The meeting was called to order at 5:30 pm by Vice Chairman Jeff Towner

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

1-Administrative

Item 1-1 Action Item: Approval of the minutes from the 10-14-19 regular meeting.

MOVED by Miller to approve the minutes for the regular meeting of October 14, 2019, seconded by Thiel.

Vice Chairman Towner 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:
Monte Hasl, Airport Superintendent, asked the Commission to strike agenda item 3-3, ronnieB withdrew his request earlier today.

1-3a: 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. With the cold/darker days, bulbs are regularly burning out and being replaced; PAPI operating normally, alignment checked/cleaned; AWOS operating normally.
- Miscellaneous; 2 aircraft incidents; 10-25 Cherokee nose-wheel collapse; 11-8 Mooney gear-up landing; Lots 2440/2435 – construction is progressing.
- Routine Maintenance – Winterizing equipment; Rodent/FOD (Foreign Object Debris) control on going. The chihuahua has been occasionally spotted.
- October 23 and 24 – the MAMA – ADO meeting in Helena. The Airport Superintendent, Deputy Public Works Director of Transportation and City Planner attended. Some items that were discussed: ADO updates; FY2020 Grant Schedule; Capital Improvement Plan; Planning & Environmental Updates; Zoning & Compatible Land Use.
- Advertising for the Engineering Consultant (required every five years by the FAA) will begin on 11/19. There will be a selection committee to review the submitted consultant qualification statements. Ideally, one Commissioner will be a member of the selection committee. If interested please let Monte know.

1-3b: Jeff Barnes, Deputy Public Works Director (DPWD), no report for November.

Commissioner Miller inquired if the AWOS transmission issues have been repaired. The Airport Superintendent reported the AWOS has been repaired, it was a loose wire.
2-Airport Grant Update

**Item 2-1:** AIP-29 *(Phase 2 Environmental Study for Purchase of Land in the Runway 11 RPZ)* – Toby Eplar, 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. The draft Environmental Assessment (EA) report has been resubmitted to the FAA with the updated State Historic Preservation Office (SHPO) determination. J-U-B is waiting for the FAA to issue their comments on the draft. Once the comments are received, they will be incorporated into the Environmental Report. There will then be a three-week advertising period for a public meeting. Once the public meeting is held there will be a one-month public comment period. After the public comment period, the final Environmental Report will be submitted to the FAA for final approval.

**Item 2-2:** AIP-31 *(Construct Hangar Taxi lanes and Taxi ways)* – Toby Eplar, J-U-B Engineers updated the Commission on the Taxiway/Taxilane Extension Project. There is a small drainage issue with one taxiway and an adjoining apron. The contractor has a solution and will make the repairs in the spring when they lay the final pavement markings.

**Item 2-3 Action Item:** AIP-31 Recommend to City Council the Mayor sign the State Aeronautics Grant Award for AIP-31: Construct Hangar Taxi lanes and Taxi ways – Vice Chairman Towner presented the State Grant Agreement and Resolution for AIP-31.

MOVED by Beverly and seconded by Thiel:  
*The Airport Commission hereby recommend City Council authorize the Mayor to sign the Idaho Aeronautics Grant Agreement and Resolution for AIP-31.*

Vice Chairman Towner asked all in favor to say aye with all Commissioners present voting AYE.  
**MOTION CARRIED**

**Item 2-4:** AIP-30 *(Master Plan Update)* – Rick Patton, T-O Engineers, updated the Commission on the Master Plan. Mr. Patton asked if the Commission has any comments on the draft Master Plan documents from last month. The Airport Layout Plan (ALP) draft is currently being reviewed by Scott Eaton with the FAA.

The Airport Superintendent asked when is the last day for comments. Mr. Patton indicated comments may be accepted and incorporated until publishing. He anticipates 2-3 weeks until the document is published for the FAA coordination review.

It is anticipated the FAA Coordination review will take 6 weeks. Once the FAA review is complete, the Master Plan will come before the Commission and City Council for final approval.

3-Airport Business

**Item 3-1 Action Item:** Review Andrew George / Andrew Simmons – Update for their Lot Concept Reservation Request – Mr. George addressed the Commission. Mr. George presented the Commission with a layout alternative for the area where lots 2410-2414 had previously been identified. He also looked at
the southwest corner of the Airport. While investigating the southwest corner several challenges were identified. He determined the north east corner (lots 2410-2414) would be the best location.

The layout he is presenting will allow for the three larger hangars, the commercial space and a small 40’x40’ hangar. This plan addresses the 155’ east/west buildable area. The north/south run would be 120’. This will leave 120’ lot to the north.

The Commission discussed the utility setbacks on the east and west sides of the lot.

The Commission indicated they are okay with the proposed layout that Mr. George presented.

DPWD Barnes noted a Concept Plan Review (CPR) meeting will be the next step.

Mr. George indicated a CPR meeting is no problem. He wants to make sure he has the “ok” from the Commission before moving forward.

MOVED by Thiel and seconded by Miller:

_The Airport Commission hereby adjusts the current reservation for Mr. George and Mr. Simmons to be modified per the layout proposal._

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

**MOTION CARRIED**

**Item 3-2 Action Item:** Review Tim Rambo and Jeff Milch 90-day Concept Reservation Request (tabled at 10-14-19 meeting)- Jeff Milch addressed the Commission. At the October meeting he indicated they would be open to leasing the 2400 lot. They are proposing to build two hangars, similar to the Northwest Backcountry development. At this time the hangars will be for private use, but the lot will be developed with the potential for future commercial use.

The Airport Superintendent confirmed that Mr. Milch is aware they would lease the entire lot and not just the footprint of the building. Mr. Milch indicated he is aware they would lease the entire lot.

Councilman Haverfield noted that Mr. Milch and Mr. George should coordinate their proposals to address parking and fire walls.

DPWD Barnes noted a CPR meeting will be needed for this proposal as well.

MOVED by Miller and seconded by Beverley:

_The Airport Commission hereby grants a 90-day concept reservation for lot 2400 for Jeff Milch and Tim Rambo._

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

**MOTION CARRIED**

MOVED by Miller and seconded by Beverly to **adjourn** the meeting.
NAMPA AIRPORT COMMISSION
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Vice Chairman Towner asked all in favor to say aye with all Commissioners present voting AYE. 
MOTION CARRIED

Vice Chairman Towner adjourned the meeting at 6:03 PM

Passed this 9th day of December 2019

[Signature]
COMMISSION CHAIRMAN

AIRPORT SUPERINTENDENT, SECRETARY