The meeting was called to order at 5:30 pm by Chairman Aaron Bear

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

1-Administrative
**Item 1-1 Action Item**: Approval of the minutes from the 05-13-19 meeting.

MOVED by Thiel to approve the minutes for the regular meeting of May 13, 2019 and seconded by Towner.

Chairman Bear 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:
The Airport Superintendent noted; Airport Business Item 3-2 indicates transfer the reservation to Scott Powell. It should read add Scott Powell to the reservation.

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.
- Hangar Construction Update; T-Craft –Complete; Blue Max Aviation – Commercial Lot, waiting on final City inspections to receive their Certificate of Occupancy.
- Miscellaneous; EAA Tri-Motor visit, May 13-20. The weather was poor, allowing one day of flying. The Tri-Motor was housed at the Warhawk Air Museum allowing Museum visitors an up close visit; Soliciting quotes for Terminal flooring replacement.
- Routine Maintenance – Weed spraying is ongoing, cracks are especially bad this year; Rodent/FOD (Foreign Object Debris) control on going; Airfield has been mowed.
- Planned events; Liberty Foundation B-17 ‘Ye Olde Pub’ / P-51 expected at the end of June; CAF B-17 ‘Sentimental Journey’ visit – August 5-12. CAF may be bringing a B-25 as well; Warhawk Air Museum Warbird Round-up – August 24/25.

Commissioner Miller asked about the dog who has been spotted on the field. Jon Zieessler, Airport Operations and Maintenance Technician, noted the chihuahua was spotted on Friday. The dog has not been spotted today. He has been unable to get within 100 yds of this dog. He will be setting his live trap up this week to try to catch this dog. This is not the same chihuahua from a few years ago.
2-Airport Grant Update

Item 2-1: AIP-29 (Phase 2 Environmental Study for Purchase of Land in the Runway 11 RPZ) – Tom Lemenager, J-U-B Engineers, updated the Commission on the Planning for the Environmental Assessment (EA) for the Land Purchase in the Runway 11 RPZ (Runway Protection Zone) Project, Phase 2. Last week J-U-B had a conference call with the FAA. As a result of this meeting there is an addition to the Scope of Work (SOW). When the project was started J-U-B was unable to access the property. The FAA agreed to remove the demolition of the buildings from the EA at that time. Idaho SHPO (State Historic Preservation Office) has now indicated some of the buildings are potential historical resources. The age of these buildings has become a factor. The FAA Attorneys are concerned with the potential historical status of these buildings and the inability to access the property.

Now the FAA would like the building demolition to be included in the EA. J-U-B will now have to identify which structures are in the RPZ by exhibit. The EA report will need some updates to the project action, alternative references, hazardous materials, cultural resource sections. There will be consultation with SHIPO that will be coordinated with the FAA. A Memorandum of Agreement (MOA) between the City and SHIPO regarding the buildings will need to be signed.

This will delay the project another 30-45 days. J-U-B anticipates the EA to be completed by September 30, 2019. Regardless of the delay, the City wants to move forward with the land acquisition. J-U-B is putting together a SOW for the land acquisition. The SOW has been sent to the City for review.

Item 2-2: AIP-31 (Anticipated) (Construct Hangar Taxiways and Taxiways) - Tom Lemenager, J-U-B Engineers updated the Commission on the Taxiway/Taxi lane Extension Project. J-U-B had hoped to go to City Council on June 17th with the Notice of Award and FAA Grant Offer. The FAA is a bit behind on issuing grants. The FAA has also requested a letter from the Mayor requesting to amend the grant application with the updated construction cost. The engineers estimate on the application turned out to be a bit low. Construction is now estimated to begin at the end of July. The contractor is ok with the slight shift in the schedule.

Item 2-3: AIP-30 (Master Plan Update) - Rick Patton, T-O Engineers, updated the Commission on the 2018 Master Plan. Mr. Patton reported the land use planning meeting is scheduled for Thursday. Nampa Planning and Zoning, Airport staff, T-O and County representatives will work out a compatible land use plan to present at the next public meeting. The Master Plan drawings are 75% complete and the report is 80% complete. He hopes to have a draft master plan to present the Commission at the next meeting.

The Airport Layout Plan (ALP) will show a box over the area where the Warhawk wants to expand. The ALP will also identify the relocation of the effected hangars. Before the next public meeting there will be one more Commission meeting and a Technical Advisory Committee (TAC) meeting.

3-Airport Business

Item 3-1 Action Item: Revisit Warhawk Air Museum Expansion Proposal – Representatives from the Warhawk Air Museum (WAM) were not in attendance. Chairman Bear noted the Warhawk has not followed up with Staff since the last meeting.
Douglas Waterman, City Attorney, addressed the Commission. There is a problem with the WAM proposal. The taxilanes/taxiways that will impacted by the expansion were installed with FAA grant funds. There are grant assurances that the City signed when they accepted the federal funds. By accepting the FAA grant the City assured the FAA they would maintain the pavement for the life of the pavement. The FAA estimates the average life of a taxilane to be twenty years. Tearing up this pavement before the 20-year expected lifespan could trigger the City to repay the FAA for some or all of the grant funding for the pavement. The area in question has two different grant funded projects that could be an issue. An agreement with the FAA will need to be made early in the WAM expansion process regarding the taxilanes.

Chairman Bear asked the Commission if they had an objection to the City Attorney drafting a letter to WAM indicating the Commission is willing to work with WAM and identify some of the issues or “chunks” that Mr. Kilroy asked for at the last meeting. Chairman Bear met with the Airport Superintendent today and they identified six or seven obstacles WAM will need to over come to move forward with the current proposal. He feels it would be helpful for WAM to see these items in writing, so they are able to put together a viable plan to move forward.

