

**KENAI COUNCIL ON AGING
REGULAR MEETING
OCTOBER 10, 2019 – 4:30 P.M.
KENAI SENIOR CENTER
361 SENIOR CT., KENAI, AK 99611
<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. September 12, 2019
5. **UNFINISHED BUSINESS**
 - a. **Discussion/Recommendation** – Code of Conduct for the Senior Center
6. **NEW BUSINESS** – None.
7. **REPORTS**
 - a. Senior Center Director
 - b. Council on Aging Chair
 - c. City Council Liaison
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – November 14, 2019
9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**
10. **ADDITIONAL PUBLIC COMMENT**
11. **INFORMATION ITEMS**
12. **ADJOURNMENT**

PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING:
JACQUELYN -- 283-8231 OR KATHY -- 283-8211

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**KENAI COUNCIL ON AGING MEETING
SEPTEMBER 12, 2019 – 4:30 P.M.
KENAI SENIOR CENTER
CHAIR ROY WILLIAMS, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

The meeting was called to order by Chair Roy Williams at 4:30 p.m.

a. Pledge of Allegiance

Chair Williams led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Members Present: Williams, Geller, Nelson, Thornton, Bise

Members Absent: Milewski, Weeks, Erwin, Modigh

A quorum was present.

Staff/Council Liaison Present: Senior Director Romain, Council Member Glendening

e. Agenda Approval

Additional samples of codes of conduct were added to Item 6a.

MOTION:

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

2. **SCHEDULED PUBLIC COMMENTS** (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregate*) – None.

3. **UNSCHEDULED PUBLIC COMMENT** (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregate*) – None.

4. APPROVAL OF MEETING SUMMARY

a. June 13, 2019

Member Thornton **MOVED** to approve the June 13, 2019 meeting summary and Member Geller **SECONDED** the motion. There were no objections. **SO ORDERED.**

5. **UNFINISHED BUSINESS** – None.

6. **NEW BUSINESS**

a. **Discussion/Recommendation** – Code of Conduct for the Senior Center

Discussion took place regarding development of a Code of Conduct for the Center. Several examples of codes were included in the packet, as well as additional ones distributed at the beginning of the meeting. Comments included:

- Laws and obedience;
- Being raised with strong right/wrong values;
- Intent, issues, implementation.

Concerns resulting in bringing the development of a code of conduct were noted as follows:

- Pilfering;
- That the Center was also a place of business and constant interruptions of the workers;
- Hygiene issues;
- Weapons (knives, guns, etc.);
- Drugs, alcoholic beverages, etc.

Members were requested to review the information for further discussions in future meetings with the end result of developing a code applicable to the Senior Center.

7. **REPORTS**

- a. **Senior Center Director** – Romain reported the following:
- She was notified her grant application to the Rasmusson Foundation for flooring funding was approved; and,
 - She applied to The Home Depot for a grant for cabinets.
- b. Council on Aging Chair – No report.
- c. City Council Liaison – Council Member Glendening reported the following:
- He reviewed the action agenda of the September 4 council meeting;
 - Discussed the LNG plant situation;
 - Provided a brief update of the bluff erosion project;
 - Provided an update with regard to the cemetery expansion project.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – October 10, 2019

It was noted Member Modigh would be absent from the October meeting. There were no other notifications of expected absences for the October 10, 2019 meeting.

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**

Councilor Williams stated his appreciation of the efforts made by the Senior Center staff and the City Council.

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

11. **INFORMATION ITEMS** – None.

12. **ADJOURNMENT**

MOTION:

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

There being no further business, the Council on Aging meeting adjourned at 5:43 p.m.

Meeting summary prepared and submitted by:

Jamie Heinz, CMC
City Clerk

DRAFT

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KENAI SENIOR CENTER

Code of Conduct and Ethics

Our 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 and enrich their quality of life, to support the needs of older individuals, to enhance their independence, and to broaden their involvement within the community.

Users of the Center are expected to follow standards of independence and behaviors as we strive to support the goals of a welcoming atmosphere and safe environment for all who come through our doors.

Be considerate of people and property:

- Refrain from wearing strong fragrances or products.
- ADA approved service animals are permitted in the building with their owner. Owners must be responsible for their animal, keeping it close and in control at all times.
- Smoking or vaping is not allowed within the Senior Center building or within twenty (20) feet of the Center building. KMC 12.40
- Using illegal substances or consuming alcohol is prohibited. Participants who are under the influence will be asked to leave the premises immediately.
- Please refrain from using cell phones within the dining room. Phone calls may be taken outside or to other less populated areas of the Senior Center.
- Dress and attire should be clean and appropriate.
- Taking items home intended for use at the Center is not permitted. (Napkins, cream/sugar, etc.)
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Be respectful.

- Show respect to the building, staff, volunteers and other participants.
- Harassment, exclusionary behavior, derogatory remarks, violence or threats are not tolerated in any form.
- Panhandling, solicitation, or selling is not permitted within the Senior Center or on its premises or property.
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Medical Conditions or Issues: Participants should provide an emergency contact. If a participant experiences a medical or any other problem while on the premises, staff will see appropriate medical treatment on your behalf.

Participants (with care-giver when necessary) should be reasonable oriented and capable of independent decision-making. They must take responsibility for their own health, hygiene and care.

