Council reviewed the FY2022 budget. It was noted that the draft FY23 budget was not yet available for review.

The Council on Aging went over the FY23 Department goal narratives from the FY22 budget. The handout discussion included expanding services, partnering with the Library with various projects, and increasing the participation at the Senior Center.

7. **REPORTS**

- a. Senior Center Director – Director Romain reported on the following:
 - Received \$100,000 grant from AK Community Foundation and will be purchasing frozen meals, more emergency buckets, steam table, new automatic coffee maker, deep fryer, juicer, coolers, PPE supplies, and food;
 - Clean up day at the Senior Center;
 - Postpone rescheduling and discussion of Council on Aging Work Session to May 12th;
 - Survey Results;
 - Draft FY23 Budget.
- b. Council on Aging Chair – No report.
- c. City Council Liaison – Council Member Knackstedt reported on the actions of the March 16, 2022 and April 6, 2022 City Council Meetings.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – May 12, 2022

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS** – None.

10. **ADDITIONAL PUBLIC COMMENT** – None.

11. **INFORMATION ITEMS** – None.

12. **ADJOURNMENT**

MOTION:

Member Kilfoyle **MOVED** for adjournment and Member Modigh **SECONDED** the motion. There were no objections. **SO ORDERED.**

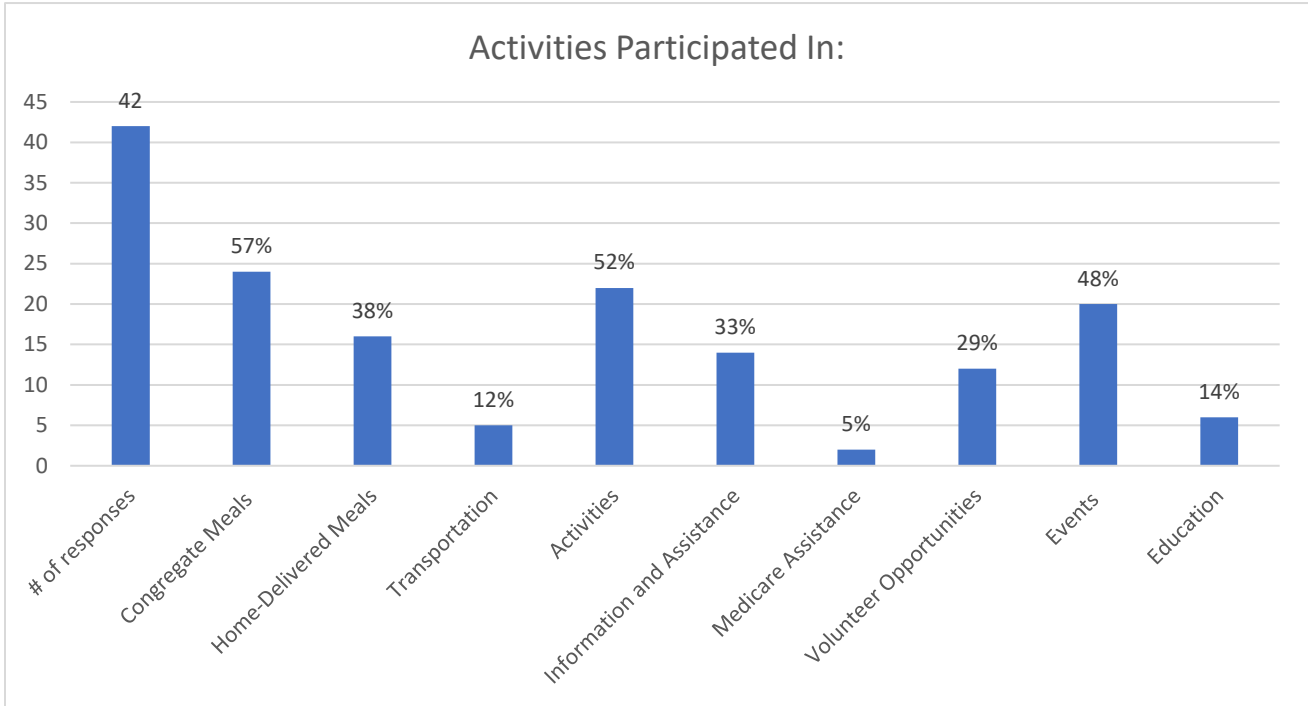
There being no further business, the Council on Aging meeting adjourned at 4:00 p.m.

Meeting summary prepared and submitted by:

