

MINUTES

Caldwell Industrial Airport Commission

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208-459-9779

Date: September 5th, 2019

Time: 12:00 Noon – 1:00 PM

Location: Caldwell Industrial Airport – Hubler Terminal Conference Room

Commission Members Present: Martin Koch, Greg Swanson, Steve Kahn, Chris Allgood, Al Rice, Brent Orton, Phil Fouts, Rob Oates – Airport Manager, Kim Kelly – Airport Administrative Secretary

Commission Members Absent: None

Guests: Toby Epler – JUB, Stan Siewert and Gina Bosco

Chairman Phil Fouts called the meeting to order at 12:04 pm.

1. **Minutes of August 2019 Airport Commission Meeting**

Motion was made and seconded to accept August 2019 Minutes. Motion passed.

2. **Audience Participation (Items Not on Agenda)**

Stan Siewert questioned how the new Master Plan will determine a correct aircraft count and asked how the previous Master Plan acquired the same data.

Rob Oates stated that the Master Plan RFQ does not specify how a new count will be conducted, but that the City is able to determine the scope of work needed to complete such a task.

Brent Orton explained the steps needed to determine the new Master Plan scope of work.

3. **Airport Improvement Program – Toby Epler**

Toby mentioned there is nothing new on the civil side.

Rob Oates stated we are awaiting the arrival of Qualification packets for the new Master Plan and will have a subcommittee review said packets against certain criteria to obtain a final objective score. The subcommittee has not been selected yet.

A link to the RFQ can be found on the airport's website: caldwellairport.com

