



Kenai Airport Commission

Regular Meeting

October 08, 2026 - 6:00 PM

Kenai City Hall - Council Chambers

210 Fidalgo Ave., Kenai, AK 99611

Telephonic/Virtual Information Below

Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval

B. SCHEDULED PUBLIC COMMENTS *(Public comments limited to ten (10) minutes per speaker)*

C. UNSCHEDULED PUBLIC COMMENT *(Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated)*

D. APPROVAL OF MINUTES

1. September 10, 2026 Regular Meeting Minutes..... 3

E. UNFINISHED BUSINESS

F. NEW BUSINESS

G. REPORTS

1. Airport Manager
2. Commission Chair
3. City Council Liaison..... 6

H. ADDITIONAL PUBLIC COMMENTS *(Public comments limited to five (5) minutes per speaker)*

I. NEXT MEETING ATTENDANCE NOTIFICATION - November 12, 2026

J. COMMISSIONER COMMENTS AND QUESTIONS

K. ADJOURNMENT

L. INFORMATION ITEMS

1. 2026 Float Plane Basin Activity 10
2. 2026 Enplanements 13
3. August 2026 Midmonth Report..... 14
4. August 2026 Plane Pass Data..... 16
5. Assignment of Concession Agreement, AVIS..... 17

Registration is required to join the meeting remotely through Zoom. Please use the link below to register:

<https://us02web.zoom.us/meeting/register/zTwUxdLKTECyMgok4Pz3dA>

The agenda and agenda items are posted on the City's website at www.kenai.city. Copies of the agenda items are available at the City Clerk's Office or outside of Council Chambers prior to the meeting. Please contact the Airport Manager at 907-283-7951 for additional details.

****COMMISSIONERS, PLEASE CONTACT US IF YOU WILL NOT BE ABLE TO ATTEND THE MEETING****

**KENAI AIRPORT COMMISSION – REGULAR MEETING
SEPTEMBER 10, 2026 – 6:00 P.M.
KENAI CITY COUNCIL CHAMBERS
210 FIDALGO AVE., KENAI, AK 99611
CHAIR GLENDA FEEKEN, PRESIDING**

MINUTES

A. CALL TO ORDER

A Regular Meeting of the Airport Commission was held on September 10, 2026, in the Kenai City Council Chambers, Kenai, AK. Chair Feeken called the meeting to order at approximately 6:00 p.m.

1. Pledge of Allegiance

Chair Feeken led those assembled in the Pledge of Allegiance.

2. Roll Call

There were present:

Glenda Feeken, Chair	Paul Minelga, Vice Chair
James Bielefeld	Cody Whicker
Dan Knesek (<i>remote participation</i>)	James Zirul
Scott Bremmer	

A quorum was present.

Also in attendance were:

Mary Bondurant, Interim Airport Manager
Julie Semmens, Airport Administrative Assistant
Victoria Askin, City Council Liaison

3. Agenda Approval

MOTION:

Commissioner Zirul **MOVED** to approve the agenda as presented. Commissioner Bielefeld **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

VOTE: There being no objection; **SO ORDERED.**

B. SCHEDULED PUBLIC COMMENTS

1. HDL Engineering/QAP (Contractor) - Discussion 2026 Runway Reconstruction Project

Erik Jordt, Civil Engineer with HDL Engineering, provided updates on runway rehabilitation progress, noting that runway grooving was underway and the project remained on schedule for reopening by September 21, 2026.

C. UNSCHEDULED PUBLIC COMMENTS - None.

D. APPROVAL OF MINUTES

1. June 11, 2026 Regular Meeting Minutes

MOTION:

Commissioner Minelga **MOVED** to approve the June 11, 2026 Airport Commission minutes. Commissioner Zirul **SECONDED** the motion.

UNANIMOUS CONSENT was requested on the motion.

VOTE: There being no objection; **SO ORDERED.**

E. UNFINISHED BUSINESS - None.

F. NEW BUSINESS

1. **Discussion** - Storm Water Pollution Prevention Plan - Matt Dura, PE Nelson Engineering - Tenant Questionnaire

Matt Dura, PE with Nelson Engineering, provided information regarding the Storm Water Pollution Prevention Plan and airport tenant surveys.

