

Lewiston-Nez Perce County Regional Airport Authority
Board of Commissioners Regular Meeting
Minutes of January 19, 2013

The Lewiston-Nez Perce County Regional Airport Authority Board of Commissioners met in Regular Session on Wednesday, January 19, 2013 in the Airport Conference Room, 406 Burrell Avenue, Lewiston, Idaho.

I. CALL TO ORDER AND ROLL CALL

Chairman McCann called the meeting to order at 1:00 p.m. Commissioners present: William Vern McCann, Jr., Pat Nuxoll, Mike Martin, Verl Long and Chris Hayes.

II. CITIZEN COMMENTS

Chairman McCann reminded those present of the work session following the regular meeting. The work session's purpose is to receive the Wildlife Hazard Management report from the USKH/BASH staff and to discuss the south side development. He also reminded all of the upcoming Business After Hours scheduled for January 17th.

The Chairman then asked if anyone would like to address the Board.

Justin Peats, Armstrong Consultant's planner introduced himself, as did Dennis Corsi, also of Armstrong Consultants. Debby Baker from Valley Vision and Chuck Christopher introduced themselves.

Chairman McCann welcomed all, then introduced Rina Yamano, an LCSC student from Japan who had recently served as an unpaid intern with the airport staff.

III. MINUTES

- *Regular Meeting Minutes of December 19th*

Chairman McCann asked if there were any additions or corrections to the regular meeting minutes of December 19th. There were none, so Commissioner Hayes moved to approve the minutes as distributed. Commissioner Long seconded the motion, and it passed unanimously.

- *Work Session Minutes of December 19, 2012*

Chairman McCann asked if there were any additions or corrections to the December 19th work session minutes. There were none, so Commissioner Hayes moved to approve the minutes as distributed. Commissioner Long seconded the motion, and it passed unanimously.

IV. FINANCE

- A. Vendor Payments

Airport Manager Turner summarized the accounts payable report by noting those vendor names and purposes that were unusual or extraordinary. Commissioner Martin moved to approve the accounts payable. Commissioner Nuxoll seconded the motion, and it passed unanimously.

B. Financial Reports

Commissioner Nuxoll distributed the financial reports. There was a brief discussion about the upcoming payoff of the debt owed the City, the last payment of which is anticipated to be this month. Commissioner Martin moved to approve the financial report. Commissioner Long seconded the motion, and it passed unanimously.

V. OLD BUSINESS

A. RESOLUTION 2013-1, STRATEGIC PLAN

Chairman McCann reminded Board members that the draft Strategic Plan had been distributed at the last meeting. Ms. Jacqui Gilbert of the City's Community Development Department summarized the changes made to the Plan since that time, including changing the PFC goal from \$200,000 to \$270,000. After a short Board discussion, the first of the *Key Strategies* was changed to read, "*Discuss terminal location.*" A fifth *Strategic Action Program* was added to include the creation of a marketing tool kit. With those changes incorporated, Commissioner Martin moved to approve Resolution 2013-1. Commissioner Long seconded the motion. A brief discussion followed concerning the name of the Airport's south side development. Consensus appeared to favor the use of the name "*Airport Business Park*" as included in the Strategic Plan. Chairman McCann called for a vote on the motion; it passed unanimously.

B. RESOLUTION 2013-2, MARKETING PLAN

Chairman McCann explained that the marketing plan also had been distributed during the previous meeting. He then asked Mr. Turner to provide additional background information. Mr. Turner explained that the Marketing Plan implements the Strategic Plan. DeAnn Scrabeck explained the phases of development, after which Commissioner Nuxoll moved to approve Resolution 2013-2. Commissioner Hayes seconded the motion. There was a brief discussion about tying the plan to the Recondo report and the need for a sign at the airport's main entrance. Chairman McCann called for a vote on the motion; it passed unanimously.

C. GOLF COURSE RV PARK

Chairman McCann asked for the staff report. Mr. Turner briefly summarized the evolution of the proposed RV park. The City's representative, Mr. Lynn Moss, had provided initial information after which the Board requested a technical opinion from Armstrong Consultants and an informal review by the FAA. Both were received; both were included in the Board's agenda package. The FAA's objection to the project centers on compatible land uses

and safety of the runway approach areas. Chairman McCann said those obstacles to the project appear to be insurmountable, so he asked Mr. Turner to send copies of the reports to the City and County for informational purposes.

D. AIRPORT URA

Chairman McCann summarized the Board's review of the URA concept, then suggested directing the Airport Manager to send a letter to the City of Lewiston's Community Development Director recommending the City consider creation of another district to encompass the airport. Commissioner Nuxoll so moved. After Commissioner Long seconded the motion, there was a brief discussion concerning potential, unintended consequences. Nez Perce County Commissioner Doug Havens emphasized the need for accuracy in estimating revenue streams, noting that the increases in assessed value would not result in increased tax revenue for the County. Chairman McCann suggested however, that the airport as a URA might actually result in more value to the County than those funded improvements in downtown Lewiston. After another brief discussion, he called for a vote on the motion. The vote was unanimous.

VI. RECURRING BUSINESS

Chairman McCann asked Mr. Turner for his report. Mr. Turner briefly summarized the agenda package, pointing out the trend charts, the FAA's letter of concurrent use for the city's waterline project, and the City Community Development Department's newsletter with an article featuring the airport. He also pointed out the grant application for FAA funds for the runway 26-08 resurfacing and blast pad project engineering, and the north side apron reconstruction project engineering. Mr. Turner said he would like to also include some taxiway work for the south side, but is concerned how the FAA will react in light of the priority system. With Board concurrence, he said he'd contact FAA, coordinate with Armstrong, and decide whether or not to include the south side portion. Chairman McCann asked the Board if there were any objection to proceeding accordingly. There was none.

IV. ADJOURNMENT

There being no further discussion to be conducted in regular session, Chairman McCann thanked those present, then adjourned the meeting at 2:04 p.m.

Robin L. Turner, AAE
Airport Manager/Recording Secretary