

CARSON CITY AIRPORT AUTHORITY  
MEETING AGENDA

WEDNESDAY, NOVEMBER 14, 2018 – 7:00 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*

**Note: The time and date are different than usual meeting date and time**

- 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. AWARDS AND PRESENTATION
- G. PUBLIC HEARINGS

1. FOR DISCUSSION AND POSSIBLE ACTION REGARDING FOUR PARCELS ON ARROWHEAD DRIVE, TO THE NORTHWEST OF THE AIRPORT AND WEST OF GONI ROAD, WHICH ARE TO BE REDESIGNATED BY THE CITY AS AN AIRPORT BUFFER ZONE AS PART OF THE TECHNICAL CORRECTIONS TO THE CARSON CITY LANDS BILL. (L.Law)

*Staff Summary: Linda Law will lead discussion and update CCAA on the designation of parcels as clear area for aircraft utilizing airport. Jennifer Budge, Director of Carson City Parks, Recreation and Open Space available to answer questions from CCAA members. (L. Law)*

2. FOR DISCUSSION AND POSSIBLE ACTION TO APPROVE SCOPE OF WORK AND PROFESSIONAL SERVICES AGREEMENT (PSA) WITH LINDA RITTER CONSULTING TO MANAGE AND FACILITATE OF A STRATEGIC PLANNING PROCESS. (K.Moen)

*Staff Summary: Ken Moen will lead the discussion of the Scope of Work and PSA to retain Linda Ritter Consulting to manage and facilitate CCAA effort to develop a Strategic Plan. (K Moen).*

3. FOR POSSIBLE ACTION: APPROVAL OF THE CINDERLITE EXTENSION AGREEMENT TO CONTINUE AS THE OPERATOR FOR THE MINING AND SALES OF CCAA SURPLUS ROCK AND AGGREGATE. (K. Moen)

*Staff Summary: Cinderlite has provided the CCAA with rock/aggregate sales and services since 2012. The agreement was extended in 2015. The proposed extension is for an additional 3-years and incorporates a CPI increase. Brian Fitzgerald, Airport Engineering Consultant available to address FAA Design Standards and compatible land use. (K. Moen and B. Fitzgerald)*

4. FOR DISCUSSION AND POSSIBLE ACTION TO APPROVE LEAN ENGINEERING NIGHTTIME OPERATIONS FEASIBILITY STUDY.

*Staff Summary: Ken Moen will review the scope of work for Nighttime Instrument Approach Runway 27 Operations Feasibility Study. (K Moen).*

5. FOR DISCUSSION AND POSSIBLE ACTION TO REVIEW REQUEST FOR THROUGH-THE-FENCE (TTF) ACCESS AGREEMENT FOR THE 28-ACRE PARCEL EAST OF TAXIWAY BRAVO. (K.Moen)

*Staff Summary: Ken Moen will lead the discussion of request to identify TTF access point(s) on eastern boundary east of Taxiway Bravo. (K Moen).*

6. FOR POSSIBLE ACTION: CARSON CITY AIRPORT AUTHORITY (CCAA) TO CONSIDER APPROVAL OF AIRPORT ARCHITECTURAL/ENGINEERING AND PLANNING SERVICES CONTRACTS.

*Staff Summary: Staff and Airport Counsel to present proposed contracts with ranked firm(s) to provide on-call Airport Architectural/Engineering and Planning Services. (K. Moen and S. Tackes).*

- 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, November 9, 2018**

| The Carson City Airport (CCA) Website: <a href="http://www.flycarsoncity.com">www.flycarsoncity.com</a>  |   |   |
|--|---|---|
| Airport Terminal Building<br>2600 College Parkway<br>Carson City, NV   | Community Center<br>851 E. William St.<br>Carson City, NV     | Mountain West<br>2101 Arrowhead Dr.<br>Carson City, NV  |
| City Hall<br>201 N. Carson St.<br>Carson City, NV  | Sterling Air, Ltd.<br>2640 College Parkway<br>Carson City, NV | State of Nevada<br>Public Notice Website<br><a href="https://notice.nv.gov">https://notice.nv.gov</a> |
| <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 <a href="http://www.flycarsoncity.com">www.flycarsoncity.com</a> 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](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 E. College Parkway #6, Carson City, Nevada 89706**