

**KENAI AIRPORT COMMISSION
REGULAR MEETING
AUGUST 11, 2022 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
CHAIR GLENDA FEEKEN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Feeken called the meeting to order at 6:00 p.m.

a. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Commissioners Present: G. Feeken, , P. Minelga, J. Bielefeld, J. Caldwell, J. Daily, J. Zirul, D. Pitts

Commissioners Absent:

Staff/Council Liaison Present: Airport Manager E. Conway, Administrative Assistant E. Brincefield, Council Liaison Baisden

A quorum was present.

c. Agenda Approval

MOTION:

Commissioner Zirul **MOVED** to approve the agenda and Commissioner Caldwell **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. SCHEDULED PUBLIC COMMENT – None.

3. UNSCHEDULED PUBLIC COMMENT – None.

4. APPROVAL OF MEETING SUMMARY

a. May 12, 2022

MOTION:

Commissioner Caldwell **MOVED** to approve the meeting summary of May 12, 2022 as presented. Commissioner Zirul **SECONDED** the motion. There were no objections; **SO ORDERED**.

b. June 9, 2022

MOTION:

Commissioner Caldwell **MOVED** to approve the meeting summary of June 9, 2022 as presented. Commissioner Zirul **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. UNFINISHED BUSINESS – None.

6. **NEW BUSINESS**

- a. **Discussion/Recommendation** – Recommending the Kenai City Council Approve the Fifth Amendment to City of Kenai Municipal Airport Restaurant Concession Agreement, Authorizing the City Manager to Extend the Restaurant Concession Agreement in the Kenai Municipal Airport for an Additional Year.

MOTION:

Commissioner Zirul **MOVED** to recommend Council approve a Fifth Amendment to the Kenai Municipal Airport Restaurant Concession Agreement. Commissioner Caldwell **SECONDED** the motion.

It was noted that Brothers Café requests a third and final extension to their Restaurant Concession Agreement.

UNANIMOUS CONSENT was requested.

VOTE: There were no objections; **SO ORDERED.**

7. **REPORTS**

- a. **Airport Manager** – Airport Manager Conway reported on the following:
- Enplanements are down 4% for July 2022 from 2021;
 - Parking revenue is up 28% for July from 2021;
 - My Alaskan Gifts Special Use Permit expires at the end of August;
 - Received two design proposals for terminal landscape design.
- b. **City Council Liaison** – No report.

8. **NEXT MEETING ATTENDANCE NOTIFICATION** – September 8, 2022

9. **COMMISSIONER COMMENTS AND QUESTIONS**

Commissioner Bielefeld noted that the dock at the float plane needs new rope.

Commissioner Caldwell asked about progress removing beetle kill; Airport Manager Conway stated that they are working on grant funds for beetle kill removal.

Concerns were expressed about snow removal during the upcoming winter season.

10. **ADDITIONAL PUBLIC COMMENT** – None.

11. **INFORMATION ITEMS**

- a. April 2022 Enplanement Report
b. May 2022 Enplanement Report
c. June 2022 Enplanement Report

12. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 6:12 p.m.

Meeting summary prepared and submitted by:



Meghan Thibodeau
Deputy City Clerk