

**KENAI COUNCIL ON AGING
REGULAR MEETING
JULY 8, 2021 – 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. May 13, 2021.....Pg. 2

5. **UNFINISHED BUSINESS**
 - a. **Discussion/Recommendation** – Council on Aging Name Change.....Pg. 5

6. **NEW BUSINESS**
 - a. **Discussion** – 2021 Survey Results.....Pg. 7

7. **REPORTS**
 - a. Senior Center Director
 - b. Council on Aging Chair
 - c. City Council Liaison.....Pg. 15

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – August 12, 2021

9. **COUNCIL MEMBERS COMMENTS AND QUESTIONS**

10. **ADDITIONAL PUBLIC COMMENT**

11. **INFORMATION ITEMS**

12. **ADJOURNMENT**

Join Zoom Meeting

<https://us02web.zoom.us/j/81958252493?pwd=YVRjeXITZmFvc0lDM2d6VHI2MVMzUT09>

Meeting ID: 819 5825 2493 **Password:** 912898

OR

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

Meeting ID: 819 5825 2493 **Password:** 912898

**KENAI COUNCIL ON AGING
REGULAR MEETING
MAY 13, 2021 – 4:30 P.M.
KENAI SENIOR CENTER
CHAIR DON ERWIN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

The meeting was called to order by Chair Erwin at 4:32 p.m.

a. Pledge of Allegiance

Chair Erwin led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Members Present: R. Williams, R. Craig, V. Geller, M. Milewski, C. Thornton,
Members Absent: D. Erwin, L. Nelson, S. Modigh,

A quorum was present.

Staff/Council Liaison

Present: Administrative Assistant Clary, Council Liaison Pettey

c. Agenda Approval

MOTION:

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

2. SCHEDULED PUBLIC COMMENTS – None.

3. UNSCHEDULED PUBLIC COMMENT -- None.

4. APPROVAL OF MEETING SUMMARY

MOTION:

Member Geller **MOVED** to approve the April 8, 2021 Meeting Summary as written and Member Milewski **SECONDED** the motion. There were no objections. **SO ORDERED.**

5. UNFINISHED BUSINESS -- None.

6. NEW BUSINESS –

a. Discussion – Possible Name Change for Council on Aging

Senior Administrative Assistant Clary provided a summary from the April 8th meeting for members who were absent at that time.

Senior Administrative Assistant Clary spoke to the laydown item “May 5th, 1971 City of Kenai

Resolution 71-11” and provided a summary of research done by Senior Director Romain regarding other areas of the nation.

Questions asked:

- Is there a reason for the change?
- Does it have to be approved by the City?
- Are there other places rejecting the word senior?

Input provided:

- There’s nothing wrong with being a senior citizen;
- We’re aging...some of us need help and some of us don’t;
- The laydown item states “The Mayor’s Council on Aging”;
- I don’t see any need to change the name.

After an in-depth discussion, to include brainstorming potential name change ideas, Members agreed to table the discussion again until the June 10th meeting.

b. **Discussion** – Greenhouse Project

Senior Administrative Assistant Clary reported that Director Romain and Senior Kenai Senior Connection, Inc. are still in the process of connecting with local vendors to view different options but a greenhouse has not been purchased as of this meeting.

7. **REPORTS**

a. Senior Center Director – Senior Administrative Assistant Clary reported:

- Both temporary employees (20 hour & 14 hour) have resigned earlier than their expected date of June 30th (end of grant cycle). Resignations were due to finding permanent/full time employment with benefits for one employee and moving back to the States for the other employee;
- Opening phases for the Center expected to be pushed back marginally to allow for 3 permanent full-time employees to take vacations due to not having any time off since before the Center closed for COVID-19 restrictions in March of 2020;
- Still waiting on approval of the second MOWAA grant that will allow for another temporary employee;
- Kayla Feltman, new Activities and Volunteer Coordinator, to start at Center full-time Monday, May 17, 2021.

b. Council on Aging Chair – Chair Erwin, no report.

c. City Council Liaison – Council Member Pettey reviewed the Action Agenda for the Council’s April 21, 2021 and May 05, 2021, meeting which was included in the packet, noting ordinances and resolutions passed, etc.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – June 10, 2021

Member Craig announced a potential absence for the June 10, 2021 meeting.

