

CARSON CITY AIRPORT AUTHORITY  
MEETING AGENDA

WEDNESDAY, MARCH 21, 2018 – 6:00 P.M.

Public Meeting at:

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

This Agenda Prepared by Dirk Zahtilla, Interim 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: APPROVAL OF CONTRACT OF EMPLOYMENT OF NEW AIRPORT MANAGER (L. Harvey, S Tackes)

*Staff summary: The airport authority ranked the two top choices for airport manager and authorized Member Harvey and Airport Counsel Tackes to make the job and salary offer to the top candidate and failing coming to an agreement make the offer to the second candidate. Job and salary offer requiring approval by the Airport Authority.*

2. FOR POSSIBLE ACTION: DISCUSSION TO APPROVE A CLARIFICATION OF THE GATE CARD RULE ALLOWING “TEMPORARY CONTRACTORS WHILE PERFORMING WORK ON THE AIRSIDE” TO BE ISSUED GATE CARDS (D. Zahtilla)

*Staff Summary: This is a recommendation to clarify this section of the rule. The original intent of this rule was to allow access to contractors performing construction work on behalf of the airport. It was not intended for employees or contractors of FBOs.*

*Recommendation to change the wording as follows “TEMPORARY CONTRACTORS EMPLOYED BY THE CARSON CITY AIRPORT” and add the statement “EMPLOYEES AND CONTRACTORS OF FBOs MUST OBTAIN ACCESS THROUGH THAT FBO WHILE EMPLOYED AS SUCH”*

3. FOR POSSIBLE ACTION: DISCUSSION AND APPROVAL OF DIRECTION TO CONSULTANT AND ENGINEER REGARDING FAA AIP 31 MASTER PLAN. (B. Fitzgerald; S. Tackes)

Staff Summary: *This is a continuing item for the Authority to address progress and any directions appropriate to the Master Plan (FAA AIP 31).*

- 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*).  
 Status review of projects  
 Internal communications and administrative matters  
 Correspondence to the Authority  
 Status reports and comments from the members of the Authority
- 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 9am, MARCH 16, 2018**

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	Mountain West 2101 Arrowhead Dr. Carson City, NV
City Hall 201 N. Carson St. Carson City, NV	Sterling Air, Ltd. 2640 College Parkway Carson City, NV	
State of Nevada Public Notice Website <a href="https://notice.nv.gov">https://notice.nv.gov</a>		

*~ Distribution made to others per request and as noted on the Airport Authority Distribution List ~*

*Supporting materials will be posted to the Carson City Airport website [www.flycarsoncity.com](http://www.flycarsoncity.com) as available, and can be obtained upon request from the, Airport Manager, 2600 College Parkway, Carson City, NV*

**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 [manager@flycarsoncity.com](mailto:manager@flycarsoncity.com)

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**