

**KENAI COUNCIL ON AGING
REGULAR MEETING
MAY 14, 2020 – 4:30 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. January 9, 2020
5. **UNFINISHED BUSINESS**
6. **NEW BUSINESS**
 - a. **Discussion** – 2020 Senior Center Survey Report
 - b. **Discussion/Recommendation** – FY2021-2025 Capital Improvement Plan
7. **REPORTS**
 - a. Senior Center Director
 - b. Council on Aging Chair
 - c. City Council Liaison
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – June 11, 2020
9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**
10. **ADDITIONAL PUBLIC COMMENT**
11. **INFORMATION ITEMS**
12. **ADJOURNMENT**

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**KENAI COUNCIL ON AGING
REGULAR MEETING
JANUARY 9, 2020 – 4:30 P.M.
KENAI SENIOR CENTER
CHAIR ROY WILLIAMS, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Williams called the meeting to order at 4:34 p.m.

a. Pledge of Allegiance

Chair Williams led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Members Present: R. Williams, D. Erwin, V. Geller, A. Weeks, C. Thornton, M. Milewski

Members Absent: S. Bise, L. Nelson, B. Modigh

Staff/Council Liaison Present: Senior Center Director K. Romain, Administrative Assistant A. Clary, Deputy City Clerk J. LaPlante, Council Member J. Glendering

A quorum was present.

c. Administer Oaths of Office

It was announced Velda Geller, Barbara Modigh and Lois Nelson had been reappointed to the Council on Aging by the Kenai City Council at its December 18, 2019 meeting. Deputy Clerk J. LaPlante administered the Oath of Office to Member Geller. It was noted that Nelson and Modigh would be sworn in at a future meeting due to their absences at this meeting.

d. Election of the Chair and Vice-Chair

MOTION:

Member Thornton **MOVED** to elect Don Erwin as Chair and Member Geller **SECONDED** the motion. There were no objections; **SO ORDERED.**

MOTION:

Member Thornton **MOVED** to elect Roy Williams as Vice Chair. Member Williams declined the nomination. The motion failed.

MOTION:

Member Geller **MOVED** to elect Chuck Thornton as Vice Chair and Member Erwin **SECONDED** the motion. There were no objections; **SO ORDERED.**

e. **Agenda Approval**

MOTION:

Member Milewski **MOVED** for approval of the agenda as written and Member Erwin **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. November 14, 2019

MOTION:

Member Thornton **MOVED** to approve the November 14, 2019 meeting summary as written and Member Weeks **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. **UNFINISHED BUSINESS**

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

A copy of the final draft of the proposed Code of Conduct for the Senior Center was provided to the members. The Senior Center Director reviewed the final draft as well as summarized changes recommended by the City Attorney. Discussion followed with comments including:

- Should the wording “all ADA approved service animals” also include “only.”
- A note would be included in the newsletter highlighting the work of the Council on Aging in development of the Code of Conduct and welcome Center participants to direct questions, thoughts, or concerns to the Senior Director and Administrative Assistant.
- The Code of Conduct would be printed on large paper, framed, and placed in a prominent place close to the hall bulletin board.
- Suggested to have copies of the Code of Conduct posted in several places in the Center.
- Suggested to change the wording “created by COA” to “adopted by COA” when communicating information to the public.
- The Director suggested the document be revisited annually and revised as necessary.

MOTION:

Member Weeks **MOVED** the Code of Conduct be adopted and recommend staff move forward with finalization; Member Thornton **SECONDED** the motion. There were no objections; **SO ORDERED**.

6. **NEW BUSINESS** – None.

7. REPORTS

- a. **Senior Center Director** – Romain reported the following:
- The new flooring installation was going well and should be completed no later than January 14;
 - Services for Herb Stettler would be on Saturday, February 15 at 12:30 p.m. in the Senior Center. Military honors would be held at the Soldotna Cemetery prior to the service at the Center;
 - An update on the greenhouse project was provided;
 - She and Assistant Clary were drafting proposals of the current Center vehicles for a city fleet management project;
 - An update of the annual March for Meals fundraiser plans was provided;
 - The Center would be celebrating its 50th anniversary in 2021; and
 - The Permanent Part-Time janitor's position was filled by Josh Van Loan.
- b. **Council on Aging Chair** –Williams thanked everyone in the group for their service and the Center's administration and staff for their daily hard work, but especially during the flooring project to ensure services were still provided.
- c. **City Council Liaison** – Glendening reviewed the Action Agenda for the Council's December 18, 2019 meeting as provided in the packet.

