

**MINUTES OF A REGULAR SCHEDULED CITY OF PAYETTE AIRPORT COMMISSION MEETING  
HELD APRIL 14, 2014, AT 4:15 P.M. IN THE AIRPORT MEETING ROOM, PAYETTE, IDAHO.**

**THE MEETING WAS CALLED TO ORDER BY COMMISSIONER PETERSON at 4:15PM.**

**MEMBERS PRESENT:** Frazer Peterson, Bert Osborn, Dave Koeppen, Brenda Carter, and Jan Zatloukal.

**ABSENT:** Gary Cox

Also in attendance were Mary Cordova, Ray Wickersham and Bobbie Black.

**APPROVAL OF MINUTES:**

Osborn made a motion to approve the minutes of March 10, 2014 as written. The motion was seconded by Koeppen and passed by unanimous voice vote.

**COMMUNICATIONS:** None

**OLD BUSINESS:**

1. Fuel at Airport: The Commission was given updated reports on fuel. We still have not received fuel. We received 1801 gallons of av-gas. Mary Cordova thanked Dave Koeppen for all the work he does regarding the fuel at the airport. Discussed that a NOTAM needs to be issued when we are out of fuel at the airport.
2. Gene Gray property: The City is still negotiating on this item.
3. Lease Agreement Change for Jan Zatloukal – Discussion followed that this Commission could make a recommendation to change minimum standards to allow awnings over hangars. If not then a new legal would need to be obtained. The lease would need to be changed to accommodate the awning for the new square feet. The Commission discussed to modify the minimum standards to state that an awning less than 120 sq ft is allowed, it is an open awning, no storage allowed, cannot be more than 8' from face of building and tenant to pay for additional square feet. This will be placed on next month's agenda for review.

**NEW BUSINESS:**

1. Budget information: The Commission was provided with the expenditure and revenue reports through March. The Commission was informed that we are still on line for the master plan and runway extension project. We can't do anything until the State moves. It will need to go out for bid. Discussed if we could solicit bids prior and was stated we can't, we have to have the scope of work to proceed and there is no money in the current budget. State law stated we can't put out for engineering bids and negotiate a price. We will possibly need an engineer that specializes in airports for the project.
2. Computer at Airport – Discussion followed that the computer wouldn't even boot and if it costs the airport money to have it then they are not interested. Commissioner Osborn made a motion to remove the computer from the airport lounge. The motion was seconded by Commissioner Zatloukal and passed by unanimous voice vote.
3. Airport Tandem Skydiving – Tony Naillon – Mr. Naillon addressed the Commission. He stated that Skydown would like to offer tandem skydiving on May 17 & 18 during Apple Blossom. He has looked at the site and they would like to set up a 10' x 20' canopy to repack the parachutes. They will pre-sell tickets. Discussed the dirt field along the taxi-way and asked if the dirt clods would be knocked down to make smoother for landings. A NOTAM would need to be filed. When the jump occurs EAA Chapter stated they would be happy to host them in their hangar to re-pack the parachutes. Mr. Naillon stated he has old carpet to kneel on. He stated that Skydown's insurance comes with them. Commissioner Osborn made a motion to send a favorable recommendation to City Council to approve the tandem skydiving at the airport on May 17 & 18, from sunup to sundown. The motion was seconded by Commissioner Koeppen and passed by unanimous voice vote.

**GENERAL DISCUSSION:**

Mary Cordova stated that there will be people looking at the runway extension project in the future. She is concerned about the deep hole that needs to be filled in and the drainage.

The Commission was provided with a map that showed possible future hangar sites. The map will be left at the airport for future reference.

Jan Zumwalt – EAA – discussed with the Commission about a longer lease than month to month. They currently have 5 planes in the hangar. They are discussing doing a large project and the machinery would be heavy and would cause a hardship if had to move in 30 days. They currently pay \$150.00 a month lease and \$15.00 for utilities. This will be placed on next month's agenda. He also stated that EAA will embrace any organization to support the airport. Commissioner Peterson stated the City will receive documentation covering his entire hangar and each owner will be listed along with the City as additional insured.

**CITIZENS COMMENTS:** None

**NEXT AGENDA:** Next meeting will be held May 12, 2014, at 4:15 P.M.

Commissioner Osborn made a motion to adjourn the meeting at 5:15 P.M. The motion was seconded by Commissioner Koeppen and passed by unanimous voice approval.

Recording Secretary, Bobbie Black