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

10. **ADDITIONAL PUBLIC COMMENT** – None.
11. **INFORMATION 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 5:33pm.

Meeting summary prepared and submitted by:

Meghan Thibodeau
Deputy City Clerk

DRAFT



KENAI

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

MEMORANDUM

TO: City of Kenai, Council on Aging Members
FROM: Kathy Romain, Senior Center Director
DATE: July 1, 2021
SUBJECT: **Unfinished Business – Council on Aging Possible Name Change**

As I was not at the May 13, 2021, Council on Aging meeting, I have been briefed on the discussion regarding a possible name change to the group. At that meeting, it was decided to table the discussion until the June meeting. As the June meeting was cancelled, the continued discussion will take place at the upcoming meeting on July 8, 2021.

CITY OF KENAI - RESOLUTION 71-11

A RESOLUTION ENDORSING TO THE KENAI MAYOR'S COUNCIL ON AGING APPLICATION FOR FEDERAL AND STATE ASSISTANCE AND PLEDGING FINANCIAL ASSISTANCE:

WHEREAS, the Mayor of Kenai has appointed the Kenai Mayor's Council on Aging to plan and operate a program of aid, assistance and recreation for the citizens of Kenai who are over fifty-five (55) years of age.

AND WHEREAS, the Kenai Mayor's Council on Aging has been authorized to work with Local, State and Federal agencies to obtain assistance to carry out their planned program called the "Kenai Senior Services Project".

AND WHEREAS, the City of Kenai has pledged to assist the program of the Kenai Mayor's Council on Aging with facilities and funds.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA:

1. That the City Council of the City of Kenai, Alaska endorses the filing of an application for Project Grant to the Department of Health and Welfare, Office of Aging under Title III of the Older American Act.

2. That the City of Kenai under its In-kind contribution will provide accounting for the Project.

PASSED this 5 Day of MAY, 1971.

CITY OF KENAI

By John F. Steinbeck
JOHN F. STEINBECK, Mayor

ATTEST:

Sharon Sterling
Sharon Sterling, Acting City Clerk

**KENAI SENIOR SERVICES
2021 KENAI SENIOR CENTER SURVEY**

15% of the surveys were returned.

1. How frequently do you visit the Kenai Senior Center?

<u>31%</u>	4 or more times per week
<u>41%</u>	1 – 3 times per week
<u>1%</u>	Once per month
<u>20%</u>	Occasionally
<u>7%</u>	Never

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

<u>36%</u>	4 or more times per week
<u>14%</u>	1 – 3 times per week
<u>0%</u>	Once per month
<u>18%</u>	Occasionally
<u>32%</u>	Never

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

<u>0%</u>	20-39
<u>3%</u>	40-59
<u>40%</u>	60-79
<u>57%</u>	80-99
<u>0%</u>	100 or older

4. Do you eat at the Kenai Senior Center?

<u>75%</u>	Yes
<u>25%</u>	No
<u> </u>	N/A or No Answer

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

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

<u>0%</u>	1
<u>0%</u>	2
<u>0%</u>	3
<u>4%</u>	4
<u>0%</u>	5
<u>0%</u>	6
<u>20%</u>	7
<u>24%</u>	8
<u>44%</u>	9
<u>8%</u>	10

b. I enjoy having entertainment during lunch at the Kenai Senior Center.

<u>8%</u>	1
<u>0%</u>	2
<u>4%</u>	3
<u>0%</u>	4
<u>13%</u>	5
<u>8%</u>	6
<u>8%</u>	7
<u>25%</u>	8
<u>21%</u>	9
<u>13%</u>	10

c. I like the variety of the menus.