8. NEXT MEETING ATTENDANCE NOTIFICATION – February 13, 2020

There were no announcements of absences for the February meeting.

9. COUNCIL MEMBERS COMMENTS AND QUESTIONS

Chair Williams requested volunteer assistance with the March for Meals fundraiser.

Member Geller thanked Williams and Erwin for their service.

10. ADDITIONAL PUBLIC COMMENT – None.

11. INFORMATIONAL ITEMS – None.

12. ADJOURNMENT

MOTION:

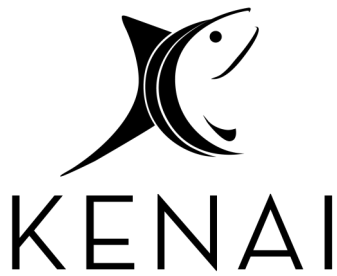
Member Geller **MOVED** for adjournment and Member Milewski **SECONDED** the motion. There were no objections; **SO ORDERED**.

There being no further business, the Council on Aging meeting adjourned at 5:42 p.m.

Meeting summary prepared and submitted by:

Jacquelyn LaPlante
Deputy City Clerk

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2020 Kenai Senior Center Survey Report

Survey Method

Surveys were available in the KSC lobby for the month of March and distributed with the March Newsletter. We had a box in the lobby for survey return or the option to return the survey by mail.

Survey Results

We distributed approximately 300 surveys and 55 were returned.

How frequently do you visit the Kenai Senior Center?

4 or more times per week	23
1-3 times per week	23
Once per month	1
Occasionally	6
Never	2

How frequently do you get Home-Delivered Meals from the Kenai Senior Center?

4 or more times per week	5
1-3 times per week	3
Once per month	0
Occasionally	10
Never	36

What is the age of the person receiving services from the Kenai Senior Center?

20—39 years	0
40—59 years	0
60—79 years	29
80—99 years	28
100 years or older	0

Do you eat at the Kenai Senior Center?

Yes	45
No	2

If yes, please evaluate the following statements (*circle one*):

Please rate the quality of the food you receive at the Kenai Senior Center.

(Disappointing) 1 2 3 4 5 6 7 8 9 10 (Exceptional)

0	0	1	2	4	3	3	7	12	15
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I enjoy having entertainment during lunch at the Kenai Senior Center.

(Never true) 1 2 3 4 5 6 7 8 9 10 (Always true)

1	3	1	2	4	3	1	1	8	20
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I like the variety of the menus.

(Never true) 1 2 3 4 5 6 7 8 9 10 (Always true)

1	0	0	2	3	2	1	6	11	17
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Do you use our transportation services?

Yes	23
No	30

If yes, please evaluate the following statements (*circle one*):

I feel safe when riding in the van.

(Never true) 1 2 3 4 5 6 7 8 9 10 (Always true)

0	0	0	1	0	1	0	0	4	18
---	---	---	---	---	---	---	---	---	----

The van is clean and comfortable.

(Never true) 1 2 3 4 5 6 7 8 9 10 (Always true)

0	0	0	0	1	2	0	0	5	16
---	---	---	---	---	---	---	---	---	----

The drivers are helpful and patient.

(Never true) 1 2 3 4 5 6 7 8 9 10 (Always true)

0	0	1	0	0	1	1	0	1	19
---	---	---	---	---	---	---	---	---	----

Do you receive home meals?

Yes	9
No	45

If yes, please evaluate the following statements (*circle one*):

The quality of my meal is always excellent.

(Never true) 1 2 3 4 5 6 7 8 9 10 (Always true)

0	0	0	1	0	2	2	1	0	4
---	---	---	---	---	---	---	---	---	---

My Meals-on-Wheels driver is kind and caring.

(Never true) 1 2 3 4 5 6 7 8 9 10 (Always true)

0	0	0	0	0	1	0	1	0	7
---	---	---	---	---	---	---	---	---	---

(home meals evaluation, continued)

I like the variety of the menu.

