

**KENAI AIRPORT COMMISSION  
REGULAR MEETING  
NOVEMBER 9, 2021 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
210 FIDALGO AVE., KENAI, AK 99611  
\*Telephonic/Virtual Information Page 2\*  
<http://www.kenai.city>**

1. **CALL TO ORDER**
  - a. Pledge of Allegiance
  - b. Roll Call
  - c. Agenda Approval
  
2. **SCHEDULED PUBLIC COMMENT** *(Public comment limited to ten (10) minutes per speaker)*
  
3. **UNSCHEDULED PUBLIC COMMENT** *(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*
  
4. **APPROVAL OF MEETING SUMMARY**
  - a. October 14, 2021 .....Pg. 3
  
5. **UNFINISHED BUSINESS**
  
6. **NEW BUSINESS**
  - a. **Discussion/Recommendation** – Resolution No. 2021-XX – Approval to Execute a Lease to Integrated Account Management, Inc.....Pg. 6
  - b. **Discussion/Recommendation** – Resolution No. AC21-01 – Recommending the Council of the City of Kenai Approve and Adopt the City of Kenai Land Management Plan.....Pg. 13
  
7. **REPORTS**
  - a. Airport Manager
  - b. City Council Liaison.....Pg. 40
  
8. **NEXT MEETING ATTENDANCE NOTIFICATION** – December 9, 2021
  
9. **COMMISSIONER COMMENTS AND QUESTIONS**
  
10. **ADDITIONAL PUBLIC COMMENT**
  
11. **INFORMATION ITEMS**
  - a. October Mid-Month Report.....Pg. 43
  - b. September 2021 Enplanement Report.....Pg. 46
  
12. **ADJOURNMENT**

**Join Zoom Meeting**

<https://us02web.zoom.us/j/89908058064>

**Meeting ID:** 899 0805 8064    **Password:** 356807

OR

**Call:** (253) 215-8782 or (301) 715-8592

**Meeting ID:** 899 0805 8064    **Password:** 356807

**\*\*PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING\*\***  
**MEGHAN -- 283-8231 OR, ERICA -- 283-8281**

**KENAI AIRPORT COMMISSION  
REGULAR MEETING  
OCTOBER 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, J. Bielefeld, P. Minelga, J. Zirul, D. Leichliter

Commissioners Absent: K. Dodge, D. Pitts

Staff/Council Liaison Present: Airport Manager E. Conway, Airport Administrative Assistant E. Brincefield, Council Liaison Knackstedt

A quorum was present.

**c. Agenda Approval**

**MOTION:**

Commissioner Bielefeld **MOVED** to approve the agenda with requested revisions and Commissioner Minelga **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. Regular Meeting of September 9, 2021

**MOTION:**

Commissioner Minelga **MOVED** to approve the meeting summary of September 9, 2021 and Commissioner Bielefeld **SECONDED** the motion. There were no objections; **SO ORDERED**.

**5. NEW BUSINESS**

a. **Discussion/Recommendation** – Special Use Permit to Alaska Geographic for a

Vending Kiosk.

**MOTION:**

Commissioner Zirul **MOVED** to approve the Special Use Permit to Alaska Geographic for a Vending Kiosk and Commissioner Bielefeld **SECONDED** the motion.

Clarification was provided that the vending kiosk would sell interpretive and educational products related to the Kenai National Wildlife Refuge and Alaska Maritime Wildlife Refuge.

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

- b. **Discussion/Recommendation** – Schilling Rentals, LLC Notice of Application to Lease Land Within the Airport Reserve.

**MOTION:**

Commissioner Zirul **MOVED** to approve the execution of a lease to Schilling Rentals, LLC and Commissioner Bielefeld **SECONDED** the motion.

Clarification was provided that the execution of lease was for 45 years to Schilling Rentals for 110 FBO Road.

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

- c. **Discussion/Recommendation** – Reschedule November 11, 2021 Airport Commission meeting to November 9, 2021

**MOTION:**

Commissioner Bielefeld **MOVED** to approve rescheduling the November 11, 2021 meeting to November 9, 2021 and Commissioner Bielefeld **SECONDED** the motion.

Clarification was provided that due to the holiday, November 11, 2021 Airport Commission meeting needs to be rescheduled.

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

**6. REPORTS**

- a. **Airport Manager** – Airport Manager Conway reported on the following:
  - He will be conducting interviews for temporary equipment operators;
  - Table top exercise to review Airport Emergency Plan;
  - Annual snow and ice control meeting is scheduled for October 28, 2021;
  - Drainage project postponed to Spring 2022;
  - Enplanements are up, but still lower than a normal operating year pre-COVID-19;
- b. **City Council Liaison** – Council Member Knackstedt reported on actions taken during the September 22<sup>nd</sup> and October 6<sup>th</sup> City Council Meetings.



**7. NEXT MEETING ATTENDANCE NOTIFICATION** – October 14, 2021

Commissioners Zirul and Minelga noted that they may be attending via Zoom.

**8. COMMISSIONER COMMENTS AND QUESTIONS** – None.

**9. ADDITIONAL PUBLIC COMMENT** – None.

**10. INFORMATION ITEMS**

- a. September 2021 Mid-Month Report
- b. August 2021 Enplanement Report

**11. ADJOURNMENT**

**MOTION:**

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

Meeting summary prepared and submitted by:

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Meghan Thibodeau  
Deputy City Clerk



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

## MEMORANDUM

**TO:** Airport Commission

**FROM:** Ryan Foster, Planning Director

**DATE:** October 29, 2021

**SUBJECT:** **Resolution No. 2021-XX – APPROVING THE EXECUTION OF A LEASE TO INTEGRATED ACCOUNT MANAGEMENT, INC. ON LOT 3, BLOCK 3, COOK INLET INDUSTRIAL AIR PARK SUBDIVISION.**

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On June 26, 2006, Integrated Account Management, Inc. entered into an assignment of lease for Lot 3, Block 3, Cook Inlet Industrial Air Park Subdivision with Décor Inlet Industries, Inc. This lease terminates on June 30, 2022.

Integrated Account Management, Inc. proposes to maintain the current professional office operations; with the appraised value of existing improvements that gives a lease term of 45 years according to the term table in Kenai Municipal Code 22.05.055.

Pursuant to Kenai Municipal Code 22.05.040 Lease application review, notice of the lease application was posted in the Peninsula Clarion and stated competing applications may be submitted for the parcel within 30 -days to the City. The 30 -day window from publication ends on November 6, 2021, and to-date, no competing applications have been submitted to the City.

The parcel is within the Central Mixed Use (CMU) Zone. Pursuant to KMC 14.20.125, the purpose of the CMU Zone is to provide a centrally located area in the City for general retail shopping, personal and professional services, entertainment establishments, restaurants and related businesses. The district is also intended to accommodate a mixture of residential and commercial uses. The existing professional office use is a permitted and compatible use in the CMU Zone.

The Imagine Kenai 2030 Comprehensive Plan outlines goals, objectives, and action items for the City, including this one pertaining to Quality of Life:

Objective Q- 14: Continue to foster a compact, intensive mix of private and public uses in the downtown core area.

The proposed use by Integrated Account Management, Inc. complies with the Imagine Kenai 2030 Comprehensive Plan by supporting development on lease lots in the downtown business district. In addition, this lease for professional offices meets the residents expressed desire for increased occupancy and improvements to the appearance of commercial buildings.

This is an airport fund property, but is located outside of the Airport Reserve Boundary.

Please review the attached materials.

**Does the Commission recommend Council approve the execution of a lease to Integrated Account Management, Inc.?**

Attachments:

City of Kenai Land Lease Application from Integrated Account Management, Inc.

Aerial Map of 140 Main Street Loop Road.

Draft Resolution 2021-XX.





