

**CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA**

WEDNESDAY, JULY 18, 2018 – 6:00 P.M.

Public Meeting at:

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

This Agenda Prepared by Kenneth G. Moen, 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. AWARDS AND PRESENTATION
- G. PUBLIC HEARINGS

1. FOR POSSIBLE ACTION: TO APPROVE THE CARSON CITY AIRPORT AUTHORITY (CCAA) PARTICIPATION IN THE LOCAL GOVERNMENT POOLED INVESTMENT FUND (LGIP) AND AUTHOIZATION FOR STAFF TO MAKE THE REQUIRED FILINGS. (L. Law, L. Harvey, K. Moen).

Staff Summary: Chair Law will review with the Board of the CCAA’s benefits to participating in the Local Government Pooled Investment Fund (LGIP).

2. FOR POSSIBLE ACTION: TO AFFIRM BOARD CHAIR’S APPOINTMENT OF CCAA COMMITTEE TO REVIEW STATEMENTS OF INTEREST AND QUALIFICATONS FOR AIRPORT ARCHITECTURAL/ENGINEERING AND PLANNING SERVICES CONTRACT. (L. Law and K. Moen).

Staff Summary: Chair Law will confirm with CCAA the appointment of a committee to do fact-finding (review, obtain supplemental information referenced within, and provide ranking tools) on the submissions from qualified firms to provide on-call Airport

Architectural/Engineering and Planning Services, with all information provided to the Authority for consideration and decision at a future Authority meeting.

3. FOR POSSIBLE ACTION: DISCUSSION OF MASTER PLAN AIRPORT FACILITY ALTERNATIVES IN ORDER TO PROVIDE CONSULTANT WITH A RECOMMENDED DEVELOPMENT CONCEPT. (B. Fitzgerald; K. Moen).

Staff Summary: Airport Engineer Brian Fitzgerald will discuss potential airport facility development alternatives to identify a recommended airport development concept.

4. FOR POSSIBLE ACTION: TO APPROVE LEASEHOLD LOT LINE ADJUSTMENTS TO PARCEL 38. (B. Fitzgerald, S. Tackes; K. Moen).

Staff Summary: Brian Fitzgerald will review the proposed lot line adjustment for parcel 38 to accommodate a tenant improvement project for ground lease held by tenant John Mayes.

5. FOR POSSIBLE ACTION: DISCUSSION TO APPROVE CONCEPT OF DEVELOPING A LETTER OF AGREEMENT FOR UNMANNED AERIAL SYSTEMS (UAS) TEST SITE WITH THE NEVADA INSTITUTE FOR AUTONOMOUS SYSTEMS (NIAS) AT CXP. (K. MOEN)

Staff Summary: Ken Moen will review draft Letter of Agreement (LOA) with NIAS to operate a UAS test site on CXP.

- H. AIRPORT ENGINEER'S REPORT (*Non-Action Item*).
- I. AIRPORT MANAGER'S REPORT (*Non-Action Item*).
- J. LEGAL COUNSEL'S REPORT (*Non-Action Item*).
- K. TREASURER'S REPORT (*Non-Action Item*).
- L. 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
- M. 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.
- N. AGENDA ITEMS FOR NEXT REGULAR MEETING (*Non-Action Item*).
- O. ACTION ON ADJOURNMENT.

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**DELIVERED (via Facsimile and E-Mail) to the FOLLOWING LOCATIONS for
POSTING by 9am, July 13, 2018**

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	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 https://notice.nv.gov
<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 www.flycarsoncity.com as available, and can be obtained upon request from the, Airport Manager, 2600 E. College Parkway #6, 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 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 E. College Parkway #6, Carson City, Nevada 89706