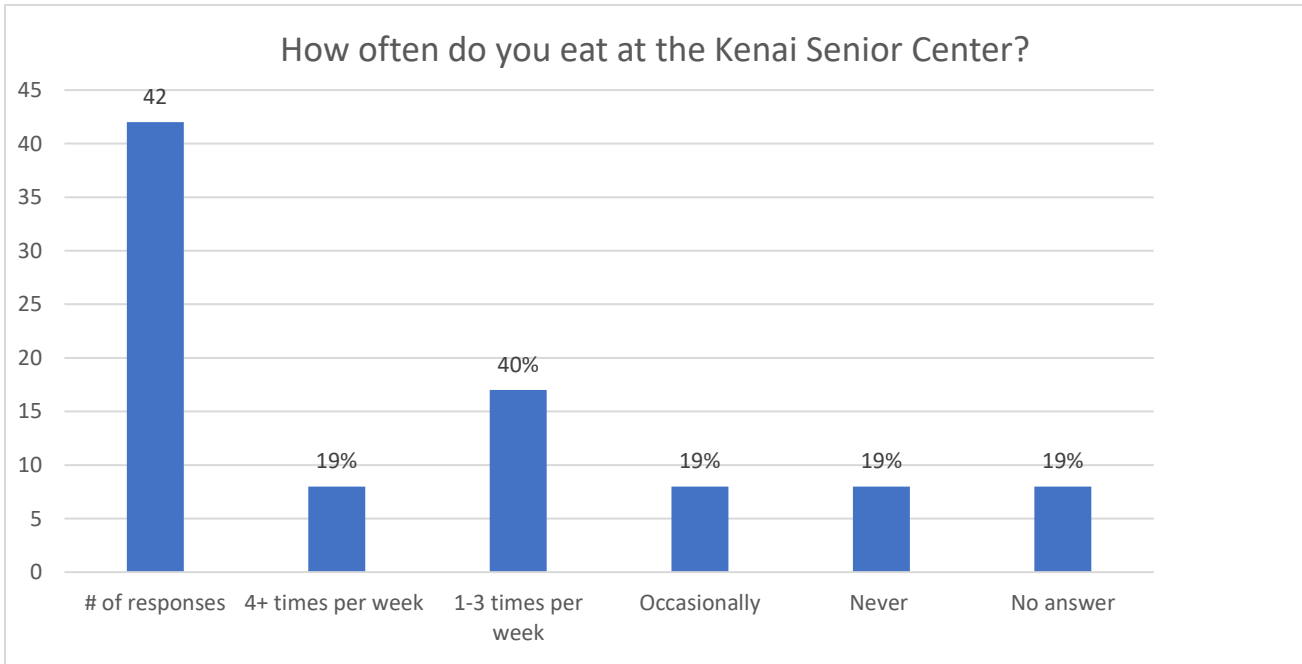
Meghan Thibodeau
Deputy City Clerk

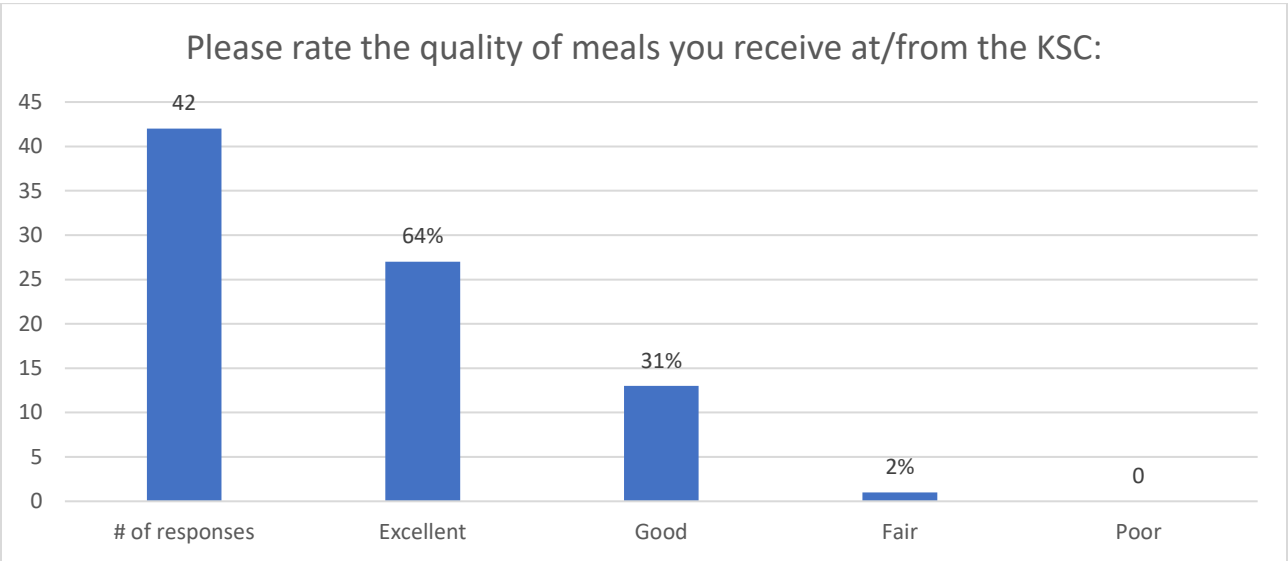
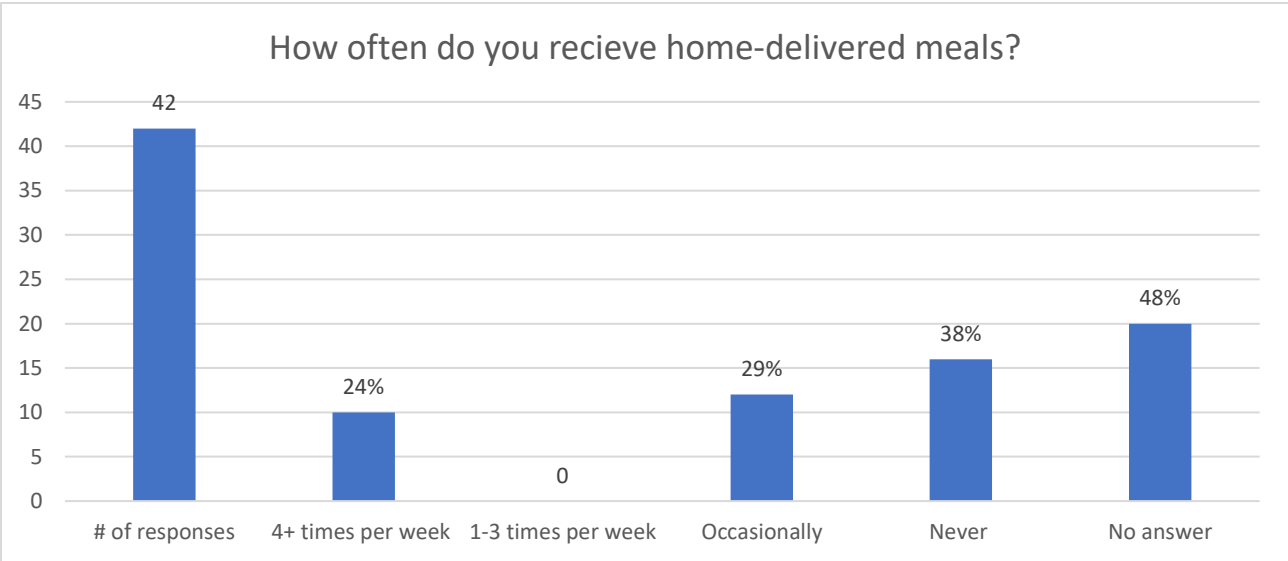
DRAFT

Kenai Senior Center 2022 Client Satisfaction Survey Results



86% of those completing and returning the satisfaction survey were of the target age of 60+. One individual was under 60 and three of the responses gave no response to the question, "What year were you born".





What is your favorite meal served at the KSC?

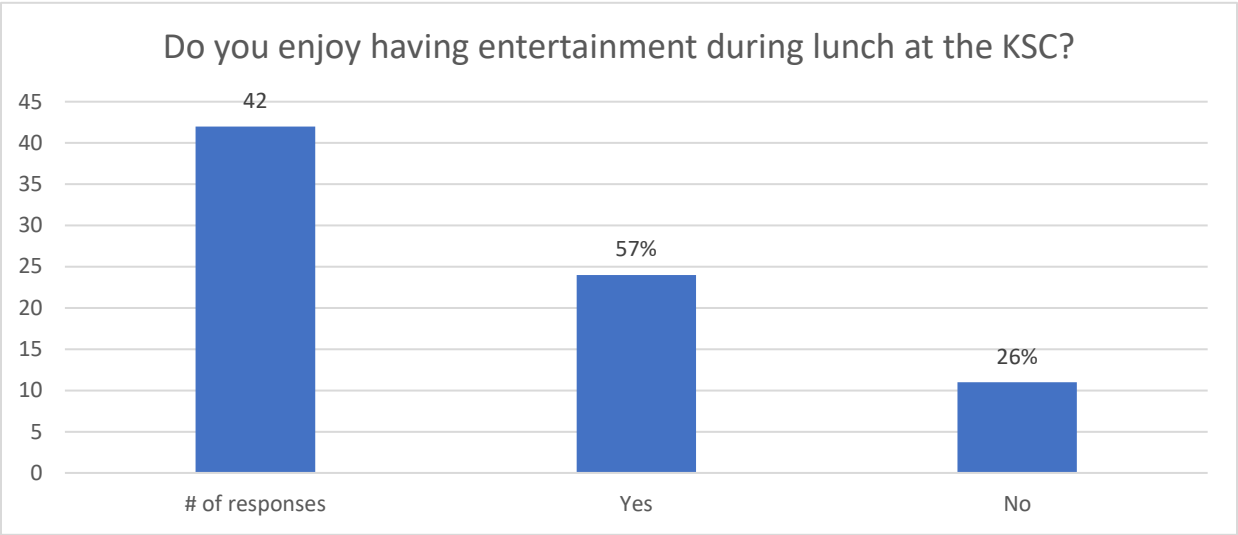
42% of those polled reported that its liver and onions.

14% of those polled reports its fried chicken.

8% of those polled reports its mashed potatoes and gravy.

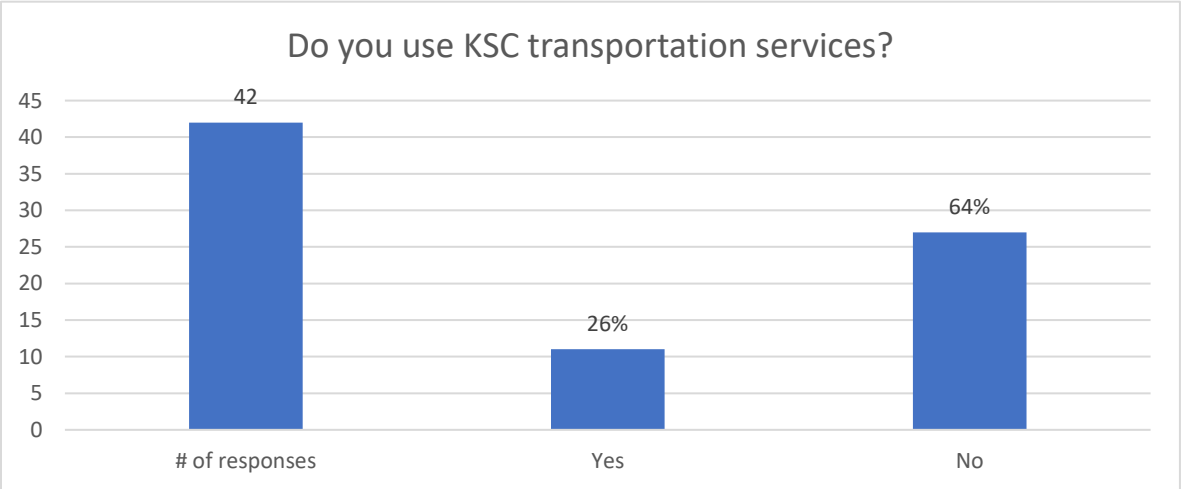
Other honorable mentions:

- Halibut burgers and other fish dishes
- Enchiladas
- Meatloaf
- Chinese dishes
- Turkey
- Loaded baked potato
- All soups
- Croissant
- Swedish meatballs
- Ribs
- Stuffing