## City of Kenai Land Lease Application

Application for:	New Lease
Amendment	Extension
Assignment	<input checked="" type="checkbox"/> Renewal
Application Date:	06/25/2021

### Applicant Information

Name of Applicant:	Integrated Account Management, Inc. / John C. & Marie L. Parker					
Mailing Address:	140 Main Street Loop	City:	Kenai	State:	AK	Zip Code: 99611
Phone Number(s):	Home Phone: 907-252-1086		Work/ Message Phone: 907-283-3007			
E-mail: (Optional)	pesi@acsalaska.net					
Name to Appear on Lease:	Integrated Account Management, Inc.					
Mailing Address:	140 Main Street Loop	City:	Kenai	State:	AK	Zip Code: 99611
Phone Number(s):	Home Phone: 907-252-1086		Work/ Message Phone: 907-283-3007			
E-mail: (Optional)	pesi@acsalaska.net					
Type of Applicant:	Individual (at least 18 years of age)		Partnership	<input checked="" type="checkbox"/> Corporation	Government	
	Limited Liability Company (LLC)		Other _____			

### Property Information and Term Requested

Legal description of property (or, if subdivision is required, a brief description of property):	
Lot 3 Block 3 Cook Inlet Industrial Air Park Sub Plat #K-1448 KPB Parcel No. 04323017LH01      Address: 140 Main Street Loop, Kenai, AK 99611	
Does the property require subdivision? (if Yes, answer next two questions)	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Subdivision costs are the responsibility of the applicant unless the City Council determines a subdivision serves other City purposes:	
1. Do you believe the proposed subdivision would serve other City purposes?	<input type="checkbox"/> YES <input type="checkbox"/> NO
2. Are you prepared to be responsible for all costs associated with subdivision?	<input type="checkbox"/> YES <input type="checkbox"/> NO
If an appraisal is required to determine the minimum price on the land, are you prepared to be responsible for the deposit to cover costs associated with appraisal? (The cost of the appraisal will be either refunded or credited toward the purchaser at closing)	<input type="checkbox"/> YES
Are you prepared to be responsible for recording costs associated with lease execution?	<input checked="" type="checkbox"/> YES
Do you have or have you ever had a Lease with the City? (if Yes, answer next question)	<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
1. Legal or brief description of property leased: Same property as above	
Request a Lease with an Option to Purchase once development requirements are met? <small>*Does not apply to Airport Reserve properties</small>	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO
Requested term for Initial Lease or Renewal (based on Term Table, not to exceed 45 years): 45 years	
Requested term for Lease Extension (based on Term Table, not to exceed a total of 45 Years):	
Requested Starting Date: 08/01/2021	

RECEIVED

CITY OF KENAI  
DATE 6/30/21  
PLANNING DEPARTMENT

**Proposed Use and Improvements**

Proposed Use (check one):      Aeronautical      Non-Aeronautical

Do you plan to construct new or additional improvements? (if Yes, answer next five questions)      YES      NO

1. Will the improvement change or alter the use under an existing lease?      YES      NO

2. What is the proposed use of the improvement?

3. What is the estimated value of the improvement?

4. What is the nature and type of improvement?

5. What are the dates construction is estimated to commence and be completed?  
(generally, construction must be completed within two years)

Estimated Start Date:

Estimated Completion Date:

Describe the proposed business or activity intended:

Professional offices: Trustee Services of Alaska, Professional Escrow Services, Inc., Integrated Robotics

How does the proposed lease support a thriving business, residential, recreational, or cultural community?  
The above companies have been in business in the City of Kenai for 30+ years and intend to maintain business in this location continuing to provide services to the community, the City of Kenai and the State of Alaska.

Lease Assignment Only: What is the name of the individual or legal entity the lease is to be assigned?

**Lease Renewal Only**

Renewal of an Existing Lease (at least one year of term remaining): Requires new development.

Lease Term based on:  Estimated cost of new improvements and      Purchase Price (optional)

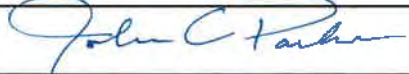
Renewal of an Expiring Lease (less than one year of term remaining): Does not require new development.

Lease Term based on:  Purchase Price      Professional Estimate of Remaining Useful Life

Fair Market Value appraisal and/or      Estimated cost of new improvements (optional)

Requested Term for Renewal Based on Term Table, not to exceed 45 Years: 45 years

Submitting an application for a lease does not give the applicant a right to lease or use the land requested in the application. The application shall expire twelve (12) months after the date the application has been made if the City and the applicant have not, by that time, entered into a lease, unless the City Council for good cause grants an extension for a period not to exceed six (6) months. The City has no obligation to amend, renew or extend a lease and may decline to do so upon making specific findings as to why a lease renewal, extension, or amendment is not in the best interest of the City

Signature:		Date:	06/25/2021
Print Name:	JOHN C. PARKER	Title:	President/Owner

For City Use Only:	Date Application Fee Received:	
<input checked="" type="checkbox"/> General Fund <input type="checkbox"/> Airport Reserve Land	Date Application Determined Complete:	
<input type="checkbox"/> Airport Fund <input type="checkbox"/> Outside Airport Reserve	30-Day Notice Publication Date:	
Account Number:	City Council Action/Resolution:	





140 Main Street Loop Road  
COOK INLET INDUSTRIAL AIR PARK SUB LOT 3 BLK 3  
Parcel 04323017



Data Source: Kenai Peninsula Borough. Data is for graphic representation only. Imagery may not match true parcel boundaries.





Sponsored by: Administration

**CITY OF KENAI**

**RESOLUTION NO. 2021-XX**

A RESOLUTION OF THE COUNCIL OF THE CITY OF KENAI, ALASKA APPROVING THE EXECUTION OF A LEASE OF AIRPORT FUND LANDS USING THE STANDARD LEASE FORM BETWEEN THE CITY OF KENAI AND INTEGRATED ACCOUNT MANAGEMENT, INC. ON LOT 3, BLOCK 3, COOK INLET INDUSTRIAL AIR PARK SUBDIVISION.

WHEREAS, the lease to Integrated Account Management, Inc. for Lot 3, Block 3, Cook Inlet Industrial Air Park Subdivision expires on June 30, 2022; and,

WHEREAS, on June 30, 2021, Integrated Account Management, Inc. submitted an application to renew a lease of City owned airport fund properties outside of the Airport Reserve, described as Lot 3, Block 3, Cook Inlet Industrial Air Park Subdivision; and,

WHEREAS, the Integrated Account Management, Inc. lease application states the intention to maintain current professional office operations; with the appraised value of existing improvements that gives a lease term of 45 years according to the term table in Kenai Municipal Code 22.05.055; and,

WHEREAS, the proposed development would be mutually beneficial and would conform with the Kenai Municipal Code for zoning and Kenai's Comprehensive Plan; and,

WHEREAS, the City of Kenai did not receive a competing lease application within thirty (30) days of publishing a public notice of the lease application from Integrated Account Management, Inc.; and,

WHEREAS, at their regular meeting on October 27, 2021, the Planning and Zoning Commission reviewed the lease application and recommended approval by the City Council; and,

WHEREAS, at their regular meeting on November 9, 2021, the Airport Commission reviewed the lease application and recommended approval by the City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, as follows:

**Section 1.** That a Lease of Airport Reserve Lands is approved and the City Manager is authorized to execute a lease between the City of Kenai, Lessor, and Integrated Account Management, Inc., Lessee, as follows:

The lease term will be 45 years;

**Section 2.** That this Resolution takes effect immediately upon passage.

PASSED BY THE COUNCIL OF THE CITY OF KENAI, ALASKA, this 1<sup>st</sup> day of December, 2021.

\_\_\_\_\_  
BRIAN GABRIEL SR., MAYOR

ATTEST:

\_\_\_\_\_  
Jamie Heinz, CMC, City Clerk

DRAFT



## MEMORANDUM

**TO:** Airport Commission  
**FROM:** Ryan Foster, Planning Director  
**DATE:** October 28, 2021  
**SUBJECT:** **Resolution AC21-01 – Recommending the Kenai City Council approve and adopt the City of Kenai Land Management Plan**

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In 2018, City Council approved a City-wide approach to land management through the development of the City's first Land Management Plan. Since that time, Administration has worked diligently to draft a Land Management Plan to inventory, evaluate, and develop recommendations related to City-owned lands.

The City of Kenai Imagine Kenai 2030 Comprehensive Plan includes economic development and land use goals and objectives to develop a land inventory and land use strategies to implement a forward-looking approach to community growth and development. The goals of the Land Management Plan incorporate many of these objectives and include the following:

- Provide an inventory of City-owned lands with detailed information on each parcel.
- Identify properties required for a public purpose or to meet a future public need.
- Establish recommendations for individual parcels that are surplus to the needs of the City to assist in responsible development.
- Create a comprehensive reference document that establishes a format for developing land management policies and procedures.

One of the City's greatest assets is its land inventory. The City owns 369 subdivided parcels, including wetlands, tidelands, lands surrounding the Kenai Airport, and lands suitable for a variety of business, commercial, industrial, residential, recreational, and cultural purposes. The Land Management Plan is an important tool to spur economic growth and improve the quality of life for Kenai residents and is key to the long-term viability of the City.

On October 11, 2021 there was a joint work session with City Council and City Commission Members to kick-off the review, discussion, and comment on the draft City of Kenai Land Management Plan. Additional meetings have been scheduled with the Planning and Zoning Commission, the Airport Commission, the Parks and Recreation Commission, the Beautification Committee, and the Harbor Commission to solicit discussion and comments on the draft Land Management Plan.

Please review the attached materials.

