

**KENAI COUNCIL ON AGING COMMISSION
REGULAR MEETING
SEPTEMBER 12, 2024 – 3:00 P.M.
KENAI SENIOR CENTER
361 SENIOR CT., KENAI, AK 99611
Telephonic/Virtual Information Below
<http://www.kenai.city>**

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval

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

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

D. APPROVAL OF MINUTES

1. July 11, 2024 **Pg. 2**

E. UNFINISHED BUSINESS

F. NEW BUSINESS

1. **Discussion** – 2024 Survey Results **Pg. 4**
2. **Discussion** – Bring a Friend to Lunch
3. **Discussion** – FY 26 – 29 Capital Improvement Projects Review..... **Pg. 12**
4. **Discussion** – Former Mayor John Williams – Senior Housing..... **Pg. 16**

G. REPORTS

1. Senior Center Director
2. Commission Chair
3. City Council Liaison **Pg. 18**

H. ADDITIONAL PUBLIC COMMENT

I. NEXT MEETING ATTENDANCE NOTIFICATION – October 10, 2024

J. COMMISSION QUESTIONS AND COMMENTS

K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. Monthly Report..... **Pg. 24**

Join Zoom Meeting

<https://us02web.zoom.us/j/87253557972?pwd=YzVER1RqOVU2OXdqRWRNZU13R0ROUT09>

Meeting ID: 872 5355 7972

Password: 209020

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

Meeting ID: 872 5355 7972

Password: 209020

**KENAI COUNCIL ON AGING – REGULAR MEETING
JULY 11, 2024 – 3:00 P.M.
KENAI SENIOR CENTER
361 SENIOR CT., KENAI, AK 99611
CHAIR KEN AYERS, PRESIDING**

ACTION MINUTES

A. CALL TO ORDER

A Regular Meeting of the Council on Aging was held on July 11, 2024, at the Kenai Senior Center, Kenai, AK. Chair Ayers called the meeting to order at approximately 3:00 p.m.

1. Pledge of Allegiance

Chair Ayers led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Ken Ayers, Chair
Velda Geller
William Sadler
Jim Glendening

Rachael Craig, Vice Chair
Barbara Modigh (*Electronic participation*)
Kit Hill

A quorum was present.

Absent:

Frances Kilfoyle

Also in attendance were:

Kathy Romain, Senior Center Director
Red Piersee, Senior Center Administrative Assistant

3. Agenda Approval

MOTION:

Vice Chair Craig **MOVED** to approve the agenda as presented. Member Hill **SECONDED** the motion.

VOTE: There being no objection; **SO ORDERED.**

B. SCHEDULED PUBLIC COMMENTS - None.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF MINUTES

1. May 9, 2024

MOTION:

Member Hill **MOVED** to approve the May 9, 2024 Council on Aging minutes. Member Glendening **SECONDED** the motion.

VOTE: There being no objection; **SO ORDERED.**

E. UNFINISHED BUSINESS – None.

F. NEW BUSINESS

1. **Discussion** - Senior Center Director's Update on Grants

[Clerk's note: This item was not addressed at this point in the agenda, but was reviewed during the Senior Center Director's Report.]

G. REPORTS

1. Senior Center Director – Director Romain reported on the following:

- Two new drivers are to be hired.
- Changes in NTS grant funding due to loss of COVID-19 funding.
- Attended a meeting on the Nikiski Senior Center's plans to expand their service area to include the Salmantof area, which is currently part of the Kenai Senior Center service area assigned by the Kenai Peninsula Borough.

2. Commission Chair – Chair Ayers reported on reviewing the website for advertisement.

3. City Council Liaison – No report.

H. ADDITIONAL PUBLIC COMMENTS – None.

I. NEXT MEETING ATTENDANCE NOTIFICATION – August 8, 2024

J. COMMISSION QUESTIONS AND COMMENTS

Members Geller and Craig reported that they had not received their packets in the mail.

K. ADJOURNMENT

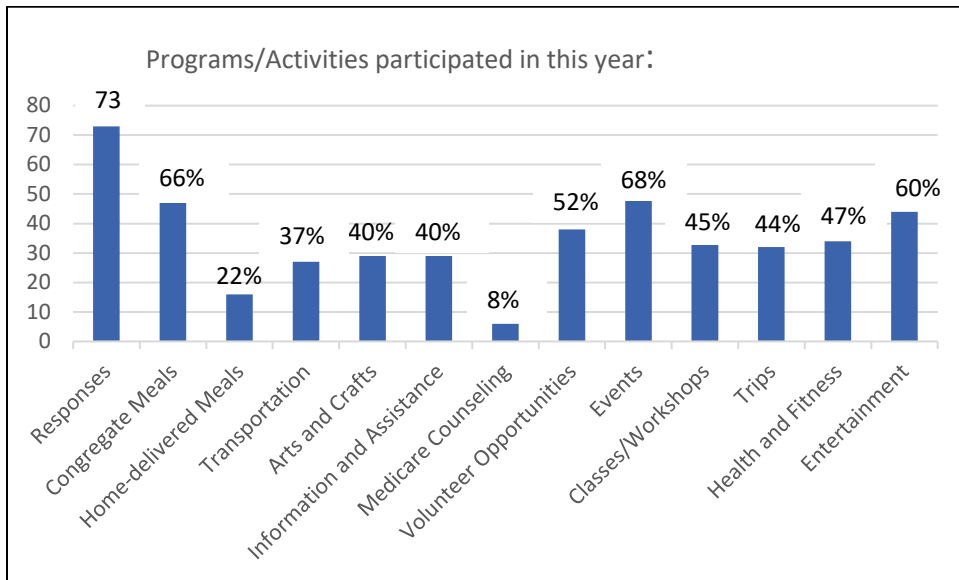
L. INFORMATIONAL ITEMS

There being no further business before the Council on Aging, the meeting was adjourned at 3:35 p.m.

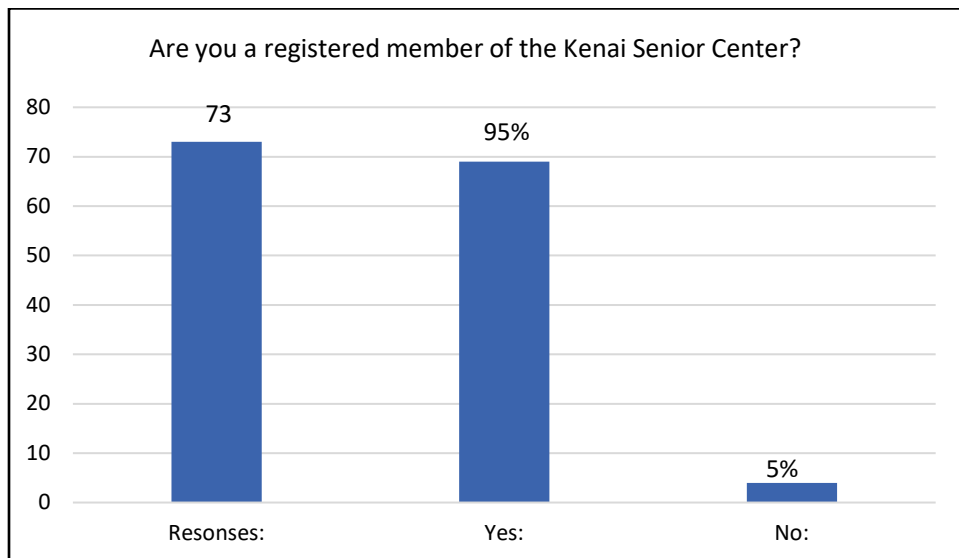
I certify the above represents accurate minutes of the Council on Aging meeting of July 11, 2024.