G. REPORTS

1. Airport Manager - Airport Manager Bondurant reported on the following:
 - Airport Master Plan update.
 - Acceptance of the Federal Aviation Administration (FAA) grant for airport improvements and project award.
 - FAA's transition to a new management system, which will require airport and emergency personnel training to obtain appropriate credentials.
 - Vector Airport Systems identified billable non-signatory arrival statistics for July and August.
 - Ongoing discussions with the U. S. Marine Corps regarding potential use of the Kenai Airport during the 2027 Arctic Edge exercise.
 - Jersey Subs opened in the airport café on September 7, 2026.
 - Nine temporary call-out employees were hired.
 - New Airport Manager Rick Johnson would begin on September 15, 2026.
2. Commission Chair - No report.
3. City Council Liaison - Vice Mayor Askin reported on recent actions of the City Council.

H. ADDITIONAL PUBLIC COMMENTS - None.

I. NEXT MEETING ATTENDANCE NOTIFICATION - October 8, 2026

J. COMMISSION QUESTIONS AND COMMENTS

Commissioners thanked Interim Director Bondurant for her service to the airport.

There was discussion regarding the collection of non-signatory funds and the airport fence improvement project.

K. ADJOURNMENT

L. INFORMATIONAL ITEMS

1. 2026 Float Plane Basin Activity
2. 2026 Enplanements
3. June 2026 Midmonth Report
4. July 2026 Midmonth Report
5. July 2026 Plane Pass Data
6. Remote Tower (Kenai) PowerPoint

7. Rehabilitate RW Project Update

There being no further business before the Airport Commission, the meeting was adjourned at 6:28 p.m.

I certify the above represents accurate minutes of the Airport Commission meeting of September 10, 2026.

Logan Parks, Deputy City Clerk

DRAFT



Kenai City Council - Regular Meeting

September 16, 2026 — 6:00 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

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

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Approval of the Agenda and Consent Agenda (*Public comments on Consent Agenda Items 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 ADMINISTRATIVE REPORTS

C. SCHEDULED PUBLIC COMMENTS (*Public comments limited to ten (10) minutes per speaker; twenty (20) minutes aggregated*)

D. UNSCHEDULED PUBLIC COMMENTS (*Public comments limited to three (3) minutes per speaker; thirty (30) minutes aggregated*)

E. PUBLIC HEARINGS

1. **ENACTED UNANIMOUSLY Ordinance No. 3544-2026** - Amending Kenai Municipal Code Chapter 1.56 Kenai Municipal Library Department, Removing the Library Regulations from the Appendices of Kenai Municipal Code, and Amending the City of Kenai Schedule of Rates, Changes, and Fees for Housekeeping Purposes and to Align the Library with Other City Departments. (Administration)
2. **ENACTED UNANIMOUSLY Ordinance No. 3545-2026** - Increasing Estimated Revenues and Appropriations in the General and Senior Center Improvement Capital Project Funds to Provide Supplemental Funding for the Senior Center Canopy Roof Replacement Project. (Administration)
 1. Motion for Introduction
 2. Motion for Second Reading (Requires a Unanimous Vote)
 3. Motion for Enactment (Requires Five Affirmative Votes)
3. **ADOPTED UNANIMOUSLY Resolution No. 2026-61** - Authorizing Purchase of Two Police Interceptors Using the City's Fleet Replacement Fund and the State of Alaska Equipment Fleet Contract. (Administration)
4. **ADOPTED UNANIMOUSLY Resolution No. 2026-62** - Authorizing a Contract Award for SCADA Design and Installation Services. (Administration)

F. MINUTES

1. *Regular Meeting of September 2, 2026. (City Clerk)