**Does the Commission recommend Council approve and adopt the City of Kenai Land Management Plan?**

Attachments

October 11, 2021 Joint Work Session Presentation

Link to the Draft City of Kenai Land Management Plan: <https://www.kenai.city/lands/page/land-management-plan>





**CITY OF KENAI  
AIRPORT COMMISSION  
RESOLUTION NO. AC21-01**

A RESOLUTION OF THE AIRPORT COMMISSION OF THE CITY OF KENAI **RECOMMENDING** THE COUNCIL OF THE CITY OF KENAI APPROVE AND ADOPT THE CITY OF KENAI LAND MANAGEMENT PLAN

WHEREAS, in 2018, City Council approved a City-wide approach to land management through the development of the City's first Land Management Plan; and

WHEREAS, the City of Kenai Imagine Kenai 2030 Comprehensive Plan includes economic development and land use goals and objectives to develop a land inventory and land use strategies to implement a forward-looking approach to community growth and development; and,

WHEREAS, the City owns 369 subdivided parcels, including wetlands, tidelands, lands surrounding the Kenai Airport, and lands suitable for a variety of business, commercial, industrial, residential, recreational, and cultural purposes; and

WHEREAS, the Airport Commission of the City of Kenai and Planning Staff has received numerous comments and input regarding the draft City of Kenai Land Management Plan; and,

WHEREAS, City Staff held public meetings on October 11, 2021 and October 27, 2021 and scheduled public meetings for Commissions on November 4, 2021 November 8, 2021, and November 9, 2021 to receive public comments and discuss the City of Kenai Land Management Plan; and,

WHEREAS, City Staff created an electronic comment form available on the City website to receive public comments on the City of Kenai Land Management Plan; and,

WHEREAS, the Airport Commission held a public meeting on November 9, 2021 and recommended that the Council of the City of Kenai approve the City of Kenai Land Management Plan.

NOW, THEREFORE, BE IT RECOMMENDED BY THE AIRPORT COMMISSION OF THE CITY OF KENAI, ALASKA:

**Section 1.** The Draft of the City of Kenai Land Management Plan is hereby approved and adopted as the City of Kenai Land Management Plan.

**Section 2.** That a copy of Resolution AC21-01 be forwarded to the Kenai City Council.

PASSED BY THE AIRPORT COMMISSION OF THE CITY OF KENAI, ALASKA, this 9th day of November, 2021.

\_\_\_\_\_  
GLEND A FEEKEN, CHAIRPERSON

ATTEST:

\_\_\_\_\_  
JAMIE HEINZ, CITY CLERK

DRAFT



# CITY OF KENAI LAND MANAGEMENT PLAN



# WHAT IS OUR "WHY"

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The purpose of the **Land Management Plan** is to evaluate and develop recommendations related to City-owned lands that **encourage responsible growth and development** to support a thriving business, residential, recreational and cultural community.

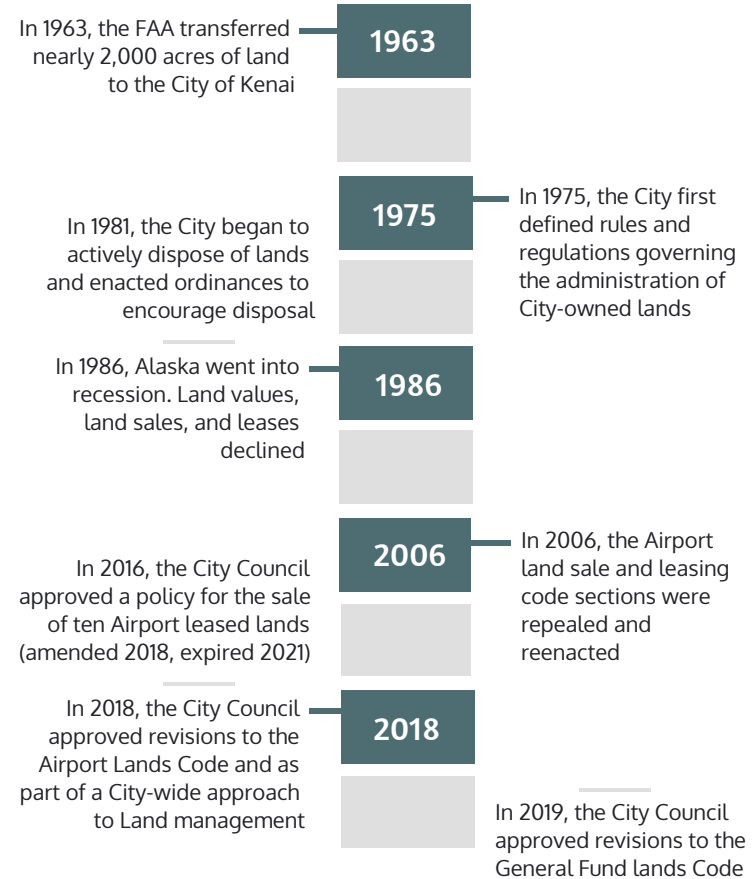




# Background



In 2018, the Kenai City Council approved land code revisions as part of a **City-wide approach** to land management through development of the City's first Land Management Plan.



# The City is unique in its ownership of a large and diverse amount of public land

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5,440 Acres of Land

369 Subdivided parcels

The equivalent of 4,114 Football Fields  
(with endzones)

Approximately 8.5 square  
miles, roughly the size of  
Soldotna.



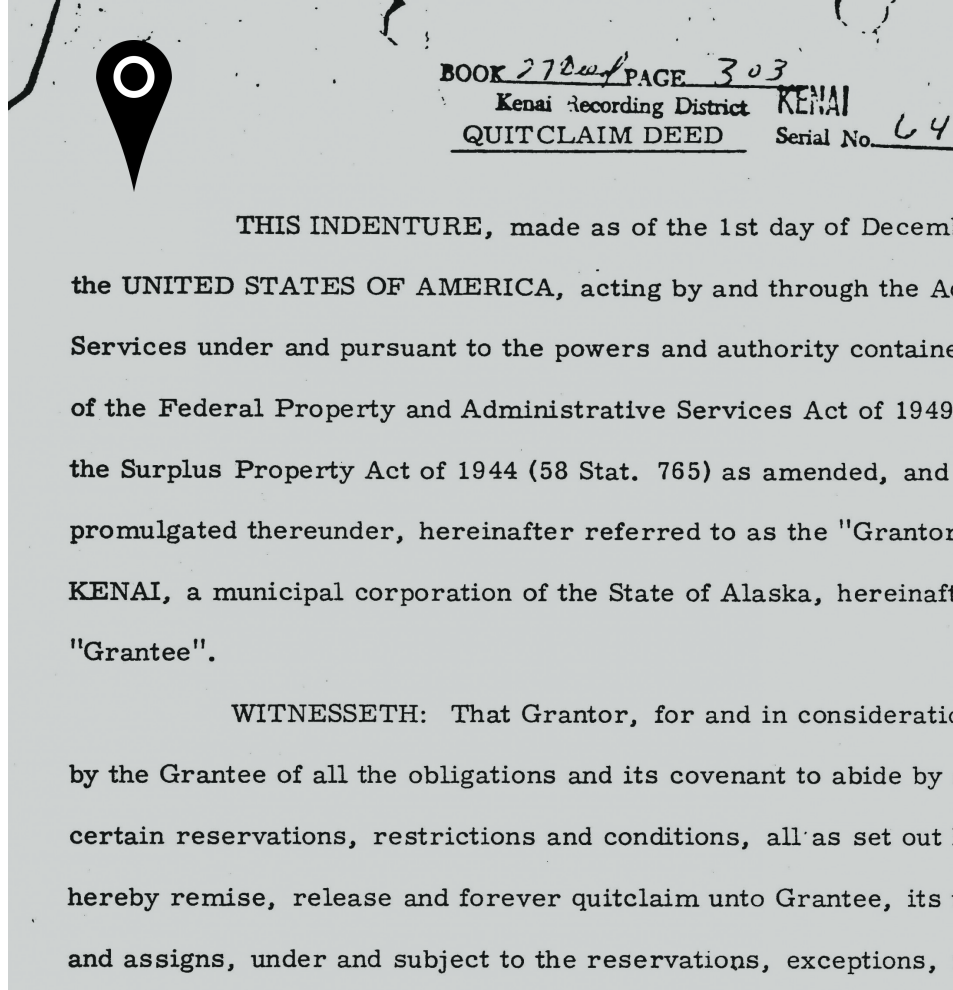


# A SIGNIFIGANT UNDERTAKING

A Land Management Plan provides an active approach to management that requires an inventory of land holdings and a comprehensive evaluation and analysis of each parcel.

In 2018, the City hired a **Temporary Lands Technician** to research each parcel of City-owned land and enter the information into a new Lands Database.

