

**KENAI AIRPORT COMMISSION – REGULAR MEETING
MAY 11, 2023 – 6:00 P.M.
KENAI MUNICIPAL AIRPORT CONFERENCE ROOM
305 N. WILLOW STREET, SUITE 110 KENAI, AK 99611
CHAIR GLENDA FEEKEN, PRESIDING**

ACTION MINUTES

A. CALL TO ORDER

A Regular Meeting of the Airport Commission was held on May 11, 2023, in the Kenai Municipal Airport Conference Room, Kenai, AK. Chair Feeken called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Glenda Feeken, Chair	Dan Pitts
James Bielefeld	Joshua Daily

A quorum was present.

Absent:

Paul Minelga, Vice Chair	James Zirul
Jacob Caldwell	

Also in attendance were:

Eland Conway, Airport Manager
Sarah Conley, Airport Administrative Assistant
Alex Douthit, Council Member

3. Agenda Approval

MOTION:

Commissioner Bielefeld **MOVED** to approve the agenda with the requested revisions and requested unanimous consent. Commissioner Daily **SECONDED** the motion.

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

B. SCHEDULED PUBLIC COMMENTS

1. Terminal Landscaping – Elise Huggins, Landscape Architect/Principal, Earthscape, LLC.

Elise Huggins presented options for terminal landscaping.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF THE MEETING SUMMARY

1. March 9, 2023.

MOTION:

Commissioner Bielefeld **MOVED** to approve the March 9, 2023 Summary. Commissioner Daily **SECONDED** the motion.

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

E. UNFINISHED BUSINESS – None.

F. NEW BUSINESS

1. **Discussion/Recommendation** – Recommending the City Council Approve a Special Use Permit to Rogue Wave Processing for Aircraft Loading and Parking Space Related to Fish Haul Operations.

MOTION:

Commissioner Bielefeld **MOVED** to recommend City Council approval of a Special Use Permit to Rogue Wave Processing for Aircraft Loading and Parking Space Related to Fish Haul Operations. Commissioner Daily **SECONDED** the motion.

Airport Manager Conway presented a staff report.

UNANIMOUS CONSENT was requested on the motion.

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

2. **Discussion/Recommendation** – Recommending the City Council Approve a Memorandum of Agreement with Ted Stevens Anchorage International Airport for Use of the Alaska Regional Aircraft Fire Training Center.

MOTION:

Commissioner Bielefeld **MOVED** to recommend City Council approval of a Memorandum of Agreement with Ted Stevens Anchorage International Airport for Use of the Alaska Regional Aircraft Fire Training Center. Commissioner Daily **SECONDED** the motion.

Airport Manager Conway presented a staff report.

UNANIMOUS CONSENT was requested on the motion.

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

G. REPORTS

1. Airport Manager – Airport Manager Conway reported on the following:
 - Changes to Fire Training Center and Terminal Conference room rates.
 - Sand Storage building to be operational by October.
 - Fishing Grounds gift shop is open.
 - Float plane basin open.
 - Kenai Peninsula Air Fair.
2. City Council Liaison – Council Member Douthit reported on the FY2023 Budget process and the Storefront Improvement Plan.

H. NEXT MEETING ATTENDANCE NOTIFICATION – June 8, 2023

I. COMMISSION QUESTIONS AND COMMENTS

Commissioner Bielefeld noted the pie chart missing from Enplanements Report in the packet.

Commissioner Daily discussed breaking down the terminal landscaping plan into two phases.

J. **ADDITIONAL PUBLIC COMMENTS** - None.

K. **INFORMATIONAL ITEMS**

1. March 2023 Enplanements & Parking Revenue Report

L. **ADJOURNMENT**

There being no further business before the Airport Commission, the meeting was adjourned at 7:06 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of May 11, 2023.



Meghan Thibodeau
Deputy City Clerk