

MINUTES

Caldwell Industrial Airport Commission

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Date: October 5th, 2017

Time: 12:00 Noon – 1:00 PM

Location: Caldwell Industrial Airport – Hubler Terminal Conference Room

Commission Members Present: Chris Allgood (City Council Rep.), Phil Fouts, Rob Herndon, Al Rice, Greg Swanson, Rob Oates – Airport Manager, Kathy Schara – Airport Administrative Secretary

Commission Members Absent: Barry Everett, Jr., Steve Kahn, Marty Koch

Guests: Brent Orton – Public Works Director, Toby Epler – JUB, Mike Pape, Bill Statham & Melissa Kaplan – Division of Aeronautics, ITD, Rick Patton – GDA Engineers

Chairman Phil Fouts called the meeting to order at 12:02 pm.

1. **Minutes of September 2017 Airport Commission Meeting**

Motion was made and seconded to accept the September 2017 Minutes.
Motion passed.

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

Toby Epler reported that we've officially closed out AIP29, the design portion of the runway project. The pre-design meeting with the FAA will be next week for the construction portion of the runway project.

3. **Guest Speaker: Div. of Aeronautics/ITD – Mike Pape, Bill Statham, Melissa Kaplan**

Rob Oates introduced the team from the Division of Aeronautics, ITD. Mike Pape, Division Administrator, explained the various functions of the division, such as the airport aid program, airport maintenance program, safety initiatives, an outreach program encouraging future aviators, and the search and rescue program. Bill Statham, Project Manager, coordinates the airport aid program, and Melissa Kaplan, Airport Planner, consolidates and coordinates the airport 5-year plans into a statewide plan. Melissa and Bill explained further what their jobs entail, and addressed some specific questions.

Discussion with Commission members ensued regarding future plans for runway extension, freeway access, etc.

4. **Building Standards Review – Rob Oates**

Due to time restrictions this discussion has been tabled until the next meeting, on December 7th.

5. **By-Law Revision – Signatures – Rob Oates**

Signatures were gathered from all members in attendance. The revised By-Laws and signatures will be submitted to Caldwell City Council for approval.

6. **Announcements – Rob Oates**

Due to time restrictions, announcements will be made at the next meeting as applicable.

The meeting was adjourned at 1:06 pm.

Next Airport Commission Meeting: Thursday, December 7th, 2017 *(No meeting in November)*