

# MINUTES

## Caldwell Executive Airport

### Airport Commission

Caldwell, ID 83605  
Email: [laustin@cityofcaldwell.org](mailto:laustin@cityofcaldwell.org)  
208-459-9779

Date: [April 6th 2023](#)

Time: 12:00 Noon – 1:11 PM

Location: **Caldwell Police Dept. Meeting Room** 110 South 5<sup>th</sup> Ave, Caldwell

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**Commission Members Present:** [Steve Kahn-Chairman](#), [Randy Neary](#), [Vivian Ferkin](#), [Timothy Elroy](#), [Geoff Williams City Council Rep](#), [Brent Orton PWD](#), [Lisa Austin – Airport Admin.](#),

**Commission Members Absent:** [Rob Oates](#)

**Guests:** [Visitors: Gary Isaacs](#), [Stan Siewert](#), [Wendy Frazer](#), [Richard Cridebring](#) & [Greg Swanson](#), others that didn't sign

[Chairman Steve Kahn](#) called the meeting to order at 12:00 pm.

- Approve minutes of February 2023 meeting -Steve Kahn,**  
Motion to accept the February Minutes was made. Accepted and Motion passed.
- APO-1-Brent Orton-**Planning & Zoning are proposing to put in an RV Park in the airports protected Flight Path protected area. FAA Guidance suggests that this is a day use & businesses only. This area exceeds the noise decimal levels.  
Planning & Zoning asked to compile complaints and the experience of other airports.  
AOPA theme across the country is to protect airports. Our forefathers on the City Council did a good job to protect this land for our airport growth. A lot of work has been done to protect the airport overlay zone. The city council did a good job in the past to protect the growth of our airport.  
Geoff made a motion that based on the information the commission knows the recommendation is we slow this down until we have more information. Randy N seconded the motion. The motion carried.  
Commission discussion resulted in overall objection to this change until further information and investigation has taken place.
- Public Restrooms near Farm House –Brent Orton-** We had a meeting with the builders of the new building this week. They were asked to concenter putting in a restroom that would be open 24/7. They are open to the idea. No contract signed yet. We would like the commission to look at precast concrete restrooms for the airport. They do make a flushing units. This would be a cost savings for the airport.
- Southside Wash Rack location options -Brent Orton-** Joe Dory would like to be in a partnership with the wash rack if we put it on the Shore and Shore land, subleased by Midfield. Need to have a meeting with Joe Dory to see what it is he is offering or what he expects. We need to decide what we want/need, high pressure, brush, hose, soap etc.  
Aircraft can be fabric, metal & composite. Sewer drain and frost free hook up is all that is needed. Pilots can bring their own soap, hose and brushes. Shouldn't tear up our tie down area. What about where the dumpsters are by Gate #3 or where the underground tanks are.

5 **Land South side of Aviation Way- Brent Orton-** Maybe send this land out as an RFP. Maybe divide it up into 1/8's, so people have the option to take more or less of the area. Silverhawk is interested in putting in some parking for their students. Maybe the new café would need some of that land for parking. Per the City ordinance's parking lots must be paved. Every 13<sup>th</sup> space would need landscaping/ Vegetation. Maybe make it paid parking. Have an RFP written up so that the commission can look at it.

6. **–Update on RFP Developments-Brent Orton –** They are eager to move forward. They are thinking of not only the 24/7 restrooms, but a wash rack. They were open to adding both of these. Went through the whole draft agreement with the city attorney. A lot of their questions were answered. At this time, not sure if they have turned the proposal back in to Airport or Attorney.

7. **Airport Budget process description -Brent Orton** There is a series of budget meetings that the city has. Steve would like to have the airports budget ready so he can participate with knowledge at the budget meeting. Steve would like someone to walk the Northside property with him. Steve would like a copy of the contract when Doug Waterman has it ready. New Position created by City Council "Director of Aviation". It should take a few months to create a job description of what we would like. There will be a new Maintenance position. When the Director of Aviation is in position Brent will no longer attend these airport commission meetings. How will this position be posted? Steve Kahn would like to sit in on the interviews.

**1:04 Steve Kahn called for any comments from the public.**

Greg Swanson- Airport commission should be reviewing leases. Overlay zone, have you ever seen the zoning department submit anything on the overlay zone. Steve K- We have been included in the RFP's. We would not benefit from seeing every lease but we should see lease templet that is being used.

Stan Siewert – Agendas need to be posted 48 hours in advance.

Tailwinds has made a proposal for the NE Rectangle. They are looking for direction on who could help, or who they could team up with.

The meeting was adjourned at 1:11 pm.

Next Airport Commission Meeting May 4<sup>th</sup>, 2023 Noon