

**KENAI COUNCIL ON AGING
REGULAR MEETING
APRIL 12, 2018 – 4:30 P.M.
KENAI SENIOR CENTER
361 SENIOR CT., KENAI, AK 99611
<http://www.kenai.city>**

1. **CALL TO ORDER**
 - a. Pledge of Allegiance
 - b. Roll Call
 - c. Agenda Approval
2. **SCHEDULED PUBLIC COMMENTS** *(Public comment limited to ten (10) minutes per speaker)*
3. **UNSCHEDULED PUBLIC COMMENT** *(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*
4. **APPROVAL OF MEETING SUMMARY**
 - a. January 11, 2018
 - b. February 8, 2018
5. **UNFINISHED BUSINESS** – None.
6. **NEW BUSINESS**
 - a. 2018 Survey Results
7. **REPORTS**
 - a. Senior Center Director
 - b. Council on Aging Chair
 - c. City Council Liaison
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – May 10, 2018
9. **COMMISSIONER COMMENTS AND QUESTIONS**
10. **ADDITIONAL PUBLIC COMMENT**
11. **INFORMATION ITEMS**
 - a. Volunteer Appreciation Dinner – April 19, 2018
12. **ADJOURNMENT**

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

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**COUNCIL ON AGING MEETING
JANUARY 11, 2018 – 4:30 P.M.
KENAI SENIOR CENTER
CHAIR VELDA GELLER, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Geller called the meeting to order at 4:30 p.m. Roll was confirmed as follows:

Members Present: J. Hollier, R. Williams, M. Milewski, Chair V. Geller, B. Osborn,
Vice Chair A. Weeks, D. Erwin

Members Absent: B. Modigh, L. Nelson

Staff/Council Liaison Present: Council Member G. Pettey, Senior Center Director K. Romain

A quorum was present.

2. AGENDA APPROVAL

a. January 11, 2018

MOTION:

Councilor Williams **MOVED** to approve the agenda with the removal of Item 3. Election of Chair and Vice Chair, postponing it to February 8, 2018 meeting, and requested **UNANIMOUS CONSENT**; Council Member Weeks **SECONDED** the motion. There being no objections; **SO ORDERED**.

3. ELECTIONS OF THE CHAIR AND VICE CHAIR

[Clerk's Note: This item was removed from the agenda during Approval of the Agenda.]

4. APPROVAL OF MEETING SUMMARY

a. November 9, 2017

MOTION:

Council Member Osborn **MOVED** to approve the November 9, 2017 meeting summary and requested **UNANIMOUS CONSENT**; Council Member Williams **SECONDED** the motion. There being no objections; **SO ORDERED**.

COUNCIL MEMBER NELSON ARRIVED AT 4:50 P.M.

5. PERSONS SCHEDULED TO BE HEARD – None.

6. UNFINISHED BUSINESS – None.

7. NEW BUSINESS

- a. Introduction of Angie Clary, Administrative Assistant

Due to Clary's absence, her introduction will take place at the February meeting.

- b. Introduction of Council Liaison, Glenese Pettey

Council Member Pettey was introduced and welcomed to the Council on Aging as its Council Liaison. Pettey reported on recent activities of the City Council.

- c. **Discussion/Recommendation** - Revision to Agenda Order

The membership reviewed the memorandum included in the packet received from City Clerk Jamie Heinz. The Clerk's recommendation was to change all Commission, Committee, and Council on Aging agenda orders to include the Pledge of Allegiance, Roll Call, and Agenda Approval as subsections to the Call to Order, and to add "Unscheduled Public Comment" after "Scheduled Public Comment" at the beginning of the meeting in order to provide the public more opportunity to speak. Making the recommended changes will bring the agendas in much the same order the City Council agendas.

MOTION:

Council Member Williams **MOVED** to accept the recommended changes to the Council on Aging agenda order and requested **UNANIMOUS CONSENT**; Councilor Nelson **SECONDED** the motion. There being no objections; **SO ORDERED**.

