

NAMPA AIRPORT COMMISSION
April 12, 2021

The meeting was called to order at 5:33 pm by Chairwoman A. Miller

- Members Present: Wayne Thiel, Mark Miller, Aaron Bear
- Members Present via Videoconference/Phone: Dr. David Beverly, Aubree Miller
- Members Absent: None
- Ex-Officio Members Present: Monte Hasl, Airport Superintendent; Jeff Barnes, Deputy Public Works Director

1-Administrative

Item 1-1 Action Item: Approval of the minutes from the 3-8-21 Regular Meeting.

MOVED by Thiel to **approve the minutes** for the March 8, 2021 Airport Commission Meeting and seconded by Bear.

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

MOTION CARRIED

Item 1-2: Commissioner Reports: None.

2-Staff Report/Discussion Update

Item 2-1: Staff Report: Monte Hasl, Airport Superintendent presented the following staff report:

- Open Units; Wait List; Fuel Report; Twenty-two individuals have expressed interest in building hangars.
- Airfield Conditions: RWY/TWY & Apron in good shape; RWY/TWY lighting systems operating normally; PAPI operating normally, alignment checked/cleaned; AWOS operating normally.
- Routine Administrative/Maintenance: Weed sterilant spraying is ongoing; Rodent/FOD (Foreign Object Debris) control ongoing.
- 2021 Events: The Warbird Roundup is scheduled for August 28-29; The B-17 will be visiting again, August 9-16.
- Projects: The Happy Valley/Victory roundabout construction is ongoing and is anticipated to be complete by 5/1; Hangar 0140 door replacement is ongoing, we have run into some engineering issues
- Miscellaneous: Hangar 0220 has roof damage from the latest wind storm. Upson is repairing the damage to the corner of the roof.
- COVID-19: The admin office is open with precautions in place; The Terminal Building is being disinfected weekly.

Item 2-2: Staff Report: Jeff Barnes, Deputy Public Works Director (DPWD): The DPWD passed out a draft Asset Management Plan to the Commission. He will send this out to those who were unable to attend in person. The Business Plan showed that current airport revenues only cover basic Airport Operations costs.

The Asset Management Plan breaks the Airport into seven zones. Within those seven zones the plan looks at asphalt, buildings and miscellaneous capital needs. The anticipated need in each zone is \$160,000.00.

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This plan gives us a good idea of where the airport is at and provides backup for future funding needs.

The Commission discussed the needed backlog of maintenance. With the seven zones, the airport needs almost one million dollars. The DPWD indicated he will continue working on the Asset Management Plan.

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 FONSI (Finding of No Significant Impact) and Record of Decision are out for public review. The public has 60 days to comment. The public comment period started 3/31. If there are comments, JUB will address those comments and then the FAA and FAA legal team will review again.

Item 3-2: AIP-32 (Taxiway Design Project) – Toby Epler, J-U-B Engineers, updated the Commission on the Taxiway/Taxilane Design Project. J-U-B is finalizing preliminary design. Funding is now available for 2021 for construction. A new grant will be issued for construction. This grant will be closed soon.

Item 3-3: AIP-35 (Anticipated) – Toby Epler, J-U-B Engineers, updated the Commission on the Taxiway Final Design and Construction project: two bids were received for the project. The bids came in at approximately \$590,000.00. With engineering fees, the total is \$746,000. This grant will be funded by the FAA at 100%.

Utilities will need to go in as well. J-U-B is working with the City on a project with the City to complete the utility installation this summer.

The Commission inquired about the hangars for the new area. Mr. Epler indicated there will be two rows of 12 box hangars for a total of 24 hangars. The hangars can be 50' x 60'. Once development is further east the grading issues will not be an issue and t-hangars can be developed.

4-Airport Business – Discussion Items

Item 4-1: Aaron Hale – Uninsured Aircraft. Aaron Hale addressed the Commission. There have been a few windstorms in the last month. The first windstorm, an ultralight on a tie down by his hangar broke free from its anchors and blew into his hangar. The aircraft owner is uninsured and unable to pay for the damages to the hangar. Mr. Hale inquired if the Airport requires insurance for all aircraft parked on the field, and if not, could this be a future requirement.