G. UNFINISHED BUSINESS

H. NEW BUSINESS

1. ***Action/Approval** - Bills to be Ratified. (Administration)
2. ***Action/Approval** - Purchase Orders and Purchase Order Amendments Requiring Council Approval in Accordance with KMC 7.15.020. (Administration)
3. ***Action/Approval** - Non-Objection to the Acceptance and Appropriation of a Donation from the Derek Kaufman Fund in the Amount of \$1,000 in Accordance with KMC 7.25.030. (Administration)
4. ***Action/Approval** - Non-Objection to the Acceptance and Appropriation of the Fiscal Year 2027 Public Library Assistance Grant in the Amount of \$7,000 in Accordance with KMC 7.25.030 (Administration)
5. ***Action/Approval** - Confirmation of Mayoral Nomination of Joshua Bolling as Student Representative to City Council and Caroline Karpik as Student Representative to the Council on Aging Commission.
6. **Discussion** - Council Employee Review Consultant. (Grieme)
7. **HEARING SCHEDULED FOR OCTOBER 21, 2026 AT 2:00PM Discussion** - Scheduling a Board of Adjustment Appeal Hearing. (City Clerk)
8. **SPECIAL MEETING SCHEDULED FOR SEPTEMBER 30, 2026 AT 4:30PM Action/Approval** - Scheduling a Special Meeting of the City Council. (Administration)

I. COMMISSION REPORTS

1. Council on Aging Commission
2. Airport Commission
3. Parks and Recreation Commission
4. Planning and Zoning Commission
5. Beautification Commission

J. REPORT OF THE MAYOR

K. ADMINISTRATION REPORTS

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

L. ADDITIONAL PUBLIC COMMENTS

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

M. EXECUTIVE SESSION

N. PENDING ITEMS

O. ADJOURNMENT

P. INFORMATION ITEMS

The agenda and supporting documents are posted on the City's website at 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 at 907-283-8231.

Registration is required to join the meeting remotely through Zoom. Please use the following link to register:

<https://us02web.zoom.us/meeting/register/i2h3GksfSZuj1xtJGGNKVg>



Kenai City Council Meeting - Special Meeting

September 30, 2026 — 4:30 PM

Kenai City Council Chambers

210 Fidalgo Avenue, Kenai, Alaska

www.kenai.city

****Telephonic / Virtual Information on Page 1****

Action Agenda

A. CALL TO ORDER

1. Pledge of Allegiance
2. Roll Call
3. Agenda Approval

B. PUBLIC HEARING

1. **POSTPONED TO 10/07/2026 Resolution No. 2026-63** - Authorizing a Contract Award for the Kenai Bluff Erosion and Stabilization - Mission Avenue Erosion Control Project.

C. ADJOURNMENT

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Float Plane Basin Activity

FPB Aircraft Operations

Month	2026	2025	2024	2023	2022
May	44	93	49	73	137
June	194	246	298	115	188
July	269	550	436	239	165
August	255	435	457	293	135
September	0	190	277	169	33
October	0	10	83	20	0
Total	762	1524	1600	909	658

Avgas/ 100LL Fuel Sales

Month	2026	2025	2024	2023	2022
May	\$0	\$5,564	\$3,263	\$4,169	\$4,673
June	\$2,429	\$4,592	\$8,745	\$9,991	\$8,306
July	\$7,286	\$6,055	\$10,164	\$12,687	\$6,424
August	\$4,010	\$6,285	\$10,311	\$14,482	\$7,383
September	\$0	\$564	\$8,930	\$10,614	\$7,314
October	\$0	\$736	\$3,587	\$1,033	\$1,421
Total	\$13,725	\$23,796	\$45,000	\$52,976	\$35,521

Avgas/ 100L Gallons Sold

Month	2026	2025	2024	2023	2022
May	0	695	408	537	779
June	304	574	1093	1273	1384
July	911	757	1270	1635	1071
August	501	785	1288	1918	1049
September	0	34	1116	1371	941
October	0	92	448	129	183
Total	1716	2937	5623	6863	5406

