



**Kenai Council on Aging Commission**

**Regular Meeting**

**November 13, 2025 - 3:00 PM**

**Kenai Senior Center**

**361 Senior Ct., Kenai, AK 99611**

**\*Telephonic/Virtual Information on Page 2\***

**Agenda**

**A. CALL TO ORDER**

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

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

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

**D. APPROVAL OF MINUTES**

1. July 10, 2025 Regular Meeting Minutes ..... 3

**E. UNFINISHED BUSINESS**

1. Updates on Work Plan Goals

**F. NEW BUSINESS**

1. FY27 Capital Improvement Plan Recommendation ..... 5

**G. REPORTS**

1. Senior Center Director
2. Commission Chair
3. City Council Liaison ..... 11

**H. ADDITIONAL PUBLIC COMMENTS *(Public comments limited to five (5) minutes per speaker)***

**I. NEXT MEETING ATTENDANCE NOTIFICATION - December 11, 2025**

**J. COMMISSIONER COMMENTS AND QUESTIONS**

**K. ADJOURNMENT**

**L. INFORMATION ITEMS**

**Join Zoom Meeting:**

Using the following link:

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

OR

**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

*The agenda and agenda items are posted on the City's website at [www.kenai.city](http://www.kenai.city). Copies of the agenda items are available at the City Clerk's Office or at the Kenai Senior Center prior to the meeting. Please contact the Senior Services Director at 907-283-4156 for additional details.*

**\*\*COMMISSIONERS, PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING\*\***

**KENAI COUNCIL ON AGING COMMISSION – REGULAR MEETING  
JULY 10, 2025 – 3:00 P.M.  
KENAI SENIOR CENTER  
361 SENIOR CT., KENAI, AK 99611  
CHAIR CRAIG, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Council on Aging Commission was held on July 10, 2025, at the Kenai Senior Center, Kenai, AK. Vice Chair Glendening called the meeting to order at approximately 3:00 p.m.

**1. Pledge of Allegiance**

Vice Chair Glendening led those assembled in the Pledge of Allegiance.

**2. Roll Call**

There were present:

Jim Glendening, Vice Chair  
Velda Geller  
Gina Kuntzman

William Sadler  
Barbara Modigh  
Kit Hill

A quorum was present.

Absent:

Rachel Craig, Chair

Also in attendance were:

Kathy Romain, Senior Center Director  
Red Piersee, Senior Center Administrative Assistant  
Henry Knackstedt, City Council Liaison

**3. Agenda Approval**

**MOTION:**

Commissioner Kuntzman **MOVED** to approve the agenda as presented. Commissioner Hill **SECONDED** the motion.

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

**B. SCHEDULED PUBLIC COMMENTS - None.**

**C. UNSCHEDULED PUBLIC COMMENTS**

Howard Hill, City of Kenai resident addressed the Commission with concerns related to the Kenai Peninsula School District defunding pools; and requested support from the Commission for City and Borough funding to ensure public access to the pools.

**D. APPROVAL OF MINUTES**

1. June 12, 2025 Regular Meeting Minutes

**MOTION:**

Commissioner Hill **MOVED** to approve the June 12, 2025 Council on Aging minutes. Commissioner Kuntzman **SECONDED** the motion.

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

**E. UNFINISHED BUSINESS** - None.

**F. NEW BUSINESS**

1. **Discussion** - 2025 Client Satisfaction Survey Results.

Administrative Assistant Piersee summarized the survey results as provided within the meeting packet.

There was discussion regarding possible "Q&A" sessions with medical professionals or programs like "Walk with a Doc" or "Dinner with a Doc"; and previous and future possibilities related to engagement with home-meal clients.

**G. REPORTS**

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

- August 15, 2025 Old Timers Luncheon. Peggy Arness speaker and Clark Fair.
- August 11, 2025 Celebration of Life for Buck Steiner.
- Current Janitor is moving to the Driving position. The janitor position has been posted.
- Kathy out of the office the week of July 21st.
- Kayla in Activity Director training for certification.
- Choir on hold till September.
- August- Letter of intent to DOT for a wheelchair van.
- Grant to redo the Computer Lab.

2. Commission Chair - Vice Chair Glendening summarized the discussions during the meeting.

3. City Council Liaison - Council Member Knackstedt reported on the recent actions of the City Council.

**H. ADDITIONAL PUBLIC COMMENTS** - None.

**I. NEXT MEETING ATTENDANCE NOTIFICATION** - August 14, 2025.

**J. COMMISSION QUESTIONS AND COMMENTS**

There was discussion regarding the possibility of a brochure for volunteers to outline tasks; and using radio ads to share volunteer opportunities.

**K. ADJOURNMENT**

**L. INFORMATIONAL ITEMS** - None.

There being no further business before the Council on Aging, the meeting was adjourned at 4:01 p.m.

