

NAMPA AIRPORT COMMISSION
August 9, 2021

The meeting was called to order at 5:32 pm by Chairwoman A. Miller

- Members Present: Aubree Miller, Mark Miller, Aaron Bear
- Members Absent: Dr. David Beverly, Wayne Thiel
- Ex-Officio Members Present: Montgomery Hasl, Airport Superintendent; Joe Borton, City Attorney Borton-Lakey Law & Policy

1-Administrative

Item 1-1 Action Item: Approval of the minutes from the 7-12-21 Regular Meeting.

MOVED by A. Miller to **approve the minutes** for the July 12, 2021 Airport Commission Meeting and seconded by M. Miller.

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, fuel sales report is average
- 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; Mowing is ongoing.
- New cracks on the west side have been noted that opened over winter; We are looking at using the State supplemental grant to crack fill and seal coat the west side, no ETA, we are keeping in contact with the state.
- Building: Spirit of Flight permits approved. Ready to break ground; Andrew George is waiting for DEQ for permitting due to the pressurized sewer line relocation; AvCenter/FBO terminal lease-negotiating 5-year lease.
- The Warbird Roundup is scheduled for August 28-29; runway closures, 2 – 2hr closures Saturday and Sunday for safety.
- The B-17 has arrived, Commemorative Air Force Sentimental Journey, offering tours and rides, here until Monday, August 16.
- City hangar audit: Packets were mailed out to all tenants giving tenants until August 1 to correct violations. We will begin re-inspection of hangars and eviction process if necessary.
- Building 0140 door replacement – Decided against replacement have shifted to repair. Action Garage Door is looking at the door and will give report and estimate. Asphalt is also problem. Have an asphalt company coming to quote the replacement of the asphalt.
- Minimum Standards – Asked the Commission to review and send comments back to staff.

Item 2-2: Staff Report: Jeff Barnes, Deputy Public Works Director (DPWD): None

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3-Airport Improvement Program (AIP) – Grant Update

Item 3-1: AIP-32 (Taxiway Design Project) – Toby Epler, J-U-B Engineers, updated the Commission on the Taxiway/Taxilane Design Project. Project wrapped up. Waiting for the FAA to authorize the final payment to close out the grant.

Item 3-2: AIP-34 (Taxiway Construction Project) – Toby Epler, J-U-B Engineers, updated the Commission on the Taxiway Final Design and Construction project: Bid has been awarded to contractor. Waiting on utility project to be wrapped up. Construction is scheduled for mid-September; however, the start date may get pushed to the spring due to the utility project.

Chairwoman A. Miller addressed the Commission. She would like to discuss agenda item 5-4 now as it relates to item 3-2. The Commission indicated they are okay moving 5-4 up for discussion.

5-4 Action Item: New Hangar Lots; Lot Distribution; Construction Requirements-

Monte Hasl, Airport Superintendent, presented to the commission 375 cubic yards of rock removal was in the original utility bid from Big Bite Construction. They blasted that out the first day. They estimate an additional 1000 square yards of rock. The City Engineering Department has halted work at this time to reevaluate the project.

Julie Shelhorn, Big Bite, addressed the commission – She confirmed the construction of the water and sewer infrastructure will require a change order. It is her understanding that City Council will need to approve the change order to move forward.

The commission inquired if enough utility work has been done to proceed with the project?

Toby Epler, J-U-B, advised that J-U-B is working on a redesign to try to reduce cost based on the amount of rock encountered. Once the redesign is done, the city will recalculate costs with contractor.

The Airport Superintendent noted electric and gas services have not been addressed. How will those utilities be placed?

The Commission discussed gas and electric not being included in the bid. They thought utilities meant all included. An additional trench will need to be dug for electric and gas to be placed. The Commission would like direction from Jeff Barnes on the power and gas utilities to move forward?

Commission asked what the status was on the hangar development interest survey. The Airport Superintendent reported the survey was paused due to removing a question and what additional utilities and costs will be incurred to the potential hangar owner.

Chairwoman A. Miller opened the meeting for discussion.

The Commission discussed how and who will be building the hangars. Possibly making a template, taking grading into consideration to maximize space. The Commission indicated their goal is to provide a template to assist with the development to move forward.

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Cindy Fritz asked the Commission if they were thinking of architectural designs that all contractors will need to comply with i.e., exterior colors, design, etc.

Andrew George suggested the civil plan be established by the City and be reimbursed by the builders.

Rick Bugatsch addressed the Commission, DPWD Barnes has a meeting scheduled with him to discuss some of the afore mentioned items to determine a general design for the development.

Chairwoman A. Miller reviewed the motion made at the July meeting regarding general design: The general design should address the following: Uniform roof line; Shared walls and foundations to support the next hangar; Hangars be built contiguously without gaps in construction; Minimum of two hangars to be constructed with a maximum of twelve units; Contracts for the utility infrastructure payments; Requirement to work with neighboring developers. Staff is to put together a predesign technical memo that can be added to the Minimum Design and Construction Standards to address Phase 1 development.

