

**KENAI AIRPORT COMMISSION  
OCTOBER 12, 2017 – 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: J. Zirul, P. Minelga, G. Feeken, K. Dodge, D. Pitts

Commissioners Absent: J. Bielefeld, C. Henry

Staff/Council Liaison Present: Airport Manager M. Bondurant, Council Member  
H. Knackstedt

A quorum was present.

**c. Agenda Approval**

**MOTION:**

Commissioner Zirul **MOVED** to approve the agenda with the addition of Laydown 6D to New Business and Additional Information to 6C; and Commissioner Minelga **SECONDED** the motion. There were no objections; **SO ORDERED**.

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

**3. UNSCHEDULED PUBLIC COMMENT – None.**

**4. APPROVAL OF MEETING SUMMARY**

a. September 14, 2017

**MOTION:**

Commissioner Dodge **MOVED** to approve the meeting summary from September 14, 2017 and Commissioner Pitts **SECONDED** the motion. There were no objections; **SO ORDERED**.

**5. UNFINISHED BUSINESS - None**

## 6. NEW BUSINESS

- a. **Discussion/Recommendation** – Special Use Permit to Alaska Air Fuel, Inc. for Aircraft Parking on the Apron

The Airport Manager provided an overview of the Special Use Permit request.

### MOTION:

Commissioner Minelga **MOVED** to recommend approval of Special Use Permit to Alaska Air Fuel, Inc. for Aircraft Parking on the Apron; and Commissioner Zirul **SECONDED** the motion. There were no objections; **SO ORDERED**.

- b. **Discussion/Recommendation** – Rehabilitation of Willow Street

It was expressed that Willow Street be added to a wish list for City Capital Improvements.

### MOTION:

Commissioner Minelga **MOVED** to recommend to Council to explore the addition of the rehabilitation of Willow Street from North Terminal to Marathon Road for life, safety, and marketing purposes; and Commissioner Zirul **SECONDED** the motion. There were no objections; **SO ORDERED**.

- c. **Discussion/Recommendation** – Signage for Field of Flowers

It was expressed that the sign should reflect that the Field of Flowers is Airport property.

The Airport Manager noted she will provide information on how to proceed with getting a four-foot by eight-foot airport sign on the property.

- d. **Discussion/Recommendation** – Memorandum of Agreement – 3<sup>rd</sup> Operations Squadron

The Airport Manager provided background to the request from the military. She stated this was a good thing for the airport, military, and all aviation users at the airport.

### MOTION:

Commissioner Minelga **MOVED** to recommend to Council to approve the Memorandum of Agreement between the 3<sup>rd</sup> Operations Squadron and the City of Kenai; and Commissioner Zirul **SECONDED** the motion. There were no objections; **SO ORDERED**.

## 7. REPORTS

- a. **Airport Manager** – Airport Manager Bondurant gave the October 2017 Mid-Month Report and reported on recent airports she visited during two conferences.
- b. **City Council Liaison** – Council Member Knackstedt noted:

- Various actions at City Council meetings on 10/4/17 and 9/20/17;
- Expressed excitement about FAA weather cams;
- He will request that the City Manager have the Public Works Director evaluate Willow Street;
- Reported on elections.

**8. NEXT MEETING ATTENDANCE NOTIFICATION – November 9, 2017**

It was noted that Commissioners Dodge and Zirul will not be able to attend.

**9. COMMISSIONER COMMENTS AND QUESTIONS**

Commissioners Pitts expressed his happiness to see the leasing policy is being reviewed and noted that the FAA Webcams are indispensable, a wonderful tool for aviation.

**10. ADDITIONAL PUBLIC COMMENT – None**

**11. INFORMATION ITEMS – None**

**12. ADJOURNMENT**

There being no further business before the Commission, the meeting was adjourned at 7:50 p.m.

Meeting summary prepared and submitted by:

*Gregory Kennedy* on behalf of  
*Tawni Eubank*  
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Tawni Eubank  
Administrative Assistant

