

**DRAFT MINUTES**  
**Regular Meeting**  
**Carson City Airport Authority**  
**Wednesday, March 19, 2014 ● 6:00 PM**  
**Community Center Sierra Room, 851 East William Street, Carson City, Nevada**

**Committee Members:**

<b>Chair – Guy Williams</b>	<b>Vice Chair – Karl Hutter</b>
<b>Member – Lee Griffin</b>	<b>Member – Steve Poscic</b>
<b>Member – Jim Shirk</b>	<b>Member – Phil Stotts</b>
<b>Member – Maurice White</b>	

**Staff:**

Steve Tackes – Airport Counsel  
 Brian Fitzgerald – Airport Engineer  
 Tim Rowe – Airport Manager  
 Tamar Warren, Deputy Clerk/Recording Secretary

**NOTE:** A recording of these proceedings, the board’s agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder’s Office, and available for review during regular business hours.

The meeting may also be viewed at [http://www.breweryarts.org/?page\\_id=2597](http://www.breweryarts.org/?page_id=2597).

**A. CALL TO ORDER AND DETERMINATION OF QUORUM (6:01:12) – A quorum was present.**

Attendee Name	Status	Arrived
Guy Williams	Present	
Karl Hutter	Present	
Lee Griffin	Present	
Steve Poscic	Present	
Jim Shirk	Present	
Phil Stotts	Present	
Maurice White	Present	

**B. PLEDGE OF ALLEGIANCE (6:01:51) – Led by Chairperson Williams.**

(6:02:14) – Chairperson Williams requested a moment of Silence for Ted Contri, calling him a longtime friend and benefactor of the Carson City Airport. He also extended the Authority’s condolences to Mr. Contri’s family.

**C. ACTION ON APPROVAL OF PAST MINUTES**

(6:05:14) – **MOTION: The Carson City Airport Authority approves the minutes of the February 20, 2013 meeting as written.**

<b>RESULT:</b>	<b>APPROVED (6-0-1)</b>
<b>MOVER:</b>	Stotts
<b>SECONDER:</b>	White
<b>AYES:</b>	Hutter, Griffin, Poscic, Shirk, Stotts, White.
<b>NAYES:</b>	None
<b>ABSTENTIONS</b>	Williams
<b>ABSENT:</b>	None

**D. MODIFICATION OF AGENDA** (6:55:20) – None.

**E. PUBLIC COMMENT** (6:05:49) – None.

**F. CONSENT AGENDA** (6:06:19) – None.

**G. PUBLIC HEARING ITEMS:**

**1. BRIEFING BY BRISTOW ACADEMY ON HELICOPTER TRAINING OPERATIONS AT THE CARSON CITY AIRPORT.** (6:06:31) – Jerry Marchal, representing Bristow Academy, delivered a PowerPoint presentation about the company and its operations in Carson City. The presentation is incorporated into the record.

(6:23:04) – Member Shirk was informed that there were three instructors and six students, and they trained at night. Mr. Marchal also noted that they would depart from and return to Carson City; however, most of the night vision training took place in Minden. Mr. Rowe also responded that the initial complaints by residents off Goni Canyon had been addressed by changing the traffic patterns.

(6:25:24) – Member Griffin inquired about the length of the training program and was informed that the contracts were monthly, or for three-month periods for now. Discussion ensued regarding the helicopters not being visible. Mr. Rowe noted that new safety measures were taken to alleviate these concerns, by using the eastern taxiways. Chairperson Williams cautioned against using the Taxiway C area for hovering purposes and for longer periods of time, to accommodate other pilots. Mr. Marchal suggested working with the Airport Manager to avoid “interactions with vehicles” in the area, noting that during high winds, other options might not be possible.

(6:38:10) – Vice Chairperson Hutter received clarification on the flight path and altitude of the helicopters.

(6:40:48) – Public Comments – none.

**H. AIRPORT ENGINEER’S REPORT** – (6:41:10) – Mr. Fitzgerald reported that the Phase I and Phase II of the Main Apron Construction were in winter shutdown mode, and that Phase II would begin again on April 21, 2013, and would be completed in 30 days. Mr. Fitzgerald also noted that a pre-bid meeting was scheduled with six contractors on Friday, for Phase III.

**I. AIRPORT MANAGER’S REPORT** (6:43:13) – Mr. Rowe presented the Airport Manager’s Report, which is incorporated into the record. He also informed the Authority of a burglary report, concerning a toolbox removed from a truck parked near Weaver Aircraft, taken by the Carson City Sheriff’s Department. In response to a question, Mr. Rowe indicated that the Airport Open House would not take place due to the upcoming construction; however, a limited event would take place in May, with details to follow.

**J. LEGAL COUNSEL’S REPORT** (6:52:18) – Mr. Tackes stated that he would be presenting at the upcoming Nevada Airports Association Conference, and the topic was “alternative revenue sources for airports”, focusing on rural airports and unmanned aircraft. He also noted that he was working with the Office of the District Attorney regarding expiring leases, and that he would update the Authority on new developments in order for them to make a decision.

**K. TREASURER’S REPORT** (6:59:41) – Member Poscic noted that as February 28, the total assets, including money market, checking, building and maintenance accounts, plus the deferred assets were at \$554,045.20. Mr. Rowe added that he had opened an account to accommodate revenue from the gate card sales.

**L. REPORT FROM AUTHORITY MEMBERS** (7:03:00) – None.

**M. PUBLIC COMMENT** (7:03:07) – None.

**N. AGENDA ITEMS FOR NEXT REGULAR MEETING** (7:03:20) – None.

**O. ACTION ON ADJOURNMENT** (7:03:45) – **Member Poscic moved to adjourn. The motion was seconded by Vice Chairperson Hutter.** The meeting was adjourned at 7:04 p.m.

The Minutes of the March 19, 2014 Carson City Airport Authority meeting are so approved this 17<sup>th</sup> day of April, 2014.

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GUY WILLIAMS, Chair