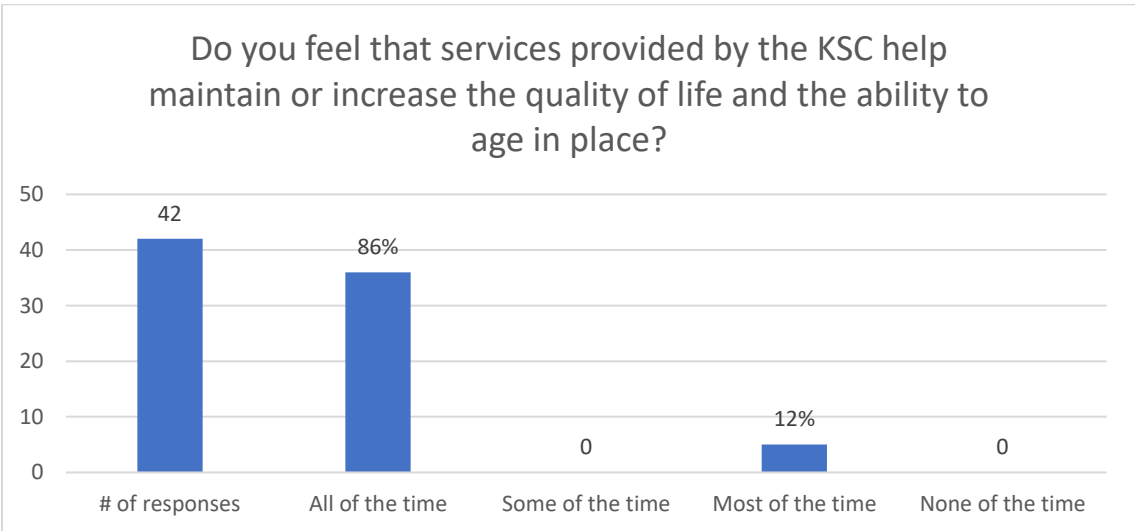
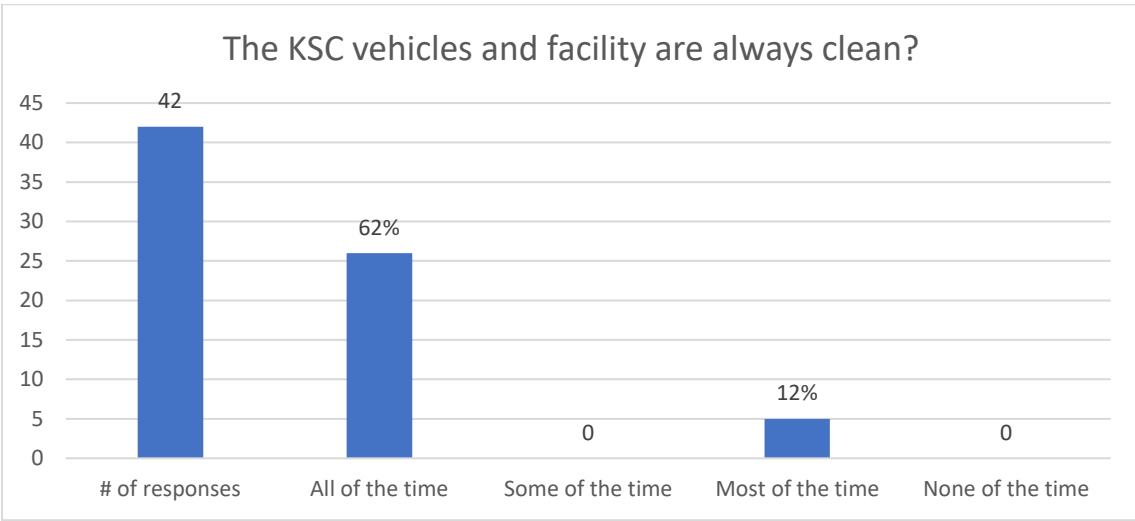
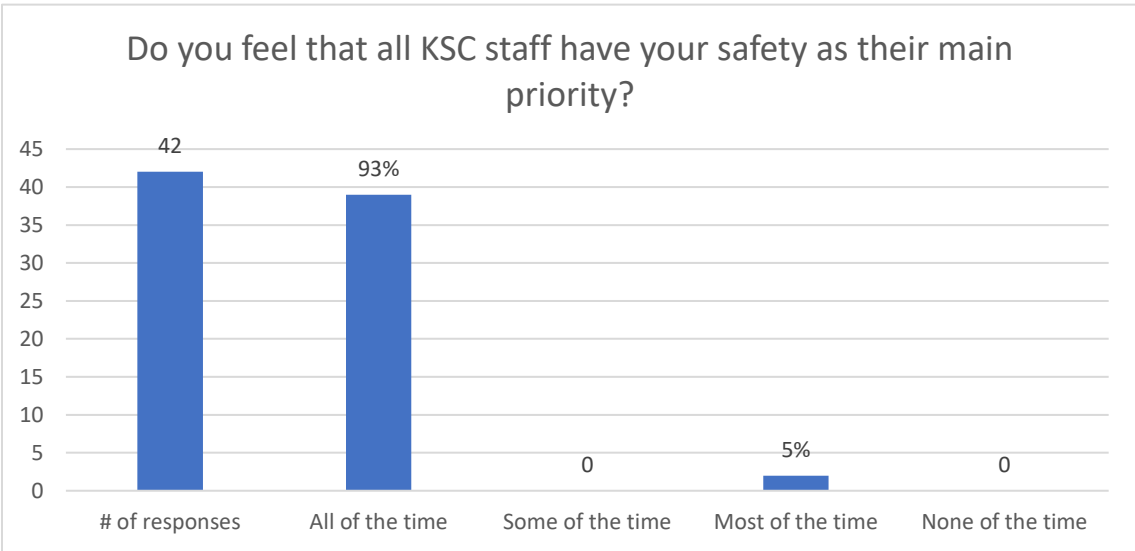


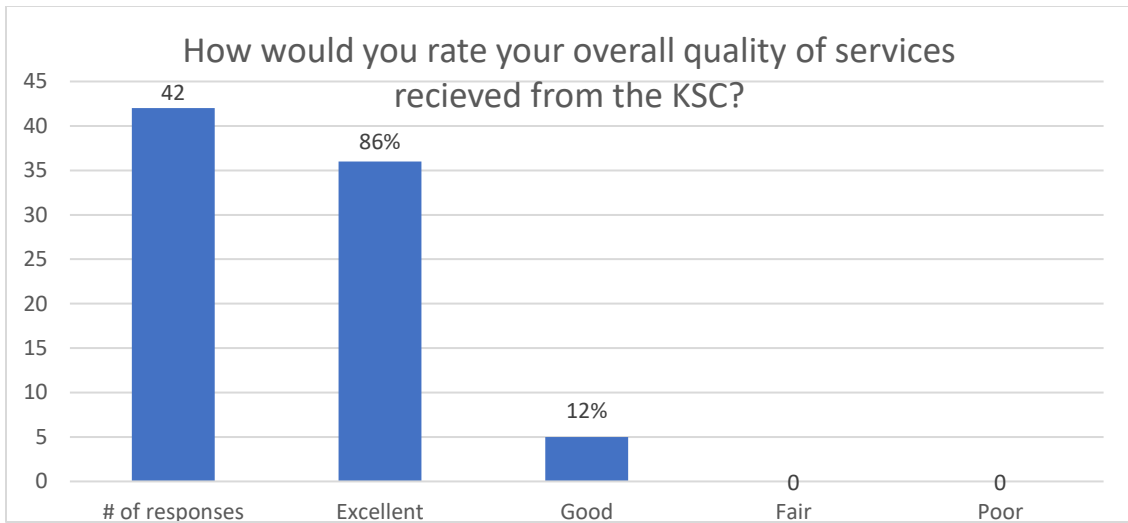
Comments:

- Sometimes
- music is too loud and interferes with conversation
- yes, background music
- Sometimes. If the center is filled there is too much noise with people talking too.
- Too loud, it interferes. I enjoy conversation with others at my table.
- The recent High School Chorus was phenomenal.
- Quiet music is nice, occasionally.
- Prefer after the meal- meal time is for talking.
- The music is usually too loud we come to visit and talk to other people. Sometimes music interferes whenever I needed it.
- The music is so loud we can't hear to visit.
- Can't hear people
- I even joined the bell ringers' group. Brings back a lot of memories and they do a great job.
- Yes, Bluegrass.



Comment: The drivers are awesome especially during the Winter, helping us in and out of the van.





What Activities do you participate in?

- Bingo
- Bridge games
- Adult coloring, Growing Strong, bingo, frame decorating and choir
- Growing Strong
- Singspiration, and Writers Group
- Meals, TOPS, card games, exercise, singing choir
- Fit and Strong, Singspiration, No Host Dinner, Card Making, Waffles
- Adult coloring, Bingo and movie; and volunteers for Waffle Fridays- Bible study, upstairs second floor.
- Lunch, cards, TOPS, and Crafts
- Tai Chi
- Recent frame making. I intend to become more involved as the year goes on.
- Tops, Writers Group, Bell Ringers, Growing Strong, book and puzzle library.
- Various crafts, singing, Senior Connection and their activities.
- Senior Connection, No Host Dinner, March for Meals, Council on Aging, Emergency Buckets, 50th anniversary.
- Bible study, potluck meals, socializing in Center, hallway and evening activities.
- Bowling, Art coloring, Bells, Growing Strong, Fourth of July, card games, movie night, country music and Bingo.
- Wii Bowling, Country Music, Art coloring, Fourth of July, games, movie night, Bingo.
- Bingo, Fund Raisers
- Bingo
- Bingo, also love the community events, Halloween for kids and stuff at Christmas, and Haliburton meals.
- Bridge, music, arts and crafts.
- Pinochle, cards, and swimming.
- Bridge and bowling
- Growing strong
- Exercise and music
- None, I have been sick all year
- Bell Ringers, Writers Group, and art classes, plan to join TOPS group.
- Not at this time (health reasons)

activities participated in continued:

- Exercise class, arts and crafts
- Adult coloring and Writers' group
- Social, music- listen and play, meals, special activities, and resources.

What activities would you like to see at the KSC?

- Chess
- Water color painting or oil painting
- How to use a computer or a cell phone
- Spanish class
- The present activity level is sufficient for me.
- Evening events: game night, talent show, that dance that was canceled, guest performers.
- I am happy with what we have.
- An evening dinner and some activity for our people don't or can't get out. So many people commented at the March for Meals "Why can't we do this just for us?"
- Chaplaincy
- Dances
- The garden club talk about gardening in the spring, writing group.
- Horseshoe pit, cornhole, lawn bowling
- Painting, Crochet, and knitting
- Can members garden in the nearby Hansen garden?
- Field trips to nearby attractions.
- Chair Yoga, chorus, recorder music group.
- Outdoor activities in a safe area in a safe environment
- water or oil painting

Do you have any cost saving ideas for the Center?

