

**KENAI AIRPORT COMMISSION  
JANUARY 11, 2018 – 6:00 P.M.  
KENAI CITY COUNCIL CHAMBERS  
VICE-CHAIR JAMES ZIRUL, PRESIDING**

**MEETING SUMMARY**

**1. CALL TO ORDER**

Vice-Chair Zirul called the meeting to order at 6:02 p.m.

**a. Pledge of Allegiance**

Vice-Chair Zirul led those assembled in the Pledge of Allegiance.

**b. Roll was confirmed as follows:**

Commissioners Present: J. Zirul, P. Minelga, D. Pitts, J. Bielefeld, C. Henry, K. Dodge

Commissioners Absent: G. Feeken

Staff/Council Liaison Present: Airport Manager M. Bondurant, Admin. Assistant E. Shinn,  
City Attorney S. Bloom, Council Member J. Glendering

A quorum was present.

**c. Agenda Approval**

**MOTION:**

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

**2. ELECTIONS OF THE CHAIR AND VICE CHAIR**

Commissioner Bielefeld nominated re-appointing Commissioner Feeken as Chair and appointing Commissioner Minelga as Vice-Chair. There were no objections; **SO ORDERED**.

**3. PERSONS SCHEDULED TO BE HEARD – None**

**4. UNSCHEDULED PUBLIC COMMENT – None**

**5. APPROVAL OF MEETING SUMMARY**

**a. November 9, 2017**

**MOTION:**

Commissioner Dodge **MOVED** to approve the meeting summary from November 9, 2017 and Commissioner Bielefeld **SECONDED** the motion. There were no objections; **SO ORDERED**.

## 6. UNFINISHED BUSINESS

### a. Signage for Field of Flowers

Ideas were presented to the Commission. It was noted that a Kenai Central High School student was interested in the project. City Administration supported it.

#### MOTION:

Commissioner Zirul **MOVED** to postpone this agenda item until discussion occurred with interested KCHS student; Commissioner Henry **SECONDED** the motion. There were no objections; **SO ORDERED**.

## 7. NEW BUSINESS

### b. Discussion/Recommendation – Read on the Fly Program

*[Clerk's Note: This item was moved to be taken up first under New Business.]*

Manager Bondurant asked for recommendation by the Commission to move forward with the Read on the Fly Program. It was noted that the Soldotna High School students would be building the bookshelf.

#### MOTION:

Commissioner Minelga **MOVED** to proceed with the Read on the Fly Program as presented; Commissioner Dodge **SECONDED** the motion. There were no objections; **SO ORDERED**.

### a. Discussion/Recommendation – Leasing of Airport Reserve Lands/Ordinance No. 2998-2018 – City Attorney

City Attorney Bloom presented on Leasing of Airport Reserve Lands, Ordinance No. 2998-2018. He explained the purpose was to develop a leasing program at the airport designed to encourage growth, development and a thriving aviation community. Bloom presented an overview of the proposed changes made to the code.

Commissioners thanked City Administration for their time and effort. Clarification was provided regarding the term length in code.

#### MOTION:

Commissioner Henry **MOVED** to approve Ordinance 2998-2018 and Commissioner Bielefeld **SECONDED** the motion. There were no objections; **SO ORDERED**.

## 8. REPORTS

- a. **Airport Manager** – Bondurant reported the following:
  - The Airport received a loader in December;
  - Airport Terminal rehabilitation moving forward; focused on public use areas;

- Operations staff working diligently to keep up with winter weather challenges; working with the Alaska channel to have advertisements stream on TV in the terminal;
  - Beginning process and review of the new airline operating agreement.
- b. **City Council Liaison** – Council Member Glendening reported on the January 3 Council Meeting actions.

9. **NEXT MEETING ATTENDANCE NOTIFICATION** – February 8, 2018

10. **COMMISSIONER COMMENTS AND QUESTIONS**

It was questioned what the process would be to have customs available in Kenai.

11. **ADDITIONAL PUBLIC COMMENT** – None

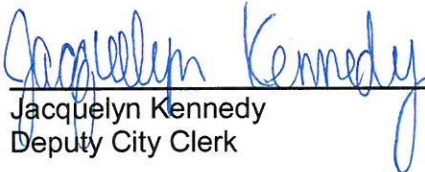
12. **INFORMATION ITEMS**

- a. November 2017 Enplanements
- b. November 2017 Airport Manager's Report
- c. December 2017 Airport Manager's Report

13. **ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:40 p.m.

Meeting summary prepared and submitted by:

  
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Jacquelyn Kennedy  
Deputy City Clerk