**Over 567 recorded documents were reviewed and scanned into the database as part of this project**



# New City Lands Inventory and Database



An examination of public records and mapping was performed for **each City-owned parcel** to review and record detailed information in the database, including:

- Property Description (e.g. physical characteristics, zoning, land use)
- Facilities (e.g. parks, trails, structures, utilities)
- Status (e.g. public use, under active lease, availability for lease or sale)
- Fund (e.g. Airport Fund or General Fund)
- How the land was obtained (e.g. State, FAA, Municipal Entitlement, tax foreclosure)
- Encumbrances (e.g. easements, restrictions)



# Land Management Plan Objectives

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- Provide an **inventory** of City-owned lands with detailed information on each parcel
- Identify properties required for a **public purpose** or to meet a future public need
- Establish **recommendations** for individual parcels that are surplus to the needs of the City to assist in responsible development.
- Create a **comprehensive reference document** that establishes a format for developing land management policies and procedures.



# IMPROVED RESPONSE TO PUBLIC

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The Land Management Plan can be used to actively manage City-owned lands in a wholistic way as well as provide better information to the public.

In the future, we hope to make the Plan available on the City's **interactive online mapping** tool, allowing the public to research City-owned lands from anywhere.



## BEFORE

### No Public Inventory of City-owned Lands

A member of the public must identify a parcel of interest

### No Individual Parcel Information on File

City staff must research to determine if a parcel has conveyance or legislative restrictions

### No Guidance or Planning Documents

Administration provides recommendation on case-by-case basis

VS.

## AFTER

### Public Listing of City-owned Lands

Available listing on City website and at City Hall

### Individual Parcel Information Available

A member of the public can immediately know if a parcel has been designated for lease or sale

### Land Management Plan

Provides guidance and direction to Administration on the management of City-owned lands



# Land Statistics

Approximately 1,613 acres or 129 parcels of City-owned lands are designated as **Airport Fund**



Parcels of City-owned Land are designated as "Airport Fund"

# 35%

AIRPORT FUND  
PARCELS CURRENTLY  
UNDER LEASE

The City will generate **\$512,255** from 46 leases of land designated as Airport Fund in **FY22**, not including apron, airline, or terminal leases

Recommendations for **Airport Fund** Parcels Based on the Final Draft Land Management Plan:

- 19** PARCELS RECOMMENDED FOR RETENTION
- 47** PARCELS RECOMMENDED FOR LEASE OR SALE
- 49** PARCELS RECOMMENDED FOR LEASE-ONLY
- 14** PARCELS RECOMMENDED FOR MIXED: RETAIN/DISPOSE





# Land Statistics

Approximately 3,826 acres or 239 parcels of City-owned lands are designated as **General Fund**.



Parcels of City-owned Land designated as "General Fund"

## 8.75%

GENERAL FUND PARCELS CURRENTLY **UNDER LEASE**

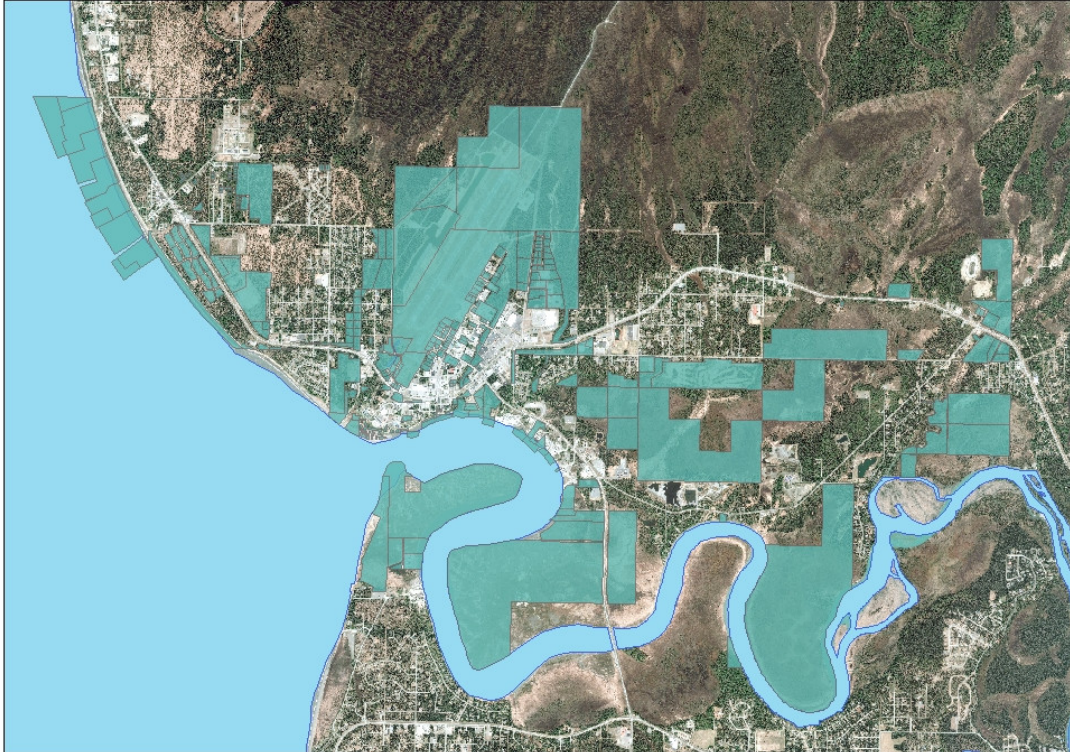
The City will generate **\$218,031** from 19 leases of land designated as General Fund in **FY22**, including tidelands, shorefishery, and no-cost leases

Recommendations for **General Fund** Parcels Based on the Final Draft Land Management Plan:

- 113** PARCELS RECOMMENDED FOR RETENTION
- 86** PARCELS RECOMMENDED FOR LEASE OR SALE
- 19** PARCELS RECOMMENDED FOR LEASE-ONLY
- 21** PARCELS RECOMMENDED FOR MIXED: RETAIN/DISPOSE



# Land Management Plan Retention Recommendations



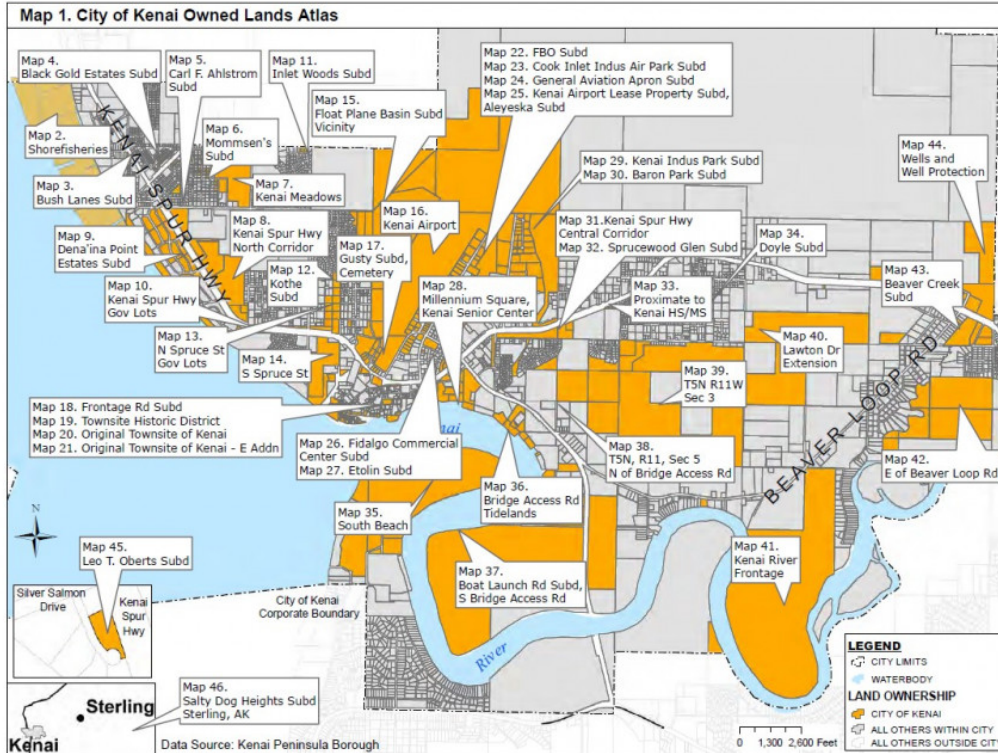
Many City-owned lands should be retained for a public purpose and many are suitable for a variety of business, commercial, industrial, residential, recreational and cultural purposes.

