

**KENAI AIRPORT COMMISSION
REGULAR MEETING
NOVEMBER 10, 2022 – 6:00 P.M.
KENAI MUNICIPAL AIRPORT CONFERENCE ROOM
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. Bielefeld,
J. Daily

Commissioners Absent: J. Zirul,

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

A quorum was present.

c. Agenda Approval

MOTION:

Commissioner Caldwell **MOVED** to approve the agenda and Commissioner Daily **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. September 8, 2022

MOTION:

Commissioner Caldwell **MOVED** to approve the meeting summary of September 8, 2022 as written. Commissioner Daily **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. UNFINISHED BUSINESS – None.

6. NEW BUSINESS

a. **Discussion/Recommendation** – Priority List for the City of Kenai Fiscal Year 2024-2028 Capital Improvement Plan

MOTION:

Commissioner Bielefeld **MOVED** to approve the Airport Capital Improvement Projects Priority List for inclusion within the Draft FY2024-2028 Capital Improvement Plan. Commissioner Caldwell **SECONDED** the motion.

Airport Manager Conway reported on the Airport Capital Improvement Projects (CIP) Priority

List, noting that the runway/taxiway project was projected to be larger than originally planned. Commission discussion included runway/taxiway rehabilitation; elevator maintenance during the terminal remodel; and cost of the Master Plan and inclusion in the CIP list.

UNANIMOUS CONSENT was requested.

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

b. **Discussion** – Lease Lot Availability

Airport Manager Conway addressed Chair Feeken's concerns about available lease lots, presented an Airport Layout Plan and discussed intent to create availability for future development at the float plane basin.

Commissioners agreed that float plane development should be a high priority, sooner than 2028. Possible expansion ideas were discussed.

7. **REPORTS**

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

- Received FAA concurrence on sold source for Eagle-Edge Lite Cleaner; anticipate arrival at the end of November.
- Enplanements are up 10% year over year.
- Suite 120 inside terminal is up for lease. Looking into other ways to utilize the space.
- Commended operations staff for snow removal efforts.

b. **City Council Liaison** – Council Liaison Askin was not present, as she was attending a City Council special meeting at City Hall.

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

Commissioner Daily noted he would be attending via Zoom.

9. **COMMISSIONER COMMENTS AND QUESTIONS**

Commissioner Bielefeld expressed concerns with the Airport snow removal.

Vice Chair Minelga wished happy Veteran's Day to those that have served, and a happy Thanksgiving.

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

11. **INFORMATION ITEMS**

- a. August 2022 Enplanements
- b. September 2022 Enplanements

12. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 6:48 p.m.

Meeting summary prepared and submitted by:



Meghan Thibodeau
Deputy City Clerk