(Never true) 1 2 3 4 5 6 7 8 9 10 (Always true)

0	0	0	0	0	2	2	0	1	3
---	---	---	---	---	---	---	---	---	---

Do you participate in activities?

Yes	43
No	12

If yes, please circle the activities you participate in:

Bingo	12	Growing Strong	18	Informational Classes	19
Card Games	16	Dog Therapy	8	Spanish	2
Sewing	5	Bell Choir	3	Movie Night	15
Crafts	8	Guitar	3	Shopping	9
Blood Pressure Checks	19	Tai Chi	12	Day Trips	12
Video Exercise	3	Writer’s Group	8		

What other types of activities would you like to see offered?

- Walking with poles or sticks indoors or outside or like at large stores.
- Advocating for Seniors
- Yoga
- I am just finding out about these offerings and will begin doing some of them. Yoga would be a great addition, some instructors do restorative yoga and that might be a good fit.
- You cover the classes very well.
- College level classes & discussion groups
- More games before lunch: blackjack, word games, math problems, name tat tune, make-overs, dress-up contests, games to make us think
- More music and dancing
- A pool table
- Things you’re doing great
- Movies, music
- FastTrack, Wii Games i.e. bowling
- Art classes—Stained glass classes
- Mahjong on Wed afternoon. Or some kind of exercise program in the afternoon or some sort of learning activities, line dance or Zumba
- Dancing—line dancing—ipad and computer classes
- Art
- Book Club, Yoga
- In summer, more walks

What other types of activities would you like to see offered? (Continued)

- We already offer wonderful memorial services for our beloved fiends. The polka parties are awesome.
- Something in Kasilof
- We are quite content
- More crafts useful for gifts to family. We don't need more things.
- I have been asked if we could have BINGO on Thursdays and Tuesdays—I have some BINGO attocates—just a thought!!
- Can't think of a thing
- Community involvement, trash walks
- Do good. Oh, update computers

Would you recommend the services at the Kenai Senior Center?

Yes	53
No	1

What do you appreciate most about the Kenai Senior Center?

- Light, airy, friendly people, helpful and kind staff.
- The people.
- The soups made and served are delicious. My driver/delivery person Patty is super caring & compassionate
- Friendly atmosphere and beautiful location
- Kitchen staff & office ladies—volunteer opportunities. Having social security access without an Anchorage road trip. Special meals throughout the year. Helping out community with school Christmas gifts.
- Warm, welcoming (most people). Great service. Make every effort to do everything well. I appreciate everything the Center has to offer. The Center tries to give us everything we could need or want.
- I am just beginning to explore, so I don't know yet.
- Good Food
- The staff is very pleasant and helpful
- Atmosphere of caring
- Kathy, Patty & Missy
- Having a nice place to hang out and the friendly caring staff
- The friendliness of the staff and attendees. It feels like family. So much going on. Helpfulness of the staff if you have a problem.
- That it offers all different activities and great meals. Good fellowship with others.
- The staff seems to love us; they care about us. Getting to meet people and learning more about educational things.
- Meeting people. The Entertainment. Things to do and the staff is great.
- Staff always friendly and helpful
- The staff—all the staff-, the food, the friends and people who come, the friendly atmosphere.
- Staff
- Everyone is friendly and helpful

What do you appreciate most about the Kenai Senior Center? (Continued)

- Everyone is so helpful—people who work there are happy with their job—none of it's a job attitude
- Director, Chef, Staff friendship, courtesy, patience and accommodation
- Activities—meals—fellowship
- Friendly Staff, helpful
- Puzzle checkout
- Very helpful, kind & compassionate - companionship — food
- Transportation—food-comradery—computer & phones—serving plates-exercise—the volunteers—staff & cooks—clean always—bread
- The open door policy. Welcoming to everyone. Willing to listen to ideas and to adapt to special needs.
- The space—the people—the access
- Outdoor activities, tours, excursions
- Everything
- The friendly atmosphere
- Friendly people
- Kathy is amazing, she is always able to help us with everything and is so glad to see everyone. What a treasure! Missy is sweet and such a talented chef.
- The help you get here
- I don't have to cook for 2 days and I hate to cook
- The decorating is amazing. It is continually changing which is so nice. The views and friendships are great!
- Staff, food/cleanliness/friendly/safety
- Companionship
- The staff are caring people.
- Administrative personnel are 1st class/caring. Demonstration of great care for infirm or troubled people.
- That it is there and open.
- The friends I make—the friendly atmosphere—Doing BP's helps me make a difference in people's lives.
- The depth of the caring and love. The staff are special. Their service is overwhelming. There is a great comradery and companionship among the people who frequent here.
- Consistency, open door policy by staff and management. Proper disposal of food waste
- Friendly, great information when needed

What is your favorite food served?