The Plan has **four recommendation categories:**

- Retain
- Dispose
- Dispose - Lease Only
- Mixed - Retain/Dispose



# How the Land Management Plan is Structured



The plan breaks city-owned lands into **46 areas** with a map for each area

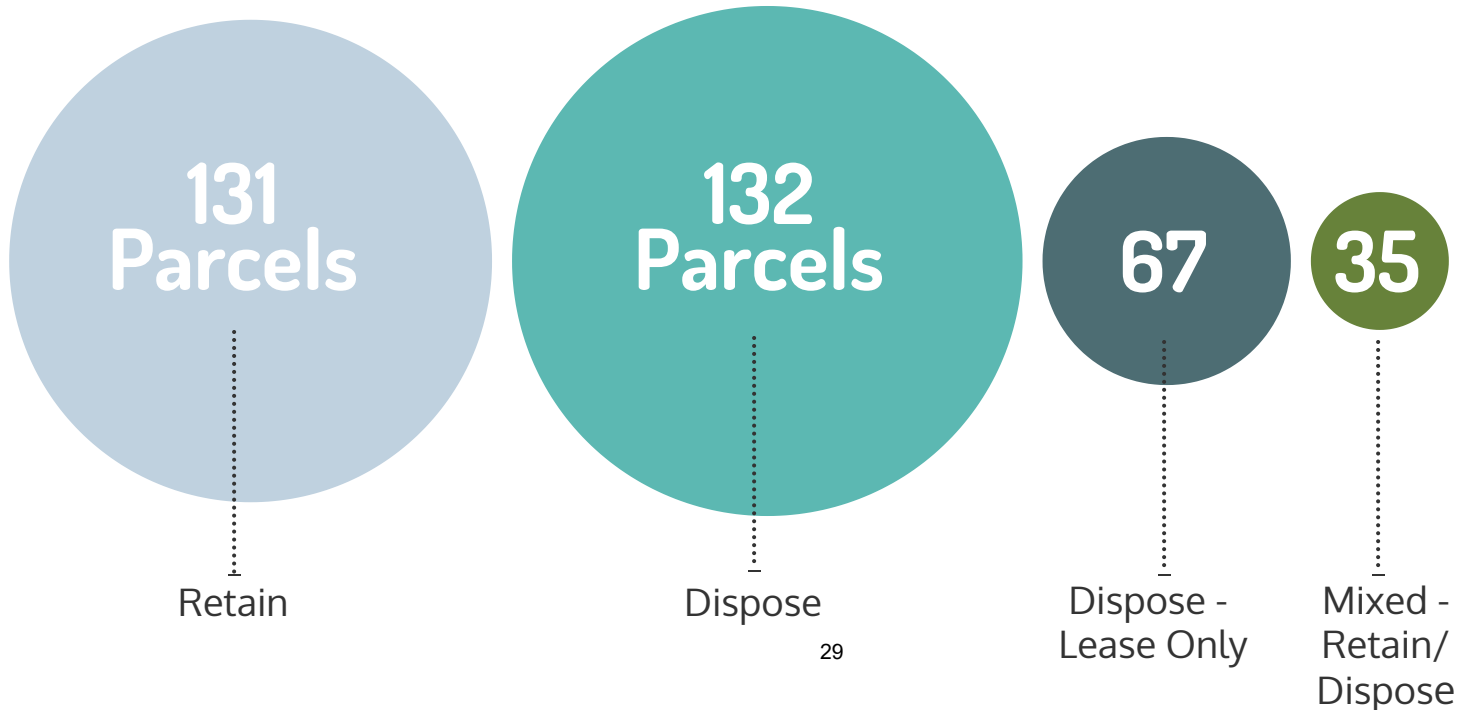
Each area includes an overview and tables with detailed information on recommendations for each parcel





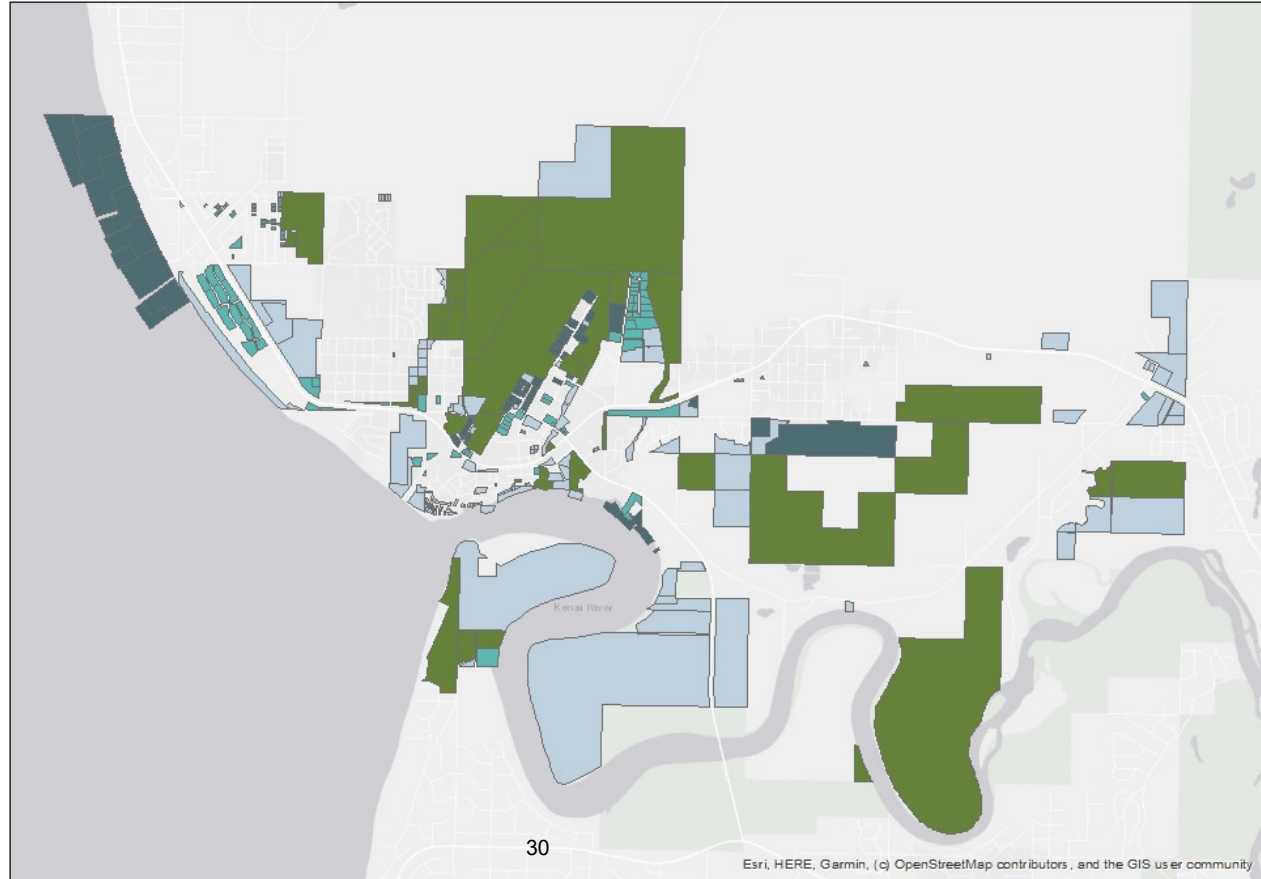
# Land Management Plan Recommendation Categories

The Land Management Plan contains a recommendation for each parcel using the following categories:







# Land Management Plan Recommendation Categories

- Retain
- Dispose
- Dispose - Lease Only
- Mixed - Retain/ Dispose






# Land Management Plan Recommendation Categories

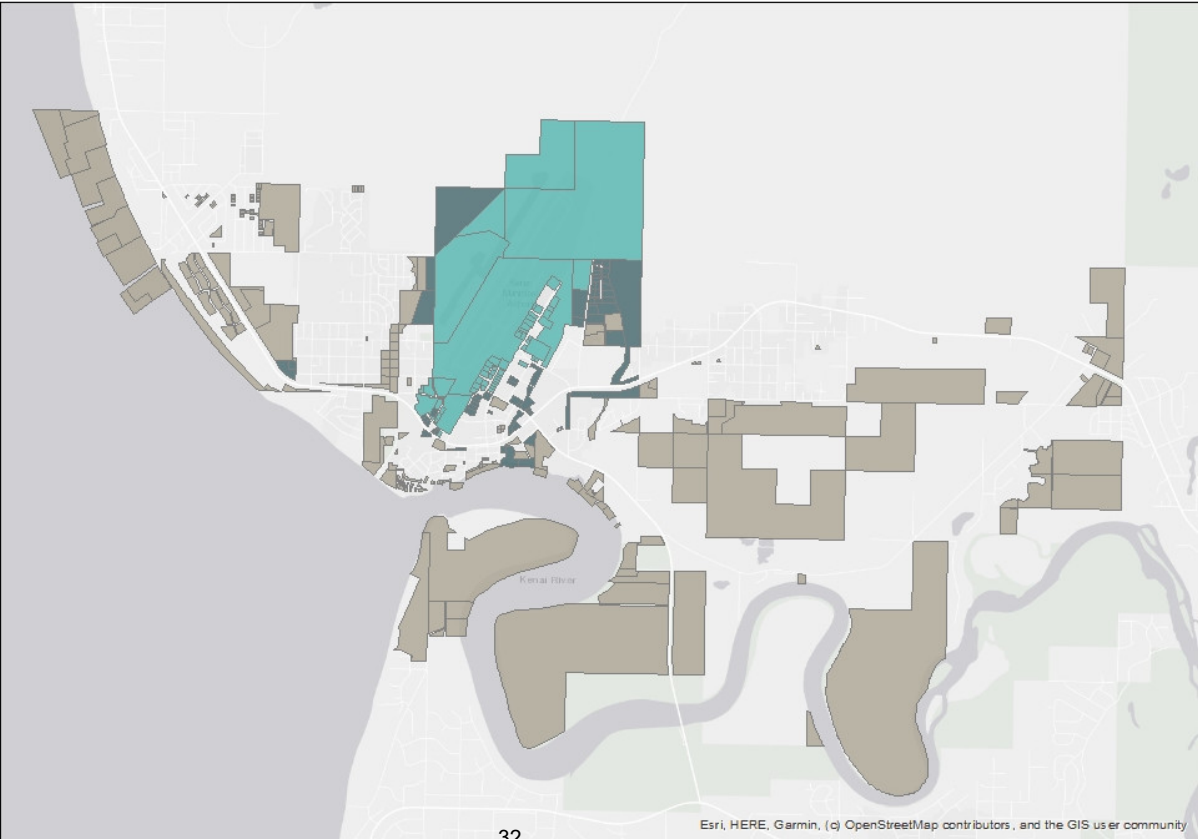


-  Retain
-  Dispose
-  Dispose - Lease Only
-  Mixed - Retain/Dispose



# Land Management Plan Land Fund Categories

-  Airport Reserve Land
-  Airport Land Outside the Airport Reserve
-  General Fund Land

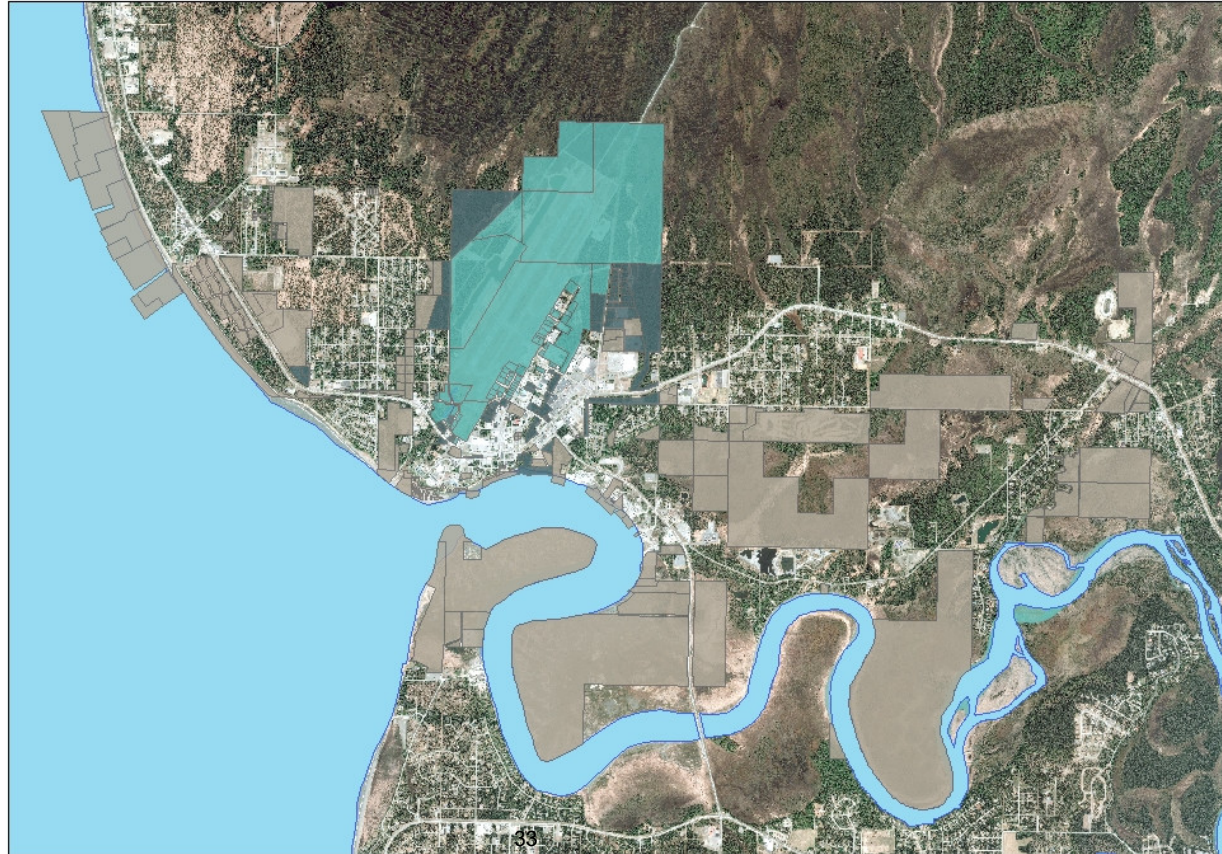




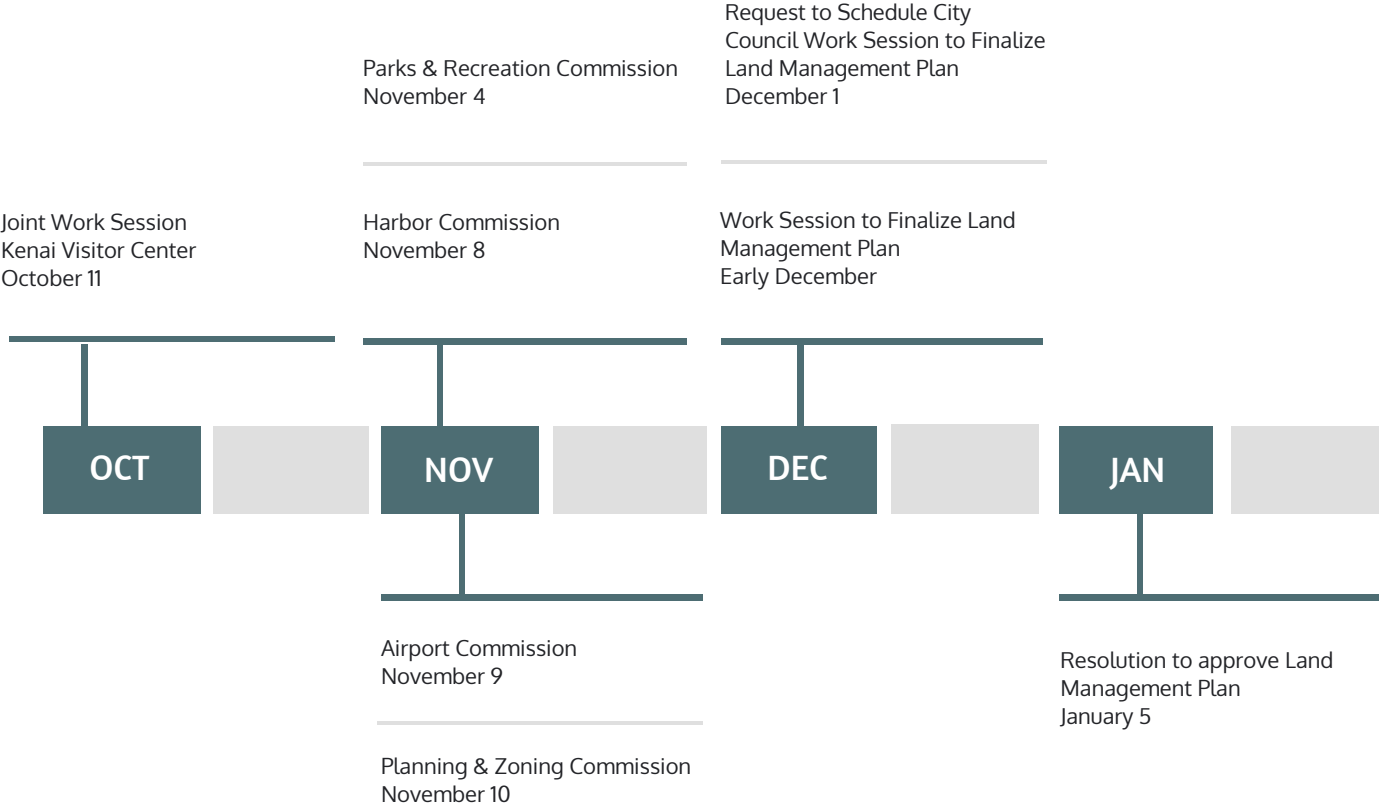
# Land Management Plan Land Fund Categories



-  Airport Reserve Land
-  Airport Land Outside the Airport Reserve
-  General Fund Land