<u>0%</u>	1
<u>0%</u>	2
<u>0%</u>	3
<u>4%</u>	4
<u>0%</u>	5
<u>4%</u>	6
<u>16%</u>	7
<u>20%</u>	8
<u>28%</u>	9
<u>28%</u>	10

5. In the past, have you used our transportation services?

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

I feel safe when riding in the van.

<u>0%</u>	1
<u>0%</u>	2
<u>0%</u>	3
<u>0%</u>	4
<u>0%</u>	5
<u>0%</u>	6
<u>0%</u>	7
<u>0%</u>	8
<u>40%</u>	9
<u>60%</u>	10

The van is clean and comfortable.

<u>0%</u>	1
<u>0%</u>	2
<u>0%</u>	3
<u>0%</u>	4
<u>0%</u>	5
<u>0%</u>	6
<u>0%</u>	7
<u>20%</u>	8
<u>30%</u>	9
<u>50%</u>	10

The drivers are helpful and patient.

<u>0%</u>	1
<u>0%</u>	2
<u>0%</u>	3
<u>0%</u>	4
<u>0%</u>	5
<u>0%</u>	6
<u>0%</u>	7
<u>0%</u>	8
<u>40%</u>	9
<u>60%</u>	10

6. Do you receive home meals?

<u>42%</u>	Yes
<u>58%</u>	No
_____	N/A or No Answer

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

The quality of my meal is always excellent.

<u>0%</u>	1
<u>0%</u>	2
<u>6%</u>	3
<u>0%</u>	4
<u>0%</u>	5
<u>18%</u>	6
<u>0%</u>	7
<u>12%</u>	8
<u>35%</u>	9
<u>29%</u>	10

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

<u>0%</u>	1
<u>0%</u>	2
<u>0%</u>	3
<u>0%</u>	4
<u>0%</u>	5
<u>0%</u>	6
<u>0%</u>	7
<u>18%</u>	8
<u>9%</u>	9
<u>73%</u>	10

I like the variety of the menu.

<u>0%</u>	1
<u>0%</u>	2
<u>6%</u>	3
<u>0%</u>	4
<u>0%</u>	5
<u>6%</u>	6
<u>0%</u>	7
<u>31%</u>	8
<u>19%</u>	9
<u>38%</u>	10

7. What is your favorite food served?

- **Liver & onions.**
- **Liver & onions.**
- **Tender meat.**
- **Liver & onions/Chef salad.**
- **Soups.**
- **Turkey dinner/sandwiches, pulled pork/chef salads.**
- **Chicken/turkey.**
- **Hot dog w/ sauerkraut.**
- **Breakfast, Pizza, Chinese, Roast Beef, Salads, Pita Sandwiches no nuts can't eat.**
- **Sandwiches.**
- **Liver & onions.**
- **Baked Potato.**
- **Liver & onions.**
- **Waiting for more variety before deciding.**
- **All food has been good – however at other centers & home meals, if a person couldn't finish their meal, the center provided a take-out carton- which was very appreciated.**
- **Liver & fish.**
- **Without 5 teeth meat & very hard veg are too hard to chew.**
- **Always the soup – Halibut Burger, Baked Potato.**
- **I like chinese food.**
- **Turkey/cranberries.**

- Liver & Onions.
- Roast beef, pot & gravy, spaghetti, enchiladas many, many others.
- Baked potato bar.

8. Do you participate in activities?

<u>71%</u>	Yes
<u>29%</u>	No
_____	N/A or No Answer

- Movie night.
- Bingo, card games, blood pressure checks, informational classes, movie night, day trips.
- Card games, tai chi, informational, blue grass, bowling.
- Blood pressure checks, growing strong, tai chi, day trips.
- Writer's group, informational classes, TOPS.
- Growing strong, writer's group.
- Sewing, crafts, informational classes, Spanish.
- Bingo, blood pressure checks, video exercise, movie night, shopping, day trips.
- Bingo, card games, sewing, crafts, blood pressure checks, dog therapy, writer's group, informational, movie night, day trips.
- Blood pressure checks, day trips.
- Growing strong, writer's group.
- Growing strong, tai chi.
- Card games, crafts, blood pressure checks, video exercise, growing strong, informational classes, Spanish, movie night, day trips.
- Growing strong, day trips.
- Writer's group, informational classes.
- Sewing, crafts, blood pressure checks, tai chi, writer's group, movie night, day trips.
- Video exercise, growing strong.
- Card games, blood pressure checks, informational classes, day trips.
- Bingo, dog therapy.
- Bingo, crafts, blood pressure checks, dog therapy, informational classes, day trips.
- Card games, crafts, movie night, day trips.
- Card games, blood pressure checks, tai chi, informational classes, movie night, day trips.
- Shopping.

