

**KENAI AIRPORT COMMISSION – REGULAR MEETING
OCTOBER 12, 2023 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR GLENDA FEEKEN, PRESIDING**

ACTION MINUTES

A. CALL TO ORDER

A Regular Meeting of the Airport Commission was held on October 12, 2023, in City Hall Council Chambers, 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
James Bielefeld
Joshua Daily
James Zirul

Paul Minelga, Vice Chair
Jacob Caldwell
Dan Pitts

A quorum was present.

Absent:

None

Also in attendance were:

Mary Bondurant, Interim Airport Manager
Sarah Conley, Airport Administrative Assistant
Victoria Askin, City Council Liaison

3. Agenda Approval

MOTION:

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

UNANIMOUS CONSENT was requested.

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

B. SCHEDULED PUBLIC COMMENTS - None.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF ACTION MINUTES

1. September 14, 2023.

MOTION:

Commissioner Bielefeld **MOVED** to approve the September 14, 2023 Action Summary, noting that scrivener's errors had been noted to the Clerk for correction.

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

E. UNFINISHED BUSINESS – None.

F. NEW BUSINESS

1. **Discussion/Recommendation** – Kenai Municipal Airport Capital Improvement Program – Airport Manager and Public Works Director

MOTION:

Commissioner Bielefeld **MOVED** to recommend City Council approval of the Airport's Fiscal Year 2024-2026 Capital Improvement Program List. Commissioner Daily **SECONDED** the motion.

Interim Airport Manager Bondurant provided a staff report on the Capital Improvement Program list as provided in the packet. Director Curtin provided additional information regarding FAA funding. Commission discussion ensued.

[Clerk's Note: Commissioner Zirul joined the meeting at 6:08 p.m.]

UNANIMOUS CONSENT was requested on the motion.

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

G. REPORTS

1. Airport Manager – Interim Airport Manager Bondurant reported on the following:
 - Approval for vacant seasonal positions filled
 - Winter operations meeting this October
 - Ravn Airlines' last flights out of KMA will be October 20, 2023
 - Flood plane basin will be drained
 - City offices will be closed on October 18th for Alaska Day
2. City Council Liaison – Council Member Askin reported on the actions of the October 4, 2023 City Council Meeting.

H. ADDITIONAL PUBLIC COMMENTS – None.

I. NEXT MEETING ATTENDANCE NOTIFICATION – November 9, 2023

Commissioner Zirul noted that he may be absent or participate remotely.

J. COMMISSION QUESTIONS AND COMMENTS

Commissioner Bielefeld discussed Airport lessee snow removal.

Vice Chair Minelga discussed future Airport Master Plan review, and the opportunity for future potential of vertiports.

Interim Airport Manager Bondurant noted that Derek Ables has been hired as the new Airport Manager, and noted reports provided in the packet.

Commissioner Daily noted he would like to see reports on total tower operations.

Commissioners Caldwell, Zirul, Daily and Minelga discussed the demand for and potential of direct flights to Seattle.

K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. KMA Enplanements, Float Plane Basin Activity, & Vehicle Parking Revenues – September 2023
2. Airport Mid-month – September 2023
3. Kenai Aviation 5th Annual Pumpkin Drop

There being no further business before the Airport Commission, the meeting was adjourned at 6:38 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of October 12, 2023.



Meghan Thibodeau
Deputy City Clerk