**REGULAR NAMPA AIRPORT COMMISSION**
**FEBRUARY 8, 2016**

The meeting was called to order at 5:30 pm by Vice Chairman Tom Howard
Roll Call:

- Members Present: Mark Miller, Gene Clark, Tom Howard
- Council Liaison: Randy Haverfield
- Members Absent: Brent Ross, Russ Sperry

Proposed amendments to the agenda; None

Election of 2016 Chairman and Vice Chairman:

MOVED by Clark to **nominate Mark Miller for the 2016 Commission Chairman.**
**MOTION CARRIED**

Vice Chairman Howard turned the meeting over to Chairman Miller.

MOVED by Howard to **nominate Russ Sperry for the 2016 Commission Vice Chairman.**
**MOTION CARRIED**

MOVED by Howard, and seconded to **approve the minutes** for the **Regular** meeting of January 11, 2016 and the **Special** meeting of January 25, 2016.
**MOTION CARRIED**

Staff Report:
**Monte Hasl, Airport Superintendent,** presented the following staff report:

- Open Units; Wait List: Fuel Report.
- Airfield Conditions; RWY/TWY & Apron in good shape; RWY/TWY lighting systems operating normally; PAPI, operating normally; AWOS operating normally, completed quarterly inspection and upgraded CDP.
- The East Hangar Lot Cat Ex – Diane Stilson with the FAA has reviewed. - Complete
- The East Hangar Gas Line Easement – Close to completion.
- Miscellaneous; New Standard Land Lease is under review by the FAA; Replaced café flooring; Annual fire sprinkler inspection in the terminal – complete; The fence at Airport and Municipal – repaired; Eastside waterline abandonment – Coordinating with the developer, Nampa City Water Department and Nampa Fire Department; Weed/Rodent Control is ongoing; No unauthorized vehicles; NOTAMS, crane west of airfield.
- Upcoming Conferences
    - FAA Northwest Mountain Region Airports Conference 2016 - March 28-30 Seattle.
    - Idaho Airport Management Association – April 18-19 Sun Valley.

Commissioner Howard questioned the new flashing stop sign at the intersection of Happy Valley and Victory. He is concerned the new sign is higher than the fence and there is now a flashing red light at the 29 end of the runway.

The Superintendent reported he has been trying to contact the County Engineer to discuss the intersection.

Grant Report:

AIP-025 – J.D. Heithoff, J.U.B. Engineers, quickly reviewed the construction project: Rehabilitate Taxilanes & Remove and install 700 feet of existing fence. The final report has been sent to the FAA. We are waiting for the FAA's final confirmation.

AIP-026 – No update for February.

AIP-27 *(Anticipated)* - J.D. Heithoff, J.U.B. Engineers, also updated the Commission on our next AIP project; Planning for the Environmental Assessment for the Land Purchase in the runway 11 RPZ. The FAA has reviewed the Scope for the planning portion of this project. They are currently trying to find a firm to complete an independent fee estimate. Six firms have been contacted and five have declined. They are hoping the sixth firm will complete the IFE.

**AIRPORT BUSINESS**

Review Reservation Extension request for Gary Bartlow Lots 2002-2008 – Gary Bartlow reported to the Commission that he is moving forward with his building plans. His architect has sent the Engineers an updated drainage plan and are awaiting engineering approval.

Commissioner Howard indicated with Gary Bartlow and Mad River, LLC asking for extensions he is ok granting extensions for both groups.

MOVED by Miller and seconded by Clark;

> ***The Airport Commission hereby grants Gary Bartlow, lots 2002-2008, and Mad River, LLC, lots 2010-2016, a 90 day reservation extension from the end of their previous reservations.***

**MOTION CARRIED**

Review Prodigiq contract – The Airport Superintendent presented the Commission with the Prodigiq contract. Prodigiq is offering a lease management software system that is specifically designed for General Aviation facilities. The software will have land lease and hangar rental data, notifications, reports and operations will have the ability to access the data in the field. The cost is $13,000.00.

Commissioner Miller asked for an additional month to review the contract and software.

Commissioner Howard MOVED to table the discussion for one month.

**MOTION CARRIED**

MOVED by Howard and seconded by Clark to **adjourn** the meeting.

**MOTION CARRIED**

**Chairman Mark Miller adjourned the meeting at 5:59 PM**

Passed this **14th** day of March, 2016

Mark R Miller
COMMISSION CHAIRMAN

AIRPORT SUPERINTENDENT, SECRETARY