

MINUTES of the NAMP A AIRPORT COMMISSION
Meeting on August 14, 2006 at 5:30pm

INDIVIDUALS PRESENT

- Members Present: Stan Olson, Mark Jarratt, Glen Petty, Bob Denton
- Members Not Present: Don Milbourn
- Others Present: Airport Director Colleen Hartnett, Operations / Maintenance Tech Justin Attaway, Interim Public Works Director Michael Fuss

ADMINISTRATIVE

Chairman Stan Olson opened the meeting at 5:33 pm.

After reviewing and discussing the Commission minutes for July 17, 2006 meeting there was a motion for approval. Motion passed unanimously.

GRANT PROJECTS

AIP-17 Grant Project – Geoff Hasmann of Toothman-Orton reported construction started today. He showed the phasing drawings and reminded the Commission that phase I is 40 calendar days ending on September 22nd and phase II is 26 calendar days starting September 23rd and ending October 18th. The last four (4) days of the project is mostly clean up and painting. It was asked if there would be signs at the electronic gate reminding tenants of the construction. Geoff indicated he would ask Central Paving to put up a CAUTION sign to at least get their attention.

NEW BUSINESS

COAST TO COAST HELICOPTERS – The Airport Director reported that Coast to Coast Helicopters (subleasing to Crew Concepts) still wanted to lease the extra 100' lot to their north. The City Attorney directed that an addendum to the current lease would be more advisable than a new lease for the extra lot. The Airport Director noted that this would also protect the City in the future if the hangar was sold, the entire leased premises would remain the same versus the new owner not wanting the parking lot and helipads. It was noted that construction should start by September 15, 2006 and be completed by March 31, 2007; they have been using the lot since July 1, 2006. After the above discussions Mark Jarratt made the following motion:

- *The Airport Commission hereby recommends to the Nampa City Council that they recommend that the Mayor sign the Addendum to Airport Land Lease dated August 16, 2004 for Coast to Coast Helicopters, LLC on Lot #2150 contingent on receiving the signed addendum from Coast to Coast.*

Bob Denton seconded the motion. Motion passed unanimously.

The Airport Director also noted that Joseph Candlish (the individual responsible for day-to-day activities) was no longer with the company. The person temporarily in charge is Richard Morin who will sign the addendum (he's out of town until midweek). There was some discussion that perhaps they need to make their Director of Operations the responsible party because that is linked to their Part 135 certificate. The Airport Director will check with the City Attorney to see if this is acceptable. It was also indicated that it would also be important to indicate the City must be kept informed as to who that person is.

RAY FRIEND (Lot #2372) – Jeff Ekberg from JSE Enterprises, acting as the contractor, presented the request to extend the construction start date on his hangar. The hangar construction was to start by July 1, 2006 per the Land Lease. Mr. Ekberg presented his bid to Mr. Friend on April 7th but Mr. Friend took some time to make his decision. The contract has been signed and money has changed hands; Mr. Ekberg is ready to proceed with obtaining the

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building permit. He feels he can get the permit and start construction within 60 days. After the above discussions Bob Denton made the following motion:

- *The Airport Commission hereby approves the request to delay construction start 60 days. Construction must start by October 14, 2006 and be completed by April 14, 2007.*

Glen Petty seconded the motion. Motion passed unanimously.

AG-MAC (Brett MacNeil) – Jeff Ekberg from JSE Enterprises, acting as contractor, updated the Commission on the building plans for Ag-Mac on Lot #2100. Mr. MacNeil and his family have moved here from Arizona and he's ready to move forward. The original plan was for a 64' x 140' building with the majority as office space on two floors. The cost of the plan prohibited implementation and the building size will remain the same but the hangar area will increase and the office space decrease. The front of the building will face north to the main parking lot and will have upgraded finishes to set it off. Mr. Ekberg is working with the architect to redesign the plans. After the above discussions Bob Denton made the following motion:

- *The Airport Commission hereby approves the request to extend the reservation on Lot #2100 for Ag-Mac, Inc. for 90 days or until November 10, 2006.*

Mark Jarratt seconded the motion. Motion passed unanimously.

ALAN & LINDA CLARK (Lot #2365) – The Clarks have offered Larry & Barbara Harpe \$72,500 for their 50'w x 30'd hangar. Mr. Clark is currently in Singapore and will return in 5 weeks. The Airport Director will determine if Mrs. Clark can sign the lease for processing through City Council. The other hold up is the banking reference which should be completed by the end of the week. After the above discussions Bob Denton made the following motion:

- *The Airport Commission hereby recommends to the Nampa City Council that they recommend that the Mayor sign the Airport Land Lease with Alan & Linda Clark for Lot #2365 contingent on receiving the signed document and background checks. The Airport Commission also recommends cancellation of the Airport Land Lease with Larry & Barbara Harpe dated September 12, 2005 for Lot #2365.*

Mark Jarratt seconded the motion. Motion passed unanimously.

MAX BARKER (Lot #2394) – The Airport Director presented a letter from Mr. Barker offering the City 1st Right of Refusal to purchase his hangar on lot #2394. He currently has an offer from Robert James Porter, III for \$100,000.00. After the above discussions Glen Petty made the following motion:

- *The Airport Commission hereby waives the 1st Right of Refusal for the hangar on Lot #2394 and will approve a Land Lease for Mr. Porter contingent on approved background checks.*

Bob Denton seconded the motion. Motion passed unanimously.