I certify the above represents accurate minutes of the Council on Aging meeting of July 10, 2025.

---

Shellie Saner, MMC, City Clerk

## INTRODUCTION

This area should include the advisory body's missions' statement and include a brief description of the overall purpose of the commission.

The Mission of the Council on Aging Commission is to advise the Mayor, the City Council, the Senior Center Director, and the city of Kenai of the needs of the elderly in the area of seniors, support the programs which enable the continued independence of senior citizens and serve as an advisory committee.

*Note: Work plans developed by the advisory body will be submitted to the City Council for approval; therefore, it is a good idea to align the goals and objectives with city code, policy and the City of Kenai Comprehensive Plan.*

**Instructions:** In the space provided below, identify an issue or goals (objective) your commission would like to address in the upcoming year, the information provided should include plans on how to address those issues. This item should include information regarding additional staff resources and/or community volunteers needed; funding resources, are funds available in the budget if not are you proposing council include funding in the upcoming budget cycle; and how long is it expected to obtain the objective. Please prioritize the objectives of your group with number one (1) being the top priority (objective number).



Objective No. **1**      Objective: **Identify Opportunities for Intergenerational Programs**      Estimated Time to Complete: **2025**

Strategy: *(Provide a summary of tasks which need to be done to obtain the objective.)*

1. Identify existing programs within the Senior Center and evaluate how they serve the senior community.
2. Develop and distribute a letter and survey to youth and college-age community groups to gather input on Senior Center programs.
3. Collect data on intergenerational programs offered by other community groups and assess potential participation based on the best interests of seniors.
4. Connect with senior centers across Alaska to learn about their intergenerational program offerings.

Narrative: *(Describe the benefits to the residents and visitors of the City.)*

Engaging younger generations with the Senior Center fosters a deeper understanding of its role in the community, helping to break down stereotypes about aging. By increasing awareness of how the center operates and the programs it offers, more meaningful connections can be formed between seniors and younger individuals. These intergenerational interactions not only help reduce loneliness among older adults but also enhance their sense of purpose and value. At the same time, mentoring opportunities allow youth to gain valuable life skills, guidance, and a sense of connection, creating positive outcomes for both generations.

Collaboration: *(Who needs to be involved to obtain the objective?)*

Seniors, Schools, Colleges, and the Council on Aging Commission

Funding: *(Are funds available, or is funding needed in a future budget?)*

N/A

## INTRODUCTION

This area should include the advisory body's missions' statement and include a brief description of the overall purpose of the commission.

The Mission of the Council on Aging Commission is to advise the Mayor, the City Council, the Senior Center Director, and the city of Kenai of the needs of the elderly in the area of seniors, support the programs which enable the continued independence of senior citizens and serve as an advisory committee.

*Note: Work plans developed by the advisory body will be submitted to the City Council for approval; therefore, it is a good idea to align the goals and objectives with city code, policy and the City of Kenai Comprehensive Plan.*

**Instructions:** In the space provided below, identify an issue or goals (objective) your commission would like to address in the upcoming year, the information provided should include plans on how to address those issues. This item should include information regarding additional staff resources and/or community volunteers needed; funding resources, are funds available in the budget if not are you proposing council include funding in the upcoming budget cycle; and how long is it expected to obtain the objective. Please prioritize the objectives of your group with number one (1) being the top priority (objective number).



Objective No. **2** Objective: **Review Emergency Plan for the Kenai Senior Center** Estimated Time to Complete: **Fall 2025**

Strategy: *(Provide a summary of tasks which need to be done to obtain the objective.)*

1. Review the Emergency Plan and give feedback accordingly.
2. Attend the Emergency Operations Plan training prior to implementation.
3. Put forth a recommendation to the City Council for acceptance of the completed Emergency Plan.

Narrative: *(Describe the benefits to the residents and visitors of the City.)*

Ensuring the safety of the senior population requires careful planning and preparedness. The commission aims to review the Senior Center's emergency plan, provide valuable input, and participate in training to enhance readiness. By developing a proactive group focused on senior support during emergencies, the commission will help strengthen the City's overall emergency response. This initiative not only contributes to a safer environment for older adults but also ensures that the Senior Center is well-equipped to handle emergencies, providing peace of mind for seniors, their families, and the broader community.

Collaboration: *(Who needs to be involved to obtain the objective?)*

Senior Center staff  
City Employees  
Council on Aging Commission

Funding: *(Are funds available, or is funding needed in a future budget?)*

N/A The Senior Center received a grant to develop the emergency plan.



## INTRODUCTION

This area should include the advisory body's missions' statement and include a brief description of the overall purpose of the commission.

The Mission of the Council on Aging Commission is to advise the Mayor, the City Council, the Senior Center Director, and the city of Kenai of the needs of the elderly in the area of seniors, support the programs which enable the continued independence of senior citizens and serve as an advisory committee.