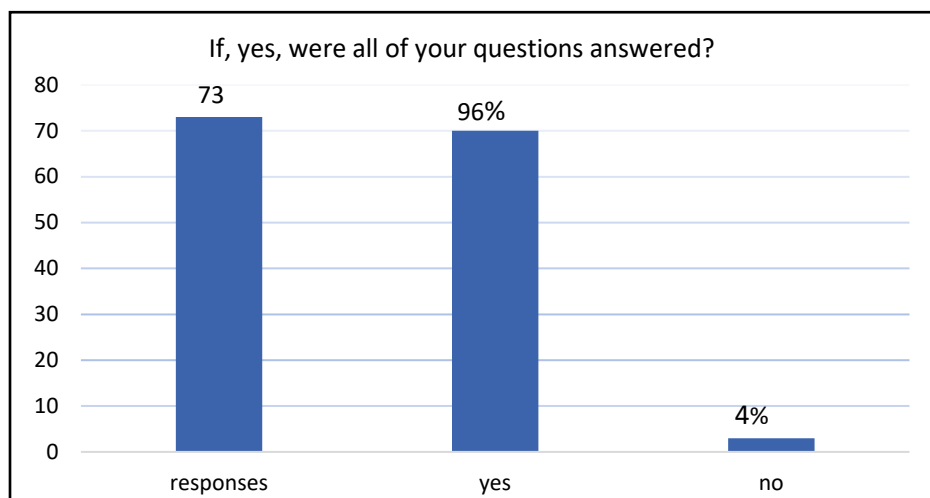
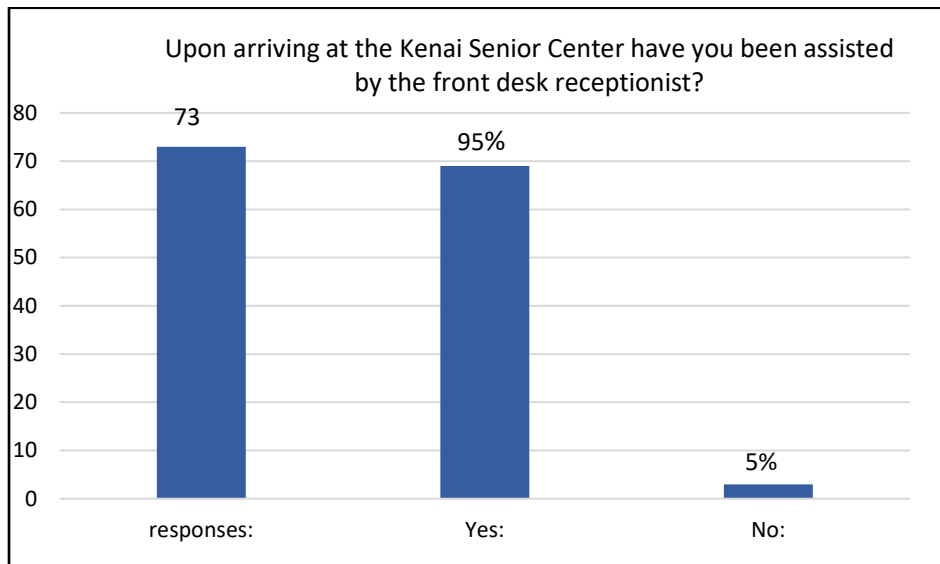
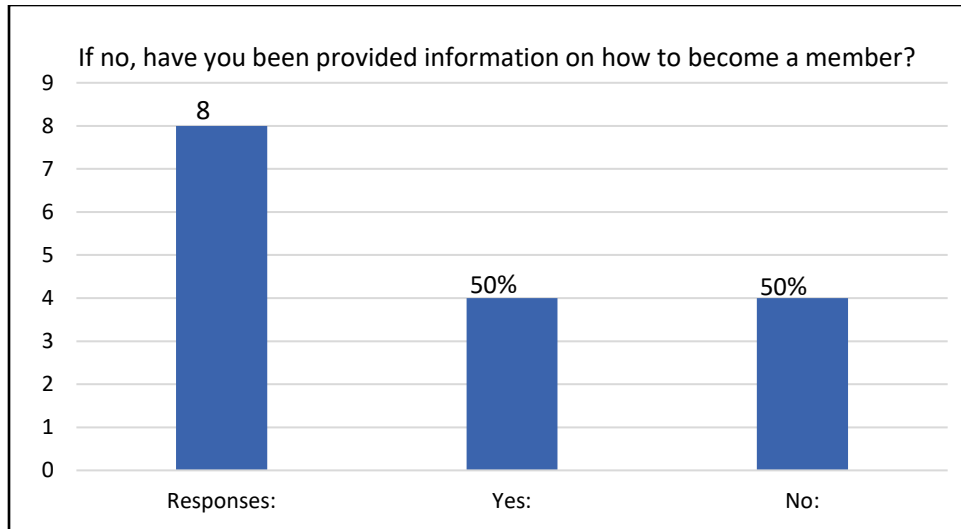
Meghan Thibodeau
Deputy City Clerk

