

**CARSON CITY AIRPORT AUTHORITY
MEETING AGENDA**

WEDNESDAY, AUGUST 15, 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: CARSON AVIATION ADVENTURES LEASE ON 2500 E. COLLEGE PARKWAY HAS BEEN TERMINATED AND BUSINESS DOES NOT HAVE PRESENCE ON AIRFIELD AS REQUIRED BY TITLE 19. TERMINATION OF BUSINESS LICENSE HELD BY PIER28 INC FOR CARSON AVIATION ADVENTURES; NOTIFICATION TO CITY OF NEED TO REPLACE FBO MEMBER ON CCAA.

Staff Summary: Airport Counsel Steve Tackes to review impact with CCAA as it relates to Title 19 requirements and CCAA enabling legislation Statutes of Nevada Chapter 844. (S. Tackes).

2. 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.*

3. FOR POSSIBLE ACTION: TO APPROVE LEASEHOLD LOT LINE ADJUSTMENTS TO PARCEL 219B. (B. Fitzgerald, S. Tackes; K. Moen).

Staff Summary: *Brian Fitzgerald will review the proposed lot line adjustments for parcel and 219B to accommodate tenant improvement projects for ground lease held by tenant Dennis Giangreco (Sierra Skyway, Inc).*

4. FOR POSSIBLE ACTION: ACCEPT FAA GRANT AIP PROJECT NO. 3-32-0004-032-2018.

Staff Summary: *Airport Manager Ken Moen to review FAA Grant offer in the amount of \$384, 187. CCAA and Carson City Board of Supervisors approved acceptance in July 2018 in the amount of \$352,000. FAA authorized an additional project for AWOS upgrade in the amount of \$32,906. (B. Fitzgerald; K. Moen).*

5. FOR POSSIBLE ACTION: CCAA RFQ COMMITTEE TO PRESENT DATA COLLECTED AND RFQ SCORE SHEETS REGARDING QUALIFICATONS FOR AIRPORT ARCHITECTURAL/ENGINEERING AND PLANNING SERVICES CONTRACT.

6. FOR DISCUSSION AND POSSIBLE ACTION TO APPROVE ATKINS TASK 8 FOR CONSTRUCTION MANAGEMENT ON THE REHABILITATION OF TAXIWAYS PROJECT PENDING BOARD OF SUPERVISORS ACCEPTANCE OF THE AMENDED GRANT OFFER FROM THE FAA.

Staff Summary: *Brian Fitzgerald will review the scope of work for construction management services for upcoming rehabilitation of Taxiways AIP 32 project. (B Fitzgerald).*

7. FOR DISCUSSION AND POSSIBLE ACTION TO RESCHEDULE SEPTEMBER CCAA BOARD MEETING TO SEPTEMBER 26TH FROM SEPTEMBER 19TH.

Staff Summary: *Airport Manager, Kenneth Moen will be out of town during the regularly scheduled meeting and is requesting to reschedule monthly meeting in order to be in attendance.*

Staff Summary: *CCAA to review RFQ committee rank submissions from qualified firms to provide on-call Airport Architectural/Engineering and Planning Services. (L. Law and K. Moen).*

- 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, August 10, 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