I have reviewed and understand the Kenai Senior Center Code of Conduct and Ethics:

Print Name

Signature

Date

SAMPLE



Kenai City Council - Regular Meeting

October 02, 2019 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

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)

C. UNSCHEDULED PUBLIC COMMENTS

(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)

D. PUBLIC HEARINGS

1. **ENACTED. Ordinance No. 3083-2019 Substitute** - Amending Kenai Municipal Code 14.20.175 - Adult Businesses, To Increase The Buffer Distances Between Adult Businesses And Sensitive Uses From 500 Feet To 1000 Feet And Define Sensitive Uses. (Council Members Pettey and Knackstedt) [**Clerk's Note:** *At the September 4 Meeting, this item was Referred to the Planning & Zoning Commission for a Recommendation and to be Scheduled for a Second Public Hearing at the October 2 Meeting. A Motion to Enact as Amended is On the Floor.*]
2. **ENACTED UNANIMOUSLY. Ordinance No. 3085-2019** - Increasing Estimated Revenues and Appropriations in the Water and Sewer Fund for the Purchase of Well Radius Property Described as Tract A, Alaska State Land Survey No. 2013-49, Filed Under Plat 2017-8, for the City's Public Water System. (Administration)

3. **ENACTED UNANIMOUSLY. Ordinance No. 3086-2019** - Accepting and Appropriating a Grant from the Rasmuson Foundation and Accepting and Appropriating Private Donations in the Senior Center Capital Improvement Fund for the Purchase of New Flooring for the Dining Room and Administration Offices of the Kenai Senior Center. (Administration)
4. **ENACTED UNANIMOUSLY. Ordinance No. 3087-2019** - Authorizing a Budget Transfer in the Senior Center Capital Improvement Fund and Increasing Estimated Revenues and Appropriations in the Public Safety Improvement Capital Project Fund to Provide Supplemental Funding for the Fire Department Kitchen Remodel Project. (Administration)
5. **ENACTED UNANIMOUSLY. Ordinance No. 3088-2019** - Amending Kenai Municipal Code, Section 14.20.330 – Standards for Commercial Marijuana Establishments, to Incorporate Limitations on Hours of Operation for Retail Marijuana Establishments. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of September 18, 2019.

F. UNFINISHED BUSINESS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3072-2019 Substitute** - Renaming, Repealing and Re-Enacting Kenai Municipal Code Title 22-General Fund Lands, Renaming Title 21-City Airport and Airport Lands, and Repealing Kenai Municipal Code Chapter 21.15-Lease and Sale of Airport Lands Outside of the Airport Reserve to Encourage Responsible Growth and Development to Support a Thriving Business, Residential, Recreational and Cultural Community through Responsible Land Policies and Practices. (Administration) [**Clerk's Note:** *At the September 4 Meeting this Item was Postponed to this Meeting. A Motion to Enact is On the Floor.*]
2. **ADOPTED UNANIMOUSLY. Resolution No. 2019-58** - Amending its Comprehensive Schedule of Rates, Charges, and Fees to Incorporate Changes to Application Fees for Lands Outside the Airport Reserve. (Administration) [**Clerk's Note:** *At the September 4 Meeting this Item was Postponed to this Meeting. A Motion to Enact is On the Floor.*]

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 Exceeding \$15,000. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 10/16/19.** *Ordinance No. 3089-2019 - Amending Kenai Municipal Code Section

1.15.040, Agenda, to Revise Public Notice Requirements and Amend the Agenda/Packet Preparation, Distribution, And Publication Administrative Policies and Procedures to make Standard Revisions and Housekeeping Changes. (Council Members Molloy and Knackstedt)

4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 10/16/19. *Ordinance No. 3090-2019** - Increasing Estimated Revenues And Appropriations In The General And Public Safety Capital Project Funds And Accepting An Assistance To Firefighter Grant From The Federal Emergency Management Agency For The Cooperative Purchase Of Self-Contained Breathing Apparatus For The City Of Kenai Fire Department, Nikiski Fire Department And Central Emergency Services. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 10/16/19. *Ordinance No. 3091-2019** - Amending Kenai Municipal Code Section 17.10.010 – Mandatory Connection and Abandonment of Old Well, and Section 17.20.010 - Mandatory Connections and Abandonment of Old On-Site Sewer Systems, to Clarify the Intent of Ordinance 3003-2018 and Make Housekeeping Changes. (Council Member Knackstedt)
6. **AMENDED UNANIMOUSLY. Ordinance No. 3079-2019 Substitute** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Airport Improvements Capital Project Funds and Accepting a Grant from the Federal Aviation Administration for the Purchase of Two Aircraft Rescue and Firefighting (ARFF) Vehicles, Rehabilitation of the Fire Training Props, and Rehabilitation of the Training Facility for the Alaska Regional Fire Training Facility. (Administration) *[Clerk's Note: This ordinance was enacted at the 9/04/19 meeting. It has been discovered that a purchase order increase was inadvertently excluded from the amounts. A motion to amend something previously adopted is in order and as such, appearance on this agenda serves as notice.]*
7. **APPROVED AS AMENDED. Action/Approval** - Supporting the Draft Environmental Impact Statement for the Alaska LNG Project and Approving Comments to be Submitted on Behalf of the City of Kenai to the Federal Environmental Regulatory Commission. (Administration)

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

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders between \$2,500 and \$15,000
2. Upper Cook Inlet Finfish Meeting Location Correspondence

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.