9. What other types of other activities or food items would you like to see offered?

- Outside games.
- Yoga would be great!
- Smaller portions.
- More desserts, pudding.
- Halibut, steak, pork.
- Just activities to increase.
- Unlimited cheesecake!
- More cakes vanilla and lemon.
- Meat & potatoes meals.

- Hymn sings
- Art class.
- More walks, more day trips.
- Soft and juicy, Jell-O, pudding, angel food cake, sponge cake.
- Anything musical.
- Enjoy Blue Grass music, like the movie night, How about a “Book Club”.
- You do an excellent job!
- I believe Missy fixes incredible meals at the price we pay we have a great variety of activities, more are added at times.
- Bowling, glass welding, bag in hole, painting class, bread pudding, green bean casserole, greens cooked well-cooked for older tooth loss people.

10. Would you recommend the services at the Kenai Senior Center?

<u>96%</u>	Yes
<u>4%</u>	No
_____	N/A or No Answer

11. What do you appreciate most about the Kenai Senior Center?

- A fine facility well managed & maintained excellent staff, sterling managers, Kathy & Bill.
- The staff is fantastic – always willing to help, Bill is right on spot willing to take care of any problems, Kathy, Angie so helpful & pleasant.
- Fellowship with others, lead, new people, the staff are fantastic and the drivers
- The friendships, the social outlets, the friendly atmosphere, the caring the open atmosphere, accepting non-judgmental atmosphere, the safe atmosphere, being there.
- Everything the atmosphere, the staff, and just a beautiful place to be
- Friendly staff.
- I love the help I get thanks.
- People.
- Congenial, clean & quiet atmosphere.
- Meals on Wheels, Missy.
- Knowing you are there for us and are willing to help in any requests we might have.
- I don't have to go outside.
- Being in a place to meet friends for coffee or meal and be able to visit. Also, the activities offered.
- Closeness.
- Available, good location, clean, well maintained, excellent staff.
- The people are friendly & always there to help.
- Kind, thoughtful and helpful.
- You're here and you care, Thank you.
- Friendly atmosphere, helpful staff, so close to Vintage Pointe, Excellent Service!!
- A place to meet with other people, I appreciate doing our exercise in the center.
- Kind, thoughtful staff.
- The staff and the feeling at home with family.
- I appreciate the friendliness of the staff, the cleanliness of the building and also, I like how nice the building looks.

- The people.
- Friendship, coffee often, activities, “Great Staff”, great food, clean, very nice.
- The caring people who work at the Center.

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

- Continue as is presently
- The kitchen staff is awesome, everyone all around go out of way to please, I live in the apartments and I am very blessed by all.
- Be an educational location, as you are. As new things occur be on it.
- Open back up!!
- Have workshops for tax’s Estate planning, resource guidance, computer classes, craft classes, choir.
- Yes, if they want it.
- Drive from Kasilof to Fred Meyers, Bank & Post Office
- I think you do all you can do.
- This Center does a good job and is appreciated.
- Helping with using computers.
- We like to sit and visit, after lunch or before.
- You’re doing it. Thank you.
- Day trips & once a month eat out for dinner.
- To open up the Center like it was before Covid-19.
- Can’t think of anything.
- Even before Covid, our volunteer worker numbers were down some. We really need some younger seniors to help when lifting is needed.
- Help them to get acquainted with Senior Center.

