

DRAFT MINUTES
Special (Teleconference) Meeting
Carson City Airport Authority
Wednesday, June 12, 2019 ● 12:00 PM
Airport Manager's Office, Airport Terminal Building
2600 East College Parkway, Carson City, Nevada

Authority Members

Chair – Linda Law	Member – John Barrette
Member – Michael Golden	Member – Paul Hamilton
Member – Bradley Harris	Member – Jon Rogers

Staff

Ken Moen – Airport Manager
Tamar Warren – Deputy Clerk

NOTE: A recording of these proceedings, the Board's agenda materials, and any written comments or documentation provided to the recording secretary during the meeting are public record. These materials are on file in the Clerk-Recorder's Office, and available for review during regular business hours.

Audio recordings of the Carson City Airport Authority meetings are available on www.carson.org/minutes.

A. CALL TO ORDER AND DETERMINATION OF QUORUM

(12:03:34) – Chairperson Law called the meeting to order at 12:03 p.m. Roll was called and a quorum was present.

Attendee Name	Status	Arrived
Chairperson Linda Law	Present	
Member John Barrette	Present	
Member Michael Golden	Present	
Member Paul Hamilton	Present	
Member Bradley Harris	Present	
Member Jon Rogers	Absent	

B. PLEDGE OF ALLEGIANCE

No flag was available for the pledge.

C. APPROVAL OF THE MINUTES OF THE PAST MEETING OF THE AIRPORT AUTHORITY.

No minutes were available for approval.

D. MODIFICATION OF AGENDA

There were no modifications to the agenda.

E. PUBLIC COMMENT

(12:05:06) – Chairperson Law entertained public comments. Bill Kreider introduced himself and noted that the Airport Open House posters were not placed in ideal locations, and recommended having a [banner] at the entrance of the Airport, similar to that of the past few years. Mr. Moen explained that the banner to which Mr. Kreider was referring was currently hung downtown; however, it would be moved to the Airport the following week. Mr. Moen also confirmed that the Open House was advertised on the electronic billboard in front of the Community Center.

F. PUBLIC HEARINGS

1. FOR DISCUSSION AND POSSIBLE ACTION: CCAA BUDGET AUGMENTATION FY 2018/19.

(12:08:34) – Chairperson Law introduced the item. Mr. Moen presented the augmented budget, incorporated into the record, and noted that they were offset by the additional rock sale revenue of \$10,000 and the increased lease revenue of \$24,000. He also outlined the additional expenses of \$72,805 which included approximately \$49,000 for the nighttime feasibility study and the Arrowhead Drive gate (with Cinderlite) for \$16,000. Mr. Moen indicated that the augmentation must be approved today, per the Nevada Revised Statute (NRS) requirement, and signed by the Authority members to be filed with the Nevada Department of Taxation. There were no member and/or public comments.

(12:10:26) – Chairperson Law requested an update from Mr. Moen regarding his discussions with the FAA pertaining to Lean Engineering’s nighttime feasibility study. Mr. Moen provided an update on his attendance to the FAA Airports Conference in Los Angeles the week prior to this meeting, and reported on his meeting with Holly Dixon, Assistant Director of the FAA Phoenix Airports District Office, and Mike Williams, Manager of the Phoenix District Office, regarding the Carson City Airport in general and the nighttime instrument approach feasibility study in particular. He explained that Mr. Williams had recommended meeting with the air traffic procedure manager in the FAA’s Seattle Office who had been able to meet with Mr. Moen, Lean Engineering, Coffman Associates, and Armstrong Consulting, and had been impressed with the amount of research and work done by the Authority and its consultants, including the inclusion in the Master Plan. Mr. Moen outlined the many reasons that required a nighttime instrument approach at the Carson City Airport, and the upcoming grant requests. Chairperson Law entertained additional comments, and when none were forthcoming, **a motion to approve the augmentation report for the 2018/2019 Fiscal Year.**

(12:17:06) – MOTION: Member Harris moved to approve the FY 2018/2018 budget augmentation report. The motion was seconded by Member Barrette. Motion carried 5-0-0, with Member Rogers absent.

G. PUBLIC COMMENT

There were no public comments.

H. AGENDA ITEMS FOR NEXT REGULAR MEETING

(12:17:48) – Chairperson Law suggested sending agenda requests to Mr. Moen.

(12:18:01) – Mr. Moen recommended finalizing the signature gathering (for the augmented budget) by the end of the week since he was leaving the following week for the Airport Association Executive Conference in Boston, adding that the augmentation must be filed with the Nevada Department of Taxation by the end of June.

I. ACTION ON ADJOURNMENT

(12:19:50) – Chairperson Law adjourned the meeting at 12:20 p.m.

The Minutes of the June 12, 2019 Carson City Airport Authority special meeting are so approved on this 17th day of July, 2019.

LINDA LAW, Chair