The Airport Superintendent reported there is not a federal or state statute requiring aircraft insurance. The Airport does not require insurance either. Mr. Hale inquired if the requirement to have insurance could be put in place if this could legally be done. He also inquired if this happens a lot. The Superintendent indicated this is the first time he is aware of damage of this type in the last 10 years or so. He also noted he is concerned with requiring insurance and then necessary labor of tracking and enforcement.

Commissioner Thiel advised from the insurance world perspective if someone does not have insurance on something then they are considered as self-insured.

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The Commission discussed what option Mr. Hale has. They indicated his recourse would be to sue the aircraft owner. Mr. Hale indicated the owner has no way to pay he has lost his restaurant this year. He may have some assets he could sell to cover the damages.

The Commission discussed the potential need for aircraft owners to provide insurance. This may be an option to pursue in the future.

5– Airport Business – Action Items

Action Item 5-1: FY22/23 Airport Budget. DPWD Barnes presented the Commission with a draft summary budget for FY 22.

The Commission indicated they would like to see more detail and actuals from past years. The DPWD indicated the summary is an estimate and he can come back to the Commission with a more detailed report.

The Commission inquired if the utility expansion is in the FY 22 budget. The DPWD indicated it will occur in FY 21. Staff is looking to see if City Water and or Sewer Departments can fund the expansion as they will own the lines. Another option is to have the new lessee pay a portion of the improvement when signing a new lease.

The DPWD indicated he will come back to the Commission with a more detailed budget package. He will also send the information to the Commission prior to the meeting so they have time to review.

Action Item 5-2: Request from Rob Gordon- Has received an offer to purchase the hangar improvements on Lot #2374 from Tim Delaney: Agreement to Waive First Right of Refusal and Terminate Lease with Rob Gordon: New Standard Land Lease with Tim Delaney. The Airport Superintendent presented the hangar sale to the Commission.

MOVED by M. Miller and seconded by Beverly to recommend to City Council they authorize the Mayor to sign the Agreement to Waive First Right of Refusal and Terminate Lease with Rob Gordon and the New Standard Land Lease with Tim Delaney for lot 2374.

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

MOTION CARRIED

Action Item 5-3: Lot 2425 – Spirit of Flight Foundation: Review building Plans for lot 2425; New Standard Land Lease for lot 2425 with Spirit of Flight Foundation. The Airport Superintendent presented the building plans and lease to the Commission.

MOVED by Bear to recommend to City Council they authorize the Mayor to sign the New Standard Land Lease with Spirit of Flight for lot 2425.

AMENDED by Bear and seconded by Thiel to add to the previous motion: and approve the building plans for lot 2425 as presented to the Commission.

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

MOTION CARRIED

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Action Item 5-4: Lots 2040-2046 – Mad River LLC: Review Concept and building Plans for lots 2040-2046: New Standard Land Lease for lots 2040, 2042, 2044, 2046 with Mad River LLC. The Airport Superintendent presented concept plan and civil drawing for lots 2040-2046. Mad River would like to have the civil drawing approved, so they are able to apply for their foundation permit while they finalize their architectural plans. The Superintendent also presented the land leases to the Commission.

Commissioner Miller indicated he approves of the plans and leases. His recommendation is that once permits are filed with the building department and any technical or code corrections do not require Airport Commission review and stamping.

MOVED by Bear and seconded by Thiel to approve of the civil plans once reviewed by J-U-B and that the Commission has no objection to any technical or code changes the building department has.

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

MOTION CARRIED

MOVED by M. Miller and seconded by Thiel to recommend to City Council they authorize the Mayor to sign the New Standard Land Lease with Mad River, LLC for lots 2040, 2042, 2044, 2046.

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

MOTION CARRIED

The Airport Superintendent asked the Commission to revisit Action Item 3-3. For AIP-35 the Engineering Contract and Construction contract with Idaho Materials will be ready soon. He would like the Commission to approve the contracts once they are finalized and reviewed by the FAA and City Attorney.

MOVED by Bear and seconded by M. Miller to authorize the Engineering contract with J-U-B and the Construction contract Idaho Materials once finalized and reviewed by The FAA and City Attorney.

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

MOTION CARRIED

MOVED by Thiel and seconded by M. Miller to **adjourn** the meeting.

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

MOTION CARRIED

Chairman A. Miller adjourned the meeting at 6:30 PM

Passed this 14th day of June 2021



AIRPORT SUPERINTENDENT, SECRETARY

AIRPORT COMMISSION CHAIRWOMAN