

**KENAI AIRPORT COMMISSION
REGULAR MEETING
SEPTEMBER 10, 2020 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
VICE CHAIR KIMBERLY DODGE, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Vice Chair Dodge called the meeting to order at approximately 6:00 p.m.

a. Pledge of Allegiance

Vice Chair Dodge led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

| | |
|------------------------|---|
| Commissioners Present: | K. Dodge, D. Pitts, P. Minelga, J. Zirul, J. Bielefeld, D. Leichliter |
| Commissioners Absent: | G. Feeken |

Staff/Council Liaison Present: Airport Manager M. Bondurant, Deputy Clerk J. LaPlante

A quorum was present.

c. Agenda Approval

MOTION:

Commissioner Zirul **MOVED** to approve the agenda and Commissioner Pitts **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. August 13, 2020

MOTION:

Commissioner Zirul **MOVED** to approve the meeting summary of August 13, 2020 and Commissioner Minelga **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. UNFINISHED BUSINESS – None.

6. NEW BUSINESS

- a. **Discussion/Recommendation** – Execution of a Forty-Five Year Lease of Airport Reserve Lands Using the Standard Lease Form Between the City of Kenai and Kenai Aviation Operations, LLC, for Lot 9A, Block 5, General Aviation Apron No. 5.

MOTION:

Commissioner Minelga **MOVED** to recommend Council approve execution of a forty-five year lease with Kenai Aviation Operations, LLC and Commissioner Pitts **SECONDED** the motion.

It was noted in the memorandum, last paragraph, the company name should be “Kenai Aviation Operations, LLC”; and within the application, in the section Property Information and Term Requested, the response within the second question was contradictory. Corrections were noted and did not affect the content or intent of the application.

The Airport Manager noted this went before the Planning and Zoning Commission on September 8 and approval was recommended.

UNANIMOUS CONSENT was requested.

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

7. REPORTS

- a. **Airport Manager** – Bondurant reported on the following:
 - The Terminal Rehabilitation project was near completion; still waiting on new terminal seating and would then discuss a grand opening date;
 - New ARFF vehicles scheduled to be here June 2021;
 - The Beacon Fire Training Facility project was going well;
 - Grant offer from FAA for new loader with attachments was received this week;
 - Sand Storage Building bids were opened on August 31;
 - Land acquisition grant came today, full FAA participation;
 - Finalized paperwork today for new airline group d/b/a Ravn to be reviewed by City Council on September 16; hoping to be operating in Kenai the end of September;
 - Advertising in place for winter equipment operators, closes September 18;
 - Training for Storm Water Prevention Plan scheduled for September 16;
 - Annual review of Airport Emergency Control Plan on October 13; and
 - Pre-season winter operations meeting on October 21; gearing up for winter.
- b. **City Council Liaison** – Council Member Navarre referred to the September 2 City Council action agenda in the packet.

8. NEXT MEETING ATTENDANCE NOTIFICATION – October 8, 2020

9. COMMISSIONER COMMENTS AND QUESTIONS

Commissioner Minelga commented on the recent supplements released and noted he would meet with Kenai Airport administration to discuss revisions needed regarding air fuel.

Commissioner Pitts noted he and Chair Feeken did a tour of the Kenai Airport, looked at the float plane basin, public safety building, found it very interesting and recommended it for more familiarity and information about the airport; contact Operations Supervisor, Jim Lackey if interested in a tour.

10. ADDITIONAL PUBLIC COMMENT – None.

11. INFORMATION ITEMS

- a. August 2020 Mid-Month Report
- b. August 2020 Float Plane Basin Report
- c. Additional Information – Alaska Air Fuel

12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 6:24 p.m.

Meeting summary prepared and submitted by:



Jacquelyn LaPlante
Deputy City Clerk