- d. **Discussion** - Goals for 2018

The suggested goals for 2018 were discussed. Ideas included:

- Joint brochure with the Kenai Chamber of Commerce;
- Veterans opportunities;
- Health Fair (including newspaper advertisement of it taking place);
- Bring-a-Friend-to-Lunch;
- Holding the volunteer appreciation in October, November, or December;
- Initiating Senior Ambassador Program; and
- Address additional parking spaces needed at the Senior Center.

7. REPORTS

- a. **Senior Center Director** – Director Romain noted a volunteer appreciation dinner was planned for Thursday, February 1 to thank the many volunteers that assisted the Administration in managing all the activities offered at the Senior Center.
- b. **Council on Aging Chair** – Chair Geller noted that the Senior Connection, Inc. was gearing up for the March for Meals fundraiser to be held March 23.
- c. **City Council Liaison** – Councilor Pettey reviewed items discussed recently by the City Council, including the expected bluff erosion project determination by the Corps of Engineers expected in April; her willingness and determination to

advocate for the Council on Aging and Senior Center; and, possibility of additional parking spaces for the Center.

8. NEXT MEETING ATTENDANCE NOTIFICATION – February 8, 2018

9. QUESTIONS & COMMENTS

10. PERSONS NOT SCHEDULED TO BE HEARD – None.

11. INFORMATION – None.

12. ADJOURNMENT

There being no further business before the Council, the meeting was adjourned at 5:37 p.m.

Meeting summary prepared and submitted by:

Jacquelyn Kennedy
Deputy Clerk

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**KENAI COUNCIL ON AGING
FEBRUARY 8, 2018 – 4:30 P.M.
KENAI SENIOR CENTER
CHAIR VELDA GELLER, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Geller called the meeting to order at 4:30 p.m.

a. Pledge of Allegiance

Chair Geller led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Members Present: J. Hollier, R. Williams, M. Milewski, Chair V. Geller, B. Osborn,
L. Nelson, Vice Chair A. Weeks, D. Erwin

Members Absent: B. Modigh (excused)

Staff/Council Liaison Present: Council Member G. Pettey, Senior Center Director K. Romain,
Administrative Assistant A. Clary

A quorum was present.

c. Agenda Approval

MOTION:

Council Member Osborn **MOVED** to approve the agenda and requested **UNANIMOUS CONSENT**; Council Member Erwin **SECONDED** the motion. There being no objections; **SO ORDERED**.

d. Election of Chair and Vice Chair

Councilor Geller **MOVED** to nominate Council Member Williams as Chair and Councilor Milewski **SECONDED** the motion. There were no other nominations and no objections.

Council Member Weeks **MOVED** to nominate Council Member Erwin as Vice-Chair and Councilor Nelson **SECONDED** the motion. There were no other nominations and no objections.

2. SCHEDULED PUBLIC COMMENTS

a. Michael Appleby, Social Worker and Pam Jones with Alaska Veterans Affairs Healthcare System

Appleby and Jones provided an overview of what the AK Veterans Affairs Healthcare System provides, including the Housing and Urban Development, Veterans Affairs Housing Program; outside providers; Homeless Veterans Affairs Challenge; a Pharmacist on staff; audiology and

podiatry monthly; an outpatient/satellite clinic in Homer; grief therapy; Veteran cemetery burial/marker assistance, etc. It was also noted a town hall meeting would be held on February 15 in Kenai at the Kenai Visitor & Cultural Center from 5:00 p.m. to 6:30 p.m.

3. **UNSCHEDULED PUBLIC COMMENT** – None.

4. **APPROVAL OF MEETING SUMMARY** – None.

5. **UNFINISHED BUSINESS** – None.

6. **NEW BUSINESS**

a. **Discussion** – March Surveys

Director Romain noted a new survey would be prepared and available in the near future. She added that Administrative Assistant Clary was researching electronic survey possibilities.

