

**NAMPA AIRPORT COMMISSION
FEBRUARY 10, 2020**

The meeting was called to order at 5:30 pm by Chairman David Beverly

- Members Present: Aaron Bear, Wayne Thiel, Dr. David Beverly
- Members Absent: Mark Miller
- Ex-Officio Members Present: Monte Hasl, Airport Superintendent; Jeff Barnes, Deputy Public Works Director; Randy Haverfield, City Council Liaison; Douglas Waterman, City Attorney

1-Administrative

Item 1-1 Action Item: Approval of the minutes from the 01-13-20 regular meeting.

MOVED by Thiel to **approve the minutes** for the **regular** meeting of January 13, 2020, seconded by Bear.

Chairman Beverly asked all in favor to say aye with all Commissioners present voting **AYE**.

MOTION CARRIED

Item 1-2: Commissioner Reports: None.

Item 1-3: Staff Report:

1-3a: Monte Hasl, Airport Superintendent, presented the following staff report:

- Open Units; Wait List; Fuel Report.
- Airfield Conditions: RWY/TWY & Apron in good shape, the taxilanes and apron were swept by streets today; RWY/TWY lighting systems operating normally; PAPI operating normally, alignment checked/cleaned; AWOS radio transmitter is inoperative, replacement expected this week.
- Miscellaneous; January 27, Jon Ziessler captured the chihuahua. The dog was turned over to a local rescue group for rehabilitation; “Grass Take Offs and Landings Not Authorized” has been added to the remarks section of the Airfield Directory; City Council has concurred with the selection of J-U-B Engineers as the Airport Engineering Consultant.
- Routine Administrative/Maintenance –Rodent/FOD (Foreign Object Debris) control on going.

1-3b: Jeff Barnes, Deputy Public Works Director (DPWD) no items to report on.

2-Airport Grant Update

Item 2-1: AIP-29 (Phase 2 Environmental Study for Purchase of Land in the Runway 11 RPZ) – Toby Epler, J-U-B Engineers, updated the Commission on the Planning for the Environmental Assessment (EA) for the Land Purchase in the Runway 11 Runway Protection Zone (RPZ) Project, Phase 2. The draft Environmental Assessment (EA) report has been reviewed and commented on by the FAA. J-U-B is looking at scheduling the open house 3/5. J-U-B is waiting for documentation from the FAA to proceed with scheduling the public meeting. Once the open house is held there will be a 30-day public comment period.

Item 2-2: AIP-31 (Construct Hangar Taxilanes and Taxiways) – Toby Epler, J-U-B Engineers updated the Commission on the Taxiway/Taxilane Extension Project. The project is wrapped up for the season. The correction to the drainage issue with the one taxiway/adjointing apron and final pavement markings will be completed in April or May, weather permitting.

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Chairman Beverly asked Mr. Epler to proceed with item 2-4.

Item 2-4: AIP-32 (Anticipated) (Taxiway Design Project)– Toby Epler, J-U-B Engineers updated the Commission on the Taxiway/Taxilane Design Project. The project will design taxiways/ taxilanes in the “farm” area of the Airport. Construction will potentially occur in 2021 or 2022 under a future grant.

Item 2-3: AIP-30 (Master Plan Update) –Rick Patton, T-O Engineers, updated the Commission on the Master Plan. The FAA has not returned their comments yet. The City comments have been incorporated into the draft document. Once the FAA Coordination review of both the report and drawings is complete, the Master Plan will come before the Commission and City Council for final approval.

3-Airport Business

Item 3-1 Action Item: Review CSHQA Scope of Work (SOW)- Terminal Area Plan (TAP): Request: Enter into a contract with CSHQA for the Airport Terminal Area Plan – DPWD Barnes introduced Nicole Cecil to the Commission. Ms. Cecil is the City of Nampa Facilities Project Manager. Her role with the Terminal Area Concept Plan (TACP) will be to act as the owner’s representative for the city with the consultant. She will ensure the consultant is meeting the scope of work and that deliverables are on time and within budget. If the TACP provides a viable plan to move forward, Ms. Cecil will manage the project moving forward.

