

**CARSON CITY AIRPORT AUTHORITY  
MEETING AGENDA**

**WEDNESDAY, JULY 19<sup>TH</sup>, 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.

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- F. PUBLIC HEARINGS
  - 1. FOR POSSIBLE ACTION: DISCUSSION AND APPROVAL OF PLAN FOR FILLING THE AIRPORT MANAGER VACANCY; REALIGNMENT OF DUTIES AND POSITIONS; CONSIDERATION OF PART TIME POSITIONS; PUBLISHING OR POSTING OF JOB AVAILABILITY (L. Law)

Staff Summary: The Airport Authority will have a vacancy for Airport Manager effective July 14, 2017 per notification from existing Airport Manager. The Authority will consider job responsibilities for Airport Staff and whether to proceed with a request for candidates for Airport Staff.

- 2. FOR POSSIBLE ACTION: DISCUSSION AND APPROVAL OF PLAN FOR SHORT TERM COVERAGE OF AIRPORT MANAGER VACANCY; SHORT TERM EMPLOYEE, CONSULTANT CONTRACT OR VOLUNTEERS (L. Law)

Staff Summary: The Airport Authority will consider what steps to take for short term coverage of the Airport management duties pending engagement with a new Airport Manager and/or other Staff.

**3. FOR POSSIBLE ACTION: ON CHANGE ORDER AND OTHER ITEMS RELATED TO THE CARSON CITY AIRPORT PROJECT TO REHABILITATE THE NORTH APRON (FAA AIP No 3-32-0004-30), INCLUDING MONTHLY STATUS REPORT, CONSTRUCTION CHANGE ORDERS, AND OTHER RELATED ITEMS (B. Fitzgerald)**

Staff Summary: The Airport Engineer will update the Airport Authority on the progress of the North Apron Rehabilitation Project and request approval of the final change order that affects the project and any other adjustment toward completion of 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 July 14<sup>th</sup>, 2017**

The Carson City Airport (CCA) Website: <a href="http://www.flycarsoncity.com">www.flycarsoncity.com</a>		
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	El Aero Services 2101 Arrowhead Dr.

	Carson City, NV	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](mailto: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**