

**NAMPA AIRPORT COMMISSION**  
**MAY 11, 2020 -Video Conference Meeting**

The meeting was called to order at 5:36 pm by Chairman David Beverly

- Members Present: Dr. David Beverly, Wayne Thiel, Aubree Miller, Mark Miller
- Members Absent: Aaron Bear
- Ex-Officio Members Present: Monte Hasl, Airport Superintendent; Jeff Barnes, Deputy Public Works Director

Monte Hasl, Airport Superintendent, asked the Commission to add an item to the agenda as Item 4-3. The FAA has offered the Nampa Airport a CARES Act Grant. The Commission agreed to add the grant request to the Agenda.

**1-Administrative**

**Item 1-1 Action Item**: Approval of the minutes from the 03-09-20 and 04-13-20 regular meetings.

MOVED by Thiel to **approve the minutes** for the **regular** meetings of March 9, 2020 and April 13, 2020, seconded by A. Miller.

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

**MOTION CARRIED**

**Item 1-2**: Commissioner Reports: None.

**2-Staff Reports**

**Item 2-1**: 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 AWOS inspection went well.
- Miscellaneous: The City Facilities Department is assisting with the Terminal Building first floor window replacement. The windows will be replaced over the next month. The first floor and stairwell will also be repainted; The FAA has announced that the 2020 grant program will be funded at 100%, this means a local match will not be required.
- Routine Administrative/Maintenance: Pre-emergent weed spraying is ongoing; Rodent/FOD (Foreign Object Debris) control ongoing.
- The Administration Office is still closed to the public due to the COVID-19 outbreak, per City guidance.
- On May 25<sup>th</sup>, the Warhawk Air Museum will hold a small event and will have a valley fly-over with their aircraft. A NOTAM will be issued advising other pilots of the activity.

**Item 2-1**: Staff Report: Jeff Barnes, Deputy Public Works Director (DPWD) presented the following staff report:

- a) 2020 Airport Master Plan status: The Master Plan documents have been made available to the public. On April 20, the documents were given to the City Council to begin looking through. May 18<sup>th</sup> the Master Plan will go before the City Council for adoption. Monte and Rick Patton will present the Master Plan to the Council. The Council meeting will be online, an invite link will be

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sent to the Commissioners for the meeting if they would like to show their support for the Master Plan.

- b) Terminal Area Concept Plan update: The working group is meeting with key stakeholders, including the Warhawk. Once the Terminal Area Plan is complete, the plan will be a great tool to assist the Commissions ability to make development recommendations moving forward. Commissioners Beverly and M. Miller are participating on the working group. He anticipates the plan will be complete by the end of September. Commissioner M. Miller indicated he prefers planning meetings to be in person. The DPWD indicated the anticipation is that June 1, public meetings will be allowed with social distancing measures in place.
- c) Airport Special Event Permit Application update (*follow up action date TBD*): The DPWD asked the Commission to review the latest Special Event Permit Draft. If there are any comments to please submit those to Airport Staff.
- d) Airport Rules and Regulations update (*follow up action date TBD*): Monte and Lynsey have been working with Clair Bowman and Doug Waterman to update the Airport Rules and Regulations. The DPWD asked the Commission to review the draft R&R document update and let staff know if you have any questions or concerns. The R&R document will come back to the Commission at the 6/8 meeting with the anticipation of going to City Council on 6/15.
- e) Airport Cost of Service update (*follow up action date TBD*): The Cost of Service (COS) document will be distributed to the Commissioners tomorrow. The Commissioners will be invited to a small meeting for a COS presentation in the next few weeks. By the June Commission meeting all Commissioners should have seen the presentation. The next step will be to move forward to City Council and begin scheduling public hearings for rate adjustments. The COS does have recommendations to adjust lease and rental rates, the recommendation is that rates should be equitable to all users. Jacob Allen and Clair Bowman will be a part of the COS presentation meetings. Commissioner M. Miller advised the Commission the presentation meetings will be limited to two Commissioners at a time to avoid a quorum.
- f) Property Acquisition: The Taylor property; a buy/sell agreement has been signed and a \$25,000 down payment has been paid. The FAA CIP has us scheduled for reimbursement for the purchase in the future. The purchase price is \$425,000.00 and closing by the end of 2020.

