

CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA

WEDNESDAY, NOVEMBER 16TH, 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: APPROVAL OF THE CARSON CITY AIRPORT AUTHORITY AUDIT FOR FY 2015/2016. (B. Kohn)

Staff Summary: Kohn and Company accomplished the annual audit required by NRS 354 and found it to be a clean audit. The approval of the audit by the Authority is required under the statute.

- 2. FOR POSSIBLE ACTION: 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. (S. Tackes, J. Mayes)

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. The proposed action for this meeting is to grant an 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. The action by the Authority would extend the term of these leases by approximately 22 years.

3. FOR POSSIBLE ACTION: APPROVAL OF THE REQUEST BY PETE NORMAN TO CONSTRUCT A LOUNGE AND STORAGE WITHIN HANGAR H-3. (P. Norman)

Staff Summary: Pete Norman is requesting to construct a pilot lounge and storage room within his hangar H-3. Pilot lounges or crew rest areas may be allowed with prior approval of the Airport Authority and Carson City, but shall not be used as permanent living facilities.

4. FOR POSSIBLE ACTION: APPROVAL OF A PROPOSAL TO LEASE 576 SQUARE FEET OF THE WEST WING OF THE TERMINAL BUILDING TO CARSON AVIATION ADVENTURES FOR ITS FLIGHT SCHOOL. (B. Vowell, A. Collins)

Staff Summary: Carson Aviation Adventures is requesting to expand its flight school for the purpose of briefing rooms for the training of its students to the west side of the newly refurbished terminal.

5. FOR POSSIBLE ACTION: ON ITEMS RELATED TO THE CARSON CITY AIRPORT PROJECT TO REHABILITATE THE NORTH APRON (FAA AIP No 3-32-0004-30), INCLUDING MONTHLY STATUS REPORTS, POTENTIAL CHANGES TO THE WORK OR WORK SCHEDULE, CONSTRUCTION CHANGE ORDERS, AND OTHER RELATED ITEMS (J. Clague)

Staff Summary: The Airport Engineer will update the Airport Authority on the progress of the North Apron Rehabilitation Project and any potential change orders that may affect the project.

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 NOVEMBER 11TH, 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