- Turn down the heat in the winter, it is usually too hot (high 70's)
- Stop mailing the Centerline and limit unless paid for number of pages.
- Fee coffee
- I am amazed at what you can offer on your budget. I think you manage your funds beautifully.
- Smaller portions on meals.

• Kenai Senior Center 2022 Client Satisfaction Survey Results

General Comments:

- I didn't fill out some of the questions as I'm housebound with Stage 4 COPD. It's been over 2 years since I've been to the stores. I even do my doctor's appointments over the internet.
- All workers have been kind and very helpful.
- The home-delivered meals are a blessing.
- Use plastic instead of Styrofoam; less carbs, more diabetic foods, no carrots, no corn, instead of potato use cauliflower mashed. More green veggies.
- The Director and staff always willing to check on how we feel they are doing at their jobs and willing to accept ideas.
- Very well managed dining room and apartments. Grateful to be here.
- More going on tours when Covid-19 lets up. Staff is the best they treat us like family.
- Excellent staff!!!
- I am so grateful for the Kenai Senior Center. It fulfills my need for companionship and activity. (and great food)
- We are extremely fortunate to have this excellent facility in our small community. The staff has always been supportive and helpful, taking a real interest in each person what a blessing.
- I live in the apartments and feel I could not be in any better place. We are family and take care of each other and pray for everyone here.
- Fit and strong needs four-pound weights. What were the proceeds for March for Meals?
- I am happy with the KSC Programs. My only problem is loud music. It interferes with socializing and visiting during meals. It's hard for those who wish to visit but have hearing issues if there is loud music. The acoustics of the center is not conducive to enjoying loud music.
- Daily my prayers with center and staff comes with angels.
- It is a wonderful to have a place to go to, to eat, and have someone to talk to and to help us be active.
- I think senior centers are the best thing the state has done with its money. We all get older.
- Great Place
- The staff is and always has been very helpful with any needs and appropriate in all aspects. My mom worked for Kathy Romain and Rachel driving for Meals-on-Wheels then attended the KSC for years after, for nearly 20 years. Everyone at the KSC is great. I was always supported even when I was in a caregiver situation with my mom in many ways. Congregate meals, van pick-ups, meals at home. Many, many ways.
- Consider installing a camera system at exit/entrance doors.
- I feel so lucky to have the senior center and I think its attachment to Vintage Point was brilliant. Many of my single friends find a social life there after their losses. It's a cheery, bright place.
- I think it is a great community resource for seniors.
- Love your soups. Especially cream. Miss your great homemade cookies, more fish. Love your Cod-baked.
- I thoroughly enjoy being a part of the Center.
- I love coming to the Center, sitting on the couch by the sunny windows and enjoying the view and a cup of coffee. Thanks
- Senior bus is too cold. The bus no heat at 45-degree F. too cold. Suggestion: after arming up your vehicle maintain with low fan at warm setting.
- In the summer I would like to see a trip to Mt. McKinnel Park by bus. I would like to help with ground keeping, watering grass or raking twigs.

City of Kenai
Fiscal Year 2022 Operating Budget

Fund: 019 - Senior Citizens Fund
Department: Title III Summary

	<u>Actual FY2020</u>	<u>Actual FY2021</u>	<u>Original Budget FY2022</u>	<u>Projection FY2022</u>	<u>Proposed FY2023</u>
Revenues					
State Grants	\$ 246,012	\$ 259,786	\$ 238,442	\$ 284,164	\$ 225,342
Federal Grants	-	39,231	-	100,000	-
USDA Grant	20,471	20,954	20,000	20,000	20,000
Choice Waiver	117,208	109,725	125,000	82,000	85,000
KPB Grant	126,207	169,221	169,221	169,221	169,221
Other Grants	-	32,500	-	25,000	-
Rents and Leases	9,811	9,088	13,000	6,727	10,000
Donations	36,768	13,950	32,000	13,408	28,500
Donation - Senior Connection	50,430	50,000	50,000	50,000	50,000
Meal Donations	56,244	40,689	82,500	62,172	65,000
Transfer from General Fund - Operations	253,999	185,563	220,518	220,518	331,591
Other	95	8	300	-	300
Total Revenue	<u>917,245</u>	<u>930,715</u>	<u>950,981</u>	<u>1,033,210</u>	<u>984,954</u>
Expenditures					
Senior Citizen Access	171,711	148,571	237,332	238,832	225,842
Congregate Meals	248,997	257,297	247,084	355,823	111,912
Home Meals	236,220	280,494	221,853	239,115	477,796
Senior Transportation	101,066	80,225	106,805	106,805	102,305
Choice Waiver	145,815	150,835	162,117	162,117	92,177
Total Expenditures	<u>903,809</u>	<u>917,422</u>	<u>975,191</u>	<u>1,102,692</u>	<u>1,010,032</u>
Contribution To/(From) Fund Balance:	13,436	13,293	(24,210)	(69,482)	(25,078)
Projected Lapse (3%)	-	-	22,785	28,035	25,078
Adjusted (Deficit)/Surplus	13,436	13,293	(1,425)	(41,447)	-
Beginning Fund Balance	<u>(26,729)</u>	<u>(13,293)</u>	<u>(54,603)</u>	<u>-</u>	<u>(41,447)</u>
Ending Fund Balance	<u>\$ (13,293)</u>	<u>\$ -</u>	<u>\$ (56,028)</u>	<u>\$ (41,447)</u>	<u>\$ (41,447)</u>

City of Kenai
Fiscal Year 2022 Operating Budget

Fund: 019 - Senior Citizens Fund
Department: Title III Summary - Line Item

Account Number	Expense Description	FY2021 Actual	Five year Historical Average	Original Budget FY2022	Amended Budget	Proposed FY2023	Increase (Decrease) FY2022 Original	% Change
Salaries and Benefits								
0100	Salaries	\$ 248,398	\$ 282,835	\$ 310,821	\$ 316,802	\$ 327,478	\$ 16,657	5.36%
0200	Overtime	-	2,033	376	376	381	5	1.33%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	9,541	6,222	11,312	11,312	11,513	201	1.78%
0400	Medicare	3,591	4,095	4,679	4,764	4,922	243	5.19%
0450	Social Security	2,583	3,475	3,494	3,857	3,514	20	0.57%
0500	PERS	63,612	63,602	76,729	76,729	67,228	(9,501)	(12.38%)
0600	Unemployment Insurance	302	484	1,612	1,641	1,696	84	5.21%
0700	Workers Compensation	3,284	4,578	4,050	4,235	3,621	(429)	(10.59%)
0800	Health & Life Insurance	108,069	91,928	117,373	117,373	126,766	9,393	8.00%
0900	Supplemental Retirement	6,249	6,839	7,164	7,164	7,294	130	1.81%
Total Salaries & Benefits		\$ 445,629	\$ 466,091	\$ 537,610	\$ 544,253	\$ 554,413	\$ 16,803	3.13%
Maintenance and Operations								
2021	Office Supplies	368	520	1,155	1,155	1,175	20	1.73%
2022	Operating & Repair Supplies	182,877	163,896	155,756	231,949	164,609	8,853	5.68%
2024	Small Tools/Minor Equipment	2,176	3,139	2,600	2,600	2,716	116	4.46%
2026	Computer Software	3,980	3,257	3,540	3,540	4,565	1,025	28.95%
4531	Professional Services	7,578	11,280	12,180	12,060	8,753	(3,427)	(28.14%)
4532	Communications	3,131	4,111	2,782	2,782	2,460	(322)	(11.57%)
4533	Travel & Transportation	234	1,829	944	944	300	(644)	(68.22%)
4534	Advertising	253	491	525	525	400	(125)	(23.81%)
4535	Printing & Binding	1,963	2,088	3,617	5,117	3,500	(117)	(3.23%)
4536	Insurance	14,969	12,389	19,467	19,467	19,241	(226)	(1.16%)
4537	Utilities	42,387	47,653	50,529	50,529	57,909	7,380	14.61%
4538	Repair & Maintenance	60	1,572	2,980	2,980	2,980	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	10,517	2,103	10,549	10,549	10,646	97	0.92%
4541	Postage	39	658	925	925	925	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	470	669	1,732	1,732	1,340	(392)	(22.63%)
4999	General Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	2	100	100	-	(100)	(100.00%)
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
Total Maint. and Operations		\$ 271,002	\$ 255,657	\$ 269,381	\$ 346,954	\$ 281,519	\$ 12,138	4.51%
Capital Outlay & Transfers								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	25,291	14,782	-	43,285	-	-	-
9090	Transfers	175,500	161,260	168,200	168,200	174,100	5,900	3.51%
Total Capital Outlay and Transfers		\$ 200,791	\$ 176,042	\$ 168,200	\$ 211,485	\$ 174,100	\$ 5,900	3.51%
Department Total:		\$ 917,422	\$ 897,790	\$ 975,191	\$ 1,102,692	\$ 1,010,032	\$ 34,841	3.57%

**City of Kenai
Fiscal Year 2023 Operating Budget**

**Fund 019 – Senior Citizens Fund
Department: Senior Services**

Mission

To serve as a community focal point for senior services where adults 60+ come together for fellowship and program participation, to engage in opportunities for dignity and personal growth, to improve their quality of life, to support the needs of older individuals, to enhance their independence, and to broaden their involvement within the community.

