

**KENAI AIRPORT COMMISSION – REGULAR MEETING**  
**NOVEMBER 13, 2025 – 6:00 P.M.**  
**KENAI CITY COUNCIL CHAMBERS**  
**210 FIDALGO AVE., KENAI, AK 99611**  
**CHAIR GLENDA FEEKEN, PRESIDING**

**MINUTES**

**A. CALL TO ORDER**

A Regular Meeting of the Airport Commission was held on November 13, 2025, in the Kenai City 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	Paul Minelga, Vice Chair
James Bielefeld	
Cody Whicker	

A quorum was present.

Absent:

James Zirul	Jacob Caldwell
Dan Knesek	

Also in attendance were:

Mary Bondurant, Interim Airport Manager
Julie Semmens, Airport Administrative Assistant
Logan Parks, Deputy City Clerk
Deborah Sounart, City Council Liaison

**3. Agenda Approval**

**MOTION:**

Commissioner Bielefeld **MOVED** to approve the agenda as presented. Commissioner Minelga **SECONDED** the motion.

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

**B. SCHEDULED PUBLIC COMMENTS - None.**

**C. UNSCHEDULED PUBLIC COMMENTS - None.**

**D. APPROVAL OF MINUTES**

**1. October 9, 2025 Regular Meeting Minutes**

**MOTION:**

Commissioner Bielefeld **MOVED** to approve the October 9, 2025 Airport Commission minutes. Commissioner Whicker **SECONDED** the motion.

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

**E. UNFINISHED BUSINESS - None.**

**F. NEW BUSINESS**

**1. Discussion/Recommendation - Special Use Permit to American Red Cross**

**MOTION:**

Commissioner Minegla **MOVED** to recommend City Council approval of a Special Use Permit to American Red Cross. Commissioner Whicker **SECONDED** the motion.

Interim Airport Manager Bondurant provided a staff report summarizing information provided in the packet.

There was discussion regarding the upkeep of the American Red Cross facility at the airport.

**UNANIMOUS CONSENT** was requested on the motion.

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

**MOTION PASSED.**

**2. Discussion/Recommendation - Special Use Permit to Echo Lake Meats.**

**MOTION:**

Commissioner Bielefeld **MOVED** to recommend City Council approval of a Special Use Permit to Echo Lake Meats. Commissioner Minegla **SECONDED** the motion.

There was discussion on the popularity of Echo Lake's vending machine at the airport.

**UNANIMOUS CONSENT** was requested on the motion.

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

**MOTION PASSED.**

**G. REPORTS**

**1. Airport Manager - Interim Airport Manager Bondurant reported on the following:**

- The FAA-required emergency drill was successfully completed with about 60 participants.
- A pre-season winter operations meeting was held on October 22, 2025.
- Floatplane basin is being drained to control aquatic plant growth.
- The Bronze Bears were unveiled on November 6, 2025.
- Julie Semmens was hired as the new Airport Administrative Assistant.
- Lease lot inspections will begin in December by Planning & Zoning staff along with airport personnel.
- Regarding next summer's runway project, the FAA confirmed it was too late to create new instrument procedures for landing on the taxiway.
- There was discussion on fueling options at the airport.

**2. Commission Chair - No report.**

**3. City Council Liaison - Council Member Sounart reported on recent actions of the City Council.**

**H. ADDITIONAL PUBLIC COMMENTS - None.**

I. **NEXT MEETING ATTENDANCE NOTIFICATION** - December 11, 2025

J. **COMMISSION QUESTIONS AND COMMENTS**

There was discussion on the following:

- Location and status of previous murals.
- Airport Director recruitment.
- Thanked Interim Airport Manager Bondurant for her work on the Bronze Bear Project.
- Welcomed Julie Semmens.
- Signage for pet relief areas.

K. **ADJOURNMENT**

L. **INFORMATIONAL ITEMS**

1. September 2025 Midmonth Report
2. 2025 Float Plane Seasonal Activity

There being no further business before the Airport Commission, the meeting was adjourned at approximately 6:40 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of November 13, 2025.

  
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Logan Parks  
Deputy City Clerk