Chairman Phil Fouts called the meeting to order at 12:04 pm.

1. **Minutes of August 2019 Airport Commission Meeting**

   Motion was made and seconded to accept August 2019 Minutes. Motion passed.

2. **Audience Participation (Items Not on Agenda)**

   Stan Siewert questioned how the new Master Plan will determine a correct aircraft count and asked how the previous Master Plan acquired the same data.

   Rob Oates stated that the Master Plan RFQ does not specify how a new count will be conducted, but that the City is able to determine the scope of work needed to complete such a task.

   Brent Orton explained the steps needed to determine the new Master Plan scope of work.

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

   Toby mentioned there is nothing new on the civil side.

   Rob Oates stated we are awaiting the arrival of Qualification packets for the new Master Plan and will have a subcommittee review said packets against certain criteria to obtain a final objective score. The subcommittee has not been selected yet.

   A link to the RFQ can be found on the airport’s website: Caldwellairport.com
Brent Orton explained how the subcommittees will rank the RFQ packets.

4. **Aeronautical Use Policy Options – Doug Waterman**

Doug was unable to attend.

Rob Oates recommended the council postpone consideration of the policy options until our October 3rd meeting.

Motion was made and seconded to postpone policy options. Motion passed.

5. **Lateral (Canal) Relocation Update – Brent Orton**

Brent stated the easement is signed and Pioneer Irrigation reviewed and approved the canal relocation. The relocation will begin as soon as the irrigation water is absent and the Caldwell Water Department will be completing the work.

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

Rob mentioned one of the last two business lots were leased last week. There are still two private lots available by gate 6 and possibility ten more with an addition of a taxi lane.

7. **Announcements – Rob Oates**

- The dumpster was aggressively full today, so we had Republic Recycling called back out. There is one recycling and one garbage container that have primary use by the Café building. We have been seeing an abundance of other uses which make our airport look sub-par.
- Brent Orton mentioned next year’s budget has been approved and a final City Council meeting will take place on September 16th at 7pm. Lease rates, going forward, will be initially increased and then will be subject to potentially annual increases based upon the Consumer Price Index sub-category focused on the Western US Region. The rate on the new lease documents will be tied (adjusted each year) to the city-council-approved rate for the coming fiscal year.
- Brent explained how changes in the financial percentage of FAA, State and City participation in regards to Airport projects has affected the city’s airport funding model.

The meeting was adjourned at 1:21 pm.

**Next Airport Commission Meeting:** October 3rd, 2019 - Noon