

REGULAR NAMPA AIRPORT COMMISSION
November 10, 2008

The meeting was called to order at 5:32pm by Chairman Don Milbourn

Roll Call:

- Members Present: Don Milbourn, Stan Olson, Tom Howard, Erik Peterson (arrived late)
- Members Absent: None

MOVED by Olson, and seconded by Howard to **approve the minutes** of the **Regular** meeting of October 21, 2008 and the **Special** meeting of October 28, 2008

MOTION CARRIED

Staff Report - Colleen Hartnett, Airport Director, presented the staff report updating the Commission on the status of open rental units, year to date fuel sales, and upcoming construction projects: the fuel island upgrade, terminal power separation, replacement of terminal flooring, fire walls in hangars W and V, electronic gate, terminal deck repairs, the park and shower facility. Colleen also presented the Commission with a policy on how complaints of unsightly or dangerous conditions are handled. She also suggested moving the meeting time by one half hour to allow all members time to get to the meeting.

Commission Report – Tom Howard, Airport Commissioner, updated the Commission on the progress of the Rules and Regulations Committee. The committee has now met two times. The Committee is moving forward on updating the Rules and Regulations. They are currently comparing our Rules and Regulations with other Airports.

AIP- GRANT PROJECTS

Engineering Projects

Kevin Bissell of Toothman-Orton Engineering (Airport Engineering Consultant) reported the parallel taxiway is complete we are waiting for the final punch lists to be completed.

Kevin reported that they are investigating the location options for the AWOS and surveyors will be looking at the different options this week.

Master Plan Project

Tom Lemenager, Kimley-Horn & Associates (Airport Master Plan Consultant), reported that they have completed the demand capacity and now are working on the facility requirements. The forecasts are completed as well. New mapping is expected to be completed in 3-4 weeks. The continuous counts were completed and estimate that there are 72,000 annual operations rather than 104,000 that AirNav reports. The next TAC meeting is scheduled for 11/18; the inventories, forecasts and goals will be discussed at that time. The goals that the TAC group will be reviewing are: safety & security, economic development, providing appropriate physical facilities, compatibility with airport neighbors, market awareness, and ensuring evolution of adaptive conditions in the aviation world.

OLD BUSINESS

Approval of Fourth Amendment to Lease with WARHAWK AIR MUSUEM, INC. (Lot # 0610) – The Airport Director reported that John Paul has contacted her personally and he feels that his lease already covers the issue of unsightly & dangerous conditions. The Public Works Director and City Attorney were consulted and agree that the current lease does currently address the issue of unsightly

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and dangerous conditions. The Commission discussed the amendment and still feels that the 6 foot height requirement and privacy slats are necessary. The Commission directed the Airport Director to have the City Attorney present an adjusted amendment to the Warhawk indicating the *“fence will be no more than six feet in height and, include privacy slating.”*

Erik Peterson arrived at 5:57pm

The Commission indicated if the Warhawk chooses not to sign the amendment by the next regularly scheduled Commission meeting they will ask for the fence posts to be removed.

NEW BUSINESS

Request for a Two (2) Year Authorization to Operate a Commercial Maintenance Operation-

Skip Cederquist- Skip presented his request to operate an owner assisted maintenance operation from the T-Hangar he rents from Jan Zatloukal. Mr. Cederquist indicated that he only does one (1) owner assisted annual per month. There are times that he does this at the individual airplane owner’s hangar rather than his own. Mr. Cederquist asked for clarification of the city’s requirement for insurance and extensions of the 2 year limitation.

Colleen Hartnett, Airport Director, presented a staff report indicating the Airport has no objection to this type of business and feels it is a needed service. She did report there are some questions that need to be answered such as; operating from a storage hangar (zoning), building and fire code, and concern of devaluing commercial lots. Colleen is also checking with the FAA ADO to ensure our grant assurances will still be met.

The Commission discussed the request, and many other questions came up. Erik Peterson asked about the insurance requirements. The Airport Director reported that Land Lessees owning their building are required to carry \$500,000 liability naming the City as an additional insured; commercial operators renting City facilities have a much more detailed insurance requirement. Don Milbourn felt the Commission needed answers to some of these questions before making a decision on this.