Mr. Waterman indicated he would be happy to prepare a letter. Two of the issues he sees currently are: FAA grant assurances and the relocation of the tenants. The relocation of tenants could have negative PR consequences for the City.

Commissioner Miller indicated the repayment for FAA pavement will need to be worked out.

The Commission discussed the letter to WAM. The Commission indicated the overall message of the letter should be that the Commission wants to work with WAM while balancing the best interests of the Airport. The letter should also identify the issues that need to be addressed by WAM.

The Airport Superintendent noted while investigating the WAM expansion proposal, the Airport has discovered the City never received official concurrence for the below fair market rate (BFMR) for the existing WAM lease. The City Attorney noted we will need to work toward concurrence from the FAA on the existing land lease. As a part of the FAA exception to allow a BFMR, WAM will need to provide the justification for the lower rate.

The Commission would like the letter to WAM to address the following: The current lot lease rate; The FAA Grant Assurances; The displacement of 4 hangars or 31 hangar tenants; The loss of $60,000 per year rental income; Their proposal does not solve event parking; They have verbally indicated they would like a second shade hangar removed to open the ramp in front of the proposed expansion.

The Commission would like to review the letter before it is sent out. Mr. Waterman indicated he will have a letter ready for Commission review for the next Commission meeting.

City Council Liaison Haverfield left at 6:00pm.
Item 3-2: Request from Northwest Backcountry (NWB) to add Scott Powell to the reservation for lot 2435 – The Commission Chairman presented the request to the Commission.

MOVED by Towner to add Scott Powell to the reservation for lot 2435, seconded by Miller.

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

MOTION CARRIED

Item 3-3: Request from Andrew Simmons to construct private storage hangars – Andrew Simmons presented his request to the Commission. Mr. Simmons would like to build a single private storage hangar. He understands the Airport is currently undergoing the Master Plan process and the upcoming taxilane construction project.

Mr. Simmons presented a drawing of what he envisions the hangar to look like. He envisions a 60’x60’ hangar with a 50’ door. The structure type, metal or wood, is to be determined. There are two locations on the field he would like the Commission to consider.

Proposed Site Locations: 1 and 2

Hangar Concept Drawing

Mr. Simmons would like the Commission to grant him a reservation for one of the two proposed locations, enabling him to begin the construction process.

Chairman Bear indicated both proposed locations are in an area where the Commission had determined a Request for Proposal (RFP) would be for storage hangar development.

The Commission discussed the decision to release these lots via RFP. Commissioner Miller noted the RFP was needed when we were requiring the builder to install the sewer mainline. Commissioner Towner also noted the RFP was also a tool to slow developers from driving the hangar development and a way to change the protocol to release hangar lots.

The Commission discussed the two locations. Commissioner Miller feels location 2 is not in the best interest for the Airport. He would like to keep this entire corner available for future commercial use.
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Chairman Bear noted the Airport Layout Plan (ALP) has been updated to show the possibility of storage hangars in the #2 location. The Airport Superintendent noted this update to the ALP was put in place to justify the extension of C-7 as a taxi lane with the FAA.

Mr. Simmons indicated he will need to evaluate both locations to determine which location would be his first preference. He is leaning toward location 1 for his hangar. This location offers more flexibility for multiple hangar door locations.

The Commission continued to discuss the RFP. Over the last year several individuals have contacted the Administrative Office inquiring about available lots to build. Those individuals have been advised there are commercial sized lots and the last row of storage hangars will be released via an upcoming RFP.

Chairman Bear clarified the Commission had decided last year to release the remaining lots via RFP. The RFP has not moved forward since that time. Douglas Waterman indicated he does not believe the previous RFP decision will impact a decision to move forward on the lots without issuing an RFP. Mr. Waterman will investigate the option of releasing the hangar lots without an RFP.

The Commission noted in location 1 a total of four hangars could be built, there is 240 ft available. If Mr. Simmons were to build in location 1 the next person could add to his building with a shared wall. The Commission did note at some point a fire wall may be required. Should a contingency be put in place on how to allocate the cost of the fire wall to the entire row?

Chairman Bear questioned if earlier this year, if the Commission had advised Mad River, they could not reserve the last north-south row due to the RFP. The Superintendent noted; this has been the position since last June. Staff has advised all interested parties of the upcoming RFP for storage hangar lots. The Superintendent noted we would need to advertise the lots are available to move forward.

The Commission reviewed the minutes from June 11, 2018 regarding the decision for RFP.

Chairman Bear would like to hold a special meeting in the next couple of weeks to review the Attorney recommendations for the aforementioned RFP and make a decision regarding Mr. Simmons lot reservation request.

The City Attorney noted he does not see an issue moving forward with issuing a lot reservation without going through the RFP process. No one has the right to develop anything on the Airport. He cautions canceling the RFP and granting a reservation at tonight’s meeting. Individuals who have expressed interest in the RFP should be notified prior to action being taken.

The Commission was in favor of a special meeting to continue this discussion. Airport Staff will schedule the meeting and notify interested parties of the meeting.

MOVED by Miller and seconded by Towner to adjourn the meeting.
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Chairman Bear asked all in favor to say aye with all Commissioners present voting AYE. 
MOTION CARRIED

Chairman Bear adjourned the meeting at 6:45 PM

Passed this 8th day of July 2019

COMMISSION CHAIRMAN

AIRPORT SUPERINTENDENT, SECRETARY