Functions & Responsibilities

The Senior Center serves as a gateway to the nation’s aging network – connecting older adults to vital community services that can help them stay healthy and independent.

The Senior Center is serving our older citizens who were instrumental in building the City of Kenai. As the City’s population ages, the Senior Center continues to provide services through the City that promote quality of life and maximize independence, while allowing seniors to stay within the community of their choice.

The Center serves the City of Kenai, Salamatof, Kalifornsky Beach, Cohoe, Kasilof, and Clam Gulch. Services and programs are available for seniors 60 + from 8 am – 5 pm, Monday through Friday.

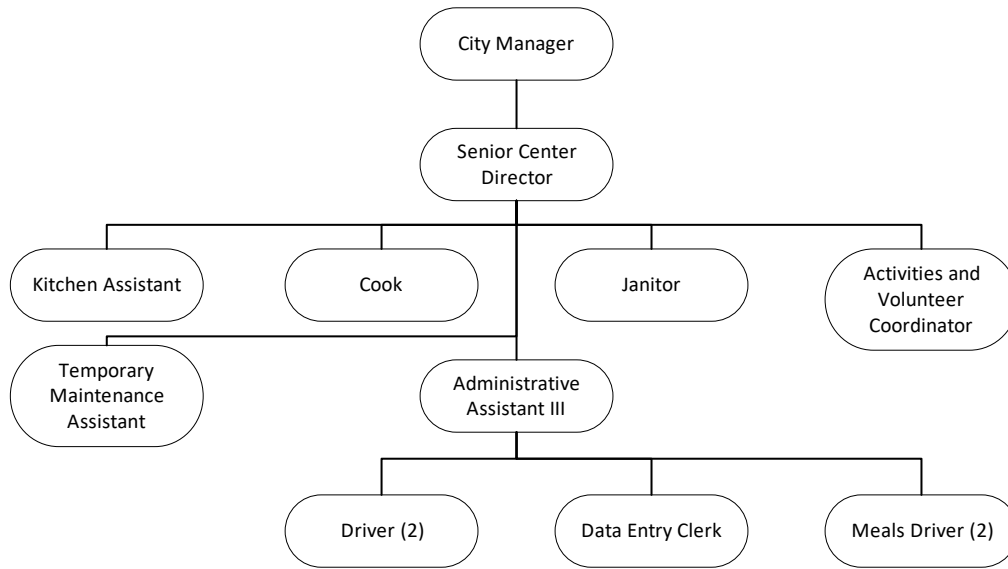
The Senior Center offers a wide variety of programs and services, including:

- ❖ Meal and nutrition programs
- ❖ Information and assistance
- ❖ Health, fitness, and wellness programs
- ❖ Transportation services
- ❖ Benefits counseling
- ❖ Employment assistance
- ❖ Volunteer opportunities
- ❖ Social and recreational activities
- ❖ Education and art programs
- ❖ Intergenerational programs

How is the Senior Center Funded?

To maintain operations, The Center must leverage resources from a variety of sources. These included federal, state, and local government; special events; public and private grants; businesses; bequests; participant contributions; in-kind donations; and volunteer hours.

Organizational Chart



Staffing

Position Title	FY19 Actual		FY20 Actual		FY21 Actual		Budgeted FY22		Requested FY23		Projected FY24	
	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade	Qty	Grade
Director	.75	23	.75	23	.65	23	.65	23	.65	23	.65	23
Administrative Assistant III	.75	15	.75	15	.75	15	.75	15	.75	15	.75	15
Administrative Assistant II	--	--	--	--	--	--	--	--	1	14	1	14
Data Entry Clerk	.33	1	.33	1	.33	1	.33	1	.33	1	.33	1
Janitor	.35	6	.35	6	.35	6	.35	3	.35	3	.35	3
Temporary Maintenance Assistant	.06	T1	.06	T1	.06	T1	.06	T1	-	T1	-	T1
Cook	1	6	1	6	1	6	1	6	1	6	1	6
Kitchen Assistant	1	2	1	2	1	2	1	2	1	2	1	2
Temporary Kitchen Assistant	.05	T6	.05	T6	.05	T6	.05	T6	.05	T6	.05	T6
Meals Driver (2)	.95	6	.95	6	.95	6	.85	6	.85	6	.85	6
Driver (2)	1.05	1	1.05	1	1.05	1	.7	1	.7	1	.7	1

Overtime

Position Title	FY19 Actual	FY20 Actual	FY21 Actual	Budgeted FY22	Requested FY23	Projected FY24
Director	N/A	N/A	N/A	N/A	N/A	N/A
Administrative Assistant III	12	8	12	12	12	12
Activities & Volunteer Coord.	3	0	0	0	0	0
Data Entry Clerk	0	0	N/A	N/A	N/A	N/A
Janitor				N/A	N/A	N/A
Temporary Maintenance Assistant	0	0	N/A	N/A	N/A	N/A
Cook	0	0	0	0	0	0
Kitchen Assistant	188	48	48	0	0	0

Performance Measures

Fiscal Year	2018	2019	2020	2021	2022*
Congregate Meals	16,145	15,339	11,024	677	5,938
Home Delivered Meals	17,473	16,759	21,720	34,623	28,728
Assisted & Unassisted Rides	8,586	7,845	4,143	135	403
Volunteer Hours	10,676	8,950	4,303	380	2,864
*** Activity Participation Units	26,937	27,450	21,245	1,972	16,864**

*Projected Figures based on year-to-date information. Transportation figures from Oct-Dec 2021

**Activity Participation Units are single entry sign-ins to MySeniorCenter

FY22 Department Goals Evaluation

1. Develop different menu items accommodating special needs diets, enabling us to reach a wider audience while still fulfilling grant and federal guidelines. This goal corresponds with the City Comprehension Plan Goal #1 to promote and encourage quality of life elements in Kenai.
 - *Achieved. Received grant funding to develop gluten-free and diabetic substitutes. Offering those as available.*
2. By the City's Fleet Replacement Plan, restructure our current transportation services. This will be achieved by implementing a slight reduction in the Center's current vehicle inventory and networking with other transportation providers in the Community. This will ensure continuity of service while promoting fiscal responsibility and community partnership. This goal is in line with City Comprehensive Plan Goal #5 to provide transportation systems that are efficient and adequate to serve the regional needs of the community.
 - *Achieved. Although still waiting on vehicle delivery.*
3. Develop special needs diets, such as Diabetic, Vegetarian, and Low Carb meals thus enabling us to reach a wider audience while still fulfilling grant and federal guidelines.
 - *Partially Achieved through Goal #1.*
4. Increase unassisted and assisted transportation by 25% with a regular transportation schedule throughout Kenai serving not only those seniors who visit the Senior Center, but also seniors who could utilize this system for basic transportation. This goal is in line with City Comprehensive Plan Goal #5 to provide transportation systems that are efficient and adequate to serve the regional needs of the community.
 - *Not Achieved. Our transportation program started up again in October 2021 due to COVID. We will be continuing to work on this goal in FY23.*
5. Develop at least four education classes throughout this year for seniors in partnership with Kenai Community Library, using new technology purchased through COVID-19 funding.
 - *Not Achieved. Due to COVID, though the departments have discussed upcoming collaborations for this next year so will continue through FY23.*

FY23 Department Goals

These goals correspond with the City Comprehension Plan Goal #1 to promote and encourage quality of life elements in Kenai.

1. Increase unassisted and assisted transportation by 25% with a regular transportation schedule throughout Kenai serving not only those seniors who visit the Senior Center, but also seniors who could utilize this system for basic transportation.
2. Develop at least four education classes throughout this year for seniors in partnership with Kenai Community Library, using new technology purchased through COVID-19 funding.
3. Senior Center staff will work to increase activity by 20% with more classes targeting the mind and the body. This will be registered through MySeniorCenter as activity participation units.
4. Senior Center staff will welcome at least 50 new participants to the Senior Center encouraging those individuals
5. Senior Center staff will develop a new member orientation program welcoming them to the Center and identifying information that would be most useful to them.
6. Senior Center staff will develop a volunteer training program to improve the effectiveness and meaningful engagement and satisfaction of volunteers/members.
7. Senior Center staff will attend/participate in a minimum of two training/classes per year on current aging trends or safety-related issues.
8. Senior Center staff along with volunteers will utilize the new greenhouse to supply bedding plants for the Center and help subsidize the kitchen with fresh vegetables.

Future Considerations

As we review current operations and procedures for the Senior Center many of these do not include the use of technology or new implementations. While free training and education can be found, software like *MySeniorCenter*, used to manage large amounts of data is expensive and requires a long-term commitment. In an ever-changing world of technology, budgeting for the proper tools to support these changes will be increasingly more important.