*Note: Work plans developed by the advisory body will be submitted to the City Council for approval; therefore, it is a good idea to align the goals and objectives with city code, policy and the City of Kenai Comprehensive Plan.*

**Instructions:** In the space provided below, identify an issue or goals (objective) your commission would like to address in the upcoming year, the information provided should include plans on how to address those issues. This item should include information regarding additional staff resources and/or community volunteers needed; funding resources, are funds available in the budget if not are you proposing council include funding in the upcoming budget cycle; and how long is it expected to obtain the objective. Please prioritize the objectives of your group with number one (1) being the top priority (objective number).



Objective No. **3**      Objective: **Identify Programs & Activities for Health & Wellness**      Estimated Time to Complete: **2025**

Strategy: *(Provide a summary of tasks which need to be done to obtain the objective.)*

1. Explore methods for gathering feedback on the current needs of the senior population in Kenai.
2. Identify and promote Senior Center programs to increase awareness and engagement among Kenai residents.

Narrative: *(Describe the benefits to the residents and visitors of the City.)*

Promoting health and wellness among the senior population is essential to enhancing their quality of life. By identifying programs and activities that support physical, mental, and social well-being, the Senior Center can better meet the diverse needs of older adults. These efforts extend beyond those who actively participate in the center, reaching a broader population and ensuring that more seniors have access to resources that contribute to their overall wellness.

Collaboration: *(Who needs to be involved to obtain the objective?)*

Senior Center Staff  
Council on Aging Commission

Funding: *(Are funds available, or is funding needed in a future budget?)*

\$0



## Kenai City Council - Regular Meeting

November 05, 2025 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

[www.kenai.city](http://www.kenai.city)

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

### Action Agenda

#### A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. **COUNCIL MEMBER ASKIN ELECTED AS VICE MAYOR.** Election of Vice Mayor
4. 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

1. Kenai Police Department Accreditation, Scott Hayes, Executive Director of Northwest Accreditation Alliance.
2. Community Development Block Grant Program, Kevin Buettner, City of Kenai Planning Director.

#### C. SCHEDULED PUBLIC COMMENTS (*Public comments limited to ten (10) minutes per speaker; twenty (20) minutes aggregated*)

#### 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. 3490-2025** - Increasing Estimated Revenues and Appropriations in the Wastewater Treatment Facility Improvement Capital Project Fund, Accepting a Grant from the U.S. Environmental Protection Agency for the Kenai Wastewater Treatment Facility Digester Blowers Upgrade Project and Awarding the Construction Contract for the Project. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3491-2025** - Accepting the Donation of Three Bronze Statues from the Kenai Chamber of Commerce and Visitors Center. (Administration) [KMC 1.15.070(d)]
  1. Motion for Introduction
  2. Motion for Second Reading (Requires a Unanimous Vote)
  3. Motion for Enactment (Requires Five Affirmative Votes)

3. **ADOPTED UNANIMOUSLY. Resolution No. 2025-62** - Declaring the Vacation of Portions of Utility Easements Associated with Lots 8, 9, 27 And 28, Block 7, Valhalla Heights Subdivision Part 3 (Plat KN 1568), and as Set Forth on the Attached Exhibit "A" are Not Needed for a Public Purpose and are Consenting Vacation. (Administration)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2025-63** - Establishing the 2026 City Council Regular Meeting Schedule. (City Clerk)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2025-64** - Mutually Agreeing to Terminate the Lease Located at 9711 Kenai Spur Highway with the Alaska Center for Space Technology, Inc. (Administration)
6. **ADOPTED UNANIMOUSLY. Resolution No. 2025-65** - Authorizing the Use of the Equipment Replacement Fund for Purchase of Datacenter Equipment Software. (Administration)
7. **ADOPTED UNANIMOUSLY. Resolution No. 2025-66** - Authorizing the Use of the Equipment Replacement Fund for the Purchase of a New Trackless MT7 with Snow Blower Attachment. (Administration)

#### **F. MINUTES**

1. \*Regular Meeting of October 15, 2025. (City Clerk)

