

**KENAI AIRPORT COMMISSION
REGULAR MEETING
JANUARY 14, 2021 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
CHAIR GLENDA FEEKEN, PRESIDING**

MEETING SUMMARY

1. CALL TO ORDER

Chair Feeken called the meeting to order at 6:00 p.m.

a. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

b. Roll was confirmed as follows:

Commissioners Present: G. Feeken, K. Dodge, D. Leichter, J. Bielefeld, P. Minelga,
D. Pitts, J. Zirul,

Commissioners Absent:

Staff/Council Liaison Present: Airport Manager M. Bondurant, Council Liaison H.
Knackstedt, Deputy City Clerk M. Thibodeau

A quorum was present.

c. Elections of Chair and Vice-Chair

Commissioner Bielefeld **MOVED** to maintain the Chair and Vice Chair status quo; Commissioner Pitts **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

VOTE: There being no objections, **SO ORDERED**.

d. Agenda Approval

MOTION:

Vice Chair Dodge **MOVED** to approve the agenda and Commissioner Pitts **SECONDED** the motion. There were no objections; **SO ORDERED**.

2. SCHEDULED PUBLIC COMMENT

a. Ron Lapp – Tower Manager: Proposed Changes to Tower Staffing

Kenai Tower manager Ron Lapp discussed standardized operating hours for the tower. He feels it would be a positive change, and they have full support from their company. Mr. Lapp reported having a difficult time keeping controllers, and they are currently operating at 60% staff.

3. UNSCHEDULED PUBLIC COMMENT – None.

4. APPROVAL OF MEETING SUMMARY

a. September 10, 2020

MOTION:

Commissioner Minelga **MOVED** to approve the meeting summary of September 10, 2020 and Commissioner Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

b. December 10, 2020

MOTION:

Commissioner Bielefeld **MOVED** to approve the meeting summary of December 10, 2020 and Commissioner Pitts **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. UNFINISHED BUSINESS

a. **Discussion/Recommendation** – Updated Airport Goals & Objectives FY21-22

Airport Manager Bondurant provided an overview of FY22 goals and objectives, asking Commissioners if they have any further recommendations to be included.

Airport Manager Bondurant was thanked for including the practice runway at the gravel strip for consideration.

MOTION:

Commissioner Minelga **MOVED** to recommend the goals and objectives as presented for July 1, 2021 through June 30, 2022, and Commissioner Lechlitter **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

VOTE: There being no objections, **SO ORDERED**.

MOTION:

Commissioner Minelga **MOVED** to accept the goals and objectives as presented for July 1, 2020 through June 30, 2021, and Commissioner Lechlitter **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

VOTE: There being no objections, **SO ORDERED**.

b. **Discussion/Recommendation** – Conference Room Use/Request/Agreement

Information was provided on charges for conference/meeting space from local businesses. Airport Manager Bondurant confirmed we have not found costs for weekly rates. A conference room agreement will be included in the February commission packet.

It was noted that more establishments had been contacted, but information on weekly rates has not yet been gathered. Discussion also included the frosting on the conference room windows,

and it was confirmed that work is being done to finalize design on doors & windows.

[Clerk's Note: Commissioner Zirul joined the meeting at 6:24 p.m.]

6. **NEW BUSINESS**

a. **Discussion** – Changes to Kenai's ATCT Hours

It was clarified that this topic had been discussed earlier in the meeting, during Scheduled Public Comment.

MOTION:

Commissioner Bielefeld **MOVED** to accept changes to stabilize ATC operating hours, and Commissioner Pitts **SECONDED** the motion. **UNANIMOUS CONSENT** was requested.

VOTE: There being no objections, **SO ORDERED.**

b. **Discussion** – Terminal Landscaping Options

Parks and Recreation Director Bob Frates presented different designs for terminal landscape, and noted that he would like to see the mural back at the airport, not attached to siding. Landscape design #3 received the most support from the commission, and discussion of this option included how having birch trees might result in leaves being blown into the terminal during autumn. It was also noted that landscaping improvement should be added to Airport triangle in FY22 goals and objectives.

c. **Discussion/Recommendation** – Kenai La Belle Mural

Airport Manager Bondurant looked to commissioners for recommendations on a location of the mural, and whether it should go back to the airport or find another location.

MOTION:

Commissioner Bielefeld **MOVED** to keep mural and Airport and work to incorporate it with the landscaping, and Commissioner Minelga **SECONDED** the motion. There were no objections; **SO ORDERED.**

d. **Discussion/Recommendation** – Airport FY21/FY22 Capital Improvement Program

Airport Manager Bondurant discussed and provided updates on FY2022 Capital Improvement Program.

e. **Discussion** – Information/Directional Signs at Float Plane Basin

Discussion was a follow-up from previous meeting on December 10th, 2020. Parks and Recreation Director Frates provided trail/park maps. The commission was asked about what direction to take with the map, and suggestions included focusing on services/facilities available; highlighting airport restaurant; using a QR code that can be scanned to download map to mobile devices; and a bike rental station.

7. REPORTS

a. **Airport Manager** – Bondurant reported on the following:

- FY22 Budget due to Administration by February 5, 2021;
- Possible CRSSA funds for COVID-19 relief. Manager contacted FAA, and found there was not a lot of information available yet and the FAA will keep Kenai informed. Looks like funds have been allocated for Airports, but nothing official has been reported.

b. **City Council Liaison** – Council Member Knackstedt reported on the actions of the December 16, 2020 and January 6, 2021 City Council meetings.

8. NEXT MEETING ATTENDANCE NOTIFICATION – February 11, 2021

9. COMMISSIONER COMMENTS AND QUESTIONS

Commissioner Leichliter reported selling a couple hangars, and commented that more people are moving to the area.

Commissioner Bielefeld noted he was glad to be back meeting with the Commission in person.

10. ADDITIONAL PUBLIC COMMENT – None.

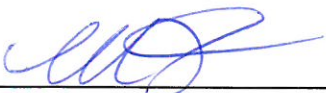
11. INFORMATION ITEMS

- December 2020 Mid-Month Report
- November 2020 Enplanements
- Guide to Creating a Practice Runway
- FAA – COVID-19 Vaccine Transport Considerations for Airport Operators

12. ADJOURNMENT

There being no further business before the Commission, the meeting was adjourned at 7:35 p.m.

Meeting summary prepared and submitted by:



Meghan Thibodeau
Deputy City Clerk