7. **REPORTS**

a. **Senior Center Director** – Director Romain noted that staff was preparing mail outs (including a donation slip/order for tickets, etc.) announcing the March for Meals Fundraiser to be held March 23, 2018. Romain also reviewed other upcoming event/project activities involving the Senior Center.

b. **Council on Aging Chair** – Council Member Geller thanked the Council on Aging for allowing her to serve as its Chair.

c. **City Council Liaison** – Council Member Pettey provided a bluff erosion project update, adding a public hearing would be held in April where the rolling over of the project's dedicated resources would be considered by Council. Pettey gave a brief update of the planning for the July personal fishery.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – March 8, 2018

9. **QUESTIONS & COMMENTS** – None.

10. **PERSONS NOT SCHEDULED TO BE HEARD** – None.

11. **INFORMATION** – None.

12. **ADJOURNMENT**

There being no further business before the Council, the meeting was adjourned at 5:54 p.m.

Meeting summary prepared and submitted by:

Jacquelyn Kennedy
Deputy City Clerk

Council on Aging
February 8, 2018
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ACTION AGENDA
KENAI CITY COUNCIL – REGULAR MEETING
APRIL 4, 2018 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
<http://www.kenai.city>

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 – None.

E. MINUTES

1. **APPROVED BY THE CONSENT AGENDA.***Regular Meeting of March 21, 2018

F. UNFINISHED BUSINESS – None.

1. **ENACTED. Ordinance No. 3011-2018** – Amending Kenai Municipal Code Section 14.20.290 – Appeals – Board of Adjustment, to Amend Standing Requirements for Filing an Appeal, Filing Fee Waivers, Who Makes Initial Determinations on Standing, and Making Other Housekeeping Changes. (Council Members Pettey and Knackstedt) [*Clerk’s Note: This Item was Postponed to this Meeting from the March 21, 2018 Meeting; A Motion to Enact is on the Floor.*]

G. NEW BUSINESS

1. **APPROVED BY THE CONSENT AGENDA. *Action/Approval** – Bills to be Ratified.
2. **REMOVED FROM THE AGENDA. *Action/Approval** – Purchase Orders Exceeding \$15,000.

3. **INTRODUCED BY CONSENT AGENDA/PUBLIC HEARING 04/18/2018.**
***Ordinance No. 3013-2018** - Increasing Estimated Revenues and Appropriations by \$286,288 in the Airport Special Revenue and Airport Terminal Improvements Capital Project Funds for Increased Costs Associated with Phase II of the Project to Design the Airport Terminal Rehabilitation Project and Authorizing a Contract Amendment with Wince-Corthell-Bryson for Completion of Phase II of the Project's Design. (Administration)
4. **INTRODUCED BY CONSENT AGENDA/PUBLIC HEARING 04/18/2018.**
***Ordinance No. 3014-2018** – Making Housekeeping Amendments to KMC Section 3.25.060- Adoption Procedure, 3.25.090- Protective Custody, 3.30.030-Quarantine of Individual Animal, 4.25.020- Fee Schedule, 12.25.030- Leaving of Junk or Illegally Parked Vehicles, 13.30.090-Sign Bearing the Legend, 18.25.030 – Inspection Fee, and 23.50.010- Employee Classification. (Legal and City Clerk)
5. **SPECIAL MEETINGS SCHEDULED FOR 05/14/18 AND 05/15/18 AT 6:00 P.M. Action/Approval** – Schedule a Special Meeting to Conduct Annual Performance Evaluations for the City Attorney, City Clerk, and City Manager. (City Clerk)
6. **WORK SESSION SCHEDULED FOR 05/19/18 AT 9:00 A.M. Action/Approval** – Schedule a Work Session to Review and Discuss the Fiscal Year 2019 City of Kenai Budget. (City Clerk)
7. **Discussion** – Harbor Commission's Recommendation for Wake Zone Signs at the Mouth of the Kenai River. (City Manager)

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 – None.

M. **PENDING ITEMS** – None.

N. **ADJOURNMENT**

INFORMATION ITEMS

1. Purchase Orders between \$2,500 and \$15,000 for Council Review

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.