NELSON WHITE (Midnight Flyers, LLC) – The Airport Director presented the Commission with a letter from Nelson White asking for another extension for providing his building and site plans. Since the original deadline was June 19, 2006 and there was no further progress on the lot since then, and there are three (3) backup reservations on the lot, the Commission determined they were not willing to give another extension. After the above discussions Mark Jarratt made the following motion:

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- *The Airport Commission hereby recommends against any further extensions and directs that the next person in line be given a reservation on that lot.*

Glen Petty seconded the motion. Motion passed unanimously.

JLS INVESTMENTS, LLC (John Stubblefield) Lot #2296 – The Airport Director presented a letter requesting to extend the construction start date on his hangar. The hangar construction was to start by July 15, 2006 per the Land Lease. Mr. Stubblefield has changed his building plans and lowered the elevation of his lot; the Airport Director indicated the building plan removed the door on the east side (not required) but a new drainage plan is required. The drainage plan is being mailed today. The Commission asked if any extensions had been previously granted. The Airport Director reported that the original reservation date was extended twice (once for 45 days and once for 35 days); in addition the construction was to start by July 1st but Mr. Stubblefield requested a 15 day delay as he would be out of town until the beginning of July. The Commission felt that Mr. Stubblefield is serious about building due to the funds he has expended but that he has asked for numerous extensions to get there where someone else may be able to complete the project faster. After the above discussions Glen Petty made the following motion:

- *The Airport Commission hereby approves a FINAL extension of 30 days for construction to start; groundbreaking must take place on or before September 15, 2006.*

Mark Jarratt seconded the motion. Motion passed unanimously.

MINIMUM CONSTRUCTION STANDARDS – Mark Jarratt gave a review of the planning meeting held at 11am today (see those minutes for complete discussion). The Airport Director also provided a copy of a site plan from Talboy Construction for Lot #2420 for discussion. It is not a commercial operation but a plan to construct nine (9) 60'w x 30'd hangars with landscaping and the appropriate setbacks. It would utilize the C-6 taxiway and the future extension of C-7 taxiway. The object would be to sell each hangar and use a condo association for the land lease. The Commission had questions as to how the condo association would work and about construction of the future taxilane but they were interested in hearing more. The Airport Director indicated Mr. Talboy would be at the September meeting to present his concept more fully.

OLD BUSINESS

Rent Reimbursement During Construction - This topic was postponed from last month's meeting. Jerry Redding was present but was the only tenant in attendance. The Operations / Maintenance Tech indicated that three or four tenants felt they could stay in their hangars and still get in and out; Central Paving is willing to work with the tenants on this. It was finally determined that any refund would be determined on a case by case basis by determining the access to the hangar, days affected, and use of the aircraft. To receive a review the tenant will be required to write a letter to the Commission making the request.

Leases Pending Certificate of Occupancy – The Airport Director reported that the C of O's were not yet received on the hangars under construction by Jeff Miller. Kirk Braun indicated that the electric heaters were being installed and the last of the inspections would be on Wednesday. Mr. Braun also said he would take responsibility to ensure that Mr. Miller fixed the damage to the taxilane. If the C of O's are received on Wednesday the Land Leases will be presented to the City Council on Monday.

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Special Use Permit for Avcenter Maintenance – The Airport Director reported that there had been no response from repeated email and voice messages left with Jimmie Brown in the building department. Today a voice message was left for Deputy Chief Strosnider at the Fire Department but no response was received. The Commission asked Michael Fuss if he could assist in getting a response as to the status of this permit.

Damage to Ramp by Crew Concepts – The Airport Director reported that the asphalt has been repaired and the payment for repairs has been received from Crew Concepts (Coast to Coast Helicopters, LLC).

Café Floor Repairs – The Airport Director reported that construction is scheduled to begin on Tuesday, August 22nd at 1pm. The plan is for the Café to be closed Tuesday afternoon and Wednesday and reopen on Thursday. The area around the ice machine and coke machines will be linoleum and the carpet will be replaced on the sitting area. This will assist if future leaks are detected with a less costly update. The cost is about \$4,400 with the insurance deductible estimated at \$2,500.

Campground / Bathroom Area – Glen Petty reported Don Milbourn paid for the building permit for the bathroom/shower facility. The concrete will cost \$1,000 translating to \$200 for each Commission member paid directly to Jeff Ekberg (JSE Enterprises-contractor). Mr. Ekberg reported that the trusses will be donated by Gem State Truss. The survey will take place in the next three (3) weeks when other surveys on the airport are conducted. There remains the question of irrigating the park area as a well cannot be used strictly for irrigation. The Airport pays over \$8,000 annually in water rights that can be utilized; Toothman-Orton will be contacted for the plans on the irrigation re-routing done in 2001.

ITEMS NOT ON THE AGENDA

Airport Volunteer Group – Mark Jarratt and Bob Denton presented an idea of creating a volunteer group to assist with projects at the Airport. It was felt that there would be many folks willing to assist with perhaps a hamburger fry or pancake breakfast as incentive. The Airport Director reported reading about an Airport who had such a group and was willing to share information; a request will be made of that Airport. It was determined that this would be a very popular idea and should be pursued.

MAF Open House - The Airport Director reported that Mission Aviation Fellowship is having an open house / dedication on September 23rd and the Commission is invited. A schedule of events will be provided at the next meeting.

The next meeting will be Monday, September 11, 2006 at 5:30 PM. The meeting location will be at 121 Municipal Drive, the Shep-Rock Aviation Center building downstairs meeting room.

Chairman Stan Olson adjourned the meeting at 6:50 PM.

Colleen Hartnett, Airport Director and Secretary to the Airport Commission, submits these minutes for approval.