13. How did the COVID-19 Virus affect you?

- Isolated, very much appreciated the in-house shot clinical
- Lock down not fun
- Helped us to stay home and be together but missed friends.
- Like everyone. Stay home. Sanitizing everything-paranoid of contact. Learned a lot about transmission. Gained insight into perspectives form other! Thank You for all you do.
- Missed being there with everyone
- Kept me away from people
- 2 Aunts, a close friend and my step-father died of Covid-19. So far, I have avoided getting sick. I got vaccinated and have been very careful.
- It didn’t.
- Loss of interaction with people
- Very little missed the Kenai Senior Center
- Been home for 6 months, no affection
- Can’t say it affected me, I’m very content each day the Lord gives me, and very thankful for my family and friends.
- Difficult to get together with friends
- We both had the virus. It kept us quarantined over the holidays. The pandemic generally has created a need for company and someone to talk to.
- Limited carpooling, no in person worship services.
- I stayed home, I did not get sick.

- **Got the 2 shots so we wouldn't get sick, got used to wearing and mask. I made my own which was fun.**
- **I enjoy being at home, I feel good at home.**
- **Isolation, loneliness, I don't like talking to myself**
- **Missed the social interaction with people.**
- **Isolation, unable to meet at the Kenai Center.**
- **Isolated**
- **I missed coming to Senior Center to be around the people and the comradery that goes on at the center.**
- **No hugs, hated that!**
- **Well, I did get my apartment clean, started sewing again in over 25 years, Cleaned good 2 or three times. Not getting to have family come up was hard. It was hard to see some fall into depression.**
- **Isolation was difficult.**
- **Restricted my activities and work.**
- **Missed shopping days and the fun group on the van.**



Kenai City Council - Regular Meeting

May 19, 2021 – 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 UNANIMOUSLY AS AMENDED. Ordinance No. 3210-2021** - Amending Kenai Municipal Code Sections 23.25.020 - Pay Plan and Adoption, 23.55.020 – Compensation Structure by Grade for Employees in the Classified Service, 23.55.050 – Hourly Rates, Removing the Appended Salary Schedule from the City's Code of Ordinances to Allow for Adoption of the Salary Schedule through the Ordinance Adopting a Budget for the Following Fiscal Year or by Resolution. (Administration)
[Clerk's Note: At the May 5th Meeting, this Ordinance was Postponed to this Meeting; a Motion to Enact is On the Floor.]
 - **Substitute Ordinance No. 3210-2021** – Amending Kenai Municipal Code Sections 23.20.010 – Initial Classification, 23.20.020 – Revisions to Classification Plan, 23.25.020 – Pay Plan and Adoption, 23.55.020 – Compensation Structure by Grade for Employees in the Classified Service, 23.50.010 – Employee Classification, 23.55.050 – Hourly Rates, to Remove the Appended Salary Schedule and Classification Plan from the City's Code of Ordinances to Allow for Adoption of the Salary Schedule and Classification Plan Before July 1 Each Year Through the Ordinance Adopting a Budget for the Following Fiscal Year or by Resolution. (Administration)

2. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3211-2021** - Adopting the Annual Budget for the Fiscal Year Commencing July 1, 2021 and Ending June 30, 2022 and Committing \$4,898,000 of General Fund, Fund Balance for Future Capital Improvements. (Administration)
 - **Substitute Ordinance No. 3211-2021** – Adopting the Annual Budget, Salary Schedule and Employee Classification Plan for the Fiscal Year Commencing July 1, 2021 and Ending June 30, 2022 and Committing \$4,898,000 of General Fund, Fund Balance for Future Capital Improvements. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3212-2021** - Increasing Estimated Revenues and Appropriations in the Airport Fund, Airfield and Administration Departments for Expenditures in Excess of Budgeted Amounts Related to Additional Temporary Hours and Overtime Hours Needed for Winter Snow Removal Activity and Leave Cash-In Amounts in Excess of Budgeted Amounts Caused by Employee Retirement. (Administration)
4. **FAILED. Ordinance No. 3213-2021** - Increasing Revenues and Appropriations in the General, Airport, Water and Sewer and Senior Citizen Funds for City Employee COVID-19 Resilience Pay and Authorizing Payments to Employees on a Retroactive Monthly Basis. (Council Member Glendening, Council Member Winger)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-30** - Fixing the Rate of Levy of Property Tax for the Fiscal Year Commencing July 1, 2021 and Ending June 30, 2022. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-31** - Amending its Comprehensive Schedule of Rates, Charges, and Fees to Incorporate Changes Included in the FY2022 Budget to Include Adjusting Terminal Fees Consistent with the City's Five-Year Airline Operating Agreement, Airport Reserve Land Annual Lease Rates, and Adjusting the Monthly Rental Rates at Vintage Pointe, Eliminating the Fire Departments Fee for Medical Treatment Without Transportation of the Patient, Creating a Fee for Internal Apartment Moves at Vintage Point Manor, No Fees Associated with the City's Operation of the Kenai Recreation Center, Adding a Conference Room Rental Fee for the Airport and Amending the City's Library Fees. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2021-32** - Authorizing the Purchase of Airport Snow Removal Equipment and Accessories Utilizing the State of Alaska Cooperative Fleet Purchasing Agreement. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2021-33** - Authorizing a Budget Transfer in the General Fund, Non-Departmental Department to Provide Supplemental Funding for the Shop Local Economic Stimulus Program, Authorizing an Amendment of the Program to Extend the Date Vouchers Must Be Spent, and Authorizing the City Manager to Execute an Amendment to the Professional Services Agreement with the Kenai Chamber of Commerce and Visitor Center for Administration of the Program. (Administration)
9. **ADOPTED. Resolution No. 2021-34** - Further Extending the Disaster Emergency Declaration for the City of Kenai Made on March 18, 2020 in Response to the COVID-19 Health Emergency. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of May 5, 2021. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **REMOVED FROM THE AGENDA.** *Action/Approval - Purchase Orders Over \$15,000. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/2/2021.** *Ordinance No. 3214-2021 - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and the Airport Snow Removal Equipment Capital Project Funds to Provide Supplemental Funding for the Replacement of the Wide-Area Tractor and Mower. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/2/2021.** *Ordinance No. 3215-2021 - Increasing Estimated Revenues and Appropriations in the Water and Sewer Special Revenue and Water and Sewer Capital Projects Funds to Provide Supplemental Funding for the Wellhouse #1 Relocation Project and Authorizing the Issuance of a Contract for the Project. (Administration)
5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/2/2021.** *Ordinance No. 3216-2021 - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Terminal Improvement Capital Project Fund to Provide Additional Local Share to the Terminal Rehabilitation Project and to Provide Funding to Install Wireless Internet Service for the Public. (Administration)
6. **Discussion** - COVID-19 Response. (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. Boy Scouts of America Letter
3. CIRCAC Directors 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/89477390282>

Meeting ID: 894 7739 0282 **Passcode:** 622951

OR

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

Meeting ID: 894 7739 0282 **Passcode:** 622951



Kenai City Council - Regular Meeting

June 02, 2021 – 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)

1. **Robert Ruffner** - Cook Inlet Fisheries Update

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. 3214-2021** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and the Airport Snow Removal Equipment Capital Project Funds to Provide Supplemental Funding for the Replacement of the Wide-Area Tractor and Mower. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3215-2021** - Increasing Estimated Revenues and Appropriations in the Water and Sewer Special Revenue and Water and Sewer Capital Projects Funds to Provide Supplemental Funding for the Wellhouse #1 Relocation Project and Authorizing the Issuance of a Contract for the Project. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3216-2021** - Increasing Estimated Revenues and Appropriations in the Airport Special Revenue and Terminal Improvement Capital Project Fund to Provide Additional Local Share to the Terminal Rehabilitation Project and to Provide Funding to Install Wireless Internet Service for the Public. (Administration)