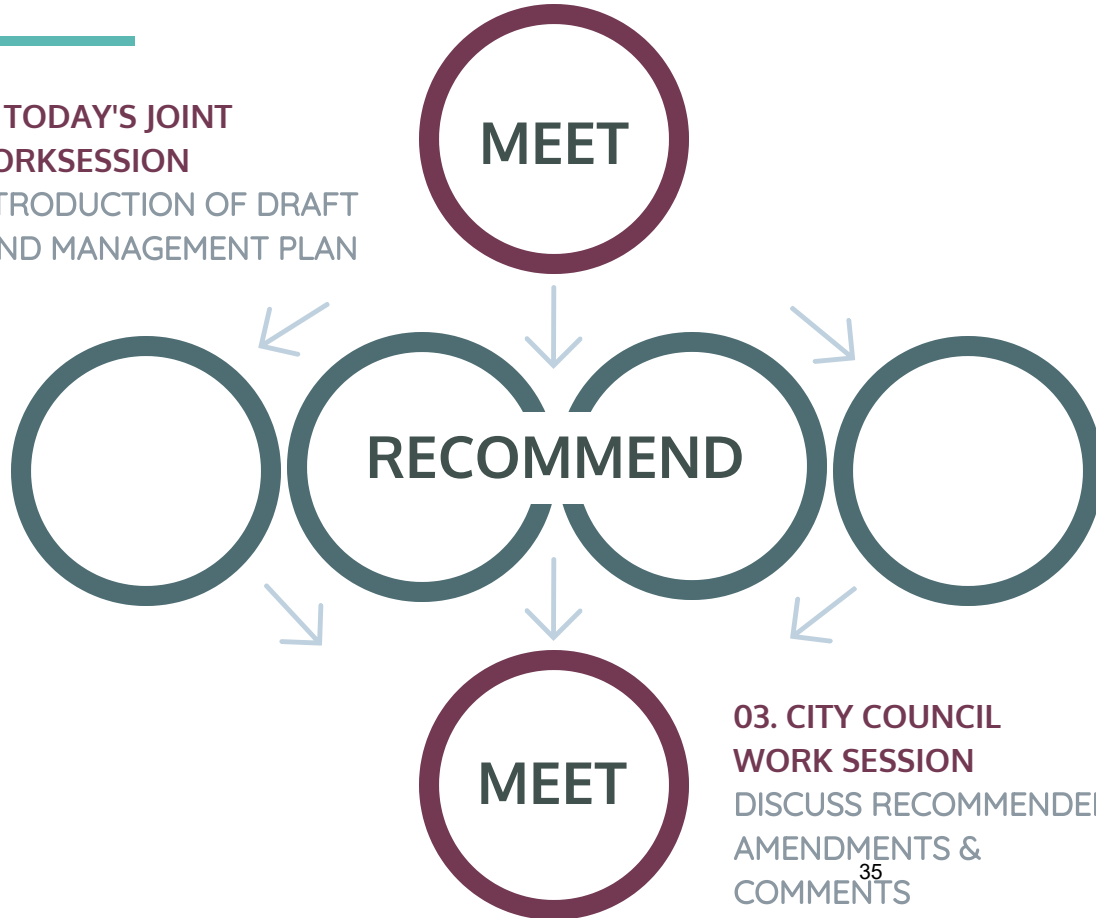


# Land Management Plan Draft Timeline



# Land Management Plan Process

**01. TODAY'S JOINT  
WORKSESSION**  
INTRODUCTION OF DRAFT  
LAND MANAGEMENT PLAN



**02. COMMISSION  
WORK SESSIONS /  
PUBLIC COMMENTS**  
RECOMMEND AMENDMENTS  
e.g. additional information such as  
personal knowledge of a parcel  
appropriate to include, factual  
inaccuracies, reasons to change a  
recommendation

**03. CITY COUNCIL  
WORK SESSION**  
DISCUSS RECOMMENDED  
AMENDMENTS &  
COMMENTS



# Land Management Plan Process Continued



## AFTER COUNCIL WORK SESSION:

- Administration revises plan for approval
- Council determines if more work sessions are necessary
- Resolution approving plan scheduled by Council
- Hold public hearing on resolution

## AFTER APPROVAL:

- Update lands database to reflect approved plan
- GIS needs assessment
- Implementation plan





# Online Mapping Presentation



# Questions and Comments





# QR Code to City of Kenai Land Management Plan Webpage

<https://www.kenai.city/lands/page/land-management-plan>





## Kenai City Council - Regular Meeting

October 20, 2021 – 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

**\*\*Telephonic/Virtual Information on Page 3\*\***

[www.kenai.city](http://www.kenai.city)

### Action Agenda

#### A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. **Certification of the October 5, 2021 Election Results**
4. Agenda Approval
5. **Oath of Office for Student Representative, Aleea Faulkner**
6. Consent Agenda (*Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

\*All items listed with an asterisk (\*) are considered to be routine and non-controversial by the council and will be approved by one motion. There will be no separate discussion of these items unless a council member so requests, in which case the item will be removed from the consent agenda and considered in its normal sequence on the agenda as part of the General Orders.

#### B. SCHEDULED PUBLIC COMMENTS

*(Public comment limited to ten (10) minutes per speaker)*

#### C. UNSCHEDULED PUBLIC COMMENTS

*(Public comment limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

#### D. PUBLIC HEARINGS

1. **POSTPONED INDEFINITELY. Ordinance No. 3248-2021** - Accepting and Appropriating a Collection Equity Award from the Network of the National Library of Medicine Region 5 for the Purchase of Health and Wellness Titles for the Kenai Community Library Collection. (Administration)
2. **ENACTED UNANIMOUSLY. Ordinance No. 3249-2021** - Accepting and Appropriating Funding from the American Library Association for the Kenai Community Library's Participation in the NASA@ My Library Programming Initiative. (Administration)
3. **ENACTED UNANIMOUSLY AS AMENDED. Ordinance No. 3250-2021** - Increasing Estimated Revenues and Appropriations in the Vintage Pointe Enterprise Fund and Awarding a Contract for a Resident Maintenance Manager for the Vintage Pointe, Congregate Housing Facility. (Administration)

4. **ENACTED UNANIMOUSLY. Ordinance No. 3251-2021** - Increasing Estimated Revenues and Appropriations in the General Fund, Clerk Department, for Costs in Excess of Budgeted Amounts Due to the Resignation of the City's Clerk and Onboarding of a New City Clerk. (City Council)
  1. Motion for Introduction
  2. Motion for Second Reading (Requires a Unanimous Vote)
  3. Motion for Adoption (Requires Five Affirmative Votes)
5. **ADOPTED UNANIMOUSLY. Resolution No. 2021-61** - Opposing the Doyon Coalition Redistricting Map as Presented. (Council Members Knackstedt and Pettey)

**E. MINUTES**

1. **APPROVED BY THE CONSENT AGENDA.** \*Special Meeting of October 1, 2021. (City Clerk)
2. **APPROVED BY THE CONSENT AGENDA.** \*Regular Meeting of October 6, 2021. (City Clerk)

**F. UNFINISHED BUSINESS**

**G. NEW BUSINESS**

1. **APPROVED BY THE CONSENT AGENDA.** \*Action/Approval - Bills to be Ratified. (Administration)
2. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 11/3/2021.** \*Ordinance No. 3252-2021 - Increasing Estimated Revenue and Appropriations in the Water & Sewer Fund for Operational Costs in Excess of Budgeted Amounts at the Waste Water Treatment Plant. (Administration)
3. **INTRODUCED BY THE CONSENT AGENDA/PUBLIC HEARING SET FOR 11/3/2021.** \*Ordinance No. 3253-2021 - Accepting and Appropriating a Donation from Hilcorp Energy Company to Assist with the Annual Areawide Senior Thanksgiving Dinner. (Administration)
4. **APPROVED UNANIMOUSLY. Action/Approval** - Re-appointment of Rachael Craig to Council on Aging. (Mayor Gabriel)
5. **APPROVED UNANIMOUSLY. Action/Approval** - Approving an Employment Agreement Between the City of Kenai and City Clerk Michelle Saner. (City Council)
6. **APPROVED UNANIMOUSLY. Action/Approval** - Special Use Permit to Alaska Geographic for a Vending Kiosk in the Airport Terminal. (Administration)
7. **Discussion** - Kenai Dog Park.