City of Kenai
Fiscal Year 2023 Operating Budget

Fund 019 - Senior Citizen Fund
Department: Senior Citizen Access

Account Number	Expense Description	FY2021 Actual	Five year Historical Average	Original Budget FY2022	Amended Budget	Proposed FY2023	Increase (Decrease) FY2022 Original	% Change
Salaries and Benefits								
0100	Salaries	\$ 42,581	\$ 58,982	\$ 91,899	\$ 91,899	\$ 89,758	\$ (2,141)	(2.33%)
0200	Overtime	-	844	50	50	51	1	2.00%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	3,647	890	3,872	3,872	3,728	(144)	(3.72%)
0400	Medicare	651	849	1,390	1,390	1,356	(34)	(2.45%)
0450	Social Security	464	820	731	731	618	(113)	(15.46%)
0500	PERS	10,374	12,575	24,133	24,133	19,794	(4,339)	(17.98%)
0600	Unemployment Insurance	51	105	479	479	467	(12)	(2.51%)
0700	Workers Compensation	183	379	411	411	292	(119)	(28.95%)
0800	Health & Life Insurance	30,875	23,807	33,345	33,345	33,132	(213)	(0.64%)
0900	Supplemental Retirement	1,028	1,386	1,875	1,875	1,725	(150)	(8.00%)
Total Salaries & Benefits		\$ 89,854	\$ 100,637	\$ 158,185	\$ 158,185	\$ 150,921	\$ (7,264)	(4.59%)
Maintenance and Operations								
2021	Office Supplies	257	173	300	300	300	-	-
2022	Operating & Repair Supplies	934	1,278	1,200	1,200	1,200	-	-
2024	Small Tools/Minor Equipment	179	374	360	360	436	76	21.11%
2026	Computer Software	886	768	708	708	913	205	28.95%
4531	Professional Services	2,759	3,273	2,600	2,600	1,653	(947)	(36.42%)
4532	Communications	553	830	807	807	492	(315)	(39.03%)
4533	Travel & Transportation	54	542	700	700	-	(700)	(100.00%)
4534	Advertising	131	167	250	250	250	-	-
4535	Printing & Binding	695	918	1,500	3,000	1,500	-	-
4536	Insurance	3,293	2,783	5,646	5,646	5,124	(522)	(9.25%)
4537	Utilities	10,193	11,199	14,653	14,653	13,225	(1,428)	(9.75%)
4538	Repair & Maintenance	60	682	850	850	30	(820)	(96.47%)
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	2,835	2,835	-
4541	Postage	23	141	200	200	200	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	78	595	595	400	(195)	(32.77%)
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
Total Maint. and Operations		\$ 20,017	\$ 23,206	\$ 30,369	\$ 31,869	\$ 28,558	\$ (1,811)	(5.96%)
Capital Outlay & Transfers								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	512	-	-	-	-	-
9090	Transfers Out	38,700	30,000	48,778	48,778	46,363	(2,415)	(4.95%)
Total Capital Outlay and Transfers		\$ 38,700	\$ 30,512	\$ 48,778	\$ 48,778	\$ 46,363	\$ (2,415)	(4.95%)
Department Total:		\$ 148,571	\$ 154,355	\$ 237,332	\$ 238,832	\$ 225,842	\$ (11,490)	(4.84%)

**City of Kenai
Fiscal Year 2023 Operating Budget**

**Fund: 019 - Senior Citizens Fund
Department: - 70 - Senior Citizen Access**

4531 Professional Services. Exterior flowers installation and maintenance, and volunteer screening.	4538 Repair & Maintenance. Fire alarm testing/Inspection and fire extinguishers testing.
4533 Travel & Transportation. Staff continuing education, staff development and first aid/CPR training.	9090 Transfers Out. Central administrative charges from General Fund.

City of Kenai
Fiscal Year 2023 Operating Budget

Fund 019 - Senior Citizen Fund
Department: Congregate Meals

Account Number	Expense Description	FY2021 Actual	Five year Historical Average	Original Budget FY2022	Amended Budget	Proposed FY2023	Increase (Decrease) FY2022 Original	% Change
Salaries and Benefits								
0100	Salaries	\$ 68,622	\$ 70,191	\$ 71,639	\$ 71,639	\$ 30,273	\$ (41,366)	(57.74%)
0200	Overtime	-	426	102	102	40	(62)	(60.78%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	2,333	1,956	2,665	2,665	1,090	(1,575)	(59.10%)
0400	Medicare	982	1,021	1,081	1,081	456	(625)	(57.82%)
0450	Social Security	466	501	592	592	241	(351)	(59.29%)
0500	PERS	18,880	17,531	18,727	18,727	6,550	(12,177)	(65.02%)
0600	Unemployment Insurance	83	119	373	373	156	(217)	(58.18%)
0700	Workers Compensation	1,022	1,221	1,146	1,146	401	(745)	(65.01%)
0800	Health & Life Insurance	28,403	24,351	30,944	30,944	13,345	(17,599)	(56.87%)
0900	Supplemental Retirement	1,945	1,940	1,969	1,969	805	(1,164)	(59.12%)
	Total Salaries & Benefits	\$ 122,736	\$ 119,257	\$ 129,238	\$ 129,238	\$ 53,357	\$ (75,881)	(58.71%)
Maintenance and Operations								
2021	Office Supplies	43	251	475	475	550	75	15.79%
2022	Operating & Repair Supplies	57,537	55,289	60,171	125,625	25,201	(34,970)	(58.12%)
2024	Small Tools/Minor Equipment	887	1,235	1,060	1,060	1,080	20	1.89%
2026	Computer Software	685	639	708	708	913	205	28.95%
4531	Professional Services	730	1,582	1,750	1,750	1,750	-	-
4532	Communications	690	847	299	299	492	193	64.55%
4533	Travel & Transportation	51	320	-	-	200	200	-
4534	Advertising	122	157	150	150	150	-	-
4535	Printing & Binding	317	276	600	600	600	-	-
4536	Insurance	4,079	3,128	4,720	4,720	1,875	(2,845)	(60.28%)
4537	Utilities	11,909	12,695	5,432	5,432	5,290	(142)	(2.61%)
4538	Repair & Maintenance	-	691	1,180	1,180	2,000	820	69.49%
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	-	-	-	-	1,037	1,037	-
4541	Postage	-	176	225	225	225	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	220	293	287	287	235	(52)	(18.12%)
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	Total Maint. and Operations	\$ 77,270	\$ 77,579	\$ 77,057	\$ 142,511	\$ 41,598	\$ (35,459)	(46.02%)
Capital Outlay & Transfers								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	9,491	3,240	-	43,285	-	-	-
9090	Transfers Out	47,800	35,140	40,789	40,789	16,957	(23,832)	(58.43%)
	Total Capital Outlay and Transfers	\$ 57,291	\$ 38,380	\$ 40,789	\$ 84,074	\$ 16,957	\$ (23,832)	(58.43%)
	Department Total:	\$ 257,297	\$ 235,216	\$ 247,084	\$ 355,823	\$ 111,912	\$ (135,172)	(54.71%)

City of Kenai
Fiscal Year 2023 Operating Budget

Fund: 019 - Senior Citizens Fund
Department: - 71 - Congregate Meals

2022 Operating & Repair Supplies. Food and supplies for meal preparation, paper and packaging products, and other miscellaneous supplies. Food and supplies are allocated based on the number of meals served.

4538 Repair & Maintenance. Equipment repair and maintenance, including security, fire extinguisher and hood.

4531 Professional Services. Outdoor gardening supplies.

9090 Transfers Out. Central administrative charges from General Fund.

City of Kenai
Fiscal Year 2023 Operating Budget

Fund 019 - Senior Citizen Fund
Department: Home Delivered Meals

Account Number	Expense Description	FY2021 Actual	Five year Historical Average	Original Budget FY2022	Amended Budget	Proposed FY2023	Increase (Decrease) FY2022 Original	% Change
Salaries and Benefits								
0100	Salaries	\$ 68,390	\$ 58,550	\$ 61,604	\$ 67,465	\$ 138,054	\$ 76,450	124.10%
0200	Overtime	-	333	88	88	182	94	106.82%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	2,006	1,547	2,293	2,293	4,969	2,676	116.70%
0400	Medicare	981	850	929	1,014	2,077	1,148	123.57%
0450	Social Security	983	518	509	872	1,101	592	116.31%
0500	PERS	16,231	14,148	16,104	16,104	29,868	13,764	85.47%
0600	Unemployment Insurance	83	96	319	348	717	398	124.76%
0700	Workers Compensation	1,219	1,031	984	1,169	1,839	855	86.89%
0800	Health & Life Insurance	24,425	19,953	26,610	26,610	60,853	34,243	128.68%
0900	Supplemental Retirement	1,672	1,573	1,694	1,694	3,664	1,970	116.29%
	Total Salaries & Benefits	\$ 115,990	\$ 98,599	\$ 111,134	\$ 117,657	\$ 243,324	\$ 132,190	118.95%
Maintenance and Operations								
2021	Office Supplies	55	31	55	55	100	45	81.82%
2022	Operating & Repair Supplies	88,604	61,287	52,493	63,232	112,091	59,598	113.54%
2024	Small Tools/Minor Equipment	222	383	560	560	580	20	3.57%
2026	Computer Software	827	635	708	708	913	205	28.95%
4531	Professional Services	200	292	200	200	200	-	-
4532	Communications	688	733	591	591	492	(99)	(16.75%)
4533	Travel & Transportation	44	576	144	144	-	(144)	(100.00%)
4534	Advertising	-	47	125	125	-	(125)	(100.00%)
4535	Printing & Binding	317	332	600	600	600	-	-
4536	Insurance	3,593	2,594	4,137	4,137	8,551	4,414	106.70%
4537	Utilities	8,373	8,840	10,737	10,737	27,909	17,172	159.93%
4538	Repair & Maintenance	-	70	500	500	500	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Prmts.	3,506	701	3,516	3,516	4,731	1,215	34.56%
4541	Postage	-	178	200	200	200	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	175	181	310	310	235	(75)	(24.19%)
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	100	100	-	(100)	(100.00%)
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
	Total Maint. and Operations	\$ 106,604	\$ 76,880	\$ 74,976	\$ 85,715	\$ 157,102	\$ 82,126	109.54%
Capital Outlay & Transfers								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	15,800	10,383	-	-	-	-	-
9090	Transfers Out	42,100	34,420	35,743	35,743	77,370	41,627	116.46%
	Total Capital Outlay and Transfers	\$ 57,900	\$ 44,803	\$ 35,743	\$ 35,743	\$ 77,370	\$ 41,627	116.46%
	Department Total:	\$ 280,494	\$ 220,282	\$ 221,853	\$ 239,115	\$ 477,796	\$ 255,943	115.37%

