

CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA

WEDNESDAY, DECEMBER 21ST, 2016 – 6:00 P.M.

Public Meeting at:

CARSON CITY COMMUNITY CENTER
(Sierra Room)
851 E. William
Carson City, Nevada

This Agenda Prepared by Tim Rowe, Airport Manager

- A. CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM.
- B. PLEDGE OF ALLEGIANCE
- C. APPROVAL OF THE MINUTES OF PAST MEETINGS OF THE AIRPORT AUTHORITY.
- D. MODIFICATION OF THE AGENDA. *The Chairman reserves the right to modify the agenda in order to most effectively process the agenda items. Items may be taken out of order; Items may be combined for consideration by the Authority; Items may be pulled or removed from the agenda at any time.*
- E. PUBLIC COMMENT. Members of the public who wish to address the Airport Authority may speak on *agendized and non-agendized matters* related to the Airport. Comments are limited to three (3) minutes per person or topic. If your item requires extended discussion, please request the Chairman to calendar the matter for a future Airport Authority meeting.

- F. PUBLIC HEARINGS
 - 1. FOR POSSIBLE ACTION: TO APPROVE THE REQUEST BY CARSON CITY FIRE DEPARTMENT AND THE CARSON CITY PUBLIC WORKS DEPARTMENT to operate UNMANNED AERIAL VEHICLES (aka Unmanned Aircraft Systems, or “DRONES”; UNDER 55 LBS) WITHIN 5 MILES OF THE CARSON CITY AIRPORT. (S. Tackes)

Staff Summary: The CARSON CITY FIRE DEPARTMENT and the CARSON CITY PUBLIC WORKS DEPARTMENT have acquired drones to be used for purposes related to their operations. NRS 493.109 prohibits operations of an unmanned aerial vehicle within 5 miles of an airport unless the operator obtains consent of the Airport Authority. The CARSON CITY FIRE DEPARTMENT AND CARSON CITY PUBLIC WORKS DEPARTMENT have requested that consent. Consistent with other such approvals, consent should be conditioned on notice to the Airport Manager in the event that CARSON CITY FIRE DEPARTMENT or CARSON CITY PUBLIC WORKS DEPARTMENT intends to operate within 1 mile of the Airport so that a NOTAM or

other decision can be made as to the safety of ongoing Airport operations.

2. FOR POSSIBLE ACTION: BRIEFING AND COMMENTS REGARDING THE PROPOSED RV PARK RESORT ON THE WESTERN INSURANCE PROPERTY WEST OF THE CARSON CITY AIRPORT; DETERMINATION BY AUTHORITY OF WHETHER TO SUPPORT THE APPEAL. (P. Ware, J. Lubich)

Staff Summary: Mr. Ware will make a brief statement about the associated risks with the proposed high density RV resort on Western Insurance Property on the west side of Airport Property and brief the Authority of a petition attempting to block the project. Depending on the airport issues, the Authority may vote to participate in and support the appeal.

3. FOR POSSIBLE ACTION: REGARDING THE REQUEST BY DEAN DUNCAN TO LEASE A PORTION OF LEASE PARCEL 219B OF AIRPORT LAND FOR THE CONSTRUCTION OF THREE HANGARS; DETERMINE PROPOSED USE AND PROCEED WITH APPRAISAL; AND RECOVERY OF THE COST OF APPRAISAL. (D. Duncan)

Staff Summary: Dean Duncan is requesting a land lease of Parcel 219B in order to construct three 50X50 foot hangars to the east of the Heritage Hangars Condo Association for the purpose of aircraft storage. The Authority may decide to proceed with an appraisal of the parcel and consider reimbursement of the cost of the appraisal. On April 15, 2015, the Airport Authority approved “in principle” to create parcel 219B to accommodate a similar proposed hangar development.

4. FOR POSSIBLE ACTION: APPROVAL OF THE REQUEST BY SIERRA MOUNTAIN AIR PARK SOUTH, LLC FOR AN EXTENSION OF THEIR AIRCRAFT STORAGE ONLY LEASE FOR 22 YEARS UPON RAISING THEIR RENT TO THE APPRAISED CURRENT VALUE AND MAKING A FINANCIAL CONTRIBUTION TOWARD THE REMAINDER DUE ON THE TERMINAL RENOVATION PROJECT. (S. Tackes)

Staff Summary: In April, 2016, the Authority approved exploration of an extension of the aircraft-storage only hangars as permitted by NRS 496.080. Per that action, a group of tenants paid for an MAI appraisal of the lease rates. At the November 16, 2016, Authority meeting, the Authority approved lease extensions for 4 leases based on the appraisal and a contribution to the Terminal renovation project. The proposed action for this meeting is to consider granting an extension of the remaining lease executed with the others in 1994 on the same terms as approved for the other 4 leases prior to the expiration of the appraisal on January 5, 2017. The rent will be increased on the basis of the appraisal (\$0.12/sq. ft./yr.) plus a single payment to the Authority toward the Terminal renovation project in the approximate amount of \$ 24,449.38. The action by the Authority would extend the term of the lease by approximately 22 years.

