

**CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA**

WEDNESDAY SEPTEMBER 16TH, 2015 – 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

CALL TO ORDER, ROLL CALL, AND DETERMINATION OF QUORUM.

PLEDGE OF ALLEGIANCE

APPROVAL OF THE MINUTES OF PAST MEETINGS OF THE AIRPORT AUTHORITY.

MODIFICATION OF THE AGENDA. *The Chairman reserves the right to modify the agenda in order to most effectively process the agenda items.*

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.

PUBLIC HEARINGS

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE USE OF THE AIRPORT TERMINAL FOR THE EAA’S B-17 (ALUMINUM OVERCAST) EVENT ON SEPTEMBER 22, 2015. (M. Reynolds)

EAA wishes to use the terminal to stage for the B-17’s one day event. <http://flycarsoncity.com/wp-content/uploads/2015/09/B17-Carson.pdf>

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE USE OF THE TERMINAL BY THE RENO 99’S ON OCTOBER 3RD FROM 9:00 AM TO 12:00 PM FOR THE GO BY AIR MEETING. (K. Walton)

GO BY AIR Presented by the Reno Area 99s Saturday, October 3, 2015 9:45 am - Noon
Learn about flying and earn a Patch by doing several fun activities. This is a fun way to start back to school and before break. Make an airplane, learn the language of aviation, find out the many careers available that are related to aviation. This patch program is presented by licensed women pilots. Refreshments will be served.

The cost of this program is FREE, however, you MUST PRE-REGISTER. This is for Scouts in 4- 8th grades. You may come as an individual. To register contact: kathywalton@charter.net (Be sure to put Girl Scouts in Subject) or call Kathy at 775-356-2928. Limited to 50 girls. Deadline for registration is September 25, 2015.

DISCUSSION AND POSSIBLE ACTION TO APPROVE MODEL AIRCRAFT OPERATIONS

AT THE MODEL AIRCRAFT FIELD THAT IS WITHIN FIVE (5) MILES OF THE CARSON CITY AIRPORT. (D. Echeto)

For quite a few years there has been a Model Flying club operating next to the Parker/Carson Airport and within 5 miles of the Carson City Airport. A new Advisory Circular, AC 91-57A (attached) defines the criteria that model aircraft operations should operate under. Part of that criteria is to make an agreement with the airports near where they operate.

Nevada is a bit more restrictive. During the 2015 Nevada legislative session, AB239 was passed and will be effective starting 10/1/2015. Below is an excerpt from the bill.

Sec. 18.5. 1. A person shall not operate an unmanned aerial vehicle within:

(a) A horizontal distance of 500 feet or a vertical distance of 250 feet from a critical facility without the written consent of the owner of the critical facility.

(b) Except as otherwise provided in subsection 2, 5 miles of an airport.

2. A person may operate an unmanned aerial vehicle within 5 miles of an airport only if the person obtains the consent of the airport authority or the operator of the airport, or if the person has otherwise obtained a waiver, exemption or other authorization for such operation pursuant to any rule or regulation of the Federal Aviation Administration. A person who is authorized to operate an unmanned aerial vehicle within 5 miles of an airport pursuant to this subsection shall, at all times during such operation, maintain on his or her person documentation of any waiver, exemption, authorization or consent permitting such operation.

3. A person who violates this section is guilty of a misdemeanor.

4. As used in this section, "airport" means any area of land or water owned, operated or maintained by or on behalf of a city, county, town, municipal corporation or airport authority that is designed and set aside for the landing and taking off of aircraft and that is utilized in the interest of the public for such purposes.

Dan Echeto, President of the High Sierra Flyers RC Club has requested that the RC club continue to operate and will present to the authority an agreement to be signed by the Airport Manager.

It was recommended by the FAA from the Reno FSDO that a permanent NOTAM be published describing the location and distance from the airport of the RC operations.

DISCUSSION AND POSSIBLE ACTION TO CONSIDER THE REQUESTS FOR PROPOSAL FROM SECURITY PATROL COMPANIES; CONSIDER THE RECOMMENDATIONS OF THE AIRPORT MANAGER; AND AWARD THE AIRPORT SECURITY CONTRACT FOR A FIVE (5) YEAR PERIOD. (T. Rowe)

3 responses to the RFP were received. ESI, High Sierra Patrol, and Capital City Patrol. All three proposals were complete and referenced the requirements of the RFP. I'll address each proposal and what I found.

ESI Security Services –

Patrol the airport in marked vehicles with lights flashing.

Meets all the provisions of the RFP.

Issue citations for trespassing. (I don't like this) but I'm sure that ESI can be instructed to detain trespassers for the Sheriff's Dept.

The estimated cost of ESI's services is \$25.00 per visit or \$9100 per year. This considers one patrol per night.