- All meals excellent
- Anything Missy bakes (2)
- Apple Pie
- Baked Potato Bar (8)
- Beef Wellington
- Blueberry pancakes (2)
- Breakfast for lunch (7)
- Chicken (3)
- Chicken-fried steak (3)
- Corned beef and cabbage
- Ethan's Potato Salad (2)
- Fancy holiday party meals
- Fresh Salmon
- Fried Chicken (4)
- Halibut burgers (3)
- Ham
- Healthy, local sourced
- Homemade warm cookies
- I haven't got a favorite– I enjoy Missy's food always
- Jell-O (2)
- Kale
- Liver & Onions (19)
- Meatloaf (2)
- Menus without cheese or milk
- Missy's Soups (4)
- Most everything (2)
- Pizza
- Potatoes and Gravy (4)
- Ribs
- Roast Beef (2)
- Salad (3)
- Spaghetti
- Steak
- Tacos (2)

What could the Kenai Senior Center do that would be helpful to Seniors in the area?

- A lot of us cannot hear the speaker clearly
- Reach out instead of Seniors having to actively search/reach for services. Coordination with other entities in community
- Add van to Kasilof
- I can't think of anything the Seniors need that they don't have.
- Start a handy man service to do light repairs and household maintenance.
- Maybe be interviewed on "Soundoff" on KSRM when we have activities going on, like money –raising functions.
- I think they already go overboard to help the seniors. They provide meals to a lot of people that would not get any without the SC support.
- Gather more social dances every once and while with music from the 40's, 50's, 60's.
- Have a dance every 6 months
- More music to dance off like Sinatra, Streisand, Big bands
- Encourage more seniors to volunteer at the Senior Center.
- You are good in all you do
- I'm not sure, I just moved here
- Become better known/services, location, driving and apartments location and access to downtown.
- Summer activities outside—bowling, golf
- Publicize the Center more possibly create more volunteers
- Keep them informed since some don't get out in area
- Tax preparation
- Maybe additional classes such as—Dealing with Dementia & Alzheimer's
- You do so much! We visited Senior Centers in Illinois, Virginia and Arkansas and they seem to have very limited food choices (not like our gourmet meals) and the people who go there seem so much older than the fun people who come here.
- Get information out to seniors about what is offered here.
- Find something to do in Kasilof
- You seem to be doing well.
- Keep up the good work
- More direction of cost of services and communicate more directly to seniors as a whole at dining time!
- Just be here. Keep offering the services to them.
- Have a better salad bar. Cottage cheese and peaches aren't salad. More raw vegetables.
- Maybe get the word out into the community. I think there are many many seniors that just don't know what is available here at the Senior Center, for them. I try to tell them.
- Fruit in the mornings
- Less salt, sometimes to spicy, more drivers. *A sign up when shellfish is being served in foods.*

Do you have any other suggestions?

- Double lines for island food service table.
- No! Keep up the good work. Thank you!
- Make available services clearly known understand and communicate with other agencies in community.
- Continue to maintain your kind, caring atmosphere. You're doing a great job. Thank you
- I love the Kenai Senior Center
- Too many veggies are under cooked. I can't chew. Taste raw, no flavor.
- I would much prefer soft background music to live groups at lunchtime. The loud music means yelling to carry on conversations which is the main reason we come to the Senior Center.
- Please try to take care of cleanliness problems. Several people need to be told about their body odors. Some of us can't smell, but some of us can, very well.
- Make better quality and better tasting lunches.
- Give them all a raise for being such a wonderful, helpful group.
- A game table
- Funny game day, like wheelchair tag, guessing something, picture drawing
- No I think it's great
- You'all are very much appreciated and treasured by all.
- Helpers– for meal time to prevent spills for people who have problems.
- Senior Center has done a fabulous job!! Top notch gold stars!
- The update in the Centerline is good because we didn't know
- Keep up the good work!
- Thanks for bringing out our dinners as I go to Kenai about once every 2 or 3 months.
- More direction to go for services outside Center
- Nope. You do a great job.
- Upgrade the computer room so that it is usable. Very out of date.
- NO! It's a wonderful place for people like me.
- Read aloud groups, citizen scientist group, gardening
- Signs up for shellfish in food! Lack of the ability to remember what is being served. What kind of seafoods.