City of Kenai
Fiscal Year 2023 Operating Budget

Fund: 019 - Senior Citizens Fund
Department: - 72 - Home Delivered Meals

2022 Operating & Repair Supplies. Food and supplies for meal preparation, paper and packaging products, and other miscellaneous supplies. Food and supplies are allocated based on the number of meals served.

4531 Professional Services. Background checks.

2024 Small Tools & Minor Equipment. Miscellaneous kitchen equipment, thermal bags replacement and computer replacements.

9090 Transfers Out. Central administrative charges from General Fund.

City of Kenai
Fiscal Year 2023 Operating Budget

Fund 019 - Senior Citizen Fund
Department: Transportation

Account Number	Expense Description	FY2021 Actual	Five year Historical Average	Original Budget FY2022	Amended Budget	Proposed FY2023	Increase (Decrease) FY2022 Original	% Change
Salaries and Benefits								
0100	Salaries	\$ 27,837	\$ 35,683	\$ 42,785	\$ 42,905	\$ 44,905	\$ 2,120	4.96%
0200	Overtime	-	11	75	75	76	1	1.33%
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	162	194	890	890	844	(46)	(5.17%)
0400	Medicare	391	509	634	634	665	31	4.89%
0450	Social Security	392	1,207	1,301	1,301	1,359	58	4.46%
0500	PERS	6,002	4,274	6,586	6,586	5,719	(867)	(13.16%)
0600	Unemployment Insurance	35	59	218	218	229	11	5.05%
0700	Workers Compensation	250	888	823	823	762	(61)	(7.41%)
0800	Health & Life Insurance	7,410	4,422	8,002	8,002	8,644	642	8.02%
0900	Supplemental Retirement	443	321	450	450	450	-	-
Total Salaries & Benefits		\$ 42,922	\$ 47,568	\$ 61,764	\$ 61,884	\$ 63,653	\$ 1,889	3.06%
Maintenance and Operations								
2021	Office Supplies	-	53	250	250	150	(100)	(40.00%)
2022	Operating & Repair Supplies	2,783	5,501	5,000	5,000	5,000	-	-
2024	Small Tools/Minor Equipment	222	713	360	360	360	-	-
2026	Computer Software	806	614	708	708	913	205	28.95%
4531	Professional Services	27	514	930	810	950	20	2.15%
4532	Communications	489	638	675	675	492	(183)	(27.11%)
4533	Travel & Transportation	54	307	100	100	100	-	-
4534	Advertising	-	60	-	-	-	-	-
4535	Printing & Binding	317	311	500	500	250	(250)	(50.00%)
4536	Insurance	1,871	1,488	2,093	2,093	2,176	83	3.97%
4537	Utilities	5,320	5,401	12,254	12,254	6,781	(5,473)	(44.66%)
4538	Repair & Maintenance	-	12	250	250	250	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	3,506	701	3,516	3,516	1,204	(2,312)	(65.76%)
4541	Postage	8	42	100	100	100	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	-	15	225	225	235	10	4.44%
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	2	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
Total Maint. and Operations		\$ 15,403	\$ 16,372	\$ 26,961	\$ 26,841	\$ 18,961	\$ (8,000)	(29.67%)
Capital Outlay & Transfers								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	-	-	-	-	-	-
9090	Transfers Out	21,900	18,080	18,080	18,080	19,691	1,611	8.91%
Total Capital Outlay and Transfers		\$ 21,900	\$ 18,080	\$ 18,080	\$ 18,080	\$ 19,691	\$ 1,611	8.91%
Department Total:		\$ 80,225	\$ 82,020	\$ 106,805	\$ 106,805	\$ 102,305	\$ (4,500)	(4.21%)

City of Kenai
Fiscal Year 2023 Operating Budget

Fund: 019 - Senior Citizens Fund
Department: - 74 - Transportation

2022 Operating & Repair Supplies. Fuel for vehicles.	9090 Transfers Out. Central administrative charges from General Fund.
4531 Professional Services. Cleaning and detailing for vehicles and driving certifications.	

City of Kenai
Fiscal Year 2023 Operating Budget

Fund 019 - Senior Citizen Fund
Department: Choice Waiver

Account Number	Expense Description	FY2021 Actual	Five year Historical Average	Original Budget FY2022	Amended Budget	Proposed FY2023	Increase (Decrease) FY2022 Original	% Change
Salaries and Benefits								
0100	Salaries	\$ 40,968	\$ 59,429	\$ 42,894	\$ 42,894	\$ 24,488	\$ (18,406)	(42.91%)
0200	Overtime	-	419	61	61	32	(29)	(47.54%)
0250	Holiday Pay	-	-	-	-	-	-	-
0300	Leave	1,393	1,635	1,592	1,592	882	(710)	(44.60%)
0400	Medicare	586	866	645	645	368	(277)	(42.95%)
0450	Social Security	278	429	361	361	195	(166)	(45.98%)
0500	PERS	12,125	15,074	11,179	11,179	5,297	(5,882)	(52.62%)
0600	Unemployment Insurance	50	105	223	223	127	(96)	(43.05%)
0700	Workers Compensation	610	1,059	686	686	327	(359)	(52.33%)
0800	Health & Life Insurance	16,956	19,395	18,472	18,472	10,792	(7,680)	(41.58%)
0900	Supplemental Retirement	1,161	1,619	1,176	1,176	650	(526)	(44.73%)
Total Salaries & Benefits		\$ 74,127	\$ 100,030	\$ 77,289	\$ 77,289	\$ 43,158	\$ (34,131)	(44.16%)
Maintenance and Operations								
2021	Office Supplies	13	12	75	75	75	-	-
2022	Operating & Repair Supplies	33,019	40,541	36,892	36,892	21,117	(15,775)	(42.76%)
2024	Small Tools/Minor Equipment	666	434	260	260	260	-	-
2026	Computer Software	776	601	708	708	913	205	28.95%
4531	Professional Services	3,862	5,619	6,700	6,700	4,200	(2,500)	(37.31%)
4532	Communications	711	1,063	410	410	492	82	20.00%
4533	Travel & Transportation	31	84	-	-	-	-	-
4534	Advertising	-	60	-	-	-	-	-
4535	Printing & Binding	317	251	417	417	550	133	31.89%
4536	Insurance	2,133	2,396	2,871	2,871	1,515	(1,356)	(47.23%)
4537	Utilities	6,592	9,518	7,453	7,453	4,704	(2,749)	(36.88%)
4538	Repair & Maintenance	-	117	200	200	200	-	-
4539	Rentals	-	-	-	-	-	-	-
4540	Equip. Fund Pmts.	3,505	701	3,517	3,517	839	(2,678)	(76.14%)
4541	Postage	8	121	200	200	200	-	-
4666	Books	-	-	-	-	-	-	-
4667	Dues & Publications	75	102	315	315	235	(80)	(25.40%)
4999	Contingency	-	-	-	-	-	-	-
5041	Miscellaneous	-	-	-	-	-	-	-
5045	Depreciation	-	-	-	-	-	-	-
5047	Grants to Agencies	-	-	-	-	-	-	-
Total Maint. and Operations		\$ 51,708	\$ 61,620	\$ 60,018	\$ 60,018	\$ 35,300	\$ (24,718)	(41.18%)
Capital Outlay & Transfers								
8061	Land	-	-	-	-	-	-	-
8062	Buildings	-	-	-	-	-	-	-
8063	Improvements	-	-	-	-	-	-	-
8064	Machinery & Equipment	-	647	-	-	-	-	-
9090	Transfers Out	25,000	43,620	24,810	24,810	13,719	(11,091)	(44.70%)
Total Capital Outlay and Transfers		\$ 25,000	\$ 44,267	\$ 24,810	\$ 24,810	\$ 13,719	\$ (11,091)	(44.70%)
Department Total:		\$ 150,835	\$ 205,917	\$ 162,117	\$ 162,117	\$ 92,177	\$ (69,940)	(43.14%)

City of Kenai
Fiscal Year 2023 Operating Budget

Fund: 019 - Senior Citizens Fund
Department: - 75 - Choice Waiver

2022 Operating & Repair Supplies. Food and supplies for meal preparation, paper and packaging products, and other miscellaneous supplies.	4538 Repair & Maintenance. Repairs to kitchen equipment.
4531 Professional Services. Contracted billing and background checks.	9090 Transfers Out. Central administrative charges from General Fund.

