

# MINUTES

## Caldwell Industrial Airport Commission

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208-459-9779

**Date:** February 1<sup>st</sup>, 2018

**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, Al Rice, Greg Swanson, Rob Oates – Airport Manager, Kathy Schara – Airport Administrative Secretary

**Commission Members Absent:** Chris Allgood (City Council Rep.), Rob Herndon

**Guests:** Brent Orton – Public Works Director, Toby Epler – JUB

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Chairman Phil Fouts called the meeting to order at 12:01 pm.

1. **Minutes of January 2018 Airport Commission Meeting**

Motion was made and seconded to accept the January 2018 Minutes as written. Motion passed.

2. **Airport Improvement Program – Toby Epler/Rob Oates**

Toby Epler reported that a meeting is scheduled with the FAA next week to discuss the bidding timeline for the AIP-30 project to rehabilitate the runway. He hopes to have more funding information for the Commission at the next meeting.

3. **Lateral (Canal) Relocation and Budget Update – Brent Orton**

Brent Orton reported that some concrete boxes are being poured soon, in a small step toward the canal relocation. This will occur on a segment of land the City already owns.

Brent then brought an update to the Commission on the airport budget process and his planned recommendations for the airport levy rate. He also answered questions from the members on the levy process.

4. **Building Standards Review – Greg Swanson**

Greg presented to the Commission a draft of his suggested building guidelines for review and consideration. He suggested that the lease document be the enforcement mechanism for this document.

Discussion ensued regarding existing lease requirements, the suggested guidelines and bottom-line requirements that the Commission feels are needed.

Rob Oates said he would discuss the draft with our airport attorney for his input, and report on that discussion at the next meeting.

5. **Buildable Lots Update – Rob Oates**

Rob reported that he has no new information regarding buildable lots.

6. **Announcements – Rob Oates**

- FAA Engineer, Gary Gates, from the Helena will be at Caldwell Airport for a short visit next Wednesday afternoon.
- Rob met with the Nampa Airport Manager, Monty Hasl, recently to discuss and compare operations, and brainstorm on common issues.
- A leak in the café building roof was recently repaired, but it has been determined that a new roof will need to be added to the building in the near future.
- The process of achieving a fiber optic cable connection for Hubler Terminal is moving forward.
- A process is currently being developed for removal of derelict, abandoned or unregistered aircraft in the Caldwell Airport tie down area.

The meeting was adjourned at 1:13 pm.

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**Next Airport Commission Meeting: April 5<sup>th</sup>, 2018 – Noon**    **NO MEETING IN MARCH.**