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KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

MEMORANDUM

TO: Council on Aging
FROM: Kathy Romain, Senior Center Director
DATE: May 8, 2020
SUBJECT: Fiscal Year 2021-2025 Capital Improvement Plan

The Kenai City Council conducted a joint work session with Commissions and Committees on Wednesday, February 19, 2020 to provide an annual overview and discuss the draft Capital Improvement Plan for the City.

Please review the Senior Center section of the Capital Improvement Plan for recommendation at our May 14 meeting.

Thank you and please let me know if you have any questions.

Attachment

SENIOR CITIZENS FUND

CITY OF KENAI
CAPITAL IMPROVEMENT PLAN
FY2021 - 2025

FY2022	Project No.	COST	DESCRIPTION
SENIOR CENTER HVAC AND DDC CONTROL	01	\$48,000	Provide improved air quality and air balancing at the Senior Center
		<hr/> \$48,000	

FY2023	Project No.	COST	DESCRIPTION
SENIOR CENTER LANDSCAPING - PHASE I	02	\$40,000	Landscape the south lawn of the Senior Center to a level area
		<hr/> \$40,000	

FY2024	Project No.	COST	DESCRIPTION
SENIOR CENTER LANDSCAPING - PHASE II	03	\$35,000	Create a community fire pit area with memorial benches
		<hr/> \$35,000	

SENIOR CITIZENS FUND PROJECTS

SENIOR CENTER HVAC AND DDC CONTROL

01

Department: Public Works
 Total Project Cost: \$48,000
 Project Phased: No
 Project Type: Building Improvement
 Funding Source(s): General Fund
 Potential Grant Identified: None
 Operating Budget Impact:
 Minimal or No Impact



YEAR:	2021	2022	2023	2024	2025
COST:		\$48,000			

Details:

This project provides improved air quality and air balancing at the Senior Center in the main dining area, kitchen, offices, restrooms, and entrance hall. The kitchen tends to overheat the space when in use. Heating zones may be adjusted to provide more accurate control along with new thermostats and zone sensors.

SENIOR CENTER LANDSCAPING - PHASE I

02

Department: Senior Center
 Total Project Cost: \$40,000
 Project Phased: Yes
 Project Type: Land Improvement
 Funding Source(s): Grant/ Donation
 Dependent
 Potential Grant Identified: None
 Operating Budget Impact: Minimal or No Impact



YEAR:	2021	2022	2023	2024	2025
COST:			\$40,000		

Details:

This project would landscape the south lawn of the Senior Center to level the area, which now contains sunken areas which prohibit safe access, and replant grass and trees as well as construct walkways for easy and safe maneuvering. This would improve lost access to the perimeter of the building, yard, and bluff areas for private rentals and the public, including wheelchair access. The project would be contingent on the construction of the Bluff Stabilization Project.

SENIOR CITIZENS FUND PROJECTS

SENIOR CENTER LANDSCAPING - PHASE II

03

Department: Senior Center

Total Project Cost: \$35,000

Project Phased: Yes

Project Type: Land Improvement

Funding Source(s): Grant/ Donation

Dependent

Potential Grant Identified: None

Operating Budget Impact: Minimal or No Impact



YEAR:	2021	2022	2023	2024	2025
COST:				\$35,000	

Details:

This project would create a community fire pit area with wooden all-weather park benches for easy access for seniors and private rentals. Memorial benches and greenery provide an opportunity to generate revenue and celebrate individuals in the community. The project would be contingent on the construction of the Bluff Stabilization Project.