The Commission indicated they still support the need for a general design memorandum.

4-Airport Business – Discussion Items

Item 4-1: None

5– Airport Business – Action Items

Action Item 5-1: Review Ultralight Aircraft Airfield Use - Commissioner M. Miller presented the ultralight use to the Commission. There is concern over tied down ultralights that may cause property damage or have caused property damage. One ultralight was blown into a hangar and the damage has not been repaired by the ultralight owner, and another ultralight completely fell apart in the tie down due to wind.

The Commission discussed if use should be addressed in rules and regulations, proof of insurance, and if they are airworthy. The Commission discussed eliminating ultralights from using the field. The Airport Superintendent advised if the Commission would like to ban ultralights, the FAA should be consulted before making this decision.

The Commission would like to find a way to keep the ultralight community around and operating safely. The Commission feels the ultralights in tie downs are an issue currently. Tie downs are just not a safe storage method for these vehicles.

MOVED by M. Miller and seconded by A. Miller to update the Rules and Regulations to prevent all ultralight vehicles from outside tie down use.

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

MOTION CARRIED

Action Item 5-2: Warhawk Air Museum Expansion Chairwoman A. Miller presented the request to the Commission.

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Pat Kilroy, Warhawk Air Museum (WAM), addressed the commission regarding 1st right and refusal and what he thinks the museum expansion will look like at this point. The Museum intends to pursue development of a maintenance hangar on the east side of Municipal Drive. WAM does hope in the future they are able to realize their goal of expanding their existing facility to the west. The Museum has come to grips with the fact the expansion to the west is not economically feasible at this time and this is why they have come to the Commission to move forward with the maintenance facility to the East.

Commissioner M. Miller asked Mr. Kilroy if the Museum is prepared to pay full rate for the lot. Mr. Kilroy indicated at this point in time they are ready to pay full rate.

The Airport Superintendent advised the Commission that Owyhee Air has expressed interest in the lot in question to build a 10,000 -12,000 square foot hangar and that Warhawk has First Right of Refusal for the lot.

Joe Borton, City Attorney, advised the Commission the First Right of Refusal is not an exclusive right for the ground. That when another proposal for the ground is received this triggers the first right of refusal which requires the first party to act or give up the land.

MOVED by A. Bear and seconded by M. Miller to grant the Warhawk Air Museum a 90-day reservation for the lot.

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

Action Item 5-3: Review Request from Phoenix Aviation to operate a flight school and aircraft rental service at Nampa – Chairwoman A. Miller reviewed the request with the Commission. She would like to see in the proposal: proof of pilot certificates, instructor certificates, aircraft information, a balance sheet that shows assets. She asked Mr. Borton how the Commission should move forward.

Joe Borton, City Attorney, advised the Commission you can approve or deny the proposal before you. If the Commission feels they need further information to make a recommendation to City Council, the Commission can also table the request for more information.

The Commission indicated they do not want to look over the omissions in the proposal nor are they ready to make a recommendation to City Council.

Commissioner M. Miller is concerned that the Cease and Desist was not adhered to when received by Phoenix Aviation. Devan Robnett indicated since the last meeting they have stopped all operations.

Commissioner M. Miller also advised he does not feel off airport facilities meet the Minimum Standards. How do students access the field, what is the procedure?

Mr. Robnett asked if his proposal was being denied over a bathroom. Mr. Robnett also noted he interprets the Minimum Standards as not explicitly stating the customer facility must be on the airport.

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Chairwoman A. Miller noted the city shade hangar that Devan rents cannot be used for commercial purposes, other than storage.

Commission indicated they are concerned about established airport rules not being taken into consideration by Phoenix Aviation.

Chairwoman A. Miller would like to see a better developed plan moving forward to give the Commission a feel for how Phoenix Aviation is and will conduct business.

Commissioner M. Miller acknowledged the provided aircraft insurance policy. A general business liability policy will also be required to operate. Who does the liability fall on if a student is wandering around and is injured? The city should be covered by the business.

Mr. Robnett inquired what else can he provide for a viable proposal?

The Commission requested: A complete balance sheet that shows assets; Instructor certifications and licenses; Aircraft logbooks and certificate of worthiness; Business liability insurance policy, in addition to the provided aircraft insurance policy; An operations plan for the business; Address the minimum standards requirement for customer facilities; Address student activity on the field. How will students access the field?

Mr. Robnett indicated that commercial space is the biggest hurdle at this time for Phoenix Aviation operations and future operations. For Phoenix Aviation to apply for Part 141, they need commercial space.

The Commission advised they understand there is a need for instruction and rental aircraft. They need to see a plan on how Phoenix plans to operate.

Commissioner Bear **MOVED** to **TABLE** the discussion for the requested information seconded by M. Miller.

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 A. 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 6:48 PM

Passed this 13th day of September 2021



AIRPORT SUPERINTENDENT, SECRETARY

AIRPORT COMMISSION CHAIRWOMAN