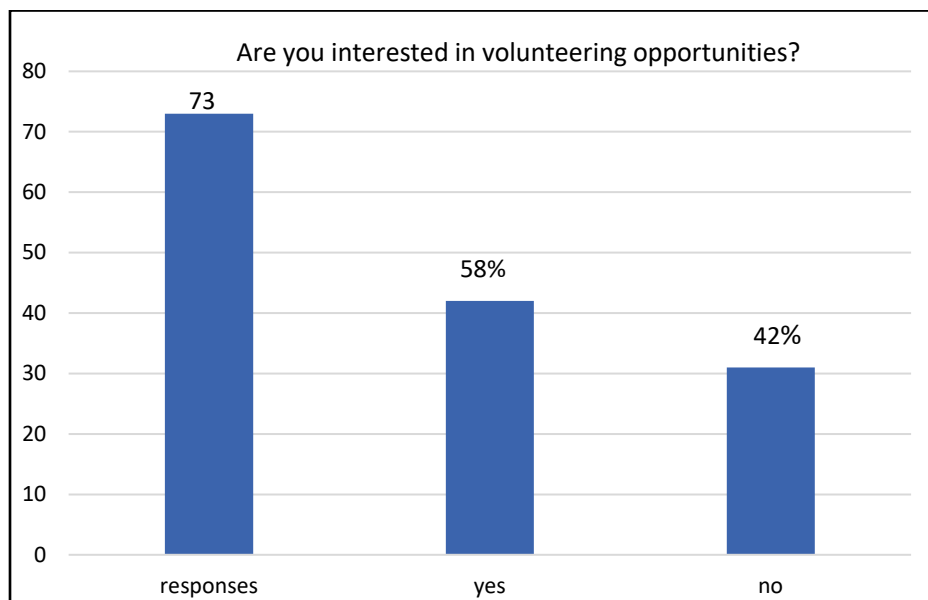
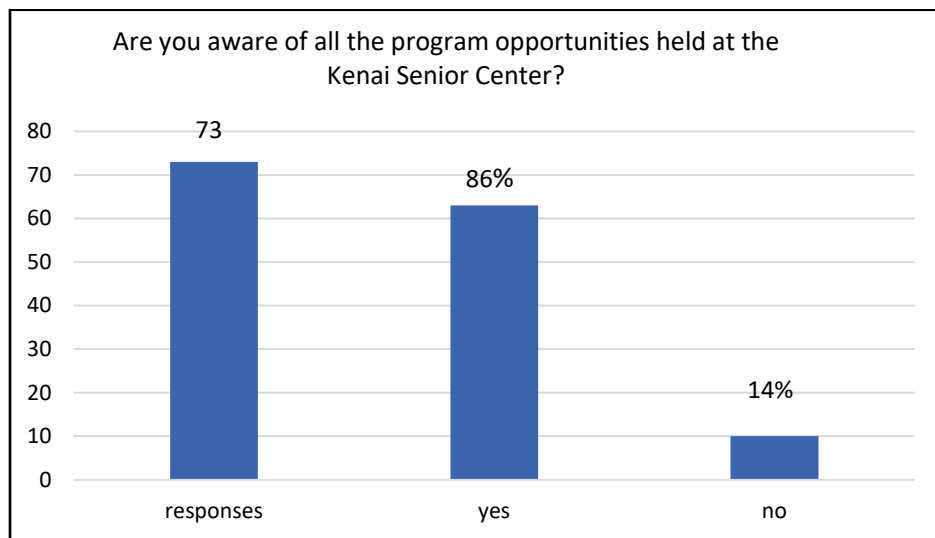
Kenai Senior Center 2024 Client Satisfaction Survey Results

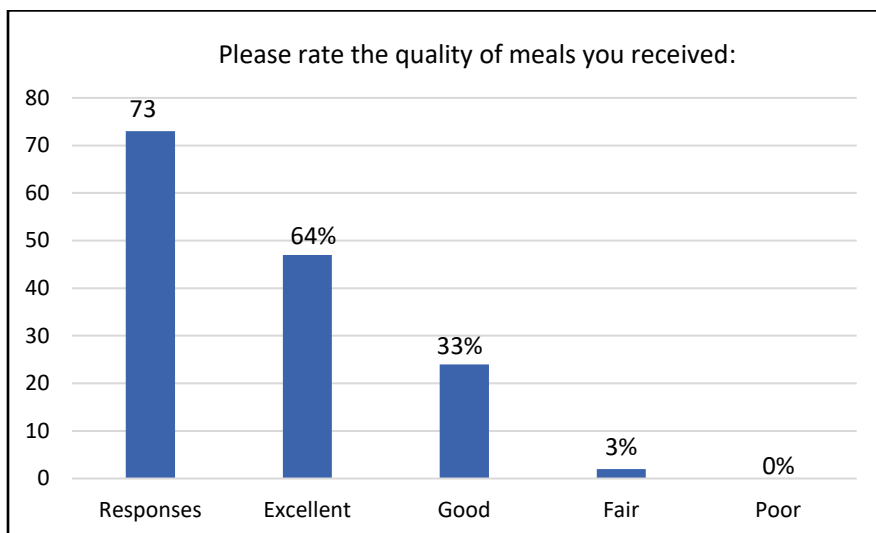
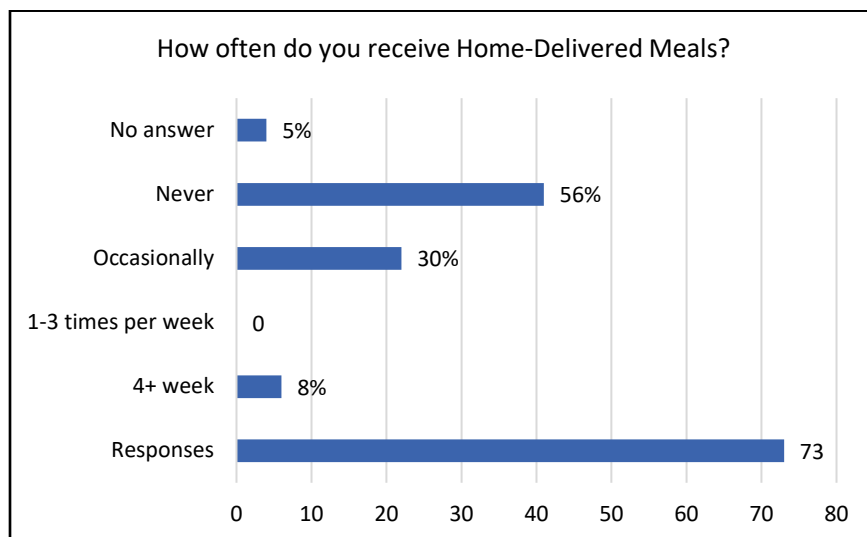
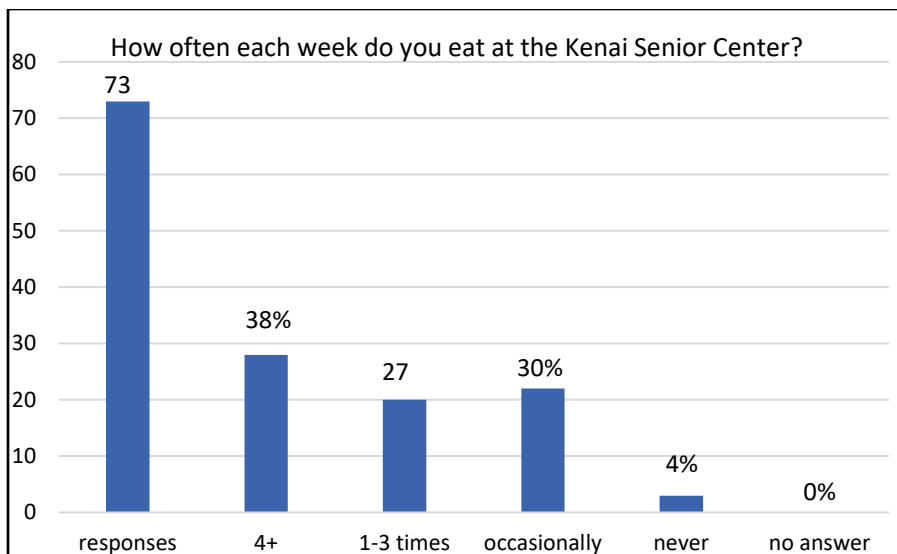