CONGREGATE HOUSING FUND

CITY OF KENAI
CAPITAL IMPROVEMENT PLAN
FY2021 - 2025

FY2021	Project No.	COST	DESCRIPTION
VINTAGE POINTE BOILER REPLACEMENT	01	\$160,000	Boiler Replacement at Vintage Pointe
APARTMENT KITCHEN AND BATHROOM REMODEL	02	\$100,000	Remodel the kitchen and bathrooms in 3-6 apartments each year
		\$260,000	

FY2022	Project No.	COST	DESCRIPTION
APARTMENT KITCHEN AND BATHROOM REMODEL	02	\$100,000	Remodel the kitchen and bathrooms in 3-6 apartments each year
		\$100,000	

FY2023	Project No.	COST	DESCRIPTION
VINTAGE POINTE ELEVATOR MAINTENANCE	03	\$50,000	Major maintenance to allow for continued safe operation of the City's most-used elevator
APARTMENT KITCHEN AND BATHROOM REMODEL	02	\$100,000	Remodel the kitchen and bathrooms in 3-6 apartments each year
		\$150,000	

FY2024	Project No.	COST	DESCRIPTION
APARTMENT KITCHEN AND BATHROOM REMODEL	02	\$100,000	Remodel the kitchen and bathrooms in 3-6 apartments each year
		\$100,000	

FY2025	Project No.	COST	DESCRIPTION
APARTMENT KITCHEN AND BATHROOM REMODEL	02	\$100,000	Remodel the kitchen and bathrooms in 3-6 apartments each year
		\$100,000	

CONGREGATE HOUSING FUND PROJECTS

VINTAGE POINTE BOILER REPLACEMENT

01

Department: Public Works
 Total Project Cost: \$160,000
 Project Phased: Yes
 Project Type: Building Improvement
 Funding Source(s): Congregate Housing Fund
 Potential Grant Identified: None
 Operating Budget Impact:
 Minimal or No Impact



YEAR:	2021	2022	2023	2024	2025
COST:	\$160,00				

Details:

This project replaces aging equipment with new to provide for more consistent and reliable service. Existing units have continued to require extensive maintenance to maintain operation.

APARTMENT KITCHEN AND BATHROOM REMODEL

02

Department: Senior Center
 Total Project Cost: \$500,000
 Project Phased: Yes
 Project Type: Building Improvement
 Funding Source(s): Congregate Housing Fund
 Potential Grant Identified: None
 Operating Budget Impact:
 Minimal or No Impact



YEAR:	2021	2022	2023	2024	2025
COST:	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000

Details:

This project remodels the kitchen and bathrooms in three to six apartments each year at Vintage Pointe. The project would replace original (1993) tile flooring, cabinetry, countertops, and fixtures in kitchens and bathrooms to bring apartments into compliance with the Americans with Disabilities Act. This project is not eligible for low-income housing grants.

CONGREGATE HOUSING FUND PROJECTS

VINTAGE POINTE ELEVATOR MAJOR MAINTENANCE

03

Department: Public Works

Total Project Cost: \$50,000

Project Phased: Yes

Project Type: Building Improvement

Funding Source(s): Congregate Housing Fund

Potential Grant Identified: None

Operating Budget Impact:

Minimal or No Impact



YEAR:	2021	2022	2023	2024	2025
COST:			\$50,000		

Details:

This project will provide for major maintenance of the Vintage Pointe elevator to allow for the continued safe operation of the City's most used elevator. The Vintage Pointe Senior Housing was constructed in 1993 and is approximately 40,450 square feet.



Kenai City Council - Regular Meeting

May 06, 2020 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

Telephonic/Virtual Information on Page 4

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. **POSTPONED TO 05/20/2020. Ordinance No. 3117-2020** - Appropriating Funds in the Airport Fund, Accepting a Grant From the Federal Aviation Administration and Appropriating Funds in the Airport Equipment Capital Project Fund for the Purchase of Snow Removal Equipment (SRE) – Loader With Attachments. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3118-2020** - Increasing Estimated Revenues and Appropriations by \$1,287.44 in the General Fund – Police Department for State Traffic Grant Overtime Expenditures. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3119-2020** - Increasing General Fund Estimated Revenues and Appropriations by \$26,542 in the General Fund Parks, Recreation and Beautification Department for an Increase of a Grant from the United States Environmental Protection Agency Passed Through the State of Alaska Department of Environmental Conservation for Bacteria Level Monitoring on the City's Beaches from March 1, 2020 Through June 30, 2020. (Administration)

