

**SPECIAL NAMPA AIRPORT COMMISSION  
MAY 19, 2016**

The meeting was called to order at 5:30 pm by Chairman Mark Miller

Roll Call:

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

Proposed amendments to the agenda; None

MOVED by Sperry, and seconded by Clark to **approve the minutes** for the **Regular** meeting of March 14, 2016 and the **Special** meeting of April 13, 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; The segmented Circle is in need of erosion repair.
- AIP-27 Environmental Study RPZ 11- The Grant Offer was received May 10<sup>th</sup>, the FAA requested acceptance by May 27<sup>th</sup>. Because of the time restraint, staff requested authorization at the May 16 City Council meeting; The City has begun the process for acquiring the Runway 11 RPZ property.
- Miscellaneous; TNT Dynamite Grill notified staff they will not be renewing their lease, their final day is June 30; East side Hangar development – dispute between the developer and the builder has resulted in a lien being filed by the builder; Weed/Rodent Control is ongoing; No unauthorized vehicles; NOTAMS, crane west of airfield.

Grant Report:

AIP-27 (Phase 1 Environmental Study for Purchase of Land in the Runway 11 RPZ) – Tom Lemenager, J.U.B. Engineers, updated the Commission on our next AIP project; Planning for the Environmental Assessment for the Land Purchase in the runway 11 RPZ (runway protection zone). The project is underway; JUB has met with the City and is aware of the notification process with the Landowner. A meeting has been held with the City, Airport Staff, J.U.B. and the landowner. Marti Hoge and Vince Barthels, of J.U.B. Engineers, have been able to tour the property and were able to develop a baseline for wildlife, wetlands, water and lands.

The FAA is also requesting a Runway Protection Zone (RPZ) Alternative Analysis. When the City analyzed the Overland Road corridor the RPZ was also analyzed. J.U.B has received those documents from Claire Bowman with the City of Nampa. Some of the alternatives identified at that time; do nothing, shift the 29 end, or re-align roads. J.U.B. will continue forward with the RPZ alternative analysis.

At this time, J.U.B. has ordered the title report for the property in question and will then contact the property owner to schedule another site visit.

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**AIRPORT BUSINESS**

Request from Todd Hitchcock to remove the parking lot from his lease – Todd Hitchcock, 3212 Port Street, Nampa, addressed the Commission. Mr. Hitchcock reported under the current Master Plan, the parking lot north of his hangar will sit under a runway protection zone for a second runway and the FAA will not allow anything to be built in that location. He would like to know if this second runway will stay in the next Master Plan.

The Airport Superintendent reported the next master plan is scheduled for 2018. A master plan update takes about 18 months.

Tom Lemenager, J.U.B. Engineers, reported the second runway that currently shown on the Master Plan is outside of the 20 year planning period. When the master plan was completed, the forecast at that time indicated the need for a second runway in just over 20 years.

Mr. Hitchcock understands under the current master plan the FAA will not approve a building in that location. As a result he would like to remove the parking lot, 62' x 150', from his lease. He would like to amend his current lease to do this. He does not want to lose his lease rate. If he modifies his lease he will be charged the new higher lease rate which will result in him paying more for the leased land.

J.D. Heithoff, J.U.B. Engineers, indicated if a new hangar is built in the location in question, without the FAA's authorization, the FAA will not participate in the purchase of the improvement in the event a second runway were to be constructed.

Mr. Hitchcock asked if the FAA would authorize a temporary building. The Commission discussed this idea and felt if the FAA were to approve a temporary building our lease for the improvement could be limited in the number of years and have a condition that the building would have to be removed at the end of the lease.

The Commission requested the Airport Superintendent contact the FAA to discuss the option of a temporary building. Mr. Hitchcock would like to participate in the conversation with the FAA. The Superintendent also indicated he would like J.U.B. to be involved in this discussion.

Mr. Hitchcock indicated he will wait for more input from the FAA on whether a temporary building would be allowed.

Authorize the Mayor to sign 5 year Fixed Base Operator Lease with AvCenter for the Terminal building and Ramp / Shade Hangars – The Airport Superintendent presented the Commission with the lease agreement for AvCenter. The Commission discussed the lease.

MOVED by Sperry and seconded by Clark;

***The Airport Commission hereby recommends the City Council Authorize the Mayor to sign the 5 year Fixed Base Operator Lease with AvCenter for the Terminal building and Ramp/Shade Hangars.***

**MOTION CARRIED**

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Authorize Mayor to sign First Amendment to the Lease and Memorandum of Amendment with Two Millers Holdings, LLC (Mark Miller) for Lot 2234 – Chairman Miller recused himself, as he is a member of Two Millers Holdings, LLC. The Commission then tabled this item until the next meeting as a quorum is not present for this topic.

Request from James Davies; has received an offer to purchase the hangar improvements on Lot #2365 from Patricia Nardi; Agreement to Terminate Lease with James Davies for Lot #2365 dated 07-01-07; contingent on sale of hangar and lease approval for Patricia Nardi effective June 6, 2016; Approve new Standard Land Lease and Memorandum of Lease with Patricia Nardi for Lot #2365 for a 50'w x 30'd hangar; term of agreement 06-06-2016 to 06-30-2036. – The Airport Superintendent presented the hangar sale. The Commission discussed the sale and first right of refusal option.

Commissioner Sperry MOVED and seconded by Clark;

*The Airport Commission hereby recommends to the City Council that they authorize the Mayor to sign the Agreement to Waive First Right of Refusal and Terminate Lease with James Davies dated 07-01-07 and sign a new Standard Land Lease and Memorandum of Lease with Patricia Nardi effective June 6, 2016.*

**MOTION CARRIED**

Airport Commission Budget Review – The Airport Superintendent presented the FY 17 budget to the Commission.

Chairman Miller indicated he had reviewed the budget and it appears to be very similar to the preliminary budget that was presented to the Commission in May.

The Public Works Director indicated the biggest change is adding a third employee.

The Commission discussed the FY 17 budget.

MOVED by Sperry and seconded by Clark;

*The Airport Commission hereby approves of the FY17 Budget as presented.*

**MOTION CARRIED**

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

**MOTION CARRIED**

**Chairman Mark Miller adjourned the meeting at 6:07 PM**

Passed this 13<sup>th</sup> day of June, 2016

  
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AIRPORT SUPERINTENDENT, SECRETARY

  
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COMMISSION CHAIRMAN