

# MINUTES

## Caldwell Industrial Airport Commission

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Caldwell, ID 83605

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208-459-9779

**Date:** August 3<sup>rd</sup>, 2017

**Time:** 12:00 Noon – 1:00 PM

**Location:** Caldwell Industrial Airport – Hubler Terminal Conference Room

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**Commission Members Present:** Phil Fouts, Steve Kahn, Marty Koch, Greg Swanson, Rob Oates – Airport Manager, Kathy Schara – Airport Administrative Secretary

**Commission Members Absent:** Chris Allgood (City Council Rep.), Barry Everett, Jr., Rob Herndon, Al Rice

**Guests:** Dave Meyer – JUB

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

1. **Minutes of June 2017 Airport Commission Meeting**  
Motion was made and seconded to accept the June 2017 Minutes. Motion passed.
2. **Airport Improvement Program – Dave Meyer (JUB)**  
Dave Meyer of JUB reported that they are continuing the runway rehab design, and are on track for going to bid early to mid January 2018.
3. **Shared Electrical Sub-Committee – Phil Fouts**  
Phil Fouts and Greg Swanson received a report that this project will not go forward this coming budget year, due to budget constraints. However, it will be considered for the following year. The commission sub-committee will continue researching the specifics and costs to be prepared when the project can move forward.
4. **Lateral (Canal) Relocation Update – Brent Orton**  
Brent Orton was unable to attend today's meeting. Rob Oates reported that work is continuing on the Smeed Parkway project, but knows of no change on the canal relocation.
5. **Buildable Lots Update – Rob Oates**  
Rob Oates reported there is no new information regarding this item.
6. **By-Law Revision – Rob Oates**  
Rob presented a red-lined hardcopy of the By-Laws to members, with suggested changes to the document from which the Airport Commission has been working. He explained his suggested changes and requested discussion and input from the members. Discussion ensued.

A motion was made by Greg Swanson and seconded by Steve Kahn as follows:

“The red-lined document shall be distributed by email to all members for input and comment. Suggested changes will need to be submitted to the airport office no later than one week prior to the September 7<sup>th</sup>, 2017 meeting. Any received comments will then be emailed to all members before the meeting. A vote will be taken on the amended By-Laws at the September meeting and, if passed, members will then sign the document and it will be submitted to City Council for approval.”

Vote was unanimous - Motion passed.

7. **Announcements – Rob Oates**

- Mayor Nancolas asked Public Works Director Brent Orton to look into the new hangar use policy recently received from the FAA, as someone in Boise is concerned about the new use FAA policy which went into effect July 1<sup>st</sup>, 2017. It has been reported that said changes are actually a more lenient interpretation - not much change from and mostly clarifying the previous policy.
- The City Fire Department has transferred a 2005 or 2006 four-wheel drive red Chevy Blazer to the Airport for use by the Airport Manager. This will be put into service once the paperwork has been accomplished and the lights and radio have been transferred from the 2000 Ford pickup now in use.
- The current gate card & sub-lease process is being fine tuned for more accountability to all involved.

The meeting was adjourned at 1:05 pm.

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**Next Airport Commission Meeting:**

**September 7<sup>th</sup>, 2017 - Noon**