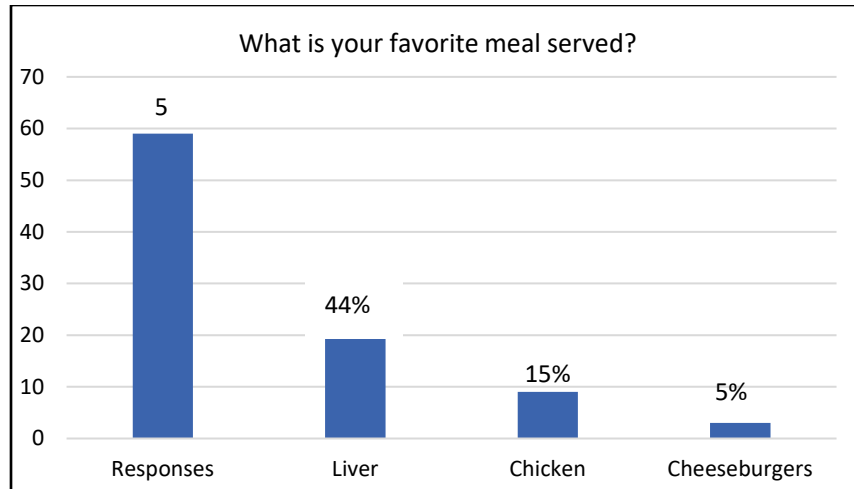
99% of those completing and returning the Client Satisfaction Survey were of the target population of 60 years of age and older. Again, this year in addition to mailing, providing in-person surveys, and having them attached to the monthly newsletter, a link to Survey Monkey was also provided. 9 individuals utilized this modality to submit their survey electronically.





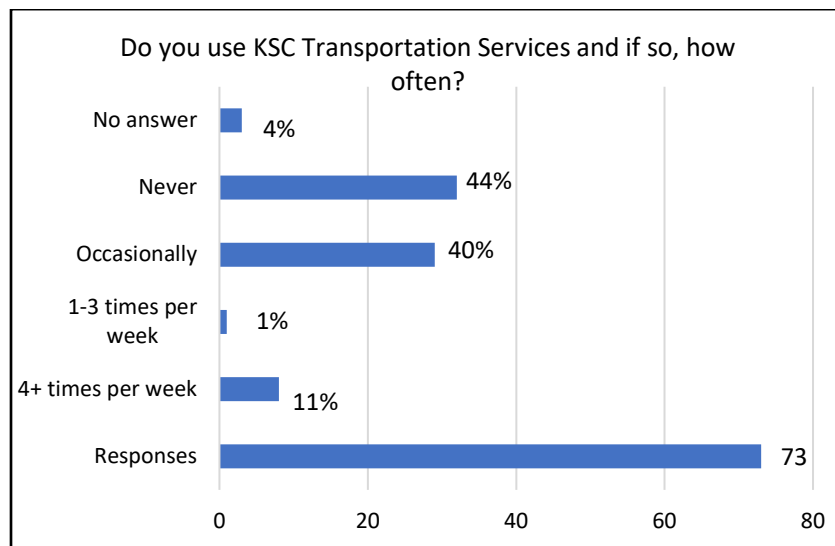


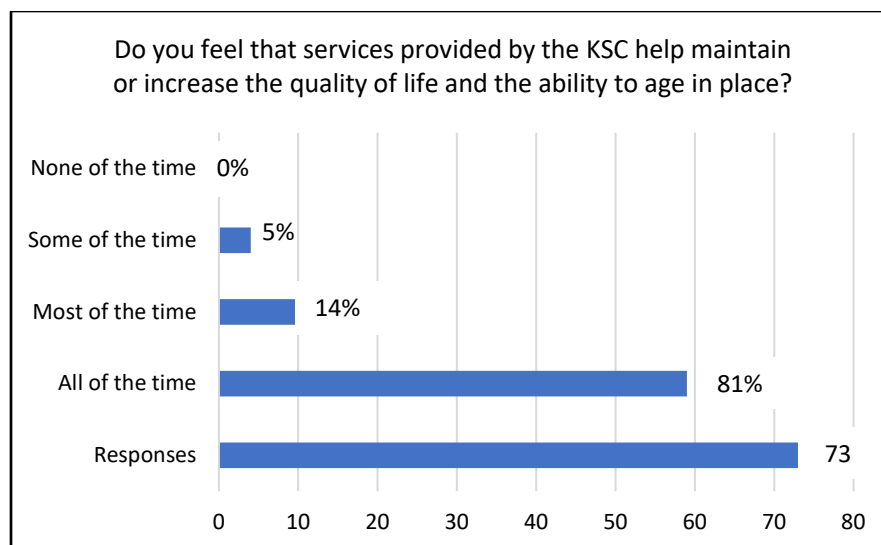
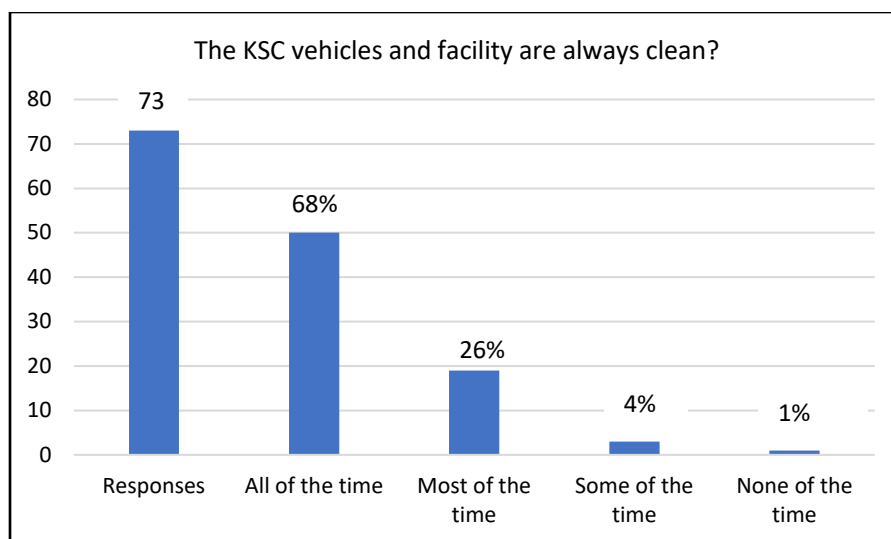
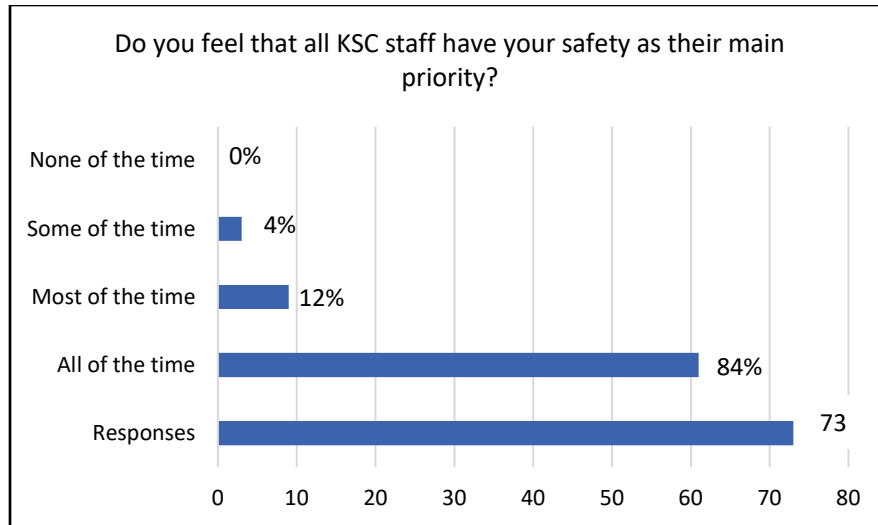


