

**KENAI AIRPORT COMMISSION
REGULAR MEETING
JUNE 10, 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. Pitts, P. Minelga

Commissioners Absent: D. Lechliter, J. Bielefeld, J. Zirul

Staff/Council Liaison Present: City Manager P. Ostrander, Airport Administrative Assistant
E. Brincefield, Council Liaison B. Molloy

A quorum was present.

c. Agenda Approval

Chair Feeken noted the following revisions to the agenda and packet:

Add Item 6.C. **Discussion/Recommendation** – Fourth Amendment to
Restaurant Concession Agreement

MOTION:

Commissioner Pitts **MOVED** to approve the agenda with requested revisions and Vice Chair Dodge **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. May 13, 2021

MOTION:

Vice Chair Dodge **MOVED** to approve the meeting summary of May 13, 2021 and Commissioner

Minelga **SECONDED** the motion. There were no objections; **SO ORDERED**.

5. NEW BUSINESS

- a. **Discussion/Recommendation** – Special Use Permit to James H. Doyle d/b/a Weaver Brothers, Inc. for Truck Trailer Storage

MOTION:

Commissioner Pitts **MOVED** to approve the Special Use Permit James H. Doyle d/b/a Weaver Brothers, Inc. for Truck Trailer Storage and Commissioner Minelga **SECONDED** the motion.

Clarification was provided that Weaver Brothers Inc. has requested the use of three adjacent City-owned parcels along Coral street and two portions of additional City-owned land for storage of truck trailers.

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

- b. **Discussion/Recommendation** – Special Use Permit to State of Alaska, Division of Forestry for Air Tanker Reload Base

MOTION:

Commissioner Minelga **MOVED** to approve the Special Use Permit to State of Alaska, Division of Forestry for Air Tanker Reload Base and Vice Chair Dodge **SECONDED** the motion.

Clarification was provided that the State of Alaska Division of Forestry is requesting a Special Use Permit for an air tanker base.

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

- c. **Discussion/Recommendation** – Fourth Amendment to Restaurant Concession Agreement

MOTION:

Commissioner Minelga **MOVED** to approve the Fourth Amendment to Restaurant Concession Agreement and Vice Chair Dodge **SECONDED** the motion.

Clarification was provided that this is the second extension of their current agreement to operate under the same terms and conditions.

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

6. REPORTS

- a. **Airport Manager** – City Manager Ostrander and Airport Administrative Assistant Brincefield reported on the following:
- Rent relief would expire for both bar/lounge & restaurant concessionaires on June 6, 2021;

- Letters were sent to air carriers notifying them of an increase in fees by 5% pursuant to the airline operating agreement. Joint use space is calculated by enplanements and City Administration is looking to amend AOA to include a “true-up” clause at the end of the year to make sure projected enplanements are accurate;
- Reported enplanement numbers are increasing as well as parking revenue;
- Jet traffic is increasing, possibly due to cement current construction happening at the Soldotna airport.

b. **City Council Liaison** – Vice Mayor Molloy reported on the actions of the May 19, 2021 Council Meetings.

7. NEXT MEETING ATTENDANCE NOTIFICATION – July 8, 2021

Commissioner Pitts noted he might not be able to attend.

8. COMMISSIONER COMMENTS AND QUESTIONS

Commissioner Pitts requested a status update on the development of campsite area at the float plane basin.

Commissioner Minelga noted that he had visited the float plane basin, and requested a window be put in registration booth.

9. ADDITIONAL PUBLIC COMMENT – None.

10. INFORMATION ITEMS


- a. May 2021 Mid-Month Report
- b. April 2021 Enplanements
- c. Exhibit E April Aircraft Parking

11. ADJOURNMENT

MOTION:

There being no further business before the Commission, the meeting was adjourned at 6:42 p.m.

Meeting summary prepared and submitted by:


Meghan Thibodeau
Deputy City Clerk

