

**NAMPA AIRPORT COMMISSION
AUGUST 8, 2016**

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

Roll Call:

- Members Present: Mark Miller, Tom Howard, Brent Ross, Dr. David Beverly
- Council Liaison: Randy Haverfield
- Members Absent: Gene Clark

Proposed amendments to the agenda; None

MOVED by Ross and seconded by Howard to **approve the minutes** for the **Regular** meeting of July 11, 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, alignment checked/cleaned; AWOS operating normally.
- Miscellaneous; Fuel Island DEQ Inspection has been completed; We have received one café proposal; A cell tower has been constructed just to the west of the Airport; East side hangar development –Bartlow: work is ongoing; No recent Chihuahua sightings, Nuisance Nabbers is assisting in trapping ; Weed/rodent control is ongoing; NOTAMS, crane west of airfield.

The Airport Superintendent advised the Commission the cell tower, owned by Verizon, did submit the 7460-1 and 7460-2 in accordance with the FAA. The Superintendent reviewed the FAA's determination with the Commission. The Superintendent will be reviewing the determination with our FAA representative in Helena. The Public Works Director also indicated he has asked the Building Department to confirm the tower height and location.

Grant Report:

AIP-26 (Wildlife Hazard Assessment) – J.D. Heithoff, J.U.B. Engineers, updated the Commission on the Wildlife Hazard Assessment. The draft Wildlife Hazard Assessment report has been provided to the Airport Superintendent for review. Once the Airport Superintendent's comments are received J.U.B. will submit the draft report to the FAA. The Wildlife Hazard Assessment did not find any unusual activity, only small birds and animals. Some of the recommendations in the report are: use of scatter bangs and completion of the fence to the south of the Airport.

AIP-27 (Phase 1 Environmental Study for Purchase of Land in the Runway 11 RPZ) – J.D. Heithoff 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 has stalled due to a June 30 letter from Mr. Blough's attorney that indicated Mr. Blough is no longer interested in allowing access to his property. J.U.B. met with the City, the FAA and State Aeronautics to discuss options to move forward. The FAA is requesting a completed RPZ Analysis and cost study and to complete the portions of the project that do not require access to the property. J.U.B. will update the Scope of Work accordingly.

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The Commission discussed options for purchasing the land as well as potential issues if the land is not acquired by the Airport.

The Public Works Director indicated we need to complete the Phase 1 study and then meet with the FAA to determine the next steps.

AIRPORT BUSINESS

Review Café proposal form Nate Lindskoog – Mr. Lindskoog was unable to attend the meeting. The Airport Superintendent reported he met with Mr. Lindskoog and Chairman Miller earlier in the day to review the proposal.

The Public Works Director indicated that he had met with a local restaurant owner, Merlin Knight, to look over the café space and get a feel for appropriate costs. Mr. Knight indicated the space is small with limited access; the setup of the cafe does not make sense and not being on a main street like Garrity, limits traffic. The Public Works Director asked the Commission to determine what is the purpose of having a café at the Airport?

The Public Work Director provided the Commission with an estimated marginal cost for the café. The equipment and preventative maintenance for the café equipment has an estimated cost of \$7,500.00 per year. The estimated cost for maintenance of the building is \$2,900.00. The total cost for the City is approximately \$10,500.00 per year. With the current proposal the City will break even after two years.

The Commission discussed the City's operational costs for the café. Chairmen Miller indicated if we do not have a tenant in the café space the City will have an additional cost of \$7,200.00 per year for restroom cleaning.

Chairmen Miller indicated after meeting with Mr. Lindskoog and the Airport Superintendent, he feels that Mr. Lindskoog is competent and will do a good job with the Café. Commissioner Beverly indicated he would like to meet Mr. Lindskoog. The Airport Superintendent will set up a meeting for Commissioner Beverly.

The Commission discussed Mr. Lindskoogs proposal. The Commission would like the rent to be \$1,800.00 per month with-in five years.

MOVED by Howard and seconded by Ross;

The Commission hereby accepts Mr. Lindskoog's proposal and directs staff to negotiate a lease for the café with Mr. Lindskoog.

MOTION CARRIED

Review updated Land Lease Application Policy – Airport Administrative Coordinator, Lynsey Johnson, presented the updated policy. The policy has been updated per the Commission comments from the July Meeting. Aaron Seable from the City Attorney's office has reviewed the policy and made some language changes. Mr. Seable also suggested the Commission strengthen the reservation extension section of the policy.

The Commission discussed the policy and the Attorney suggestions.

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MOVED by Howard and seconded by Beverly;

The Airport Commission hereby approves the Land Lease application policy as distributed with the update of the following language: 7 days changed to 5 days.

MOTION CARRIED

MOVED by Ross and seconded by Beverly to **adjourn** the meeting.

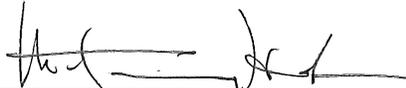
MOTION CARRIED

Chairman Mark Miller adjourned the meeting at 6:31 PM

Passed this 12th day of September, 2016



COMMISSION CHAIRMAN



AIRPORT SUPERINTENDENT, SECRETARY