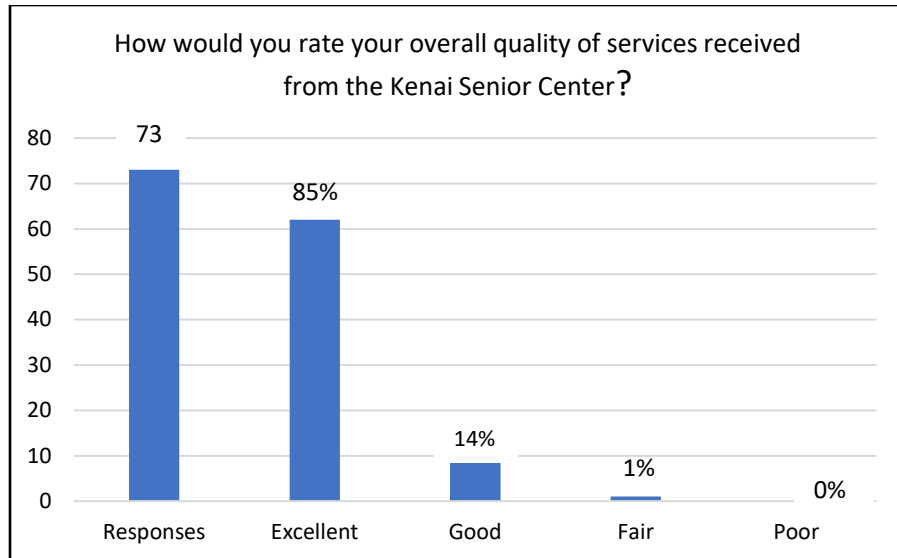


Other honorable meal mentions:

- Salads (both green and pasta)
- Homemade soups including Clam Chowder
- Meatloaf
- Swedish Meatballs
- Turkey and all the trimmings
- Mexican foods







What activities do you participate in?

- Meals and Dining: Lunch, No Host Dinners, Meals on Wheels fundraiser, Waffle Fridays, and High Tea.
- Social Events and Gatherings: All social events, fellowship, visiting old friends, coffee time, and Kayla's Jokes.
- Games and Puzzles: Games, Puzzles, Card making, Bridge, Pinochle, Cribbage, Dominoes, Hand and Foot, and Bingo.
- Crafts and Hobbies: Sewing, Crafts, Drawing and Painting by Numbers, Writing Group, Genealogy, Skits, and sewing projects.
- Music and Performance: Choir, Music-related activities, Concerts, Dances, Johns Music, and Bluegrass Jam.
- Exercise and Fitness: Exercise programs, Growing Strong, Fit and Strong, Chair Yoga, and Workouts in the mornings.
- Trips and Outings
- Support and Educational Opportunities: for caregivers, educational opportunities, and support groups
- Volunteer and Community Activities: Volunteering for decorating, events, fundraisers, serving others
- Other Activities of mention: Use of the Library, Senior Connection, overall fellowship, special events, movies, and Council on Aging.

What activities would you like to see at the Kenai Senior Center?

- How to preserve memories: Write story of "My" history for children.
- Photography and more computer classes.
- More walks and guided hikes.
- Trips to Seward (Exit Glacier), Fairbanks, and the Iditarod.
- Perhaps some men activities?
- Zumba.
- Senior Prom Night and dances.

Do you have any cost saving ideas?

- Turn down the heat.
- I don't eat dessert, serve some lunches without dessert.
- Cut down the size of the Centerline.
- Give the option of just a soup or salad.
- Get rid of single serving butter.
- Raise money-provide matching grants for donation, something to motivate more donations.
- Smaller serving sizes for people that need more options.

Comments:

- Provide an alternative for vegetarians; Simple meal provide a choice of a salad vs what's on the menu.
- KSC adds quality to our lives. The staff is very delightful. I am very appreciative of their cheerfulness and willingness to be pleasant.
- Love to come and see people.
- It is a joy to volunteer there - Exceptional Staff!
- After prayer everyone should stand up for the Pledge of Allegiance.
- Sometimes the salad is a little sad looking, might need dunked in cold water??
- What trips are we going on this year?
- The staff at the Kenai Senior Center are always so helpful and always provide assistance with all my questions and needs.
- Kenai Senior Center has fun and up lifting entertainment and wonderful programs for seniors to enjoy.
- KSC is a big part of my life in Kenai. The meals are wonderful!
- I love having access to the computers.
- The entire staff are loving and caring, happy, great attitude to be around folks. Love them.
- Thank you, City of Kenai, for caring for us seniors.
- Need more help at the front desk.
- Please have the parking lot painted. Thank you. You are the best.
- I love the trips the best. Wish we could do this in the winter. Where is the blueberry festival?
- I am looking forward to a future here.
- Love it!
- Great place to meet friends.
- I suspect that when the bus line starts up more seniors will come into town. Are you ready?
- I would like to go to Hope, Anchorage, Seward?
- I think the staff and all volunteers are really great.
- Always learning things.
- Love coming to the Kenai Senior Center.
- Kitchen Staff great, friendly, food wonderful.
- Thank you for being there. Really appreciated.
- This is the best senior center! Each and every staff member puts forth so much effort to do a great job. I appreciate all of their efforts.
- I am very grateful for services received.
- Last year we missed the thanksgiving meal because we could not find a place to park. I have suggested having a second seating or have a shuttle run from an offsite parking lot. I hope either of these will be considered. Also, for those of us that like to pick up a meal a short-term parking lot spot closer to the front would be appreciated.
- Beautiful location, lovely staff and volunteers, excellent food.
- It's always great to be at the Kenai Senior Center.
- This center is like no other in friendliness and accommodating our needs.

MEMORANDUM

TO: Council on Aging

FROM: Kathy Romain, Senior Center Director

DATE: September 5, 2024

SUBJECT: Capital Project Review

Capital Projects typically entail expenses exceeding \$35,000. The Public Works Department formulates a Capital Improvement Plan (CIP), encompassing a majority of these projects within a 5-year plan to distribute funding among various departments. This CIP remains a working document, subject to adjustments on an annual basis.

In light of the Bluff Erosion Project, we opted to postpone the capital projects earmarked for the Senior Center for a couple of years until the completion of said project, which is slated for 2025. In response, I've included the two capital projects initially scheduled for Fiscal Year (FY) 2025 and FY 2026, which I would like to postpone to FY2026 and FY2027. The Canopy Roof Repair will be done during FY 2025.

Senior Citizens Fund						
Project Name	FY2025 (Current Year)	FY2026	FY2027	FY2028	FY2029	Total Expense
Senior Citizen Canopy Roof Repair	\$50,000					\$50,000
Senior Citizen Landscaping Project Phase I		\$40,000				\$40,000
Senior Citizen Landscaping Project Phase I			\$35,000			\$35,000
Total Senior Citizens Fund						\$125,000

The comprehensive CIP will be presented to the City Council for their approval. I kindly request your endorsement of the aforementioned projects associated with the Senior Center.

