

MINUTES

Caldwell Executive Airport

Airport Commission

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Date: February 2nd 2023

Time: 12:00 Noon – 1:07 PM

Location: Caldwell Police Dept. Meeting Room 110 South 5th Ave, Caldwell

Commission Members Present: Steve Kahn-Chairman, Randy Neary, Vivian Ferkin, Geoff Williams City Council Rep, Brent Orton PWD, Douglas Waterman, Rob Oates – Airport Manager, Lisa Austin – Airport Admin.

Commission Members Absent: Timothy Elroy, Ashley Newbry City Engineer

Guests: Toby Epler, P.E. – JUB, Visitors: Gary Isaacs, Stan Siewert & Greg Swanson, Chris Marshall

Chairman Steve Kahn called the meeting to order at 12:00 pm.

1. **Approve minutes of January 2023 meeting -Steve Kahn,**
Motion to accept the January Minutes was made. Accepted and Motion passed.
2. **Status 5001 Aviation Way-Brent Orton-**This property is now in the hands of Downs Auction. \$15,000 in repairs are likely needed. There has been some market decline. Seek the highest bid. If it doesn't sell for what the city council has approved, we can sell on open market.
3. **Farm House development –Rob Oates-** Draft of Contract has been provided to the development team. There is no time limit to get it back. This will be a back and forth, until an agreement can be reached by both parties. Then this goes to City Council.
Brent Orton-The mayor has asked to give the Café a max amount of time to keep their business open. We need to identify a date. Commission agreed to May 31st, 2023. Becky has asked about purchasing the kitchen equipment when she leaves. Policy has us declare this as surplus. We would like to give Becky the opportunity to purchase, if possible.
4. **NW Triangle and NE Rectangle: Rob Oates-** NW Triangle proposal has been accepted. Once we have the draft contract completed from the Farmhouse, this will be our template for the NW & NE RFP projects.
5. **Wash Rack–Steve Kahn-** Toby Epler \$155,000-\$200,000 cost, (2019 costs). This is eligible for FAA Funding. It is both on North and South side of the airport. A wash rack is important. If City Council approves this expense, need time for design of wash rack. If under \$200,000, we can ask Public Work Contractors for a bid. Move forward with engineers so we can get something ready for City Council. This shows we are seeking a revenue generating amenity, creating revenue to pay back the \$200,000. It is in the Airport Master Plan. Pay for with fund balance from the sale of the hangar is an option. How many square feet will this be? Covered or Non-covered? Why does this cost so much? We are only talking a hose bib and a place where the water is to go. This is a budget item. What is the maintenance/water cost of a wash rack? Cut out part of asphalt in tie town area. Concrete not asphalt. Needs to install a sewer line for the water runoff. Is there another area that it was be so we don't have the larger expense? To be less cost expense we would have to put in the wash rack closer to a sewer line. Find another area that is not in the tie down area. Master plan is only a guideline, why can't we make it somewhere else? It is a possibility to move somewhere else. Cautious to use city resources.

You will work up a wash rack plan, send it to Airport Commission, we will comment on it and circulate it then we can go forward from there.

If EPA sent a letter saying you have to hand wash airplanes I would like to see it. It wasn't a letter, it was a lawsuit. EPA sued the City of Caldwell for illicit discharge at the airport.

6. **5410 House -Brent Orton**

Renters have decided not to renew. Is there an Aeronautical business that would like to lease? Would a hotel or a Cafe like to set up there? Do we rehab the building?

There had been interest in a Parking area. We would need to submit for proposal. We are going to get a cost per square foot Non-aeronautical at Market Rate? What is the best use for this area? Send out an RFP for that area and what the land rent would be. Create a request for proposal. Just over 3 acres.

This house is an eyesore. Can we get someone out to take care of it?

7. **Announcement-Geoff Williams** One hour over lunch time is not enough. This is a subject for another day.

Announcements-Rob Oates

A) When the plan for the Farmhouse was proposed, we had talked about the removal of the underground storage tanks. Only one bid received at this time.

B) Tower application has been accepted and we are on to the next step of the process. We have 5 years to complete the tower. A site study by FAA needs to be conducted. Cost is approximately \$68,000+. It is potentially reimbursable and we have applied for a reimbursement grant. We are preparing a resolution for the City Council meeting, set for January 17th, 2023. We pay for the study, the FAA does the study and they will supply the report. The Upper site on our master plan is available. The study will determine the height of the tower and the exact location of the tower. If we don't make the 5 year deadline, we can resubmit. There is an 18 month line for this study. Environmental study is the next to be done. An Engineering Design must be done. We are hoping to borrow & adapt a tower plan from someone else that works. Currently there is some BIL money that was put aside for infrastructure, earmarked for towers at airports without a tower. 5 Year competitive money.

Cost of the Tower should be between 4 to 5 Million dollars. Around \$277,000 would be our portion if we qualify for a grant. We will also apply for construction funding.

Steve Kahn called for any comments from the public.

No comments from audience.

The meeting was adjourned at 1:07 pm.

Next Airport Commission Meeting April 6th, 2023 Noon