NAMPA AIRPORT COMMISSION
SEPTEMBER 12, 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, Gene Clark
- Council Liaison: Randy Haverfield
- Members Absent: None

Proposed amendments to the agenda; None

MOVED by Ross and seconded by Howard to **approve the minutes** for the **Regular** meeting of August 8, 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, quarterly inspection and FAA annual certification complete.
- Miscellaneous; Fuel Island DEQ inspection recommendations completed; Café intends to open the first week of October; Cell tower, confirmed no impact to RWY 11, FAA in Helena is following up with flight procedures and who the proposal was coordinated with; Ford Tri-Motor visit, hosted by the EAA, Sept 13-18; Seal coat scheduled for Sept 27-28, east apron / taxilanes; East side hangar development - Bartlow: work is ongoing; Warhawk Warbird Round-up was a success; No recent Chihuahua sightings; Weed/rodent control is ongoing; Crane west of airfield has been removed.

The Commission discussed the cell tower. The impact is to the ultimate second runway on the Master Plan. The Airport Superintendent advised the Commission that the Helena ADO is reviewing the impact to the RNAV procedure for the proposed ultimate runway.

Grant Report:
AIP-26 *(Wildlife Hazard Assessment)* – Tom Lemenager, J.U.B. Engineers, updated the Commission on the Wildlife Hazard Assessment. The draft Wildlife Hazard Assessment report has been provided to the FAA for review. J.U.B. expects to receive comments from the FAA in early October. The next step will be to prepare the Wildlife Plan.

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 property owner has restricted access to the property. The FAA has indicated the property still needs to be evaluated for purchase and directed J.U.B. to update the scope for phase one. The updated scope needs to be approved by the Commission.

The Public Works Director indicated with the FAA deadline to have a buy/sell agreement of April 1 we will need to move the procurement back by one fiscal year in order to complete the assessments required by the FAA.

The Commission asked how onsite work will be completed in order to procure the land. Mr. Lemenager indicated there are many pieces of the evaluation that can be completed without accessing the land. The appraisal of the property is the main issue.

The Public Works Director indicated the appraisal work must be completed by FAA approved individuals. In order to access the property, to complete the appraisal, we may need to go through City Council and the Court system.

The Commission discussed options if the property owner were to sell to another party. The property is in the county and is not using city utilities. This may deter development in this location. In addition the City can protest, with the County, any change in use.

MOVED by Howard and seconded by Beverly:

The Airport Commission hereby recommends the City Council authorize the Mayor to sign the Supplemental Engineering Agreement No. 1 for AIP-27

MOTION CARRIED

AIRPORT BUSINESS

Review FY17 CPI Rate Adjustments – The Airport Superintendent presented the Resolutions for both the rental hangars and land leases adjusting the rates by 1.2%. This will affect the average renter by $2.00 per month and the typical land lease $9.00 per year. The Commission discussed the CPI rate increase for hangars and land leases.

MOVED by Howard and seconded by Ross:

The Airport Commission hereby recommends to the City Council that they authorize the Mayor to sign the Resolution authorizing a 1.2% Fee Increase for Land Lease Fees and the Resolution authorizing 1.2% Fee Increase for Hangar Rentals at The Nampa Municipal Airport Effective 10-1-2016.

MOTION CARRIED

Review the Café Lease; Nate Lindskoog – The Airport Superintendent presented the Café Lease. The City Attorney has reviewed the lease. The lease rate is based on the proposal from Mr. Lindskoog, the first four months will be $1,300 and the next eight months will be $1600. The Café will take over cleaning the restroom for a $600 per month credit towards the lease. A $2,000 construction allowance has been included as well. The lease is for one year with four one year renewal options.

MOVED by Beverly and seconded by Clark:

The Airport Commission hereby recommends to the City Council that they authorize the Mayor to sign the Café lease dated 09-19-16 with Nathan Lindskoog effective September 01, 2016.

MOTION CARRIED

Recommend the Mayor sign the Land Lease Agreement for the NDB (Non-Directional Beacon) located on the Centennial Golf Course – The Airport Superintendent presented the agreement to the Commission. The agreement has been reviewed by the State Health and Welfare Department (land

owner), the City Attorney and the City Engineer. The lease will end at the same the City's Golf Course lease ends with the State.

Councilman Haverfield clarified that the location in question is not City owned property and this is a sub-lease with the FAA. He also questioned the current lease and what kind of reimbursement is received for the sub-lease. The Airport Superintendent indicated the current lease and the new lease in question indicates specifically there is no compensation.

The Commission discussed the NDB and benefits of the NDB to the Airport. The Commission indicated the NDB technology is becoming obsolete and would like staff to begin working with the FAA on a plan to phase out this NDB.

MOVED by Howard and seconded by Clark:

The Airport Commission hereby recommends to the City Council that they authorize the Mayor to sign the Land Lease Agreement for the NDB (Non-Directional Beacon) effective October 1, 2016 – December 31, 2019 with the understanding that staff will work with the FAA to remove the facility.

MOTION CARRIED

Review MAF Lot reservation for Lot 2440 – Commissioner Howard recused himself from the Commission for this item. He then presented the request to the Commission. The lot in question is to the immediate north of MAF's hangar. MAF would like the reservation to be one that is open ended with the stipulation if another party would like to lease the lot MAF would have first right of refusal.

MAF initially reserved the lot in 2008 with the thought they would be expanding soon. Their Master Plan shows plans to expand the aviation portion of their campus.

The Commission discussed the request.

MOVED by Ross and seconded by Clark:

The Airport Commission hereby instructs staff to prepare an indefinite reservation with a first right of refusal for Lot 2440 for Mission Aviation Fellowship.

MOTION CARRIED

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

MOTION CARRIED

Chairman Mark Miller adjourned the meeting at 6:07 PM

Passed this 14th day of November, 2016

Mark Miller

COMMISSION CHAIRMAN

AIRPORT SUPERINTENDENT, SECRETARY