The Blough property: The Environmental Assessment phase 2 is in the end stage of completion. The advertisement for the draft EA will run 5/11-6/9.

**3-Airport Improvement Program (AIP) Grant Update**

**Item 3-1:** 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 advertisement for the 30-day comment period has begun. Once the comment period is over, JUB will address the comments they receive as needed.

**Item 3-2:** AIP-31 (Construct Hangar Taxilanes and Taxiways) – Toby Epler, J-U-B Engineers updated the Commission on the Taxiway/Taxilane Extension Project. The correction to the drainage issue has been resolved and the final pavement markings have been completed. The grant will be ready to close out in the next couple of weeks.

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**Item 3-3:** 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. They are currently working through design alternatives, JUB is also looking at utility costs. He also noted that T-O did a great job with the Master Plan’s development design for the farm area, the design provides great flexibility for hangar layout options.

Commissioner M. Miller confirmed the drainage issue with the AIP-31 project has been corrected. Mr. Epler reported the hangar owner and contractor worked out a solution between themselves and both are happy with the solution.

**Item 3-4:** AIP-30 (Master Plan Update) –Rick Patton, T-O Engineers, updated the Commission on the Master Plan. The Master Plan project is wrapping up. The Master Plan has been available to the public for a few weeks now, they have not received any comments from the public.

Mr. Patton also noted that T-O is working with the City for the land acquisition for the Victory/Happy Valley Road roundabout. They are working on the section 106 permit.

**4-Airport Business**

**Item 4-0 Amended Item:** FAA CARES Act Grant – The Airport Superintendent presented the FAA CARES Act Grant to the Commission. The FAA has awarded the airport a \$30,000.00 grant for COVID-19 relief. The funds may be used for items like payroll, utilities, or debt relief. The turnaround for the grant application and award has a short window. The Mayor has already signed the application and received the grant offer as of May 8.

MOVED by M. Miller and seconded by Thiel

The Airport Commission supports the staff recommendation to request the City Council authorize the Mayor to sign the FAA Grant Application and FAA Grant agreement for the CARES Act program.

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

**MOTION CARRIED**

**Item 4-1 Action Item:** Request from Raymond E. Debs: Has received an offer to purchase the hangar improvements on Lot #2355 from 43<sup>rd</sup> State Holdings, Inc. (John Davis): Agreement to Waive First Right of Refusal and Terminate Lease with Raymond E. Debs; New Standard Land Lease and Memorandum of Lease with 43<sup>rd</sup> State Holdings, Inc. – The Airport Superintendent presented the hangar sale to the Commission. The Commission discussed the hangar sale.

MOVED by M. Miller and seconded by A. Miller

The Airport Commission hereby recommends the City Council authorize the Mayor to sign the Agreement to Waive First Right of Refusal and Terminate Lease with Raymond E. Debs; New Standard Land Lease and Memorandum of Lease with 43<sup>rd</sup> State Holdings, Inc for lot 2355.

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

**MOTION CARRIED**

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**Item 4-2 Action Item:** 90- Day Reservation Request from Andrew George for lot 2400 – The Airport superintendent presented the request. Andrew George has submitted a lease application to develop the 2400 lot for Commercial use. Mr. George is also developing the lots to the immediate south.

Chairman Beverly inquired if staff believe that Mr. George’s development proposals will actually move forward. Staff indicated Mr. George is actively progressing with his development proposal.

MOVED by M. Miller and seconded by Thiel

The Airport Commission hereby recommends granting a 90-day reservation to Andrew George for lot 2400, effective May 12, 2020.

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

**MOTION CARRIED**


MOVED by M. Miller 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 6:23 PM**

Passed this 8<sup>th</sup> day of June 2020

  
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AIRPORT SUPERINTENDENT, SECRETARY

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COMMISSION CHAIRMAN