5. FOR POSSIBLE ACTION: FURTHER REVIEW AND APPROVAL OF THE REQUEST BY JOHN MAYES, LUDD CORRAO FAMILY REVOCABLE LIVING TRUST, SEIBOLD/TRI-MOTOR,LLC, AND SIERRA MOUNTAIN AIR PARK NORTH, LLC FOR AN EXTENSION OF THEIR AIRCRAFT STORAGE ONLY LEASES FOR 22 YEARS UPON RAISING THEIR RENT TO THE APPRAISED CURRENT VALUE AND MAKING A FINANCIAL CONTRIBUTION TO THE TERMINAL RENOVATION PROJECT; AND AS DIRECTED FURTHER AMENDMENTS FOLLOWING CARSON CITY BOARD OF SUPERVISORS REQUIREMENTS AT MEETING HELD DECEMBER 15, 2016. (S. Tackes)

Staff Summary: In November 2016, the Authority approved an extension of the aircraft-storage only hangars as permitted by NRS 496.080. The proposed action for this meeting is to review the extension of the leases for the above tenants on the basis of the appraisal (\$0.12/sq. ft./yr.) plus a single payment to the Authority toward the Terminal renovation project in the approximate amount of \$86,000. As per direction of the Carson City Board of Supervisors further amendments are to be discussed for action.

6. FOR POSSIBLE ACTION: APPROVAL OF A THROUGH-THE-FENCE PERMIT FOR MUSTANG MANUFACTURING, INC./TSM ENTERPRISES, LLC, LOCATED AT 2401 LOCKHEED WAY, CARSON CITY, WITH EXISTING AIRCRAFT ACCESS ADJACENT TO TAXIWAY C. (S.Tackes)

Staff Summary: Mustang Manufacturing has held through the fence access pursuant to the Carson City Municipal Code (CCMC 19.03 “Through the Fence Aircraft Operation”) for approximately 30 years. During the recent FAA land use audit, a copy of the actual through-the-fence permit could not be located. This permit is proposed as a document to replace the permit so that Authority records are complete. Mustang Manufacturing improved the access with paving approximately 30 years ago, and did so with specifications suitable to support a B-25. They regularly maintain and have use of the access pursuant to CCMC 19.03. Their affiliate, TSM ENTERPRISES, LLC. is the actual landowner and thus that name should also be included on the permit.

- G. AIRPORT ENGINEER’S REPORT (*Non-Action Item*).
- H. AIRPORT MANAGER’S REPORT (*Non-Action Item*).
- I. LEGAL COUNSEL’S REPORT (*Non-Action Item*).
- J. TREASURER’S REPORT (*Non-Action Item*).
- K. REPORT FROM AUTHORITY MEMBERS (*Non-Action Item*).
- L. PUBLIC COMMENT. Members of the public who wish to address the Airport Authority may speak on items discussed on the agenda related to the Airport. Comments are limited to three (3) minutes per person or topic. If your item requires extended discussion, please request the Chairman to calendar the matter for a future Airport Authority meeting.

M. AGENDA ITEMS FOR NEXT REGULAR MEETING (*Non-Action Item*).

N. ACTION ON ADJOURNMENT.

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DELIVERED (*via Facsimile and E-Mail*) to the **FOLLOWING LOCATIONS** for
POSTING by **DECEMBER 16TH, 2016**

The Carson City Airport (CCA) Website: www.flycarsoncity.com		
Airport Terminal Building 2600 College Parkway Carson City, NV	Community Center 851 E. William St. Carson City, NV	CC Permit Center 108 E. Proctor St. Carson City, NV
City Hall 201 N. Carson St. Carson City, NV	Public Library 900 North Roop St. Carson City, NV	Public Works Department 3505 Butti Way Carson City, NV
	Sterling Air, Ltd. 2640 College Parkway Carson City, NV	El Aero Services 2101 Arrowhead Dr. Carson City, NV
<i>~ Distribution made to others per request and as noted on the Airport Authority Distribution List ~</i>		
<i>Supporting materials will be posted to the Carson City Airport website as available, and can be obtained from Tim Rowe, Airport Manager, 2600 College Parkway, Carson City, NV</i>		

NOTE: The Airport Authority is pleased to make reasonable accommodations for the public who are disabled and wish to attend this meeting. If special arrangements for the meeting are necessary, please notify the Airport Authority at (775) 841-2255 or cxp-mgr@att.net.

Notice: NRS 241.020(3)(b) states that a request for mailed notice of meetings automatically lapses six months after it is made to the public body. A separate written request is not required for each meeting although requests are limited to six months at a time.

THE CARSON CITY AIRPORT AUTHORITY ENCOURAGES WRITTEN COMMENTS FROM THE PUBLIC. Comments should be addressed to the **Airport Manager**, and sent to the following address:

Carson City Airport Authority 2600 College Parkway #6, Carson City, Nevada 89706