

RESOLUTION NO. 259-17

RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE AMENDED BYLAWS OF THE CALDWELL INDUSTRIAL AIRPORT COMMISSION.

**BE IT HEREBY RESOLVED** by the Mayor and Council of the City of Caldwell, Idaho, that the Caldwell City Council accepts the amended Caldwell Industrial Airport Commission Bylaws as set forth in full.

**PASSED BY THE COUNCIL** of the City of Caldwell, Idaho this 6<sup>th</sup> day of November, 2017.

**APPROVED BY THE MAYOR** of the City of Caldwell, Idaho this 6<sup>th</sup> day of November, 2017.

Approved

By

Garret L. Nancolas  
Garret L. Nancolas, Mayor

ATTEST:

By

Robin Meyer  
City Clerk



**BYLAWS**  
**City of Caldwell**  
**Caldwell Industrial Airport Commission**  
Approved by the Caldwell Industrial Airport Commission: 09/07/2017

**Article I**

The name of the Commission shall be the Caldwell Industrial Airport Commission.

**Article II**

**Terms:**

1. *Commission:* Shall mean the Caldwell Industrial Airport Commission and members thereof.
2. *Mayor and Council:* Shall mean the Caldwell City Mayor and City Council.
3. *Organizational Rules:* The Commission shall elect its own Chairman, and may create and fill such other offices as it may determine necessary.
4. *Quorum:* Fifty percent (50%) or more of the current Commission members.

**Article III**

**Membership: Terms of Office:**

The Caldwell Industrial Airport Commission shall consist of seven (7) members to be appointed by the Mayor with the consent and approval of the Council. One member shall be from the Council. The term of the respective members of the Commission shall be as follows: The member appointed from the Council shall serve for a period of two (2) years or until the end of his term as a Council member, and the other six (6) members shall be appointed for terms of four (4) years, excepting that there shall not be more than two (2) members whose terms shall expire in any one year. Accordingly, appointments may be made for terms less than four (4) years in order that not more than two (2) members terms expire in any one year.

**Article IV**

On expiration of the initial term of office, the Commission shall recommend to the Mayor and Council replacements. Commission members may recommend to the Chairman names of possible Commission members at its regular meeting. These individuals will then be recommended to the Mayor and Council as a candidate for appointment. Vacancies shall be filled by action of the Mayor with the consent of the Council.

## Article V

The purpose of the Commission shall be as the recommending body to the Council for control of the Caldwell Industrial Airport. Members shall be selected without regard to political affiliations and shall serve without compensation.

## Article VI

The Commission shall meet at 12 noon the first Thursday of each month at the Caldwell Industrial Airport, Hubler Terminal or at the direction of the Chairman. There shall be no less than nine (9) regular monthly meetings per calendar year.

## Article VII

The Liaison Council member is a voting member of the Commission.

## Article VIII

Meeting attendance is a key component of Commission membership. Members may be excused from attending a particular meeting by notifying the Commission Chairman or the Airport office. Missing three meetings within a twelve (12) month period without providing an excuse acceptable to the Chairman will constitute a voluntary resignation. A seat so vacated will be filled through the normal replacement process.

## Article IX

Parliamentary procedure shall be adhered to in accordance with Roberts Rules of Order. All meetings shall be open to the public; except that, executive sessions may be closed by the presiding officer pursuant to Idaho Code, Section 67-2345. Written rules may be adopted by the commission for transaction of business, and a written record of meetings, resolutions, findings and determination shall be kept which shall be a public record available at the Caldwell City Hall for public review.

## Article X

The Commission shall have the authority to recommend rules of operation and behavior at the Caldwell Industrial Airport. Such rules will only be in effect after being approved by the Council. Such rules shall be placed in the manual and further shall be available to the public. The Airport Manager shall be responsible for enforcement of all rules as empowered by the City. Further areas where the Commission may make recommendations and suggestions to the Council will be:

- A. For general use of all lands encompassed in the Airport boundaries.
- B. For the sale or lease of any lands for which requests are made to the City.
- C. For capital improvements and construction on said Airport lands, including plans for future development.
- D. For the general maintenance and operation of the Airport including recommendations for the operating contracts and rules.
- E. For consideration of the construction of a County or Regional airport on a participating basis and any change of land used in connection with the Caldwell Industrial Airport.

## Article XI

The Airport Manager shall be responsible for the enforcement of all rules approved for the Airport by the Council for the operation and safety of said installation. He/she shall further make periodic reports to the Commission concerning the condition of the Airport and raise issues as he/she sees fit and seek the opinions of the Commission members as he/she feels necessary. The Commission, however, acknowledges its advisory role and may not mandate actions of the Airport Manager unless those actions are approved by the Council and/or Mayor.

## Article XII

Changes in the bylaws must be accomplished at a regular meeting of the Commission with a majority vote of the appointed Commission members. Any bylaw change or interpretation of bylaws by the Commission members is subject to final interpretation by the Council. The Council has final authority over any interpretation of the bylaws of the Commission.

**BYLAWS  
City of Caldwell  
Caldwell Industrial Airport Commission**

**Approval Signatures**

  
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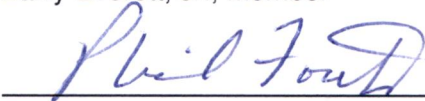
Chris Allgood, City Council Liaison

10/5/17

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Barry Everett, Jr., Member

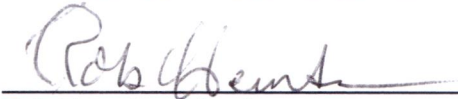
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Phil Fouts, Commission Chairman

10/5/17

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Rob Herndon, Member

10-5-17

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Steve Kahn, Member

10/19/17

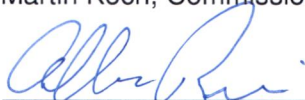
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Martin Koch, Commission Vice-Chairman

9/19/2017

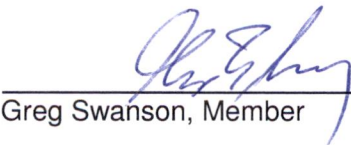
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Allen Rice, Member

09/15/2017

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Greg Swanson, Member

10-5-17

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