<http://flycarsoncity.com/wp-content/uploads/2015/08/RFP-ESI.pdf>

High Sierra Patrol, Inc. –
Will provide “Warning Signs” of their Services.
Meets all the provisions of the RFP.
Term-3 months even though the RFP specified a 5 year contract.
Up to three patrols per night for 20 to 30 minutes per patrol.
\$975 per month/\$11,700 per year.
<http://flycarsoncity.com/wp-content/uploads/2015/08/RFP-High-Sierra.pdf>

Capital City Patrol –
Meets all the provisions of the RFP.
Provides three sporadic patrol details during night and early morning periods.
Patrols are in unmarked cars-no lights flashing.
\$300 per month/\$3600 per year.
<http://flycarsoncity.com/wp-content/uploads/2015/08/RFP-Capital-City-Patrol.pdf>

The 3 proposals were reviewed and Capitol City Patrol is recommended to be retained for a new 5 year contract. Capitol City has been very professional in their approach to provided security services to the airport over the last 5 years. They have provided weekly security briefs on time every week. They have provided security and crowd control at the annual open house and have a good working relationship with the CCSO.

DISCUSSION AND POSSIBLE ACTION TO DISPOSE OF ABANDONED AND DERELICT ALBATROSS GRUMMAN HU-16B, SERIAL NUMBER 51-067, SINCE OWNER, YVETTE WEAVER, HAS FAILED AND REFUSED TO REMOVE SAID AIRCRAFT DESPITE DEMAND; AUTHORIZATION TO AIRPORT MANAGER TO ARRANGE FOR SCRAP SALE OR OTHER DISPOSAL (S. Tackes, T. Rowe)

The Albatross is not currently registered, on the Assessor’s tax role nor is it airworthy. This does make the aircraft “derelict”. Title 19 is clear on the responsibilities of aircraft owners as per the following excerpt:

CCMC 19.02.020.345

H. AIRCRAFT STORAGE.

1. Outside Storage....

Outside storage of derelict aircraft shall not be allowed. Derelict aircraft are defined as aircraft without a current airworthiness certificate, in an appearance of state of disrepair, one that creates a safety hazard, or is considered a nuisance as determined by the Airport Authority.

DISCUSSION AND POSSIBLE ACTION TO APPROVE THE 2016 AIRPORT OPEN HOUSE EVENT AND THE DATE TO BE HELD; THE APPOINTMENT OF AN AUTHORITY MEMBER TO OVERSEE THE OPEN HOUSE AND PROVIDE REPORTS TO THE AUTHORITY. (T. Rowe)

The annual open house at the Carson City Airport has long been a successful community function that brings in young and old to enjoy not only aircraft displays and flybys, but activities designed to interest our youth and adults of the opportunities in aviation. Robotics, drone flying and other activities just to name a few.

The 2015 Open House had more retail vendors than ever before as well as non-profits such as Ageless Aviation, Veterans Guest House, Vietnam Veterans Association and the VFW. Make A Wish was a new program that was very successful this year. Military Recruiters were on hand as well as a UH-60 from the Air Guard. Attached is the list of participants, vendors and exhibitors that we had at the 2015 Open House in June.

The Airport Manager is proposing that next year’s open house be held on a Saturday, June 11th or 18th. We have been fortunate to hold the open house on dates that have brought a high volume of spectators. We have estimated between 4,000 and 5,000 people have come to the event.

I’m proposing that the Authority appoint a member to oversee the open house committee with me as logistical support. We have a great volunteer committee that has supported the open house over the years and will continue to make it a success. The member will report to the Authority on the progress of the open house and the participants, vendors, and exhibitors who will again make next year a success also.

DISCUSSION AND POSSIBLE ACTION TO FORM A STRATEGY GROUP TO BE ORGANIZED BY MARICE WHITE AND DON PETERSON, TO CONSIDER ALTERNATIVE METHODS TO SPEED COMMERCIAL DEVELOPMENT OF THE CARSON CITY AIRPORT; FINDINGS TO BE PRESENTED TO THE AUTHORITY FOR CONSIDERATION. (M. White, D. Peterson)

AIRPORT ENGINEER’S REPORT (*Non-Action Item*).

AIRPORT MANAGER’S REPORT (*Non-Action Item*).

LEGAL COUNSEL’S REPORT (*Non-Action Item*).

TREASURER’S REPORT (*Non-Action Item*).

REPORT FROM AUTHORITY MEMBERS (*Non-Action Item*).

PUBLIC COMMENT. Members of the public who wish to address the Airport Authority may speak upon 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.

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

ACTION ON ADJOURNMENT.

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DELIVERED (via Facsimile and E-Mail) to the FOLLOWING LOCATIONS for POSTING by September 11th, 2015

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| The Carson City Airport (CCA) Website: www.flycarsoncity.com | | |
| Airport Terminal Building | Community Center | CC Permit Center |

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|---|---|--|
| 2600 College Parkway Carson City, NV | 851 E. William St. Carson City, NV | 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