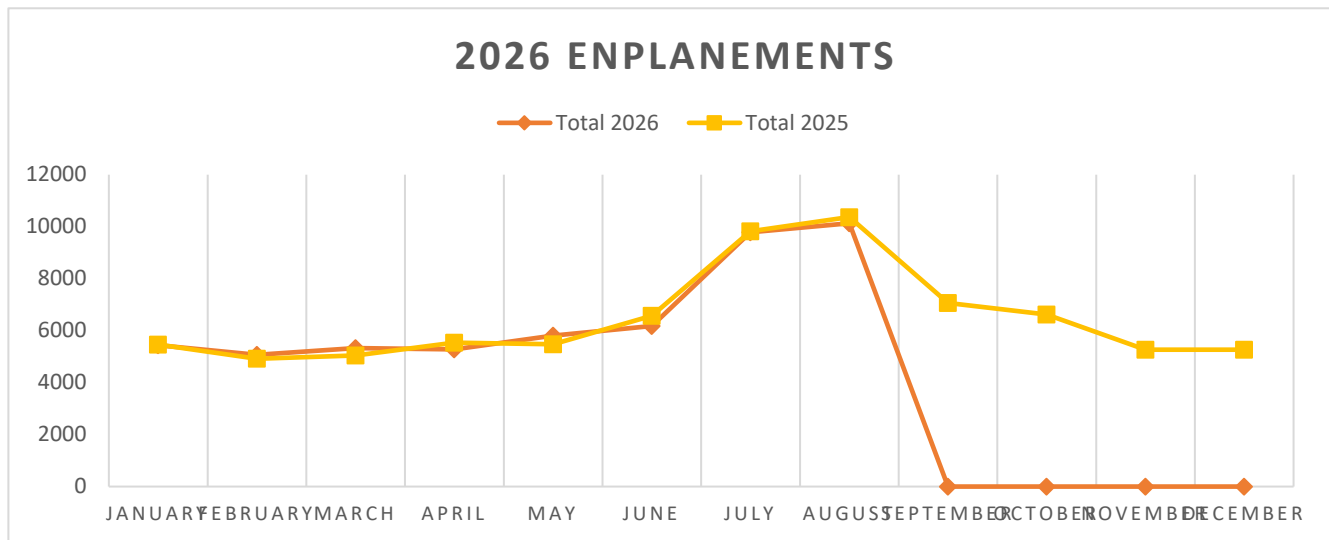
Sale Price Per Gallon

Month	2026	2025	2023	2022	
May	\$ 8.00	\$ 8.00	\$ 8.00	\$ 7.77	
June	\$ 8.00	\$ 8.00	\$ 8.00	\$ 7.85	
July	\$ 8.00	\$ 8.00	\$ 8.00	\$ 7.76	
August	\$ 8.00	\$ 8.00	\$ 8.01	\$ 7.55	
September	\$ 8.00	\$ 8.00	\$ 8.00	\$ 7.74	
October	\$ 8.00	\$ 8.00	\$ 8.01	\$ 8.00	
Average	\$ 8.00	\$ 8.00	\$ 8.00		

	Rev 7/6/26					

Kenai Airport Enplanements

Month	Grant 2026	Fox Air 2026	Aleutian 2026	Grant 2025	Kenai Aviation 2025	Aleutian 2025	Total 2026	Total 2025	Change from 2025 to 2026
January	5292	0	152	4466	1003	0	5444	5469	-25
February	4872	0	193	4001	917	0	5065	4918	147
March	5168	0	159	3973	1072	0	5327	5045	282
April	5262	0	15	4464	1071	0	5277	5535	-258
May	5807	0	0	4353	1122	0	5807	5475	332
June	6147	25	0	5249	1129	190	6172	6568	-396
July	9415	368	0	6771	2003	1044	9783	9818	-35
August	9847	284	0	7362	2064	944	10131	10370	-239
September			0	5394	1222	448	0	7064	
October			0	4955	1308	356	0	6619	
November			0	5083	118	70	0	5271	
December			0	5018	0	247	0	5265	
Total	51810	677	519	61089	13029	3299	53006	77417	-192



