

CARSON CITY AIRPORT AUTHORITY
Minutes of the May 19, 2011 Meeting

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A special meeting of the Carson City Airport Authority was scheduled for 6:00 p.m. on Thursday, May 19, 2011 in the Carson City Airport Terminal, 2600 College Parkway, Carson City, Nevada.

PRESENT: Chairperson Harlow Norvell
Member Alex Carter
Member Teresa DiLoreto-Long
Member Ray Saylo

STAFF: Steve Tackes, Airport Counsel
Jim Clague, Airport Engineer
Tim Rowe, Airport Manager
Gary Province, Airport Maintenance
Tamar Warren, Recording Secretary

NOTE: A recording of these proceedings, the Airport Authority's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are part of the public record. These materials are available for review, in the Clerk's Office, during regular business hours.

A. CALL TO ORDER AND DETERMINATION OF QUORUM (6:00:02) – Chairperson Norvell called the meeting to order at. Roll was called; a quorum was present. Vice Chairperson Kelly and Member McClelland were absent.

B. PLEDGE OF ALLEGIANCE: (6:00:14) – Chairperson Norvell led the Pledge of Allegiance.

C. ACTION ON APPROVAL OF PAST MINUTES (6:00:36) – **Member Carter moved to approve the minutes of April 20, 2011, April 22, 2011, and May 6, 2011 meetings. Member DiLoreto-Long seconded the motion. Motion carried 4-0.**

D. MODIFICATION OF AGENDA (6:02:10) – None.

E. PUBLIC COMMENT (6:02:21) – None

F. CONSENT AGENDA (6:03:01) – None.

G. PUBLIC HEARING ITEMS:

1. DISCUSSION AND ACTION TO APPROVE THE CARSON CITY AIRPORT AUTHORITY TENTATIVE BUDGET AS THE FINAL BUDGET FOR FISCAL YEAR 2011 TO 2012. (6:03:07) – Chairperson Norvell introduced the item. Member Carter presented the tentative Fiscal Year 2011-2012 budget, incorporated into the record. **Member Saylo moved to approve the tentative Carson City Airport Authority budget for Fiscal Year 2011-2012 as the final budget. The motion was seconded by Member DiLoreto-Long. Motion carried 4-0.** Mr. Tackes reminded the Authority that a majority signature was required upon the approval of the budget. Member Carter produced the appropriate form and gathered the signatures of the attending members.

H. AIRPORT ENGINEER'S REPORT (6:07:08) – Chairperson Norvell introduced the item. Mr. Clague presented the Airport Engineer's Report, incorporated in to the record. He stated that the Construct Runway 9 Connector to the North Apron and Construct Taxiway D East of Taxiway B projects had been completed, and a notice of completion had been issued and recorded last week. Mr. Clague said that they were waiting for a grant from the FAA for the Taxiway D West project. Revisions for the environmental assessment had been submitted to the FAA on March 25th, but they had not received any information, per Mr. Clague. He also mentioned that the fence was repaired. Discussion ensued

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regarding the hangar modification, and Mr. Clague assured the Authority that a “verbal okay” of the funding had included the modifications.

I. AIRPORT MANAGER’S REPORT (6:10:25) – Chairperson Norvell introduced the item. Mr. Rowe announced that the tractor had been purchased for \$40,000, and the additional attachments had been acquired for \$7,500. He added that Mr. Province had placed a new Airport sign at minimal cost. Mr. Rowe also informed the Authority that they had lost the flagpole to the wind, and that a new one would be erected as soon as the concrete was set.

J. LEGAL COUNSEL’S REPORT (6:12:31) – Chairperson Norvell introduced the item. Mr. Tackes gave an update on the Nevada Aviation Association (NvAA) conference held on the previous week, and attended by Mr. Tackes, Mr. Clague, and Mr. Rowe. He stated that they received “a lot of useful information” and met a “great collection of airport managers to compare notes”. He mentioned the possibility of readdressing the NvAA license plate, and added that SB 408 had passed, which increased the number of specialized license plates from 25 to 30. Mr. Tackes said that the bill was awaiting the Governor’s signature. He urged the Authority members to ensure that 1,000 license plates be sold within a two-year period.

K. TREASURER’S REPORT (6:16:04) – Chairperson Norvell introduced the item. Member Carter distributed a monthly budget report, incorporated into the record. He also stated that a possible discussion on the augmented budget might be required during the next meeting.

L. REPORT FROM AUTHORITY MEMBERS (6:20:10) – Chairperson Norvell disclosed that he and Mr. Rowe had met with Felix Rodriguez from Bristow Academy and that “they are completely ready to go”. He added that Mr. Rowe discussed with them the 6% or \$1,200 contained in Title 19 for Class II FBOs. Mr. Rowe announced that the advertising cost had been increased for the Airport Open House and believed the event would be successful.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING (6:21:53)

Augmented budget

Election of new officers. Mr. Tackes confirmed that current officers would be eligible for election.

Lease item regarding Nevada Museum of Military History.

Through-the-fence fees for Weddell property.

N. ACTION ON ADJOURNMENT (6:33:51) – **Member Carter moved to adjourn. The motion was seconded by Member Saylo. The meeting was adjourned at 6:34 p.m.**

The Minutes of the May 19, 2011 Carson City Airport Authority meeting are so approved this 15th day of June, 2011.

HARLOW NORVELL, Chair