

CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA

WEDNESDAY, JUNE 21ST, 2017 – 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: ELECTION OF OFFICERS (CHAIRMAN, VICE CHAIRMAN AND SECRETARY/TREASURER) PER NRS 844 SECTION 6. (L. Law)

Staff Summary: The law provides that elections of officers from within the Authority can happen at any time. The terms of officers end on July 1 of odd-numbered years. Thus an election of officers is timely, even though elections were recently held. Officers may be re-elected to their position. The term of the person previously elected Vice-Chairman ends on Oct 1, 2017, thus that position should be filled with a different Authority member whose term is not about to expire.

- 2. FOR POSSIBLE ACTION: TO APPROVE THE REQUEST BY NEVADA DEPARTMENT OF TRANSPORTATION (NDOT) TO OPERATE UNMANNED AERIAL VEHICLES (aka Unmanned Aircraft Systems, or “DRONES”; UNDER 55 LBS) WITHIN 5 MILES OF THE CARSON CITY AIRPORT IN FURTHERENCE OF

NDOT BUSINESS. (L. Adams, T. Rowe)

Staff Summary: NDOT has 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. NDOT has requested that consent. Consistent with other such approvals, consent should be conditioned on notice to the Airport Manager in the event that NDOT 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.

3. FOR POSSIBLE ACTION: APPROVAL OF A PROPOSAL TO LEASE THE WEST WING OF THE TERMINAL BUILDING TO CARSON AVIATION ADVENTURES FOR ITS FLIGHT SCHOOL; AND DETERMINATION OF A MONTHLY RENTAL RATE. (B. Vowell)

Staff Summary: Carson Aviation Adventures is requesting to expand its flight school for the purpose of adding briefing rooms for the training of its students to the west side of the terminal. The Airport Authority will determine lease terms and a rental rate to be charged for the use

4. FOR POSSIBLE ACTION: REGARDING THE REQUEST BY DENNIS GIANGRAECO TO LEASE PARCEL 219B OF AIRPORT LAND IN 3 PHASES FOR THE CONSTRUCTION OF HANGARS FOR AIRCRAFT STORAGE; THE LEASE OF PROPERTY WOULD BE FOR 31,500 SQ. FT. AS PHASE ONE, AND INCLUDE THE RIGHT TO LEASE AN ADJACENT SIMILAR AREA WITHIN PARCEL 219B AS PHASE TWO AND THE FINAL AREA OF PARCEL 219B AS PHASE THREE; DETERMINE PROPOSED USE, MODIFIED LEASE STAGING AND PROCEED WITH APPRAISAL; AND RECOVERY OF THE COST OF APPRAISAL. (D. Giangreco)

Staff Summary: At the May 17, 2017 Agenda, Dennis Giangreco requested a land lease of Parcel 219B in order to construct aircraft-storage-only-hangars to the east of the Heritage Hangars Condo Association. The Authority decided to proceed with an appraisal of the parcel and consider reimbursement of the cost of the appraisal on the basis that the entire parcel would be offered for lease in one transaction. Mr. Giangreco is now requesting that the it be done in 3 pieces to limit the risk of the investment if the market does not support the entire Parcel 219B project. Mr. Giangreco would still advance the cost of the appraisal and would be reimbursed the cost from the successful bidder if that is someone other than Mr. Giangreco.

5. FOR POSSIBLE ACTION: DISCUSSION TO CONSIDER A HANGAR MONITORING PROGRAM TO INSURE COMPLIANCE WITH CCMC TITLE 19 AND THE FAA HANGAR USE POLICY. (T. Rowe, L. Law)

Staff Summary: The CCAA will consider a Hangar Monitoring Program that will comply with CCMC Title 19 Airport Rules and Regulations and the FAA Hangar Use Policy that becomes effective July 1, 2017.

6. FOR POSSIBLE ACTION: TO APPROVE ENGAGEMENT OF WILLIAM KIMMEL, MAI APPRAISER TO UPDATE THE AIRCRAFT STORAGE APPRAISAL DATED JULY 2016 PER THE REQUEST OF GEORGE BYARD FOR A LEASE EXTENSION OF AN AIRCRAFT STORAGE ONLY LEASE.(S.Tackes)

Staff Summary: George Byard has requested a lease extension using the same process and conditions as was used in January on other aircraft-storage only leases. The prior appraisal included the Byard lease parcel in its analysis. The appraisal is no longer current within 6 months. The appraiser agreed to update the appraisal and Mr. Byard will be required to advance the appraisal fee.

- 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 June 16th, 2017**

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