

NAMPA AIRPORT COMMISSION
January 10, 2022

The meeting was called to order at 5:30 pm by Chairwoman Aubree Miller

- Members Present: Aubree Miller, Wayne Thiel, Aaron Bear
- Members Present via Teams: Dr. David Beverly, Mark Miller, Jeff Barnes, Deputy Public Works Director, Randy Haverfield, City Council Liaison
- Ex-Officio Members Absent: Montgomery Hasl, Airport Superintendent

1-Election of Chair / Vice - Chair

MOVED by A. Miller and seconded by Bear to nominate Mark Miller as Chairman and **MOVED** by Bear and seconded by Thiel to nominate Aubree Miller as Vice-Chairwoman of the Nampa Airport Commission.

Vice Chairwoman A. Miller asked all in favor to say aye with all Commissioners present voting **AYE**.

MOTION CARRIED

MOVED by Bear and seconded by Thiel to approve the consent agenda which included the following items:

1-1: Minutes

- a) Airport Commission Meeting December 13, 2021

1-2: Execution of Contracts and Agreements

- a) None

1-3: Approval of Agenda

Vice Chairwoman A. Miller asked all in favor to say aye with all Commissioners present voting **AYE**.

MOTION CARRIED

2-Staff Report/Discussion Update

Item 2-1: Nicole Cecil, City Facilities Project Manager presented the following update:

- Terminal Building Stairs were repaired due to rust in 2018 at a cost of \$5,700.00. It was a temporary repair, and they are again in need of rust repair. We have received a proposal from KPFF Structural Engineers to do an assessment of the stairs to ensure there is no safety issue. They will also develop a written report on their findings and give a recommendation on what the next steps should be. The permanent fix for the stairs is replacement. The recommendation is to get the assessment and have something on how to proceed. The proposal for the assessment is \$3,500.00.

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Chairman M. Miller asked if the City of Nampa had anyone qualified to assess the stairs.

Jeff Barnes, Deputy Public Works Director responded that the city does not have any structural engineers on staff.

The Commission agreed to move forward with the assessment with KPFF Structural Engineers at a cost of \$3,500.00.

Item 2-2: Staff Report: Jon Ziessler, Airport Operations & Maintenance Tech, presented the following airfield operations and maintenance update:

- Airfield Conditions: RWY/TWY & Apron in good shape; RWY/TWY lighting systems operating normally; PAPI operating normally.
- The Schelhorn's and Big Bite Construction were a lot of help with the snow removal and kept the airport running with minimal interference.
- Fuel sales down to 5,800 gallons.
- Current construction projects are moving along. The Schelhorn's, Andrew George, Spirit of Flight and MAF are all progressing and doing a good job of keeping taxiways clear of debris.

Item 2-3: Airport Administration Update: No update at this time.

Item 2-4: Staff Report: Jeff Barnes, Deputy Public Works Director (DPWD) presented the following update:

- We are currently negotiating the scope of work with ABS (Aviation Business Solutions). We should be signing and moving forward within the next week. We will meet with them along with the EPG (Economic Planning Group). We will give updates and bring any decisions needing to be made to the commission a then recommendations to the city council. The business plan will be a 4-6 month process in looking at the best use for airport property.

Lynsey Johnson, Airport Administrative Coordinator presented the following update:

- The resolution for the development pause includes the East areas and Municipal Drive. The pause asks for 6-month's, effective January 3, 2022. It states that if the business plan or Municipal Drive design standards are completed before the 6-month period, we can start development at that time.

The commission discussed how to move forward with parties who are inquiring about developing on the Airport. The scope will be 6 months but questions would like to be answered as soon as they can so development can proceed. Also, allowing people to attend Commission meetings with input and hear about progress being made.

Jeff Barnes, Deputy Public Works Director (DPWD) presented the following:

JUB is starting the design on Municipal Drive, from Airport Rd to the Terminal parking lot. Federal COVID-19 relief funds provide for additional FAA funding of 1.2 trillion dollars. Ten percent is set aside for General Aviation. Monte, Lynsey and Jeff are maintaining a list of projects which may be eligible for additional federal funds.

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3-Airport Improvement Program (AIP) – Grant Update

Item 3-1: AIP-34 (Taxiway Final Design & Construction Project) – Toby Epler, J-U-B Engineers, updated the Commission on the Taxiway Final Design and Construction project. Paving is on hold until April or May, weather pending. Within the next week or two the contractor will start working on the fence. The fencing will be on the South and East sides by Kachina and the alfalfa field leaving one side open for construction access.

Item 3-2: F228MAN – (Rehabilitate West Apron and Taxi Lanes Project) – Toby Epler, J-U-B Engineers, updated the Commission on the Rehabilitation of West Apron and Taxi Lanes. The Airport received a state grant from the Idaho Division of Aeronautics. We can combine this with the FAA Grant. The state grant will do pavement maintenance on the main apron and triangle area. The FAA grant will do pavement maintenance on the runway, parallel taxiway and Charlie section. Pavement maintenance will be on the entire Airport but will be combined in one project. The project will be bid once and constructed once for cost savings. Working on engineering contract and plan to go out to bid in March, open bids in April and construction late summer. The runway will need to close for approx. 4 days, so we will look at phasing of the project.

4-Airport Business – Discussion Items

Discussion 4-1: Andrew George – 90-day Fuel Island Proposal Update – Mr. Andrew George presented an update on the fuel island proposal. He is ready to move forward on this project. Mr. George is asking if the City is willing to participate in the cost of creating the wash station south of the fuel area. He feels with the business plan and the pause right now, that the Airport does not want any type of business development for at least 3-6 months.

The Commission discussed waiting to have initial input from the ABS consultant regarding moving forward with the business plan and airport development. They can request the consultant to review specific areas first and report back with the recommendations for development.

Mr. George understands there may be value in the consultants opinion, but feels he has done a fairly good self-assessment of growth and patterns at the Airport. He feels that if the report is extended out 6 more months that it puts development time frames back into the winter months. If unable to get workable time frames it can result in higher costs. He feels that if things can be addressed by the consultant as they become available it would be beneficial to the airport.

Vice Chairwoman A. Miller added that they have requested the consultant prioritize information along the way of the analysis rather than a final report at the end of 6 months.

Chairman Mark Miller agreed with Mr. George has a valid point on prioritizing and not putting things off for further development.

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Jeff Barnes, Deputy Public Works Director (DPWD) added that it was discussed at the EPG (Economic Planning Group) if the City would like to retain ownership of some of the development and possibly a change in design for different access. He agrees that the items on the table now should be prioritized with the Consultant.

Vice Chairwoman A. Miller added that we are looking for guidance with a market assessment and current lease agreement information. She feels that it will be quickly turned over from the Consultant.

Chairman M. Miller indicated we should grant Mr. George an extension of the 90-day reservation and the Commission agreed.


MOVED by Bear and seconded by A. Miller to **adjourn** the meeting.

Vice Chairwoman A. Miller asked all in favor to say aye with all Commissioners present voting **AYE**.

MOTION CARRIED

Vice Chairwoman A. Miller adjourned the meeting at 6:08 PM

Passed this 14th day of February 2022



AIRPORT SUPERINTENDENT, SECRETARY