Thank you.

SENIOR CITIZENS FUND

FY2025

No	Project Name	Total Project Cost	Grant Funding	City Funding
1	Senior Center Canopy Roof Repair	\$50,000		\$50,000
2	Senior Center Landscaping Project Phase I	\$40,000		\$40,000
	Totals	\$90,000		\$90,000

FY2026

No	Project Name	Total Project Cost	Grant Funding	City Funding
3	Senior Center Landscaping Project Phase II	\$35,000		\$35,000
	Totals	\$35,000		

FY2027

No	Project Name	Total Project Cost	Grant Funding	City Funding
	Nothing Currently Planned this fiscal year			
	Totals			

FY2028

No	Project Name	Total Project Cost	Grant Funding	City Funding
	Nothing Currently Planned this fiscal year			
	Totals			

FY2029

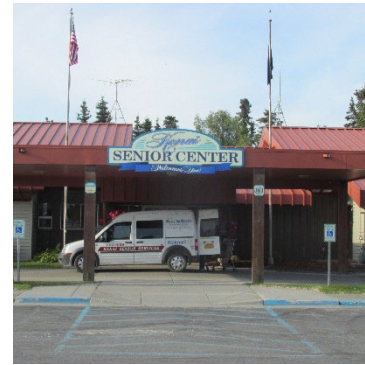
No	Project Name	Total Project Cost	Grant Funding	City Funding
	Nothing Currently Planned this fiscal year			
	Totals			

No	Project Name	Total Project Cost	Grant Funding	City Funding
	Senior Center Fund Grand Total	\$125,000		\$125,000

SENIOR CITIZENS FUND PROJECTS

SENIOR CENTER CANOPY ROOF REPAIR

Department: Senior Center
 Total Project Cost: \$50,000
 Project Phased: No
 Project Type: Building Maintenance
 Funding Source(s): Senior Fund
 Potential Grant Identified: None
 Operating Budget Impact: Minimal or No Impact



YEAR:	2025	2026	2027	2028	2029
COST:	\$50,000				

Details: This project will repair/replace water damaged roof decking with new and then installation of a new roof membrane system at the entrance canopy to the Senior Center.

SENIOR CENTER LANDSCAPING - PHASE I

Department: Senior Center
 Total Project Cost: \$40,000
 Project Phased: Yes
 Project Type: Land Improvement
 Funding Source(s): Senior Fund
 Potential Grant Identified: State
 Operating Budget Impact: Minimal or No Impact



YEAR:	2025	2026	2027	2028	2029
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 upon the construction of the Bluff Stabilization Project.

SENIOR CITIZENS FUND PROJECTS

SENIOR CENTER LANDSCAPING - PHASE II

Department: Senior Center

Total Project Cost: \$35,000

Project Phased: Yes

Project Type: Land Improvement

Funding Source(s): Senior Fund

Potential Grant Identified: State

Operating Budget Impact: Minimal or No Impact



YEAR:	2025	2026	2027	2028	2029
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 upon the construction of the Bluff Stabilization Project.



Aerial View of the Senior Center and Vintage Pointe

LEGEND:

- Monument (found this survey)
- 5/8" Rebar (found this survey)
- 2" Alum. Cap (found this survey)
- 1 1/2" Alum. cap (found this survey)
- PK Nail in pavement (found this survey)
- 5/8" Rebar w/ 1 1/2" Alum. cap (set this survey)
- { } Record Datum Spur Subd. #2 KRD 79-24
- () Record Datum Spur Subd. #9 KRD 90-50
- [] Computed from Spur Subd. #4 KRD 82-134 and Spur Subd. #2 KRD 79-24
- ▨ Right Of Way being vacated this plat
- ▨ Utility Easement being vacated this plat

No.	Bearing	Distance
L1	N89°57'32"E	39.41'
L2	(East)	(39.41')
L2	N24°16'49"W	34.42'
L3	S41°04'06"W	41.61'

No.	Delta	Radius	Arc Length	Chord Length	Chord Bearing
C1	36°54'09"	390.32	251.39	247.07	N65°58'28"E
C2	11°39'45"	170.00	34.60	34.54	N25°25'38"W
C3	26°58'02"	390.32	183.71	182.02	N70°56'31"E
C4	102°56'45"	50.00	89.84	78.23	S71°04'07"E
C5	109°35'45"	50.00	95.64	81.71	S35°12'07"W
C6	09°56'07"	390.32	67.68	67.60	S52°29'27"W
C7	11°39'45"	200.00	40.71	40.64	S25°25'38"E

2 1/2" Brass Cap
(illegible)
BLM
Cor. 1
USS
3025
1950
record desc.)



NOTES:

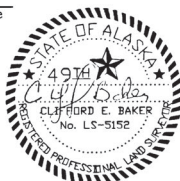
- Development of these lots are subject to the City of Kenai's zoning regulations.
- No private access to State maintained ROW's permitted unless approved by the State of Alaska Department of Transportation.
- Front 10 feet of the building setback and the entire setback adjacent to Right-of-Ways, within 5 feet of the side lot lines is reserved as utility easement. No permanent structure shall be constructed or placed within a utility easement which would interfere with the ability of a utility to use the easement.
- WASTEWATER DISPOSAL:** The Alaska Department of Environmental Conservation has reviewed plans for this subdivision's wastewater disposal, and approves this subdivision for platting.

Don E. Johnson *EFTL* *8-16-91*
signature title date

SURVEYOR'S CERTIFICATE

I hereby certify that; I am properly registered and licensed to practice land surveying in the State of Alaska, this sketch represents a survey made by me or under my direct supervision, the monuments shown hereon actually exist as described, and all dimensions and other details are correct to the normal standards of practice of land surveyors in the State of Alaska.

Date *8/29/91*



THIS PLAT WAS APPROVED BY THE KENAI PENINSULA BOROUGH PLANNING COMMISSION AT THE MEETING OF *6-17-91*

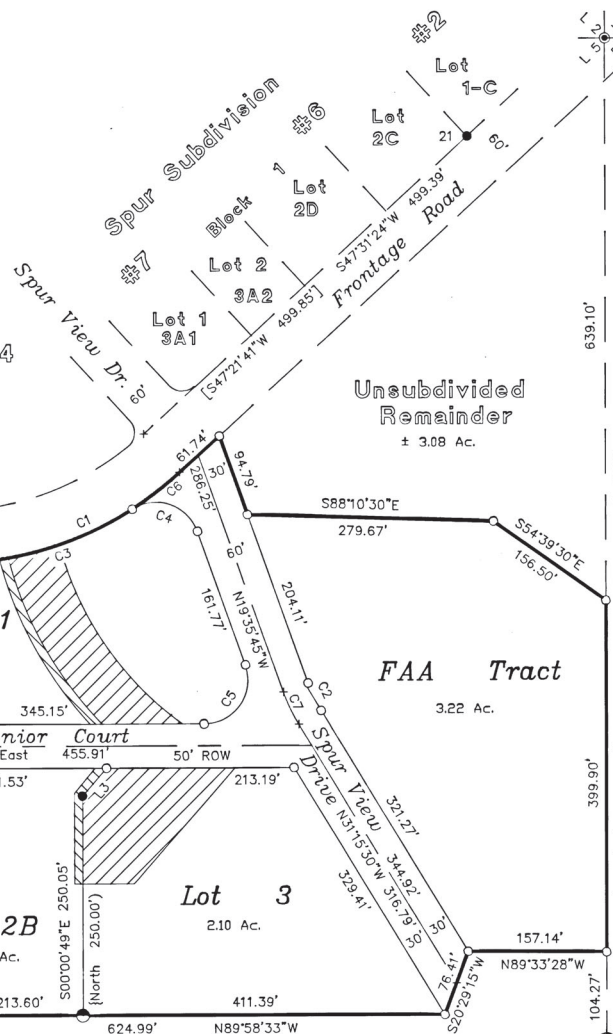
KENAI PENINSULA BOROUGH
Richard Trovati
AUTHORIZED OFFICIAL