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Kenai City Council - Regular Meeting

April 20, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

****Telephonic/Virtual Information on Page 3****

www.kenai.city

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval
4. Consent Agenda (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

All items listed with an asterisk () are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a council member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda as part of the General Orders.

B. SCHEDULED PUBLIC COMMENTS (*Public comment limited to ten (10) minutes per speaker*)

1. **Kenai Dog Park Friends**, Current Need and Future Expansion of the Kenai Dog Park, Committee Member Crystal Locke.

C. UNSCHEDULED PUBLIC COMMENTS (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

D. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3277-2022** – Accepting a Grant from the Federal Aviation Administration Under the Coronavirus Response and Relief Supplemental Appropriation Act, 2021 and Appropriating Funds into the Special Revenue Fund. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3278-2022** – Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Authorizing a Professional Services Agreement Amendment to Complete Design Phase Services for the Kenai Municipal Airport Runway Rehabilitation Project. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3279-2022** – Accepting and Appropriating a State of Alaska Grant Passed through the Southern Region EMS Council, Inc., for Three Scoop Stretchers, Three Adult Vacuum Splints and Three Pediatric Vacuum Splints. (Administration)
4. **ENACTED UNANIMOUSLY. Ordinance No. 3280-2022** – Accepting and Appropriating a Volunteer Fire Assistance Grant from the United States Department of Agriculture Forest Service Passed through the State of Alaska Division of Forestry for the Purchase of Forestry Firefighting Equipment. (Administration)
5. **ENACTED UNANIMOUSLY. Ordinance No. 3281-2022** – Accepting and Appropriating an American Rescue Plan Act Grant Passed through the State of Alaska Department of Health and Social Services for Kenai Senior Center Expenditures in Support of its Response to the COVID-19 Public Health Emergency. (Administration)

6. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3282-2022** – Increasing Estimated Revenues and Appropriations in the Water and Sewer Special Revenue Fund and Wastewater Treatment Plant Improvements Capital Project Fund to Provide Supplemental Funding for the Sludge Press Replacement Project. (Administration)
7. **ENACTED UNANIMOUSLY. Ordinance No. 3283- 2022** – Authorizing a Budget Revision in the Airport Special Revenue Fund and Increasing Estimated Revenues and Appropriations in the Terminal Improvement Capital Project Fund for Design Services for the Terminal Landscaping Project. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2022-23** – Authorizing the City Manager to Execute an Amendment to the City of Kenai’s Participation Agreement with the Public Employees’ Retirement System (PERS) to Remove the “Program or Project Employee” Category of Employees from Participation Effective July 1, 2022. (Administration)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2022-24** – Authorizing a Construction Contract Award for the Mission Avenue Water Main Improvements Project. (Administration)
10. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2022-25** – Approving the Fifth Amendment to the City’s Airline Operating Agreement and Terminal Area Lease to Reduce Certain Insurance Requirements for Operators. (Administration)
11. **ADOPTED UNANIMOUSLY AS AMENDED. Resolution No. 2022-26** – Authorizing the Use of Additional Land at the Daubenspeck Family Park for Expansion of the Dog Park. (Council Member Winger and Vice Mayor Glendening)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of April 6, 2022. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Purchase Orders Over \$15,000. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 5/4/2022.** ***Ordinance No. 3284-2022** – Accepting and Appropriating Private Donations to the Kenai Animal Shelter for the Care of Animals. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 5/4/2022.** ***Ordinance No. 3285-2022** – Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures. (Administration)
5. **APPROVED UNANIMOUSLY. Action/Approval** – Consent to Assignment and Assumption of Lease Agreement, of Lot 5, Block 1, Gusty Subdivision Addition No. 1 Amended, to Forever Business Plaza, LLC. (Administration)
6. **APPROVED UNANIMOUSLY. Action/Approval** – Special Use Permit to Laser Art Alaska, LLC for a four-month term from May 1, 2022 through August 31, 2022 (Administration)
7. **WORK SESSION SCHEDULED FOR 5/14/2022. Discussion/Action** – Setting Budget Work Session Schedule. (Mayor Gabriel)

H. COMMISSION / COMMITTEE REPORTS

1. Council on Aging
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Committee
7. Mini-Grant Steering Committee

I. REPORT OF THE MAYOR

J. ADMINISTRATION REPORTS

1. City Manager
2. City Attorney
3. City Clerk

K. ADDITIONAL PUBLIC COMMENT

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*)
2. Council Comments

L. EXECUTIVE SESSION

1. Possible Donation or Sale of Park View Subdivision Tract A, Kenai Peninsula Borough Parcel #04701018. Pursuant to AS 44.62.310(c)(1) a Matter of which the Immediate Knowledge may have an Adverse Effect Upon the Finance of the City.

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000
2. Cook Inlet Regional Citizens Advisory Council - Update from the Board of Directors
3. Kenai Peninsula Borough 2022 Reapportionment Committee Final Report

The agenda and supporting documents are posted on the City's website at www.kenai.city. Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.

Join Zoom Meeting

<https://us02web.zoom.us/j/85336877469>

Meeting ID: 853 3687 7469 **Passcode:** 983861

OR

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

Meeting ID: 853 3687 7469 **Passcode:** 983861



Kenai City Council - Regular Meeting

May 04, 2022 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

**** Telephonic/Virtual Information on Page 3****

www.kenai.city

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B. SCHEDULED PUBLIC COMMENTS (*Public comment limited to ten (10) minutes per speaker*)

1. Velda Geller, Kenai Senior Connections, 2022 Meals on Wheels Event.

C. UNSCHEDULED PUBLIC COMMENTS (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

D. PUBLIC HEARINGS

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2. **ENACTED UNANIMOUSLY. Ordinance No. 3285-2022** – Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant from the Alaska High Intensity Drug Trafficking Area for Drug Investigation Overtime Expenditures. (Administration)
3. **ADOPTED UNANIMOUSLY. Resolution No. 2022-27** – Approving the Execution of a Lease of Airport Reserve Lands Using the Standard Lease form Between the City of Kenai and Joel Caldwell on Lot 3, Block 4, FBO General Aviation Apron. (Administration)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2022-28** – Authorizing an Agreement for Professional Engineering Services for the Roadway Capital Improvements Projects. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of April 20, 2022. (City Clerk)
2. **APPROVED BY THE CONSENT AGENDA.** *Special Meeting of April 25, 2022. (City Clerk)

3. **APPROVED UNANIMOUSLY.** *Special Meeting of April 26, 2022. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval – Non-Objection to Liquor License Renewals for The Upper Deck. (City Clerk)
3. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval – Amending Employment Agreements between the City of Kenai and City Manager, Paul Ostrander and City Clerk, Michelle Saner. (Mayor Gabriel)
4. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval – Amending and Extending an Employment Agreement between the City of Kenai and City Attorney, Scott Bloom. (Mayor Gabriel)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 5/18/2022.** **Ordinance No. 3286-2022** – Increasing Estimated Revenues and Appropriations in the General Fund – Police Department and Accepting a Grant from the US Department of Transportation Passed Through the State of Alaska Department of Transportation and Public Facilities for Traffic Enforcement Overtime Expenditures. (Administration)
6. **INTRODUCED AND REFERRED TO THE PLANNING AND ZONING COMMISSION FOR RECOMMENDATION/PUBLIC HEARING SET FOR 5/18/2022.** *Ordinance No. 3287-2022 – Conditionally Donating Certain City Owned Property Described as Tract A Park View Subdivision (KPB Parcel No. 047010118) to the Boys and Girls Club of the Kenai Peninsula for Development of Facilities for Youth Sports, Recreation, Education, After School Care and Other Youth Activities. (Mayor Gabriel and Council Member Baisden)
7. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 5/18/2022.** *Ordinance No. 3288-2022 – Accepting and Appropriating a Scholarship from the Alaska Association of Municipal Clerks for Employee Travel and Training. (City Clerk)
8. **APPROVED UNANIMOUSLY. Action/Approval** – Special Use Permit to Weaver Brothers, Inc. for Truck Trailer Storage. (Administration)
9. **APPROVED UNANIMOUSLY. Action/Approval** – Amending the Special Use Permit to State of Alaska, Department of Natural Resources, Division of Forestry for Aeronautical and/or Aviation Related Activities. (Administration)
10. **Discussion** – Public Meetings and Video Conferencing (Council Member Pettey)
11. **Discussion** – Disposal Options for Tract A Park View Subdivision (KPB Parcel No. 047010118) (Administration)
12. **BOARD OF ADJUSTMENT SCHEDULED FOR 5/31/2022. Discussion** – Scheduling a Board of Adjustment Appeal Hearing. (City Clerk)

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