

**KENAI AIRPORT COMMISSION  
REGULAR MEETING  
SEPTEMBER 8, 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, D. Pitts, J. Caldwell, J. Zirul,  
J. Daily (via Zoom; unable to vote due to technical issues)

Commissioners Absent: J. Bielefeld

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. August 11, 2022**

It was noted that the summary showed Commissioner Pitts as absent when he had been present for the meeting, and that the word “enplanements” was misspelled under the Manager’s Report.

**MOTION:**

Commissioner Zirul **MOVED** to approve the meeting summary of August 11, 2022 with the noted corrections. Commissioner Pitts **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 a

Special Use Permit to Corvus Airlines, Inc. d/b/a Ravn Alaska LLC for 1,200 Square Feet of Warm Storage of a De-Ice Vehicle.

**MOTION:**

Commissioner Zirul **MOVED** to recommend Council approve a Special Use Permit to Corvus Airlines, Inc. d/b/a Ravn Alaska. Commissioner Pitts **SECONDED** the motion.

It was noted that this was a standard Special Use Permit, and was beneficial to the airport as well as Ravn Alaska.

**UNANIMOUS CONSENT** was requested.

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

- b. **Discussion/Recommendation** – Recommending the Kenai City Council Adopt Resolution No. 2022-XX - Amending the Kenai Municipal Airport (ENA) Aircraft Parking Fees Effective June 1, 2022.

**MOTION:**

Commissioner Caldwell **MOVED** to recommend Council adopt a resolution amending the Kenai Municipal Airport Aircraft Parking Fees. Commissioner Zirul **SECONDED** the motion.

Clarification was provided that the resolution amended the rates and fees to accommodate aircraft using apron parking for short turnaround time.

**UNANIMOUS CONSENT** was requested.

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

- c. **Discussion/Recommendation** – Recommending the Kenai City Council Enact Ordinance No. 3311-2022 - Determining that Real Property Described as Lot 5, Block 1, Gusty Subdivision Addition No. 1, According to Plat No. 83-126 KRD, City-Owned Airport Land Located Outside the Airport Reserve, is not Needed for a Public Purpose, Waiving KMC 22.05.095 Methods of Sale or Disposal and Authorizing the Sale of the Property to Aaron Swanson DBA As Forever Business Plaza LLC.

Chair Feeken declared a conflict of interest, stating that Aaron Swanson is a client of hers; she recused herself from voting.

**MOTION:**

Commissioner Caldwell **MOVED** to recommend Council enact Ordinance No. 3311-2022. Commissioner Zirul **SECONDED** the motion.

Clarification was provided that this property is located on the Kenai Spur Highway where an old car wash is located.

**VOTE:**

YEA: Minelga, Zirul, Caldwell, Pitts

NAY: None.

**MOTION PASSED UNANIMOUSLY.**

- d. **Discussion/Recommendation** –Recommending the Kenai City Council Enact Ordinance No. 3312-2022 - Determining Lot 4, Block 1, Gusty Subdivision Addition No. 1 Amended is not Needed for a Public Purpose and Approving the Execution of a Lease with an Option to Purchase between the City of Kenai and Aaron Swanson for the Property.

Chair Feeken declared a conflict of interest, stating that Aaron Swanson is a client of hers; she recused herself from voting.

**MOTION:**

Commissioner Caldwell **MOVED** to recommend Council enact Ordinance No. 3312-2022. Commissioner Zirul **SECONDED** the motion.

Clarification was provided that this property is adjacent to the lot in Ordinance No. 3311-2022. A new lease form will be used, because the lessee is looking to purchase the property.

**VOTE:**

YEA: Minelga, Zirul, Caldwell, Pitts

NAY: None.

**MOTION PASSED UNANIMOUSLY.**

**7. REPORTS**

a. **Airport Manager** – Airport Manager Conway reported on the following:

- Parking Revenue continues to grow; August is up 32%.
- My Alaskan Gifts did well; 20% of gross sales; further financial information provided.
- There will be a resolution going before Council for spruce beetle mitigation.
- ENA received new broom/blower this week.
- Upcoming projects and grant funding.

b. **City Council Liaison** – Council Member Baisden reminded the Commission about the upcoming work session.

**8. NEXT MEETING ATTENDANCE NOTIFICATION** – October 13, 2022

**9. COMMISSIONER COMMENTS AND QUESTIONS** – None.

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

**11. INFORMATION ITEMS**

a. July 2022 Enplanement Report

**12. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 6:27 p.m.

Meeting summary prepared and submitted by:

  
\_\_\_\_\_  
Meghan Thibodeau  
Deputy City Clerk