

**APRIL 11, 2024  
AIRPORT COMMISSION WORK SESSION  
ADDITIONAL MATERIALS**





**REQUESTED ADDITIONS TO THE AGENDA/PACKET:**

<b><u>ACTION</u></b>	<b><u>ITEM</u></b>	<b><u>REQUESTED BY</u></b>
Add to Item C.	<b>Commission Discussion – Annual Work Plan for Airport Commission</b> <ul style="list-style-type: none"><li>• Draft Work Plan Objectives 1-3</li></ul>	Vice Chair Minelga

**INTRODUCTION**

This area should include a brief description of the overall purpose of the commission. *Note: Work plans developed by the advisory body will be submitted to the City Council for approval; therefore, it is a good idea to align the goals and objectives with city code, policy and the City of Kenai Comprehensive Plan.*

**Instructions:** In the space provided below, create a list of issues and goals (objectives) your commission would like to address in the upcoming year, your list should also include plans on how to address those issues. Each objective listed should include information regarding additional staff resources and/or community volunteers needed; funding resources, are funds available in the budget if not are you proposing council include funding in the upcoming budget cycle; and how long is it expected to obtain the objective. Please prioritize the objectives of your group with number one (1) being the top priority.

			
GOAL OR OBJECTIVE	COLLABORATION	FUNDING RESOURCES	TIME TO COMPLETE
Objective No. <u>1</u>	Objective: <u>Construction of Taxiway Sierra</u>		Estimated Time to Complete: <u>UNKN</u>

Strategy: *(Provide a summary of tasks which need to be done to obtain the objective.)*

We (Airport Commission) need to find out exactly where we are now in the timeline for approval, design and construction of Taxiway Sierra.

One necessary aspect of this review is to determine what work has been accomplished so far IAW the Airport Master Plan.

Narrative: *(Describe the benefits to the residents and visitors of the City.)*

The Kenai Municipal Airport is a for profit entity, in the sense that the airport needs to generate income to maintain the airport facilities and surrounding grounds. The Airport Master Plan identified the west side of the airport as a source of income from activities such as user fees, fuel sales and lease properties. The construction of Taxiway Sierra is essential to the access of the west side of the airport

Collaboration: *(Who needs to be involved to obtain the objective?)*

Kenai Airport Manager, Kenai City Manager, Kenai City Attorney, Kenai City Council and the Kenai Airport Commission.

The previous Kenai Airport Manager, Mary Bondurant, would be a great resource for a historical perspective on the matter.



Funding: *(Are funds available, or is funding needed in a future budget?)*

Funding source needs to be identified and budgeted for.

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GOAL OR OBJECTIVE	COLLABORATION	FUNDING RESOURCES	TIME TO COMPLETE
Objective No. <u>2</u>	Objective: <u>West Side Hangar Subdivision</u>	Estimated Time to Complete: <u>UNKN</u>	

Strategy: *(Provide a summary of tasks which need to be done to obtain the objective.)*

We (Airport Commission) need to find out exactly where we are in the timeline for the creation and implementation of hangar lease lots on the west side of the airport. One necessary aspect of this review is to determine what work has been accomplished IAW the Airport Master Plan.

Narrative: *(Describe the benefits to the residents and visitors of the City.)*

The Kenai Municipal Airport is a for profit entity, in the sense that the airport needs to generate income to maintain the airport facilities and surrounding grounds. The Airport Master Plan identified the west side of the airport as a source of income from activities such as user fees, fuel sales and lease properties. The establishment of a hangar subdivision is essential to realizing the income potential of vacant land.

Collaboration: *(Who needs to be involved to obtain the objective?)*

Kenai Airport Manager, Kenai City Manager, Kenai City Attorney, Kenai City Council and the Kenai Airport Commission.

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Funding: *(Are funds available, or is funding needed in a future budget?)*

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 <b>GOAL OR OBJECTIVE</b>	 <b>COLLABORATION</b>	 <b>FUNDING RESOURCES</b>	 <b>TIME TO COMPLETE</b>
Objective No. <u>3</u>	Objective: <u>Airport Terminal Landscaping</u>	Estimated Time to Complete: <u>UNKN</u>	

Strategy: *(Provide a summary of tasks which need to be done to obtain the objective.)*

We (Airport Commission) need to find out exactly where we are in the design, funding and implementation of the landscaping of the new airport terminal.

Narrative: *(Describe the benefits to the residents and visitors of the City.)*

The Kenai Municipal Airport Terminal is the commercial aviation gateway to the City of Kenai and the Greater Kenai Peninsula. Our new airport terminal is a source of pride for the community as we welcome our friends, family and visitors to our area. The inside of the terminal is beautiful. The outside of the terminal should also reflect that pride, but after a few failed attempts it does not.

Collaboration: *(Who needs to be involved to obtain the objective?)*

Kenai Airport Manager, Kenai City Manager, Kenai City Attorney, Kenai City Council and the Kenai Airport Commission.  
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Funding: *(Are funds available, or is funding needed in a future budget?)*

Funding source needs to be clarified as this is an ongoing issue.