4. **ENACTED UNANIMOUSLY. Ordinance No. 3123-2020** - Accepting and Appropriating Funds in the Airport Fund, and Accepting a Grant From the Federal Aviation Administration for a CARES Act Grant. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)

5. **ENACTED UNANIMOUSLY. Ordinance No. 3126-2020** - Accepting and Appropriating Federal CARES Act Funding Passed Through the State of Alaska for Expenditures in Response to the COVID-19 Pandemic, Waiving the \$5,000 Limitation in KMC 7.25.020 (A) on These Funds to Allow the City Manager to Allocate the Funds to the Proper Account as Needs Arise and Declaring an Emergency. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Adoption (Requires Five Affirmative Votes)

6. **ADOPTED UNANIMOUSLY. Resolution No. 2020-21** - Authorizing a Budget Transfer in the General Fund City Clerk Department for a Software Add-On. (City Clerk)

7. **ADOPTED UNANIMOUSLY. Resolution No. 2020-22** - Authorizing the City of Kenai to Issue General Obligation Refunding Bonds in the Principal Amount of Not to Exceed the Sum of \$1,250,000 to Refund Certain Outstanding General Obligation Bonds of the City, Fixing Certain Details of Such Bonds and Authorizing Their Sale. (Administration)

8. **ADOPTED UNANIMOUSLY. Resolution No. 2020-23** - Approving an Exception to the Collections Policy for Delinquent Ambulance Bills to Eliminate Out of Pocket Collection for COVID-19 Treatment/Transport to Comply with Federal Funding Requirements. (Legal)

9. **ADOPTED UNANIMOUSLY. Resolution No. 2020-24** - Selecting the Successful Firm for the Professional Environmental / Civil Engineering & Construction Administration Services for Kenai Municipal Water, Sewer and Wastewater Capital Improvement Projects Request for Proposals. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of April 15, 2020. (City Clerk)
2. **APPROVED BY THE CONSENT AGENDA.** *Special Meeting of April 16, 2020. (City Clerk)
3. **APPROVED BY THE CONSENT AGENDA.** *Work Session Summary of April 25, 2020. (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 05/20/2020. *Ordinance No. 3120-2020** - Accepting \$26,545.90 in Asset Forfeiture Sharing Funds and Appropriating those Funds into the Police Machinery & Equipment and Small Tools Accounts for the Purpose of Purchasing Law Enforcement Equipment. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA; PUBLIC HEARING SET FOR 05/20/2020. *Ordinance No. 3121-2020** - Adopting the Annual Budget for the Fiscal Year Commencing July 1, 2020 and Ending June 30, 2021, Amending the Salary Schedule in Kenai Municipal Code Chapter 23.55- Pay Plan and Amending Employee Classifications in Kenai Municipal Code Chapter 23.50. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA; PUBLIC HEARING SET FOR 05/20/2020. *Ordinance No. 3122-2020** - Accepting and Appropriating a Volunteer Fire Assistance (VFA) 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)
6. **INTRODUCED BY THE CONSENT AGENDA; PUBLIC HEARING SET FOR 05/20/2020. *Ordinance No. 3124-2020** - Accepting and Appropriating a Meals on Wheels COVID-19 Response Fund Grant From Meals on Wheels America for Kenai Senior Center Expenditures in Support of COVID-19 Pandemic Response. (Administration)
7. **INTRODUCED BY THE CONSENT AGENDA; PUBLIC HEARING SET FOR 05/20/2020. *Ordinance No. 3125-2020** - Accepting and Appropriating Additional Nutrition, Transportation and Support Services Grant Funds From the United States Department of Health and Human Services Passed Through the State of Alaska Department of Health and Social Services for Kenai Senior Center Expenditures in Support of COVID-19 Pandemic Response. (Administration)
8. **Discussion** – Election Method. (Mayor Gabriel)
9. **Discussion** - City Response to COVID-19. (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. Cook Inlet Regional Citizens Advisory Council Board of Directors Update

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/82022095414>

Meeting ID: 820 2209 5414
Password: 976726

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

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Password: 976726