#### **G. UNFINISHED BUSINESS**

#### **H. NEW BUSINESS**

1. \***Action/Approval** - Bills to be Ratified. (Administration)
2. \***Action/Approval** - Special Use Permit to LifeMed Alaska, LLC for Ambulance Warm Storage. (Administration)
3. \***Ordinance No. 3492-2025** - Increasing Estimated Revenues and Appropriations in the General Fund - Streets Department for Replacement of Damaged Guard Rail on Beaver Loop Road. (Administration)
4. \***Ordinance No. 3493-2025** - Increasing Estimated Revenues and Appropriations in the General Fund - Buildings Department for Replacement of the Cooling System in the City's Data Center. (Administration)
5. \***Ordinance No. 3494-2025** - Amending the Official Zoning Map by Rezoning Seven Lots and One Tract to Urban Residential and Two Tracts to Suburban Residential Along Redoubt Avenue, from 4th Street to Floatplane Road. (Administration)
6. \***Ordinance No. 3495-2025** - Authorizing the Reallocation of Capital Project Funds, an Increase to Estimated Revenue and Expenditures, and Approving the Sole-Source Purchase of Two Patient Power Load Systems for Ambulances. (Administration)
7. **APPROVED UNANIMOUSLY. Action/Approval** - Directing the Planning & Zoning Commission to Review and Make Recommendations to Update Kenai Municipal Code 14.10 – Subdivision Regulations. (Administration)
8. **APPROVED UNANIMOUSLY. Action/Approval** - Mayor Liaison Nominations for Appointment to Commissions and Supervisory Sub-Committee. (Knackstedt)
9. **APPROVED WITHOUT OBJECTION. Action/Approval** - Confirmation of Mayor Nomination for a Partial Term Appointment of Marty Askin to the Planning & Zoning Commission. (Knackstedt)

10. **WORK SESSION TENTATIVELY SCHEDULED FOR 1/12/2026.** Discussion/Action - Scheduling a Joint Work Session with the Salamatof Tribal Council. (Administration)
11. **WORK SESSION SCHEDULED FOR 12/3/2025 AT 5:00 P. M.** Discussion/Action - Scheduling a Work Session to Discuss City Elections. (Clerk)
12. **COMMITTEE SELECTED MAYOR KNACKSTEDT, COUNCIL MEMBER KISENA, AND COUNCIL MEMBER GRIEME.** Discussion/Action - Selecting a Sub-Committee to Develop Interview Questions for Council Applicant Interviews. (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**

**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**

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://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 at 907-283-8231.*

**Registration is required to join the meeting remotely through Zoom.** Please use the following link to register:

<https://us02web.zoom.us/join/register/1nR9ur03Rs2V0Pnm721dJw>



## Kenai City Council - Regular Meeting

October 15, 2025 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

[www.kenai.city](http://www.kenai.city)

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

### Action Agenda

#### A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. **Certifying the October 7, 2025 Election Results**
  - a. **Swearing in of the Elected Officials** (*Term of office for those elected during the October 7, 2025 Regular Election begin on Monday, October 20, 2025.*)
4. 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; twenty (20) minutes aggregated*)

#### 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. 3487-2025** - Accepting and Appropriating a Donation from Hilcorp Alaska to Assist with the Annual Area-Wide Senior Thanksgiving Dinner. (Administration)
2. **ENACTED AS AMENDED UNANIMOUSLY. Ordinance No. 3488-2025** - Accepting the Donation of a Pavilion from the Kenai Peninsula Soccer Club. (Administration)
3. **ENACTED UNANIMOUSLY. Ordinance No. 3489-2025** - Repealing Kenai Municipal Code 7.15.100 Purchase and Sales-Certain City Officers, to Prohibit Purchases and Sales Transactions of Personal Property to City Officials and Employees. (Legal)
4. **ADOPTED UNANIMOUSLY. Resolution No. 2025-60** - Authorizing a Contract Extension for Employee Health Care Effective January 1, 2026. (Administration)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2025-61** - Authorizing Participation in the Current Solicitation of the Community Development Block Grant Program to Extend Water, Sewer and a Local Service Road on Sixth Street. (Administration)

**F. MINUTES**

1. \*Regular Meeting of October 1, 2025. (City Clerk)

**G. UNFINISHED BUSINESS**

**H. NEW BUSINESS**

1. \***Action/Approval** - Bills to be Ratified. (Administration)
2. \***Ordinance No. 3490-2025** - Increasing Estimated Revenues and Appropriations in the Wastewater Treatment Facility Improvement Capital Project Fund, Accepting a Grant from the U.S. Environmental Protection Agency for the Kenai Wastewater Treatment Facility Digester Blowers Upgrade Project and Awarding the Construction Contract for the Project. (Administration)
3. **SEAT DECLARED VACANT EFFECTIVE 10/20/2025. Discussion/Action** - City Council Vacancy.

**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**

1. Discussion for Airline Operating Agreement with Kenai Aviation. Pursuant to AS 44.62.310(c)(1) a Matter of which the Immediate Knowledge may have an Adverse Effect upon the Finance of the City. (Administration)

**N. PENDING ITEMS**

**O. ADJOURNMENT**

**P. INFORMATION ITEMS**

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://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 at 907-283-8231.*

**Registration is required to join the meeting remotely through Zoom.** Please use the following link to register:

<https://us02web.zoom.us/meeting/register/ZUrQ5xmRSS6mygvTN4DPfw>