4. **ADOPTED UNANIMOUSLY. Resolution No. 2021-35** - Awarding a Professional Services Agreement and Issuing a Purchase Order for Design Services for the Kenai Bluff Stabilization Project. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-36** - Authorizing the Purchase of a New Grader for the Streets Department through Utilization of the State of Alaska Procurement Contract and Issuance of a Purchase Order. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-37** - Approving an Amendment to a Lease of Airport Reserve Lands Using the Standard Lease Form Between the City of Kenai and Soar International Ministries, Incorporated, for Tract A-2, General Aviation Apron Subdivision No.7. (Administration)
7. **ADOPTED. Resolution No. 2021-38** - Authorizing Contracts for Employee Health Care and Other Benefits Effective July 1, 2021. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2021-39** - Authorizing Renewal of the City's Insurance Coverage with Alaska Municipal League Joint Insurance Association for July 1, 2021 through June 30, 2022. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of May 19, 2021. (City Clerk)

F. UNFINISHED BUSINESS

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - Bills to be Ratified. (Administration)
2. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/16/2021.** *Ordinance No. 3217-2021 - Conditionally Donating Certain City Owned Property Described as Two Approximate 1 1/4 Acre Parcels to be Subdivided from a Portion of the 72 Acre More or Less Portion of the SE 1/4 Lying East of Tract A Kenai Meadows (KPB Parcel No. 039 010 65) To Kenai Peninsula Housing Initiative for the Development of Restricted Income and Senior Housing. (Mayor Gabriel, Vice Mayor Molloy, Council Member Winger)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/16/2021.** *Ordinance No. 3218-2021 - Accepting and Appropriating Drug Seizure Funds into the Police Small Tools Account. (Administration)
4. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/16/2021.** *Ordinance No. 3219-2021 - Conditionally Donating Certain City Owned Property Described as One Approximate 2 Acre Parcel to be Subdivided from a Portion of the 6.8 Acre More or Less Portion of the East of Tract 4, Baron Park Subdivision (KPB Parcel No. 045 01 035) to Triumvirate Theatre for the Development of a Theatre Facility. (Administration)

5. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 6/16/2021.**
*Ordinance No. 3220-2021 - Authorizing a Tourism, Travel, and Hospitality Services Economic Stimulus Program to Benefit Certain Kenai Small Businesses and Award of a Professional Services Agreement to the Kenai Chamber of Commerce and Visitor Center for Administration of the Program. (Administration)
6. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Special Use Permit to Crowley Fuels, LLC, for Aviation Fueling on the Apron Fueling Area. (Eland Conway)
7. **HEARINGS SET FOR 7/20/21 AT 6:00 P.M. AND 7/23/21 AT 6:00 P.M. Discussion** - Set Board of Adjustment Hearings for Two Appeals. (City Clerk)

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. Negotiate a Settlement Agreement with Ron and Shirley Smith Regarding Utility Fees for 11440 Kenai Spur Highway Pursuant to AS 44.62.310(c)(1) a Matter of Which the Immediate Knowledge may have an Adverse Effect Upon the Finances of the City.

M. PENDING ITEMS

N. ADJOURNMENT

O. INFORMATION ITEMS

1. Purchase Orders Between \$2,500 and \$15,000

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/89022372498>

Meeting ID: 890 2237 2498 **Passcode:** 207016

OR

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

Meeting ID: 890 2237 2498 **Passcode:** 207016



Kenai City Council - Regular Meeting

June 16, 2021 – 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

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

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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 UNANIMOUSLY TO 07/07/2021. Ordinance No. 3217-2021** - Conditionally Donating Certain City Owned Property Described as Two Approximate 1 1/4 Acre Parcels to be Subdivided from a Portion of the 72 Acre More or Less Portion of the SE 1/4 Lying East of Tract A Kenai Meadows (KPB Parcel No. 039 010 65) To Kenai Peninsula Housing Initiative for the Development of Restricted Income and Senior Housing. (Mayor Gabriel, Vice Mayor Molloy, Council Member Winger)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3218-2021** - Accepting and Appropriating Drug Seizure Funds into the Police Small Tools Account. (Administration)
3. **POSTPONED UNANIMOUSLY TO 07/07/2021. Ordinance No. 3219-2021** - Conditionally Donating Certain City Owned Property Described as One Approximate 2 Acre Parcel to be Subdivided from a Portion of the 6.8 Acre More or Less Portion of the East of Tract 4, Baron Park Subdivision (KPB Parcel No. 045 01 035) to Triumvirate Theatre for the Development of a Theatre Facility. (Administration)