The Commission took audience comments.

Tenants in the audience felt the service Skip provides is valuable and convenient for them and do not understand why it is not allowed. There was criticism that the commercial businesses on the airport either do not want their business (small or specialized aircraft) or cannot handle the work in a timely manner. The complaints revolved around being put on hold if parts were ordered for repairs and the aircraft was moved “outside” to wait. These tenants expressed an objection to their perception of being forced to use the FBO’s on the field.

The Commission responded that the service provided is acceptable but the location being used is not. The discussion continued until the Chairman thanked the audience for their input, and decided more information was needed before making a decision on the request.

MOVED by Peterson, and seconded by Howard to **TABLE** the issue at hand.

MOTION CARRIED

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Stan Olson left the meeting at 6:51pm

Request for a Two (2) Year Authorization to Operate a Commercial Maintenance Operation-

Bob Basham- presented his request to operate a commercial maintenance operation specializing in Rotax powered aircraft and Flight Design CT Aircraft. Mr. Basham acknowledged receipt of the violation letter from the City Attorney but feels he has not violated any rules. Mr. Basham indicated that he is the only Rotax certified tech within 500 miles. Mr. Basham reported an incident with Ex-Commissioner Denton and feels he is being discriminated against at the airport as a result. Mr. Basham became agitated and demanded to be shown what rule he is breaking. Commissioner Howard indicated that Mr. Basham was now Out of Order and told him to sit down. Mr. Basham left the meeting.

Colleen Hartnett, Airport Director, presented a staff report indicating the Airport has no objection to this type of business and feels it is a needed service. She did indicate there is a question on the insurance Mr. Basham has presented the Airport; it is in the name White Cloud LLC. We need clarification if he is operating as White Cloud LLC or as Bob Basham. In addition, the same issues that were presented under the previous item were discussed.

Commissioner Peterson asked that the City Code in question be referenced in the minutes:
City Code 9-13-1 and 9-13-2

Request to Operate a Specialized Flight Training Operation-

Scott Crandlemire- Scott Crandlemire presented the Commission with his request to operate a flight training operation specializing in aerobatic and tail wheel proficiency from his hangar on Lot #2382. Mr. Crandlemire indicated that he is only asking to be able to meet the student at the hangar. It was also indicated that Mr. Bob Finer (not a tenant) assists in instruction.

Colleen Hartnett, Airport Director, presented a staff report indicating the Airport has no objection to the service that Mr. Crandlemire has presented. One of the main concerns the Airport has is having people driving on the taxiways. She did report there are some other questions that need to be answered such as; operating from a storage hangar (zoning), building and fire codes, and devaluing existing commercial lots.

Mr. Crandlemire indicated that when he has a new student he requires them to park in the parking lot and he then picks them up and takes them to the hangar.

The Commission discussed the request and had questions regarding the insurance requirements.

The Commission took additional audience comments.

Members of the audience indicated they feel Mr. Crandlemire is only using the hangar as a location to meet the students and then leave with the plane. Many question if this affects a tenants ability to have the instructor of their choice come to their hangar to do instruction such as a bi-annual.

The Commission discussed the possibility of extending a 90 day temporary permission to the three who made requests tonight to operate with insurance while the new rules are being worked on.

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MOVED by Howard, and seconded by Peterson;

*The Commission hereby authorizes the Airport Director to consult with the City Attorney to draft an ordinance variance to present to the City Council based on the following statement:
"Authorize a 90 day variance from City Code 9-13-2 for "appropriately insured"
INDIVIDUALS to exercise aviation commercial privileges as authorized by CFR 14 FAR's."*

MOTION CARRIED

The Commission also directed the Airport Director to clarify with the City Attorney what the insurance requirements are.

Chairman Don Milbourn adjourned the meeting at 7:48PM.

Passed this 8th day of December, 2008.



COMMISSION CHAIRMAN



AIRPORT DIRECTOR, SECRETARY