PLAT APPROVAL

RECORDED *20*
Kenai REC. DIST.
DATE: *Sept 19 1991*
TIME: *1:30* P.M.
REQUESTED BY:
INTEGRITY SURVEYS
HC2 BOX 385
SOLDOTNA, AK 99669

91-47

ATS 99
Cor 2, WCRP
Cor 3 RP
1129 E 1993



Daubenspeck Property Tract C

William J. Brighton City Manager
City of Kenai
510 Fidalgo Street
Kenai, AK 99611

NOTARY'S ACKNOWLEDGEMENTS:

SUBSCRIBED AND SWORN BEFORE ME THIS *29th* DAY OF *August* 1991 FOR *Kenai City Manager*

Kari Howard
NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES *7/10/92*

I HEREBY CERTIFY THAT WE HAVE AN EQUITY INTEREST AS USERS OF TRACT A-1 AS INDICATED BY RECORDED RELEASE IN BOOK 137 PAGE 812 KRD. AND AS SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ACKNOWLEDGE THIS PLAN OF SUBDIVISION.

James L. Oliver, Sr.
James L. Oliver, Sr. Realty Specialist
Real Estate and Utilities Branch
Federal Aviation Administration
222 W. 7th Avenue #14
Anchorage, AK 99513-7587 (FAA TRACT)

SUBSCRIBED AND SWORN BEFORE ME THIS *27th* DAY OF *August* 1991 FOR *James L. Oliver, Sr.*

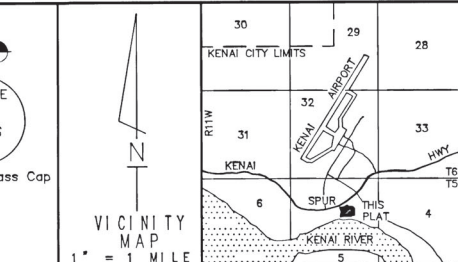
Patricia A. Oliver
NOTARY PUBLIC FOR ALASKA
MY COMMISSION EXPIRES *7-12-93*

KPB FILE No. 91-048

Spur Subdivision Senior Citizen Addition

Right of Way Vacation of Spur View Drive and Senior Court with all associated utility easements.
Replat of Lot-2A Spur Subd. #9, plat No. 90-58 and FAA Tract A-1 recorded Book 137, Page 812 in the Kenai Recording District.
Located in the SW1/4 NE1/4 Section 5, T5N, R11W, S.M. City of Kenai, Kenai Peninsula Borough, Alaska.
Containing 9.96 Acres into 4 parcels

INTEGRITY SURVEYS			
HC2 BOX 385		SOLDOTNA, ALASKA 99669	
SURVEYORS		2629461	PLANNERS
JOB NO.	90026	PLATTED: February 24, 1991	
SURVEYED: July 1-17, 1991		SCALE: 1" = 100'	
FIELD BK: 91-2		DISK: SPUR10.DWG	



CERTIFICATE of OWNERSHIP and DEDICATION

I HEREBY CERTIFY THAT WE ARE THE OWNER(S) OF THE REAL PROPERTY SHOWN AND DESCRIBED HEREON AND THAT WE HEREBY ADOPT THIS PLAN OF SUBDIVISION AND BY OUR FREE CONSENT DEDICATE ALL RIGHTS-OF-WAY AND PUBLIC AREAS TO PUBLIC USE AND GRANT ALL EASEMENTS TO THE USE SHOWN.



Kenai City Council - Regular Meeting

August 21, 2024 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items 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 ADMINISTRATIVE REPORTS

C. SCHEDULED PUBLIC COMMENTS (*Public comments limited to ten (10) minutes per speaker*)

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

E. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3427-2024** - Increasing Estimated Fiscal Year 2024 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)
2. **AMENDED BY SUBSTITUTE. Ordinance No. 3428-2024** - Increasing Estimated Revenue and Appropriations in the Airport Operations Facility Capital Project Fund, Accepting a Grant from the Federal Aviation Administration and Awarding a Construction Agreement for the Kenai Municipal Airport Aircraft Rescue and Fire Fighting Facility Rehabilitation Project. (Administration)
 - **ENACTED UNANIMOUSLY. Ordinance No. 3428-2024 Substitute** - Increasing Estimated Revenue and Appropriations in the Airport Operations Facility Capital Project Fund, Accepting a Grant from the Federal Aviation Administration and Awarding a Construction Agreement for the Kenai Municipal Airport Aircraft Rescue and Fire Fighting Facility Rehabilitation Project. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3429-2024** - Increasing Estimated Revenues and Appropriations in the Airport Improvements Capital Project Fund and Accepting a Grant from the Federal Aviation Administration for the Kenai Municipal Airport Mobile Test Foam System Equipment Purchase. (Administration)

4. **ADOPTED UNANIMOUSLY. Resolution No. 2024-38** - Authorizing a Service Agreement for the Fiscal Year 2025 Street Light Repair and Maintenance with Utility Locate Services. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2024-39** - Authorizing a Service Agreement for the Fiscal Year 2025 and Fiscal Year 2026 Water Treatment Plant and Wastewater Treatment Plant Dumpster Services. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2024-40** - Authorizing a Contract Award to Supply Operational Chemicals for the City's Water Treatment and Wastewater Treatment Facilities. (Administration)

F. MINUTES

1. *Regular Meeting of August 7, 2024. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Authorizing Submission of Comment to NOAA to Determine Whether to List Gulf of Alaska Chinook Salmon Under the Endangered Species Act. (Knackstedt)
3. ***Action/Approval** - Authorizing a Letter of Support of the Kenai Watershed Forum's Proposal for WaterSMART Cooperative Management Program Phase I Funding. (Administration)
4. ***Action/Approval** - Non-Objection to the Large Resort Endorsement of a Beverage Dispensary Tourism Liquor License for Salamatof Cannery Lodge, LLC - License No. 6111. (City Clerk)
5. ***Ordinance No. 3430-2024** - Accepting and Appropriating a Meals on Wheels of America Grant in Partnership with DoorDash for the Kenai Senior Center Meals on Wheels Delivery Program. (Administration)
6. ***Ordinance No. 3431-2024** - Increasing Estimated Revenues and Appropriations in the General Fund, Land Administration Department for the Purchase of Survey Services to Subdivide City of Kenai Parcel 04901022. (Administration)

