



**AGENDA
PAYETTE AIRPORT COMMISSION
November 14, 2023
REGULAR MEETING**

4:15 PM –

ROLL CALL

APPROVAL OF MINUTES

10-10-2023 Regular Meeting Minutes – **Action Item**

AGENDA ITEMS

1. Discussion on Airport Grant with Heco Engineering
2. Review of Airport CIP
3. Fuel Sales – September 2023
4. Airport Fund October Income Statement
5. Extend Taxiway Route (Hangar Row E) to Airport Road and Access Gate Installed
6. Update of the Minimum Standards for the Payette Municipal Airport

GENERAL DISCUSSION

ADJOURN – **Action Item**

ALL MEETINGS WILL BE HELD AT THE PAYETTE AIRPORT, 2221 AIRPORT ROAD, UNLESS OTHERWISE POSTED. ANY PERSON NEEDING SPECIAL ACCOMMODATIONS TO PARTICIPATE IN THE ABOVE NOTICED MEETING SHOULD CONTACT THE CITY CLERK'S OFFICE at 208-642-6024 BY NOON THE FRIDAY BEFORE THE MEETING.

AIRPORT COMMISSION
Oct 10, 2023
REGULAR MEETING MINUTES

4:15 PM – Regular Meeting

The regular meeting of the Payette Airport Commission was called to order at 4:27 PM by Board President Frazer Peterson.

ROLL CALL:

Members Present: Paul Sunderlin, Tim Avery, Frazer Peterson, and Nikita Clark.
Secretary (non-member): Troy McCarty
Members Absent: Chandelle Huerta and Jeff Roper
Staff Present: Ray Wickersham (Council Liaison)
Others Present: None.

APPROVAL OF MINUTES

08-08-2023 Regular Meeting Minutes

A motion was made by Nikita Clark to approve the meeting minutes of 08-08-2023. After a unanimous voice vote, the motion CARRIED.

AGENDA ITEMS

1. Approve Airport Hangar Ground Lease Transfer from HUS to PAGAN – D-05
A motion was made by Tim Avery to approve the transfer of the lease. Nikita Clark seconded the motion. After a unanimous voice vote, the motion CARRIED.
2. Request to Construct New Hangar – Robert Scobey – Recommendation to Council
A motion was made by Tim Avery to provide a favorable recommendation to the City Council for the application to build a 50x50 hangar North of the T-Hangars with the assumption that building and engineering requirements can be met. Nikita Clark seconded the motion. After a unanimous voice vote, the motion CARRIED.
3. Review of Airport CIP (Capital Improvement Plan)
To be revisited in the November meeting to allow time for consideration of current and future needs of the airport.
4. Discussion on Golf Course Solar Panels Installed within Airport Pattern
Airport commission was briefed. Frazer Peterson will inform golf course contact that no objections are expected from the Airport Commission for the proposed solar project.
5. Fuel Sales – September 2023
Fuel sales were reviewed.

6. Airport Fund September Income Statement
The income statement was reviewed.
7. Discussion on Storage of Vehicles & Equipment on City Property
Hangar lease explicitly forbids outside storage. Please review lease for additional details.
8. Discussion on Fire Hydrant at Airport
There are concerns about the integrity of the line under the City Hangar and the Avery Hangar. The commission will ask for the City to investigate either repairing the line or capping it.

AGENDA TOPICS FOR NEXT

Extend Taxiway Route (Hangar Row E) to Airport Road and Access Gate Installed

Discuss CIP with Water, Sewer, and Instrument Approach

Update of the Minimum Standards for the Payette Municipal Airport

GENERAL DISCUSSION

State Grant Status

The status of the grant from the State of Idaho was expected by the end of August. Per Ray, the final status of the grant has not been given.

New Home Builder in Vicinity of the Airport

Discussion on the need for an aviation easement for new homes. Frazer will discuss the topic with Payette County and Zoning Committee and recommend that the Idaho Division of Aeronautics be consulted who can provide expert advice on planning and zoning in the vicinity of airports.

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ADJOURN

A motion was made by Paul Sunderlin to adjourn. After a unanimous voice vote, the motion CARRIED and the meeting adjourned at 5:29 PM.

Signed and approved <date>

Frazer Peterson, Commission President

11/06/23
10:13:50

CITY OF PAVETTE
Revenue Budget Detail Report
For the Accounting Periods: 10/23 - 10/23

Page: 1 of 1
Report ID: B160A

Funds 7- 7

Fund/Account/ Doc/Line #	Description	Receipt #	End Month/ Amount	Year to Date/ Period	Budget	Remaining to Reach Budget
7 AIRPORT 311100 PROPERTY TAXES						
319100 PENALTY & INTEREST			Account Total:	0.00	8,000.00	8,000.00
320000 FUEL REVENUE RV 688 1	Fuel for October		Account Total:	0.00	100.00	100.00
331400 USER FEES CR 127595 1	Batch #: 17612	AIRPORT	Account Total:	15,164.88	96,000.00	80,835.12
334000 GRANTS			Account Total:	200.00	6,500.00	6,300.00
335000 State Shared Revenue			Account Total:	0.00	429,250.00	429,250.00
338000 COUNTY MATCHING FUNDS			Account Total:	0.00	0.00	0.00
371000 INTEREST EARNED			Account Total:	0.00	8,000.00	8,000.00
398100 UNENCUMBERED FUNDS			Account Total:	0.00	350.00	350.00
			Fund Total:	15,364.88	554,005.00	538,640.12