**H. COMMISSION / COMMITTEE REPORTS**

1. Council on Aging
2. Airport Commission



3. Harbor Commission
4. Parks and Recreation Commission
5. Planning and Zoning Commission
6. Beautification Committee
7. Mini-Grant Steering Committee

**I. REPORT OF THE MAYOR**

**J. ADMINISTRATION REPORTS**

1. City Manager
2. City Attorney
3. City Clerk

**K. ADDITIONAL PUBLIC COMMENT**

1. Citizens Comments (*Public comment limited to five (5) minutes per speaker*)
2. Council Comments

**L. EXECUTIVE SESSION**

**M. PENDING ITEMS**

**N. ADJOURNMENT**

**O. INFORMATION ITEMS**

1. Purchase Orders Between \$2,500 and \$15,000
2. NOAA Fisheries Letter

*The agenda and supporting documents are posted on the City's website at [www.kenai.city](http://www.kenai.city). Copies of resolutions and ordinances are available at the City Clerk's Office or outside the Council Chamber prior to the meeting. For additional information, please contact the City Clerk's Office at 907-283-8231.*

**Join Zoom Meeting**

<https://us02web.zoom.us/j/83664855240>

**Meeting ID:** 836 6485 5240 **Passcode:** 608329

OR

**Dial In:** (253) 215-8782 or (301) 715-8592

**Meeting ID:** 836 6485 5240 **Passcode:** 608329



# KENAI

City of Kenai | 210 Fidalgo Ave, Kenai, AK 99611-7794 | 907.283.7535 | www.kenai.city

## MEMORANDUM

**TO:** Mayor Brian Gabriel and Kenai City Council  
**THROUGH:** Paul Ostrander, City Manager  
**FROM:** Eland Conway, Airport Manager  
**DATE:** October 12, 2021  
**SUBJECT:** Kenai Municipal Airport (ENA) Mid-Month Report

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### Temporary Hires

Interviews for temporary hires that bolster the ENA snow-ops team were conducted the week of October 11. Fifteen applicants were interviewed. Offers will be made to ten applicants the week of October 18.

### Training

**October 14:** FAA required tabletop training exercise. The tabletop exercise is a higher-level test designed to provide training and evaluate plans and procedures and to resolve questions of coordination and assignment of responsibilities in an informal, non-threatening format without concern for time constraints, stress levels, or actual simulations.

**October 28:** FAA required pre-season Snow and Ice Control Committee Meeting. These meetings focus on:

1. Pre-season planning;
2. Operational plan to improve RWY safety and communications between various stakeholders;
3. The needs of airport users;
4. Critiquing clearing activities of the airfield and apron areas after the winter season and after each snow storm event.

### Runway Closure - CXLD

The RWY closure for airfield drainage improvements has been postponed until the spring of 2021.

### Runway Sand

Triangle Recycling was awarded the contract to make 6k yards of runway sand. The contractor began making sand in late September. The contractor has not met specs yet, and is expected to

begin sand washing operations in the second week of October. It is anticipated that the sand will meet specs following the washing operations and ENA will have enough sand on hand to meet the winter needs.

### Terminal Fortification



In preparation for winter operations, ENA Ops has placed temporary barricades around the terminal.

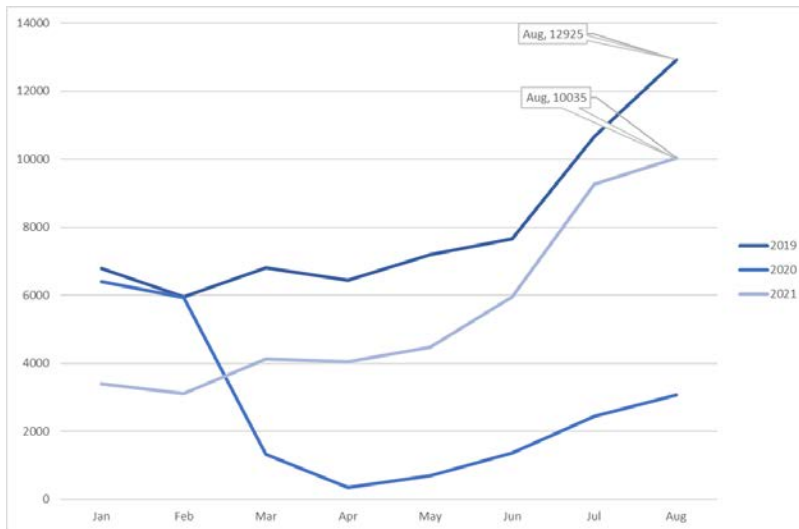
### Federal Mask Mandate

TSA has extended the mask mandate for persons in airports, on airplanes and on public transit through **Jan. 18, 2022**.

Although the mandate was set to expire Sept. 13, the agency noted that the surge in coronavirus cases, due to the highly transmissible delta variant, required the mask mandate to be extended.



### Enplanements

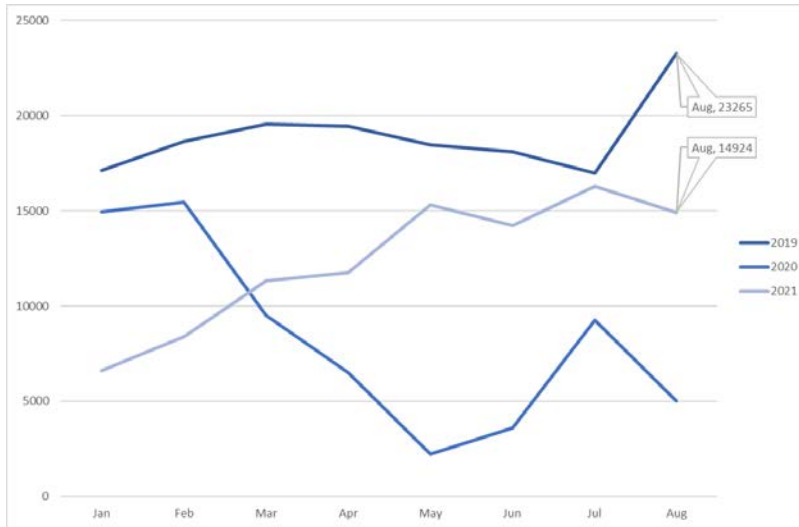


August enplanements were down 22% compared to August of 2019. YTD enplanements are down 34% compared to 2019.

Enplanements		
	2019	2021
Jan	6785	3389
Feb	5957	3112
Mar	6808	4127
Apr	6441	4035
May	7198	4464
Jun	7656	5953
Jul	10658	9259
Aug	12925	10035
<b>Grand Total</b>	<b>64428</b>	<b>44374</b>



### Parking Revenue

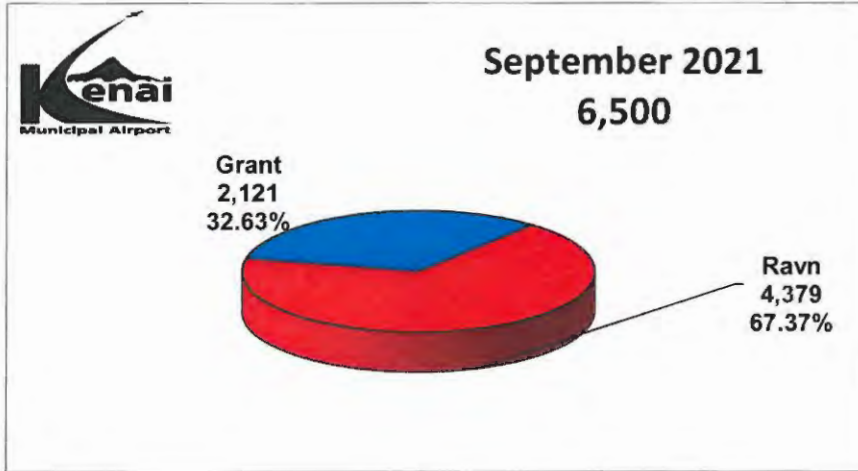


Parking revenue for August was down 36% compared to August of 2019. YTD parking revenue is down 35% compared to 2019.

Parking Revenue		
	2019	2021
Jan	17143	6626
Feb	18660	8373
Mar	19540	11315
Apr	19444	11757
May	18460	15309
Jun	18112	14236
Jul	16993	16295
Aug	23265	14924
<b>Grand Total</b>	<b>151,617</b>	<b>98,834</b>



September  
Enplanement Report



Month	RAVN ALASKA	GRANT AVIATION	Total 2021	2020	Change from 2020
January	1,606	1,783	3,389	6,390	-3,001
February	1,636	1,476	3,112	5,930	-2,818
March	2,161	1,966	4,127	1,317	2,810
April	2,100	1,935	4,035	359	3,676
May	2,443	2,021	4,464	702	3,762
June	3,809	2,144	5,953	1,367	4,586
July	6,571	2,688	9,259	2,445	6,814
August	7,233	2,802	10,035	3,063	6,972
September	4,379	2,121	6,500	2,806	3,694
October				2,606	
November				2,366	
December				3,080	
<b>Totals</b>	<b>31,938</b>	<b>18,936</b>	50,874	32,431	26,495

Terminal - Vehicle Parking Revenues

September

FY21	\$5,403
FY22	\$14,714

FY21 Total	\$109,923
FY22 YTD	\$45,933