DPWD Barnes reviewed the SOW with the Commission. The City has identified the need to create a detailed plan for Municipal Drive and the terminal area to move forward with development. CSHQA will be looking at the needs for the Airport Terminal Building and Municipal Drive areas. They will work with key airport stakeholders, including the Warhawk Air Museum, to create the area plan. The cost for the contract is \$38,000.

The deliverables will include site plans, layouts, uses and renderings of a terminal building and Municipal Drive as well as estimated costs for development of the area. Once the TACP is complete, City staff will look at strategies to fund the needed improvements.

Chairman Beverly asked about the time frame. Ms. Cecil advised from the Notice to Proceed to completion, they anticipate three months.

MOVED by Bear and seconded by Thiel

The Airport Commission hereby approves the Scope of Work/Contract with CSHQA for the Terminal Area Concept Plan.

Chairman Beverly asked all in favor to say aye with all Commissioners present voting **AYE**.

MOTION CARRIED

Item 3-2 Action Item: Request from DMC Air, LLC: Has received an offer to purchase the hangar improvements on Lot #2268 from Jonathan Miller and David Miller; Agreement to Waive First Right of Refusal and Terminate Lease with DMC Air, LLC; New Standard Land Lease and Memorandum of Lease with Jonathan Miller and David Miller – The Airport Superintendent presented the hangar sale to the Commission.

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MOVED by Thiel and seconded by Bear

The Airport Commission recommends to City Council they authorize the Mayor to sign the Agreement to Waive the First Right of Refusal and Terminate Lease with DMC Air, LLC dated January 1, 2017, and Nampa Municipal Land Lease Agreement and Memorandum of Lease with Jonathan Miller and David Miller, effective February 28, 2020 for lot 2268

Chairman Beverly asked all in favor to say aye with all Commissioners present voting **AYE**.

MOTION CARRIED

Item 3-2 Action Item: Review 90-Day Reservation Extension Requests: Mad River: Lots 2030-2036; Mad River: Lots 2040-2046; Rambo/Milch: Lot 2400-2405; George/Simmons: Lots 2410-2418; Barton: Lot 2425; MAF: Lot 2445 – The Airport Superintendent presented the reservation statuses to the Commission.

Mad River, lots 2030-2036 – Mad River is working through the red lines from the Building Department. They are also working on their civil drawings and surveys. Mad River anticipates breaking ground in March.

Mad River, lots 2040-2046 – Mad River will begin working on this row after the 2030 row is underway. They are looking at a slightly different interior configuration for the building, including an executive hangar for transient aircraft.

Rambo/Milch, lots 2400-2405 – Mr. Rambo and Mr. Milch are working on their plan to move forward with a hangar.

George/Simmons, lots 2410-2418 – Mr. George has met with the City for a Concept Plan Review (CPR) meeting. He is working comments from the CPR meeting into his building plans. He is also working on his civil plans for the lots. The hangar design will include a mono truss style roof.

Barton, lot 2425 – Mr. Barton is working on the civil drawings and surveys.

MAF, lot 2445 – MAF has hired CSHQA and TO Engineers to prepare the design plan and civil drawings.

All the proposals are impacted in one way or another by the lengthy wait time for professional services related to building in the valley. This said, each of the lot's reservations are progressing forward.

Commissioner Bear did state for the record he is an employee of MAF. He stated he is not involved in the facility expansion decision group.

MOVED by Thiel and seconded by Bear

The Airport Commission hereby grants 90-day reservation extensions to: Mad River: Lots 2030-2036; 2040-2046; Rambo/Milch: Lots 2400-2405; George/Simmons: Lots 2410-2418; Barton: Lot 2425; MAF: Lot 2445.

Chairman Beverly asked all in favor to say aye with all Commissioners present voting **AYE**.

MOTION CARRIED

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MOVED by Bear and seconded by Thiel to **adjourn** the meeting.

Chairman Beverly asked all in favor to say aye with all Commissioners present voting **AYE**.

MOTION CARRIED

Chairman Beverly adjourned the meeting at 5:56 PM

Passed this 9th day of March 2020



AIRPORT SUPERINTENDENT, SECRETARY


COMMISSION CHAIRMAN