MEMORANDUM

TO: Mayor Henry Knackstedt and Kenai City Council

THROUGH: Terry Eubank, City Manager

FROM: Mary Bondurant, Interim Airport Manager

DATE: September 8, 2026

SUBJECT: **Airport Mid-month Report August 2026**

FY2025 Airport Capital Improvement Projects

- Runway Rehabilitation Project
Construction has started on this project and is going well. Runway closure was May 15, 2026. Paving on the runway was completed on August 14, 2026. There is a 30-day cure time on the asphalt and the grooving will start the week of September 8, 2026. Grooving will take approximately 2 weeks and weather permitting, marking will follow. Meetings are scheduled every Thursday with the Airport, engineers, and contractor until the end of the project.
- Airport Master Plan – Phase 2 Update
The four preliminary alternatives were submitted to the City for review with comments due August 31, 2026. After the comment period and review, Alternative 4 is the preferred alternative. HDL will move forward and develop an implementation and a financial plan with a presentation to follow with the City.

FY2026 Airport Capital Improvement Projects

- Airport Perimeter Fence Project – Airport Manager submitted a grant application to the FAA on August 13, 2026. The estimated funding is \$2,923,254 as the Federal share and the City share \$ 153,855 for a total of \$3,077,109. The FAA sent a grant offer and the City of Kenai accepted the grant at the September 2, 2026 Council meeting. QAP is the successful bidder.

In-house Activities

- Storm Water Pollution Prevention Plan (SWPPP) - Nelson Engineering will provide engineering services for the revision of the current SWPPP to meet Alaska Department of Environmental Conservation's (ADEC) 2026 Multi Sector General Permit for the Kenai

Municipal Airport. Letters and surveys have been sent to Kenai airport tenants and an informational meeting for the tenants regarding the MSGP and comprehensive SWPPP is scheduled for 5:00pm in the Council Chambers of City Hall.

- The Federal Aviation Administration's Air Traffic Division is transitioning from the Federal NOTAM System (NOTAM Manager) to the new NOTAM Management System (NMS). This process will begin this summer. Airport staff and the Kenai Fire Department will be required to setup Login.gov credentials, complete NMS training, and stay informed and engaged via monthly airport meetings, monthly User forums, and email communications.
- Airport received the first report, July 2026, from Vector Airport Systems. This is the first month Vector will be billing for non-signatory landing fees. The billable arrivals showed that there were 497 arrivals, 54 invoices sent, to collect \$16,268.16. We just received the second month's report (August) the report shows 366 arrivals, 36 invoices, and billable is \$13,948.58.
- The Airport had another visit from the Marine Corp. Military units are still considering Kenai for the 2027 Arctic Edge event. The City could either have 25-30 personnel here to just conduct the fueling part of the operation or 200 personnel to host the full event. The event is scheduled for April 19th to May 9th. They will keep us informed as the planning process develops.
- Airport Café – Jersey Subs opened in the terminal building on Monday, September 7th. They reported a very good turnout and are very excited to be in their new location.
- The Airport is recruiting for the winter temporary call out operators. Recruiting closes on September 8, 2026.
- With the conclusion of my temporary appointment, I would like to say how much I appreciate the opportunity to again serve the City of Kenai, the Kenai Airport and community during my appointment. I am very grateful for the confidence and trust, support and professional relationships that I have developed over the years with the City of Kenai. The Airport is an important part of our community and I have greatly valued the opportunity to contribute to its continued success, safety, and development. Again, I wish the Airport, its employees, and the City of Kenai success in the future.





Billable Arrivals Report - PAEN

August-26

No. of Arrivals	365
Invoices Sent	36
Total Billables	\$13,948.58



KENAI

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

MEMORANDUM

TO: Airport Commission
FROM: Rick Johnson, Airport Manager
DATE: September 30, 2026
SUBJECT: Discussion – Consent to Assignment, AVIS

Copper River Rentals LLC, an Alaska limited liability company, doing business as Budget Rent A Car (Assignor), entered a Sale Agreement dated July 27, 2026 with Alaska Rent-A-Car Inc., an Alaska corporation (Assignee).

Assignor is the Concessionaire under the Non-Exclusive On-Airport Automobile Concession Agreement (the Concession Agreement) dated October 12, 2023, between City of Kenai and Assignor. The term of the agreement is effective through midnight of December 31, 2028, with the option of a month-to-month extension thereafter. Assignor desires to assign to Assignee, Assignor's right, title and interest in the Concession Agreement.