I. COMMISSION REPORTS

1. Council on Aging Commission
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Commission

J. REPORT OF THE MAYOR

K. ADMINISTRATION REPORTS

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

L. ADDITIONAL PUBLIC COMMENTS

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

M. EXECUTIVE SESSION

N. PENDING ITEMS

O. ADJOURNMENT

P. INFORMATION ITEMS

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Kenai City Council - Regular Meeting

September 04, 2024 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items 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 ADMINISTRATIVE REPORTS

C. SCHEDULED PUBLIC COMMENTS (*Public comments limited to ten (10) minutes per speaker*)

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

E. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY. Ordinance No. 3430-2024** - Accepting and Appropriating a Meals on Wheels of America Grant in Partnership with DoorDash for the Kenai Senior Center Meals on Wheels Delivery Program. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3431-2024** - Increasing Estimated Revenues and Appropriations in the General Fund, Land Administration Department for the Purchase of Survey Services to Subdivide City of Kenai Parcel 04901022. (Administration)
3. **ADOPTED UNANIMOUSLY. Resolution No. 2024-41** - Adopting Joint Resolution No. 2024-002 of the Assembly of the Kenai Peninsula Borough and the Councils of the City of Homer, Kachemak, Kenai, Seward, Seldovia, and Soldotna, Supporting the Kenai Peninsula Economic Development District's Request that the 2026 and 2027 Cook Inlet Finfish Meetings be Held in Soldotna, Alaska to Provide Resource Stakeholders with the Opportunity to be Present at Public Discussions Affecting the Management of their Resources. (Administration)

F. MINUTES

1. *Regular Meeting of August 21, 2024. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)
3. ***Action/Approval** - Non-Objection to Renewal of a Club Liquor License for George H. Plumley Memorial Post 20 American Legion, DBA George H. Plumley Memorial Post 20 American Legion - License No. 1380 (City Clerk)
4. ***Action/Approval** - Non-Objection to Renewal of a Beverage Dispensary Tourism Liquor License for Mitak LLC., DBA Main Street Tap & Grill - License No. 4555 (City Clerk)
5. ***Action/Approval** - Non-Objection to Renewal of a Retail Marijuana Store License for Cook Inlet Cannabis Co., DBA East Rip - License No. 13382 (City Clerk)
6. ***Action/Approval** - Confirming the Appointment of the October 1, 2024 Election Precinct Boards for the October 1, 2024 Regular City Election. (City Clerk)
7. ***Action/Approval** - Harbor Commission 2024 Work Plan. (Administration)
8. ***Ordinance No. 3432-2024** - Accepting and Appropriating Funds from the Institute of Museum and Library Services, Passed Through the State of Alaska, Department of Education and Early Development, Division of Library, Archives & Museums, for Library Employee Training. (Administration)
9. ***Ordinance No. 3433-2024** - Accepting and Appropriating a Grant from the State of Alaska for the Purchase of Library Materials. (Administration)
10. ***Ordinance No. 3434-2024** - Amending the Employee Classification Plan by Reclassifying the Capital Projects Manager to a Public Works Assistant Director and Increasing General Fund Estimated Revenues and Appropriations to Reflect the Position's Support of Public Works Divisions. (Administration)
11. ***Ordinance No. 3435-2024** - Amending Kenai Municipal Code Section 23.55.030 (b) – Qualification Pay, to Include Qualification Pay for a Public Works Assistant Director Holding a Professional Engineer License. (Administration)
12. ***Ordinance No. 3436-2024** - Increasing Estimated Revenues and Appropriations in the General Fund Lands Administration Department for Professional Services Associated with the Sale of City-Owned Land, Determining Eleven City-Owned Properties are Not Needed for a Public Purpose, Authorizing the City Manager to Dispose of Properties by Public Outcry Auction, Approving the Terms of Financing to be Offered on the Sale, and Designating Those Parcels as Eligible for a 25% Veterans Discount. (Administration)
13. ***Ordinance No. 3437-2024** - Amending Kenai Municipal Code to Revise Requirements Related to Publication in a Newspaper of General Circulation to Address Publication Requirements Which Cannot Be Met Due to the Newspaper Publications Being Reduced to One Day a Week. (City Clerk)
14. **APPROVED UNANIMOUSLY. Action/Approval** - Authorizing a Memorandum of Agreement with the Kenaitze Indian Tribe for Projects to Enhance the Aquatic Organism Passage in Our Local Waterways, Including Improving Fish Passage in Cemetery Creek. (Administration)
15. **BOARD OF ADJUSTMENT MEETING SCHEDULED FOR 10/15/2024 AT 5:00 P.M. Discussion** - Scheduling Board of Adjustment Appeal Hearings. (City Clerk)

I. COMMISSION REPORTS

1. Council on Aging Commission
2. Airport Commission
3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Commission

J. REPORT OF THE MAYOR

1. Proclamation Declaring September 2024 as “Hunger Action Month”

K. ADMINISTRATION REPORTS

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3. City Clerk

L. ADDITIONAL PUBLIC COMMENTS

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

M. EXECUTIVE SESSION

1. Discussion of Airport Concession Restaurant Agreement Terms a Subject which the Immediate Knowledge may have an Adverse Effect Upon the Finances of the City. [AS 44.62.310(c)(1)]
 - a. **Action/Approval:** Authorizing Amendments to Kenai Municipal Airport, Restaurant Concession Agreement.

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KENAI

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

MEMORANDUM

TO: Mayor Brian Gabriel and Kenai City Council
THROUGH: Terry Eubank, City Manager
THROUGH: Kathy Romain, Senior Center Director
FROM: Astrea Piersee, Administrative Assistant III
DATE: August 1, 2024
SUBJECT: July 2024 Monthly Report

July was a whirlwind of activities, beginning with the Fourth of July fundraiser at the Kenai Park Strip. Volunteers sold pies, biscuits and gravy, and various craft items made at the Senior Center. Seniors enjoyed trips to the Princess Lodge Restaurant in Cooper Landing for a no-host dinner and to Whittier for the 26 Glacier Cruise. Thursday trips to the Nikiski Pool have resumed, and the Center has started hosting Grace Acres Farms' produce stand on Mondays. Anyone can purchase produce and goods from the stand, and seniors with farmers market coupons can redeem them for fresh produce. July was also the close of the Client Satisfaction Survey. (See the attached findings.)

	2024	2023
Home Delivered Meals	1925	1667
Individuals	90	88
Dining Room (Congregate) Meals	1084	1197
Individuals	162	147
Transportation (1-way rides)	231	218
Individuals	38	30
Grocery Shopping Assistance	14/15	6/60
Writers Group	24	33
Caregiver Support Group	11	15
Growing Stronger Exercise	362	344
Tai Chi Class	41	25
TOPS Weight Loss Class	70	29
Bluegrass & Music Sessions	56	76
Card Games	139	123
Wii Bowling	13	28
Arts & Crafts	39	54
Total Event Sign-ins *	2081	1973
Individuals *	208	206
Vintage Pointe Manor Vacancies	1	0

* (not including home meals clients)