

**NAMPA AIRPORT COMMISSION MINUTES**  
**April 10, 2023**

The meeting was called to order at 5:31 pm by Chairman Aaron Bear.

- Members Present: Chairman Aaron Bear, Aubree Miller, Wayne Thiel, Mark Miller, Philip Nelson
- Ex-Officio Members Present: Montgomery Hasl, Airport Superintendent; Crystal Craig, Director of Transportation; Natalie Jangula, City Council Liaison
- Ex-Officio Members Present via Teams: Rick Hogaboam, Mayor's Chief of Staff

**INTRODUCE NEW COMMISSIONER**

Phillip Nelson introduced himself to the Commission. He is an employee of Mission Aviation Fellowship. He is a pilot and aircraft owner, with aircraft based at the Nampa Airport. Phil is very active within the Nampa Airport community.

**1-Administrative**

MOVED by Thiel and seconded by A. Miller to approve the consent agenda which included the following items:

**Item 1-1:** Minutes

- a) Airport Commission Meeting March 13, 2023

**Item 1-2:** Execution of Contracts and Agreements: NONE

**Item 1-3:** Approval of Agenda

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

**2-Airport Improvement Program (AIP) – Grant Update**

**Item 2-1:** AIP-37/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 Lane project. Planning May 2023 to complete striping. Contractor will notify JUB of schedule. JUB will keep Airport updated. Contractor needs 2-3 day airport closure.

**Item 2-2:** AIP-38 – Anticipated Fencing – Toby Epler, J-U-B Engineers, updated the Commission on the AIP project for 2023; new fencing on the East and South side of the airport. Project is out for bid, opening will be Thursday April 13. Next month we will update on the contractor, pricing, and a schedule.

**3-Staff Report/Discussion Update**

**Item 3-1:** Airfield Operations and Maintenance Update: Jon Ziessler, Airport Operations and Maintenance Technician presented the following update:

- Airfield Conditions: RWY/TWY & Apron in good shape. PAPI operating normally.
- RWY edge lights were out over the weekend due to a circuit breaker popping. Circuit breaker replaced and working properly.
- Fuel sales for March 15,000 gallons.
- Snowplow coming off operations truck and sprayer going on. Starting weed control and mowing.

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**Item 3-2: Airport Administrative Update:** Montgomery Hasl, Airport Superintendent presented the following updates; East hangar proposals were due Friday. We received 4 proposals. We have selected 5 people for a review committee. We will have more information for moving forward at the next commission meeting.

The Warhawk Air Museum applied for their annual Memorial Day event to be held May 29<sup>th</sup>, 2023.

Lynsey Johnson, Airport Business Manager, attended the Idaho Airports Managers Association (IAMA) annual conference in Boise last week. Additional State funds are being made available. Airport staff will be looking into taking advantage of available funding opportunities.

**Item 3-3: East Area Hangar RFP Update:** Crystal Craig, Director of Transportation, presented the following update; the Director responded to the Commission Chair question for RFP selection timeline. The Director said 2 weeks for committee review then 1 week for auditing. A short discussion of the possible need for a special Commission meeting to discuss RFP results. It was decided that results would be presented at the next scheduled meeting. The Director then spoke of her long-range plans to improve the 39<sup>th</sup> and Garrity intersection with the intersection becoming the main entrance to the Airport. A budget request has been made for \$1M for purchase of property (yet unapproved). Chairman Bear asked about plans for Airport Road improvements. The Director said improvements are being planned and will give a further update at next Commission meeting.

### **4-Airport Business**

**4-1 Action Item: Discuss Airport Land Lease Public Hearing held on 2-21-23:** Commissioner Mark Miller addressed the Committee: Commissioner Miller feels the value the Airport provides to the community is not fully understood by the City Council. A discussion followed of the numerous ways the Airport benefits our community through business and medical flights, Mission Aviation Fellowship, and secondary benefits such as hotels, restaurants, and car rentals. Councilwoman Jangula spoke of her belief the City Council supports the Airport but may not fully understand the nuanced world of airports. She spoke of communicating with citizens who may not understand the role of a general aviation airport in the community. She suggested a workshop for the City Council so that they may have a better understanding of the Airport and its funding sources. Commissioner A. Miller offered to assist Commissioner M. Miller to write something summarizing the numerous community benefits of the airport. She suggested a representative of Idaho State Aeronautics be invited to speak to the City Council of the importance of the Airport in the State and National plan of airports. Staff indicated they will contact State Aero representatives. Director Craig spoke of the upcoming city hangar rental rate evaluation. She also believes the City Council supports the Airport and thinks August would be a good time for a workshop.

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**4-2 Action Item:** Skyline Aircraft Maintenance – Expansion Plan: Roy Coffelt, owner operator of Skyline Aircraft Maintenance addressed the Commission on Skylines intent to expand their maintenance hangar to the south and expand aviation services. Engineering plans and details will follow as completed. Commission had no objection and thanked Mr. Coffelt for the update.

**4-3 Action Item:** Review FY24 Draft budget: Chairman Bear reviewed the airports FY24 proposed budget. The Chairman was okay with the proposed FY24 budget. No further Commission comments.

**MOVED** by Bear and seconded by Thiel to approve the FY24 Airport Budget as presented.

**MOVED** by A. Miller and seconded by Thiel to **adjourn** the meeting. Chairman Bear asked all in favor to say aye with all Commissioners present voting **AYE**.

**Chairman Bear adjourned the meeting at 6:18 PM**

Passed this 8th day of May 2023

  
AIRPORT SUPERINTENDENT, SECRETARY