4. **POSTPONED INDEFINITELY. Ordinance No. 3220-2021** - Authorizing a Tourism, Travel, and Hospitality Services Economic Stimulus Program to Benefit Certain Kenai Small Businesses and Award of a Professional Services Agreement to the Kenai Chamber of Commerce and Visitor Center for Administration of the Program. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-40** - Authorizing and Awarding a Contract Extension for Ambulance Billing through Systems Design West for the Period of July 1, 2021 through June 30, 2023. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2021-41** - Authorizing a Budget Transfer within the General Fund, Parks, Recreation and Beautification Department to Supplement the eave Account in Excess of Budgeted Amounts. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2021-42** - Authorizing an Equipment Purchase Agreement and Issuance of a Purchase Order for the New Replacement Sludge Press at the Wastewater Treatment Plant. (Administration)
8. **ADOPTED UNANIMOUSLY. Resolution No. 2021-43** - Authorizing Budget Transfers in the General Fund - Street and Building Departments and the Water and Sewer Fund - Wastewater Treatment Plant Department to account for Unanticipated Expenditures. (Administration)
9. **ADOPTED UNANIMOUSLY. Resolution No. 2021-44** - Authorizing the City Manager to Extend the Restaurant Concession Agreement in the Kenai Municipal Airport for an Additional Year. (Administration)
10. **ADOPTED UNANIMOUSLY. Resolution No. 2021-45** - Authorizing the Termination of the Facility Management Services Agreement for the Kenai Recreational Center with the Boys and Girls Club of the Kenai Peninsula and Authorizing a New Agreement with Boys and Girls Club of the Kenai Peninsula to Operate the Teen Center at the Kenai Recreation Center. (Administration)

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.** *Regular Meeting of June 2, 2021. (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 - FY21 Purchase Orders Over \$15,000. (Administration)
3. **APPROVED BY THE CONSENT AGENDA.** *Action/Approval - FY22 Purchase Orders Over \$15,000. (Administration)

4. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** - Non-Objection to Liquor License Renewals for Peninsula Oilers and Pizza Paradisos. (City Clerk)
5. **APPROVED UNANMOUSLY. Action/Approval** - Special Use Permit to James H. Doyle, Individually, D/B/A Weaver Brothers, Inc., for Truck Trailer Storage. (Administration)
6. **APPROVED UNANMOUSLY. Action/Approval** - Special Use Permit to State of Alaska, Division of Forestry, for Air Tanker Reload Base. (Administration)
7. **APPROVED UNANMOUSLY. Action/Approval** - Approving Officials Bond Amounts for the City Manager, City Clerk, and Finance Director. (Administration)
8. **APPROVED UNANMOUSLY. Action/Approval** - Authorizing the City Administration to Submit Previously Adopted Resolution 2020-89 - A Resolution of the City of Kenai, Alaska, Opposing Alternative 4 Proposed to the North Pacific Management Council that would Close All Federal Waters in Cook Inlet to Commercial Fishing, Along With an Accompanying Letter from the Mayor as Comments to the National Oceanic and Atmospheric Administration's Proposed Regulations Closing the EEZ to Commercial Fishing, Prior to the July 6, 2021 Comment Deadline. (All Council Members)
9. **HEARING SET FOR 07/30/2021 AT 6:00 P.M. Discussion** - Set a Board of Adjustment Hearing for an Appeal of a Planning and Zoning Commission Decision. (City Clerk)

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. Kenai Peninsula Borough Resolution Supporting Straightline Aviation's Plan for Hybrid Airships.

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.

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Meeting ID: 837 0112 4675 **Passcode:** 395034

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