Assignee is in good standing with the City of Kenai, and has a current Certificate of Insurance on file.

Thank you for discussion regarding this assignment.

ASSIGNMENT OF CONCESSION AGREEMENT

Background

A. Copper River Rentals LLC, an Alaska limited liability company, doing business as Budget Rent A Car (Assignor), operates the business of renting automobiles without drivers pursuant to License Agreements with Budget Rent A Car System, Inc., a Delaware corporation (Budget). Pursuant to Sale Agreement dated July 27, 2026, Assignor agreed to sell its business to Alaska Rent-A-Car Inc., an Alaska corporation (Assignee).

B. Assignor is the Concessionaire under the Non-Exclusive On-Airport Automobile Concession Agreement (the Concession Agreement) dated October 12, 2023, between City of Kenai (City) and Assignor. Assignor desires to assign to Assignee, Assignor's right, title and interest in the Concession Agreement.

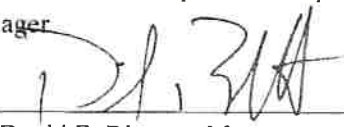
Assignment

Assignor sells, Assigns and transfers to Assignee Assignor's entire right, title and interest in, to and under the Concession Agreement. This Assignment is subject to the prior approval by City in accordance with Article XVII of the Concession Agreement. This Assignment will be effective upon the latest to occur of (a) approval by Budget of the transfer of Assignor's License Agreements to Assignee; (b) approval by City of the assignment of the Concession Agreement to Assignee; and (c) the transaction contemplated by the Sale Agreement between Assignor and Assignee is consummated and closes in accordance with the Sale Agreement.

Executed and acknowledged by Assignor on the date as stated in the acknowledgment below.

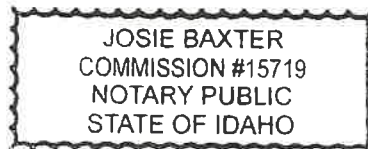
Copper River Rentals LLC, Concessionaire

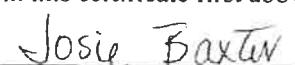
By: Kendall Development Group LLC, its
Manager

By: 
David E. Blewett, Manager

STATE OF IDAHO)
)ss.
ADA COUNTY)

On this ____ day of September, 2026, before me David E. Blewett, personally appeared, known or identified to me to be the Manager of Kendall Development Group LLC, the Manager of Copper River Rentals LLC that executed the above instrument on behalf of said limited liability company and acknowledged to me that such limited liability company executed the same. In witness whereof I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.




Notary Public of Idaho
My commission expires: 11-18-24

ASSUMPTION OF CONCESSION AGREEMENT

Alaska Rent-A-Car, an Alaska corporation, Assignee named in the foregoing Assignment, accepts the assignment and assumes and unconditionally agrees to perform all of the Concessionaire's obligations as set forth in the Concession Agreement. Assignee agrees that all provisions of the Concession Agreement that are applicable to Assignor will be applicable to Assignee, including, without limitation, the rights, obligations and reservations set forth in Article V of the Concession Agreement, the general conditions set forth in Article VI of the Concession Agreement and the obligation to keep in force and maintain insurance in not less than the minimum limits set forth in Article XIII of the Concession Agreement.

Executed and acknowledged by Assignee on the date as stated in the acknowledgment below.

Alaska Rent-A-Car Inc.

By: _____

Name: Carriigan Grigsby

Title: E.V.P.

STATE OF ALASKA)

)ss.

THIRD JUDICIAL DISTRICT)

On this 28th day of September in the year 2026, before me Carriigan Grigsby, personally appeared, known or identified to me to be the E.V.P. of Alaska Rent-A-Car Inc. that executed the above instrument on behalf of said limited liability company and acknowledged to me that such corporation executed the same. In witness whereof I have hereunto set my hand and affixed my official seal the day and year in this certificate first above written.



Notary Public of Alaska

My commission expires: Aug 14, 2029