

**KENAI AIRPORT COMMISSION
REGULAR MEETING
JANUARY 12, 2023 – 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. Zirul, J. Daily

Commissioners Absent: None.

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

A quorum was present.

c. Election of Chair and Vice Chair

MOTION:

Commissioner Bielefeld **MOVED** to appoint Glenda Feeken as Planning & Zoning Commission Chair. Vice Chair Minelga **SECONDED** the motion. There being no objection; **SO ORDERED.**

MOTION:

Commissioner Pitts **MOVED** to appoint Paul Minelga as Planning & Zoning Commission Vice Chair. Commissioner Caldwell **SECONDED** the motion. There being no objection; **SO ORDERED.**

d. Agenda Approval

MOTION:

Commissioner Caldwell **MOVED** to approve the agenda as revised. 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. December 8, 2022

MOTION:

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

5. UNFINISHED BUSINESS – None.

6. NEW BUSINESS

- a. **Discussion/Recommendation** – Establishing Rates & Fees at the Alaska Fire Training Center

MOTION:

Commissioner Bielefeld **MOVED** to recommend that the Kenai City Council approve the established rates and fees at the Alaska Fire Training Center. Commissioner Zirul **SECONDED** the motion.

Airport Manager Conway reported that Beacon had terminated their Facility Management Agreement as of December 31, 2022, and provided an explanation of the conference space and the associated rates and fees.

Commission discussion involved marketing and advertising the available space, and a discrepancy was noted which required clarification on the time of use in regards to the established fees.

UNANIMOUS CONSENT was requested.

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

7. REPORTS

- a. **Airport Manager** – Airport Manager Conway reported on the 2022 enplanement and parking revenue.
b. **City Council Liaison** – Council Member Askin reported on the actions of the December 21, 2022 and January 4, 2023 City Council meeting.

8. NEXT MEETING ATTENDANCE NOTIFICATION – February 9, 2023

9. COMMISSIONER COMMENTS AND QUESTIONS

Commissioners had questions on float plane expansion lease lot availability, and vending machine concessions.

10. ADDITIONAL PUBLIC COMMENT – None.

11. INFORMATION ITEMS

- a. November 2022 Enplanements
b. December 2022 Enplanements

12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 6:22 p.m.

Meeting summary prepared and submitted by:



Meghan Thibodeau
Deputy City Clerk